Welcome to the Osher Lifelong Learning Institute at Brandeis

WHERE learning AND friendship THRIVE

BOLLI, the Osher Lifelong Learning Institute at Brandeis, is a year-round membership organization that brings together hundreds of vibrant and intellectually curious adults in learning and friendship. We are located on the Brandeis University campus in Waltham, MA.

Welcome to our community. This handbook is a set of useful information, guidelines and tips about being a BOLLI member. You’ll find handy contact information, parking tips and learn about what you can expect from your BOLLI experience. In addition, this handbook shares some of the community’s expectations of you as a BOLLI member. If you have a question that’s not answered here, please visit our website, www.brandeis.edu/bolli or contact a staff member using the contact information found on page 3.
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About BOLLI

The Rabb School of Continuing Studies
Welcome to the Rabb School of Continuing Studies, home of Brandeis’ Osher Lifelong Learning Institute. Supporting the University in its mission of academic excellence and access since 1992, the Rabb School is dedicated to developing innovative educational offerings and to providing a collegial community for its on campus and online learners. For more information, visit the Rabb School on its website at http://www.brandeis.edu/rabb/.

The BOLLI Program

BOLLI is a member-driven learning community encouraging lifelong learning through courses and programs that engage the learner, provide social interaction, and enrich lives. BOLLI programs are intellectually stimulating and conducted in an environment intended to foster member participation and to promote learning, communication and a sense of community. Members choose from an array of study groups, seminars, lectures, intergenerational opportunities, workshops and field trips.

The Bernard Osher Foundation

BOLLI is part of a network of lifelong learning institutes funded by The Bernard Osher Foundation, a philanthropic organization founded in 1977 and headquartered in San Francisco which supports lifelong learning, higher education and the arts. More information about the Foundation can be found at http://www.osherfoundation.org/.
Contact Information

BOLLI Staff
Avi Bernstein, Director
(781) 736-2171, abernstein@brandeis.edu

Megan Curtis, Senior Program Administrator
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MS 085, Brandeis University
Waltham, MA 02454-9110

General email: bolli@brandeis.edu

Website: www.brandeis.edu/bolli

Member Website: www.brandeis.edu/bolli/members
User name: bolli
Password: Please contact a staff member for password

Advisory Council
For information on the Advisory Council, please visit the member website:
www.brandeis.edu/bolli/member/council.
Additional Offerings at BOLLI

Annual Events
The BOLLI community comes together as a whole multiple times throughout the year, including once at the beginning of the fall term for the Back to School Brunch and once again at the end of the spring term.

Lunch and Learn
On all study group days, BOLLI sponsors a “Lunch and Learn” lecture series bringing distinguished local and national celebrities, authors, and professors to our space and allowing for vigorous member Q & A. All Lunch and Learn presentations take place from 1:05-2:05pm at 60 Turner Street.

Enhancement Events
The Enhancement Committee presents a variety of wonderful events throughout the year such as film screenings, lectures, play reading groups, and a twice yearly book club. Enhancement events often feature a BOLLI member.

Faculty Seminars
Between spring and fall terms, BOLLI offers intensive seminars taught by outstanding Brandeis professors and scholars. Recent programs have included such diverse topics as:

- *Hamlet*
- The New Testament in the Context of Ancient Israel
- *Soli Deo Gloria*: J.S. Bach, the Glory, and the Controversy
- Divided Power: Us Federalism from Slavery to Same Sex Marriage

You can view a complete list here: brandeis.edu/bolli/seminars.html

Special Interest Groups
Non-English Language Conversation Groups
New Yorker Fiction Salon
Writers’ Guild
...and more!

Intergenerational Programs
The International Friends Program arranges one-on-one partnerships between BOLLI members and international students at the Heller School while the BOLLI Scholar Program Committee recruits graduate students to participate in BOLLI study groups. Sages & Seekers matches a BOLLI member with a Brandeis undergraduate student in order to generate the exchange of valuable wisdom, strengthen community, and dissolve age-related segregation.
Off Campus Events

- The BOLLI Theatre Group arranges discounted viewings of outstanding performances in the Greater Boston area, often followed by dinner and conversation with BOLLI friends.
- The BOLLI Adventure Group sponsors trips to museums and other local attractions.

Brandeis University Services and Resources

Campus Events
BOLLI members are welcomed to Brandeis campus events year-round. You can find details of campus events of special interest to BOLLI members in your BOLLI Bulletin.

