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  
     o None
   - Business Operations – Goff  
     o None

   **EGSC – Augusta**
   - AVP EC – Kelch  
     o None

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

   **Informational Technology**
   - VPIT – Rountree  
     - Campus Notification Systems Policy*

   **Institutional Advancement**
   - VPIA – Gilmer
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][1]*
- 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
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