Senior Staff Meeting Agenda
October 2, 2020
2:00 – 3:30 p.m.
Zoom Virtual Meeting

The Monthly Bobcat Spot Plus newsletter can be viewed at:
http://www.ega.edu/offices/external_affairs/public_information/news_and_media

See attached Senior Staff Roster*
**All Senior Administrators should review this roster and send any changes/updates to Dana Wright at dpwright@ega.edu

*Items in OneDrive will be marked with an asterisk

1. **Welcome**
   Since the SACSCOC virtual visit takes place Monday – Thursday of next week, today’s Senior Staff meeting will focus on an understanding of that visit. We will spend as much time as needed on that topic immediately following the Top of the Agenda items below. If needed, we will postpone all other items until a later meeting.

2. **Introductions/Announcements**
   - Importance of Submitting Agenda Items in a Timely Manner – Boehmer
   - Dedication and Ribbon-Cutting for the Student Center Addition, Thursday, 10/8/2020, 11:30 a.m. By invitation only due to social distancing protocol. - Kennedy
   - Regent Cade Joiner and Regent Everett Kennedy will visit the EGSC Swainsboro campus on Monday, 10/4/2020, 3-5 p.m. - Boehmer

3. **Top of the Agenda Information Items**

   **President’s Office**
   - FY2021 Budget – Cliff Gay
   - SACSCOC Decennial Reaffirmation Process – Sharman, Smith, Gribbin, Denton, J. Canady
     - SACSCOC On-Site Review – October 5-8, 2020
     - Review draft master schedule *
     - Review biographies of visiting committee members*
     - Discuss Zoom guidelines for participating in interviews
       1. Timeliness
       2. Entry into the waiting room
       3. Use of appropriate backgrounds
     - Protocol in the event you are asked for additional interviews or documents
     - General guidelines for interview preparation

   **Academic Affairs/Student Affairs**
   - Fall 2020 Dual Enrollment Update – Murphy
   - Fall 2020 Enrollment Report – Beall*
   - Fall 2020 Housing Occupancy Report – Storck*

4. **Informational Items**
Business Affairs

- VPBA – Gay
  - Nessmith Lane
  - Spending Authority
- Dining Operations – Underwood
  - None
- Financial Accounting/Grants – Wentz
  - None
- Human Resources/Career Services – T. Woods
  - Benefits Update
  - Wellness Update
- Plant Operations – Steptoe
  - None
- Student Accounts/Payroll – M. Williams
  - Nelnet for Spring 2021
    - USO Negotiating Terms
    - Anticipate the Maximum Allowed on the Payment Plan will decrease from $5,500 to $4,500
  - Payroll – Approve Hours Worked & Leave Requests Weekly

Informational Technology

- VPIT – Rountree
  - Gramm-Leach-Bliley Audit (with Ashley Woods)
  - Zoom Meeting Video Cloud Storage
  - MyEGSC Portal
  - Update – Laptops for Students to check out
- Enterprise Services – Clark
  - None
- Infrastructure Services – Fagler
  - EGSC-Statesboro Firewall Upgrade – week of October 12, 2020
- Support Services – Oglesby
  - Adobe eSign Update
- Chief Information Security Officer – A. Woods
  - Required Biannual USG Cybersecurity Training

Institutional Advancement

- Interim VPIA – Kennedy
  - None
- Event Planner – A. Williams
  - None
- Sudie A. Fulford Community Learning Center – Schwabe
  - None

President’s Office

- President Boehmer
  - None
- AVPEA – Kennedy
  - None
- Chief of Staff/Legal Counsel – M. Smith
• None
• Athletics – Wimberly
  • None
• Faculty Senate – Chambers
  • None
• Police Department – Seckinger
  • None
• Shared Auditor – Sprouse
  • None
• Staff Council – Douglas
  • None
• Strategic Planning & Institutional Research - Gribbin
  • None
• Study Abroad – Palumbo
  • Program Update
• Correll Scholars – Cheek
  • None
• Title IX – R. Jones
  • None

**Academic Affairs/ Student Affairs**

- **VPASA – Sharman**
  - Naming of Facilities Guidance from USG
  - Bachelor’s Programs submitted to Council on Gen Ed
  - Gen Ed Assessment Update
- **AVPAA & EM- Beall**
  - None

**Academic Affairs**

- **Math/Science – Chevalier**
  - None
- **Biology – Cadle**
  - None
- **Nursing – Upchurch**
  - None
- **Humanities/Social Sciences - Cunha**
  - Convocation/Culture of Respect Committees
  - Fall 2020 Schedule (8-week session II)
  - Winter Break Term
  - Spring 2021 Schedule
  - Summer 2021 Schedule
  - Fall 2021 Schedule
- **FESA – Walker**
  - None
- **AAMI – Drummer**
  - None
- **Academic Support Services – Kittrell-Mikell**
  - None
- **Counseling/Disability Services – Burns**
- Suicide Prevention Training for Employees and Students
- Tips for the Touch Down – October

- First Year Experience – Nordan
  - None
- Library – B. Jones
  - None
- Teaching and Learning – Brown
  - None
- Learning Commons – Murphree
  - None
- CHOICE Program - Davis
  - None

Student Affairs
- AVPSA – K. Jones
  - Student Affairs Update
- Admissions – Moran
  - October Break Term
  - Winter Break Term
  - Spring 2021 Applications
- Retention - Beasley
  - Survey Report*
  - Outreach*
  - Socially Distanced House Calls
- Financial Aid – Wernon
  - None
- Housing – Storck
  - None
- Registrar – Saulsberry
  - None
- Student Conduct – Helms
  - Cumulative Report through 09-24-2020*
- Student Life – Grant
  - None

EGSC – Augusta
- AVP for External Campuses - Kelch
  - Update on PowerPoint for New Employee Orientation (with Harley Smith)

EGSC – Statesboro
- Director - Williamson
  - None