

**EAC Meeting
May 12, 2021
Zoom**

Chair JoAnn Donovan called the meeting to order at 9:02 am; Barb Atteln read the opening prayer.

Those in attendance were Barb Atteln, Paula Bakula, Connie Diekman, JoAnn Donovan, Nancy English, Joan Falk, Maggie Fowler, Lucy Hahn, Joan Kelly, Sandy Lehrer, Marcia Quint, Wendi Valenti, and Mary Lee Walter.

Role of FCC with Respect to other University Grants: Marcia Quint

Wendi Valenti introduced Marcia Quint, Fontbonne's Director of Grants, who had been asked to speak to EAC regarding the niche FCC fills in regard to future funding from sources outside the university. Foundations like to support programs that have some proven track record; in that startup expenses are particularly difficult to fund, FCC's role in providing seed money for these fledgling projects is often paramount to their future success. Marcia put forth three suggestions FCC might consider.

- (1) FCC should allow multiple-year funding. The proposal could be made one year and then resubmitted in following years; each year could build upon the previous one, after recognizing and correcting any perceived weaknesses. (FCC has done this sort of funding in the past.)
- (2) Align the FCC grant application with current outside grant applications. This might mean asking questions such as:
 - How does this project fit into the university's strategic plan?
 - Does this grant engage strategic partners?
 - How does this funding adjust to Fontbonne's strategic plan as the university moves forward to its 100th birthday? Although the topics of recruitment and retention will never go away, as the centennial approaches FCC needs to keep an eye on hot-button issues that are going on in the university itself that might increase the impact of a particular project.
- (3) FCC might consider partial funding. Even if this is difficult to do, FCC could at least ask from whom the project leader might be seeking additional funding for the larger project.

Agenda and Consent Agenda:

Both the Agenda and the Consent Agenda were approved.

Slate of 2021-2022 Officers:

Via email, JoAnn had submitted the following slate of officers to EAC members. The motion was made and seconded to approve the slate of officers. This motion passed. In June this slate will be put to a vote by the membership via email.

Chair: JoAnn Donovan
Vice-Chair: Connie Diekman
Past-Chair: Joan Kelly

Treasurer: Paula Bakula
Recording Secretary: Nancy English
Corresponding Secretary: Ruth Ann Kerr

JoAnn extended a special thank you to Barb Atteln for her service as Corresponding Secretary; Barb will remain as part of the EAC as By-Laws Chair. JoAnn acknowledged the outstanding quality of the Spring Newsletter and gave a special congratulatory nod to all members who had made the Annual Awards Meeting possible.

FCC Video: Joan Falk

Joan presented the newly created FCC video. As of this time, *small* edits can still be made. The suggestion was made to change the label under Tom Caspari to *Fontbonne University donor and husband of an FCC member*. The overall impression of the video was very positive. Later, when it is shared with the membership, information will be included as to how it will be used.

Summer Programs: Maggie Fowler and Mary Lee Walter

- Scheduled for Thursday, June 17th at noon (CDT): Brady Shuman, the library's Scholarly Resources Manager, will guide participants on a virtual tour of the *Library Archives*, including a look at some of the old photographs in the library's archives.
- Scheduled for Thursday, July 15th at noon (CDT): Kelly Lane-deGraaf, Associate Professor/Director for the Center for One Health, will provide a virtual presentation regarding the growth of the *Girls in Science Program*.
- Scheduled for Thursday, August 5th at noon (CDT): The *New-Member Social* for members who have joined FCC during the past year will provide an opportunity for them to virtually socialize with established members and to also get to know one another.
- Scheduled for Thursday, August 12th at noon (CDT): *The Planning Meeting* for the 2021-22 school year will provide a forum for all FCC members to plan and discuss future FCC events.

FCC Manual: Barb Atteln

Barb assured EAC members that the April deadline for edits to the *FCC Manual* had only been a suggestion. A new target date will be set for the end of June. Barb has not finalized the contents of the *Policies and Procedures Document*; there still are some items that need to be clarified.

Proposal: Mary Lee Walter

Fontbonne's Art Department has been working on a project for the CSJ Nazareth Living Center. The CSJs have requested construction of six large apple trees, one for each of the six buildings. The cost of supplies for this project is \$800; Sr. Donna has asked if FCC would consider reimbursing the Fontbonne Art Department for the cost of supplies. It was suggested this amount be taken from FCC's Operational Budget, which currently holds \$3995. Chair JoAnn Donovan requested a consensus vote on this issue; consensus was that we donate a total of \$800 from our Operational Budget to reimburse the Art Department for supplies for this project.

Extension of Awards for Uncompleted Projects: Mary Lee Walter

Due to Covid restrictions, three awarded projects had not been completed. Mary Lee sought EAC's approval for these extensions; consensus was this should be done.

Survey on Voting: Mary Lee Walter

Wendi Valenti will make the decision as to when the survey regarding the voting on Awards will be sent to the membership.

Homecoming: Wendi Valenti

Homecoming will take place during the first weekend in October. As of this moment it is planned to be a combination of both virtual and in-person events.

The meeting was adjourned at 10:27 am.

