

East Georgia State College

Convocation

Meeting Minutes

September 5, 2018

I. Chairperson Dr. Howard Lee Cheek started the meeting at 10:00 am in the Heritage Center Conference room, C281

II. Attendance

The following members were present

- Dr. Wedincamp, Co-Chair
- Katelyn Moore, IA Communications Coordinator
- Lisa Cassidy, AA School of Mathematics/Science
- Kimberly Page, AA School of Humanities and Social Science
- Dr. John Cadle, Faculty Math/Science
- Dr. Strickland, Faculty Hum/SS
- David Strickland, Faculty Hum/SS, phoned in
- Ms. Lynn Hoke, Faculty Hum/Augusta, phoned in

Absent: Kelly Ansley, Library, Joe Canady, IT, Robert Marsh, Faculty Math/Science, Statesboro, Kenneth Homer, Faculty Hum/SS, Statesboro and Krystal Perry, SGA student

III. Agenda – Updated 8/29/2018

| Action Needed | Description | Responsible Person | Level of Completion |
|---|--|---|--|
| Theme | | | |
| Select Convocation Text | <i>Selfie: How we Became So Self-Obsessed and What It's Doing to Us</i> by Will Storr | Dr. Wedincamp motion and Joe Canady 2 nd , all present were in favor | Complete |
| Select Convocation Speaker | Secure speaker for even | Dr. Cheek will contact Will Storr | Complete |
| Reserve Space for Event | Contact A. Williams/Make Request | Page/Cassidy | Complete |
| Sound/technology issues/including rehearsal and sound check on 19 Sept. | Contact IT/Make requests Also request sound check 10:00 am 9/20, have office set up for speaker | Cassidy/Canady, need mic, live stream and PPT | Complete, Joe will be there 9/12 at 11 and 9/13 at 10:00 |
| Promotion of event | Press releases, website, involvement of Kaitlyn, et al. | Katelyn | In progress |
| Introductory memo to College community | Campus-wide announcement of event | Wedincamp/Cheek | Complete |
| Integration of CATS | Dr. Cheek meet with him | Strickland | Students will recite pledge |
| Action Needed | Description | Responsible Person | Level of Completion |

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|--|--|--|-----------------------------------|
| Invitation to Pres. | Pres. Involvement | Wedincamp/Cheek | Complete |
| Good bag for speaker | Remember water for stage | Katelyn | In Progress |
| Speaker's Fee | Secure Funding | Wedincamp/Cheek/ Cassidy/Page/Katelyn | Need PO for check |
| Speaker's Lodging and related arrangements | Make reservation | Cassidy | Complete need check request |
| Transportation of Speaker | Travel to and from SAV airport | Wedincamp/Cheek | Car is reserved |
| Speaker Master Schedule | Overall schedule for event | Page/Cassidy | In progress |
| Luncheon for Speaker after Convocation | Arrange luncheon; reserve Fulford; request funding from Elizabeth; invitation list and invitations | Page/Cassidy | PO and invite list, Needs updated |
| Speaker Travel | Arrangements/Payment | Cassidy | Request check request |
| Library and COR Co-sponsorship | Buy copies of text | Kelly | Complete |
| Itinerary/list of happenings | Program for all 3 campuses | Cassidy/Page | Created not printed |

Convocation Program Draft (with Speaker/Participant Notes)

September 13, 2018 **Katelyn has program ready to go. Will have copies printed by Friday.**

| Program Item | Description for Speaker/Participants |
|---|--|
| <p>I. Introduction of President: Dr. Cheek, School of Humanities and Social Sciences No time on program</p> <p>Welcome: Dr. Robert Boehmer, President of the College No time on program – Cheek will remind Boehmer and Vess of time limit. 2 min. Dr. Boehmer introduces Dr. Vess, Vice President for Academic and Student Affairs</p> | <ul style="list-style-type: none"> Dr. Cheek to include brief background of convocation. (Make sure bottled water or coffee if he prefers, is at podium) |
| <p>II. Bobcat Pledge: First-Year Students lead by David Strickland, Director of FYE Please make sure Vess has her script. (She got the script last year.)</p> | <p>Dr. Vess takes the podium, and Strickland will walk to the center of the ground floor and motion for the CATS students to stand. David Strickland will lead the students as they recite the pledge.</p> <p>CATS students recite the Bobcat pledge (appears in program and on slide). CATS students will recite together CATS students remain standing until after Dr. Vess performs the induction.</p> |
| <p>III. Induction of First-Year Students: Dr. Deborah Vess</p> | <p>Suggestions</p> |
| <p>IV. Introduction of Speaker: Dr. Wedincamp, Dean for the School of Mathematics and Natural Sciences</p> | <p>Thank Dr. Vess, Strickland and congratulation to the students</p> |

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|---|--|
| V. Author: Will Storr | |
| Use library chat for off campus questions 30 sec delay between live and streaming | At closing, Mr. Storr will ask for questions from the audience. |
| VI. Questions: Coordinated by the Deans Add to program doors close at 11:00, over flow in J531 and if needed the library | Drs. Cheek and Wedincamp will be in audience with microphones. <i>[Hand out copies of book to students who ask questions—books to be placed on stage before event.]</i> |
| VII. Closing: Dr. Wedincamp | Mention many of Mr. Storr’s books are available for checkout from library |
| VIII. 15 minutes for the speaker | Speak to interested students |

Convocation Schedule September 11 – 14, 2018

Tuesday, September 11:

7:00 p.m.: Dr. Cheek picks up Will Storr from Savannah Airport in EGSC SUV, takes him to

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- The Edenfield house, Confirmation #9227
 - Flight # VS5267, Atlanta depart 17:55, Savannah arrive 19:15
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Wednesday, September 12th: (No Dr. Cheek)

11:00: sound and power point check for tomorrow – Joe (IT)

11:30: Kelly Ansley and Dr. Wedincamp will pick up Will Storr from The Edenfield House and lunch at Lew’s in Twin City...

1:00: Dr. Wedincamp and Kelly go to Statesboro for book talk/signing (Kelly taken care of all advertising and snacks, etc)

4:30 – 5:00 p.m.: Back to Edenfield House for dinner with Dr. Wedincamp, talk with Aaron (who is setting this up)

Thursday, September 13:

8:30 a.m.: Dr. Cheek brings Will Storr to the college

8:45 a.m.: Arrive on campus, go to Heritage Center to finish paperwork and sign books for the giveaway for questions from students all 3 campuses using library chat, have a temporary set up with access to computer (Dr. Derden’s room)

10:00 am: review auditorium set-up sound check and lights and power point check etc. with Joe and Dr. Cheek

10:30 a.m.: Meet with President Boehmer, President’s Office

10:50 a.m.: Go to auditorium

11:00 a.m.: Convocation program begins

12:00 p.m.: Will Storr to talk to any interested students

12:30 pm: Golf cart with Katelyn, Kelly, etc and Will Storr to luncheon at Fulford Center

12:45 p.m. – 2:15 p.m.: Luncheon at the Fulford Center

2:30 – 5:30 pm: meet and greet faculty in C101, have gift bag and checks available to Mr. Storr

5:30 p.m.: Back to The Edenfield House, dinner alone

Friday, September 14:

8:30 a.m.: Dr. Cadle and Christian Kraus will pick up Mr. Storr at Edenfield House and drive him to Savannah (need to know hotel) Fleet vehicle not needed.

IV. Next meeting

September 11th 10:00 am, Heritage Center Conference Room,

Minutes submitted by Kimberly Page 9/5/2018

Minutes Approved by