

**East Georgia State College**  
**President's Cabinet**  
**August 23, 2016**  
**9:00 a.m. – President's Conference Room**

**Minutes**

**Attending:**

Donald Avery	Michelle Goff	Mike Rountree
Bob Boehmer	Tim Goodman	Mary Smith
Lee Cheek	Susan Gray	Jimmy Wedincamp
Wiley Gammon	Caroline Joyner	Chuck Wimberly
Cliff Gay	Jordyn Nail	
Elizabeth Gilmer	Carmine Palumbo	

**Welcome**

President Boehmer welcomed the Cabinet at 9 a.m.

The following were discussed:

- Registration for fall 2016 was discussed. Final numbers will not be until the first of October. Housing occupancy was discussed. As of 8/22/2016, 361 of 412 beds are filled – 87.6%. Actively talking with 5 additional students.
- Annual Chronical Almanac Edition – EGSC # 17 in list of Public associate institutions comparison.
- Academic Integrity in Athletics – PowerPoint presented by President Boehmer on August 15, 2016 with Athletics. Discussion followed on examples of academic integrity. Cabinet consideration will need to be given to a written plan to prevent this at EGSC and actions to address later this semester.

**Minutes**

- July 26, 2016 – minutes were unanimously approved by the Cabinet as submitted.

**Action Items**

- Personal Transportation Policy Revision – Goff  
Mary Smith gave history of this policy. Cabinet approved a policy in December 2015 but was not posted. A revision has been circulated to the Cabinet. Smith discussed policies on other USG campuses. Goff discussed changes to policy. If adopted, the policy calls for a total ban from campus. Students will be made aware of policy through Student Handbook, Catalog, remind housing students and will inform all students through text messages and emails. The policy applies to all EGSC campuses. A suggestion that policy be posted to video monitors in building. Goodman made a motion to accept the policy with a second from Gilmer. The policy was adopted unanimously.
- Emergency Action Plan – Gammon  
Chief Gammon reviewed the current Emergency Action Plan updates. Primarily title and name changes were made. Mutual Aid Agreements have been approved by BOR and will be added when we receive. Changes needing to be made were discussed. A motion was made to adopt the Emergency Action Plan and Flipcharts by Goodman with a second by Rountree. The plan was unanimously adopted.
- Employment of Foreign Nationals Policy – Smith  
Boehmer discussed need for policy. Smith talked about the development of the policy and requirements. A motion was made by Goff to adopt the policy with a second from Gammon. The policy was adopted unanimously.

- Non-Discrimination and Anti-Harassment Policy – Smith  
This policy was formerly used for Title IX. A new policy was adopted in July for the Title IX procedure. This policy deals with discrimination and harassment in all other classes. A discussion followed on the policy and steps within the policy. A motion was made by Gilmer to adopt with a second from Wedincamp. The policy was unanimously adopted.

### **Informational Items**

- Academic Honesty Policy – Boehmer  
Boehmer discussed current policy and location (Faculty Handbook) of policy. New proposal has been submitted by Faculty Senate subcommittee. Edits from President Boehmer were made and Faculty Senate has approved. President Boehmer will sign policy and policy will be inserted in Student Handbook. President Boehmer commended the Faculty Senate Subcommittee on their work on this policy.
- New EGSC Bee Cam – [www.ega.edu/bee-cam](http://www.ega.edu/bee-cam) -- Rountree  
Rountree discussed Bee Cam and software used to broadcast. GYSTC worked with EGSC on this project.
- EGSC Workstation (computer) Installation/Replacement Update – Rountree  
IT is replacing and updating workstations for students and faculty/staff as quickly as possible.
- Campus Audio Visual Equipment – Rountree  
Please power off projectors when leaving classroom. Bulbs are very expensive.
- Office 365 Update – Rountree  
Rountree shared info received about Office 365 and personal usage.
- D2L/3<sup>rd</sup> Party Software Integrations – Rountree  
Deadline is December 1, 2016 for spring course. Dee McKenney is working on form.
- Academic Building Bid Procedures/Dates – Goff  
Today is pre-bid meeting for contractors interested bidding. Bids will be open on September 15.
- FY 17 MRR Approval – Goff  
Update from Goff. More funds have been granted for chiller. Cash funds were received and can be used now.
- FLSA – Gay  
Tentative implement date of October 22, 2016. Webinar tomorrow. Gay is working on ways to deal with varying requirements.
- Grants/Dual Appointment – Gay  
Gay asked that Sheila Wentz be included in all grants emails. Meisha Williams handles dual appointments.
- MOWR Update – Goodman  
Enrollment in MOWR classes were discussed. A chart was distributed. 33 high schools are presented in MOWR with EGSC. We have a significant increase this fall.
- Southern Crescent Articulation Agreement – Cheek  
Agreements have been signed with half of the technical colleges that have fire and science programs.
- History Day, March 4, 2017 – Cheek  
EGSC will host.

- Update on Weapons Policy – Avery  
Smith commented on policy updates needed. Legislators adopted new policy in July. Policy will be brought to Cabinet in September for vote.

The meeting was adjourned by 10:50 a.m.

### **Key Indicators**

- Cliff Gay – Business Affairs
- Donald Avery --- Student Affairs
- Mike Rountree – IT
- Mary Smith – Legal Affairs
- Caroline Joyner -- EGSC – Statesboro
- Jordyn Nail – EGSC – Augusta
- Elizabeth Gilmer – Institutional Advancement
- Michelle Goff – Facilities
- Wiley Gammon – Police Department
- Chuck Wimberly – Athletics
- Tim Goodman – Academic Affairs
- Jimmy Wedincamp – Math/Science
- Carmine Palumbo – Humanities
- Lee Cheek – Social Sciences