Sr. Staff Meeting Agenda  
May 3, 2019  
2:00 – 3:30 p.m.  
President’s Conference Room

*Items in OneDrive will be marked with an asterisk

1. **Welcome**

2. **Introductions/Announcements**
   - Director EGSC-Statesboro – Jessi Williamson (Boehmer)
   - Director of Financial Aid – Michael Wernon (Jones)
   - Assistant Director EGSC-Statesboro - Noah Kamsler (Williamson)
   - Food Service Worker II – Patricia Hartless (Underwood)
   - Network & Tech Support Specialist – Joe Canady (Fagler)

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

   **Academic Affairs/Student Affairs**
   - Dual Enrollment Update – Murphy
   - Summer/Fall 2019 Enrollment Reports & Enrollment Projections for Fall 2019 – Jones
   - Housing Occupancy Report – Storck

   **President’s Office**
   - *SACSCOC Decennial Reaffirmation Process* – Boehmer
     - Nomination and Role of QEP Lead Evaluator*

4. **Informational Items**

   **Informational Technology**
   - VPIT – Rountree
     - Office 365 Project Update
   - Enterprise Services – Clark
     - None
   - Infrastructure Services – Fagler
     - None
   - Support Services – Oglesby
     - None

   **Institutional Advancement**
   - VPIA – Gilmer
     - Correll Scholars Update
     - Leadership Scholars
     - Unrestricted Funds
     - Grant Proposals
- AVP Institutional Advancement – Kennedy
  - None
- Event Planner – Williams
  - Clean Up Day at The Morgan House
  - Pine Tree Festival - Friday Night & Saturday; Location of EGSC Tent
  - First Friday at The Morgan House – June 7 & July 5 hosts for refreshments
  - Furnishings at The Morgan House – Auction House Ahlers & Ogletree in Atlanta
  - Graduation – Friday, May10 @ 6 pm. Regent Laura Marsh – speaker; Harley Strickland – alumni speaker
  - Facilities Scheduling Requests – timely submittals
  - BRAG – need volunteers Thursday, June 6 & Friday morning, June 7
- Important Dates to Remember:
  - Fall Faculty Workshop – August 5-9
  - Employee Recognition & Awards – August 5
  - Labor Day Holiday – September 2
  - Convocation – September 5
  - Family & Friends Fun Day – September 21
  - President’s State of the College Address – September 24
- Sudie A. Fulford Community Learning Center – Schwabe
  - None
- President’s Office
  - President Boehmer
    - Spring 2019 Semester Enrollment Report*
    - USG Enrollment Projection*
    - Free Expression
    - Border Waiver
  - Chief of Staff/Legal Counsel – Smith
    - None
  - Athletics – Wimberly
    - None
  - Faculty Senate – Mason
    - None
  - Police Department – Seckinger
    - None
  - Shared Auditor – Sprouse
    - None
  - Staff Council – Moore
    - None
  - Strategic Planning & Institutional Research - Gribbin
    - None
  - Study Abroad – Palumbo
    - None
  - Correll Scholars – Cheek
• None
• Title IX – Ansley
  • None

**Academic Affairs/Student Affairs**
• VPAASA – Vess
  • Outcomes of Momentum Year Summit – 2/28 – 3/1/2019

**Academic Affairs**
• Math/Science – Wedincamp
  • None
• Biology – Chevalier
  • Study Abroad in Costa Rica
  • Beta Beta Beta Induction Ceremony
  • Yamin Chhipa Summer Health Professions Education Program
  • John Sanders Poster at the Capitol
  • Bachelor of Biology Summer Internship
  • Alicia Winfrey (graduate) Master of Nursing at Augusta University
  • Employment Status of B.S. in Biology Graduates
• Nursing – Upchurch
  • ACEN Update*
• Humanities/Social Sciences - Cunha
  • None
• FESA – Walker
  • None
• AAMI – Drummer
  • None
• Academic Support Services – Kittrell-Mikell
  • None
• Counseling/Disability Services – Burns
  • None
• First Year Experience – Strickland
  • None
• Library – Ansley
  • None
• Teaching and Learning – McKinney
  • Upload of Summer 2019 and Fall 2019 Courses
• Learning Commons – Murphree
  • Open Positions: 2 ACE Coordinators - Swainsboro
    • Amber Amerson – Transitioning to Library in May
    • Leontine Leader – Retiring in August

**Student Affairs**
• AVP Enrollment Management – Jones
  • None
• **Admissions – Mathews**
  • None
• **Choice – Davis**
  • CHOICE Update
• **Financial Aid – Wernon**
  • None
• **Housing – Storck**
  • None
• **Registrar – Saulsberry**
  • Spring 2019 Graduation
• **Student Conduct – Helms**
  • None
• **Student Life – Grant**
  • None

**EGSC – Augusta**
• **AVP for External Campuses – Kelch**
  • Space Needs Update

**EGSC – Statesboro**
• **Director – Williamson**
  • Advising Campaign
  • March Last Chance O& D Results
  • Midday Mingle
  • SGA- Meet the Director
  • ROTC Joint Advertisement
  • Works in Progress Update

**Business Affairs**
• **VPBA – Gay**
  • State Allocation
  • Merit Increase
  • Tuition Increase
• **Business Operations – Goff**
  • JAM Renovation and JAM Expansion Update
  • Parking for Graduation
• **Dining Operations – Underwood**
  • None
• **Financial Accounting/Grants – Wentz**
  • Year-End Cut-Off Dates*
• **Human Resources/Career Services – Woods**
  • FMLA
  • Student Employment
  • Benefits Fairs – EGSC Swainsboro – Oct. 15, 2019 1:00 p.m. – 4:00 p.m.
- Benefits Open Enrollment - Monday, Oct. 28, through Friday, Nov. 8, 2019
- New HR Key Management System
- New Learning Management Coming Soon (SkillSoft)
- Partnership with Georgia Southern and Augusta University for Job Fairs
- EGSC Swainsboro Job Fair Update

- **Plant Operations – Steptoe**
  - None

- **Student Accounts/Payroll – Williams**
  - NelNet Payment Plan Dates for Summer 2019
  - Implementation of NelNet Enterprise Platform
  - NelNet Payment Plan Dates for Fall 2019
  - Early Invoicing for Fall 2019
  - Compensatory Time