**COAP Executive Board**

Meeting Minutes

Thursday, November 10, 2016; 2PM

Horrabin Hall 60/QC 1420

Attendees – Dustin VanSloten, Margaret Taylor, Thomas Oliver Rosner, Angela Bonifas, Matt Bierman, Kellie Esters, Scott Coker, Teresa Koltzenburg. Absent – Bridget McCormick.

1. **Approval of Minutes from October 13, 2016 Executive Board meeting –** Approved (Esters, Koltzenburg)

**Approval of Minutes from Fall Open Forum with President –** Approved (Coker, Koltzenburg)

1. **Financial Report -** Balance as of 10/31/16 - $2,050.15
2. **Executive Liaison Report – Matt Bierman**
	1. FLSA – letter went out to campus last Friday via email. About 150 employees are affected. Over the next two weeks, affected individual’s supervisor will be notified and will notify employees of decision. WIU will use comp time instead of approved time for these individuals. Comp time is a paid benefit if employee leaves WIU. FAQ will come out the end of next week. All comp time has to be approved in advance by supervisor. Essentially the law makes people in affected range hourly employees. There will be a very small group of people who will get their salary raised to $47,500 based on nature of job. Will continue to evaluate as go along. Will be BOT policy changes as a result. Need to focus on compliance first and then policy changes. After three years, the threshold will increase to $51,000. This will cause salary compression issues.
	2. Contract negotiations with UPI have started. No proposals have been exchanged yet. Will begin negotiating with other groups as well after first of the year.
	3. State budget – Republicans gained 4 or 5 more seats in the House and 2 in the Senate. Madigan no more super majority. 4 leaders may meet before veto session. Presidents & Chancellors still meeting to talk strategies for spring.
	4. Civil Service furlough still in limbo. November meeting at state level was cancelled.
	5. Vice President searches for Academic Services and Student Services have been posted.
3. **New Employees**
	1. November
		1. Cynthia Lotz - HR
4. **Old Business**
	1. COAP Employee Spotlight
		1. Contacting Seth Miner
	2. COAP fundraising campaign update
		1. Distributed handout (What COAP does & benefits of donating to COAP)
		2. Discussed new events
	3. Open meetings Act training
		1. Please complete if you haven’t done so before
5. **New Business**
	1. VPSS search committee – Bridget McCormick is COAP rep
	2. VPAS search committee – Scott Coker is COAP rep
	3. Searching for new Academic Services rep to replace Becky. Jenn Grimm was recommended.
	4. Annual breakfast for COAP members? Possibly in fall.
	5. Mentor program for COAP members? Dustin will get more information/guidelines

1. **Announcements/Comments**
	1. Joe Rives will be at Executive Board meeting on 12/15 regarding strategic plan.
	2. Spring Open Forum on 5/3/17
2. **Adjourn** (Coker, Koltzenburg) – 2:50pm
3. **Meeting Schedule**

December 15, 2016 @ 2pm

January 12, 2017 @ 2pm

February 9, 2017 @ 2pm

March 9, 2017 @ 2pm

April 13, 2017 @ 2pm

May 3, 2017 @ 10am – Spring Meeting with the President in Union

May 11, 2017 @ 2pm