

**President's Cabinet
Minutes
July 30, 2014
2 p.m. – President's Conference Room**

Attending:

Bob Boehmer
Bob Brown
Lee Cheek
Jeff Edgens
Cliff Gay

Elizabeth Gilmer
Michelle Goff
Tim Goodman
Susan Gray
Carmine Palumbo

Mike Rountree
Mary Smith

Not Attending:

Donald Avery
Caroline McMillan

The meeting was called to order at 2 p.m.

Minutes from the June 24, 2014 President's Cabinet were presented and approved unanimously by the Cabinet.

Actions Items were discussed as follows:

Professional Organizations and Memberships – Bob Boehmer

The current Professional Organizations and Memberships list was discussed. Cabinet members were asked to review for accuracy. Changes will be dealt with on a case by case basis.

Policies and Procedures (tabled at June PC meeting)

EGSC Naming Policy (5/29/14) – Mary Smith

Mary Smith gave an overview of the policy. A motion was made by Tim Goodman to approve as presented with a second from Bob Brown. The Cabinet voted unanimously to approve the policy.

Firearms, Weapons and Explosives Policy – Mary Smith

Mary Smith gave an overview of the policy. A motion was made by Lee Cheek to approve as presented with a second from Mike Rountree. The Cabinet voted unanimously to approve the policy. Elizabeth Gilmer commented on an article from the *Statesboro Herald* on the new gun law with statements from EGSC, OTC and GaSoU.

Student Appeals of CBI – Mary Smith

A review and update on the policy was presented by Mary Smith.

Discussion followed:

- Who does EGSC request background checks on?

- Applicants that state they have a record and are in certain fields of study or have requested to live in housing.
- Have we denied admissions for CBI or for failure to disclose information?
 - No one denied for omission on the application or falsification on application
 - Mary Smith proposed change in definition to committee will follow up.

The policy was approved unanimously by the Cabinet. The old policy will be removed from the Handbook and the new one will be included.

Social Media Policy – Elizabeth Gilmer

Elizabeth Gilmer presented the policy.

Discuss followed with a motion made to table the policy until the Faculty Senate *Academic Freedom Policy* is revised and approved. Both policies need to be consistent..

Facilities – Michelle Goff

Michelle Goff presented all policies below for one vote. No fee changes or procedural changes were made to any policy. A motion was made by Bob Brown to accept the policies as written with a second from Lee Cheek. The Cabinet voted unanimously to approve all policies below.

- Sudie A. Fulford Usage and Scheduling Policy – Michelle Goff
- Sudie A. Fulford Facility Rental Agreement – Michelle Goff
- Campus Facility Usage and Scheduling Policy – Michelle Goff
- Physical Education Facility Rental Agreement – Michelle Goff
- Campus Facility Rental Agreement – Michelle Goff
- Facility User Groups – Michelle Goff

Policies and Procedures (new to July PC meeting)

EGSC Emergency Action Plan – Mary Smith

Revisions required by the USG were discussed by Mary Smith. A motion was made by Bob Brown with a second by Tim Goodman to accept the policy as written. The policy was approved by unanimous vote. Mary Smith noted that flipcharts are being updated and will be distributed soon.

Fleet Vehicle and Motor Vehicle Use Policy – Michelle Goff

Michelle Goff discussed changes and compilation of other policies. Requirements of drivers and screening were discussed. Training will be required for users of fleet vehicles only. A discussion followed on personal vehicles being used for college use and how the policy applies. Following discussion, a motion was made to table until the August Cabinet meeting.

Travel Policy (revised to include Motor Vehicle Use Policy Link) – Goff

Tabled to August Meeting – Feedback was requested to be sent to Michelle Goff within two weeks.

Faculty and Staff Development Funding Opportunities – Tim Goodman

Changes in the policy were discussed. Faculty Senate has approved. Next step is Cabinet approval. A motion was made by Tim Goodman to accept as approved by the Faculty Senate with a second from Lee Cheek. A unanimous vote was received to approve the policy.

Dr. Boehmer asked that everyone communicate with those in their unit that no certain amount is guaranteed. The policy only allows for funding if money is available.

Information Technology Incident Response Policy – Mike Rountree

Changes to the policy concerning title changes and contact information were discussed by Mike Rountree. Michelle Goff made a motion to adopt the policy as written with a second from Bob Brown. The policy was unanimously adopted.

Informational Items:

Fall Workshop Agenda / Compliance Month – Goodman, Smith

Agenda for the workshop was discussed by Tim Goodman

Mary Smith announced that EGSC will begin a “compliance month” in October 2014 to deliver faculty and staff training modules on college policy and procedures. Training modules will be presented at later meeting.

Ethics Hotline Procedures – Mary Smith

Mary Smith will bring this policy to the August Cabinet meeting for a vote. Bob Boehmer discussed the basic purpose of Ethics Hotline as a basis to report fraud or nuisance not addressed by other process, not as a way to handle internal matters.

Housing P3 Update (emailed 7/28/14) / PC Concessionaire’s Tour – Michelle Goff

Michelle Goff reported on the 3 concessionaires selected, the P3 Tour on August 6 and that a decision would be made in November 2014.

The meeting was adjourned at 4:15 p.m.