COAP Executive Board Meeting Minutes

February 8, 2012

Horrabin Hall 60 and QC 114

1. Called to order at 8:31 am
2. Approval of minutes – will be handled over email
3. Cabinet Update – Thomas, DeWees and Bierman met with the Illinois Board. The budget process is underway. The FY13 recommendations will include some reallocations based on performance based funding metrics. .5% was taken away from all the schools for the reallocation, but because metrics were based on retention and graduation rates, etc., WIU will receive about level funding, which is a good thing. Cash balance is at about $30 M. Many committees working on our enrollment and retention. Rives and Coker are creating a campus master plan committee that will need a COAP member. The first year experience recommendations will be made this spring, but probably not in time for any changes for fall. University of Illinois has increased their tuition and fees 4.8% and we will soon be making a recommendation on tuition and fees.
4. Financial Report - $858.00 as of January 31, 2012.
5. New Employees
	1. Heath Geiman (Farm, Agriculture)
	2. Janeil Page (Distance Education)
	3. Michelle Yager (University Advising)
6. Old Business
	1. Employee of the Year – Call for nominations went out to all COAP members, a Tele-Stars is forthcoming. Becky will gather award items.
7. New Business - none
8. Committee Reports
	1. Promotion structure subcommittee is creating a survey to ask questions of how promotion is handled at the peer institutions. It should be finalized this week and then members will be assigned institutions to interview. Becky is working with Marlene Forman in provost’s office to find procedures and practices of promotion at WIU. Cathy Null and Pam Bowman have joined the subcommittee.
	2. Professional development subcommittee is collecting names of speakers and has identified one for the future and is finding one for this spring. At that point, the date will be set.
	3. Social subcommittee had no report, as Belinda was absent.
9. Meeting Schedule – Second Wednesday of the month at 8:30 am
	1. March 21st- Meeting at QC at 10 Riverfront 213 with Joe Rives (Macomb members will carpool)
	2. April 11th – Decisions regarding COAP Employee of the Year
	3. May 2nd – Spring meeting at 2 p.m. Capitol Rooms in Macomb and Riverfront 239
	4. May 9 –
10. Joe Rives discussed the strategic plan draft. Members are encouraged to provide feedback. Some feedback he has received so far includes having club sports in the Quad Cities. CSEC asked for clarification of underrepresented groups which are female, minorities, and those with disabilities. The Faculty Senate asked for revisions that would make teaching and learning reinforce each other, and the Quad Cities students asked that Moline be encouraged to build bookstores and restaurants near new campus. They also asked for a library which will be included in Phase 2. On the 17th the final version will be distributed and groups will be asked to endorse.
11. Adjourned – 9:05 am (Shoemaker, Tibbitts)