



COBEC Winter Conference
Centro Escolar Mexico Junior College
UNITED IN OVERCOMING ADVERSITY &
EMBRACING CHANGE

Business Meeting
Zoom Online Platform
Friday, 5th February 2021

Attendees:

Name	Organization/Institution	Name	Organization/Institution
Andy Novobilski	University of North Georgia	Sherry Gibbs	Galen University
Karen Martinez	Ecumenical Junior College	Jeannie Garbutt	Ministry of Education
Marlon Brown	Corozal Junior College	Noel Carballo	Corozal Junior College
John Kemppainen	UNF/Emeritus Member	Hugo Gonzalez	Centro Escolar Mexico Junior College
Betty Flinchum	UNF/ Emeritus Member	Fermin Magaña	Sacred Heart Junior College
Ivan Nikolov	Valdosta State University	Sharmayne Saunders	University of West Indies Open Campus
Allison Martin	Bossier Parish Community College	Gustavo Ellis	San Pedro Junior College
Steven Guns	Murray State University	Carly Womack-Wynne	University of North Georgia
Arnold Stuenberg	Ecumenical Junior College	Froylan Gilharry	San Pedro Junior College
Emilia Hodge	University of Florida	Perla Marin	Centro Escolar Mexico Junior College
Warren Hodge	UNF/ Emeritus Member	Rocio Carballo	Sacred Heart Junior College
Marie Scott-Young	Independence Junior College	Lisa Battaglino	Bridgewater State University
Eve Aird	Galen University	Anthony Diego	Centro Escolar Mexico Junior College
Geoff Bradshaw	Madison College	Patty Emmons	Bridgewater State University

Larry Daniels	University of Tyler at Permain Basin	Kathaleena Monds	Albany State University
Sharon Hundley	Campbellsville University	David Alfaro	Centro Escolar Mexico Junior College
Neil McCrillis	University of Illinois Chicago	Sylvia Cattouse	Galen University
Carlos Lopez	Murray State University	Wendy Blanco	Centro Escolar Mexico Junior College
Jeanne Link	Sacred Heart Junior College	Yocelli Garcia	Centro Escolar Mexico Junior College
Edward Leach	NISOD	Carrie Klima	University of Illinois Chicago
Wes Hickey	University of Texas at Tyler	Juan Cano	
Yanira Oliveras-Ortiz	University of Texas at Tyler	Andres Chilalo	
Eleanor Gillett	Wesley Junior College	Lurleen Betson	
Rita Curtis	Campbellsville University	Nadera Ross	
David Ruiz	John Paul II Junior College		

1.0 WELCOME

The Belize Co-chair, Dr. Karen Martinez, welcomed the membership and other participants to the 2021 winter conference hosted by Centro Escolar Mexico Junior College.

2.0 MEETING CALLED TO ORDER

The meeting was called to order at 8:35 am by Dr. Martinez. Dr. Novobilski, US Co-chair, asked the representatives of member institutions to indicate on the group chat who will cast their vote on motions presented during the meeting:

Representatives Voting & Institutions:

- A. Eve Aird, Galen University
- B. Marlon Brown, Corozal Junior College
- C. Hugo Gonzalez, Centro Escolar Mexico Junior College
- D. Jeanne Link, Sacred Heart Junior College
- E. Karen Martinez, Ecumenical Junior College
- F. Froylan Gilharry, San Pedro Junior College
- G. Eleanor Gillette, Wesley Junior College
- H. David Ruiz, John Paul II Junior College
- I. Marie Scott-Young, Independence Junior College
- J. Geoff Bradshaw, Madison College
- K. Steven Guns, Murray State University

- L. John Kemppainen, University of North Florida
- M. Yanira Ortiz, University of Texas at Tyler
- N. Emilia Hodge, University of Florida
- O. Carrie Klima, University of Illinois, Chicago
- P. Allison Martin, Bossier Parish Community College
- Q. Kathaleena Monds, Albany State University
- R. Rita Curtis, Campbellsville University
- S. Ivan Nikolov, Valdosta State University
- T. Larry Daniels, University of Texas at Permian Basin
- U. Patty Emmons, Bridgewater State University
- V. Andy Novobilski, University of North Georgia

3.0 ADOPTION OF AGENDA

The agenda was adopted as presented by Dr. Larry Daniels and seconded by Dr. Eve Aird.

4.0 ACCEPTANCE OF MINUTES

A. Minutes of Regular Meeting - 23rd July 2020

The following observations were made:

- i. Surname change from Nicolov to Nikolov;
- ii. Add Bridgewater State University and participants - Lisa Battaglino and Patty Emmons;
- iii. Name change from Yianira to Yanira;
- iv. Institution name change from Escolar Centro de Mexico to Centro Escolar Mexico Junior College;
- v. Add Kathaleena Monds, Albany State University;
- vi. Add Geoff Bradshaw, Madison College;
- vii. Name change from Jeanne Garbutt to Jeannie Garbutt;
- viii. Change committed to committee.
- ix. Change Novobliski to Novobilski.

The minutes were accepted as corrected by a motion made by Dr. Nikolov and seconded by Dr. Kemppainen.

B. Minutes of General Meeting - 23rd November 2020

The following observations were made:

- i. Add Kathaleena Monds, Albany State University;
- ii. Surname change from Nicolov to Nikolov.

