

President's Cabinet  
Minutes  
December 18, 2012  
9:00 a.m. – President's Conference Room

**Attending:**

Donald Avery

Michelle Goff

Mike Rountree

Bob Boehmer

Tim Goodman

Mary Smith

Cliff Gay

Susan Gray

Elizabeth Gilmer

Caroline McMillan

The meeting was called to order at 9 a.m. by President Bob Boehmer.

**Minutes from the November 27, 2012 Cabinet Meeting – President Boehmer**

A motion was made by Elizabeth Gilmer to accept the minutes as written. Tim Goodman seconded the motion and it was approved unanimously by the Cabinet.

A report on academic success rates was distributed and explained by Tim Goodman.

Dr. Boehmer invited the Cabinet to attend a meet at Augusta State University on January 7, 2013.

**SACSCOC Substantive Change Policy for EGSC – David Gribbin**

The process and importance of notification to SACSCOC and the procedure used was discussed. David Gribbin will present a draft EGSC Substantive Change Policy to Cabinet for review. Links to the SACSCOC page on the EGSC website were given. A SACSCOC discussion will be included at the President's Cabinet meeting on January 22, 2013.

**Filing of SACSCOC Level Change Documentation – David Gribbin**

The SACSCOC visit to EGSC on February 5-7, 2013 was discussed. Each Cabinet member was asked to be familiar with the Substantive Change report prior to the visit.

**Social Media Policy – Elizabeth Gilmer**

It was suggested that the policy be tabled to another cabinet meeting following a social media webinar tomorrow. The policy was discussed and editorial changes were made. A motion was made to approve the policy with changes by Michelle Goff with a second by Tim Goodman. Mike Rountree proposed that the policy be tabled to the next meeting. It was decided by unanimous vote to table the policy.

**Mandatory Student Fees for FY 2014 – Cliff Gay**

A vote from students was not favorable for a change in fees. Student fees will remain the same for next year. It was decided that EGSC – Statesboro would still have student events even though fees are not collected for these. Better communication with students is needed to inform them of changes that they need to vote on. Ways for better communication were discussed. Donald Avery suggested that Student Affairs be over the campaign for a change in fees from the students. Everyone agreed with this suggestion. Steps to be taken in spring 2013 were discussed. It was suggested that this be put on the agenda for the next Cabinet meeting.

### **Filing of FY 2014 Budget Narrative with USG – Cliff Gay**

The FY 2014 Budget Narrative was discussed. Everyone was encouraged to read the narrative and be familiar with the document. Input is needed well in advance of the February 20, 2013 Budget Hearing.

### **FY 2012 Annual Expenditures Report by USG – Cliff Gay**

The FY 2012 Annual Expenditures Report by USG was discussed. EGSC stand in the mid-range on the charts within the report. Discussion followed including a discussion on room utilization.

### **Importance of IT Security – Mike Rountree**

Change in passwords will be implemented and required every 90 days. IT is working on training for new employees. Mike asked that everyone communicate the importance of changing passwords.

### **Faculty Overload Policy – Tim Goodman**

Faculty are requesting overloads and to teach in the summer. With no raises, they are looking for ways to increase their income. Overloads create a higher teaching percentage that could create problems with SACSCOC and having adequate faculty. We are taking steps to address the issue and will discuss progress at each Cabinet meeting. Dr. Boehmer requested an update in the Overload Policy by February 2013.

### **Complete College Georgia Summit – Bob Boehmer**

Dr. Boehmer announced a CCG Summit to be held in Athens February 18-19, 2013. He requested that a K-12 and Business representatives be identified and recruited. Elizabeth Gilmer will contact Tammy Wilkes from the Emanuel County Board of Education to determine a K-12 representative. Elizabeth will also contact Kenny Gribbin from Georgia Power to see if he will represent local businesses.

Elizabeth Gilmer announced the Economic Outlook Luncheon to be held at EGSC on January 9, 2013.

The meeting was adjourned at 11a.m.