

# **History of the University of Central Oklahoma Emeritus Faculty Association**

**EFA History Committee**

**Keith Swezey, Chair**

**Fred Grosz**

**Pat LaGrow**

**Joanne Necco**

**Jan Tuepker**

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## SECTION 1

### **History of the UCO Emeritus Faculty Association—Introduction**

By Keith Swezey, EFA President 2016  
and EFA History Committee Chair

The Emeritus Faculty Association (EFA) at the University of Central Oklahoma had its genesis when a group of faculty members realized the university needed an organization to represent retired faculty and staff concerns. Although informal discussions began earlier, in 2008 official efforts began to organize the Emeritus Faculty Association (EFA).

Organizations for retired faculty members are a relatively new development at many colleges and universities. These organizations take many forms but basically fall into three categories: social activities, academic functions and advocacy for retired faculty benefits. Some, such as UCO's Emeritus Faculty Association, serve all three functions. Membership is sometimes limited to only retired faculty while at other institutions, including UCO, retired staff are also included.

Retired faculty and staff care about a continuing relationship with their university and want to be recognized as someone who can continue to make a contribution to the university. The president of the University of West Virginia framed the issue this way, "retiring from your career does not mean retiring from things that are important to you. As men and women who spent their careers improving lives through education, (faculty and staff) still have so much to offer to our University, state and world." <sup>1</sup>

Universities that create an organization for retired faculty make it clear that continuing contributions of faculty are valued and the university's relationship with the faculty member won't end with their retirement. It also eases the decision to retire "because they're not giving up what's made them a successful member of the community for so long." <sup>2</sup> Beyond concerns about finances and health care, faculty nearing or past retirement want to know that they can continue to play a significant role in achieving worthwhile projects for the university community. Many retired faculty may want to pursue intellectual research both inside and outside their traditional areas of investigation.

Retired faculty and staff also need to know about changes in their social and psychological needs. Firmin and Craycraft found that "pre-retirement planning, active social connections, and opportunities for involvement predicted satisfaction . . ." <sup>3</sup> EFA has provided that planning before and after retirement for retired faculty and staff through organized workshops and seminars on life after retirement.

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The EFA began efforts to meet these needs as an official university organization in 2009. The organization's mission statement reads "the mission of the University of Central Oklahoma Emeritus Faculty Association is to promote continued campus and community involvement of retired faculty at UCO that is highly beneficial to the University and retired faculty." A complete list of EFA's goals and objectives and an outline of the organization's rules for operation can be found under the Bylaws and EFA Operations Manual headings later in this document.

What follows is a brief history of the genesis of the organization and the development of the EFA into an association that provides social activities for members as well as academic opportunities and advocacy for benefits for retired faculty and staff. This history is intended as a living document to be expanded as the group continues to grow.

1. E. Gordon Gee, President, West Virginia University, <http://retirees.wvu.edu/gee-message>
2. Steven Poskanzer, Carleton College, ACE Invitational Conference, July 11, 2011.
3. Firmin, M., & Craycraft, A. (2009). Life meanings for past and present: Case studies of four retired faculty. *Educational Research Quarterly*, 32, 17-35.

## SECTION 2

### **Emeritus Faculty Association—The Beginnings**

By Fred Grosz, EFA President 2009-2011

For a number of years, UCO faculty and retiring faculty had expressed concerns that when faculty, many who had served numerous years at the university, retired they were basically severed from the university. This was considered short-sighted as most had a lot to offer and could be of value to the university in a variety of ways.

In response to these concerns, in mid-2008, Provost William Radke appointed a committee representing the five colleges—Shari Carney, College of Liberal Arts; Fred Grosz, College of Math and Science; Kent Kidwell, College of Media and Design (now College of Fine Arts and Design); David Landrum, College of Business Administration; and Virginia Peters, College of Education and Professional Studies—to consider establishing some sort of organization for retired faculty. The committee researched organizations that existed at other universities and colleges, their structure and mission, etc. After reviewing available information, numerous meetings, and talking with other retired faculty and administrations, a proposal was prepared and disseminated to the Faculty Senate and the UCO Administration for review, revision, consideration, etc. Eventually bylaws and an addendum were approved and invitations were sent to all retired faculty inviting them to a meeting to be held in the Heritage Room in the Nigh University Center on October 3, 2009. The inaugural meeting was attended by 37 interested retired faculty. The purpose of the meeting was to first determine if the retired faculty wanted to form an organization called the Emeritus Faculty Association (EFA) and if so, adopt bylaws and elect officers. The vote was unanimous to form the EFA, and the following officers were elected to two-year terms: president, Fred Grosz; vice president, Joanne Necco; secretary, Barbara Henthorn; and treasurer, G. Kay Powers. An at-large Board of Directors consisting of three members also was elected. The terms are 3-years, with the initial Board having staggered terms. Six committees were created and chaired by volunteers or appointed by the president. The committees were Activities, Advocacy and Benefits, Courtesy, Membership, Program, and Publicity. Dues were established at \$15 per year or \$225 for lifetime. Two forms of membership were established: Full Members (open to all who had retired from the university with emeritus status) and Associate Members (available to those who had not officially retired from UCO or who had served in an administrative role without faculty rank). The first quarterly newsletter was published in January 2010.

The purpose of the EFA is to promote the continuing involvement and participation of the emeritus faculty with the university in the belief that such involvement and participation is highly beneficial to the university and to individual retired faculty members.

The first official activity for the EFA was a tour of Old North provided by the UCO Foundation. The tour was followed by a tailgate party sponsored by the Alumni Association. EFA members also received an invitation to attend the homecoming

football game on November 7, 2009, in the Wantland Stadium Suites as guests of the UCO Foundation. This activity was one of many scheduled for the following year by the Activities Committee, chaired by Virginia Peters.

## SECTION 3

### Emeritus Faculty Association Leadership Teams

Compiled by Jan Tuepker, Publicity Committee Chair 2016-17

\*Chair/Co-Chair

	2009-2011	2012	2013
<b>Officers</b>			
President	Fred Grosz	Joanne Necco	Joanne Necco
Vice President	Joanne Necco	Tana Stufflebean	Tana Stufflebean
Secretary	Barbara Henthorn	Billye Peterson	Billye Peterson
Treasurer	G.K. Powers	Brent Wendling	Brent Wendling
<b>Board of Directors</b>	Larry Westmoreland (2011) Kathy Black (2012) Odus Rice (2013)	Kathy Black (2012) Odus Rice (2013) Fred Grosz (2014)	Odus Rice (2013) Fred Grosz (2014) Bonny Ford (2015)
<b>Standing Committees</b>			
Activities (In 2009-2011 there also was a Programs Committee: Hall Duncan*, Margaret Flansburg, Gladys Dronberger, Pat McGinnis)	Virginia Peters* Karen Carter Terry Harrison Gerry Pinkston Ann Shanks Tana Stufflebean	Karen Carter* Larry Westmoreland* Don Fleming Donna Guinn Pat Hoig Laverne Loman Bill Van Osdol	Larry Westmoreland* Don Fleming Donna Guinn Pat Hoig Laverne Loman Bill Van Osdol
Advocacy & Benefits	Herb Giles * Deanie Wright* Gene Helstern Jerry Legere David Boliver	Bill Wallo* David Boliver Jerry Legere Charles Whipple Deanie Wright	Bill Wallo* David Boliver Jerry Legere Charles Whipple Deanie Wright
Courtesy	Verlin Richardson* Dorothy Frosch Kathryn Kunc Lavern Loman	Margaret Whittemore* Verlin Richardson Barbara Parrish Ralph Parrish	Margaret Whittemore* Verlin Richardson
Membership	David Hart* Doug Sprung Shirley Connelly J.W. Weatherford Whit Marks	Doug Sprung* Bonny Ford Dave Hart J.W. Weatherford Brent Wendling	Doug Sprung* Bonny Ford Dave Hart J.W. Weatherford Brent Wendling
Publicity	Carolyn Marshall Dennie Hall (2009) Paul Lehman Diane Visor	Carolyn Marshall* Gerry Cherry	Carolyn Marshall* Gerry Cherry Gloria Shadid
Nominating	Doug Sprung* Donna Guinn		Fred Grosz* Donna Guinn Jerry Legere

In October 2014, the EFA membership approved the redefinition of executive officer positions to include: (a) elimination of the position of vice-president, (b) creation of a president-elect position, (c) integration of the secretary and treasurer into one position, and (d) the addition of the past president as an executive officer. This change became effective in 2016.

	2014	2015	2016
<b>Officers</b>			
President	Bill Radke	Bill Radke	Keith Swezey
Vice President	Wanda Johnson	Wanda Johnson	
Secretary	Deanie Wright	Deanie Wright	
Treasurer	Larry Westmoreland	Larry Westmoreland	
President Elect			Pat LaGrow
Past President			William Radke
Secretary/Treasurer			Diane Jackson
<b>Board of Directors</b>	Fred Grosz (2014) Bonny Ford (2015) Don Fleming (Jan.-July) (2016) Joanne Necco (Aug.-Dec.) (2016)	Bonny Ford (2015) Joanne Necco (2016) Gayle Kearns (2017)	Joanne Necco* (2016) Darry Carlstone (2017) Randy Jones (2018)
<b>Standing Committees</b>			
Activities	Carolyn Marshall* Karen Carter Joanne Necco Gloria Shadid Brent Wendling Leah Westmoreland	Carolyn Marshall* Karen Carter Gloria Shadid Leah Westmoreland	Carolyn Marshall* Karen Barnes Kathy Black Karen Carter Pat LaGrow Gloria Shadid Leah Westmoreland
Advocacy & Benefits	Evelyn Wilson- Martin*	Evelyn Wilson- Martin*	Evelyn Wilson- Martin*
Courtesy	Dave Hart Donna Guinn* Paul Lehman Verlin Richardson	Dave Hart Verlin Richardson* Paul Lehman Donna Guinn	Dave Hart Verlin Richardson* Bonny Ford
Membership	Fred Grosz* Jerry Legere Doug Sprung Donna Guinn	Fred Grosz* Jerry Legere Doug Sprung Donna Guinn	Fred Grosz* Jerry Legere* Jeanette Patton
Publicity	Keith Swezey* Joanne Necco Jan Tuepker	Keith Swezey* Joanne Necco Jan Tuepker	Jan Tuepker* Joanne Necco Darry Carlstone
Nominating	Fred Grosz* Donna Guinn Jerry Legere	Fred Grosz* Donna Guinn Jerry Legere	William Radke* Diane Jackson Jeanette Patton

	2017	2018	2019
<b>Officers</b> President President Elect Past President Secretary/Treasurer	Pat LaGrow Deanie Wright Keith Swezey Diane Jackson	Deanie Wright Diane Jackson Pat LaGrow Sue Lynn Sasser	
<b>Board of Directors</b>	Darry Carlstone (2017) Randy Jones* (2018) Karen Carter (2019)	Randy Jones* (2018) Karen Carter (2019) Bill Radke (2020)	
<b>Standing Committees</b> Activities  Advocacy & Benefits (April 2018 changed to Advocacy, Benefits, and Service) Courtesy Membership  Publicity (April 2018 changed to Publicity/History) Nominating	Joanne Necco* Gloria Shadid* Karen Barnes, Kathy Black, Carolyn Marshall, Bob Palmer Tana Stufflebean Leah Westmoreland Deanie Wright Evelyn Wilson- Martin* Dave Hart  Verlin Richardson* Fred Grosz* Jerry Legere* Jeanette Patton Jan Tuepker* Keith Swezey  Bill Radke*, Keith Swezey, Bill Caire	Kathy & Bob Terrell* Pam Kuzminski* Kathy Black, Diane Jackson, Pat LaGrow Bob Palmer Tana Stufflebean Larry Westmoreland Leah Westmoreland Evelyn Wilson-Martin*, Pat LaGrow Bill Radke  Verlin Richardson* Fred Grosz* Jerry Legere* Jeanette Patton Jan Tuepker* Keith Swezey	
<b>Ad Hoc Committees</b> OTRS  Retirement Workshop  Fac/Staff Sen Liaison EFA History	Bill Radke* Karen Barnes, Diane Jackson, Jerry Legere Jeanette Patton Larry Westmoreland Bill Radke* Gerry Pinkston Diane Rudebock, Mary Sweet-Darter Keith Swezey Jerry Legere Keith Swezey* Fred Grosz, Pat LaGrow, Joanne Necco, Jan Tuepker	Became a sub- committee of the Advocacy & Benefits Committee in March 2017 Became a sub- committee of the Advocacy & Benefits Committee in March 2017 Jerry Legere History completed in March 2018	

## **SECTION 4**

### **EFA Past Presidents' Summaries**

This section contains summaries written by each of the EFA's past presidents outlining the major events that took place during their presidency, in their opinion. These are by no means a complete listing of events, which can be found under EFA Activities and other headings in this document.

#### **EFA President Fred Grosz's Summary—2009-2011**

During this time the EFA was in its formative stage and it was not clear as to what would be the major interest of the membership of the organization. It was determined that monthly EFA Executive Committee meetings would be held and that a variety of activities should be available to the members and prospective members. The activities considered and scheduled included social, educational, wellness and entertainment. It was recommended to have a minimum of one activity scheduled per month, and this was accomplished through the efforts of the Activities Committee chaired by Virginia Peters.

It was also a priority to increase the membership by focusing on which of the retired personnel were eligible for membership and who might be eligible for Associate Membership. This effort was a formidable undertaking involving the efforts of the Membership Committee, chaired by David Hart, the Human Resources Department, and Academic Affairs. Membership for this Committee was deliberately chosen from retired faculty who had been at UCO for a long time and thus had much institutional memory. Through these efforts, membership grew to about 100.

