

**President's Cabinet
Minutes
August 26, 2014
9 a.m. – President's Conference Room**

Attending:

Donald Avery
Bob Boehmer
Bob Brown
Lee Cheek
Jeff Edgens

Cliff Gay
Elizabeth Gilmer
Michelle Goff
Tim Goodman
Susan Gray

Caroline McMillan
Carmine Palumbo
Mary Smith

Not Attending:

Mike Rountree

The meeting was called to order at 9 a.m.

Minutes from the July 30, 2014 President's Cabinet. A change was suggested to the Social Media Policy adding that the policy was tabled "until the Faculty Senate *Academic Freedom Policy*" is revised and approved. Both policies need to be consistent."

A motion was made to approve the minutes with the above change. The motion passed by unanimous vote.

President Boehmer commented on the following:

- A memo received from the he Chancellor concerning the affordable care act. He commented on:
 - Important to track time of part-time in consistent manner. Failure to do so will result in considerable financial difficulty to institutions.
 - Definition of comp-time was discussed.
 - It was decided that a meeting should be called to discuss in detail.
 - If a person is working the time should be recorded.
 - Financial consequences will be severe.
- Enrollment FY 14 – 54 below same point in time last fall
 - If we lose less students there is a possibility of keeping enrollment the same as last year.

The following informational items were discussed:

- Academic Affairs – Divisions Chairs now serve as Deans – Bob Boehmer
- Executive Leadership Institute – Bob Boehmer
- Great Colleges Survey 2014 – Bob Boehmer
- Emergency Action Plan and Flipcharts – Mary Smith
 - Completed and sent to the USG
 - Flipcharts revised and will be distributed no later than the September Cabinet Meeting
 - Wallet cards being updated now
 - Training during Compliance Month (October)

- Need to address emergency weather closing procedures at October Cabinet meeting (including updated media link.)
- Fire Science Proposal – Lee Cheek/Tim Goodman
 - BOR still has questions
 - Budget is a big concern.
- Disc Golf National Qualifying Tournament – Lee Cheek
- Statesboro and Augusta Expenditures – Cliff Gay
 - Be sure to assign the right location
 - Money can be moved from one campus to another with a memo from Cliff Gay or Pam Herrington
- Convocation – Boehmer
 - Speaker – CEO of Georgia Public Broadcast – Teya Ryan
 - Dr. Goodman is leading Convocation
 - Topic: Technology in our Future
 - Importance Event
 - Attendance
 - Missed opportunity
 - All asked to communicate with staff and students that this is a part of being a member of the college community.
 - Community is invited.
- BYOD Policy – Rountree

“Update on the USG Bring Your Own Device (BYOD) Policy: On Tuesday, September 2, the BYOD will be deployed to faculty and staff via a course in EGSC’s GA View D2L – similar to the USG Ethics course new faculty and staff must complete in D2L.

Prior to September 2, I will send an email to all EGSC faculty and staff (including part-time faculty & staff as this policy also applies to them) providing basic information about the policy. I will also include in the email information/instructions as to what the faculty and staff need to do regarding the policy in order to be in compliance with the policy, which takes effect October 1, 2014.”

- Academic Action Taken at August BOR Meeting – Goodman
 - Academic Renewal Policy
 - Changed to 3 years
 - Promotion and Tenure Policy
 - Same changes
 - Significant impact on faculty
 - Learning Support Redesign
 - Radical Changes – to be discussed at next Cabinet Meeting

Regular Reports About Progress Towards Selected Measures

Dr. Boehmer explained that reports from each unit will focus on looking at data and how we are doing toward key goals in each area. He asked for key indicators of being successful or not successful. One page handouts were requested to help track data.

Academic Affairs – Tim Goodman

(handout)

Business Affairs – Cliff Gay

(handout)

EGSC – Augusta – Jeff Edgens

(no handout – had to leave meeting for class)

EGSC – Statesboro – Caroline McMillan

Discussion:

John Edgen is setting up recruiting dates and tours. A discussion followed on why enrollment is down for fall 14. Dr. Boehmer requested data about EGSC Statesboro enrollment and factors contributing toward the decline. A group will be created of Caroline McMillan, Tim Goodman, Donald Avery, David Gribbin, Wilder Coleman and Georgia Edmond and charged to get reliable/comprehensive data on the drop in enrollment and specific reasons.

Reverse transfer issues were discussed. Representatives are: GASou – Alan Woodrum, USG – Barbara Brown, GRU – Teresa Thompson. Leader person from EGSC is Tim Goodman. Caroline McMillan is the coordinator. Others to be included on the committee are Deborah Kittrell-Mikell, Janet Stracher and either Jeff Edgens or Nick Kelch.

