Sr. Staff Meeting Agenda
Friday, June 3
2 – 4 p.m.
President’s Conference Room

Welcome – Boehmer

Introductions/Special Presentation
- Administrative Assistant to the President Robin Lott – Boehmer
- Registrar Tabithia Ross – Avery
- Director of Counseling and Disability Services Dr. Paul Egbe – Goodman
- Phi Theta Kappa 5 Year Service Award – Boehmer

Updates and Information Items
President’s Office
- First Friday at the Morgan House
- BRAG
- Grand Opening & Ribbon Cutting Bobcat Villas West
- Patriotic Concert
- Specific Key Calendar Events for Fall
- Athletics
  - Athletic Update -- Wimberly

Academic Affairs
- AA/AS Programs Update – Goodman
- Associate Degree with Disciplinary Distinctions – Goodman
- Distance Education
  - Monitoring of On-Line Exams – McKinney
  - Third Party Software Integrations – McKinney
- Humanities
  - Study Abroad Update – Palumbo
- Library
  - 3D Printer – McKenzie
  - NEA Big Read Grant -- McKenzie
- Math/Science
  - Interim Chair of Biology – Wedincamp
  - Biology Student News – Wedincamp
  - USG/Gardner Institute Gateways to Completion (G2C) Project – Wedincamp
  - ASN-BSN Nursing Approval – Wedincamp
  - New Building Design and Development -- Wedincamp
- Social Sciences
  - FESA Update – Walker
  - Student Success Class Merger with Critical Thinking -- Check

Business Affairs
- Grant Proposal Internal Audit Process – Gay, Wentz
- Payment for Consulting Performance or Lectures (Form) – Gay
- Offers of Employment – Gay
- Start Date New Employees – Gay
- FY 17 State Appropriations – Gay
- FSLA – Gay
- Accounting Services
  - Audit – Foskey
- Business Operations
  - MRR Projects – Gay
- Housing – Gay
- Parking Lot Improvements – Gay
- Parking Policy – Gay

- **Dining Services**
  - Changes for Fall – Underwood

- **Grants**
  - Grant Forms – Wentz
  - Process for Grants – Wentz

- **Human Resources**
  - Open Enrollment – Woods
  - Supplemental Benefits – Woods
  - Title IX – Woods

- **Payroll**
  - Conversion to PS – Williams
  - Joint Staffing – Williams

**EGSC – Augusta**

**EGSC – Statesboro**
- Faculty Hours – Joyner
- Faculty and Staff Changes and Office Relations – Joyner
- Orientations – Joyner

**External Affairs**
- Correll Scholars Update – Gilmer

**Marketing**
- Importance of Associate Degree (flyer) – Kennedy
- Nomination Criteria for Chancellor’s Service Excellence Awards – Kennedy
- New Online College Magazine – Kennedy
- NCMPR Presentation – Kennedy

**IT**
- Notification of New Software for FY 17/New Academic Year – Rountree
- Ransomware Update – Rountree
- Utilization of Office365 One Drive – Rountree
- New BANNER Access Request Form – Rountree

**Student Affairs**
- CHOICE Students in Residence Halls – Avery

**Admissions**
- Applications – Mathews

**Housing**
- Housing Update Summer and Fall – Roberson

**Registrar**
- Enrollment Updates – Ross
- Credentials Solutions – Ross
- A.D.D./Graduation – Ross

**Student Conduct**
- End of Year Conduct Numbers – Helms

**Student Lifes**
- Miss Ga Pageant – Sherrod
- Chase Rice Concert – Sherrod
- Summary of Student Activities by Semester – Sherrod
2016 Key Calendar Dates