Another avenue to communicate with retired faculty and administrators was through the establishment of a formal EFA newsletter. This newsletter was the responsibility of the Publicity Committee and the printing and mailing were generously supported through funds from the Office of Academic Affairs. It was agreed that all retired faculty, current administrators, and Faculty Senate should receive this newsletter as a means of communicating that the Emeritus Faculty Association existed and inform them of its activities.

Another important activity that was established as a re-occurring event was the starting of a kaffeeklatsch which was proposed for the first Thursday of each month as an avenue through which members and others could get together to visit without a formal agenda. Coffee and donuts were and continue to be provided by the UCO Foundation. This has proven to be a very popular monthly activity.

#### **EFA President Joanne Necco's Summary—2012-2013**

In early December 2011, President Fred Grosz and President-elect Joanne Necco met with the outgoing and incoming Activities and Publicity Committees and the Advocacy,

Courtesy and Membership Committees to assist in the transition of leadership. Goals were written and submitted to the Executive Committee for consideration in 2012.

On January 1, 2012, the newly-elected officers took over the reins of leadership for the ensuing two years of 2012 and 2013. In early January, the president and vice president met to review the EFA objectives and prepare an agenda for the Executive Committee meeting scheduled for January 23, 2012. The president also met with each of the five committees of the leadership team. The committee chairs wrote goals for their respective positions for consideration at the January Executive Committee meeting. Appointments were scheduled with the outgoing president and the vice provost and associate vice president of Academic Affairs of UCO to assure a smooth transition of duties within the Emeritus Faculty Association and at the university level.

From the beginning of the EFA, the Executive Committee discussed the desire to establish a student scholarship. On January 18, 2012, the Ad Hoc EFA Scholarship Committee, chaired by Larry Westmoreland, met to discuss a draft of the scholarship. The annual rotation of the scholarship was selected and the proposed scholarship was presented to the EFA Executive Committee at the January meeting. The EFA Executive Committee approved the "Annual Emeritus Faculty Association Scholarship" of \$1,000 at the February 20 EFA Executive Committee meeting. An email blitz was sent to the EFA membership announcing the creation of the "Annual Emeritus Faculty Association Scholarship." Letters were sent to Dr. Pat LaGrow, vice provost and associate vice president of Academic Affairs of UCO, and Dr. James Machell, dean of the College of Education and Professional Studies, informing them that the first "Annual Emeritus Faculty Association Scholarship" for \$1,000 was ready to be awarded in spring of 2012.

The Activities Committee, chaired by Karen Carter, planned a variety of social, educational and wellness activities, events and tours that were enjoyed by the members. Sixteen activities were planned throughout the year, which was in addition to eleven monthly kaffeeklatsch gatherings. Kaffeeklatsch met the first Thursday of each month in Evans Hall to reconnect with friends and colleagues. The UCO Foundation provided the Great Room in Evans Hall as well as the coffee and donuts for this monthly event. About seven to ten members and spouses regularly attended this informal gathering.

The EFA Spring Luncheon and Business Meeting was held on April 11 in the Will Rogers Room of the Nigh University Center. The "UCO Chamber Swingers" provided lunch entertainment. The Annual Emeritus Faculty Association Scholarship was unanimously voted on at the business meeting. President Betz shared remarks about the progress of UCO.

The Fall Brunch and Business Meeting was held on November 3 in the Cherokee Room, NUC, and was in conjunction with UCO's homecoming celebration. Dr. Greg White provided the entertainment performed by Melissa Griffin-Edgmon in appreciation for EFA's \$1,000 donation to his "Flipside: The Patti Page Story" project. Prior to the Business Meeting, President Betz shared information about the UCO Always Central Campaign.

The Membership Committee, chaired by Douglas Sprung, actively sought new members at the EFA Spring and Fall Business Meetings, kaffeeklatsch and end-of-the-year retirement receptions. Membership continued to remain at about 100 members throughout the year.

Carolyn Marshall, Publicity Committee chair, published quarterly EFA newsletters. The Office of Academic Affairs generously offered to financially support the newsletter cost. All retired faculty, current administrators and Faculty Senate received the newsletter to keep them aware of the EFA's activities and events.

The Advocacy and Benefits Committee, chaired by William Wallo, was successful in accomplishing a grant partnership between UCO and the emeritus faculty to assist research efforts among emeritus faculty, existing faculty and students. Academic Affairs and the Office of Research and Grants approved this initiative on September 12, 2012.

Margaret Whittemore, chair of the Courtesy Committee, acknowledged notices of birthdays, illnesses, obituaries, and other important events by sending cards and e-cards to members or relatives of deceased UCO faculty members.

Kathy Black and Fred Grosz, Board members at-large, met to assess the progress made by the EFA. Overall it was determined that the EFA is continuing to make good progress towards the goals and objectives of the Association.

EFA member Charles Whipple, professor emeritus from the Psychology Department in the College of Education and Professional Studies, led an effort to create a history of the college.

At the January 28, 2013 Executive Committee meeting the recommendations from the 2012 Board of Directors for the upcoming leadership team suggested the following items of business for the agenda: 1) increasing membership in EFA, 2) keeping an up-to-date membership list, and 3) creating and maintaining an up-to-date website. The Executive Committee developed 2013 goals based on those recommendations. Discussion at Executive Committee meetings centered on ways to increase communication with the EFA membership, and the leadership team voted to select a website monitor who reports to the Publicity Committee chair. The president appointed Fred Grosz to chair the Ad Hoc Nominating Committee to develop a slate of candidates for 2014 to be voted on at the fall meeting in September.

In early February, Carolyn Marshall and Joanne Necco met with Dean Mickey Hepner to inform him that the College of Business was to receive the second \$1,000 Annual Emeritus Faculty Association Scholarship.

Larry Westmoreland, Activities Committee chair, planned a variety of social, educational and wellness activities, events and trips that were enjoyed by the members. In 2013, 14 interesting activities were planned, in addition to eleven monthly kaffeeklatsch

gatherings. Kaffeeklatsch continued to meet the first Thursday of each month in Evans Hall for coffee donuts and grew in number to between 10 and 15 regular attendees. Again, the UCO Foundation continued to provide the Great Room in Evans Hall as well as the coffee and donuts for this monthly event.

The EFA Spring Luncheon was held on April 10, 2012 in the Will Rogers Room of the Nigh University Center. The UCO student Dixieland Band provided lunch entertainment. The Business Meeting followed at which Anne Holzberlein offered a “challenge” to EFA members to help finance the Old North Renovation project. During the renovation of Old North, it was acknowledged that one hundred percent of the EFA Executive Committee donated to this project.

The Fall Champagne Brunch and Business Meeting was held on September 14. A student jazz ensemble, directed by Brian Gorrell, provided entertainment during brunch. President Betz provided many insightful remarks regarding the status of UCO.

The Membership Committee, chaired by Douglas Sprung, actively sought new members at kaffeeklatsch, EFA Spring and Fall Business Meetings, and end-of-the-year retirement receptions. In spite of the vigorous efforts of the leadership team, membership fell to a low of 84 members. Dues paid at the Fall Business Meeting brought paid memberships up to approximately 95 paid members.

Carolyn Marshall, Publicity Committee chair, published quarterly EFA newsletters. Financial support continued through the Office of Academic Affairs.

Margaret Whittemore, chair of the Courtesy Committee, continued to acknowledge notices of birthdays, illnesses, obituaries, and other important events by sending cards and e-cards.

In early December 2013, a joint meeting was scheduled with the outgoing and incoming Activities and Publicity Committees and the Advocacy, Courtesy and Membership Committees to assist in the transition of leadership for 2014. However, it was cancelled due to inclement weather and rescheduled. Subsequently, the meeting was never rescheduled due to continued bad weather over winter break.

### **EFA President Bill Radke’s Summary—2014-2015**

Primary achievements:

- Set a goal of 125 members in celebration of UCO’s 125<sup>th</sup> year. That number was reached and exceeded slightly.
- Presided over the revision of the EFA operating code that resulted in the creation of the new positions of president elect and secretary/treasurer. The term for the presidency was shortened to one year followed by a one-year term as past president. The term for the president elect was set at one year. As a result, an individual no longer will be able to assume the presidency without at least a year as a member of the EFA and will have served as a member of the Executive

Committee for one year as president elect to learn the duties of the office of president. The duties of the treasurer are minimal and were easily assumed by the secretary.

- The EFA moved to engage the UCO Print Shop in the production and distribution of the EFA Newsletter to eliminate the tedious efforts formerly assumed by the membership.
- After the initial year of my term passed with very few activities, a chair for the Activities Committee was finally identified. The second year produced numerous opportunities for the membership.
- The Executive Committee voted to explore the creation of a Retirement Workshop to help retired and retiring faculty and staff with the transition. The primary goal is to reduce the social and psychological impact of leaving a career and the feelings of isolation and loss that can result. The inaugural session occurred in October of 2017.

### **EFA President Keith Swezey's Summary—2016**

The following is a summary of major events that took place during my presidency of the Emeritus Faculty Association. Please note that these were through the efforts of many people and most were simply presided over by the EFA president.

- Completed the restructuring of the officers and order of succession for EFA leadership.
- Development of the EFA Operations Manual was successfully completed by the Advocacy and Benefits Committee to create a document to outline the duties and responsibilities of officers and committee chairs, provide detailed procedures for various activities, and provide a listing of benefits from the University for EFA members as well as benefits for all emeritus faculty.
- Initiated regular meetings with the EFA Board of Directors to review policy, programs and the broad direction of the Association.
- The EFA Board of Directors and president began an initiative for an endowed EFA scholarship fund which was completed by the end of 2016. The endowed scholarship was begun by an initial donation of \$2,000 from EFA's operating budget and additional contributions by individual members.
- The number of activities available for EFA members was increased by the Activities Committee and participation increased in the activities that were offered.
- EFA began a program to assist retiring faculty in the transition from full-time employment to retired and presented a workshop entitled "Retirement Facilities" in February.
- Through the efforts of the EFA Membership Committee, paid membership in the association increased to a record of 137 by the end of the year.
- In addition to printed EFA newsletters, a system of email blasts to the membership was begun (by the Publicity Committee chair) to let members know of additional activities and events.

- The kaffeeklatsch held the first Thursday of each month proved to be a popular event with attendance increasing each month.

### **EFA President Pat LaGrow's Summary—2017**

The following is a summary of major activities, in support of the annual goals, that took place during my presidency of the Emeritus Faculty Association. The achievements were due to the efforts of a great leadership team comprised of officers, Board of Director members and committee chairs/co-chairs.

1. EFA worked to establish additional relationships with the Central community to enhance the roles of both emeritus faculty and the University:
  - Established a liaison with the Faculty Senate and the Staff Senate. Jerry Legere attended meetings of both Senates and reported information back to the Executive Committee each month.
  - Established an Oklahoma Teachers Retirement System Committee chaired by Bill Radke. As a result, Jerry Legere served as the EFA representative at the New Faculty Orientation in the fall semester and spoke about retirement planning.
  - Met the annual goal and funded the new Endowed Scholarship with well over \$10,000 of the needed \$25,000 to be fully funded.
  - Served as docents for the Grand Opening of Old North, as adjunct faculty, and as members of departmental promotion review committees; volunteered to serve as additional ombudspersons and to participate in the writing/rewriting/editing of their former department's/college's histories.
2. Created a History Committee, chaired by Keith Swezey, that researched and documented EFA's origin, leadership, growth, activities, scholarship recipients, and more.
3. Established a system to recognize individuals who are important to EFA.
  - EFA founding committee members (Spring Luncheon)
  - EFA past presidents (Fall Brunch)
  - Richard Thatcher, first emeritus professor from Central and in the State of Oklahoma (November 15)
  - Established criteria for a new EFA inspiration award (to be named after the first recipient)
4. The Activities Committee, co-chaired by Joanne Necco and Gloria Shadid, offered 28 separate events and programs throughout the year. The offerings included educational, wellness, entertainment and social activities ranging from lectures to tours (museums, Tall Grass Prairie Reserve, Selman Living Center) to UCO musical performances. The activities, including the monthly kaffeeklatsch, were well attended.
5. The Board of Directors (BOD), chaired by Randy Jones, assisted with identifying

a process to solicit funds for the endowed scholarship fund and to establish a recognition program. The BOD roles were clarified and the information was added to the Operations Manual. In addition, the BOD provided a summary of 2017 activities along with recommendations for the following year.

6. The Workshop Committee, chaired by Bill Radke, collaborated with UCO faculty to create offerings at the Sandwich Generation Conference aimed at faculty/staff who were nearing retirement or who had recently retired.
7. Through the efforts of the Membership Committee, co-chaired by Fred Grosz and Jerry Legere, the association's membership reached 145, a new record.
8. EFA co-sponsored the Thatcher Celebration with the Office of Academic Affairs and a plaque memorializing Richard Thatcher as the First Emeritus Faculty Member was hung in President Betz' conference room. The event was well attended by UCO academic leaders and EFA members—many of whom had not attended an EFA event in years.

## **SECTION 5**

### **Annual Emeritus Faculty Association Scholarship**

By E. Joanne Necco, EFA President 2011-2012

The University of Central Oklahoma Emeritus Faculty Association (EFA) was officially established at the inaugural meeting on October 3, 2009 held in the Heritage Room at Nigh University Center. Officers and directors-at-large were elected and committee members were sought.

The mission of the Emeritus Faculty Association is to promote continued campus and community involvement of retired faculty at UCO that is highly beneficial to the university and retired faculty.

