

**Sr. Staff Meeting Agenda**  
**Friday, November 7, 2014**  
**2 – 4 p.m.**  
**President's Conference Room**

**Welcome** – Boehmer

**Introductions**

- EGCS Statesboro – Caroline McMillan
- Promotion of Karen Jones to Associate Vice President for Enrollment Management – Donald Avery
- Introduction of Interim Head Men's Baseball Coach Matt Passauer – Donald Avery

**Updates and Information Items**

- EGSC Statesboro – Caroline McMillan
  - Enrollment Challenges
  - Student/Community Engagement
    - Open House
    - Lethal Lecture
    - Works In Progress
    - Retro Jam
    - Cat Tales
- EGSC Augusta – Jeff Edgens
  - Spring Orientation
  - Student Led Newspaper – Edgens/ Carmine Palumbo
- Academic Affairs
  - Fire Science – Lee Cheek
  - History Day – Lee Cheek
- Business Affairs
  - Human Resources – Tracy Woods
    - Open Enrollment
    - Compliance Month
    - Winter Break Schedule/Use of Leave
    - Mandatory Drive Training (12/17/14)
  - Business Office – Becky Foskey
    - December Pay Dates
    - Business Office Renovations
    - 2014 Audit
  - Auxiliary Services – Ruth Underwood
    - Extended hours in Common Grounds
- Information Technology
  - Implementation of New Calendaring System – Mike Rountree
  - Extended hours for Computer Lab in LFG
  - VoIP Phone system transition
- External Affairs
  - Ebola webpage – Gilmer
  - 40 Under 40 -- Gilmer
- President's Office
  - Promoting an Ethical Culture Task Force Update – Mary Smith

- How to report a complaint – Bob Boehmer/ Rebecca Vincent
- P3 Update – Bob Boehmer
- Academic Building Expansion Update – Bob Boehmer
- Overtime/Comp Time Policy (importance of consistency in application) – Bob Boehmer
- Tobacco Free Campus Policy Enforcement – Bob Boehmer
- Student Affairs
  - Post-Secondary Inclusion Program Update – Theresa Davis
  - Spring 2014 Registration Event Update – Janet Stracher
  - Number of Graduate Candidates for Fall 2014 – Janet Stracher
  - Spring 2015 High School Recruiting Tour – Georgia Edmond

## Calendar Items

- Key Dates
  - November 3-14 – Open Enrollment
  - November 8 – GHSA Wrestling Assessment
  - November 11 – Veteran’s Day
  - November 12 – Lunch & Learn: Modifying Recipes to Manage Diabetes 12:00 pm -- Fulford Center
  - November 14 – EGSC Augusta Open House 9:00 am
  - November 14 – EGSC Statesboro Open House 1:00 pm
  - November 14 – Staff Council Meeting 2:00 pm
  - November 14 – “Lethal Lecture” Mystery Dinner Theater 6:00 pm -- Statesboro Campus
  - November 15 – STEM Science Day 10:00 am – Fulford Center
  - November 15 – Tutus & Tennis Shoes 5K & Fun Run 7:00 am Swainsboro Campus
  - November 21 – GDOE School Improvement Regional Meeting 9:00 am -- Fulford Center
  - November 24-28 – Thanksgiving Holidays for EGSC Swainsboro & Statesboro Students
  - November 25 – President’s Cabinet Meeting
  - November 26-28 – Thanksgiving Holidays for EGSC Augusta Students
  - November 27-28 – Thanksgiving Holiday (All Campuses Closed)
  - December 2 – EGSC Foundation Meeting 6:00 pm
  - December 3 – AAMI End of Year Banquet 6:00 pm -- Fulford Center
  - December 5 – Drama Club performance of “My Emperor’s New Clothes” 7:30 pm -- Auditorium
  - December 6 – Drama Club performance of “My Emperor’s New Clothes” 7:30 pm -- Auditorium
  - December 11 – Emanuel County Family Connection Meeting 10:00 am -- Fulford Center
  - December 12 - GSU Partnership for Rural Health Meeting 12:00 pm -- Fulford Center
  - December 12 – Fall 2014 Graduation Practice 2:00 pm -- Gym
  - December 13 – Fall 2014 Graduation 10:00 am -- Gym
  - December 13 – Youngblood Invitation Chess Tournament – Fulford Center
  - December 15 – DOAS Self Audit Review Course 9:00 am -- Gym D127
  - December 16 – President’s Cabinet Meeting
  - December 24-January 2– Winter Break (Campus Closed)
  - January 6 – Spring 2014 Classes Begin – Augusta Campus
  - January 6 & 7 - DOAS Contract Management Training 9:00 am -- Gym D127
  - January 8 – Emanuel County Family Connection Meeting 10:00 am -- Fulford Center
  - January 13 – Spring 2014 Classes Begin – Swainsboro & Statesboro Campuses
  - January 15 – Magnolia Midlands GYSTC Board Meeting 10:00 am -- Fulford Center
  - January 17 – An Evening of Entertainment EGSC Foundation Fundraiser 7:00 pm -- Auditorium
  - January 19 - Martin Luther King Day (Campus Closed)
  - January 30 – Economic Outlook Luncheon 11:30 am -- Gym