



Conference Call Meeting: Monday, December 12, 2011 4:10 pm

Type of Meeting: CoADE Executive Board Conference Call Meeting

Meeting Facilitator: Karen Lemke

Officers Present: President Karen Lemke, President-elect Kelly Zepp, Vice President Cameron Cooper, Treasurer Jean Olsen, Secretary Jeanine Lewis

- 1) NADE 2012 scholarships: Twelve applications were received to attend the NADE 2012 conference in Orlando, FL. The CoADE Board approved funding all 12 applicants \$250 each to attend the conference. Secretary J. Lewis will email each applicant to notify them of their scholarship and directions to receive it.
- 2) President K. Lemke stated that Diego Trujillo brought to her attention that RMCTA and CRLA have not held conferences recently. There was discussion as to inviting the members of the two organizations to attend the CoADE spring conference in Alamosa. Perhaps a session strand pertinent to assessment/testing and/or learning centers might be added to the conference planning to encourage their members' attendance. President K. Lemke will follow up with Diego Trujillo to contact their respective officers and/or members.
- 3) President K. Lemke stated that Art Terrazas inquired about the location of CoADE's traveling Lifetime Achievement plaque. Current members of the CoADE Board did not know who was last awarded the lifetime achievement. Treasurer J. Olsen will ask Shawna Mahan if she has knowledge of who may have the plaque.
- 4) Discussion on CoADE institutional membership was tabled to next month's meeting.
- 5) CoADE Spring Conference planning update: The spring conference call for proposals should be sent out soon with a possible March deadline. It was decided to wait until January 2012 as some schools have already finished their fall semester and others are in the midst of final exams therefore faculty will not likely be checking email.  
  
President K. Lemke presented a schedule layout for the spring conference. She also requested suggestions for a keynote speaker. NADE Past President and current NADE Conference Manager Karen Patty-Graham was identified as a possible speaker or a resource as to suggesting someone if her schedule does not permit. President K. Lemke will contact Karen Patty-Graham to see about her availability. Theme of the conference is "Reading Across the Disciplines."
- 6) Vendors and other sponsors: Discussion was held on the importance of vendors at the CoADE conferences. Vendors in the past have paid for the keynote speakers and hosted some of the meals. President K. Lemke will contact Ross Barnhart to obtain contact information for vendors and sponsors he has had for the past several conferences.

7) President K. Lemke inquired about the general amount of budget spent on recent CoADE conferences. Treasurer J. Olsen stated she has the budget for the past few conferences and will forward the information to the CoADE Executive Board members.

8) The NADE 2013 Planning Committee has offered to reimburse CoADE members attending the "Celebration Breakfast" at the NADE 2012 Conference provided the CoADE member participates in "Celebration Breakfast" skit and helps in other venues to promote the Denver conference while attending NADE 2012 in Orlando.

President-elect K. Zepp moved to adjourn the meeting at 5:03 pm; seconded by Treasurer J. Olsen.

Next meeting: January 9, 2012 4:00 pm