

**East Georgia State College  
President's Cabinet - Agenda  
June 27, 2017  
9 – 11 a.m. – President's Conference Room**

**Minutes**

**Attending:**

Donald Avery	Michelle Goff	Mary Smith
Bob Boehmer	Susan Gray	Jimmy Wedincamp
Cliff Gay	Nick Kelch	Chuck Wimberly
Wiley Gammon	Caroline Joyner	Tracy Woods
Elizabeth Gilmer	Mike Rountree	

**Absent:**

Lee Cheek  
Tim Goodman  
Carmine Palumbo

- **Welcome --** President Boehmer
  
- **Minutes**
  - May 2017 -- A motion was made by Gilmer with a second by Gammon. The minutes were approved unanimously.
  
- **Action Items**

**Tobacco Free Campus Policy – Woods**

Update by Woods to include “all” in policy. Campus-wide awareness was discussed. USG 9.1.7 Tobacco and Smoke Free Campus Policy. Discussion on if vaping is identified in the policy followed. Should EGSC policy be modified to have identical language as in Regents policy as what tobacco products should be? Clear policy needs to be in place by beginning of fall semester. Motion was made by Gilmer with a second by Rountree to have “all” tobacco products and modify language to be in accordance with USG policy. A motion was made by Gammon to table to July meeting to be ready for education by the first day of class with a second by Wedincamp.

**EGSC Statutes – Smith**

Revised Statutes were send on June 26. Changes are all to standing committees from chair of committees. New committees were added, some revised and some merged (nothing that Cabinet reviews...goes to Faculty Senate). Faculty Senate meets in August. Change on page 20 for Section 508 Compliance. VPAA should be noted as chair. A motion from Gilmer to accept with change with a second by Wedincamp. A unanimous vote was received.

**Free Expression Policy – Smith**

Change of free policy locations and form for request. Reservation request (4A)..first come, first serve and then in case multiple requests exist or priority order needs to be picked. Proposed to take about sentence reservation request will be first come, first serve. Provision 4B – non-

commercial/commercial should be handed out outside – instead of explicitly saying outside, have a standard to allow it to be inside unless interfering with ingress or egress or noise. Should we not be as prescriptive and allow inside as long as it doesn't interfere? Change to say "in common areas, inside or outside of buildings" but still need to submit registration form and indicated where and how set up. Delete sentence about reservations and make clear about common areas, leave non-commercial. A motion was received by Goff with a second by Gammon. Unanimously adopted.

#### Weapons Policy – Smith

Added definition of hand gun and concealed from Statutes. Hand guns allowed everywhere with exceptions noted. License holder's responsibility to know law. No signage. License holder's responsibility to find out if high school students, athletics, housing, sports events, f/s offices and rooms where disciplinary proceedings are held, etc.. Questions on caliber were discussed. May carry in rooms without high school students. Registrar has to be contacted by person carrying to fill out request form to see if class being taught has MOWR students every day through drop/add. Bill says cannot keep record of who asks (Gammon). Faculty member cannot carry in office. A motion was made to adopt the policy as is and request that Student Affairs bring a separate procedure on how the Registrar's Office process be handled to the July meeting by Gilmer with a second by Gammon. The policy was adopted. (will be added to July agenda). Smith commented in ways college community will be training: Faculty Fall Workshop, student orientation will provide training. Housing agreement has been revised in Community Living Guide (former Residence Handbook), Student Code of Conduct. Does faculty want to add to syllabus will be discussed at Faculty Senate in the next few weeks. Campus Carry webpage has been created.

#### Mobile Device Policy – Smith

Separate discussion at next meeting about including other college issued property. This policy in on mobile electronic devices was revised from last month cabinet meeting. Smith discussed changes and devices included in policy and reporting process. A motion was made by Gammon with a second by Goff to approve proposed policy. The policy was adopted unanimously. Policy on other college issued items will be discussed at July Cabinet.

#### Admissions Office Fee Waiver Policy – Avery

Annual approved needed on specific number of application fee and test waivers. Confusion in first paragraph academic year/calendar year. Need to say when approved and for upcoming – more clear. Location (needs to say each of 3 campuses of the College – add more definition). A motion was made by Wedincamp with modifications stated with a second by Gilmer. The policy was adopted unanimously.

#### Posthumous Degrees Policy – Avery

Amended. Discussed by Avery. Question as to student recognition at graduation. Who will send letter of condolence? Should a standard letter be prepared? Who is family? Who makes this request and who do we notify? Need to be clear about immediate family. A motion was to adopt the policy as written by Goff with a second by Rountree. A motion was made to table policy until July meeting and accepted unanimously.

#### Death of Student – Institutional Response – Avery

Review of policy by Avery. What should be done about flower for student deaths? Needs to be addressed and included in policy. Will there be a memorial service other than lighting candle at graduation? Should annual ceremony be held (names are specifically identified)? Needs to be identified in policy. A motion was made for policy to revised and sent back out for review by

Goff with a second by Gilmer. The policy was tabled for discussion at next Cabinet meeting but will revise and send to Cabinet as soon as possible.

#### Admission Eligibility Requirements (former Presidential Exception Policy) – Avery

Name has changed. Policy was presented at March 2017 Cabinet meeting. Avery proposed that this be removed as policy and return to being a procedure. Avery would like for this to be tabled to July Cabinet. Write procedure such that average high school senior or parent would know what it says and how to get into EGSC. Acronyms need to be spelled out. A motion was made for Avery to update and send out for consideration prior to next meeting by Gilmer with a second by Gammon. Approved.

#### Military Credit Procedure and Form – Avery

Additional definition was added along with explanation of what will be accepted for credit. Language added by Wedincamp. Faculty Senate was send prior policy for approval and approved prior policy. Faculty Senate and Cabinet need to reconcile 2 procedures? Needs to be reconciled with Faculty Senate. Boehmer asked Smith to take recent adopted policy from Faculty Senate to determine if it can be added consistently add and circulate among Cabinet for an email vote.

The meeting was adjourned at 10:55 a.m.

#### ○ **Informational Items (not discussed due to time limit)**

- Report on April 2017 BOR Meeting – Boehmer
  - State Allocation
  - Tuition Increase
  - Comprehensive Administrative Review
  - Sr. Vice-Chancellor for Academic Affairs
- Process to Review Requests for Permission for Outside Employment – Boehmer/Smith
- Academic Advising Plan Update – Smith
- Academic Advising for Athletes Update -- Smith
- Enrollment Projection Model – Fall 2017 – Avery
- EGSC Bobcat Scholars Program – Kelch
- Purchase of Clothing with State Dollars -- Gay
- Budget – Gay
- oneUSG – Gay
- Open Enrollment – Gay
- Benefits Fair – Gay
- Pay Date Changes – Gay
- Annual Patriotic Concert – Gilmer
- Update on Gambrell Property (Timber) – Gilmer
- Update on Morgan House – Gilmer
- New List of Foundation Trustees – Gilmer
- Community Meeting (6/22/2017) – Gilmer
- Grant Submission in Process Update – Gilmer
- Nursing Recruitment Update – Gilmer
- End of year Foundation Donations – Gilmer
- Fall Staff Workshop -- Avery