**Council of Professors of Instructional Supervision**
Meeting Record
Tampa, Florida
Sunday, October 16, 2016

| Topic | Discussion | Decision/Action |
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| **Call to order** | | Jim Nolan called the meeting to order at 9:00 am. |
| **Approval of Minutes** (Jorissen) | | Jim Nolan moved and Ann Allen seconded the motion to approve the Oct., 2015 minutes. Passed. |
| **Treasurer's report** (Jorissen) | There was some discussion about keeping the total balance under $10,000. This may be a requirement of remaining a non-profit. | Don Beach moved and Bernie Badiali seconded the motion to accept the Treasurer's report. Passed. |
| **Membership and Web committee**<br>Belinda Gimbert-Co-Chair<br>Becci Burns—Co-Chair<br>Cheryl Moss<br>Zach Kelehear | | |
| **Election of new members** | Three nominees were submitted for membership:<br>1. Esther Alice Enright<br>2. Robert Sox<br>3. Rosemarye Taylor | Belinda Gimbert moved and Marcia Knoll seconded the motion to elect all nominees. Approved. |
| **Proposal for electing new members prior to annual meeting** | | Belinda Gimbert and Becci Burns proposed that nominations be reviewed and that an election of new members take place prior to the April 30 each year. The proposal was tabled. |
| **Compensation for COPIS Website** | Discussion was held regarding the content focus of the website. Among the suggestions:<br>• Publications<br>• A link to pay dues online<br>A proposal was submitted for COPIS Website service and maintenance by SouthDirekt. | Proposal accepted |

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| | Becky will get a copy of a standard agreement from the vendor. | |
| **Maintaining Membership list** | Jim Nolan has been maintaining and updating the membership list. A challenge is that there are still email addresses on the list that are inactive. | |
| **Election of New Officers**<br><br>Nominating Committee:<br>Ann Allen<br>Jennifer Jacobs<br>Marcia Knoll<br>Susan Sullivan | The committee submitted the following slate:<br><br>President (1-year term)—Ann Allen<br>Secretary (1-year term then succession to President)—Becci Burns<br>Treasurer (3-year term)—(Kathleen Jorissen) | Moved by Jorissen and seconded by Badiali to separate the position of secretary/treasurer into two offices. Motion passed.<br><br>Sullivan moved, Moss seconded motion to make the Treasurer a 3-year position.<br><br>The following were elected:<br>• President (1-year term)—Ann Allen<br>• Secretary (1-year term then succession to President)—Becci Burns<br>• Treasurer (3-year term)—Kathleen Jorissen will serve one more year and a new treasurer will be elected in 2017.<br><br>The change in the term of office for the Treasurer will need to be revised in the Constitution. |
| **Election of standing Committees** | | **Elected** |
| Membership | | Belinda Gimbert (co-chair)<br>Sheryl Moss<br>Zach Keleher<br>Ian Mette |
| Nominating Committee | The exiting president is the Chair of the Nominating Committee | Diane Yendol-Hoppey (chair)<br>Jennifer Jacobs<br>Maria Knoll<br>Susan Sullivan<br>Brandon Butler<br>Don Beach |
| Site Selection Committee | | Kathleen Jorissen (chair)<br>Ian Mette |

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| Publications Committee | | Steve Gordon<br>Ian Mette (Chair)<br>Don Beach<br>Brandon Butler<br>Laura Baecher<br>Jen Snow |
| Blumberg/Pajak Scholarship committee | | Jim Nolan<br>Bernard Badiali<br>Jim Kahrs<br>Sheila Kahrs<br>Pat Guerra (student rep) |
| Graduate Student Committee | | Jen Jacobs<br>Pat Guerra<br>Jim Nolan<br>Steve Gordon |
| 2017 Program Committee | | Lisa Riegel<br>Karen Wetherill?<br>Becci Burns<br>Jenn Snow |
| Communications Committee (Ad Hoc) | | |
| **Site Selection Committee Report** (Ian Mette) | Proposed sites<br>2017—Austin<br>2018—Maine<br>2019—Augusta, Georgia | Report accepted.<br>Austin will be the site of the 2017 conference. |

**Publications committee report**
Steve Gordon (Chair)
Jennifer Jacobs
Pat Holland
Don Beach
Jim Nolan
Bernard Badiali
Laura Baecher

**Blumberg/Pajak Scholarship committee Report**
Jim Nolan
Bernard Badiali
Jim Kahrs
Sheila Kahrs

**Graduate Student Committee Report**
Jen Jacobs (Chair)

Brandon Butler
Jim Nolan

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| **New Business** | | |
| **Need to update the Constitution** | | Susan Sullivan moved and Kathleen Jorissen seconded the motion to adopt a revised constitution to reflect: Separation of the office of Secretary/Treasurer into two offices—secretary and treasurer<br><br>Secretary will serve one year and then move into the position of President.<br><br>Section 4: Gimbert moved and Moss seconded a motion to revise Sections 4 and 5 to have the Treasurer maintain the membership roster. |
| **Tabled for further information and discussion** | | |
| **Electing new members** | Is it possible to vote on new members electronically before or after each annual meeting? | Ann Allen will work with the Membership Committee to draft a process to be sent out to members for comment. |
| **Frequency of meetings** | We discussed frequency of meetings, in the context of Article 2, Section 4 of the Constitution:<br>*Each member must attend at least one meeting within a three-year period in order to maintain membership in COPIS.*<br><br>During the time that COPIS met twice each year, this was a realistic expectation. There have been efforts to hold COPIS meetings during other conferences, such as AERA and UCEA. Should these be promoted and "counted" toward the requirement? | The Executive Committee will work on this and bring a recommendation to the 2017 meeting. |
| **Adjournment** | Meeting adjourned at 12:30 | |