

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

Attending:

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

Absent:

Jordyn Nail

Non-Cabinet Members

Kenneth Englund Beverley Walker

Attending:

Caitlan Coleman	David Gribbin	Angie Williams
Taylor Edenfield	Vicki Sherrod	
	Rebecca Vincent	

- **Welcome – Bob Boehmer**
- **Minutes -- Boehmer**
 - January 26, 2016
Motion was made by Lee Cheek to approve the minutes as written. A second was made by Elizabeth Gilmer. The minutes were approved unanimously.
- **Action Items**
 - Service Seal of Distinction Standing Committee – Goodman
Dr. Goodman made a motion to adopt this committee as a standing committee with membership listed in proposal. A second was made by Michelle Goff. If approved, this will go to Faculty Senate. Unanimous vote was received.
 - Emotional Support Animal Policy – Goodman/Englund
Kenneth Englund presented the policy for vote. Discussion of policy followed. Counselor and Disabilities Services would approve/disapprove applications. A motion was made for an amendment by Avery to show Regents Center for Learning Disabilities have final approval; seconded by Cheek. Discussion on the amended motion followed. Avery made a motion that students are responsible for an updated vaccination policy with a second by Gilmer. A unanimous vote was received on the policy with 2 amendments.
- **Informational Items**
 - Smithsonian Exhibit Update – Williams
The Exhibit will be opening Saturday morning, March 19 in front of the LFG. There will also be a tailgate on March 19. Friday, March 18 will be instillation workshop. First 5 host communities will be here to

assist with installation. A series of events will be held on campus during this exhibit. Exhibit will be open on advertised hours on Saturdays and Sunday. This is a six week event.

- Bike Ride Across Georgia – Williams
BRAG is 37 years old. June 9 they will be in Swainsboro for 1 day. We are still in discussion stage for this event.
- Chase Rice Concert Update – Sherrod/Edenfield/Caitlan Coleman
Dr. Boehmer spoke with SGA in fall about the need for an event that involved the community and campus. A lot of work has been done. A proposal has been approved. A lot of work is still to be done. Dr. Boehmer congratulated students on taking initiative to take on an event of this magnitude. Sherrod announced that a new upcoming artist, Chase Rice, will be in concert at EGSC on April 29. He has been nominated for an award and if received will make this an even bigger event. Edenfield gave an update on tickets (on sale March 1 online and in business office -- \$20 general admission and \$15 for faculty and staff. Free to students). “College Days/Country Nights” Tour. We are the smallest venue. We have 4000 tickets. A small group meeting will be held each Friday at 8 a.m. in the PCR. The event is fully sponsored by SGA and student activity funds.
- Banner Access – Vincent
Vincent has received all responses to Banner review and hopes to have review complete by the end of the year. This is in preparation for upcoming System report.
- Status of Preparation of Draft of 5th Year Interim Report to SACSCOC – Gribbin
Status of Preparation of QEP Impact Report – Gribbin
Gribbin addressed both topics as one. Dr. Ed Rugg has been contracted as a consultant for the 5th Year Interim Report. 1st Draft done by Monday.
- Status of IPEDS Data --- Gribbin
Fall, Spring and Winter collections for data were discussed.
- Carnegie Classification of Institutions of Higher Education – EGSC Classification – Gribbin
Gribbin discussed EGSC Classifications and revisions to those classifications. EGSC is listed as a bachelorette degree/associates degree granting institution predominately associates on Carnegie website.
- FESA Program Update – Cheek/Walker
 - SACSCOC Approval of Prospectus for FESA Program
 - Enrollment
 - Fire and Emergency Services Higher Education Initiative (National Fire Academy)/ FESHE Accreditation
 - Articulation Agreements with Community Colleges
 - FEMA Website

Cheek and Walker presented update on program. Now SACSCOC approved. The target by the BOR has been met. Only FESHE accredited school in Georgia. Walker explained process for FESHE accreditation. A draft articulation agreement has been sent to 9 technical schools. FEMA (USFA.Fema.Gov) has an icon for Higher Education/Education in Training – EGSC is listed and linked to the ega.edu website.
- Carl Vinson Institute Study – Boehmer

Boehmer emphasized what was discussed in prior meetings and actions taken. 2 Vinson studies have been completed at EGSC. Modifications have been made to salaries. Adjustments did not bring up to what Vinson Institute Study finds as market rate for positions. Hope that raise pool that legislation is likely to pass that there will be an additional increase (merit) at the first of the fiscal year. This will be merit raises, not raises recommended by Vinson Study. We are moving toward a salary structure competitive with other institutions.

