



OKLAHOMA STATE UNIVERSITY

Osher Lifelong Learning Institute at Oklahoma State University Board of Directors 2017-2018



OKLAHOMA STATE UNIVERSITY

Linda Burks
Stillwater
Term Expires:
June 30, 2018

Patricia Armbruster
Stillwater
Term Expires:
June 30, 2019

Ron Elliott
Stillwater
Term Expires:
June 30, 2020

Jan Chesler
Oklahoma City
Term Expires:
June 30, 2018

Dorothy Thadani
Oklahoma City
Term Expires:
June 30, 2019

Vacant
Oklahoma City
Term Expires:
June 30, 2020

Stillwater Site Coordinator
June Fitch

Oklahoma City Site Coordinator
Mona Akin

CHAIR 2017-2018
Chair: TBD
Term Expires: June 30, 2018

Treasurer
Sydney Reding

Secretary 2017-2018
?
Term Expires: June 30, 2018

College of
Education Representative
Mary Frye

Emeriti Association
Representative
Ed Arquitt

RuthAnn McCarthy Sirbaugh
OLLI Director

Pat Kroblin
Tulsa Site Coordinator

Vacant
Bartlesville Site Coordinator

Carol Beback
Tulsa
Term Expires:
June 30, 2018

Nancy Still
Tulsa
Term Expires:
June 30, 2019

John Bradley
Tulsa
Term Expires:
June 30, 2020

Virginia DeFrees
Bartlesville
Term Expires:
June 30, 2018

Steve DeFrees
Bartlesville
Term Expires:
June 30, 2019

Diane Dixon
Bartlesville
Term Expires:
June 30, 2020



OKLAHOMA STATE UNIVERSITY

**Stillwater OLLI @ OSU
Executive Committee
2017-2018**
Term Expires June 30, 2018



OKLAHOMA STATE UNIVERSITY

Chair
Carolyn Gang

Chair Elect
Kay Murphy

Secretary
Kay Murphy

Past Chair
Steve Tweedie

**Curriculum
Committee
Chair:**
Ed Arquitt

**Social Committee
Co-Chairs:**
Jim /Ann Enix &
Sydney Reding

**Membership
Chair:**
John Mills

OLLI Director
RuthAnn McCarthy
Sirbaugh

**STW OLLI
Site-Cordinator**
June Fitch



Bartlesville OLLI @ OSU
Executive Committee
2017-2018
Term Expires June 30, 2018



Chair:
Kay Little

Chair Elect
Kathleen Rutledge

Past Chair:
Diana Murray

Secretary:
Kathleen Rutledge

Curriculum
Chair:
Lentz Prendergast

Membership
Co-Chairs:
Ann Cleary (Publicity)
& Diane Dixon (Catalog
Distribution)

Social Committee
Chair:
Diane Dixon

OLLI Director
RuthAnn McCarthy
Sirbaugh

B'ville OLLI
Site-Cordinator
Linda Radaker



OKLAHOMA STATE UNIVERSITY

**Oklahoma City OLLI @ OSU
Executive Committee
2017-2018**
Term Expires June 30, 2018



OKLAHOMA STATE UNIVERSITY

Chair Elect:

Chair:

**Past Chair:
Mary Surbeck**

**Secretary:
Joan Redding**

**Curriculum
Chair:
Joyce Keel**

**Membership
Chair:
Linda Cotton**

**OLLI Director
RuthAnn McCarthy
Sirbaugh**

**Social
Committee
Chair:
Bobbi Heimbach**

**OKC OLLI
Site-Cordinator
Mona Akin**



OKLAHOMA STATE UNIVERSITY

**Tulsa OLLI @ OSU
Executive Committee
2017-2018**
Term Expires June 30, 2018



OKLAHOMA STATE UNIVERSITY

Chair Elect
Nancy Still

Chair
Carol Bebak

Past Chair
Nancy Maddin

**Curriculum
Chair:**
John Bradley


Secretary
Sue Wimmer

**Membership
Chair:**
Maureen Gibson

OLLI Director
RuthAnn
McCarthy Sirbaugh

**Social
Committee
Chair:**
Betty Black

**Tulsa Site-
Coordinator**
Pat Kroblin




OSHER
LIFELONG
LEARNING
INSTITUTE

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OLLI @ OSU Executive Committee

The program at each site will be governed by its own Executive Committee comprised of the officers and chairs of standing committees for the site. The Director of OLLI and the Site Coordinator will be ex officio members of the committee. The Executive Committee will be responsible for oversight of the program at their site. The officers of each Executive Committee shall be the Chair, Chair-elect, Secretary, and Past Chair. All officers shall be members of OLLI. The officers (except for Past Chair) shall be elected by the general membership via mail/email and will assume office July 1 and serve until June 30 of the following year. The Executive Committee has 3 standing committees: Curriculum, Social, & Membership. Each standing committee has a chair who is responsible for coordination & communication with committee members.