As early as May of 2011, the EFA Executive Committee discussed establishing a student scholarship to provide service to the University. During discussions, a motion was made and the vote carried that an ad hoc committee be appointed composed of three (3) at-large directors and chaired by Dr. Larry Westmoreland to address the following:

- a. Determine the name of the scholarship
- b. Determine the amount of the scholarship
- c. Determine scholarship eligibility criteria
- d. Establish an annual scholarship
- e. Seek applications through appropriate university channels
- f. Review applications and select the awardee annually

At the December 2011 EFA Executive Committee meeting, EFA President Fred Grosz appointed Larry Westmoreland as chair and instructed him to select two other EFA members for the purpose of drafting the guidelines for a scholarship on behalf of the Emeritus Faculty Association. Larry Westmoreland selected David Hart and Virginia Peters to assist with the draft proposal. The rotation of the annual scholarship was selected by randomly drawing slips of paper with the names of the five undergraduate colleges written on them. The order drawn was: College of Education and Professional Studies, 2012; College of Business, 2013; College of Mathematics and Science, 2014; College of Liberal Arts, 2015; and College of Fine Arts and Design, 2016.

The “Annual Emeritus Faculty Association Scholarship” proposal in the amount of \$1,000 was presented to the EFA Executive Committee members at the monthly meeting on January 23, 2012. Following minor changes in examples for which the scholarship could be used, the EFA Executive Committee approved the “Annual Emeritus Faculty Association Scholarship” on February 20, 2012.

EFA President Joanne Necco wrote a letter to Dr. Patricia A. LaGrow, vice provost, Academic Affairs, on February 27, 2012 notifying her of the establishment of the Annual Emeritus Faculty Association Scholarship. The Annual Emeritus Faculty Association Scholarship was officially announced to the EFA membership in the March 2012 EFA

Newsletter (Volume 3, Issue 1). A letter was sent to Dean James R. Machell notifying him that the College of Education and Professional Studies was the first of the UCO undergraduate colleges to be awarded the “Annual Emeritus Faculty Association Scholarship.”

### **Scholarship Order and Recipients:**

#### College of Education and Professional Studies

- 2012: Courtney Donley, kinesiology major/nutrition minor
- 2017: Theodore Mofle, psychology major

#### College of Business

- 2013: Francis Sams, finance major
- 2018:

#### College of Mathematics and Science

- 2014: Cody Behavar, biomedical engineering major/mathematics minor
- 2019:

#### College of Liberal Arts

- 2015: Joyclin Elisabeth Jakson, criminal justice and forensic science major
- 2020:

#### College of Fine Arts and Design

- 2016: Samuel Washburn, graduate student, graphic design major
- 2021:

### **Emeritus Faculty Association Endowed Scholarship**

In the fall of 2016, members of the EFA Board of Directors at Large (Darry Carlstone, Randy Jones and Joanne Necco) were charged with revising the “Annual Emeritus Faculty Association Scholarship.” Since 2012, the scholarship was paid directly from the EFA’s operating budget. EFA’s primary sources of income are membership dues, which can fluctuate substantially from year to year. At that time, Evelyn Wilson-Martin was brought on to the Board for advisement. The Board explored various funding sources and after several meetings with the UCO Foundation, it was decided to change the funding source to an endowed fund because a fully-funded endowed scholarship would continue in perpetuity regardless of the number of members in the association or the amount of dues collected.

The rationale for the funding source states: “Currently the annual EFA student scholarship of \$1,000 is funded through the operating budget of the Association. Income for the Association is derived primarily from membership fees and may fluctuate dramatically from year to year. Since the Association cannot guarantee a minimum amount of annual income each year, future scholarship monies cannot be assured. Once

fully-funded, an endowed scholarship fund would provide perpetual income to support the annual scholarship award, regardless of the EFA's operational budget."

The proposed "Annual Emeritus Faculty Association Endowed Scholarship" was announced at the annual Emeritus Faculty Association Fall Brunch and Business Meeting on October 22. Minutes from the announcement to the membership specify, in part, "It is proposed that the Emeritus Faculty Association (EFA) convert the funding source for its annual scholarship award from the Association's operational funds to an endowed scholarship fund."

An Endowed Agreement between the *Emeritus Faculty Association and the University of Central Oklahoma Foundation for the Creation of the Emeritus Faculty Association Endowed Scholarship* was voted on and approved on December 12, 2016 at the EFA Executive Committee meeting and signed by EFA President Keith Swezey. Copies were sent to Joanne Necco, Board of Directors; Diane Jackson, secretary; Keith Swezey, president; and Pat LaGrow, president-elect.

On December 20, 2016 a wire transfer in the amount of \$2,000 was made to The University of Central Oklahoma Foundation from the UCO Emeritus Faculty Association of the University of Central Oklahoma into the newly formed "Emeritus Faculty Association Endowed Scholarship" Fund. The Emeritus Faculty Association will continue to fund and award the "Annual Emeritus Faculty Association Scholarship" from the EFA operating budget until such time the endowed fund reaches at least \$10,000 or more for a year. The endowed goal of \$10,000 plus was reached on July 24, 2017. As of December 11, 2017, the Emeritus Faculty Association Endowed Scholarship fund had grown to \$11,169.64.

## SECTION 6

### EFA Activities

Compiled by Jan Tuepker, Publicity Committee Chair 2016-present

According to EFA bylaws, the Activities Committee is responsible “for planning and implementing activities to be offered by the Association. Such activities should include educational, social, recreational, service, wellness, cultural and travel.” Each year a business meeting is scheduled in the spring, combined with a luncheon, and another one in the fall, combined with a brunch. The EFA Annual Scholarship recipient is announced at the spring meeting, and officers for the coming year are elected at the fall meeting. The committee tries to schedule at least one other activity each month. The various activities provide a way for members to remain actively engaged with the university and their former colleagues and to interact with people with whom they did not previously work.

In October 2011, monthly kaffeeklatsches were added to the activity calendar on the first Thursday of each month. The kaffeeklatches provide a social opportunity, with no agenda, for EFA members and guests to visit with their former colleagues and to meet new people in an informal setting. From five individuals at the first kaffeeklatsch, the group has grown to a record 31 individuals in February 2018. The UCO Foundation has been generous in providing space and refreshments for these gatherings.

Information about activities is shared with EFA members via email, the EFA website and quarterly newsletter, announcements at kaffeeklatches and other occasions, and word of mouth. Activity information also can be found in the EFA archives stored in Academic Affairs.

A list of activities (other than kaffeeklatsches) follows.

#### 2009

October 3	Homecoming Brunch and Association Business Meeting
November 7	Tour of Old North provided by the UCO Foundation, tailgate party in Wantland Stadium Suites sponsored by the Alumni Association, and attendance at football game between UCO and Northeastern State

#### 2010

February 4	“Facebook” computer class
February 10	“What’s New On Campus?” tour; lunch at FlaTire Burgers
February 15	“CPR Training for Old Fogies” class
March 9	“What’s New Off Campus?” tour; lunch at Toby Kieth’s
April 14	Spring Luncheon/Business Meeting
April 28	“UCO at the Lake and Arcadia Round Barn” tour; breakfast at IHOP

May 18 "Campus Gardens and Art" tour; breakfast at NUC Food Court  
 September 1 "Walk Your Way to Better Health" presentation by Rachelle Franz  
 September 14 "Basic Use of the Computer" class  
 September 16 Oklahoma River Cruise; sack lunch on bus  
 October 1 Bat Caves, Alabaster Caverns and Selman Living Laboratory outing  
 October 6 "Weakness Goes Before a Fall" presentation by Melissa Powers  
 October 16 Fall Brunch/Business Meeting  
 October 19 "E-Mail and Use of the Internet" class  
 October 24 "Medicare and Supplemental Insurance" informational meeting  
 October 28 Golf Play Day and Happy Hour  
 November 17 "The Way to Recovery: An Address by President Franklin D. Roosevelt" Chautauqua presentation by Patrick McGinnis  
 November 30 "Bodies and Things: Wills, Trusts and Elder Law" brown bag seminar by Don and G. Kay Powers

## **2011**

January 20 "Scanning, Editing and Sending Photos" computer class  
 January 25 "Art History in a Nutshell" brown bag seminar by Charleen Weidell  
 February 2 "Prevention is the Best Medicine: Using the Labyrinth to Manage Stress in Your Daily Life" presentation by Diane Rudebock  
 February 17 "Facebook" computer class  
 March 24 "Gardening and Landscaping" brown bag seminar by TLC Gardening Experts  
 March 31 "Scanning, Editing, and Sharing Photographs" computer class  
 April 13 Spring Luncheon/Business Meeting  
 May 3 Golf Play Day; Happy Hour at Karen and Randy Carter's home  
 May 15 "The Great American Trailer Park Musical" theatre performance produced by Broadway Tonight and City-Rep  
 June 22 Summer Picnic Dinner and Social; Broncho Lake  
 August 11 UCO Center for Transformative Learning tour; lunch at NUC Food Court  
 September 7 Day trip to Air and Space Museum in Weatherford and Route 66 Museum in Clinton  
 September 15 "Use of iPads" computer class  
 October 1 Fall Brunch/Business Meeting  
 October 6 Golf Play Day  
 October 13 "Skype—Video Conferencing" computer class  
 October 18 Train and bus trip to Chickasaw Cultural Center; lunch at the Center  
 November 2 "Keeping Your Head in the Game" presentation and lunch provided by Bradford Village in Edmond  
 November 15 National Cowboy and Western Heritage Museum tour; lunch at Permission Hill Restaurant  
 December 9 Jazz Lab holiday program

## **2012**

- February 13 “Estate Planning—A Gift of Love” presented by G. Kay and Don Powers at Bradford Village in Edmond; lunch at Bradford Village
- March 9 “Sing for Your Supper” UCO Jazz Lab program
- March 29 “Use of Smart Phones and Their Applications” computer class
- April 11 Spring Luncheon/Business Meeting
- April 19 Bradford Village Spring Fashion Show with lunch
- April 20 President Don Betz’s inauguration; several EFA members marched
- April 21 “My Heart, My Life” heart walk, Redhawks Ballpark
- April 24 “Advanced Photo Editing and Movie Making” computer class
- April 25 First “Annual EFA Scholarship” awarded at the College of Education and Professional Studies Honors and Awards Ceremony
- May 3 President Betz, with his Cabinet and the deans, attended kaffeeklatsch to share his plans and vision for UCO
- May 8 Golf Play Day at Kickingbird Golf Course; Happy Hour at Karen and Randy Carter’s home
- May 12 “Flipside: The Patti Page Story,” Mitchell Hall
- June 20 Picnic at FlaTire Burgers
- July 18 Spanish Cove Retirement Center in Yukon tour and lunch
- August 24 Oklahoma River Sunset Cruise
- October 3 “Lafayette, I Am Here!” presentation by Hall Duncan; reception at UCO Alumni House. Special guests of Dr. Duncan were Sylvain Hirschberger, mayor of Bourgaltruff, France, and his wife.
- October 23 “Genealogy 101” presented by David Hart
- November 3 Fall Brunch/Business Meeting
- December 7 “Boogie Woogie Christmas” Jazz Lab holiday program

## **2013**

- January 22 iStuff (iPhone, iPad, iPod, etc.) for the Chronologically Gifted” class
- February 21 “Tips from Your Friendly Neighborhood Kinesiologist” presentation by Melissa Powers and Courtney Donley, Bradford Village; lunch at Interurban
- March 5-6 Amtrak to Fort Worth, TX and performance of “Million Dollar Quartet” with overnight accommodations
- March 29 “Behind the Scenes at UCO” tour of Mitchell Hall; lunch at Legends
- April 5 “No, No Nanette” performance at Mitchell Hall
- April 10 Spring Luncheon/Business Meeting
- April 19 Second “Annual EFA Scholarship” awarded at College of Business Honors Banquet and Awards Ceremony
- April 30 “Drug Issues for the Chronologically Gifted” presentation by Dr. Kevin O’Neil at Bradford Village; lunch at Bradford Village
- May 8 Downtown Edmond Art Walk led by Randel Shadid; lunch at Italian Jim’s

June 11	EFA women invited to the Bradford Village Spring Fashion Show presented by Chico's of Edmond; lunch at Bradford Village
June 14	Oklahoma River Sunset Cruise
August 22	Edmond Historical Museum tour; lunch at Hideaway Pizza
September 14	Fall Brunch/Business Meeting
October 8-11	Red Carpet motor coach trip to Albuquerque International Balloon Festival
October 24	"MACABRET" Spooktacular Halloween Review at UCO Jazz Lab
November 7	Lunch at UCO's Central Station after kaffeeklatsch
November 11	"Veterans Return to WW II" program presented by Bill Van Osdol
December 12	"Holidays at Home" Jazz Lab Holiday program

## **2014**

(Due to lack of a chair, the committee was not active during part of the year.)