Reports from Chairs and Officers

- ***EAC Meeting Minutes: Nancy English***
Minutes from the March 10 and April 14 EAC meetings were approved.
- ***Treasurer's Report: Paula Bakula***
A total of \$83,653 was spent for the 2020-21 FCC Awards; \$71,401 was spent for the 2021-22 FCC Awards and \$7,278 is currently available for future awards.
- ***Corresponding Secretary: Barb Atteln***
Barb acknowledged thirteen membership renewals in April.
- ***Communications Committee: Joan Falk***
 - The Spring FCC Newsletter was issued on May 5th, featuring the Annual Meeting and Awards Celebration, new member Cathy Schroy, the Centennial Membership Campaign, several Library awards, and Ben Moore's newly published book. Under consideration for the FCC Summer Newsletter are articles regarding out-of-town members, the FCC video, as well as the FCC virtual events being developed for member participation during the summer.
 - The completed FCC video is being reviewed for any "tweaks" and is about to be released – for recruitment of new FCC members and for promotion to the wider community.
 - The Committee continues to assist, when requested, with graphics for invitations/announcements of FCC activities and also continues to explore how to identify/label our funded projects to acknowledge FCC support.
- ***Archives and History Committee: Nancy English***
Nancy had nothing to report.
- ***Awards Committee: Susan Lenihan and Mary Lee Walter***
 - There are three proposals for which adjustments to timelines or persons in charge have been necessary.
 - A 2020 Award for Faculty Professional Development Grant was to increase the number of female students in the cybersecurity program – it could not be completed by May 2021 because of Covid restrictions. The mentoring will take place in Fall 2021 and the mentors will receive gift cards. It was asked if the gift cards could be purchased now and then held by the Office Manager, who would keep the gift cards until they were used.
 - Two of the 2021 projects had to be reassigned. Joe Deighton is retiring in July 2021; Ann Spall will be the awardee for the pergola project and Maria Buckel and Joel Hermann will provide support the project which is scheduled to begin August 1, 2021.
 - Dr. Zahid Anwar left Fontbonne at the end of this last semester; we have asked that his project, *Resources for Artificial Intelligence* be taken over either by Dr.

Mary Abkemeier, (before she retires), or Dr. Guanyu Tian; otherwise, the money will be refunded to the FCC account. (Dr. Anwar did not know he would be leaving at the time he made the proposal.)

- **Events Committee: Joan Kelly**
Joan had nothing to report.
- **Membership Committee: Maggie Fowler and Lucy Hahn**
 - Current membership stands at 73 members. There has been one new member, Cathy Schroy, and one lapsed member, Susan Augsburg.
 - *Prospect Tracking:* In addition to tracking Membership Engagement, Nancy English has agreed to help develop a Prospect Tracking Form that will include the Planned Next Step(s) and Ultimate Result(s). Hopefully, this will help individual members and the Committee to better monitor and assess FCC's recruitment activities as we move forward. Note that Nancy is now prepared to assist anyone who has already or is planning to forward the Spring Newsletter to any prospective member. This serves as an alert to see if your recipient is ripe for a follow-up, i.e., an event invitation.
 - The Membership Committee will coordinate their summer recruiting efforts with the events planned by Mary Lee Walter featuring past award winners.
 - Library Archives Awards: Planned for mid-to-late July, Brady Shuman, Library Scholarly Resources Manager, will give a virtual tour of the Archives and include some of the results of other FCC-funded projects.
 - Girls in Science Awards: Kelly Lane-deGraaf, Associate Professor/Director for the Center for One Health, has agreed to do a presentation on FCC's Girls in Science projects. In that we are a women's organization, we hope this will especially impress both current and prospective members.
 - Awardees Discuss their Projects and their Impacts: This is planned for the end of the summer or early fall.
 - Events planned for the Golden Jubilee classes (1970 and 1971) by the Alumni Office are not yet known; we expect there will be some sort of celebration at which an FCC representative can toast our Jubilarians.
 - Additional Targeted Classes: The plan is to reach out to the classes from 1963 through 1969.
 - Out-of-town recruiting: Lucy Hahn is paving the way in Boise, Idaho. The FCC video should be of help and Joan Falk has offered space in the Summer Newsletter to focus on out-of-town members.
 - PLEASE: Give serious thought to potential Campaign Prospects – individuals AND targeted groups. We are following our Founders' successful Charter-Member Game Plan to try to recruit 25 to 35 members!
- **By-Laws Committee: Barb Atteln**
Be prepared to discuss the status of the FCC Manual Update Project at the upcoming meeting.
- **Liaison Report: Wendi Valenti**
 - Wendi wants to know if there are any necessary updates or additions for the membership pages. Please notify her of any.
 - The University has not yet issued any official policy in regard to welcoming meetings and events back on campus. Wendi is assuming that they will be allowed back, but when and with what restrictions are still unknowns.

- Several FCC members have asked about hybrid meetings that could be hosted in one of our campus classrooms set up with cameras and microphones for connection with a group on Zoom. Wendi has used one of these rooms for this purpose, and while they are great for presentations, sound quality remains an issue for Zoom attendees to hear people throughout the room at large. This presents a real challenge in holding meetings in this format. She will continue to work with IT to determine how we might better hold events or meetings using this format in the future.

Respectfully submitted by Nancy English, Recording Secretary, June 8, 2021.