External Affairs – Elizabeth Gilmer

(handout)

The following reports were not made due to time:

Facilities – Michelle Goff

Humanities – Carmine Palumbo

Legal Affairs – Mary Smith

Math/Science – Bob Brown

Social Science – Lee Cheek

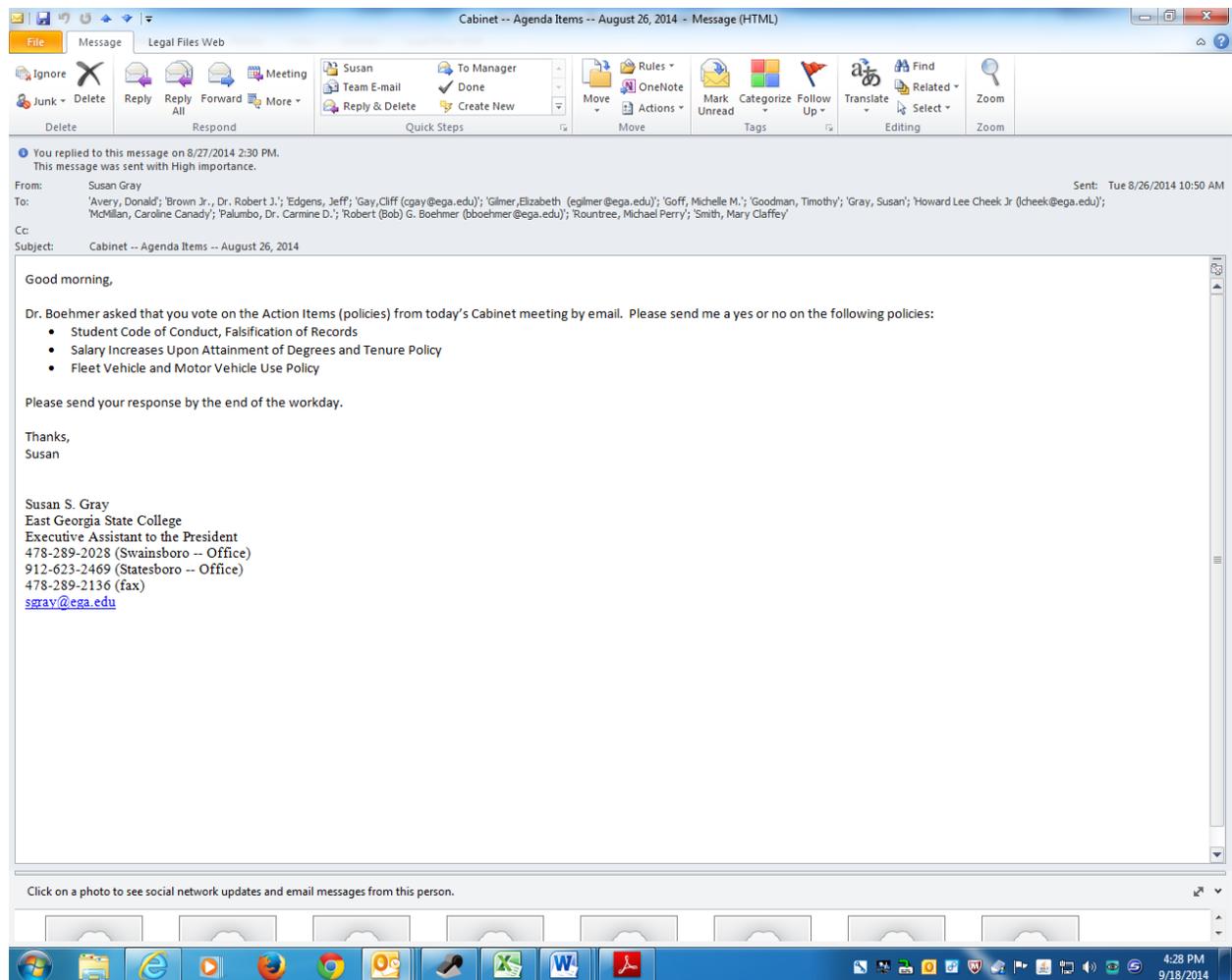
Student Affairs – Donald Avery

Dr. Boehmer reminded the group about the September 12 visit by Executive Vice Chancellor Steve Wrigley.

Dr. Boehmer asked that all action items be sent to the Cabinet for an electronic vote.

Note: This was done and all received a unanimous vote to approve. (see below)

- Student Code of Conduct, Falsification of Records
- Salary Increases Upon Attainment of Degrees and Tenure Policy
- Fleet Vehicle and Motor Vehicle Use Policy



The meeting was adjourned at 11:15 a.m.