March 6	Anne Holzberlein and Nicole Willard shared plans for UCO's 125 <sup>th</sup> anniversary at kaffeeklatsch
March 27	"Beam Signing" at launch of the construction of the Chesapeake (CHK)   Central Boathouse on the Oklahoma River
April 9	Spring Luncheon/Business Meeting
October 4	Fall Brunch/Business Meeting
December 12	"Swingin' with Santa" Jazz Lab holiday program

## **2015**

February 18	"Papua, New Guinea" presentation by Frank Wert
February 25	UCO's Day of Learning
March 5	Video made for UCO's 125 <sup>th</sup> anniversary shown at kaffeeklatsch
March 25	"Smartphones" class
April 15	Spring Luncheon/Business Meeting
April 18	Grand opening of CHK   Central Boathouse
April 29	"Instagram, Twitter, Blogging, Trending" computer class
June 11	National Weather Service Severe Storms Lab tour; lunch at Legends in Norman
September 29	Devon Tower tour and lunch
October 3	Fall Brunch/Business Meeting
October 21	Braum's Dairy Farm and Ice Cream Plant tour in Tuttle
November 9	Pizza Fest—EFA provided lunch for veterans attending UCO
December 11	Jazz Lab Christmas Show/Holiday Revue

## **2016**

February 25	Retirement Facilities presentation by Charlie Redding; lunch at Interurban
March 9	Galapagos Islands presentation about their trip by Larry and Leah Westmoreland

March 21 Edmond Safety Center tour led by Officer Randy Payne; lunch at Hideaway Pizza

April 6 Galapagos Islands presentation by Larry and Leah Westmoreland at Touchmark at Edmond

April 7 Osher Lifelong Learning Institute presentation by Mona Long at kaffeeklatsch

April 13 Spring Luncheon/Business Meeting

April 22 “My One and Only” performance at Mitchell Hall

May 4 “Feathers on the Ice” presentation by Bill Radke at Touchmark at Edmond

May 17 “Making the Most of Your Doctor’s Visit” presentation by Karen Barnes at Touchmark at Edmond

May 19 American Banjo Museum tour and entertainment by Johnny Baier; lunch at Abuelo’s Mexican Restaurant

May 26 “Faces of World War II” presentation by Bill Van Osdol at Touchmark

June 16 Oklahoma Territorial Museum tour led by Erin Brown; lunch at Stables Restaurant in Guthrie

July 14 “Prevent Slips, Trips and Broken Hips” presentation by Melanie Thorne at UCO

August 4 “*Being Mortal: Medicine and What Matters in the End* by Atul Gawande” presentation by Pat LaGrow and Kathy Black at kaffeeklatsch

August 11 Edmond Historical Museum tour led by Anna Studstill

August 15 “Matisse in His Time: Masterworks of Modernism from the Centre Pompidou, Paris” exhibit guided tour at the Oklahoma City Museum of Art; lunch at Museum Café

September 13 UCO’s Labyrinth presentation and guided walk by Diane Rudebock; The Quad tour led by Josh Overocker; lunch at Central Station

October 4 “Forecasting the Presidential Election with Five Weeks to Go” presentation by Randy Jones

October 22 Fall Brunch/Meeting

November 7 Pizza Fest—EFA provided lunch for veterans attending UCO

December 9 “Heavenly Holidays” Jazz Lab holiday program

## **2017**

February 2 Tai Chi presentation/demonstration by Dave Ford at kaffeeklatsch

February 7 “Humans and Eagles of the Altai Mountains: A Multi-species Ethnology” presentation by Lauren McGough (rescheduled from January 13 due to inclement weather)

February 16 Oklahoma Teacher Retirement System presentation by Tom Spencer

February 21 UCO Chamber Orchestra Concert, Radke Fine Arts Auditorium

February 22-23 Open houses for Grand Re-opening of Old North; a number of EFA members served as docents

March 20 National Cowboy and Western Heritage Museum guided tour of four exhibits; lunch at The Museum Café

March 30 Tallgrass Prairie and Pawhuska day-long bus trip; lunch at Pioneer Woman Mercantile  
 April 12 Spring Luncheon/Business Meeting  
 April 20 "Leap of Faith" performance at Mitchell Hall  
 May 25 Fred Jones Jr. Art Museum guided tour; lunch at Kendall's in Noble  
 June 6 45<sup>th</sup> Infantry Division Museum tour led by Mike Gonzales; lunch at Bedlam Bar-B-Q  
 June 30 Oklahoma River Sunset Cruise  
 July 19 Oklahoma History Center tour; lunch at museum's TW's Winnie Mae Café  
 August 3 Old North tour led by Nicole Willard after kaffeeklatsch  
 August 25 Selman Lab and bat caves day trip  
 August 31 Mitchell Hall Theatre Grand Re-opening  
 September 7 Curt Munson presentation on Miss Ida Freeman statue at kaffeeklatsch  
 September 14 Edmond Historical Society Museum tour of "The Power of Children" exhibit; lunch at Hideaway Pizza  
 October 8 "Chicago" performance at Mitchell Hall  
 October 12 Fall Brunch/Business Meeting  
 October 25 EFA arranged for a retirement workshop to be included in the Sandwich Generation Conference at UCO  
 November 15 Richard Thatcher Celebration in Old North  
 November 17 Pigeon Museum and Library tour; lunch at The Museum Grill of the National Cowboy and Western Heritage Museum  
 December 8 UCO Jazz Lab Holly Jolly Jammin' Holiday Revue  
 December 14 Devon Tower tour; lunch at Nebo Restaurant in Devon Tower

## **2018**

January 23 Tour of Mitchell Hall with Steve Hansen and Latricia Reichman  
 February 13 Lecture by Dr. Wei Chen, dean of the College of Math and Science, on his cancer treatment research; lunch at Legends  
 March 26 Presentation and book signing by Sheldon Russell on his writing, followed by a reception; event co-sponsored by EFA  
 April 11 Spring Luncheon/Business Meeting

## **SECTION 7**

### **Emeritus Faculty Association—The Ombudsperson Program**

By Pat LaGrow, EFA President 2017

The Ombudsperson Program began in 2009 following recommendation by the Emeritus Faculty Association. The ombudsperson is a highly respected and well-informed emeritus faculty member who has been through the tenure and promotion processes at UCO and, preferably, has served in an administrative position as well. The ombudsperson is an outside third party who can assist faculty to create professional, effective evaluative documents (dossiers); provide professional counsel or advice; or discuss complaints prior to faculty filing a formal grievance. The ombudsperson is oriented to roles and responsibilities by university legal counsel and maintains a good working relationship with legal counsel. The ombudsperson does not have decision-making authority or legally binding responsibility.

Initially, emeritus faculty recommended that several ombudspersons be recruited and oriented to fulfill the role so faculty could have a choice of ombudspersons from which to select. Four distinguished emeritus faculty members were identified and selected by Academic Affairs to serve as the first ombudspersons: Fred Grosz, Paul Lehman, Barbara Henthorn and Peggy Guthrie. Later ombudspersons included Brent Wendling and Bill Radke. Ombudspersons continue to serve current faculty members and have an official role in the informal grievance procedure.

## **SECTION 8**

### **Emeritus Faculty Association Awards**

#### **The Hall Duncan Inspiration Award**

In Fall 2017, inspired by the active involvement in “life” of EFA member Hall Duncan, Fred Grosz proposed that the EFA Executive Committee create an Inspiration Award to recognize a member who has inspired and continues to inspire others. On December 11, 2017, members of the Executive Committee voted to approve the proposed criteria and selection process and to name the award “The Hall Duncan Inspiration Award.”

#### **Recipients:**

Spring 2018: Dr. Hall Duncan



## **HALL DUNCAN INSPIRATION AWARD**

**Name:** The Hall Duncan Inspiration Award is named after Dr. Hall Duncan, the first recipient and former faculty member in the Department of Art who taught cartooning and advertising. At age 93, Dr. Duncan continued to be a vibrant part of the Emeritus Faculty Association by regularly attending activities, volunteering, and sharing his wit, humorous stories, experiences and wisdom freely with others. His zest for life inspired others to emulate his beacon of light. The Hall Duncan Inspiration Award, created in his honor, is bestowed upon others who demonstrate similar characteristics.

**Criteria:** The recipient must be a UCO retired faculty and/or staff member who exhibits qualities or characteristics that are an inspiration to those who are or have been associated with him/her. Some of these qualities or characteristics include, but are not limited to, achievements, dedication, service, integrity, unselfishness, and humility, that inspire others to be a better person.

**Frequency:** The award will be given as frequently as merited.

### **Selection Process:**

1. A nomination letter may be submitted to the president of the Emeritus Faculty Association at any time. The nomination letter should include details concerning the qualities or characteristics listed above including support documentation.
2. A second letter of support from another EFA member shall be solicited by the nominator.
3. The nomination letter, support letter and any other documentation will be reviewed by the Executive Committee, or an Ad Hoc Committee appointed by the president. If an Ad Hoc Committee is appointed, the Committee will make a recommendation to the Executive Committee.
4. The Executive Committee will make the decision whether to make the award.

**Award:** The award shall consist of a certificate and an appropriate memento (e.g., book, gift, or gift certificate) and will be presented at either a Fall or Spring EFA meeting.

## **SECTION 9**

### **Board of Directors' Annual Reports**

**Assessment of the EFA for 2014**  
**By**  
**EFA At-Large Board of Directors**  
**December 2014**

In the past years the evaluation or assessment of the EFA has centered on ascertaining the progress of the EFA Executive Committee, Standing Committees, etc. have made in meeting the goals which had been established for the stated year. Since the At-Large-Board of Directors has not received a written statement of the EFA goals for 2014, this approach was not used in this assessment. Two informally orally stated goals provided at an early EFA Executive Committee Meeting were: 1) increase the EFA membership and 2) to provide aid to current faculty approaching retirement to help them to transition into retirement.

In the absence of stated goals, this evaluation will be based on the expectations stated in the EFA Bylaws.

#### EVALUATION

The generalized stated purpose of the EFA is to provide an avenue for retired faculty to maintain involvement with UCO and with their colleagues through activities that include social, educational, wellness, cultural, leadership, and service opportunities.

The social activity opportunities were provided primarily through the monthly KaffeeKlatsches scheduled for the first Thursday of each month at 10:00 a.m. in the Evans Hall Great Room. The refreshments were provided courtesy of the UCO Foundation. Attendance at these events generally ranged from 10-16. The purpose was to provide an avenue for informal visiting. The KaffeeKlatsch activity was established several years ago and is a continuing activity that is well received and certainly worth continuing.

The semi-annual meetings established by the bylaws that have a social component are the April Luncheon Meeting and the Fall Brunch usually held in October. The attendance this year was down at both events. This was likely due to the lack of timely planning and lack of adequate promotion.

There was only one educational activity held through the efforts of Gerry Pinkston.

There were no wellness activities scheduled.

The only cultural activities involved reserving a section of seats for the Jazz Lab Christmas Show on Dec. 12<sup>th</sup>.

While many members are deeply involved with many service activities with their respective churches, hospitals, etc., the main service function of the EFA involved funding the EFA Annual Scholarship with this year's recipient from the College of Math and Science.

The EFA Standing Committees accomplishments were varied. The Advocacy and Benefits Committee was active and prepared several major bylaw changes including changing the description of the member categories and also the officer structure. The committee also addressed the EFA benefit of free admission to athletic events.

The Activities Committee was a disappointment as the leadership was not able find a chairperson for the committee until the November meeting. As a consequence, basically nothing was accomplished by this very important committee.

The Courtesy Committee appeared to be semi-active. Cards were sent to survivors of retired faculty who passed away during the year, but the committee did not appear to be proactive and seldom attended Executive Committee meetings.

The Membership Committee was fairly active as they prepared packets of EFA material which was given to each new retiring faculty member at their respective receptions. They also contacted members encouraging renewal of their membership. Membership increased from a low of 85 to 107. Members who did not renew their membership in the last several years are being personally contacted to invite them back or to find out why they chose to not renew.

The Publicity Committee has done a very good job of gathering news and publishing and distributing the quarterly EFA Newsletter. They are also working on updating the EFA website. Some members took it upon themselves to put out several email blitzes to keep the membership informed of upcoming events.

Overall it is felt that it was a relatively disappointing year for the most part. Of the orally stated goals, only the one concerning increasing membership had some degree of success. Interest seems to be picking up and it is hoped that with Carolyn Marshall taking on the responsibility of coordinating activities and with the officers now being more experienced that next year will be a significantly more active year.

It is recommended that the officers work more closely with the committees to provide direction and encouragement and that the Executive Committee establishes a set of specific goals for 2015. Communication is vital in keeping members informed and engaged. While the newsletter is a valuable tool, many things happen between editions. The president is encouraged to use email blitzes to keep communication flowing between newsletter editions.

**Assessment of EFA for 2015**  
**By**  
**EFA At Large Board of Directors**  
**December 2015**

In past years the evaluation or assessment of Emeritus Faculty Association (EFA) has centered on ascertaining the progress of the EFA Executive Committee and Standing Committees have made in meeting the goals that had been established for that year. Since the at-large Board of Directors has not received a written statement of EFA goals for 2015, which was also the case in 2014, this approach was not used in this assessment. In the absence of stated goals, this evaluation will be based on the expectations stated in the EFA Bylaws as was done for the 2014 evaluation.

### EVALUATION

The generalized stated purpose of EFA is to provide an avenue for retired faculty to maintain involvement with UCO and with their colleagues through activities that include social, educational, wellness, cultural, leadership and service opportunities.

A variety of activities was provided this year under the leadership of Dr. Carolyn Marshall and members of the Activities Committee. They were well received and well attended. Included were a presentation by Dr. Frank Wert of his trip to New Guinea, a trip to the National Weather Service in Norman, a tour of the Devon Tower, a tour of Braum's Farm, Military Monday with pizza provided for student veterans in honor of Veteran's Day, and attending the UCO Jazz Lab Christmas Special. Monthly Coffee Kaffeeklatsche gatherings were popular and well attended.

Suggestions include the possibility of providing wellness activities for EFA members conducted by faculty and students in the Wellness Management-Exercise Science Program, as has been done in the past. Dr. Radke has also suggested that EFA sponsor a workshop for faculty approaching retirement to assist them in making this transition.

Dr. Wanda Johnson, vicePresident of EFA, planned the Annual Spring Luncheon/Business Meeting and the Annual Fall Brunch/Business Meeting. Both events were enjoyable and well attended.

The service component was partially fulfilled by the awarding of the Annual EFA Scholarship for 2015 to Ms. Joyclin Elisabeth Jakson, Criminal Justice and Forensic Science major, College of Liberal Arts. This scholarship rotates yearly among the five undergraduate UCO colleges.

Dr. Fred Grosz has suggested that EFA members volunteer with Habitat for Humanity to provide another service opportunity. A list of service already provided in the community by EFA members could be compiled to offer possible avenues to additional members.

