



## **OLLI ESSENTIALS**

The **Osher Lifelong Learning Institute at USF (OLLI-USF)** is a member-led learning community of adults age 50+. We offer classes, workshops, lectures, events and social networking. We provide high-quality, low-cost learning opportunities for seasoned adults across West Central Florida.

***Our mission is: To provide intellectual stimulation, social interaction, service opportunities, and outreach to the university and the greater community.***

### **We value:**

- Supportive peer-group interaction
- Life experience
- Lifelong intellectual stimulation and growth
- Physical activity
- Social engagement
- Creative expression
- The joy of learning
- An inclusive attitude

There are no grades, no tests and no pressure in OLLI. We welcome every adult learner regardless of previous college experience.

### **How OLLI Operates**

OLLI-USF is a part of Innovative Education at USF. We have a Director and her staff who are part of USF's Innovative Education unit. The Director oversees the day-to-day operation and budget of the organization. OLLI-USF is supported from membership and course fees, donations, grants and endowments.

The OLLI program at USF is member-run under the guidance of a Board of Advisors, and within the guidelines and structure of the University.

## **Board Member Duties and Responsibilities**

The Board consists of:

- Seven members, elected annually by the membership for staggered three-year terms;
- The chairs of the seven standing committees (Development, Finance, Membership, Program Planning, Strategic & Organizational Planning, Travel Opportunities and Volunteer Management.)

*The Board's mission is: To ensure the effectiveness and continuity of OLLI-USF by guiding decision making, enabling program excellence, responding to the membership, and promoting member participation. Sharing leadership with the OLLI staff, the Board is future oriented, continually striving to improve while addressing present challenges and opportunities.*

This working Board determines policy, which is implemented by the standing committees. Board members also serve on OLLI's standing committees. Elected Board members may also be asked to lead a Board-initiated project.

Each member of the Board is responsible for:

- 1) Establishing, safeguarding and advancing OLLI-USF's values, vision, and mission;
- 2) Understanding the organization's financial position;
- 3) Advancing the organization's goals;
- 4) Advising and supporting the Director.

Board members fulfill these responsibilities by:

- **Preparing** for each Board meeting by reading material distributed prior to the meeting;
- **Attending and participating** in the proceedings of all regular and special Board meetings, either in person or electronically;
- **Serving** on at least one committee, and actively participating in meetings of the committee. Elected Board members and officers do not, however, chair any of the standing OLLI committees.
- **Maintaining** knowledge of current programs and staff of the organization;
- Retaining and renewing your personal paid **membership** in OLLI;
- **Participating**, as teacher or student, in at least one OLLI learning opportunity each year;

- **Supporting**, by attending and encouraging others to attend, OLLI's social events and Open Houses;
- **Promoting** OLLI's annual fundraising efforts and soliciting the support of others, including employers and friends; promoting OLLI membership.
- **Sharing resources and talents** with the organization, including expertise, contacts for financial, instructional or venue sources of support, and contacts for in-kind contributions;
- **Demonstration of leadership by being a donor of record** (any amount) to OLLI-USF;
- **Maintenance of appropriate confidentiality** of information given to Board members; serving as the devil's advocate of the organization internally and its chief advocate externally.
- **Availability**, by phone or email, to staff and other Board members as needed;
- **Contribution** of a minimum of **four hours per month** to Board activities;
- **Fulfilling** commitments within the agreed-upon deadlines;
- Taking the **initiative** and providing **leadership**.

### Election Date/Procedures

The annual membership meeting is held in early May, usually concurrent with the Open House, for the purpose of electing new Board members and conducting any other OLLI-USF business.

Only members in good standing are eligible to vote. If any member is unable to attend the Annual Meeting, they may vote an absentee ballot, which can be downloaded from the OLLI website. Procedures are outlined in our Bylaws, referenced below.

### What to Plan for If You Are Elected

Your three-year term of office will begin immediately after the election. You will be involved in several kinds of meetings throughout the year:

- A training and orientation meeting will be scheduled for new Board members within a month after the election;
- A Board planning retreat will be scheduled. This event is usually held in lieu of the May Board meeting.

- Subsequent Board meetings are held on the second Friday of each month at 9:30 a.m. Meetings are about two hours long and have been held on Zoom since the COVID pandemic.
- You will receive a number of reports by email prior to each meeting. You are expected to read them in preparation for the meeting. Your monthly time commitment is at least four hours.

Board members receive no compensation, other than the camaraderie of striving to make OLLI the best that it can be. As OLLI volunteers, Board members also receive complimentary parking passes for attendance at all on-campus, in-person Board related meetings and functions.

### **A Brief History of OLLI-USF**

OLLI-USF's roots go back to 1993 when we were the USF Division of Senior Programs and its constituent programs, SeniorNet and Learning in Retirement. In February of 2005 we changed our name to Osher Lifelong Learning Institute at the University of South Florida (OLLI-USF) after receiving the first of several gifts from **The Bernard Osher Foundation**. The Oshers, Bernard and Barbro, are philanthropists who have channeled their generosity into education, medicine and the arts.

The Bernard Osher Foundation developed a network of 125 lifelong learning programs at colleges and universities in all 50 states and the District of Columbia. Each program shares the common thread of providing intellectually stimulating, non-credit learning opportunities specifically for "seasoned adults" age 50 and better, where member-volunteers contribute significantly to program operations. We are one of eight Florida OLLIs, three in greater Tampa Bay: at USF, Eckerd College and Ringling College. We are joined by OLLIs at University of Miami, University of North Florida, Florida International University, Florida State University and Florida Atlantic University.

### **OLLI-USF's BYLAWS**

OLLI's current bylaws are posted and can be downloaded from the OLLI-USF website.

Navigate to OLLI's website via [www.usfseniors.org](http://www.usfseniors.org). Click on "**About Us**," the first green tab just above the large alternating photos on OLLI's home page. You will find the current bylaws under the **Leadership** link on the left. Click on "View our Bylaws" to view, download and/or print them from there.