

SUNY Retirees Service Corps, Advisory Council Meeting
Wednesday, March 11, 2009, 1:30 – 3:30 PM, Room S-137, SUNY Plaza

Meeting Attendance

Advisory Council and Resource People

Tom Wolff, Curtis Lloyd, Susan McDermott, Gail Myers, Peter Thomas, Carl Wiezalis, Judy Wishnia, Ram Chugh. Jim Kalas (via teleconference), Milton Johnson (via teleconference)

Other Staff

- Nathan Allen (IT), Tom Augstein (IT), Eric Di Bari (RSC), Julie Petti (SUNY HR)

1. Opening Remarks and summary of the 1/23/09 Executive Council Meeting - Tom and Ram

- a. Executive Committee meeting minutes were reviewed and highlighted. Main areas of interest included new association with FCCC, new nominations for Advisory Council members, and also setting RSC's goals for 2009.
- b. A brief discussion took place about publicizing RSC to campuses and garnering more support from campuses in offering services to retirees. It was noted that RSC should seek support of campus presidents through a presentation about RSC, and followed up by a written request.

2. Nominations for the Advisory Council (background information sent to the members)

- a. It was reiterated that only retirees can serve as advisory council members. The possibility of setting up a "potential member list" for soon-to-be retirees was offered.
- b. Bob Kasprak, (Retired) SUNY Optometry (recommended by Judy Wishnia) representing the SUNY Manhattan region
 - i. The Advisory Council voted in favor of appointing Bob Kasprak as a member of the Advisory Council.
- c. Pete Herron (Retired) Suffolk Community College (recommended by Milton Johnson)
 - i. The Advisory Council voted in favor of appointing Pere Herron as a member of the Advisory Council.
- d. Tom Cooper - not yet retired - planning to retire by the end of this year - recommended by Milton Johnson
 - i. Since Tom Cooper had not yet retired, he could not be appointed to the Council. The members suggested that he should be considered for membership soon after he retires.

3. Additional Nominations – Southern Tier, Western New York and the North Country Region

- a. A request was made to all Advisory Council members that they submit nominations for members to represent the Western, Southern Tier, North Country, and Mid-Hudson regions. The names will be initially reviewed by the Executive Committee and then presented to the Advisory Council for review and approval.

4. Review and approval of the Webpage (phase one)

- a. The draft webpage was shared with the HR directors through Julie Petti for their comments.

- b. The website was presented to the Advisory Council for review and approval to become a publically accessible website. The Advisory Council voted in favor of making the current website publically available. Many comments were given by members:
 - i. More professional-looking pictures on the website should be sought
 - ii. A form should be created that will allow retirees to easily submit their personal retirement stories
 - iii. The pictures in the website's banner should include diversity of individuals
 - iv. Pages that include links to one or a few items (such as the "services retirees can provide," and "oral history") should include comments that indicate the link provided is not meant to be an encompassing, exhaustive, or exclusive set of information on the topic
 - v. Although there are no legal requirements for posting links to publically available websites, RSC should contact the organizations out of courtesy and inform them of our utilizing their webpage
 - vi. Ensure that we meet all the legal requirements for the items and images used on the website
 - vii. The "Useful Links" section is not an exhaustive or complete list (missing such businesses as MetLife, ING, etc). Advisory Council members are encouraged to review the list and e-mail RSC with any additions they may have
 - viii. A set of buttons or a note should be included that allows users to increase the font size.
- c. Time frame and process for making it public
 - i. The website was approved and will be submitted internally within SUNY for approval to be made public. Curtis Lloyd will reach out to Megan Galbraith to set up any necessary presentations or approval process.
- d. Issues and time frame for the phase two online directory. The outline of the goals for the website's phase two was presented;
 - i. An online directory for SUNY retirees system-wide, so they can search for contact information of fellow retirees as well as list themselves in the directory
 - ii. A registration system and verification, so only approved SUNY retirees can access or add themselves to the directory
 - iii. Each time a users wishes to search the directory they must visit the website and login, where they will also be able to add, edit, and delete their information in the directory.
 - iv. No definitive time-frame was established. RSC will begin reaching out to the campus HR departments and has already begun working with the IT department in designing the website application
- e. IT department representatives will be assisting RSC with technical implementation and coding of the retiree directory. The upcoming tasks that they will be working with RSC to complete are; the website review for public release, implementing the comments and suggestions made at the meeting, and working with the RSC intern to develop an appropriate website application for the registration process.

5. Collection of information for the website (phase one)

- a. Some areas will be constantly updated on the website. RSC will obtain these updates by working through sources such as campus retiree organizations, campus and system administration communications and public relations departments, campus human resource departments, utilizing internet search engines.
 - b. RSC will work to publicizing the website, focusing on and advertising such features as retiree events, retirement experiences, retirees in the news, photo gallery, and campus volunteer opportunities.
 - i. Two options were presented for volunteer options for SUNY retirees: Health Insurance Information Counseling and Assistance Program (HIICAP) which trains and deploys volunteers to assist older New Yorkers with their Medicare and prescriptive drug coverage choices. Also Long Term Care Ombudsman Program (LTCOP) which trains and supports visitors to nursing homes, adult homes and assisted living facilities to assist residents with quality of care concerns.
- 6. DRAFT - Starting a Campus -Based Retirees Program: A Manual**
- a. The manual was presented in a final draft form. Although it will not be available for direct download from our website, there is a page that instructs campuses to contact RSC directly, where they will be able to receive a copy electronically or through the mail.
- 7. New campus retirees programs – strategies**
- a. Cobleskill and Upstate Medical University are taking steps to initiate new retiree programs at their campuses. A goal of helping about 10 campuses create retiree programs during this year was presented.
- 8. University-wide retreat for SUNY retirees**
- a. The idea is to have a meeting where 2-3 retirees from each campus come and meet together to share ideas, develop networks, and discuss missions and goals for retirees' organizations within SUNY. First priority would be given to members of current campus retiree groups. The advisory council voted in favor of having a retirees' retreat. No specific date was set but it is projected for fall. If possible, it would be ideal to have the chancellor give at least a brief address to the group.
- 9. Presentations to FCCC and UUP**
- a. Presentations will be made at the following meetings: FCCC on March 26 and UUP on April 24.
- 10. Presentations to other SUNY groups**
- a. The most likely time for RSC to be able to present to campus presidents, with the support of the chancellor, is during sector meetings in the fall.
- 11. Next meeting (June 17 or 24)**
- a. Tentative meeting date for the next meeting: June 24 at 1:30 PM at SUNY Plaza.

Action Items Summary

- The Advisory Council approved the nomination of Bob Kasprak to The Advisory Council
- The Advisory Council approved the nomination of Pete Herron to The Advisory Council
- The Advisory Council did not vote on the nomination of Tom Cooper to The Advisory Council, since he was not yet a retiree (a requirement for membership).

- The Advisory Council approved the current website (Phase I) for public release after its review and approval by the System Administration.
- The Advisory Council approved a University-wide retreat for SUNY retirees, which puts in motion the planning process for a fall retreat