The Advocacy and Benefits Committee under the direction of Dr. Evelyn Wilson-Martin has defined and secured several benefits for EFA members including free admission to UCO home games as well as two free tickets per performance to UCO student music and theater productions. All retired faculty have free membership in the Health and Wellness Center as a retirement benefit. Emeritus faculty may opt to retain an UCO e-mail account. The committee is in the process of developing an EFA Operations Manual to assist new and returning officers and committee chairs in performing their respective duties.

The Courtesy Committee, under the direction of Dr. Verlin Richardson, has been diligent in sending cards, providing messages for funeral home condolence books and making phone calls to family members of deceased UCO faculty and staff. During 2015 fifteen families were contacted. Verlin also has sent get-well cards and cards of congratulations when indicated.

In the past, the Courtesy Committee has recognized EFA members' birthdays. The Executive Committee may want to discuss returning to this practice and a method for determining birthdays of those not included on the EFA membership rolls. A notice could be included in the EFA Newsletter requesting members to notify the committee of milestones in people's lives that should be recognized.

The Membership Committee, Dr. Fred Grosz, chair, established a 2015 EFA membership goal of 125 members in honor of the University's 125th anniversary. As of December 14, 2015, membership was reported to be 130 paid members. Renewal letters have been sent out for 2016 with the expectation of reaching 140.

It has been suggested that new members be invited to serve on committees to increase their continued involvement in EFA. Additionally, new members could be encouraged to accept nomination to positions on the EFA Executive Committee.

The Publicity Committee, under the leadership of Dr. Keith Sweezy, published four EFA Newsletters for 2015. Each newsletter contained a message from the president, announcements of upcoming EFA and UCO events, accounts of members' retirement activities as well as recognition of service to UCO of the deceased faculty and staff members. The committee also sent out frequent e-mail blasts to keep the membership informed of up-coming events.

A suggestion for a future issue would be to ask EFA members to inform the Publicity chair of occasions that merit recognition in the lives of fellow retired faculty and staff.

Treasurer Dr. Larry Westmoreland reported that the organization's balance as of December 14, 2015 is \$7,218.00. This amount is more than adequate to cover the EFA Annual Scholarship, as well as other expenses for 2016 fiscal year.

The EFA website has been expanded since the 2014 evaluation and continues to be maintained and updated.

Overall it was felt that 2015 was a year of growth for EFA and that great improvement has been made over the short-comings mentioned in the 2014 evaluation.

It is recommended that the Board of Directors meet at regularly scheduled times with the president of EFA to receive reports of the actions taken by the Executive Committee and to provide an opportunity for the Board to determine the broad policy, programs and directions of the Association as stipulated in the EFA Bylaws. It is also recommended that the Executive Committee establish a specific set of goals for 2016 as the first order of business for the new year.

**Annual Assessment of Emeritus Faculty Association for 2016  
Conducted by the EFA at-large Board of Directors  
December 2016**

The focus of this assessment of the Emeritus Faculty Association centers on the progress the EFA Executive Committee and Standing Committees have made in meeting the goals established for the year. Over the past three years, the Executive Committee and the at-large Board of Directors have not received a written statement of EFA goals to be used in this assessment, as was the case in both 2014 and 2015. In the absence of stated goals, this evaluation will be based on the expectations stated in the EFA Bylaws. This year an Operations Manual was written and approved by the EFA Executive Committee in October of 2016, and will be a very useful tool in future assessments of EFA's growth and evolution.

#### EVALUATION

The stated purpose of EFA is to provide an avenue for retired faculty to enjoy continuing involvement with the university in the belief that such connection is highly beneficial both to the university and to individual retired faculty members. The activities are to include social, educational, wellness, cultural, leadership and service opportunities.

Toward the end of 2015, the Executive Committee voted to streamline the structure of the four offices of president, vice president, secretary and treasurer, retaining the office of president and changing the office of vice president to president elect. The offices of secretary and treasurer were combined to secretary/treasurer beginning January 2016. This has worked quite well. All of the committee chairs retained their former positions from 2015, which lent continuity to the operations of EFA. Under the direction of President Keith Swezey, the following is a report of activities and events that ensued in 2016.

An extensive variety of activities, events and tours were provided this year under the leadership of Carolyn Marshall and members of the Activities Committee. The activities were well received and well attended. Upon recommendations from the 2015 Annual Assessment, it was suggested that a workshop or activity be planned and conducted to assist retiring faculty in the transition from fulltime employment to retired. As a result, an informative presentation on "Retirement Facilities" was well attended at Interurban Restaurant in February to start EFA's extensive activities calendar. EFA member presentations included "The Galapagos Islands" by Larry and Leah Westmoreland presented at Touchmark at Edmond and again in Howell Hall; "Feathers on the Ice" by Bill Radke at Touchmark at Edmond; "Making the Most of Your Doctor's Visit" by Karen Barnes at Touchmark at Edmond and "Prevent Slips, Trips & Broken Hips" at the Wellness Center offered by Melanie Thorne, RN, of Integris Jim Thorpe Rehabilitation Center.

Tours have always been a favorite with EFA members, particularly if lunch is included. This year tours included the newly constructed Edmond Safety Center, the Banjo

Museum with lunch in Bricktown, Guthrie's Territorial Museum with lunch at Stables Restaurant, the Edmond Historical Museum, and a guided tour of the Matisse Exhibit at Oklahoma City Museum of Art with lunch at the Museum Café. Members enjoyed a morning of activities with Diane Rudebock who presented a brief history of labyrinths and directed individuals through UCO's Labyrinth. The group then moved to the Transformative Learning Quadrangle or "The Quad" for an informative tour. The morning ended with lunch at Central Station in the Human Environmental Sciences Building. To complete faculty presentations, Randy Jones presented "Forecasting the Presidential Election with Five Weeks to Go" in the Liberal Arts reception room.

Two Kaffeeklatsch gatherings became the setting for Mona Long with the Osher Lifelong Learning Institute (OLLI) to present information about classes offered and taught by retired faculty in April. Pat LaGrow and Kathy Black facilitated a discussion of "Being Mortal" at the August Kaffeeklatsch. "Pizza for UCO Student Veterans" was provided to recognize and honor UCO student veterans on Veterans Day in November.

Two Musicals offered by the Activities Committee and included "My One & Only" presented in April at Mitchell Hall and "Heavenly Holidays," the annual UCO Jazz Lab holiday special, in December. Since the inception of EFA in 2009, the Kaffeeklatsch gatherings have continued to draw faculty, staff and spouses together on the first Thursday of each month. This activity was designed for members to come together on the first Thursday of each month for coffee and donuts, furnished by the UCO Foundation, to meet and greet colleagues and friends from days past and renew old acquaintances.

The bylaws of the association require two official business meetings each year. President Elect Dr. Pat LaGrow planned the Annual Spring Luncheon/Business Meeting and the Annual Fall/Brunch/Business Meeting. At the Spring Luncheon and Business Meeting, which was held on April 13, Provost John Barthell shared updates on UCO's involvement in Oklahoma City and the Center for eLearning and Connected Environments. President Don Betz then outlined many accomplishments of UCO "in spite of financial challenges" and shared that UCO was selected as a great "large university to work for." On October 22, 2016, EFA members and spouses met for the Fall Saturday Brunch and Business Meeting. Reporting for the Board of Directors at-large, Joanne Necco communicated that after several meetings with the UCO Foundation, the EFA Executive Committee voted to create an endowed scholarship. A total of \$25,000 is needed to fully fund the endowed scholarship and a fund-raising campaign kick-off is anticipated to occur sometime next spring. Once the target amount of \$25,000 is met, the scholarship will be paid from the endowed fund. Until then, the scholarship will continue to be paid from EFA's operating expenses. President Betz reiterated the achievements that UCO has accomplished, including an increase in overall scholarships being given due to increased donations.

The service component was partially fulfilled by the awarding of the Annual Emeritus Faculty Association Scholarship for 2016 to Samuel Washburn, a graphic design graduate student in the College of Fine Arts and Design. This scholarship rotates annually through the five degree granting colleges. Several EFA members continue to offer their talents to

participate in service projects on their own time. Fred Grosz has volunteered with Habitat for Humanity for many years; Tana Stufflebean continues to serve “Dress for Success” and Joanne Necco works with the Oklahoma County OSU Cooperative Extension Master Gardener Volunteer program to help educate the public, through research-based information on correct gardening practices and conservation of natural resources. An effort needs to be made to identify and recognize other EFA members who also provide service to the community.

For several months the Advocacy and Benefits Committee, led by Evelyn Wilson-Martin, undertook a major effort to clearly specify the organization and procedures to be used by EFA in conducting its activities. The result was the EFA Operations Manual which defines the duties of the organization’s leaders, provides detailed procedures for various activities, and identifies benefits provided by the university and the state for all emeritus faculty, as well as benefits available only to EFA members. The EFA Executive Committee approved the Operations Manual at the monthly meeting on October 24, 2016.

The Courtesy Committee, chaired by Verlin Richardson, carefully monitored reports of obituaries among UCO retired faculty and staff and sent them to the Publicity Committee for inclusion in the EFA Newsletter. Verlin sent sympathy cards to the bereaved families on behalf of the Emeritus Faculty Association. Cards of congratulations were sent to those who received honors or had milestone anniversaries.

The Membership Committee, guided by Fred Grosz and Jerry Legere, reported that EFA began the year with 124 members. The October report indicated that membership had risen to 137. The number of EFA members is thus relatively stable, though increasing slightly. Members of the committee continue to devote considerable time to recruiting recent retirees, even attending retirement receptions to personally invite the honorees to join EFA. The committee also is active in contacting colleagues whose membership is expiring, encouraging them to remain active in the association.

The Publicity Committee published four newsletters in 2016, continuing its proactive efforts to keep the EFA membership informed of the association’s activities and campus opportunities. Each newsletter contains a message from the president, announcements of upcoming EFA and UCO events, accounts of recent UCO faculty retiree and EFA member awards, as well as recognition of the service of deceased faculty and staff members. When space has allowed, the Publicity chair included articles from retired faculty and staff about their retirement activities. The committee, led by Jan Tuepker, has been especially effective in using email blasts as a means of keeping the membership informed. With the cooperation of Academic Affairs, the committee also edits and distributes a quarterly newsletter that is mailed to all UCO retirees, including non-members.

Diane Jackson, the Secretary/Treasurer, has provided a detailed, comprehensive record of discussions and actions in the minutes of the Executive Committee, which are a valuable record and current reference. In her role as Treasurer, Diane’s monthly reports to the

Executive Committee shows that EFA finances are stable and have ample reserves. The EFA operating account began the year with a balance of \$7818. The balance for December 2016 (prior to the transfer of \$2000 for the endowed scholarship) is \$8,583.

Upon recommendations from the 2015 EFA Annual Assessment, it was suggested the president of EFA and the Board of Directors at-large meet at regularly scheduled times to receive reports of the actions taken by the Executive Committee and to provide an opportunity for the Board to determine the broad policy, programs and directions of the Association as stipulated in the EFA Bylaws. During 2016, Joanne Necco, Darry Carlstone and Randal Jones, the three Directors at-large, have met regularly with EFA President Keith Swezey and been in contact via email. In March, the Board of Directors at-large, were asked to look into creating a second scholarship. After several meetings with the foundation, the Executive Committee voted to begin an endowed scholarship fund with an initial donation of \$2000 from the EFA's operating account. Once the target amount of \$25,000 is reached, the scholarship will be paid from the endowed fund. President Elect Pat LaGrow suggested that Evelyn Wilson-Martin join the Board to help provide specific wording of the scholarship. On December 14, 2016, \$2000 was transferred from the EFA operating account to the newly established EFA endowed scholarship account through the UCO Foundation.

In concluding this report and assessment the Board offers the following recommendations:

1. It is recommended that the Executive Committee officers establish a specific set of goals as the first order of business for the new year.
2. It is recommended that a list of service activities provided in the community by EFA members be compiled, which in addition to documenting retiree contributions to the community, could also identify possible avenues of service for other members.
3. It is recommended that EFA members be asked to inform the Publicity chair of occasions and activities that merit public recognition.
4. It is recommended that new members be invited to serve on committees to increase their continued involvement in EFA.

Overall the Board of Directors believes that 2016 was a year of positive and constructive growth for EFA. We observe that the organization has become an important center of activity for UCO retirees, offering interesting organized events and opportunities to maintain contact with one another.

**2017 Annual Report and Evaluation of the  
Emeritus Faculty Association  
by the Board of Directors**

The year 2017 was a year of goal-directed accomplishment for the Emeritus Faculty Association (EFA). In the first Executive Committee meeting of the year, EFA President Pat LaGrow presented a proposed list of goals for the organization to accomplish during the year. These goals were adopted by the Executive Committee and by yearend had been achieved. In addition to the traditional emphasis of offering a wide array of activities to members, President LaGrow proposed several means by which additional links might be established between EFA and the university at large. Other goals focused on internal objectives, to include documenting the history of the association and publicly recognizing members who have played important roles in EFA's development.

A hallmark of the year was the active participation of a growing core of members. Between 20 and 30 members attended the monthly Kaffeeklatsch gatherings in Evans Hall, and attendance at the Fall Brunch and Spring Luncheon was strong. Members increasingly took advantage of activities such as visiting exhibitions at area museums and field trips to more distant places of interest within the state. In addition, EFA publicized and facilitated attendance at numerous music and theater events.

The association especially benefited from a strong, committed group of leaders who accepted time-consuming duties as officers, committee chairs, committee members, liaisons, and other roles. Their contributions of time, effort, and leadership skills were essential to the association's accomplishments throughout the year. EFA officers included Pat LaGrow (president), Deanie Wright (president elect), Keith Swezey (past president), and Diane Jackson (secretary/treasurer).