Library
BOLLI members have full on-campus use of Brandeis’ world class research library. Study Group Leaders may apply for remote library access by emailing Megan Curtis at mcurtis@brandeis.edu.

Wi-Fi
BOLLI members may access Brandeis’ free wi-fi from anywhere on campus by connecting to the brandeis_guest network. After choosing brandeis_guest as your preferred network, open any browser and follow the log-in instructions to gain internet access.

Brandeis ID cards
Your Brandeis ID card will be available at BOLLI the first day of term. Expect to pick it up along with your name tag and information packet. If you were a member in a previous term, your ID card is still valid. The ID card provides you with access to benefits across the entire Brandeis campus. The following are some examples of those benefits:

- Library privileges
- Discounts on theatre tickets at Spingold Theatre Center
- Discounts on films presented by the National Center for Jewish Film
- The education discount on Apple products

Replacing ID cards: Please do your best to hold on to your ID card during and between semesters. There is a cost to BOLLI for each replacement ID, therefore, we must charge a fee of $5 to replace lost IDs. Please contact a Program Administrator to get a replacement ID.

Gym Facilities
BOLLI members are allowed access to the Gosman Sports and Recreation Center at a special discounted rate of $100/year, which includes a parking pass. For more information or to join, please contact Jeffrey Boxer at 781-736-3661 or jeffreyboxer@brandeis.edu.
Volunteer Participation

BOLLI grows and thrives because of member participation. There are many ways you may contribute your energy, expertise, and help ensure BOLLI’s continued success.

Volunteer Opportunities

- **Study Group Leader**: Lead a study group on a topic you’re passionate about.
- **Classroom Assistant**: Help the SGL by taking attendance, passing around handouts and performing other tasks as needed. Sign up on your registration form to volunteer as a Classroom Assistant, or contact a Program Administrator.
- **Office Volunteers**: Assist Program Administrators with envelope stuffing, packet assembly and other administrative duties on an as-needed basis.
- **BOLLI Guides**: Help new members navigate the world of BOLLI learning and social life.
- **Greeters**: Direct members to their classrooms, answer questions, and welcome members to the space.
- **Leadership**: Serve on the Advisory Council, program committees, working groups and/or special task forces. Please speak to the Director and/or an Advisory Board member for more information about meetings and time involvement.

BOLLI Guidelines

**Building our Community**

BOLLI is committed both to providing a welcoming learning environment for its members and a cordial working environment for staff and volunteers. All members of the BOLLI community are expected to treat each other with consideration and respect.

**Independence clause**

To participate at BOLLI, one must be able to get to and from the program independently and move around the space safely. If you need special considerations, please contact the Director. We are committed to helping you succeed at BOLLI.

**Accessibility**

We strive to make all members feel welcome at BOLLI. If you need assistance, please contact a Program Administrator.

**Hearing**

If you have hearing challenges, please inform a Program Administrator. We have a number of microphones for the SGLs to use and we will work with you to address your needs. We have assisted listening devices available for all lectures & activities that take place in the Gathering Space.

**Mobility**

If you need special considerations because you use a wheelchair, walker or other mobility device, please contact a Program Administrator.
Classroom Assistants and SGLs are asked to locate and reserve suitable space for class members who use wheelchairs, walkers and crutches. In most cases this seating can be near the door, at or near the end of a table. The goal is to enable these participants to enter and leave the room easily, with a minimum of delay, and to allow other class members space to pass them safely. After members are seated, assistance equipment (wheelchairs, walkers, crutches, canes) will be parked where it will be available but will not block the aisles.

Policies

Auditing Courses
Members may not audit study groups at BOLLI. If a study group is full, additional members may not join the group due to fire code regulations. If you wish to join a study group that has space available, please contact a Program Administrator.

Inclement Weather
BOLLI study groups and events are automatically cancelled if the Waltham Public Schools are closed due to weather conditions. This information is available on both radio and TV, including WBZ-TV (4) or Radio 1030. Make up classes will be scheduled by the SGLs. The office may decide to close BOLLI even if the Waltham Public Schools are not closed; please check your email for updates. You may also call 781-736-2992 for a recorded message about closure due to weather conditions. BOLLI will always notify members of a closing by 7 a.m.

Financial Aid
Financial assistance is available and awards are strictly confidential. To apply please contact the Director.

