



Academy for
LIFELONG LEARNING
FELLOWSHIP • KNOWLEDGE • ADVENTURE

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The
Spiral

DECEMBER, 2019

President's Message

As it nears the end of the fall semester, we need to ask a favor of you, the students of the Academy. Finding rooms for our Academy classes gets a bit tougher each semester, as the college grows and their need for space expands. Sometimes we get moved because the room we were assigned is needed by the college or is rented by an outside group (that's the job of the Continuing Ed dept to help bring in revenue!) We have been very lucky so far, but we need your help to make the job of finding the needed classrooms easier for us.

Registration will be in January this time. It will give you some extra time to decide which classes you really think you will attend. Sometimes more than a quarter of the students who sign up for a class never attend! But because it makes it appear that we need a larger classroom, we end up assigning classrooms that hold 75 when only 50 people show up and we could have used a smaller classroom that was more readily available. So please be considerate and sign up for only the classes that are of real interest to you. We appreciate your help with this, and we know you will respond positively, because that's the type students we have in the academy!

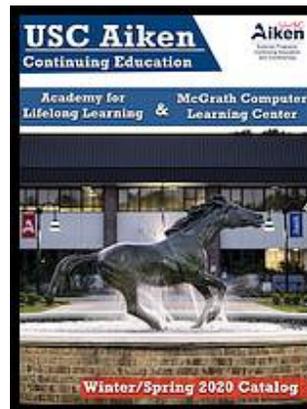
The fall semester classes are winding down, with only a few continuing on after Thanksgiving. But don't forget about the Holiday drop-in on Tuesday, December 10, 2:00 to 3:30. Hors d'oeuvres and adult beverages will be served, and there'll be time to meet and talk with friends and fellow students and even some of the instructors.

Wishing all of you a very happy holiday season, and healthy, prosperous 2020!

Harriet Haynes, Academy President
pres@aikenlearning.org

New Look for the Spring Catalog

The Spring 2020 catalog is being completely redesigned and will feature color graphics.



The printed version will return to the format of years past, with the catalogs of the Academy, McGrath Computer Learning Center, and UofSC Aiken's own Continuing Education offerings in separate sections of one combined catalog.

The catalog is on its way to the printer and should be available in mid-December.

A stand alone version of the Academy for Lifelong Learning catalog section will also be available from our website at aikenlearning.org.

Classes start January 13 and will run through May 1. Registration opens Tuesday January 7. Watch for more details in January's issue of *The Spiral*.

Volunteers Needed

Your undermanned Academy Board has been limping along as best it can for months now but it really needs a hand. Several key positions are vacant and volunteers are sorely needed to fill them.

Due to a recent resignation there is an immediate need for a **Board Secretary** whose primary duties are to serve on the Board and create minutes of the Board meetings.

The position of **President-Elect** also remains vacant. The holder of this position serves on the Board and "learns the ropes" to transition into President the following year.

If you would be willing to assume either of these vital positions, please contact Academy President Harriet Haynes at pres@aikenlearning.org.

New Treasurer for the Academy Board



Joel Aitchison, Academy Treasurer, is cutting back his UofSC Aiken hours in order to pursue outside interests. Continuing Education Administrative Assistant Katie Cromer will take over for Joel as Academy Treasurer.

Classes and Events in December

The usual post-Thanksgiving slowdown has arrived. Only the added section of *Exercise is Medicine* continues with classes into December, plus the following are scheduled:

UofSC AIKEN NURSING SCHOOL STUDENTS PRESENT *PROMOTING QUALITY HEALTH FOR THE ELDERLY*

Date: Monday, December 2

Time: 2:00 - 5:00 p.m.

Location: Nursing Building Room 120

HOLIDAY WINE AND CHEESE DROP-IN RECEPTION

Date: Tuesday, December 10

Time: 2:00-3:30 p.m.

Location: Business & Education Bldg., Room 116

Reservations for this event closed November 22.

For questions, contact UofSC Aiken Department of Continuing Education (803-641-3563 / info@aiken-learning.org).

IMPORTANT NOTE: Do NOT attend these classes or events unless you have pre-registered AND have received written confirmation of your registration from UofSC Aiken.

November October Board Meeting

[These minutes were approved at the November 15, 2019 Board meeting]

The meeting was called to order at 2:00 pm by President Harriet Haynes.