The activities of the Emeritus Faculty Association may be grouped according to three general purposes:

- + providing services to the *membership*
- + providing support services for EFA as an *organization*
- + establishing and maintaining links between EFA and the *university at large*.

These functions will be described in the following sections from the perspective of committees or individuals who were responsible for undertaking them.

Services To the Membership

Activities Committee. The Activities Committee organized and sponsored at least two events each month. In addition, the committee closely monitored upcoming concerts and theater productions on campus and notified the membership of these and other opportunities, often obtaining discounts for EFA members. A partial list of activities organized by the committee includes: visits to two *art museums*, the Fred Jones Jr. Museum of Art at OU and the National Cowboy and Western Heritage Center; two *historical museums*, the Oklahoma History Museum and Edmond Historical Society museum; two out-of-town *sites of biological interest*, a trip to the bat cave at the Selman

Living Laboratory in northwestern Oklahoma and another to the Tall Grass Prairie Preserve in the northeastern area of the state. Activities for the year concluded with a tour of the 50-floor Devon Tower (see Appendix A for a complete list of activities).

Members of the Activities Committee for 2017 were: Joanne Necco and Gloria Shadid (co-chairs), Karen Barnes, Kathy Black, Carolyn Marshall, Bob Palmer, Tana Stufflebean, and David Hart.

Courtesy Committee. The Courtesy Committee, chaired by Verlin Richardson, sent cards and other expressions of concern to individuals experiencing life-changing challenges: sympathy cards to families of deceased retirees or to retirees who have lost their spouse or a family member. Get-well cards also were sent to retirees facing major illness or surgery.

Ad Hoc Retirement Workshop Committee. President LaGrow appointed two ad hoc committees, the purpose of which was to provide support for prospective and current retirees. These ad hoc committees assumed functions that were later incorporated into the Advocacy and Benefits Committee. The first, chaired by Bill Radke, organized a session to assist retirees in coping with the psychological, social, and financial stress that may accompany retirement. The session was presented in conjunction with *The Sandwich Generation Conference*, a useful related program organized by others and containing many sessions relevant to retirees. Members of the committee, in addition to Chair Bill Radke, were Mary Sweet-Darter, Keith Swezey, Gerry Pinkston, and Diane Rudebock.

Ad Hoc Committee on the Oklahoma Teacher Retirement System (OTRS). This committee primarily focused on monitoring possible future changes in the OTRS that could negatively impact retirees financially. Other objectives considered by the committee included informing faculty members approaching retirement as to choices that they will be required to make concerning benefits received from OTRS and other sources of retirement income. Committee members included Bill Radke (chair), Karen Barnes, Diane Jackson, Jerry Legere, Jeanette Patton, and Larry Westmoreland.

Social Events. During the year two types of social events were important in providing retirees an opportunity to visit with current and past friends. One was the monthly Kaffeeklatsch gatherings, led by Pat LaGrow, which provided coffee, donuts, and meeting space in Evans Hall, all with the compliments of Vice President Anne Holzberlein and the UCO Foundation. Second were semiannual dining events, the spring luncheon and the fall brunch, held in conjunction with business meetings of the Association. Both were well-attended by EFA members and university leaders. President-Elect Deanie Wright was in charge of these events, and was assisted by various EFA members.

## Organizational Support Services for EFA

Financial Management. EFA finances were overseen by Secretary/Treasurer Diane Jackson, working through the Office of Academic Affairs which maintained operational control of the Association's funds. The EFA operating account began the year with about \$7100. Near yearend the balance was about \$7700. During the year the account reached a high of approximately \$9600 and a low of about \$5700. The median balance for the year was approximately \$7400. Of note, the 2017 annual EFA scholarship of \$1,000 was distributed from the operating account.

The EFA scholarship fund, managed by the university's Development Office, began the year with \$4800, which included a \$2000 contribution from the association's operating account. By December the fund balance had more than doubled, to approximately \$11,200.

Creating and Preserving Meeting Records. This function, also a duty of Secretary/Treasurer Diane Jackson, primarily included recording, compiling, typing, and distributing minutes of Executive Committee meetings. The minutes were comprehensive, well-written and served as a reliable source of Executive Committee discussions and actions. Their accuracy was further assured by Diane's practice of circulating an initial draft of each meeting's minutes for the committee to review.

Membership Committee. Membership in the association increased during the year, from 134 in January to 145 in the fall, a new record high. The membership committee worked diligently to contact new retirees on behalf of the association. The committee obtained a list of retiring faculty for this purpose and took the time to attend individual retirement receptions, personally delivering information about EFA to the retiree. Moreover, the committee notified members whose memberships were expiring, encouraging them to renew. Members of the membership committee were Fred Grosz and Jerry Legere (co-chairs) and Jeanette Patton.

Publicity Committee. The publicity committee, chaired by Jan Tuepker, was very active in keeping members informed of EFA activities, other opportunities, and concerns. The primary means of communicating with the membership was by email blasts. Jan also edited the quarterly newsletter, a high quality four-page color publication, which was mailed to members and provided to university officials, as well.

Ad Hoc History Committee. In 2017 an increased emphasis was placed on collecting and maintaining historical records of the association. To this end, President LaGrow appointed an Ad Hoc History Committee comprised of Past President Keith Swezey as chair, and members Jan Tuepker, Joanne Necco, and Fred Grosz. The committee collected source material pertaining to various aspects of the Association's history. Drafts of sections summarizing this information have been written and are being edited and compiled into an overall historical account of the Association's past.

## Links and Services to the University at Large

Liaison to the Faculty and Staff Senates. Jerry Legere was appointed by President LaGrow to fill two new positions, Liaison to the Faculty Senate and Liaison to the Staff Senate. The duties of these positions entailed attending meetings of the two senates and writing summaries of information pertinent to EFA gleaned from presentations and discussions in these groups. The result of Jerry's efforts was a wealth of information related to campus planning, construction projects, and university financial status, which was included in minutes of the Executive Committee.

Ombudsperson. Throughout 2017 former EFA President Bill Radke continued his service as the university ombudsperson. The ombudsperson procedure continued to provide a means whereby disputes involving faculty might be resolved in an informal manner, through the auspices of a third party, the ombudsperson. Bill's case load increased to the point where more retirees might be appointed as additional ombudspersons. Bill, along with Pat LaGrow, was involved in on-campus discussions regarding the ombudsperson program that resulted in the program maintaining its original intent, with future ombudspersons being nominated by EFA.

EFA Scholarship. EFA has established a scholarship, awarded annually, which rotates among the five colleges, thereby in turn contributing to the scholarship program of each. This was the sixth year in which the EFA scholarship was awarded. The College of Education and Professional Studies chose psychology major Theodore Mofle to receive the \$1000 award. During 2017 the scholarship became endowed when contributions surpassed the \$10,000 endowment threshold. This was an important benchmark on the way to the goal of \$25,000 at which point the annual scholarship awards would likely be fully funded from the endowment.

Support for Grand Opening of Old North. On February 23, 2017, Old North was opened to the public after nearly 16 years of being closed. EFA was chosen to provide docents for this Grand Opening ceremony and open house. Larry and Leah Westmoreland were honored by being chosen as the front-door greeters to welcome persons attending.

Honoring Richard Thatcher. During the summer Dr. Don Boyce from the Mathematics Department spoke at a Kaffeeklatsch about Richard Thatcher, an early mathematics professor, first president of UCO (then Central State Normal School), and first UCO emeritus professor. At the suggestion of Dr. Boyce the EFA Executive Committee decided to sponsor a ceremony honoring Dr. Thatcher, which would highlight his standing as the university's first emeritus professor. President LaGrow led the effort, which became a major campus event with the support and participation of senior university leaders, who approved hanging a plaque in Old North in Dr. Thatcher's honor.

## Conclusion

The Board of Directors offers this report and evaluation of the association's activities in 2017, as stipulated in the EFA Bylaws. We are pleased to note that important recommended actions in the 2016 Board report were adopted in 2017. The first recommendation, that "Executive Committee officers establish a specific set of goals as the first order of business for the new year [2017]," was fulfilled and more than met the Board's expectations. It is likely that this comprehensive planning contributed to EFA's notable success in 2017. We also note that another recommendation from the 2016 report, that "new members be invited to serve on committees," also was accepted in practice. A review of committee rosters reveals that a wide array of members outside of the Executive Committee are involved in committee work. Some of these colleagues are new or recent members, which we believe will strengthen the organization and encourage their continuing participation in EFA activities. In addition, we believe that the Board of Directors has made progress in further defining its role and recommend that it establish a regular meeting schedule, perhaps quarterly, and that it maintain a close working relationship with EFA officers. The Board also recommends that in 2018 the bylaws be reviewed for currency and for the possibility of establishing a permanent history committee.

In summary, we, the Board of Directors, believe that 2017 was a highly successful year for the Emeritus Faculty Association, and that this likely portends a similar outcome in 2018.

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Randall Jones, Jr., Chair

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Darry Carlstone

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Karen Carter

Date: February 1, 2018

Appendix A  
List of 2017 EFA Activities

The Activities Committee, Joanne Necco and Gloria Shadid (co-chairs) and other committee members, planned an extensive variety of activities, events and tours for 2017. The following list reflects all of the activities:

- |            |  |
|------------|--|
| Jan. 5     | Kaffeeklatsch (KK), Evans Hall Great Room  |
| Feb. 2     | KK, Evans Hall Great Room  |
| Feb. 7     | "Human & Eagles of the Altai Mountains: A Multi-Species Ethnography," presentation by Lauren McGough, UCO Human Environmental Sciences building; lunch at Legends, NUC                         |
| Feb. 21    | UCO Chamber Orchestra concert, Radke Fine Arts Theater auditorium  |
| Feb. 22/23 | Grand Opening of Old North; many members served as docents   |
| Mar. 2     | KK, Evans Hall Great Room  |
| Mar. 7     | UCO Symphony Orchestra concert, Mitchell Hall Theater  |
| Mar. 8     | UCO Symphonic Band concert, Mitchell Hall Theater  |
| Mar. 9     | UCO Wind Symphony concert, Mitchell Hall Theater   |
| Mar. 20    | Guided tour of the OKC National Cowboy and Western Heritage Museum. Tour included exhibits of Native American headdresses, bandanas and photographs of movie crews; lunch at the Museum Grill. |
| Mar. 30    | Motor coach tour through Tallgrass Prairie National Preserve (National Park Service, Osage County) and Immaculate Conception Catholic Church, Pawhuska, OK. Lunch at Pioneer Woman Mercantile  |
| Apr. 6     | KK, Evans Hall Great Room  |
| Apr. 9     | Combined Wind and Symphonic Band concert, Mitchell Hall Theater  |
| Apr. 12    | EFA Spring Luncheon & Business Meeting, NUC Will Rogers Room. President-Elect Deanie Wright & EFA Activities Committee assisted; EFA Founding Committee members were recognized                |
| Apr. 18    | UCO Chamber Orchestra concert, Radke Fine Arts Theater auditorium  |
| Apr. 20    | Spring Musical, "Leap of Faith", Mitchell Hall Theater   |
| Apr. 26    | UCO Symphony Orchestra/Percussion Consort concert, Mitchell Hall Theater   |
| May 4      | KK, Evans Hall Great Room  |
| May 25     | Guided tour of OU's Fred Jones Museum of Art; lunch at Kendall's, Noble, OK  |
| June 1     | KK, Evans Hall Great Room  |
| June 6     | Tour of OKC 45th Infantry Division Museum; lunch at Bedlam Bar-B-Q   |
| June 29    | Edmond Community Band Concert, in conjunction with Edmond Liberty Fest (4th of July) activities, UCO campus  |
| July 6     | KK, Evans Hall Great Room  |
| July 19    | Tour of OKC Oklahoma History Museum; lunch at Museum's Winnie Mae Cafe   |
| Aug. 3     | KK, Evans Hall Great Room  |
| Aug. 11    | OKC, Oklahoma River Cruise   |
| Aug. 25    | Tour of Selman Living Lab and Bat Caves  |

Aug. 31	Grand re-opening of Mitchell Hall Theater
Sept. 7	KK, Evans Hall Great Room
Sept. 14	Edmond Historical Society Museum, tour of "The Power of Children" featuring stories of Anne Frank, Ruby Bridges and Ryan White; lunch at Hideaway Pizza
Oct. 5	KK, Evans Hall Great Room
Oct. 8	The musical "Chicago", Mitchell Hall Theater
Oct. 12	EFA Fall Brunch and Business Meeting, NUC Heritage Room, President-Elect Deanie Wright and EFA Activities Committee assisted. Dr. Wright began the tradition of recognizing books/publications of emeriti faculty for inclusion in the UCO Library; EFA past presidents were recognized
Oct. 25	Sandwich-Generation Conference, NUC
Nov. 2	KK, Evans Hall Great Room
Nov. 15	Celebration of Richard Thatcher, UCO's first emeritus faculty (held in Old North)
Nov. 17	Tour of the Pigeon Museum and Library, OKC; lunch at the National Cowboy and Western Heritage Museum Grill
Dec. 7	KK, Evans Hall Great Room
Dec. 8	Annual Christmas Holiday Show: "Holly, Jolly Jammin'," UCO Jazz Lab
Dec. 14	Tour of Devon Energy Center, OKC

## **SECTION 10**

### **Emeritus Faculty Association Bylaws and Addendum**

#### **BYLAWS OF THE ASSOCIATION OF EMERITUS FACULTY OF THE UNIVERSITY OF CENTRAL OKLAHOMA**

(Original Bylaws October 3, 2009-October 1, 2011)

#### **ARTICLE I**

##### **Name**

The name of the association shall be the Association of Emeritus Faculty of the University of Central Oklahoma.

