

**President's Cabinet  
Minutes  
September 23, 2014  
9 a.m. – President's Conference Room**

**Attending:**

Donald Avery  
Bob Boehmer  
Bob Brown  
Lee Cheek  
Jeff Edgens  
Cliff Gay

Elizabeth Gilmer  
Michelle Goff  
Tim Goodman  
Susan Gray  
Karen Jones  
Caroline McMillan

Carmine Palumbo  
Mary Smith  
Rebecca Vincent  
Tracy Woods

**Not Attending:**

Mike Rountree

The meeting was called to order at 9 a.m. by President Boehmer.

Minutes from the August 26, 2014 President's Cabinet were presented. A motion was made by Lee Cheek to approve the minutes as distributed with a second from Elizabeth Gilmer. The minutes were approved by unanimous vote.

**Informational Items:**

The meeting started with congratulation from President Boehmer on the events held last weekend: Bobcat Dash and Family/Friends/Alumni Day. Updates were given by event chairs Tim Goodman and Donald Avery.

Dr. Goodman continued with an updated on Convocation. He stressed the importance of attendance and offered ways to encourage involvement.

Updates on the following financial aid audits were presented by Karen Jones and Rebecca Vincent:

- Dept. of Education Program Review
- GSFC Review
- Internal Audit

Next, Mrs. Jones talked about Student Loan Default Rates at East Georgia State College. Discussed was:

- Drop in rate over the last two years
- Student Loan Default Rate Task Force
- Student Loan E-Clip Article

The next information item presented was "Political Campaign – Related Activities of and at Colleges and Universities by President Boehmer. An article recently released by the ACE was discussed. President Boehmer stated that it was alright to circulate the article as long as it was

made aware that this is a national memo, not from USG or EGSC. Campus policies were discussed and requested that everyone look at and review in case you have questions from faculty and staff. **This topic will be discussed again at the next President's Cabinet Meeting.**

A general overview of the EGSC Affirmative Action Plans was given by Tracy Woods. Dr. Boehmer requested a presentation from the law firm at the next meeting of the President's Cabinet and training in the future.

A Cooperative Organization Form Change was presented by Mary Smith. The definition of Cooperative Organizations was discussed. Each institution is required to have an MOU with each respected Co-Op Organization. Recently changes to principles by the USG was discussed.

Mary Smith presented the Clery Annual Security and Fire Report and update. Reports will be posted on the EGSC webpage.

An update on Compliance Month and Title IX Training was given by Mary Smith. Student Success Title IX Module will be rolled out after policy discussions today.

Dr. Boehmer talked about the BOR September 2014 Meeting and the FY 16 Budget Request. He presented an overview of the discussion at the BOR meeting on the FY 16 Budget and the outlook for next year. The USG will present the budget request to the legislators and the legislators will make their decision in April 2015. Large and small CAP projects were discussed. EGSC Academic Building Addition (4.5 M) is on the list.

The new BOR Out-of-State Tuition Waivers policy was adopted at the September 2014 BOR meeting. **This will require a revision to the EGSC policy.**

Dr. Goodman gave an update on the following policies:

- Academic Renewal Policy
- Learning Support Policy
- Promotion and Tenure Policy

EGSC Statesboro – USG Energy Inventory – a review of usage and update was given by Michelle Goff.

Michelle Goff represented an update on the P3 from the previous week's meeting in Atlanta. She will give updates when available. Dr. Boehmer commented that he would like 3 minutes on the next EGSC Foundation meeting to give an update so that all would see the potential for growth at EGSC.

On update on the recent USG Tobacco Free Campus Summit was given by Michelle Goff. Michelle attended as well as the SGA president. An application for a mini-grant has been made.

A motion was received from Mary Smith to accept the Tobacco Free Campus Policy circulated by Michelle Goff via email with minor grammatical change. A second was made by Tim

Goodman. The cabinet was asked to submit a response of yes or no to Susan Gray. Following a unanimous electronic vote, the policy was adopted with the minor grammatical change.

A discussion on application of the policy followed.

Michelle Goff gave an update on the renovation of the Geology lab.

Mike Rountree was not present for the meeting but provided an update on BOYD that was included in the agenda.

Elizabeth Gilmer provided updates on the following:

- A Day for EGSC – October 22
- East Meets West Readiness Conference – October 30-31, 2014
- Jerry Hooks Retirement—December 31, 2014
- EGSC Foundation Meeting – September 29, 2014

EGSC is hosting the National Qualifying Disc Golf Tournament on October 4, 2014. Lee Cheek provided details of the event.

Cliff Gay provided an update on the hiring freeze and operating budget holdbacks. He commented that the regents have delayed formula funding to FY 17.

### **Action Items:**

A brief discussion on actions items followed. A motion was made by Elizabeth Gilmer that all policies being considered be sent by separate email with a request for review and electronic vote from each Cabinet Member. A second was made by Tim Goodman. The following policies were sent by email by Susan Gray following the meeting. Everyone was asked to comment if more discussion was needed. All policies were approved unanimously by the Cabinet.

Business Affairs Policy and Procedures Manual  
Policy Prohibiting Sexual Discrimination, Sexual Harassment and Sexual Misconduct  
Discrimination and Harassment Policy (Title IX Policy)  
Student Handbook Code of Conduct  
Code of Conduct Changes  
Student Athlete Drug Testing Policy

Dr. Boehmer ended the meeting with a discussion on key indicators from each unit. Dr. Boehmer commented that he appreciates the work that it takes to prepare and submit this information. He explained that he is looking for objective indicators that cabinet members deem most important toward their unit goals to review at each Cabinet meeting. Prior to each meeting, he asked that each Cabinet member circulate their key indicators to all Cabinet members. President Boehmer stated that he would like to put all key indicators on the EGSC webpage where anyone can see our institutions health as reflected by these numbers. It is a process to workout, define and collect data.

The meeting adjourned at 11:10 a.m.