BOLLI Communications

All-BOLLI e-mails
Occasionally the BOLLI staff communicates to all members in a mass e-mail, usually to inform the community about event cancellations or other urgent information.

The BOLLI Bulletin
The Bulletin is e-mailed to all members year round on Friday morning and contains BOLLI announcements, upcoming event information, and Brandeis campus opportunities.

The Website
Please visit www.brandeis.edu/bolli for up to date information on registration, upcoming events, course schedules and additional resources.

The BOLLI Banner
The Banner is a printed newsletter focused on member and SGL profiles, news and activities relevant to members, and campus and community events. Banner authors are BOLLI members. Back issues can be found here: http://www.brandeis.edu/bolli/Publications/banner/index.html
The BOLLI Journal
The Journal is a juried collection of prose, poetry, and photography submitted by BOLLI members, published every two years. Back issues can be found here: http://www.brandeis.edu/bolli/Publications/index.html

Annual Report
The Annual Report is a yearly document showcasing BOLLI’s partnership programs with Brandeis, our financial statements and our hard-working committees. View last year’s Annual Report here: http://www.brandeis.edu/bolli/Publications/index.html

Emergency Procedures

**Emergency phone numbers**
- In an emergency at BOLLI: DIAL 63333 from any phone in our space
- Non-emergency public safety number: DIAL 65000 from any phone in our space

In the event of an emergency, phones are at available in every classroom and in the Gathering Space. If you don’t see a phone immediately, ask a staff member to dial 63333. It is the BOLLI staff policy to call 63333 for any injury bigger than a paper cut, including all falls, as staff members cannot offer medical assistance. A first aid kit is on the wall in the kitchen.

**BEMCo**
The on-campus emergency team (BEMCo) can reach BOLLI within minutes. Public Safety will also call for an ambulance. Please do not call 911.

**Automated External Defibrillator**
There is an AED, which is effective for treating cardiac emergencies, available behind the podium in the Gathering Space.

**Medical ID bracelets**
If you have a medical condition, allergy, or other health concern, BOLLI recommends you wear a Medical ID bracelet or necklace, such as those available from IdentifyYourself.com.

**Brandeis Fire Drill Procedure**
BOLLI members are required to follow the safety policies of Brandeis University and evacuate when the alarm is sounded. There are two exits: one up the main entrance stairs and one next to the podium in the Gathering Space. If you require assistance to exit by stairs, please remain seated in the Gathering Space and wait for emergency personnel to assist you.
Locations

Study group and meeting locations
- All BOLLI study groups take place at 60 Turner Street. The building opens at 8:45 a.m. daily. The outside door may be locked before 8:45 a.m.
- Most BOLLI committee meetings take place at 60 Turner Street.
- The BOLLI administrative office is located in the gray building at 480 Old South Street, next to the railroad tracks.

Parking
Year round, some parking is often available near 60 Turner Street on a first come, first served basis. In addition, on days when courses are NOT taking place, BOLLI members may park in the lot across from 60 Turner Street. The shuttle will not run on those days.

The Charles River Parking Lot/J-Lot is our dedicated parking lot and has shuttle service to and from 60 Turner Street on class days (Mondays, Tuesdays, Wednesdays, and Thursdays during spring and fall terms). Note that you will always be able to find parking at our dedicated Charles River Parking Lot.

Charles River Parking Lot/ J-Lot is on Angleside Road, about 3 blocks from South Street.

The shuttle runs from 8:45 a.m. until 4:00 p.m. on Monday, Tuesday, Wednesday and Thursday during term. A detailed shuttle schedule is published in the BULLETIN.

Please display your BOLLI issued parking pass at all times.

Directions
To Charles River Parking Lot/J-Lot:
Coming from the direction of the Mass Pike, you will pass a small shopping center on the right. Just after it, make a right turn onto Angleside Road. The Charles River Parking Lot will be the second driveway on the left.

Coming from the direction of downtown Waltham, drive past the main campus, go up and down the small hill and cross the railroad tracks. Make a left onto Angleside Road. The Charles River Parking Lot will be the second driveway on the left.

Handicapped Parking: A limited number of handicapped spaces are available in front of 60 Turner Street. You must display your state issued handicapped parking permit to park here.

Please take caution when crossing South Street and Turner Street on foot.

More detailed directions can be found here: http://www.brandeis.edu/bolli/about/visiting.html