

Council of Professional Employees
Meeting Minutes – 1/24/08
Library B-13

Present: Angela Askey, David Buck, Lance Erickson, Bonnie Frantz, Ray Hart, JoAnn Hertz, Jay McMillin, Mark Norviel, and Michael Spall

Excused: Graham Garner and Connie Guthrie

I. Call to Order: The meeting was called to order by Jay McMillin at 2:35 p.m.

II. Approval of Minutes - The minutes from the December 20, 2007 COPE meeting were reviewed. David made the motion to approve the minutes and Lance seconded the motion. Motion passed.

III. Reports

- a. Treasurer's Report** – Ray shared copies of treasurer reports for COPE, CEC and combined staff council. Ray explained there will be one staff council account with CEC and COPE still being operated separately. David asked if COPE and CEC are funded at the same level. Ray explained that they are. There will be additional travel costs to be included that were not accounted for in these reports because Ray's travel had been taken from a different account and should have come out of the Staff Council accounts. Further discussion on the staff council accounts will be discussed at the Staff Council meeting following COPE's meeting.

Bonnie reported there is \$6,347.57 available with projected expenses of \$3,952.88 leaving a projected balance available in June 2008 of \$2,394.69. A motion was made by Angela to approve the treasurer's report and seconded by Lance. Motion passed.

b. Committee Reports

- David reported that he is making arrangements for a CPR/1st aid training class and another blood testing time for spring semester. He is thinking of holding these in March.
- Bonnie reported the Multicultural Committee will be meeting on February 1st at the Diversity Center.
- Jay reported no meeting was held in January for the parking board.
- Michael reported on the ERP. He asked if we are okay on electronic postings for employees. Ray explained COPE does not have as big of an issue with this as does CEC. Discussion took place on how to best notify employees. Michael explained that Bill and Cali are willing to talk to various groups about the ERP.

IV. Old Business:

- a. Parking** – Jay explained the history of why permits are set as they are. In 1993 students approached the parking board regarding R permit holders parking by the Student Union and in other G lots. They felt they were taking up parking spaces. A compromise was put in place with the creation of business passes for departments to use while conducting business in other areas of campus. At the last parking board meeting on Nov. 30th, Jay spoke with Steve. He explained they would reevaluate this policy if Jay wanted to bring forth on behalf of COPE.

Discussion took place and Mark explained that individuals with R passes are being penalized. David said he would like to see it brought forth for reevaluation by the parking board. Mark agreed and made a motion for Jay to take this to the board to be discussed. The motion was seconded by David. Ray pointed out that ISU's parking costs are very reasonable. Motion passed. Jay will take this issue to the Feb. 20th parking board meeting.

V. New Business

- a. Funding Request** – Cheryl Hansen, ISU Campus architect is requesting a \$250 professional development award to help cover travel expenses so she may attend the Association of College Unions International Conference in New Orleans being held March 15-19, 2008.

David said that if we can provide awards for employees it is not only good for their professional development but also for the University. Bonnie explained that this conference would provide Cheryl the opportunity to learn from other architects as they discuss many new and innovative designs.

Mark questioned the original purpose of the Professional Development Award and asked if this is something we should be giving to everyone who comes forward or if we should be more selective. David said we have been receiving and approving only 5 or 6 requests each year. However, if we were to start receiving more requests it would require us to be more selective. JoAnn provided input. Historically we honor requests and she suggested that if we were inundated then yes, we would have to be more selective. This has not ever been a problem.

Mark suggested that we re-evaluate guidelines and identify in the application process how much funding is coming from employer, funding from self, etc. to determine the true need.

David explained that we need to advertise this better. JoAnn mentioned that Connie spoke at last year's COPE banquet about the award opportunities. We could do that plus more. This will be researched further.

David moved to approve the request for Cheryl Hansen to receive the \$250. Mark seconded the motion. Motion passed unanimously.

- b. Election Committee Appointments – Connie was excused from the meeting. Jay was not sure of needs. David suggested we handle through email. Jay will follow-up with Connie and email board members what we need for this.

VI. Other Business

- a. **Next Meeting** - The next meeting will be February 21, 2008 in the North Fork Room.

Meeting adjourned

A motion to adjourn the meeting was made by Bonnie and seconded by David. The meeting adjourned at 3:21 p.m. with a unanimous vote and members moved into the Staff Council meeting.

Respectfully submitted,
Angela Askey