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Chair Elect

The Chair-elect will succeed to the office of Chair at the beginning of the following year or upon a vacancy in the office. The Chair-elect shall preside in the absence of the Chair and become Chair should the office of Chair become vacant.

Chair

The Chair shall preside at Executive Committee meetings and shall discharge responsibilities normally assigned to a Chair. Each Executive Committee will meet monthly from September through May and at such other times as determined by the committee. The role of the Chair is to call & conduct the meetings, request reports from each standing committee chair, communicate information to & from the main OLLI office.

Past Chair

The role of the Past Chair is to assist the current chair throughout the year as needed. He/she remains an officer and shall attend Executive Committee Meetings. An immediate past chair may not be re-elected Chair-elect until at least one year after his/her term of office. The chair steps down from office on July 1 and assumes the position of Past Chair.

Curriculum Chair:

The Chair works with Curriculum Committee Members (typically no more than 6 OLLI members serve on this committee). Curriculum Committee: With input and oversight from the Director, Executive Committee, OLLI members, and others, plans and coordinates classes for each session, selects and contacts instructors.

Secretary

The Secretary shall record and publish the minutes of local Executive Committee meetings and provide advance notice of these meetings. Working with the Chair, the Secretary shall provide a meeting agenda for each Executive Committee Meeting. The minutes of each meeting shall be distributed to members of the committee, the OLLI Director, and the local Site-Coordinator.

Membership Chair

Working with the Site-Coordinator, plans and conducts marketing and publicity, public speaking, and catalog distribution efforts to maintain and increase membership. Chairs committee of 4-6 OLLI Members to assist in performing these tasks. Working with Site-Coordinator and previous data, maintains list of catalog distribution sites & assigns members to distribute catalogs.

OLLI Director

Social Committee Chair(s)

Assists the Site-Coordinator with on-site registration, attendance counts, name tags and other hospitality responsibilities as requested by the Site-Coordinator. Develops Committee to assist in performing this tasks.

OLLI Site-Coordinator



OLLI @ OSU Board of Directors

The OLLI Board of Directors shall oversee and coordinate the program at all sites, maintain ongoing contacts with the OSU College of Education, and the OSU Emeriti Association. Oversight of OLLI budget and policy making are responsibilities of the OLLI Board.



OLLI Director

The OLLI Director shall provide relevant information to members of the Board of Directors. The Director is also responsible for providing financial reports to the Treasurer and working with that person to present them to the Board. The Director will share reports from the 4 Site-Coordinators and work on projects assigned by the Board.

Local Representatives (12)

Representatives shall be nominated by the committee formed by the Past-Chair of the Executive Committee and voted by the membership of the nominating city. Their role on the Board is to provide input and share information relevant to their city. These positions are appointed annually for a 3-year term. There are 3 appointees from each location.

Chair

The Chair is elected at the first Board Meeting of the year. The Chair shall be a member of the Board of Directors. The Chair shall preside at OLLI @ OSU Board Meetings and shall discharge responsibilities normally assigned to a Chair. The role of the Chair is to call & conduct the meetings, request reports from the OLLI Director and other members of the Board. Working with the Director, the chair shall provide a meeting agenda to each member of the Board of Directors.

Secretary

The Secretary shall record and publish the minutes of Board of Directors meetings, and provide advance notice of these meetings. The minutes of each meeting shall be emailed to the OLLI Director to be dispersed to the members.

Treasurer

The Treasurer shall review and provide input on the financial reports provided to him/her by the Director. The Treasurer shall provide a report to the Board of Directors on the financial status of the organization, both with the OSU Budget and the OSU Foundation accounts.

Emeriti Representative

The Emeriti Representative is an active OLLI Member and Emeriti Association Member. The nomination for this position comes from the OSU Emeriti Association. It is incumbent on this position to communicate for and with the OSU Emeriti Association, keeping our "sister organization" status intact.

College of Education Representative:

Ideally, the COE Representative has a strong association with the COE and can represent for and to the Dean of the College of Education. This individual may be called upon to provide insight to the Dean on the program and serves as an ambassador to the College of Education

OLLI Site-Coordinators (4)

Submit reports updating on the progress or challenges of the local programs in writing to the Director 7 days in advance of the called meeting.

*OLLI @ Oklahoma State
University Office Structure*

**OLLI
Director**

Tulsa Site
Coordinator

Bartlesville
Site
Coordinator

Administrative
Assistant
.50 FTE

**OLLI
Editor**

Stillwater
Site
Coordinator

Oklahoma
City
Site
Coordina-
tor

**Student
Employee**

**Student
Employee**

**Student
Employee**