

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

Location: PSUB- Bear River Room

Date: November 17, 2004

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 = \$5,739.34 (no change)
- President's Staff Meeting – Presented by Mike Virtue
 - Accreditation report discussion
 - Student fee setting deadline moved to April
 - VP Academic Affairs retirement (Dr. Lawson)
- CSAC – Presented by Randy Stamm
 - Supplemental computer funding (\$2,000). Include low end/high end computers with a fall and spring submission
 - Lee Wilson SPSS and mini-tab. Should we continue funding? Lee also mentioned that he wanted feedback on instant messaging on computers in all labs.
- Multicultural Committee – Presented by Lee Krehbiel
 - No meeting
- Facility Access – Presented by Scott Jepsen
 - Priority snow removal for mobility impairments
 - Currently doing a survey on student needs.
- Wellness – Presented by Shawn Forney
 - Shawn will check with John about the lines, as well as to verify the price.
- Grievance- Presented by Mike Virtue
 - None
- Parking Advisory Board – Presented by Scott Jepsen
 - On November 3rd Ivan Bullock will be chair.
 - R1: no action taken
 - Discussion on Retiree permits. Currently retired faculty have parking privileges for life. Creating some problem, and are checking into other places for them to park.
 - Tow warnings – they are leaving as is. If you have \$50 worth of fines, they will tow your vehicle
- Parking Appeals – Presented by Mike Virtue
 - Frank indicated there were no issues.
- Professional Leave – Presented by Juli Mead
 - None
- University Safety – Presented by Mike Virtue
 - Painted stripes on Martin Luther King Way

- University Library – Presented by Randy Stamm
 - Book borrowing policy for graduate and faculty will be revised
 - Strategic planning document is also currently being updated.

III. New Business

- COPE Scholarship Requests
 - Michelle Lewis to attend the NAISA Annual Conference. Motion was approved for \$250. Debbie will be in contact with Michelle and transfer the funds.
- Request for additional scholarship funding.
 - Mike plans to draft a letter for additional funding for scholarships to promote a COPE employee of the year. This would occur during the May recognition luncheon.

IV. Previous Business

- Workshops/ Speakers
 - Scott will get Jeff (CEC) in touch with Jim Fullerton so that they can discuss a time frame, etc. for the presentation Jim has agreed to present to COPE and CEC members.
- First Aid Kits/ Cholesterol Screenings
 - Shawn made a note to purchase first aid kits. Currently – 11 have been requested.
- Software Survey.
 - Randy showed the board the survey. All agreed with content.
- COPE Recreation Benefit in Idaho Falls
 - Apple Athletic Club has agreed to give a reduced rate to ISU COPE/CEC employees that live in or work in Idaho Falls. Individuals have to sign up for 9 months. There is no monetary commitment from us. Lee will make mention of this to IF COPE & CEC members.
- COPE Communication (President's All Hands Meeting)
 - Issue of children of employees getting the same benefits regarding fee (tuition) payment as employee and spouse was brought up. This currently being addressed by the Faculty Senate.
 - Paid Administration leave. The President of the University of Idaho currently has granted its employees two additional days paid administrative leave at Christmas. President Bowen was questioned about the U of I approach. President Bowen believes this action was beyond the President's authority (administrative leave was intended to be used on a case-by-case basis not blanket as at U of I). There may be some backlash from the SBOE.

V. Other Business

- None

VI. Next meeting

- December 15, 2004 at 12:00p.m.

VII. Adjournment

Respectfully Submitted,