

**Cannon Valley Elder Collegium
Board Minutes, February 19, 2014**

The Board of Directors of CVEC met at the Northfield Senior Center on February 19, 2014. A quorum being present, Board Chair ReJean Schulte called the meeting to order at 3:45 P.M.

1. ReJean asked the Board to approve the agenda that had been circulated to the members of the Board prior to the meeting. Upon motion duly made and seconded, the agenda was approved unanimously.
2. ReJean next asked that the minutes of the January 15, 2014 meeting of the Board be approved in the form circulated prior to the meeting. A motion to approve the Minutes in the form circulated was duly made, seconded and approved unanimously.
3. Executive Director Rich Noer discussed plans for this year's Shakespeare trips, which he recommended that we once again co-sponsor. This year there will be two trips: July 11, to see Hamlet, and July 23, to see Merry Wives of Windsor. There was unanimous agreement that CVEC ought to co-sponsor the trips. Rich then reported that the Northfield Arts Guild had invited CVEC to a special March 12th event. The proposal was that the curator of the book arts exhibit would give a talk. Light treats would be served. This would be at no charge to CVEC or the attendees. There was some discussion as to whether CVEC might be embarrassed by too light a turn-out, but there was general agreement that a good number of CVEC people would attend, and Rich was encouraged to go ahead with planning.
4. Rich next reported that the Curriculum Committee had discussed how to implement recommendations derived from Idea Harvest. The basic recommendation was that an advance notice of each trimester's courses, course descriptions and instructors should be sent to selected organizations in and around Northfield, inviting the addressees to ask instructors to come to their organizations and give talks about their subjects. There was a general discussion by the Board, and agreement was reached that the Curriculum Committee should compile a list of organizations to receive the advance notices, instructors should be permitted to opt out (declining in advance to participate) and the program should start in advance of the next fall trimester.

5. Operations Director Dale Sommers discussed early spring registrations. On the first day, 117 people enrolled in 137 courses. That is about 2/3 of the first day record set before the winter trimester, but the winter trimester should be viewed as an anomaly. More detail from Dale could be found in the reports sent to members of the Board before the meeting. Dale then discussed the status of course evaluations for the winter trimester. Relatively few evaluations had been received at the time of the meeting.
6. Curriculum Director Ed Langerak reported that he has been getting positive results from individual emails to prospective CVEC instructors. Ed discussed class size. In the Curriculum Committee, it had been agreed that class size is primarily a matter of pedagogy, and usually not of classroom capacity. He suggested that CVEC ought to drop the “standard” 15-person class size, leaving the upper limit up to the instructors, subject to classroom capacity limitations. In response to a question, Ed said that the Committee had not discussed minimum class sizes. After some discussion, Jerry Mohrig suggested that the question of minimum class size ought to be deferred to the March Board meeting.
7. Ed Langerak then discussed a series of four talks regarding sustainability issues, to take place at the Senior Center commencing March 11th. The Senior Center had asked CVEC to publicize the series and to make a contribution toward its cost. Ed Lufkin moved that the Board approve a \$500 contribution toward the cost of the series. After discussion, Ed’s motion was seconded and approved with one “no” vote.
8. Finance Director Barb Jenkins briefly discussed the fact that CVEC “did well” during the January stock market correction. She recommended that CVEC recognize the help that Joan Stoesz provides with our mailing operations, by offering a free course for each term in which she gives such help. Upon motion duly made and seconded, this proposal was approved unanimously.
9. ReJean Schulte next introduced a discussion of the activities of the two technology committees formed by the Board in November. She noted that the CVEC student profile is changing, and that instructors increasingly want to integrate technology into their courses. Dale Sommers reported that the ad hoc committee formed following the November Board meeting to discuss classroom technology issues in

general had met on February 18th with Dean Simms of Simms Technology. Prior to the meeting, Dale had conducted “due diligence” regarding the Simms company, with positive results. At the meeting, the Committee stressed that the most important location for technology improvements was Village on the Cannon, because that is where the technology is most out of date. Room 106 is next in line for improvement, while the technology already available at Northfield Retirement Community is up-to-date. In very rough terms, a suitable upgrade for each location could be obtained for between \$5,000 (for a “cart-based” system) to \$10,000 (for an “installed” system). The installed system would be easier to operate – an important factor for CVEC instructors – and probably would give better performance, such as clearer video. Dale had scheduled a meeting with Carleton College’s expert for the next week. Dale asked for a motion to give consideration to the more expensive installed system, which would allow Simms Technology to go ahead with a more detailed proposal. Upon motion duly seconded, and after adequate discussion, it was unanimously voted that Dale be empowered to tell Simms Technology that CVEC will consider purchasing an installed system for Village on the Cannon.

10. Rich Noer reported on the activities of the hearing technology committee. The committee had met with Shannon Garlitz, the audiologist at Northfield Allina Clinic, and Rich had received a call from Gerry Williams, the founder of Williams Sound. The meeting and call were to discuss the options available to CVEC regarding accommodation of hearing-impaired students. Rich said that there are many options, ranging from simple and cheap to complicated and quite expensive, and that he recommended a broader survey of CVEC students to discover what the needs really are, before a decision can be reached. After discussion, it was agreed that the committee ought to prepare a broader survey, to be provided to the whole CVEC mailing list.

Upon motion duly made and seconded and without discussion, the meeting was adjourned at 5:15 P.M.

Respectfully submitted

Michael H. Harper, Jr., Secretary