

## **Cannon Valley Elder Collegium Board Meeting**

### Minutes of Board Meeting – January 17, 2024

Meeting Location: 50 North, Room 102

**Members present:** Susan Evans (Chair), Patricia Johnson (Vice Chair), Art Higinbotham, Colleen Vitek (Treasurer), Tim Madigan (Secretary), Mary Savina, Karen Gervais, Jill Ballard (by phone)

Absent: David Norman, Karolyn Bertelsen, Colleen Vitek, David Peterson.

**Staff present:** John & Karen Robison (Executive Directors) Dan Sullivan (Curriculum Director), Nicole Barnette (Finance and Registration Director).

1. Call to order – The meeting was called to order by Chair Susan Evans at 3:45pm.
2. Consent Agenda (Approve with one vote if there are no questions, additions, or corrections. Discuss separately if warranted)
  - A. Minutes of the December 11, 2023, board meeting (Tim Madigan)
  - B. Income/Expense Statement and Fund Balance Report (Nicole Barnette)
  - C. Winter Registration Update (Nicole Barnette)
  - D. Nominating Committee /2024 Schedule (Patricia Johnson)
  - E. Curriculum Committee Report (Dan Sullivan)

The Consent agenda was approved unanimously.

3. **Other Business/ Reports:** Susan suggested the procedures for registration for oversubscribed classes be discussed. The consensus appeared to be to continue with the current procedures. Susan also mentioned that each future Board meeting would focus on special topics for discussion.

#### **4. Strategic Discussion: Curriculum**

##### **Perception of CVEC class content comments:**

There is a perception amongst some people that many CVEC classes are too challenging in some subject areas. There was a general discussion on the topic and it was noted that some classes are more challenging than others, especially in the sciences/math. Yet, this is not a bad thing, it is important to have a range of academic topics.

It was suggested that the course descriptions for more complex class detail expectations in the course descriptions and class needs.

Perhaps it would be a good idea to provide testimonials from students on how well the CVEC instructors can translate complex materials in a manner that is comfortable to a wide range of backgrounds. expressed the desire to make sure students are made to feel welcome and to use the “CVEC Tips for Instructors” handout.

On the topic of the class categories, it was noted that 16 classes were in the “Arts,” 13 the “Humanities,” seven in “Math and Sciences” six in the “Social Sciences,” and two in other areas. There is a reasonable balance of class subject matter based on student interest, availability of instructors and course timing.

There was a general discussion about unique class formats e.g. Zoom, short class/programs (one shot class/program or two or three dates), night courses, etc.

### **What makes us proud of CVEC?**

CVEC is a stable organization, even though in times we are experiencing challenges.

The students in CVEC are “not done learning.”

The quality of our programs is excellent, yet appeal to a wide range of people.

### **What data do we need to manage and improve CVEC programming?**

Providing students with an ongoing listing of CVEC classes they have been enrolled in over the years.

Determine what the interest level would be in taking weekend or night classes.

One-time programs sponsored by CVEC and hybrid in-person and Zoom classes

It would be a good idea to sponsor one shot programs as part of a series on special topics.

Multi-sections for popular classes – morning & afternoon, nights, weekends.

“How much do we want to grow?” There seemed to be consensus that the CVEC should be innovative and explore new formats, but quality and current relative size are priorities.

### **Financial Report**

Nicole reviewed the latest Income & Expense Report and answered questions about the report. The report reflects a positive financial position for CVEC.

The meeting adjourned at 5:00pm.