Present: President Harriet Haynes, Past President Jan Van Slyke, Treasurer Joel Aitchison, Webmaster Doug Wilson, Curriculum Chair Kathy Rachick, Curriculum Chair-Elect David Tavernier, Publicity Chair Jeanmarie Bronson, Administrative Assistant Katie Cromer

Guests: Aramark Catering Director Carrie Dudley

Absent: Secretary Lucy Sutter

MINUTES – Doug Wilson for Lucy Sutter

Doug proposed an amendment to the draft minutes of the

October board meeting. The amendment was voted on and passed. The minutes were then approved as amended. Doug will notify Lucy of the change via email.

TREASURERS REPORT – Joel Aitchison

Registration payments from Active Network are up to date, except for a very few later registrations. At this point about 50% of the instructor payment requests for this semester have been submitted to the University system. The operating account has sufficient funds to cover all anticipated expenses for the remainder of the semester.

CURRICULUM COMMITTEE REPORT – Kathy Rachick

Current Fall membership is about 265.

Kathy estimates she has 80% of the information she needs to complete putting together the Spring 2020 catalog. She anticipates sending her completed worksheet to Karen Edgington for classroom assignments by the end of next week. This should get the catalog back for final proof reading by the middle of November.

The registration opening date for the Spring semester was discussed as this is information that must be included in the catalog. There was uncertainty as to our normal timeframe.

[*Editor's note: Checking back through past catalogs, in recent years the open house and registration opening has been the second week of December.*]

Joel said this year the latest date in December we could use would be December 13 due to the University Holiday break..

Joel and Katie passed on that Penland rooms and B&E 200 (2nd floor gym) will not be available to us for the upcoming Spring term due to renovations taking place.

PUBLICITY COMMITTEE REPORT – Jeanmarie Bronson

Jeanmarie reported that her planned article for the October *Mature Times* about one of our instructors had to be aborted at the last minute. The the instructor could not be reached at the agreed-upon interview time and then would not return her calls before the submission deadline. She then threw together a last minute article promoting some of the remaining upcoming courses this semester.

She plans to feature this semester's off-campus trips and events for November, and she requests receiving any photos people have taken or will take at these events. Both December and January articles will promote registering for the Spring semester.

Working with Leslie Hull-Ryde, USCA Director of News and Information, Jeanmarie has been able to get a paragraph about the Academy included in the 2020 edition of the Aiken Chamber of Commerce Newcomer's Guide. This has been an uphill battle but it finally paid off. Jeanmarie will send the copy for this entry to the Board.

If we decide to advertise in the *Aiken Standard* to promote Spring registration, Jeanmarie will need two or three weeks notice before publication date to set it up.

OLD BUSINESS

Consolidation with McGrath

Harriet reported a meeting was held to explore the possibility of combining the McGrath Computer Learning Center with the Academy. This was the initial meeting and no conclusions were reached. The next meeting is scheduled for October 25 in B&E 122 at 3 pm. Board members are encouraged to attend.

NEW BUSINESS

Scholarship Planning

Doug reminded the Board that our Operating Procedures require us to meet with University Advancement each Fall to help set up our scholarship contributions for the following academic year. Katie will request Advancement's presence at the November Board.

Holiday Reception Planning

Carrie Dudley of Aramark attended to help us start our food planning for the December 10 Holiday Reception. She presented a price sheet of available items. It is believed the amount of food ordered last year was about right, as there was a little left over at the end, but not much. Most items are ordered on a charge-per-person basis so we must select our choices to reach a decided-upon goal of expenditure per attendee and then submit our head count to Aramark. Aramark would like us to place the order by December 1. We can make minor modifications in head count up to 3 or 4 days before the event.

[Editor's note: Per last November's minutes, for 2018 our selections for menu items totaled \$14.88/person. Drink consumption, set-up charges, and sales tax raised the projected total to \$18.71/person.]

Katie was reminded that a notice should be sent to all members that they need to confirm their intention to attend the reception.

Instructor Payment for Tom Mack

The University is telling us that, as a former faculty member in the University retirement system whose one year grace period has expired, in order for us to pay Tom Mack for his single session class through the University system, we'd have to have him re-entered into the system as though he were a new University employee. This involves a mountain of paperwork both by the instructor and ContEd staff and a background check costing \$150, all to pay Tom a \$75 stipend. To ease the burden on all concerned the Board voted to pay him an honorarium outside the University system, via our petty cash checking account. Harriet is the liaison for his class so she can hand him his check at that time.

Portable White Board

Some of our classes are held in rooms which have no white board for the instructor to use. These are rooms that are also used for conferences and the school prefers not to use permanent white boards in them for appearance purposes. Joel proposed buying a portable white board that could be moved into such classrooms when needed by the instructor, with the

cost being split between ContEd and the Academy. The Board approved this request and gave ContEd the go-ahead to purchase one.