The minutes were accepted as corrected by a motion made by Dr. Kemppainen and seconded by Mrs. Scott-Young.

Majority accepted the amended minutes.

5.0 MATTERS ARISING FROM MINUTES

A. Minutes of Regular Meeting - 23rd July 2020

- i. Mini Grant Proposal - Dr. Nikolov believes that collaboration should be supported through online programs. He indicated that he had not received any mini grant funding proposals. A call for proposals was made with the intention to review them at a mid-term meeting.
- ii. US Institutions Update on their Scholarship Offer on Website - Another call was made for US COBEC institutions to update their scholarship offering. It was suggested that US member institutions include in their statements that there is no COBEC scholarship. The statement should be emailed to Dr. Hickey or Dr. Ortiz.
- iii. COBEC Video - Mr. Magaña informed that Channel 10 has been contacted to air and stream live the COBEC video. He suggested that copies of the video be distributed to primary stakeholders. It was suggested that a meeting be called by the Co-chairs along with Mr. Magaña and Dr. Flinchum to discuss possible ways to distribute the COBEC video. Dr. Nikolov suggested that a brochure be prepared to inform stakeholders of COBEC.
- iv. American Research Center Proposal - Dr. Ortiz informed that the proposal wasn't funded. She found out that the funding agency doesn't fund to establish centers but to fund established research centers. She indicated that they are moving forward with the creation of the research center and a subsequent proposal will be prepared to seek funding.
- v. Collaborative Work with Mrs. Ingrid Alvarado - Dr. Novobilski informed that work by Mrs. Alvarao has slowed down significantly and that there is the need to find a donor base for COBEC.

B. Minutes of Regular Meeting - 23rd November 2020

- i. COBEC Website - Dr. Hickey informed that Ms. Taylor Easterling, student worker at UT Tyler, has transferred majority of the files to new web site. The intent is to create a place that will be potentially beneficial for funding, research endeavors etc. He recommended to create an Ad Hoc committee to determine if the website

represents what COBEC foresees. The membership received a preview of the new website.

A motion to change the name of the website to **COBECpartners.org** was made by Dr. Hickey and seconded by Dr. Novobilski. The motion was unanimously accepted.

- ii. Advisory Board - Dr. Novobilski requested that proposal for an advisory board be discussed at the next meeting.
- iii. Mid-Term COBEC Meetings - After some discussion on the matter, a motion to continue holding mid-term (in between COBEC conferences) meetings was made by Mrs. Scott-Young and seconded by Dr. Aird. The motion was unanimously accepted.

6.0 FINANCIAL REPORTS - BELIZE & US TREASURERS

Dr. Nikolov, US COBEC Treasurer, presented a spreadsheet showing payments made by US COBEC members. One of the interesting issues presented is whether members need to pay their dues if the members decide not to travel to Belize for the winter conference. Dr. Kemppainen indicated that membership dues are payable every year since membership is continuous. Dr. Kemppainen motioned to accept US Treasurer's report as presented and seconded by Dr. Womack-Wynne. The report was accepted as presented.

Mr. Brown, Belize COBEC Treasurer's, reported on three (3) matters:

- A. Received Certificate of Incorporation for COBEC in Belize; he thanked both Dr. Martinez and Mrs. Scott-Young for assisting in obtaining the certificate of incorporation;
- B. Changed signatories to COBEC Belize Scotia Bank account; the new signatories are Dr. Karen Martinez, COBEC Belize Co-chair and Mr. Marlon Brown, Belize Treasurer. Given that the treasurer has access to bank account, the nine (9) months treasurer's report was presented; and
- C. Received payment for membership dues from several Belize COBEC members; One transaction needs to be identified but it is most likely that it was made by the University of the West Indies Open Campus.

Mr. Gonzalez motioned to accept Belize Treasurer's report as presented and seconded by Mrs. Scott-Young. The report was accepted as presented.

7.0 MEMBERSHIP APPLICATIONS

Dr. Martinez reported that applications for membership and emeritus weren't received.

8.0 ELECTION OF CO-CHAIRS - BELIZE & US

Dr. Hickey reported that Dr. Andy Novobilski was unanimously re-elected to be the US COBEC Co-chair for two more years.

Dr. Aird reported that Mr. Hugo Gonzalez was unanimously elected to be the next Belize COBEC Co-chair effective next winter conference.

The new co-chairs were presented to the membership.

9.0 VENUE FOR NEXT COBEC CONFERENCES

Dr. Novobilski reported that he will inform which US institution will host the summer COBEC conference.

Mr. Ruiz informed that John Paul II Junior College will be the venue for the 2022 winter conference. He is hoping that next year's winter conference will be an in-person conference.

10.0 ANY OTHER BUSINESS

10.1 Rename of Action Research Committee - Dr. Hodge motioned to change the name of the Action Research Committee to Action Research. Dr. Novobilski seconded the motion. The motion was accepted by majority of membership.

11.0 THANKS TO CEMJC

Dr. Martinez expressed gratitude to Mr. Gonzalez and CEMJC for hosting a wonderful winter conference. Dr. Novobilski also thank Mr. Gonzalez for planning and organizing an excellent conference.

12.0 ADJOURNMENT

The meeting was adjourned at 11:10 a.m.

Prepared by,

Marlon Brown
Recording Secretary