

**President's Cabinet Meeting Agenda**  
**August 28, 2018**  
**9 a.m.**  
**President's Conference Room**

\*Items in OneDrive will be marked with an asterisk

1. **Welcome** – Boehmer

2. **Minutes** – Boehmer  
July 24, 2018

3. **Top of the Agenda Items**

**Academic Affairs/Student Affairs**

- Fall 2018 Enrollment Projections (permanent agenda item through fall enrollment period) – Jones
- Housing Occupancy Report (permanent agenda item through fall enrollment period) – Vess
- Status of Search for Dean of School of Humanities/Social Sciences -- Wedincamp

**President's Office**

- SACSCOC Decennial Reaffirmation Process – Boehmer

4. **Action Items**

**Business Affairs**

- VPBA – Gay
  - None
- Business Operations – Goff
  - None

**EGSC – Augusta**

- AVP EC – Kelch
  - None

**EGSC - Statesboro**

- Director – Williamson
  - None

**Informational Technology**

- VPIT – Rountree
  - Campus Notification Systems Policy\*

**Institutional Advancement**

- VPIA – Gilmer

- None
- AVPIA - Kennedy
  - None

### **President's Office**

- President Boehmer
  - None
- Chief of Staff/Legal Counsel – Smith
  - Grant Process and Procedure Policy\*
  - Initial Grant Vetting and Review Form\*
  - Grant Proposal Internal Review Form for Final Approval\*
  - East Georgia State College Grant Funding Resource Guidance\*
  - Facts for Proposal Development\*
  - Conflicts of Interest and Conflicts of Commitment Policy\*
  - Permission for Outside Activity Form \*
- Athletics – Wimberly
  - None
- Police Department -- Gammon
  - Annual Clery Act Report\*

### **Academic Affairs/Student Affairs**

- VPASA – Vess
  - Intramural Sports Handbook\*
- Math/Science – Wedincamp
  - None
- Humanities/Social Sciences – Cheek
  - None
- AVPEM - Jones
  - None

## **5. Informational Items**

### **Business Affairs**

- VPBA – Gay
  - Update on Financial Reporting
  - Financial Services Audit – notification letter 8/15/2018
- Business Operations – Goff
  - Business Affairs Policy and Procedures Manual (for review)\*
  - Cash Management Policy (for review)\*

### **EGSC – Augusta**

- AVP EC – Kelch
  - None

### **EGSC – Statesboro**

- Director – Williamson
  - None

## **Informational Technology**

- VPIT – Rountree
  - Update - USG BANNER Managed Services Project
  - PCI Audit – notification letter 4/18/2018

## **Institutional Advancement**

- VPIA – Gilmer
  - Foundation meeting notice\*
  - Consolidated Correll Listing\*
  - Link to Correll Annual Report - [www.ega.edu/correll](http://www.ega.edu/correll)\*
- AVPIA -- Kennedy
  - None

## **President's Office**

- President Boehmer
  - College 2025 Report\*
  - 2019 Healthcare Plan Approval\*
  - Updated list of tactics due 9/4/18. (Please submit 1 list of tactics for each strategy)
  - Importance of completing a provisional evaluation for all new employees within first 6 months of employment\*
- Chief of Staff/Legal Counsel – Smith
  - Sexual Misconduct Policy (email vote on 8/10/18)
  - Non-Discrimination and Anti-Harassment Policy (email vote on 8/10/18)
  - Student Code of Conduct and Disciplinary Process (email vote on 8/10/18)
  - 2018-19 Catalog (email vote on 8/15/18; adopted)
  - Conflicts of Commitment Policy and Outside Activities Form – remind all Cabinet to respond (due was 8/13/18)
  - Housing Audit – on site visit 8/28/2018 (EGSC requested audit)
  - Background Check Audit – notification letter 8/15/2018 (USG initiated audit of ALL institutions)
  - CAR Response Update
- Athletics – Wimberly
  - None
- Police Department -- Gammon
  - Drug Dogs – Bobcat Villas

## **Academic Affairs**

- VPASA – Vess
  - None
- Math/Science – Wedincamp
  - None
- Humanities/Social Sciences – Cheek
  - None
- AVPEM - Jones

- None

**6. Key Indicators**

- Academic Affairs – Vess
- Athletics – Wimberly
- Business Affairs – Gay
- Business Operations – Goff\*
- Chief of Staff/Legal Counsel – Smith\*
- EGSC Augusta/ AVP EC – Kelch\*
- EGSC Statesboro– Williamson
- Enrollment Management -- Jones
- Information Technology – Rountree\*
- Institutional Advancement – Gilmer\*
- Institutional Advancement – Marketing and Public Relations – Kennedy
- Police Department – Gammon\*
- School of Humanities and Social Sciences -- Cheek
- School of Mathematics and Science -- Wedincamp