

**Idaho State University
Council of Professional Employees
Board Meeting Minutes**

Location: PSUB- Bear River Room

Date: January 12, 2005

Time: 12:00p.m. – 2:00p.m.

Present: Members Present: Mike Virtue, Scott Jepsen, Shawn Forney, Juli Mead, Lee Krehbiel, Randy Stamm, and Debbie Dahlquist.

Excused: Frank Mercogliano

I. **Call to order:** Meeting called to order at 12:00 pm

II. **Officer's Reports**

- Budget Report (Debbie Dahlquist) =Current budget as of 12/31/2004 = \$4,001.74 .
- President's Staff Meeting (Mike Virtue)\
 - No meeting held.
- CSAC (Randy Stamm)
 - No meeting held.
- Multicultural Committee (Lee Krehbiel)
 - No meeting held.
- Facility Access (Scott Jepsen)
 - No meeting held.
- Wellness (Shawn Forney)
 - 25 new First Aid Kits were requested by various ISU departments. They were purchased for a total of \$331.25.
- Grievance (Mike Virtue)
 - No meeting held.
- Parking Advisory Board –
 - No meeting held. Randy requested that ITRC have specific (designated) parking spots in front of the library for faculty/staff visiting IRTC (for assistance on various projects). Scott will check into this request at the next meeting.
- Parking Appeals – Presented by Mike Virtue
 - Frank expressed that there were no issues.
- Professional Leave (Juli Mead)
 - No meeting held.
- University Safety – (Mike Virtue)
 - No new issues.
- University Library – (Randy Stamm)
 - No meeting held.

III. **New Business**

- COPE Board Elections
 - Coming up in April. Scott will work with Mike in February on elections.
- Recognition Luncheon.
 - May 5, 2005 has been cleared for the recognition lunch.

IV. Previous Business

- Spring 2005 Plans
 - Workshops/ Speakers pertaining to professional development. Scott will talk to Jeff (CEC) about speakers.
- First Aid Kits/ Cholesterol Screenings
 - Shawn purchased 25 new 1st Aid Kits.
- Update – Software Survey (Randy).
 - 45 responses were received out of 300. The most interest was in Excel and Acrobat. Randy Stamm will work with Randy Gaines on the next step.

V. Other Business

- None

VI. Next meeting

- February 16, 2005 (Bear River Room).

VII. Adjournment. Meeting adjourned at 12:45 pm