Sr. Staff Meeting Agenda
September 7, 2018
2 – 3:30 p.m.
President’s Conference Room

*Items in OneDrive will be marked with an asterisk

1. **Welcome**

2. **Introductions/Announcements**
   - Ashton Steward, Library Assistant – Kelly Ansley
   - Bonnie Nash, Library Associate – Kelly Ansley
   - Cenitra Stevenson, ACE Coordinator Statesboro – Karen Murphree
   - Steven Clark, Manager of Enterprise Services – Mike Rountree

3. **Top of the Agenda Information Items**

   **Academic Affairs/Student Affairs**
   - Dual Enrollment Update – Murphy/Vess
   - Fall 2018 Enrollment Projections – Jones
   - Update on Housing Occupancy Report (Including Overflow Housing) – Storck

   **President’s Office**
   - SACSCOC Decennial Reaffirmation Process -- Boehmer – QEP *
   - First Friday at The Morgan House – Hosted by Student Affairs

4. **Informational Items**

   **President’s Office**
   - President Boehmer
     - College 2025 Report *
     - Immediate Notification of President About Serious Events/Emergencies *
     - Provisional Employee Evaluation *
     - Student Leadership Development Program
     - Staff Leadership Development Program
   - Chief of Staff/Legal Counsel – Smith
     - Conflict of Interest Commitment Policy
       - New BOR Policy*
       - New EGSC Policy *
     - USG Ethics Awareness Week – November 11 – 17, 2018 *
     - Contract Administration Policy *
       - Signing of contracts, MOUS and other written documents binding the college
   - Athletics – Wimberly
     - None
   - Event Planner -- Williams
- Convocation - Thursday, September 13 at 11 am Auditorium (Dr. Cheek – details)
- President’s State of the College Address – Tuesday, September 18 (Change of Venue -- C101 Tiered Classroom)
- Family & Friends Fun Day – Saturday, September 22, 10:00 am – 3:00 pm (Stacey Grant – details)
- ACEN Site Visit September 24 – 27 (Dr. Upchurch – details)
- Facilities Requests – procedures located in MyEGSC portal – asking each unit to assign 2 people only that are responsible for submitting requests.

- Faculty Senate – White
  - None
- Police Department -- Gammon
  - None
- Shared Auditor – Sprouse
  - None
- Staff Council – Lisa Cassidy
  - Sunshine Fund
- Study Abroad – Palumbo
  - None
- Title IX – Ansley
  - Title IX Update

**Academic Affairs/Student Affairs**
- VPAASA – Vess
  - None

- Academic Affairs
  - Math/Science – Wedincamp
    - None
  - Biology – Chevalier
    - None
  - Nursing – Upchurch
    - None
- Humanities/Social Sciences/Director of Correll Scholars – Cheek
  - Convocation, September 13, 11:00
  - Convocation Events in Statesboro, September 12
  - Constitution Day, September 18
  - Correll Scholars Program Internships
- FESA -- Walker
  - FESA Update
- AAMI – Drummer
  - AAMI Grant
- Academic Support Services – Kittrell-Mikell
  - None
- Counseling/Disability Services – Burns
  - None
- First Year Experience – Strickland
• None
• **Institutional Effectiveness – Gribbin**
  • IPEDS Update *
• **Library – Ansley**
  • September 12th – 2-3 p.m. -- Meet Will Storr (Statesboro)
  • September 24th – 28th – Banned Books Week
  • Starting September 10th – Popup Reference around the campus
  • September 15th – 10 a.m. – Noon – Library Table at the Franklin Memorial Library: Library Card Signup Extravaganza
• **Teaching and Learning – McKinney**
  • Draft of policy on third-party integration software in progress
  • Fall D2L workshops on-campus and via Zoom TBA
• **Learning Commons – Murphree**
  • None

**Student Affairs**
• AVP Enrollment Management – Jones
  • None
• Admissions – Mathews
  • College Readiness Tour Dates
  • Junior Senior Day dates
  • Strategic Recruitment Plan
• Choice – Davis
  • Program Update
• Housing – Storck
  • None
• Registrar – Saulsberry
  • None
• Student Conduct – Helms
  • None
• Student Life – Grant
  • None

**Business Affairs**
• VPBA – Gay
  • Budget/Financial Reporting Upate
• Accounting – Foskey
  • None
• Business Operations – Goff
  • ePro Update
• Plant Operations – Steptoe
  • Status of Projects
  • Street Light Replacement
  • Transformer Replacement
• Dining Operations – Underwood
  • None
• Financial Accounting – Williams
  • Comp time
• Financial Accounting/Grants – Wentz
  • None
• Human Resources – Woods
  • USG Benefits Fair – October 15
  • USG Open Enrollment – October 29 – November 9th
  • New Email Accounts
  • Wellness Update
  • 2019 Healthcare Plan

EGSC – Augusta
• Associate Vice President for External Campuses – Kelch
  • None

EGSC – Statesboro
• Director – Williamson
  • Statesboro DT Getdown
  • Dancing with the Statesboro Stars
  • Trunk or Treat – October 27th
  • Turkey Trot- November
  • “Scheduled Fun”

Informational Technology
• VPIT – Rountree
  • BANNER Manages Services (BMS) project update
  • USG Payment Card Industry (PCI) audit / engagement update
  • Software requests
  • Manager of Enterprise Services position update
• Enterprise Services – Vacant
  • None
• Infrastructure Services – Fagler
  • Network Upgrade September 18th
• Support Services – Oglesby
  • None

Institutional Advancement
• VPIA – Gilmer
  • None
• AVP Institutional Advancement – Kennedy
  • None
• Sudie A. Fulford Community Learning Center – Schwabe
  • None