

**Sr. Staff Meeting Agenda**  
**Friday, August 5**  
**2 – 4 p.m.**  
**President’s Conference Room**

**Welcome**

**Introductions**

- Denis Daniels, Assistant Registrar – Ross
- Maria Stuckey, Human Resources Coordinator II – Woods
- David Chevalier, Interim Chair of Biology – Wedincamp
- Sylvia Rozier, Director of Nursing – Wedincamp
- Yelena White, Chair of the Faculty Senate – Goodmna
- Rebecca Hewitt, Interim Women’s Softball Coach -- Wimberly

**Updates and Information Items**

**Police Department**

- Name Change -- Gammon

**Academic Affairs**

- AY 2016-2017 Update -- Goodman
- Fall 2016 Faculty Hiring Update – Goodman/Deans
- MOWR Update – Goodman/Murphy
  - Swainsboro Campus
  - Statesboro Campus
  - Off-Site

**Social Sciences -- Cheek**

- Dr. Caiazzo at National Democratic Convention
- Full Correll Scholars Program
- Education Program’s Critical Thinking Initiative
- Constitution Day, 19 September (actual date: 17 September)
- FESA Annual Report

**Humanities – Palumbo**

- Study Abroad
- Convocation

**Math/Science – Wedincamp**

- Nursing Director
- DNR Grants

**Business Affairs**

- Budget – Gay

**Business Operations – Goff**

- Beverage Vending Contract
- Health Clinic Contract
- Parking Permits and Policy

- Purchasing and AP Guidelines

#### Facilities – Steptoe/Goff

- Gym Chiller Replacement
- Parking Lot Repairs
- Academic Building Project

#### Dining Services – Underwood

- Fall 2016 Meal Plans for Students
- Faculty/Staff Meal Plans
- Common Grounds I and II New Espresso Equipment
- Jittery Jose's in Café'
- Catering Events

#### Finance/Grants – Wentz

- P-card updates
  - New statement ending date
  - Training review and certification

#### Grants Updates

- ALG (Affordable Learning Georgia) Textbook Transformation Proposals

#### HR/Payroll – Williams/Woods

- FLSA
- Hiring Process – Woods
  - Requesting information about applicants expected salary
  - Informing finalists about minimum salary for posted positions

#### EGSC – Augusta

- Courses at Augusta University – Nail
- Renovation Update – Nail
- Fall 2016 -- Enrollment

#### External Affairs

- Vision Series – Gilmer
- Foundation News – Gilmer
- Event Protocol – Gilmer
- Scholarships – Gilmer
- Fall Gala -- Gilmer
- Marketing and Design Projects – Kennedy

#### IT

- Transitioning of files from faculty drive to Office 365 One Drive – Rountree
- Office 365 (do not install on EGSC computers) – Rountree
- Skype for business update -- Rountree

#### Student Affairs

- ADD Update – Ross
- Application Update – Mathews
- Enrollment Update – Ross
- Housing Occupancy Update – Roberson
- Parents/Family/Alumni day Update -- Sherrod