- Compass Replacement by Accuplacer – Goodman/Palumbo/Avery
We will receive more information in December. Compass goes away on December 1, 2016 and Accuplacer starts on December 1, 2016. We are in a holding pattern at this time. Conversion scores and placement from scores are still be discussed. Discussions are still going on about communication to students. We will be prepared for December 1. Palumbo discussed similarities of Accuplacer and Compass.
- G2C Update – Goodman
Dr. Goodman presented a summary of Gateway 2 Completion. Steering Committee has been formed.
- Process for Approval of Associate Degrees with Disciplinary Destination – Goodman
We are in the process of looking at all associates degrees. We are approved to offer an associates of arts in liberal studies. We are reviewing all others.
- Faculty Hiring Plans for FY 2017 – Goodman
We have 2 positions that we do not have funding – Associate VPAA and Director of Nursing. Both positions have been advertised and funding from System office has been requested. Open positions for fall were discussed.
- Complete College GA Regional Meeting – March 7, 2016 at AU – EGSC Representatives – Goodman
EGSC team will be attending this meeting at AU. Dr. Goodman, Dr. Wedincamp and David Gribbin will represent EGSC. Email received this morning concerning a financial aid survey to take to this meeting.
- DNR Grants – Wedincamp
 - DNR Canoe Trail Grant
 - DNR Raised Plant Beds GrantDr. Wedincamp provided background information on grants.
- Tree Campus USA – Wedincamp
Wedincamp provided background information. Steps required by grants were discussed.
- Process for Adding Policies and Procedures to President’s Office Website – Smith
Smith circulated protocol to Cabinet members for posting of policies and procedures. Process was discussed. Each unit is responsible for posting their forms. Dr. Boehmer asked that this process be posted to policies and procedures website and asked that all Cabinet show their folks where this document is located.
- Follow-up Regarding Redsky E911 Service – Rountree
Changes to faculty/staff location need to be reported to IT.
- myEGSC Portal – “Policies and Procedures” Link – Rountree

- IT Info Security Audit Update – Rountree
Phase 1 was completed last year. EGSC not selected for phase 2.
- Correll Scholars Information – Gilmer/Cheek
Standing Committee met last week and adopted new logo. Recruiting has starting for fall. Program is totally operation – 2nd semester. Cheek is in process of writing a handbook.
- Foundation Meeting – Gilmer
March 21 at 6 p.m. is the next meeting. The meeting will be held in the Library. Everyone was encouraged to attend.
- Expenses of Applicants in Search Process – Gay
Review of process by Gay.
- Grants – Gay
We have recently hired an employee with grant experience. BA is working to update this process
- Fair Labor Standards Act – Gay
Department of Labor is discussing change of amount.
- Evaluations – Gay
Will go out on 2/29/2016 with a return date of 4/4/2016. Please return in a timely manner. Merit raises will be based on evaluations (merit).
- Auditors – Gay
Auditor is on campus this week.
- News Release – No Tuition Increase for the 2016-2017 Academic Year – Gay
USG Decision
- Food Service RFP – Gay
Working through evaluation process. No commitments made at this time.
- Travel Policy Adherence – Goff
Current policy is posted. Please abide by this policy.
- Academic Building Design Update – Goff/Wedincamp
Goff and Wedincamp have been meeting regularly with architect. Budget is very tight.
- Housing Construction Update – Goff
Construction is ahead of schedule. Superior construction quality, happiness of campus. Cleanliness of campus have been complimented by committee.
- Upcoming Construction Projects on Campus – Goff
Not many projects scheduled for this summer. MRR project to replace street/parking lights with LED. Parking lot repaving and striping, tennis court resurfacing will also take place.
- Institutional Memberships – Goff

List was sent to Cabinet. List methodically updated. Even if there is no cost, memberships need to be on list. All should be sent to Goff.

- Residence Hall – Drug Dogs – Gammon
- Spring 2016 Enrollment Update – Avery
- Fall 2016 Applications Update – Avery
- Mailing of Diplomas (certified mail vs tube) – Avery
As we get more graduates the cost is more significant. Avery proposed mailed container. Dr. Boehmer noted that this issue is at Avery's discretion.
- CHOICE Act Compliance – Avery
- Bobcat Bridge Program – Avery
- Study Abroad Summer 2016 – Palumbo
- Traffic Issues at Statesboro – Joyner
Highway 301 intersection has been determined dangerous. Solution is for right turn only or use back exit from campus. Routes and concerns were discussed by Joyner. Tickets are being issued by EGSC and Georgia State Patrol.

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