**COAP Fall Meeting with the President**

Meeting Minutes

Thursday, October 11, 2016; 10am

Wiu Union Capitol Rooms and QC Riverfront

Attendees – Open meeting with COAP employees

1. **Welcome**
   1. Dustin VanSloten, COAP President, welcomed all attendees
2. **Guest – President Dr. Jack Thomas**
   1. Pre sident covered his initiatives for the 2016-2017 Academic year.
   2. University has received $15million, but is living month to month. Always want to make payroll.
   3. Enrollment
      1. Freshmen only down 8 students (.5%)
      2. Transfer & Graduate student numbers down. Challenged both areas to do better.
   4. Email President Thomas with any ideas. Want to make sure everyone has a voice.
   5. President Thomas appointed to IBHE.
   6. QUESTIONS/COMMENTS from Audience
      1. Where is Civil Service at with furlough days?
         1. Matt Bierman said that the emergency rule expired July 20. Permanent rule is working it’s way through the state. Meeting today to decide yes or no or revise proposal. Sunset date is October 17. Some unions are objecting.
3. **Financial Report -** Balance as of 9/30 - $1,973.15
4. **Old Business**
   1. Fall 2016 Professional Development Scholarship winner
      1. Sarah Hart, Assistant Director of Residential Life
5. **New Business** 
   1. Spring 2016 Professional Development scholarship applications
      1. Due January 31. Reminders will be emailed in early December and early January.
   2. Employee of the Year
      1. Call for nominations will be sent out in mid-January with a submission deadline of April 1.
   3. COAP Executive Board positions available for 2017-2018
      1. Vice President (3 year term)
      2. Secretary/Treasurer (1 year term)
      3. Advancement & Public Services (2 year term)
      4. President’s Office (2 year term)
   4. Introduction of 2016-2017 Executive Committee
   5. COAP Fundraising Campaign – Audrey Adamson
      1. Would like to award more scholarships
      2. Maybe more social/professional opportunities
      3. More information will be sent to membership
   6. Interested in being involved with COAP?
      1. Contact any Executive Board member
6. **Announcements/Questions**
   1. Ethics training due November 2.
   2. Employee Wellness
      1. October 18 – Cara Allen
      2. October 25 – Steve Radlo
   3. Open Comments
      1. WIU Takes Care of It’s Own Scholarship
         1. Can be used to offset furlough loss, layoff, etc
         2. Encouraged to apply in the scholarship office
7. **Adjourn** @ 10:37am