

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

Location: PSUB- Bear River Room

Date: December 15,, 2005

Time: 12:00p.m. – 2:00p.m.

Present: Members Present: Scott Jepsen, Juli Mead, Lee Krehbiel, David Buck and Debbie Dahlquist.

Excused: Shawn Akina, Randy Stamm

Resigned: Dan Ingram & Laura Reynolds (both resigned – further explanation below)

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

II. **Officer's Reports**

- Budget Report (Debbie Dahlquist)
 - Current budget as of 11/30/2005 = \$4,962.76 .
- President's Staff Meeting (Scott Jepsen). Scott mentioned that if the Presidential SEARCH committee wants to meet with COPE, Scott will request that they meet with all COPE Board members.
- Academic Subcommittee
- Enterprise (Randy Stamm)
 - It was mentioned that the meeting just focused on looking at what other Institutions do.
- Multicultural Committee (Lee Krehbiel)
 - There was an online debate on speakers in the spring. Lee will report more on this after the next meeting.
- Facility Access (Shawn Akina)
 - Shawn not present.
- Wellness (David Buck)
 - Cholesterol Screenings and Blood tests were discussed. Scott indicated that we could combine both of these together. Perhaps late January to do one and another in April. CPR had enough responses from the COPE survey to possibly add this as an option for COPE members.
 - David indicated that the First Aid Kits were upgraded. Scott will send another e-mail to COPE members to indicate that upgrades for the kits are available and will add David's name, e-mail, and contact information for them to get in touch with him.
- Grievance (Scott Jepsen)
 - No meeting held.
- Parking Advisory Board (Debbie Dahlquist)
 - Main topic was offering Reserved Lot Permits to ISU Credit Union Employees. The first day in which permits are on sale, the ISU Credit Union buys them out the majority for all of their employees, leaving very few for faculty etc. It was decided by the committee that a limit of 10 reserved parking permits can be purchased by ISU Credit Union employees, as they are not technically ISU employees; however they do have some of the ISU benefits. In addition, motorcycle parking will be marked more clearly come this summer.

- Parking Appeals –Dan Ingram has resigned from the board. Debbie Dahlquist agreed to sit on the board temporarily until a new COPE member is able to take over.
- Professional Leave (Juli Mead)
 - No meeting held.
- University Safety – (Laura Reynolds)
 - Laura resigned from her position on COPE as she is no longer working for ISU. David Buck agreed to temporarily sit on this committee until the new COPE Board member is assigned.
- University Library – (Randy Stamm)
 - Randy not present.
- Web Services Council (Randy and Juli)
 - Juli indicated that people are giving positive responses to the new ISU Webpage. They are currently working on a calendar system.

III. New Business

- V.P. Change and Resignations
 - Both Laura Reynolds and Dan Ingram have resigned from their positions as COPE Board members. Scott indicated that the COPE Bylaws state – “vacancies shall be given to person with next highest vote from COPE Board Elections, which in this case was Mike Prichett, followed by Phil Lucky.” Scott will get a hold of both of them and ask their interest on being on the COPE Board for the remainder of this year as well as next, as it’s a two year term. A Vice President will also need to be chosen, who would resume as President for the following 06-07 academic year. The VP would have to be chosen amongst 1st year COPE Board Members; no second year COPE Board members can take the position, as their term expires at the end of this coming year. David Buck indicated that he would not like to have the position. Scott was in touch with Shawn Akina before the meeting, who also indicated that he would not be interested in the VP position. Scott indicated that he could ask Mike about his interest in taking over as COPE VP. Mike would be the first choice due to the highest number of votes from the COPE election. All indicated that if Mike agreed, Scott would officially tell him that he has the VP position. Debbie motioned to approve and Lee seconded – all were in favor.
- Presidents Council.
 - No mention.
- Letter to the SBOE from Cope.
 - Changes were made to the letter on behalf of COPE in regards to the selection for President of ISU. Scott will make the minor changes and submit it to the SBOE.
- Basketball Game
 - Lee indicated that COPE is sponsoring the ISU Women’s Basketball Game tonight 12/15 at 7:00 pm. Food will be available and the cost is \$1 for all COPE members and each of their family members – an e-mail was sent out about the game (ISU vs. Oregon Ducks).
- COPE Survey Results.
 - Scott handed out the results from the electronic COPE Survey. The results were as follows and discussion took place on how to offer COPE members these services – many are being implemented and further discussion will take place at the next meeting on the other options.
 1. Cholesterol Screening

2. Blood Testing
 3. CPR Training
 4. Professional Speakers – all agreed that general sessions relating to everyone would be best. Scott indicated that he received an e-mail from Troy Case in regards to having Dr. Bokelman speak on Homeopathic Remedies as it was excellent. It was also mentioned that CW Hog would be good for communication amongst departments etc.
 5. Professional Development Scholarships
 6. AED Training (Defibrillators)
 7. Reduced Tickets for some events
 8. First Aid Training
 9. First Aid Kits
- Scholarships.
 - 3 scholarships were discussed. (Kale Tarbet from Trio; Theresa Eyck from ASISU; and Nancy Goodman with the Center for New Directions). All received a \$200 COPE Scholarship. Debbie will get in touch with each of them to indicate that they received the scholarship.
 - List of all COPE Members
 - Scott indicated that the list we receive of current non classified staff is a mess. Many COPE members aren't on the list, have left the University etc. A current list is a priority. Scott and Lee agreed to work with Karen at HR on how to best come up with a current COPE list to ensure that all current COPE members are listed.

IV. Previous Business

- Writing Colloquium – Lee Krehbiel
 - Lee indicated that the writing colloquium went better then expected and was so well received that they plan to continue it. There were 25 attendees, 13 were COPE members. The cost for the colloquium and basketball game is roughly \$500 (per food donations from COPE).
- COPE Holiday Fair Baskets
 - Baskets looked great and were much appreciated.

V. Other Business

- Reallocation of Funds (COPE Budget)
Out of the **\$3,935** (number used from subtracting expected amounts to come out (i.e. colloquium, basketball game, etc – from given budget of \$4,962.76)
\$1,000 – Speakers (Professional Development)
\$1,035 – Medical (Blood Tests, Cholesterol Screening, CPR)
\$900 – Scholarships
\$500 – Ticket Reductions
\$500 – Left for carry over funds

David Buck motioned to approve the above reallocation of COPE funds, Debbie seconded. All approved.

VI. Next meeting

- January 11, 2006 (Bear River Room).

VII. **Adjournment.** Meeting adjourned at 2:00 pm

Respectfully Submitted,

Debbie Dahlquist