

**Sr. Staff Meeting Agenda**  
**September 2, 2016**  
**2 – 4 p.m.**  
**President’s Conference Room**

**Welcome and Announcement**

- October 2016 Meeting time changed to 3 p.m.
- Academic Honesty Policy Adopted

**Introductions**

- K. Shanae “Vai” Vaifanua – Assistant Director of Housing/Residence Life Coordinator -- Roberson

**Updates and Information Items**

- Business Affairs
  - Open Enrollment and Benefits Fair – Woods
  - Holiday Schedule – Woods
  - Fall Career Fair and Student Workshops – Woods
  - FLSA – Williams
  - PeopleSoft Payroll – Williams
  - Grants – Wentz
  - Academic Building Update – Goff
  - Audit – Foskey
- Information Technology
  - New EGSC Beehive Webcam – [www.ega.edu/bee-cam](http://www.ega.edu/bee-cam) -- Rountree
  - EGSC Workstation (computer) installation/replacement update – Rountree
  - Campus audio visual equipment – Rountree
  - Office 365 use with Chromebooks & computers running Windows Vista or Windows XP – Rountree
  - Faculty Staff Training Initiative – McKinney
  - Third Party Software Integrations (aka LTIs and External Learning Tools Deadlines – McKinney
- Academic Affairs
  - MOWR Update – Goodman
  - FESA Update -- Walker
  - Institutional Research – Gribbin
    - SACSCOC Fifth Year Interim Report Update
    - IPEDS Fall Collection opens September 7<sup>th</sup> and closes October 19<sup>th</sup>
      - Institutional Characteristics
      - Completions
      - 12-month Enrollment
  - Biology Updates -- Chevalier
    - ALG awarded to Dr. Sega
    - MOU with the Emanuel County Board of Education
    - Enrollment in the Bachelor in Biology
    - Recruitment efforts for the Bachelor in Biology
      - Trifold flyer and poster
      - Meet and greet with students in the Associate in Biology
      - Visits of local high schools
  - Counseling and Disability Services Update – Egby
  - Library – McKenzie
    - NEA Big Read
    - Fall Events in the Library

- ALG Awards Recipients
- Institutional Advancement
  - Sudie A. Fulford Community Learning Center – Schwabe
    - Update
  - Institutional Advancement Updates – Gilmer
    - Financial Indicators
    - Web Analysis
    - Latest Publications and Advertising
- Student Affairs
  - Registrar -- Ross
    - Graduation and Enrollment Update
    - Reverse Transfer Update
  - Housing – Roberson
    - Housing Occupancy Update
    - Activites/Events

### 2016 Key Calendar Dates

September 2 - First Friday at The Morgan House 5:30 pm – 7:30 pm  
 September 5 – Labor Day Holiday - All Campuses Closed  
 September 6 – NEA Big Read Community Kick Off Event 6:00 pm – 9:00 pm Gym  
 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 9 – GSU Partnership for Rural Health 12:00 pm Fulford  
 September 13 – Transfer Tuesdays 11:00 am – 2:00 pm  
 September 14 – Board of Regents 9:00 am – 5:00 pm PCR  
 September 14 – SS Cross Country Meet 4:00 pm Campus Grounds  
 September 15 - Fulford Center Advisory Board Meeting 12:00 pm – 2:00 pm Fulford  
 September 21 – GA DOE School Nutrition Meeting 9:00 am – 3:00 pm Fulford  
 September 22 – 2016 EGSC Convocation 11:00 am – 12:00 pm LFG Auditorium  
 September 22 – Emanuel County Family Connection Strategy Team Meeting 10:00 am Fulford  
 September 24 – Dash with a Splash 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 24 – EGSC Alumni Dinner/Gala 6:00 pm – 9:00 pm Location TBD  
 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  
 September 28 – SHS Cross Country Meet 4:00 pm Campus Grounds  
 October 1 – National SAT Exam 7:00 am – 2:00 pm  
 October 4 – Groundbreaking for Academic Building Expansion 10 a.m.  
 October 4 -- EGSC Presidential State of the College Address 11:00 am – 12:00 pm LFG Auditorium  
 October 7 – Men’s Basketball ‘Middy Madness’ 12:00 pm Gym  
 October 7 – Senior Staff Meeting 2:00 pm PCR  
 October 7 – EGSC presents the Columbia County Orchestra at AU 7:00 pm Augusta Campus  
 October 11 – Transfer Tuesdays 11:00 am – 2:00 pm Cyber Cafe  
 October 12 – Board of Regents 9:00 am – 5:00 pm PCR  
 October 12 – SHS Cross Country Meet 4:00 pm Campus Grounds  
 October 14 – GSU Partnership for Rural Health 12:00 pm Fulford  
 October 14 – Staff Council Meeting 2:00 pm PCR  
 October 18 – SHS Cross Country Meet 4:00 pm Campus Grounds  
 October 19 & 20 – ServSafe Training 8:00 am – 3:00 pm Fulford  
 October 20 – Emanuel County Family Connection 9:00 am Fulford  
 October 27 – Emanuel County Family Connection Strategy Team Meeting – 10:00 am Fulford  
 November 3 - Shepard Blood Center Blood Drive 8:00 am – 3:00 pm Quad  
 November 4 – Senior Staff Meeting 2:00 pm PCR  
 November 4 – First Friday at The Morgan House 5:30 pm

November 5 – National SAT Exam 7:00 am  
November 8 – Transfer Tuesdays 11:00 am – 2:00 pm Cyber Café  
November 10 – Total Wellness Series Lunch & Learn 12:00 pm Fulford  
November 11 – Statesboro Open House 9:00 am EGSC Statesboro  
November 11 – Staff Council Meeting 2:00 pm PCR  
November 11 – GSU Partnership for Rural Health 12:00 pm Fulford  
November 12 – Early Childhood Professional Development Training 9:00 am Fulford  
November 17 – Emanuel County Family Connection Strategy Team Meeting 10:00 am Fulford  
November 22 – Presidents Cabinet Meeting 9:00 am PCR  
November 24 & 25 – Thanksgiving Holiday All Campuses Closed  
December 2 – Holiday Luncheon EGSC Augusta 1:00 pm  
December 2 – Senior Staff Meeting 2:00 pm PCR  
December 2 – First Friday at The Morgan House 5:30 pm  
December 2 – Last Day Fall 2016 Classes  
December 3 – National SAT Exam 7:00 am  
December 8 – 12 GYM CLOSED FOR GRADUATION  
December 9 – Holiday Luncheon EGSC Statesboro 11:00 am  
December 9 – Graduation Rehearsal 2:00 pm Gym  
December 10 – Fall 2016 Graduation 10:00 am Gym  
December 12 – Holiday Luncheon EGSC Swainsboro 12:00 pm RLB  
December 13-16 – Georgia Cyber Academy Meeting 8:00 am – 4:00 pm Fulford  
December 15 – Emanuel County Family Connection Strategy Team Meeting 10:00 am Fulford  
December 22-December 30 – Winter Break All Campuses Closed