

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

Location: Heritage Room – PSUB

Date: May 17, 2006

Time: 12:00pm – 2:00pm

Joint Meeting of out-going, continuing and in-coming Board members

Present: Scott Jepson, Debbie Dahlquist, Juli Mead, Lee Krehbiel, Randy Stamm, Shawn Akina, David Buck, Angela Askey, Bonnie Frantz, Graham Garner, Connie Guthrie, JoAnn Hertz and Mark Lee.

Excused: Mike Pritchett

(Minutes were taken by the current Secretary/Treasurer Debbie Dahlquist during the first half of the meeting. The last half of the meeting minutes were recorded by Connie Guthrie.)

Call to order

The meeting was called to order at 12:08 pm by the President Scott Jepson.

Scott spoke to the in-coming board members in reference to their obligations; he indicated concerns with the by-laws and suggested perhaps the new board may wish to review them to see if changes need to be made. A suggestion the by-laws should be dated and some items addressed in the by-laws may need clarification or be re-written to be (more) specific. Scott mentioned that current vice-president Mike Pritchett would be willing to serve as president. Mike was unable to attend the meeting for medical reasons.

The new board is charged with electing a president and a vice-president, the president then appoints a secretary/treasurer and a historian.

Scott spoke briefly about his last meeting in which in-coming president Vailas charged COPE and CEC with electing one representative to sit on the Presidents Cabinet. Beginning July 1st the President's Council will no longer exist.

After some discussion and direction from the current board and officers, the out-going members left the meeting, but not before wishing the new board good luck and success. They also stated that each one would be available if questions or concerns arose.

Election of officers

After a brief discussion, Mike Pritchett was nominated for president of COPE by David Buck and seconded by Shawn Akina. After a unanimous vote Mike was elected President.

Graham Garner expressed interest in the role of vice-president. JoAnn Hertz nominated Graham as V.P. with a second by Angela Askey. After a vote Graham was elected vice president.

The group discussed the position of secretary/treasurer and historian. Graham stated he would like to take the names of those interested in the positions to Mike for his approval. Connie Guthrie expressed an interest in secretary/treasurer and Angela stated she would be the historian with Mark Lee as technical support.

Graham was concerned with the secretary/treasurer being one position in regard to the work load. He would discuss his concerns with Mike Pritchett.

Shawn Akina began the discussion regarding the various committees COPE has a representative on. There appears to be approximately 14 committees. Formally listed as "Officers' Reports" in the minutes from past COPE Board meetings, below are the committees and the (new) current representatives:

- 1) Budget Report (will be the new secretary/treasurer)
- 2) President's Staff Meeting (President's Cabinet) – Mike Pritchett
- 3) Academic Sub-committee – Mark Lee
- 4) Enterprise TRG Sub-committee – Graham Garner
- 5) Multicultural TRG Committee – JoAnn Hertz
- 6) Facility Access – Shawn Akina
- 7) Wellness – David Buck
- 8) Grievance – Connie Guthrie
- 9) Parking Advisory Board – Bonnie Frantz
- 10) Parking Appeals – Bonnie Frantz
- 11) Professional Leave – Angela Askey
- 12) University Safety – David Buck
- 13) University Library -
- 14) Web Services Council – Mark Lee

Someone will need to be the COPE representative on the University Library Committee. This will be discussed and decided at our next meeting tentatively scheduled for June 12, 2006, 12noon until 2pm.

David Buck explained the “Activities” that COPE is involved in and the group selected representatives for the activities, they are as follows:

- 1) Professional Scholarships – Connie Guthrie
- 2) Homecoming, Soccer Social and the parade float - ?
- 3) Workshops and Speakers - ?
- 4) First Aid Kits, Cholesterol Screenings, CPR Training – David Buck
- 5) Recognition Luncheon – Graham Garner
- 6) Board Elections – Graham Garner

Someone from COPE will be selected to over-see our participation in Homecoming and Workshops and Speakers. This will be decided in the near future. There was some discussion about the effectiveness of the Professional Scholarships that COPE offers. It was decided to leave the criteria for the scholarship as it currently reads.

The group discussed communication concerns and avenues for disseminating information to all COPE members. It was suggested to have an annual COPE Members meeting, similar to the Presidents All-Staff meetings that are held semi-annually. Graham will investigate to determine what needs to be done to get permission for release time for all COPE members to attend an annual meeting. The consensus is communication will be key for COPE to be successful and for the Board to represent all members.

Bonnie Frantz began the discussion about the past Soccer Social and how enjoyable it was. There was some concern about the lack of participation from the members of COPE. It was surmised that most members view COPE as a professional organization as opposed to a social group.

Graham Garner asked the group what they wanted to accomplish for the upcoming year. David Buck suggested we discuss and make preliminary plans for the year, submit our proposals to the members of COPE and make definitive plans based on their input.

The by-laws require the Board to meet monthly. The next meeting is scheduled for June 14, 2006 at 12 noon. Various locations for the potential COPE All Members meeting were discussed. Some of the possible locations are the Mini-Dome and the Alumni House.

Meeting adjourned

A motion to adjourn the meeting was made by JoAnn Hertz and seconded by Bonnie Frantz. The meeting ended at 2:12pm.