Sr. Staff Meeting Agenda
November 1, 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**
   • President Boehmer introducing Mandy Douglas – Interim Chair of Staff Council
   • Pam Adams introducing Ashleigh Corley – Accountant 1
   • Lori Burns introducing Stephanie Royals – Statesboro Campus Counselor

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

   **Academic Affairs/Student Affairs**
   • Dual Enrollment Update – Murphy
   • Fall 2019 Enrollment Reports & Enrollment Projections for Fall 2019 – Jones
   • Housing Occupancy Report – Storck
   • Student Potluck for Thanksgiving – Angela Strock

   **President’s Office**
   • *SACSCOC Decennial Reaffirmation Process* – Boehmer

4. **Informational Items**

   **Informational Technology**
   • *VPIT – Rountree*
     • Two-Factor authentication for EGSC employee Office 365 email accounts
     • Foreign county access restriction to EGSC Office 365 email accounts
     • Malwarebytes software implementation
   • *Enterprise Services – Clark*
     • None
   • *Infrastructure Services – Fagler*
     • None
   • *Support Services – Oglesby*
     • None

   **Institutional Advancement**
   • *VPIA – Gilmer*
     • None
   • *AVP Institutional Advancement – Kennedy*
     • None
   • *Event Planner – Williams*
     • First Friday at The Morgan House, today 5:30 pm – 7:30 pm. Everyone is Welcome!
   • *Sudie A. Fulford Community Learning Center – Schwabe*
• None

**President’s Office**

- President Boehmer
  - Staff Leadership Development Program
- Chief of Staff/Legal Counsel – Smith
  - Ethics Awareness Week*
- Athletics – Wimberly
  - None
- Faculty Senate – Mason
  - None
- Police Department – Seckinger
  - None
- Shared Auditor – Sprouse
  - None
- Staff Council – Douglas
  - General Update
- Strategic Planning & Institutional Research - Gribbin
  - None
- Study Abroad – Palumbo
  - None
- Correll Scholars – Cheek
  - None
- Title IX – Jones
  - None

**Academic Affairs/Student Affairs**

- VPAASA – Sharman
  - None

**Academic Affairs**

- Math/Science – Wedincamp
  - None
- Biology – Chevalier
  - None
- Nursing – Upchurch
  - None
- Humanities/Social Sciences - Cunha
  - None
- FESA – Walker
  - FESA Update
- AAMI – Drummer
  - None
- Academic Support Services – Kittrell-Mikell
  - None
- Counseling/Disability Services – Burns
  - None
- First Year Experience – Strickland
  - None
- **Library – Jones**
  - New Shifting and Organizing
  - Sunday Hours Coming Soon
  - Betty Sanders Snyder Donation
  - DVD Donations
  - New Librarian
- **Teaching and Learning – Brown**
  - None
- **Learning Commons – Murphree**
  - None

**Student Affairs**
- **AVP Enrollment Management – Jones**
  - None
- **Admissions – Beasley**
  - None
- **Choice – Davis**
  - None
- **Financial Aid – Wernon**
  - FISAP Completed (Federal Funds Annual Report and Request for Funding)
  - Program Participation Agreement Reaffirmation Completes
  - Closed out 2018/2019 State Programs
  - Created Campaign to Urge Student to Complete 2020/2021 FAFSAs before leaving for Holiday Break
  - Assisted with CAT Classes workshops to make students aware of financial literacy, student loan repayment obligations, aid availability, application process and SAP.
  - Coordinating with Housing to create FAFSA workshops in November.
- **Housing – Storck**
  - None
- **Registrar – Saulsberry**
  - None
- **Student Conduct – Helms**
  - None
- **Student Life – Grant**
  - None

**EGSC – Augusta**
- **AVP for External Campuses – Kelch**
  - None

**EGSC – Statesboro**
- **Director – Williamson**
  - None

**Business Affairs**
- **VPBA – Gay**
  - Budget (including due date for submission of budget template and date of budget
• Chancellor's FY 2021 Mandatory Fee Letter*
• Business Operations – Goff
  • None
• Dining Operations – Underwood
  • None
• Financial Accounting/Grants – Wentz
  • Revised parking and Transportation Policy
  • Revised Motor Vehicle Management Policy
• Human Resources/Career Services – Woods
  • Process for Notifying Supervisor of absence/requesting approval of absence
  • Benefits Updates
  • Student Worker Hiring Process
• Plant Operations – Steptoe
  • JAM Project Update
  • Street Light Replacement Update
  • Reminder about using Tape
• Student Accounts/Payroll – Williams
  • None