**COAP Executive Board**

Meeting Minutes

Thursday, October 17, 2013; 10:30am

Horrabin Hall 60 & QC Riverfront 218A

Attendees – Macomb: Dana Moon, Margaret Taylor, Ember Keithley, Pam Bowman, Dustin VanSloten, Jennifer Grimm, Julie DeWees, Angela Bonifas, Teresa Koltzenburg. Absent – Gary Rowe, Amanda Shoemaker.

1. **Guest – President Thomas shared his Presidential Initiatives for 2013-2014**
   1. Can track accomplishments related to the prior year’s initiatives on the WIU web page.
   2. Academic Programs:
      1. Enhance the quality of WIU Academic programs and services in general
      2. Honors Program
         1. Nominated students for Rhodes, Udall and other prestigious scholarship programs
      3. Ph. D. in Environmental Science has been approved by BOT and IBHE. Ph. D. in LEJA and IDT for future consideration.
   3. Facilities
      1. Performing Arts Center
      2. Entryway to Campus
      3. Utility infrastructure
      4. Union renovations
      5. Quad Cities Riverfront Campus
   4. Overall
      1. Increase funding for scholarships for retention and high achievers
      2. Increase international agreements and students
      3. Enhance marketing to continue to tell the WIU story
      4. Diversify the Campuses
      5. President’s Roundtable with faculty
      6. Town Hall meetings
      7. Legislative reception/lobbying
      8. Initiate exploration of new student and financial data system
      9. Manage continued budget and cash flow issues
      10. Complete Higher Values in Higher Education Capital Campaign
   5. Professional Development
      1. Continue to support faculty travel awards
      2. Retention of faculty and staff
      3. Enhance technology for faculty and staff
2. **Approval of Minutes from September 19, 2013 Executive Board meeting** – Approved (Keithley, Grimm)
3. **Cabinet Update**
   1. Received $3million of FY14 appropriation.
   2. Fall 2013 enrollment 11,707 down 4% from prior year. New freshmen 2013 were 1,652. Fall 2012 enrollment was 12,205 with new freshmen representing 1,754.
   3. ACT and GPA are up in 2013 over 2012.
   4. Please with progress with Unions. Hope to have more to announce at the October 29 budget meeting.
   5. Quality of the students at WIU is improving and hopefully with translate to better retention.
4. **Financial Report -** Balance as of 9/30/13 - $1,230.47
5. **New Employees**
   * 1. No report
6. **Old Business** 
   1. Academy for Student Persistence – received handout explaining the Academy. Will seek volunteers for the various research groups.
7. **New Business**
   1. Presidential Evaluation
      1. Received timeline and discussed how various groups on campus handle this process.
      2. Will discuss with Faculty Senate and Civil Service to see what tool they use and if we can possibly join forces.
      3. Needs to be submitted prior to the March BOT meeting.
8. **Committee Reports**
   1. **Promotional Structure**
      1. Will have draft for the Executive Board in November.
   2. **Professional Development** 
      1. Sheri Rich on “Back to Basics” on 10/25 @ 1:30pm.
      2. Jackie Thompson Wellness lecture on 10/23 in Union.
9. **Announcements**
   1. Ethics Training needs completed by 11/14.
   2. Budget presentation October 29.
10. **Meeting Schedule**
    1. Third Thursday of the month at 10am in Horrabin Hall 60:
       1. November 21, 2013
       2. December 19, 2013
       3. January 16, 2014
       4. February 20, 2014
       5. March 20, 2014
       6. April 17, 2014
       7. May 6, 2014 – Spring meeting with the President/Capitol Rooms\*
       8. May 15, 2014

\* Indicates different meeting dates/times/location

1. **Adjourn** (Keithley, Van Sloten) – 11:28am