CURRICULUM COMMITTEE RETREAT AGENDA

The Curriculum Committee Retreat will take place on Monday, January 14, 2019 on the second floor at Victory Parkway (near the OLLI office) from 9:00 AM until 12:00 noon. The agenda follows but includes a general session followed by some breakouts and then a concluding meeting where we will summarize results. This is intended to be a working session with a goal of establishing some specific procedures and guidelines going forward. Please come prepared to discuss the topics and read the following documents: The CC Standing Rules, the OLLI Survey Results, the actual OLLI class attendance report by Paul Schaff and Dick Lenz’s recommendations on guidelines for scheduling OLLI classes. Copies will be available at the meeting but the sessions should go faster and become more productive if you are familiar with the material and are ready to discuss. Refreshments will be available.

Also, please note that the RATE ad-hoc committee established by the Board will be making its recommendations to the Board early next year so, as a result, we need to minimize discussions on training and evaluations of moderators.

The agenda follows:

9:00 – 9:30 - Retreat starts with general meeting and anticipated outcomes for the sessions. (Please sit with other members of your academic sub-committees.)

9:30 – 9:45 – Brief break

9:45 – 10:45 – Breakout sessions described below. Please designate a person to make the presentation to the whole group.

10:45 – 11:00 – Break

11:00 – 12:00 - Wrap-up session including a presentation by each of the breakout groups with specific recommendations/suggestions/procedures.

Breakout Sessions:

1. What are the next steps for the Academic Sub-Committees? This is intended as a macro view of the procedures/policies which these groups need to consider going forward. You have done a good job of researching classes, moderators, etc. for each of your groups. Now, where do we go from here? A major consideration would be future moderator recruitment efforts but there is more to consider. Ideally, there would be at least one representative from each of the groups because commonality of purpose and process going forward is essential.

2. Review and discussion of the OLLI Survey results and the actual attendance figures for classes. What insights do these documents provide for planning for the future? We also
need to respond to the OLLI membership at large about the survey results and what use they will serve in the future.

3. A review of the CC Standing Rules and any recommendations/proposals going forward. This should also include a review of recommendations on guidelines for the scheduling process for OLLI classes made by Dick Lenz. Increasingly, we need guidelines and justifications for scheduling decisions.

4. How do we handle veteran moderators who have very good and productive in the past but are now becoming ineffective? This discussion should include criteria for determining if a moderator is no longer effective, what is the proper ongoing procedure and who does it.

I hope all of you can attend this session and will come prepared to discuss and contribute to the discussion. If we can walk away with some specific direction, we can made 2019 very productive. Thanks for all you do at OLLI. Have a great holiday time and we’ll see you in January.

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