

Idaho State University  
Council of Professional Employees  
Board Meeting  
September 15, 2004 12:00 p.m. – 2:00 p.m.

Present: Mike Virtue (President) Scott Jepsen (V. President), Frank Mercogliano (Historian/Webmaster), Debbie Dahlquist (Secretary/Treasurer), Shawn Forney, Lee Krehbiel, Randy Stamm, and Juli Mead

All action items are **bolded and italicized**.

I. **Call to Order**. Meeting called to order at 12:00 p.m.

Mike announced that he will be working with Jeff White, CEC President, to coordinate many of the COPE/CEC activities.

II. **Minutes Approved**

It was moved and seconded and all approved to accept the August 18, 2004, COPE Board minutes.

III. **Officer's Reports**.

1. Budget Report- - The COPE balance as of 9/17 is \$5,739.34. \$557.00 will be transferred out of this total since it was incorrectly charged to John Batacan. The transfer paperwork has occurred. Once this adjustment has been made the balance will be \$5,182.34.
2. President's Staff Meeting Report
  1. There has been 1 President Staff Meeting (August 23) since our last board meeting. At the August 23 meeting, the following was discussed:
    - 10/13-10/15 the Accreditation visit will occur.
    - The INRA Executive Board meeting took place. ISU, along with 8 other Universities met.
    - A visiting Professor complaint was briefly mentioned. Everything was taken care of in regards to this matter.
    - ISU Foundation funds have increased \$725,000 from previous years.
    - College of Education earning gap. The differences in income expected from an advanced degree (\$75,000), to a Bachelor's (\$50,000), and High School degree or equivalent (\$23,000) were mentioned.
    - Current ISU student headcount is 13,802 registered.
    - Dr. Lawson attended Presidents' Council meeting. A tight budget is projected until 2008. \$180 million less is expected when the sales and cigarette taxes go away.
    - Idaho Legislative Day is scheduled for Monday, September 20. President Bowen is expected to speak at this event.
    - An article by Brad Hall was written on "Violence in the Workplace." Items include, what is the University liable for etc.

can also be added to the newsletter, as well as a note about First Aid Kits in regards to the request for a new one, or replenishment of their current kit. All inquiries should be directed to Shawn Forney.

## VII. Previous Business

1. Soccer Social – Frank reported on the dates for the Soccer Social (10/21 Davis Field at 3:00 pm). *Mike will check with President Bowen on release time, as well as with Jeff (CEC) on splitting the costs again this year.* The COPE Board members should arrive at 2:00 to assist. Jim Senter agreed that COPE and CEC members could bring an e-mail as their ticket to get in free to the game. It was agreed that the e-mail needs to go out by the end of next week to give departments plenty of notice. In addition another reminder needs to be sent out at least one week before the event, as a friendly reminder. *Frank will compose both e-mails to send out.* In addition, a survey in regards to “technology need at the campus” will also be at the bottom of this e-mail. The survey will be asking about what items COPE and CEC employees would like to know more about when it comes to technology. *Randy will draft a simple survey and send it on to the remainder of the group for discussion.* The survey will be part of the Professional Development speakers that COPE brings in each year, (more discussion follows).
2. Workshops/speakers pertaining to professional development – Mike requested ideas from the board on possible speakers for the year.
  - a. Juli requested some type of teambuilding event as a possible option.
    - o In response to Juli, *Lee stated that he will check with Jim Fullerton (about a teambuilding and leadership presentation), as well as with CW Hog and their new Outdoor Tower above Bartz field – as possible options.*
  - b. Randy requested some type of week long technology training for COPE and CEC members. *Lee will get back with Randy on the event in Idaho Falls sometime in November for possible collaboration.* The week long training could cover items such as filtering of junk e-mail, webmail, excel etc. Julie brought up conducting a survey to gather from the employees what they would like to see covered. It was agreed that the survey could be on-line, as well as on the bottom of their e-mail that they must bring to get into the Soccer Social. This way we are ensured to get some of the surveys back. *Randy will work on a survey instrument to put on-line, as well as provide to Frank the survey to put on the bottom of the soccer social e-mail.*

## VIII. First Aid Kits/Cholesterol Screening

Shawn has left a message for John Batacan in regards to dates for the Cholesterol Screening. Idaho Falls will again be doing there's in conjunction with the IF Health Fair. *Shawn will propose a basic screening for the fall semester and advanced screening for the spring semester. He will also talk to John about adding blood pressure and body fat. Shawn will get the dates and send to the board. Mike will add to the COPE newsletter, as well as news and notes. In addition, replenishments items or requests for First Aid Kits will also be added to both the newsletter and news and notes.* All requests for these items will go to Shawn.