Veterans' Scholarships

Harriet reported she went to a reception for the recipients of this year's veteran scholarships. She handed out copies of thank you letters from recipients of the three veterans awarded the scholarships we sponsored: Jarred Eads, Cruz Emery, and Hillary Polander.

Kauffman Luncheon Date

The date for the Kauffman Luncheon needs to be set for inclusion in the Spring catalog. We prefer to hold the luncheon in the closing weeks of the semester to commemorate the Academy year and to hold officer elections and any other votes that must be taken. A suggestion that it be held during campus spring break when the parking lots would be nearly empty was rejected because spring break is held too early in the semester in early March. A date of April 23 was tentatively chosen; Joel and Katie will make sure this doesn't conflict with University finals or other activities. The deadline for confirming one's intention to attend will then be determined by ContEd according to how much time they need to make the arrangements.

Scrapbooks and Historical Materials

Nick Bolick in the ContEd office discovered two old scrapbooks covering the Academy and its activities over the years 1990-2000 when the Academy had Beecher Morton as Archivist. They have been placed in our cabinet in the ContEd office. Also, former Academy member and Publicity Chair Elizabeth Majors left a collection of Academy catalogs and other information with Harriet when Elizabeth moved to Columbia, which Harriet will bring in and have placed in the cabinet as well.

Harriet reminded the group that Doug has loaded a fair amount of historical data on our server. Copies of all newsletter issues since he became editor in February 2008 are there and linked from the Academy website. He has also placed digital copies of all Academy course offerings back through the 2008-09 academic year on the server where they may be accessed for reference, although they are not linked from the website. 2008-09 and 2009-10 are only course description information, while 2010-11 and on are full catalogs.

It was suggested that we might consider putting the scrapbooks out for viewing at gatherings like the Kauffman luncheon.

Advertising by Course Instructors

Questions have again come up in the Curriculum Committee regarding what we tell our instructors about turning their presentations into ads for their products and services. We recognize that this is a fuzzy area as to what is an ad and what is not. Katie will try to find the University policies in this regard, which can serve as a starting point for reviewing what our liaison materials say about self-promotion by instructors.

ADJOURNMENT

The meeting was adjourned at 3:37. The next meeting is scheduled for November 15 at 2:00 pm in B&E 102.



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 Apparel and other items with the Academy for Lifelong Learning Logo
www.cafepress.com/A4LLL

The Spiral is published monthly during the academic year by the Academy for Lifelong Learning at the University of South Carolina Aiken, 471 University Parkway, Aiken, SC 29801. 803-641-3563. Doug Wilson, Editor

Academy Officers: President: Harriet Haynes; Past President: Jan Van Slyke; President Elect: (vacant); Secretary: Doug Wilson; Treasurer: Katie Cromer (UofSC Aiken)

Committee Chairpersons: Curriculum Chair; Kathy Rachick; Curriculum Chair-Elect: (vacant); Publicity Chair: JeanMarie Bronson

Ex-officio Members: Dr. Tim Lintner (UofSC), Faculty Liaison; Karen Edgington (UofSC), Director Office of External Programs

Academy on the Web: aikenlearning.org

| ACADEMY CALENDAR – DECEMBER 2019 | | | | | | |
|---|---|--|--|--|---|---|
| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
| 1 | 2 <i>Elderly Health Care</i> 2-5p [N 120] | 3 | 4 | 5 <i>Exercise is Medicine</i> 9-10a [B 147] | 6 UofSC Aiken Classes End | 7 |
| 8 | 9 | 10 <i>Holiday Reception</i> 2-3:30p [B 116]  | 11 | 12 <i>Exercise is Medicine</i> 9-10a [B 147] | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 <i>Exercise is Medicine</i> 9-10a [B 147] | 20 | 21 |
| 22 | 23 UofSC Aiken Semester Break  HANNUKKAH STARTS | 24 UofSC Aiken Semester Break | 25 UofSC Aiken Semester Break  CHRISTMAS DAY | 26 UofSC Aiken Semester Break | 27 UofSC Aiken Semester Break | 28 UofSC Aiken Semester Break |
| 29 UofSC Aiken Semester Break | 30 UofSC Aiken Semester Break HANNUKKAH ENDS | 31 UofSC Aiken Semester Break  NEW YEARS EVE | | | | |
| [Location Codes @ UofSC Aiken] | | | B = Bus & Educ Bldg | | N = Nursing Bldg | |