

President's Cabinet

Minutes

June 26, 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. He discussed the purpose and format of future meetings. He stated that the meetings should be characterized by open discussions about policies and issues which have been prepared and circulated in advance. The meeting should result in adoption of concrete policy proposals. These proposals, if adopted by the Cabinet, will become final upon approval by the President.

Brief reports were made on the following items:

- Hiring of faculty and staff – status reports – all
- Enrollment/Housing Occupancy for fall 2012 – projections – Donald Avery
- Summer 2012 marketing plan for fall 2012 admission – Elizabeth Gilmer/Donald Avery
- New EGSC Website – Bob Boehmer
- Customer Service Awards – Bob Boehmer
- Orientation changes – Donald Avery
- Complete College Ga Plan – Filing with USG – Tim Goodman
- Associates Degrees – EGCS Statesboro – Tim Goodman, Caroline McMillan, Bob Boehmer
- Fall Faculty Workshop – Tim Goodman
- Summer 2012 Facilities Projects – update – Michelle Goff
- Capital Budget Proposal – Cliff Gay, Michelle Goff
- Process to roll out new web site – Mike Rountree

- D2L – Mike Rountree
- Degree Works – Mike Rountree
- New software applications for fall – Mike Rountree
- Foundation board meeting this week – who from Cabinet needs to attend?
- Foundation budget for FY 2013 – Cliff Gay, Elizabeth Gilmer
 - Unrestricted funds
- Athletics Fundraising plan – Donald Avery, Elizabeth Gilmer
- Patriotic Concert – Elizabeth Gilmer
- Commercials/Media – Elizabeth Gilmer
- Day for East Georgia – Elizabeth Gilmer
- GYSTC – Bob Boehmer
- Nursing Programs – Bob Boehmer, Tim Goodman, Mary Smith
- Executive Leadership Institute – Bob Boehmer
- Behavioral Intervention Team – discussion led by Bob Boehmer
- Political activities on campus – discussion led by Bob Boehmer
- Compilation of EGSC policies and procedures – Susan Gray, Mary Smith, Bob Boehmer

Motions made and approved:

Donald Avery discussed changes to orientation sessions beginning today. The purpose statement for orientation was discussed and voted on for formal approval. A motion was made by Donald Avery with a second by Elizabeth Gilmer. The statement was approval unanimously. **(See attached).**

A mandatory attendance policy for orientation was then discussed **(see attached)**. A motion was made by Dr. Goodman to approve the proposal with a second by Elizabeth Gilmer. It was approved unanimously.

The meeting adjourned at 11 a.m.

Orientation
Purpose Statement
Submitted to Cabinet for Discussion on 06-26-2012

Purpose statement: The East Georgia State College orientation process is devoted to informing and educating incoming new students about essential initial elements of transitioning from secondary to post-secondary education. Incoming students will be introduced to all aspects of the college experience including academic, administrative, social, and personal. Upon completion of the orientation process new students will possess the basic tools necessary to actively experience and fulfill their new role as successful college students on the path toward degree completion.

Orientation – Mandatory Attendance Policy
Submitted For Discussion at 6-26-2012 Cabinet Meeting

*Policy ‘Mandatory Attendance’ – Students will be notified in orientation documentation prior to June 26 of the following...

- All incoming new students are required to attend an orientation session for their own benefit.
- All incoming new students are required to participate in the entire orientation program beginning at 12 noon and ending at 5:30pm.
- Incoming new students who fail to attend will be allowed to register for classes during the late registration process.
- A hold will be placed on their record requiring attendance at a ‘late’ orientation program with the date of event to be determined by the Admissions Office.
- On-line students will be required to complete an on-line orientation process mandating assessment and minimum level of achievement of assessment tool. Failure to realize minimum level of achievement on assessment tool will require a repeated experience of the orientation process.
- Late orientation participants will be required to meet with the Vice President for Student Affairs for affirmation of successful completion of late orientation process.
- Late orientation participants will not be afforded the opportunity of early enrollment for subsequent semester.
- Failure to complete late orientation process will require repeated experience of the orientation process at a date to be determined by the Admissions Office.