**COAP Executive Board**

Meeting Minutes

Tuesday, February 16, 2016; 9Am

Horrabin Hall 60

Attendees –Dustin VanSloten, Margaret Taylor, Scott Harris, Becky Paulsen, Kellie Esters, Angela Bonifas, Gretchen Steil Weiss, Amanda Shoemaker, Matt Bierman; QC – Audrey Adamson. Absent – Teresa Koltzenburg

1. **Approval of Minutes from January 19, 2016 Executive Board meeting** – Approved (Steil Weiss, Esters)
2. **Financial Report -** Balance as of 1/31/16 - $1,873.15
3. **New Employees** 
   1. January
      1. Julie Baker – COFAC
      2. William Buss – Western Courier
      3. Annette Davila – Financial Aid
      4. Benjamin Nelson – Quad Cities
      5. Shannon Reed – Purchasing
      6. Ashley Wolfe – Quad Cities
4. **Cabinet Update**
   1. Bierman discussed 3 major issues that the University is facing:
      1. Decreased enrollment
      2. Decreased state appropriation
      3. Cash flow shortage
   2. Continue to work on FY17 and beyond budgets, but right now those are secondary to current cash flow issues. All spending is pulled, only buying absolute necessities and no travel. Cash flow concerns will really heighten in April.
   3. Expect no state budget until April after primary elections, however could be as late as November 2016.
   4. Looking at personnel budgets and discussing options related to furloughs and layoffs. Open to ideas that anyone might have in this area.
   5. Dr. Thomas and Mr. Bierman are traveling to Springfield tomorrow to keep state university’s plight fresh in legislator’s minds. There is a lot of political jockeying happening. It is thought that if the MAP funding is passed, then regular appropriations will not be passed. Need appropriation first.
   6. New bill to be introduced to fund MAP at 100%, Appropriations at 80% and Community Colleges at 90%. WIU has not taken a position on this yet as it has not been formally introduced.
   7. When a budget/appropriation is received, there will not be an immediate influx of cash to WIU. Currently have no borrowing authority. Hope to get that with appropriation.
   8. Hope to see responses to tuition reduction and in-state tuition incentives for new students by end of March.
   9. Doing an economic impact study currently with IIRA, IRP and Budget Office.
   10. In talks with all unions (outside of UPI). Discussions are going well, most understand the issues that have to be dealt with.
   11. University is experiencing issues in hiring new employees due to crisis of confidence in the state. Will have lingering effect for a few years.
   12. Matt was asked, “What can we do as employees?”
       1. Suggested that we make sure people understand the situation is real and serious, but everyone should remain positive, there is a way out!
       2. State is the place to make a real impact. Write legislators regarding the lack of budget’s effect on the region and community.
5. **Old Business** 
   1. Scholarship development discussion
      1. Maybe 2 professional development scholarship awards would have more of an impact than a book award?
      2. Will bring it up in May at the membership meeting and see what they would prefer.
6. **New Business**
   1. Spring professional development scholarship
      1. The 5 applications were discussed. Awarded to Michelle Howe in Career Development Center.

1. **Meeting Schedule**

March 22, 2016 @ 10am – Quad Cities

April 19, 2016 @ 9am

May 4, 2016 @ 10am – Spring Meeting with the President in Union

May 17, 2016 @ 9am

**VII.** **Adjourn** (Paulsen, Esters) – 10:25am