June 3 – First Friday at The Morgan House  5:30 pm – 7:00 pm
June 4 – National SAT Exam  7:00 am – 1:00 pm
June 6-9 – Camp Adventure V  8:30 am – 12:00 am  Fulford
June 9 – Fulford Advisory Board Meeting  12:00 pm – 2:00 pm  Fulford
June 9-10 – BRAG (Bike Ride Across Georgia) on Campus
June 10 – GSU Partnership for Rural Health  12:00 pm- 1:30 pm  Fulford
June 10 – Staff Council Meeting  2:00 pm – 3:00 pm  PCR
June 11-12 – Womens High School Basketball Camp – 8:00 am – 8:00 pm  Gym
June 13-14 – Art for Kids Mini Camp  8:30 am – 12:00 pm  Fulford
June 13-14 – Make Art Happen Emanuel Arts Council Art Camp  9:00 am – 12:00 pm  Strange Clubhouse
June 14 – Transfer Tuesdays  11:00 am – 2:00 pm
June 20-23 – Leap into Science Camp  8:30 am – 12:00 pm  Fulford
June 22-23 – Boys High School Basketball Camp  10:00 am – 7:00 pm  Gym
June 22 – Grand Opening & Ribbon Cutting Bobcat Villas West  10:00 am
June 27 – Patriotic Cook Out & Concert  5:30 pm – 9:00 pm  LFG Rotunda & Auditorium
June 27-28 – Science for Kids Mini Camp  8:30 am – 12:00 pm  Fulford
June 28 – President's Cabinet Meeting  9:00 am – 11:00 am  PCR
July 1 – First Friday at The Morgan House  5:30 pm – 7:30 pm
July 4 – July 4th Holiday – All Campuses Closed
July 8 – Senior Staff Meeting  2:00 pm – 4:00 PM  PCR
July 11-14 – Intermediate/Advanced Chess Camp  8:30 am 12:00 pm  Fulford
July 12 – Transfer Tuesdays  11:00 am – 2:00 pm
July 14 – MMGSTC Board of Directors Meeting  10:00 am – 11:15 am  Fulford
July 15 – Staff Council Meeting  2:00 pm – 3:00 pm  PCR
July 18-22 – Camp Invention  9:00 am – 3:30 pm  Fulford
July 26 – President’s Cabinet Meeting  9:00 am -11:00 am  PCR
July 27-28 – GA DOE School Nutrition Meeting  9:00 am – 3:00 pm  Fulford
August 1, 2, & 3 – Fall Workshop  EGSC Swainsboro
August 2 – Employee Appreciation Luncheon
August 5 – First Friday at The Morgan House  5:30 pm – 7:30 pm
August 10 - Board of Regents Meeting  9:00 am – 5:00 pm  PCR
August 12 - Staff Council Meeting  2:00 pm – 3:00 pm  PCR
August 19 - GSU Partnership for Rural Health Meeting  12:00 pm – 1:30 pm  Fulford
August 23 – President’s Cabinet Meeting  9:00 am – 11:00 am  PCR
September 2 – Senior Staff Meeting  2:00 pm – 4:00 pm  PCR
September 2 - First Friday at The Morgan House  5:30 pm – 7:30 pm
September 5 – Labor Day Holiday - All Campuses Closed
September 8 – Total Wellness Series Lunch & Learn  12:00 pm – 1:30 pm  Fulford
September 9 – Staff Council Meeting  2:00 pm – 3:00 pm  PCR
September 13 – Transfer Tuesdays  11:00 am – 2:00 pm
September 14 – Board of Regents  9:00 am – 5:00 pm  PCR
September 15 - Fulford Center Advisory Board Meeting  12:00 pm – 2:00 pm  Fulford
September 20 – EGSC Presidential State of the College Address  11:00 am – 12:00 pm  LFG Auditorium
September 22 – 2016 EGSC Convocation  11:00 am – 12:00 pm  LFG Auditorium
September 24 – Bobcat Dash 5K & Fun Run  7:00 am – 10:00 am  Swainsboro Campus
September 24 – P/F/F/A Day  10:30 am – 3:30 pm  Swainsboro Campus
September 24- Swainsboro Open House  9:00 am – 12:00 pm
September 25 – Emanuel Arts Council presents Bill Oberst as Lewis Grizzard: In His Own Words  3:00 pm  LFG Auditorium
September 27 – President’s Cabinet Meeting  9:00 am – 11:00 am  PCR