

President's Cabinet  
Minutes  
March 26, 2013  
9:30 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

David Gribbin

The meeting was called to order at 9:30 a.m. by President Bob Boehmer. Dr. Boehmer reminded the Cabinet of upcoming events. Updates were given by Dr. Boehmer on:

- DOE Student Loan Default Rats
- EGSC at Augusta
  - Phone Conversation with Dr. Houston Davis, BOR
  - On the agenda for April BOR meeting
  - Gribbin is working on prospectus for SACSCOC June Board meeting
  - Search Committee has been appointed for Director
  - Point person at GRU is Ray Whiting
  - Point person at EGSC is Tim Goodman
  - Importance of Communication
  - Facilities in Augusta
  - Anticipate budget in April
- NJCAA tournament
- College Measures.org

Minutes from the February 26, 2013 President's Cabinet Meeting were presented by Dr. Boehmer. A motion was made by Tim Goodman to accept the minutes as presented with a second by Michelle Goff. The minutes were approved by unanimous vote.

Informational Items:

- Bobcat Bucks
- Web Services Specialist
- Active Shooter Webinar

**Action Items:**

**Academic Calendar Fall '13 – Summer '14 – Donald Avery:** Dates for events at EGSC and EGSC-Statesboro, as well as conflicts with the GRU academic calendar, were discussed. The reporting process of the Academic Calendar to the BOR, along with updates to the BOR, was discussed. The following action will take place before the next Cabinet meeting:

- Mr. Avery will send email requesting feedback
- Communicate with Mr. Avery on final calendar by April 1

- Final Approval from Dr. Boehmer
- Make a priority to address calendar issues on the webpage

#### **EGSC-Statesboro cellular service:**

- Contract for system to boost service for Verizon Customers
- Installation begins May 13 and will take two weeks
- Dr. Boehmer will send a message to everyone at EGSC-S
- Caroline will begin discussions with faculty/staff
- Dr. Boehmer will email students on Monday

#### **Standing Committee Proposals:**

- Background Investigation Committee (Student) – Mr. Avery presented this as an information item. It was decided to table the discussion and present all committee recommendations at a future Cabinet Meeting.

#### **Policies:**

- **Personal Office Energy Policy:** Mary Smith presented the policy. Clarification was requested on wording within the document. A motion was made by Tim Goodman to table the item pending clarification with a second from Caroline McMillan. The vote was unanimous to table the policy.

Suggestions:

- Add reference to fire and safety violations in addition to saving resources
- Personal items
- Individual offices
- What happens were an item is removed?

Michelle Goff will present, with changes, at the next Cabinet meeting.

- **Ethics Hotline Procedures and Hotline Report Line User Roles:** Mary Smith presented the policy. Tim Goodman made a motion to approve the policy with a second from Elizabeth Gilmer. The policy was adopted unanimously.
- **Social Media Policy:** Elizabeth Gilmer presented the policy. Suggestions were made to:
  - Delete Best Practices bullet (even if unauthorized)
  - Add bullet that Norma Kennedy and the webmaster should be listed on all pages represented as College pages as administration.
 A motion was made to adopt the policy with changes by Tim Goodman with a second by Mike Rountree. The policy was unanimously approved with no further discussion.
- **SCORES:** Donald Avery presented the policy. Changes and amendments were discussed. A motion was made by Tim Goodman to approve the policy as outlined. A second was heard from Michelle Goff. The Cabinet voted unanimously to approve the policy.

The meeting was adjourned at 11:30 a.m.