#### **ARTICLE II**

##### **Membership**

##### **SECTION I. Eligibility**

(1) Membership in the Association shall be open to all emeritus faculty as well as to emeritus administrators who have served as faculty at some point during their employment at UCO. Emeritus status is defined and determined by the Board of Regents. Membership is obtained through the payment of annual or lifetime membership dues.

(2) Associate Membership is available to: (a) faculty who have left the service of the university without officially taking retirement; (b) retired administrators who have not served as faculty but who desire to participate in association activities; (c) active faculty who wish to become involved with the association prior to retirement; (d) spouses of retired faculty; and (e) widows or widowers of members of the faculty of UCO.

Associate members shall pay dues, shall receive notices and information sent to members and are entitled to participate in all association activities except voting or holding office.

##### **SECTION II. Dues and Financing**

(1) The annual membership dues shall be established by the Board of Directors. A lifetime membership payment, the amount to be established by the Board of Directors, shall entitle an individual to membership without payment of annual dues. Spouses of retired faculty shall not pay dues as long as the retired faculty member is living.

(2) Yearly membership will begin on January 1 and end on December 31.

New annual members joining the Association at the end of, or after the spring semester, shall be considered paid up for that membership year.

(3) Membership dues will help defray printing and mailing expenses, courtesy cards for members and other incidental costs.

(4) The Association may assess its members for special benefits; e.g. meal functions, special mailings, etc.; however, such assessment shall not be used as a means of supplementing the treasury. The Association may conduct fund-raisers for special purposes or for the general treasury.

### **SECTION III. Meetings, Quorum & Voting Procedures**

- (1) There shall be at least two official business meetings per membership year, preferably one each semester. Additional meetings may be scheduled by the Executive Committee as needed.
- (2) A quorum for actions of the Association shall be the lesser of 10% of the members or 15 members.
- (3) If mail solicitation is used for voting on actions of the Association, including balloting for officers, a valid return must be obtained from at least the lesser of 20% of the membership or 30 members.
- (4) A member may vote by written proxy.

## **ARTICLE III Purpose and Objectives**

### **SECTION I. Purpose**

The Association shall have as its primary purpose the continuing involvement and participation of emeritus faculty with the university in the belief that such involvement and participation is highly beneficial both to the university and to individual faculty members.

### **SECTION II. Objectives**

The objectives of the Association are those set forth below in these Bylaws and may be amended by action of the Board of Directors and/or the membership.

- (1) To provide an independent, autonomous group to promote, further advance and develop strong relationships with the University and to enhance the roles of both emeritus faculty and the University.
- (2) To encourage and assist in the determination of privileges and courtesies extended by the university to emeritus faculty.
- (3) To encourage the provision of teaching and leadership opportunities for emeritus faculty by the university and to encourage emeritus faculty to assist the university by taking advantage of such opportunities.
- (4) To sponsor, promote and conduct social and educational activities for emeritus faculty and associate members.
- (5) To encourage the participation of emeritus faculty in university sponsored professional and cultural events.
- (6) To serve as a communication link between emeritus faculty with the university and to communicate via means of periodic newsletters and the UCO web site.

### **SECTION III. Rights and Privileges of the Association**

In furtherance of these objectives but not in limitation thereof, the Association shall have the privilege and right:

- (1) To collect and disseminate data, statistics, and other information
- (2) To develop an Association position and recommendations with regard to selected University matters
- (3) To recommend sound practices and procedures pertaining to University matters.

## **SECTION IV. Privileges and Opportunities of Members**

In furtherance of these objectives but not in limitation thereof, the Members shall have the privilege to participate in available teaching and leadership opportunities, professional activities, social and cultural events, and courtesies offered by the university to emeritus faculty.

(Details for each of the above categories can be found in the ADDENDUM to the Bylaws)

## **ARTICLE IV Management of the Association**

### **SECTION I. Administration**

The administration of the Association shall be vested in the following:

- (1) A **President** who shall conduct meetings of the Association, the Executive Committee, and the Board of Directors; preside at other pertinent Association functions, appoint standing and Ad Hoc committees, and represent the Association in matters dealing with the other organizations of the University and with the general public.
- (2) A **Vice President** who shall serve in the absence of, or at the direction of, the President.
- (3) A **Secretary** who shall produce and maintain the minutes of meetings, records of decisions made by the Association, and a current accurate list of members and eligible members.
- (4) A **Treasurer** who shall collect such dues as may be determined by the Association and be responsible for such disbursements from the treasury as may be authorized by the Executive Committee or by vote of the membership of the Association.
- (5) An **Executive Committee** of the foregoing officers, and the immediate Past President of the Association. Actions taken by the Executive Committee shall be reported at regularly scheduled meetings of the Board of Directors and to the membership of the Association through newsletters and/or at regularly scheduled meetings.
- (6) A **Board of Directors** consisting of the Executive Committee, the chairs of the standing committees and three (3) at large Directors elected by the members of the Association. The duties of the Board of Directors shall be to determine the broad policy, purposes, programs and directions of the Association and to assess the successes and/or limitations of the various Association activities.
- (7) The standing committees of the Association are:
  - a. The **Advocacy and Benefits Committee** has the responsibility for identifying and promoting the interests of emeritus faculty, the opportunities for cooperation and service to the University, the retirement benefits available and potentially available to faculty retirees and the dissemination of this information to the membership.
  - b. The **Membership Committee** has the responsibility for recruiting new members and promoting renewal of annual memberships.
  - c. The **Program Committee** has the responsibility for planning and organizing the programs for the meetings of the Association in collaboration with the President of the Association.
  - d) The **Activities Committee** has the responsibility for planning and implementing projects/programs to be carried out by the Association. Such projects/programs could

include educational, service, social and recreational activities of interest to the Association membership.

e) The **Publicity Committee** has the responsibility for the quarterly publication and dissemination of the Association newsletter and for placing information about meetings and other Association activities on the university web site and in appropriate media outlets.

f) The **Courtesy Committee** has the responsibility for collecting and disseminating information on well-being, state of health and death of Association members. This includes sending the appropriate acknowledgement to the member or family.

## **SECTION II. Election of Officers and Members-at Large of the Board of Directors**

(1) Officers and members-at-large of the board of directors shall be elected by a majority of members attending the annual Fall meeting of the Association. The meeting is to be held at a time and place determined by the Executive Committee.

(2) A slate of candidates for office shall be supplied to the members of the Association prior to the annual meeting.

(3) The slate of candidates shall be prepared by an Ad Hoc Nominating Committee of at least three (3) members who shall be appointed by the President of the Association at least 60 days prior to the annual Fall meeting.

(4) The slate prepared by the nominating committee shall include at least one candidate for each office, each of whom has indicated interest and willingness to serve.

(5) The elected term of each officer (president, vice president, secretary and treasurer) shall be for a period of two years commencing with the end of the membership year in which the election took place. Incumbents may be re-nominated at the discretion of the Ad Hoc Committee on Nominations. The three members-at-large of the Board of Directors shall be elected to three-year terms with one (1) new member being elected each year. The chairs of the standing committees are appointed by the Association President, with approval of the Executive Committee, and shall serve for the duration of that President's term of office. Incumbent chairs may be re-appointed at the discretion of the new President and the Executive Committee.

(6) Provisions shall be made at the time of elections during the annual meeting for nominations for each office to be made from the floor.

(7) If the office of President becomes vacant, the Vice President shall assume the post. A vacancy in the office of Vice President, Secretary, Treasurer, or at-large member of the Board of Directors shall be filled from nomination by the Executive Committee and election by the Board of Directors.

## **SECTION III. Amendments to the Bylaws**

Proposed amendments to the Bylaws shall be submitted to all members of the Association at least 30 days prior to the meeting at which actions on the amendments are to take place. Approval of the amendments shall require the positive vote of two-thirds of the *quorum of* members in attendance at the meeting.

**BYLAWS OF THE ASSOCIATION OF EMERITUS FACULTY  
OF THE UNIVERSITY OF CENTRAL OKLAHOMA**  
(Revised and approved at the EFA Business Meeting on October 1, 2011)

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- (2) Associate Membership is available to (a) full-time faculty who have left the service of UCO without officially taking retirement; (b) retired administrators and staff who have not served as full-time faculty, but were eligible to serve on Faculty Senate; (c) active faculty who wish to become involved with the Association prior to retirement; (d) spouses of retired faculty; and (e) widows or widowers of retired faculty. Other membership applications will be considered by the Membership Committee on a case by case basis.

**SECTION II. Dues and Financing**

- (1) The annual membership dues shall be established by the Board of Directors. A lifetime membership payment, the amount to be established by the Board of Directors, shall entitle an individual to membership without payment of annual dues. Spouses of retired faculty shall not pay dues as long as the retired faculty member is living.
- (2) Yearly membership will begin on January 1 and end on December 31. New annual members joining the Association at the end of, or after the spring semester, shall be considered paid up for that membership year. Newly retired faculty shall be offered a complementary membership for the remainder of the calendar year in which they retire.
- (3) Membership dues will help defray printing and mailing expenses, courtesy cards for members and other incidental costs.
- (4) The Association may assess its members for special benefits; e.g. meal functions, special mailings, etc.; however, such assessment shall not be used as a means of supplementing the treasury. The Association may conduct fund-raisers for special purposes or for the general treasury.

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- (1) There shall be at least two official business meetings per membership year, preferably one each semester. Additional meetings may be scheduled by the Executive Committee as needed.
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- (1) To provide an independent, autonomous group to promote, further advance and develop strong relationships with the University and to enhance the roles of both emeritus faculty and the University.
- (2) To encourage and assist in the determination of privileges and courtesies extended by the university to emeritus faculty.
- (3) To encourage the provision of teaching and leadership opportunities for emeritus faculty by the university and to encourage emeritus faculty to assist the university by taking advantage of such opportunities.
- (4) To sponsor, promote and conduct social and educational activities for emeritus faculty and associate members.
- (5) To encourage the participation of emeritus faculty in university sponsored professional and cultural events.
- (6) To serve as a communication link between emeritus faculty with the university and to communicate via means of periodic newsletters and the UCO web site.

### **SECTION III. Rights and Privileges of the Association**

In furtherance of these objectives but not in limitation thereof, the Association shall have the privilege and right:

- (1) To collect and disseminate data, statistics, and other information
- (2) To develop an Association position and recommendations with regard to selected University matters
- (3) To recommend sound practices and procedures pertaining to University matters.

## **SECTION IV. Privileges and Opportunities of Members**

In furtherance of these objectives but not in limitation thereof, the Members shall have the privilege to participate in available teaching and leadership opportunities, professional activities, social and cultural events, and courtesies offered by the university to emeritus faculty.

(Details for each of the above categories can be found in the ADDENDUM to the Bylaws)

## **ARTICLE IV Management of the Association**

### **SECTION I. Administration**

The administration of the Association shall be vested in the following:

- (1) A **President** who shall conduct meetings of the Association, the Executive Committee, and the Board of Directors; preside at other pertinent Association functions, appoint standing and Ad Hoc committees, and represent the Association in matters dealing with the other organizations of the University and with the general public.
- (2) A **Vice President** who shall serve in the absence of, or at the direction of, the President.
- (3) A **Secretary** who shall produce and maintain the minutes of meetings, records of decisions made by the Association, and a current accurate list of members and eligible members.
- (4) A **Treasurer** who shall collect such dues as may be determined by the Association and be responsible for such disbursements from the treasury as may be authorized by the Executive Committee or by vote of the membership of the Association.
- (5) An **Executive Committee** of the foregoing officers, and the immediate Past President of the Association. Actions taken by the Executive Committee shall be reported at regularly scheduled meetings of the Board of Directors and to the membership of the Association through newsletters and/or at regularly scheduled meetings.
- (6) A **Board of Directors** consisting of the Executive Committee, the chairs of the standing committees and three (3) at large Directors elected by the members of the Association. The duties of the Board of Directors shall be to determine the broad policy, purposes, programs and directions of the Association and to assess the successes and/or limitations of the various Association activities.
- (7) The standing committees of the Association are:
  - a. The **Advocacy and Benefits Committee** has the responsibility for identifying and promoting the interests of emeritus faculty, the opportunities for cooperation and service to the University, the retirement benefits available and potentially available to faculty retirees and the dissemination of this information to the membership.
  - b. The **Membership Committee** has the responsibility for recruiting new members and promoting renewal of memberships. The committee is also responsible for preparing and updating lists of retired faculty and potential Associate Members including contact and other information.
  - c) The **Activities Committee** has the responsibility for planning and implementing activities to be offered by the Association. Such activities should include educational, social, recreational, service, wellness, cultural and travel.

d) The **Publicity Committee** has the responsibility for the quarterly publication and dissemination of the Association newsletter and for placing information about meetings and other Association activities on the university web site and in appropriate media outlets.

e) The **Courtesy Committee** has the responsibility of collecting and disseminating information of accomplishments, milestones, and health and welfare of retired faculty/administrators/academic support personnel. This information should be forwarded to the Publicity Committee and acknowledgement sent to the appropriate individual or family.

## **SECTION II. Election of Officers and Members-at Large of the Board of Directors**

(1) Officers and members-at-large of the board of directors shall be elected by a majority of members attending the annual Fall meeting of the Association. The meeting is to be held at a time and place determined by the Executive Committee.

(2) A slate of candidates for office shall be supplied to the members of the Association prior to the annual meeting.

(3) The slate of candidates shall be prepared by an Ad Hoc Nominating Committee of at least three (3) members who shall be appointed by the President of the Association at least 60 days prior to the annual Fall meeting.

(4) The slate prepared by the nominating committee shall include at least one candidate for each office, each of whom has indicated interest and willingness to serve.

