

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

Location: Clearwater Room – PSUB

Date: December 13, 2006

Time: 12:00pm – 1:30pm

**Present:**

JoAnn Hertz, Connie Guthrie, Graham Garner, Shawn Akina, Bonnie Frantz, Mike Pritchett, Angela Askey, Jay McMillin

**Excused:**

David Buck

Michael Spall

**Call to order:**

Meeting was called to order by Chair - JoAnn Hertz at approximately 12:10 pm.

Connie make a motion to approve the minutes from the last meeting and a second was given by Angela. Minutes were approved.

**Agenda item #1**

Introductions to Jay McMillin the new board member replacing Mark Lee. Jay was appointed to the Parking Committee by JoAnn.

Connie nominated Shawn Akina to be secretary for the remainder of the 2006 – 2007. year and Bonnie gave a second to the nomination. Vote was unanimous for Shawn to take over the secretary position from Connie. Connie will continue to be the treasurer.

**Agenda item #2**

Graham will continue on the web services committee. He will put the minutes on the COPE web page.

**Agenda item #3**

Scholarship request by Erin O’Leary Jepsen was read and discussed. Motion to approve request for 250\$ made by Connie, second by Angela was voted on and approved unanimously by the board. Copy of scholarship will be made and given to Connie.

Connie gave a budget report. She had not been receiving reports from grants and contracts and didn’t know that they were supposed to be sending them to her.

<u>Begin Balance</u>	<u>Month</u>	<u>income</u>	<u>expense</u>	<u>end balance</u>
\$3,703.43	June	N/A	\$95.20 cec/cope lunch	\$3, 553.43
\$3553.43	July	\$3,295.00 budget allowance	\$124.84 cec/cope snacks/lunch	\$6,723.59
\$6,723.59	August	N/A	N/A	\$6,723.59
\$6,723.59	September	N/A	\$35.78 cope/cec snacks	\$6,687.81
\$6,687.81	October	N/A	N/A	\$6,687.81
\$6,687.81	November	N/A	\$96.20 Anderson Cntr Prof. devlpmnt	\$6,591.61

Because a handbook related to duties has not been created previous to this semester, there has been some confusion as to what each committee member and what the chair, vice chair, treasurer, secretary, historian etc. should be doing in their roles. **To clear up confusion and make transitions more smooth, each member will create a notebook/binder to identify responsibilities each position entails including processes, and names/numbers of appropriate contacts.**

#### **Agenda item #4**

Mike Pritchett attended a previous meeting to discuss the possibility of a tuition reduction program for dependents of employees of Idaho State University. Issue has been discussed before, but was dropped because other state employees wanted same benefit for their dependents.

Current discussion on issue stalled because BSU president reportedly didn't want an influx of fee waiver students there. At the time of discussion interim president Gallagher supported it because it might increase attendance.

In order for more consideration a business plan should be written up outlining the program and showing in detail how the benefit would impact participating schools financially.

There was a general consensus that if allowing dependents to attend for free would cost incoming students more then the benefit should not go forward and be put into place.

Issue will be added to January agenda.

**Agenda item #5**

There will be a parking meter and parking lot fee increase. Idaho State University is very reasonably priced compared to other universities. It was proposed that the increase be significant now so there wouldn't have to be another increase in the near future. Bonnie proposed a possible \$20.00 increase from \$40 to \$60 and meter prices to double.

Next meeting we will discuss the COPE sponsored blood tests and the make-up of COPE constituency groups 1-4.

Next meeting will be January 17<sup>th</sup> from 12pm – 2:00pm in the Student Affairs Conference Room located in the Hypostyle.

Motion to adjourn by Connie. Second by Bonnie. Meeting adjourned by unanimous vote at 1:35pm.

Submitted by,

Shawn Akina COPE secretary