(5) The elected term of each officer (president, vice president, secretary and treasurer) shall be for a period of two years commencing with the end of the membership year in which the election took place. Incumbents may be re-nominated at the discretion of the Ad Hoc Committee on Nominations. The three members-at-large of the Board of Directors shall be elected to three-year terms with one (1) new member being elected each year. The chairs of the standing committees are appointed by the Association President, with approval of the Executive Committee, and shall serve for the duration of that President's term of office. Incumbent chairs may be re-appointed at the discretion of the new President and the Executive Committee.

(6) Provisions shall be made at the time of elections during the annual meeting for nominations for each office to be made from the floor.

(7) If the office of President becomes vacant, the Vice President shall assume the post. A vacancy in the office of Vice President, Secretary, Treasurer, or at-large member of the Board of Directors shall be filled from nomination by the Executive Committee and election by the Board of Directors.

## **SECTION III. Amendments to the Bylaws**

Proposed amendments to the Bylaws shall be submitted to all members of the Association at least 30 days prior to the meeting at which actions on the amendments are to take place. Approval of the amendments shall require the positive vote of two-thirds of the *quorum of* members in attendance at the meeting.

**BYLAWS OF THE ASSOCIATION OF EMERITUS FACULTY OF THE  
UNIVERSITY OF CENTRAL OKLAHOMA**

(Revised 8/24/2014; Approved 10/4/2014)

**ARTICLE I**

**Name**

The name of the association shall be the Association of Emeritus Faculty of the University of Central Oklahoma.

**ARTICLE II**

**Membership**

**SECTION I. Eligibility**

(1) Full Membership in the Association shall be open to (a) all emeritus faculty and (b) retired administrators and staff who have not served as full-time faculty, but were eligible to serve on the University of Central Oklahoma Faculty Senate. Emeritus status is granted by the Regents for the Regional University System of Oklahoma. Only full members in good standing are eligible to hold office, a standing committee chairpersonship, or be elected to the Board of Directors. Only full members of the Association are eligible to vote.

(2) Associate Membership is available to (a) full-time faculty who have left the service of UCO without officially taking retirement; (b) active faculty who wish to become involved with the Association prior to retirement; (c) spouses of those eligible for full membership; and (d) widows or widowers of those eligible for full membership. Other membership applications will be considered by the Membership Committee on a case by case basis.

(3) Membership is obtained via approved application and through the payment of annual, multi-year or lifetime membership dues. A full or associate member whose dues are current is considered to be in good standing.

**SECTION II. Dues and Financing**

(1) The annual membership dues shall be established by the Board of Directors. A lifetime membership payment, the amount to be established by the Board of Directors, shall entitle an individual to membership without payment of annual dues. Spouses of retired faculty shall not pay dues as long as the retired faculty member is living.

(2) Yearly membership will begin on January 1 and end on December 31. New annual members joining the Association at the end of, or after the spring semester, shall be considered paid up for that membership year. Newly retired faculty shall be offered a complementary membership for the remainder of the calendar year in which they retire.

(3) Membership dues will help defray printing and mailing expenses, courtesy cards for members and other incidental costs. (4) The Association may assess its members for special benefits; e.g. meal functions, special mailings, etc.; however, such assessment shall not be used as a means of supplementing the treasury. The Association may conduct fund-raisers for special purposes or for the general treasury.

### **SECTION III. MEETINGS, QUORUM & VOTING PROCEDURES**

- (1) There shall be at least two official business meetings per membership year, preferably one each semester. Additional meetings may be scheduled by the Executive Committee as needed.
- (2) A quorum for actions of the Association shall be the lesser of 10% of the members or 15 members.
- (3) If mail solicitation is used for voting on actions of the Association, including balloting for officers, a valid return must be obtained from at least the lesser of 20% of the membership or 30 members.
- (4) A member may vote by written proxy.

## **ARTICLE III Purpose and Objectives**

### **SECTION I. Purpose**

The Association shall have as its primary purpose the continuing involvement and participation of emeritus faculty with the university in the belief that such involvement and participation is highly beneficial both to the university and to individual faculty members.

### **SECTION II. Objectives**

The objectives of the Association are those set forth below in these Bylaws and may be amended by action of the Board of Directors and/or the membership.

- (1) To provide an independent, autonomous group to promote, further advance and develop strong relationships with the University and to enhance the roles of both emeritus faculty and the University.
- (2) To encourage and assist in the determination of privileges and courtesies extended by the university to emeritus faculty.
- (3) To encourage the provision of teaching and leadership opportunities for emeritus faculty by the university and to encourage emeritus faculty to assist the university by taking advantage of such opportunities.
- (4) To sponsor, promote and conduct social and educational activities for emeritus faculty and associate members.
- (5) To encourage the participation of emeritus faculty in university sponsored professional and cultural events.
- (6) To serve as a communication link between emeritus faculty with the university and to communicate via means of periodic newsletters and the UCO web site.

### **SECTION III. Rights and Privileges of the Association**

In furtherance of these objectives but not in limitation thereof, the Association shall have the privilege and right:

- (1) To collect and disseminate data, statistics, and other information
- (2) To develop an Association position and recommendations with regard to selected University matters
- (3) To recommend sound practices and procedures pertaining to University matters.

#### **SECTION IV. Privileges and Opportunities of Members**

In furtherance of these objectives but not in limitation thereof, the Members shall have the privilege to participate in available teaching and leadership opportunities, professional activities, social and cultural events, and courtesies offered by the university to emeritus faculty.

(Details for each of the above categories can be found in the ADDENDUM to the Bylaws)

### **ARTICLE IV Management of the Association**

#### **SECTION I. Administration**

The administration of the Association shall be vested in the following:

- (1) A **President** who shall conduct meetings of the Association, the Executive Committee, and the Board of Directors; preside at other pertinent Association functions, appoint standing and Ad Hoc committees, and represent the Association in matters dealing with the other organizations of the University and with the general public.
- (2) A **President-Elect** who shall serve in the absence of, or at the direction of, the President.
- (3) A **Past-President** who shall serve as an advisor to the Executive Committee and perform such activities as directed by the President.
- (4) A **Secretary-Treasurer** who shall produce and maintain the minutes of meetings, records of decisions made by the Association, and a current accurate list of members and eligible members. In addition, the secretary-treasurer shall collect such dues as may be determined by the Association and be responsible for such disbursements from the treasury as may be authorized by the Executive Committee or by vote of the membership of the Association.
- (5) The standing committees of the Executive Committee are:
  - a) The **Advocacy and Benefits Committee** which carries responsibility for identifying and promoting the interests of emeritus faculty, the opportunities for cooperation and service to the University, the retirement benefits available and potentially available to faculty retirees and the dissemination of this information to the Publicity Committee.
  - b) The **Membership Committee** which carries responsibility for recruiting new members and promoting renewal of memberships. The committee is also responsible for preparing and updating lists of retired faculty and potential Associate Members including contact and other information.
  - c) The **Activities Committee** which carries responsibility for planning and implementing activities to be offered by the Association. Such activities should include educational, social, recreational, service, wellness, cultural and travel.
  - d) The **Publicity Committee** which carries responsibility for the quarterly publication and dissemination of the Association newsletter and for placing information about meetings and other Association activities on the university web site and in appropriate media outlets.

e) The Courtesy Committee which carries the responsibility of collecting and disseminating information of accomplishments, milestones, and health and welfare of retired faculty/administrators/academic support personnel. This information should be forwarded to the Publicity Committee and acknowledgement sent to the appropriate individual or family.

(5) The Executive Committee shall consist of the foregoing officers and the Standing Committee Chairs. Actions taken by the Executive Committee shall be reported at regularly scheduled meetings of the Board of Directors and to the membership of the Association through newsletters and/or at regularly scheduled meetings.

6) A **Board of Directors** consisting of the President and three (3) at-large Directors elected by the members of the Association. The duties of the Board of Directors shall be to determine the broad policy, purposes, programs and directions of the Association and to assess the successes and/or limitations of the various Association activities. Members of the Board of Directors are ex-officio members of the Executive Committee and may attend any or all of the Executive Committee meetings.

## **SECTION II. Election of Officers and Members-at Large of the Board of Directors**

(1) Officers and members-at-large of the board of directors shall be elected by a majority of members attending the annual Fall meeting of the Association. The meeting is to be held at a time and place determined by the Executive Committee.

(2) A slate of candidates for office shall be supplied to the members of the Association prior to the annual meeting.

3) The slate of candidates shall be prepared by an Ad Hoc Nominating Committee of at least three (3) members who shall be appointed by the President of the Association at least 60 days prior to the annual Fall meeting.

(4) The slate prepared by the nominating committee shall include at least one candidate for each office, each of whom has indicated interest and willingness to serve.

(5) The elected term of each officer (president, president-elect, secretary-treasurer) shall be as follows: the president-elect shall serve for a period of three years with the first year serving as president-elect, the second year as president and the third year as past president. The secretary-treasurer shall serve for a term of two years. Election of a new president-elect shall occur each year and the election of the secretary-treasurer shall occur in odd-numbered years. Terms of office shall commence with the end of the membership year in which the election took place. Incumbents may be re-nominated at the discretion of the Ad Hoc Committee on Nominations. The three members-at-large of the Board of Directors shall be elected to three-year terms with one (1) new member being elected each year. Chairs of the standing committees are appointed by the President, with approval of the Executive Committee, and shall serve for the duration of that President's term of office. Incumbent chairs may be re-appointed at the discretion of the new President and the Executive Committee.

(6) Provisions shall be made at the time of elections during the annual meeting for nominations for each office to be made from the floor.

(7) If the office of President becomes vacant, the Past President shall assume the post. A vacancy in the office of past-president, president-elect, secretary-treasurer, or at-large member of the Board of Directors shall be filled from nomination by the Executive Committee and election by the Board of Directors.

**SECTION III. Amendments to the Bylaws**

Proposed amendments to the Bylaws shall be submitted to all members of the Association at least 30 days prior to the meeting at which actions on the amendments are to take place. Approval of the amendments shall require the positive vote of two-thirds of the *quorum of* members in attendance at the meeting. A schedule for and implementation of approved bylaw amendments shall be the responsibility of the Executive Committee.

## **ADDENDUM TO THE BYLAWS**

### **PRIVILEGES, COURTESIES AND OPPORTUNITIES OFFERED TO EMERITUS FACULTY BY THE UNIVERSITY OF CENTRAL OKLAHOMA**

#### **A. Privileges and Courtesies**

1. The University of Central Oklahoma offers the following privileges and courtesies to emeritus faculty: university I.D. card, campus parking permit, discount at the university center bookstore, use of the university library and wellness center, limited use of the university health center, and access to faculty lounge areas on campus.
2. Emeritus faculty will have the privilege of auditing university classes with instructor approval when space is available and at no cost except for expendable supplies that are required for the class.
3. Emeritus faculty will be made aware of, and invited to attend, workshops that are designed specifically for them by the university.
4. Specific information about these privileges and courtesies and how to secure them may be obtained from the Office of Academic Affairs.
5. These privileges and courtesies may be extended to spouses of emeritus faculty when deemed appropriate by the Office of Academic Affairs.

#### **B. Professional, Cultural and Social Opportunities**

1. The University of Central Oklahoma offers the following professional, cultural and social opportunities to emeritus faculty:
  - a. Invitations to attend university professional enhancement activities and department and college events.
  - b. Invitations to attend university, college and department social events.
  - c. Invitations to attend athletic events, student performances and cultural events free of charge or at the reduced rate available to regular faculty.
  - d. Invitations to participate in academic processions at commencements. The Office of Academic Affairs must be informed of intent to participate by the published deadline. Academic regalia will not be available through the Office of Academic Affairs.
  - e. Invitations to have professional and personal contact information included on the UCO Web site. This inclusion of information is voluntary and requires the approval of the department in which the faculty member taught.
2. Specific information about these professional, cultural and social opportunities may be obtained from the Association of Emeritus

Faculty newsletter, the university web site and/or other public information media sources.

### **C. Teaching and Leadership Opportunities**

1. The university of Central Oklahoma offers the following teaching and leadership opportunities to emeritus faculty: guest lecturer, substitute teacher, class discussion leader, student adviser, student recruiter, member of graduate student advisory committee, mentor for new faculty and/or new administrator, consultant, fund raiser, member of department/college/university committee, Distinguished Emeritus Faculty Fellow (full or part time teaching, and University Ombudsperson.
2. Most of these teaching and leadership activities will be performed voluntarily at no cost to the university. The exceptions are as follows;
  - a. Substitute teachers will be paid at the current adjunct faculty rate.
  - b. Consultants will be paid per negotiation with the department or college for whom they are serving as a consultant.
  - c. Reimbursement of travel costs, at the state reimbursement rate, will be provided for those persons involved in recruitment and/or fund raising.
  - d. Distinguished Emeritus Faculty Fellows will be paid at a rate of 5% more than the current adjunct faculty rate.
  - e. University Ombudsmen will be paid at an hourly rate of \$50.00. Billable hours will include time necessary for review and background work of a case as well as actual time spent with the faculty member requesting assistance.
  - f. It will be the responsibility of the emeritus faculty member to ensure that payment for services does not have a negative impact on their teacher retirement pay.
3. Specific information about these teaching and leadership opportunities may be obtained from the Office of Academic Affairs, the colleges deans and/or the academic department chairs.

Addendum Approved October 2009

### **UCO Emeritus Faculty Research Program**

Information concerning the UCO Emeritus Faculty Research program can be found on the Emeritus Faculty website.

## **SECTION 11**

### **Emeritus Faculty Association Operations Manual**

Note: On both the EFA website and on the flash drive that contains the EFA History, the Operations Manual is a PDF document separate from the rest of the EFA History, which is a word document.