GEORGIA PERIMETER COLLEGE
PRESIDENT’S CABINET MEETING MINUTES
Tuesday, August 24, 2010
9:00 a.m., President’s Conference Room, Decatur Campus
(For approval on September 7, 2010)

MEMBERS PRESENT: Anthony Tricoli, Ron Carruth, Jeff Tarnowski, Vince June, Jim Rasmus, Sheletha Champion, Fran Mohr, Julius, Whitaker, Reid Christenberry, Alan Jackson, Beth Jensen, Kwabena Boakye

GUESTS PRESENT:

I. CALL TO ORDER

President Tricoli called the meeting to order

II. APPROVAL OF MEETING MINUTES

The July 27, 2010 meeting minutes were approved electronically on August 23, 2010

III. STATUS OF ACTION ITEMS FROM JULY 27, 2010 MEETING

No outstanding Action Items from July 27, 2010 meeting.

IV. DISCUSSION ITEMS

Enrollment – Ron Carruth

- The College enrollment is approximately 3000 students short for fall term 2010/FY2011
- The college will need an additional 355,000 hours to balance the budget
- The online projections are off by approximately 1200 students
- Students need to be encouraged to enroll in more classes increasing credit hours
- Discussion with Advancement about a possible Loan or Scholarship program that will allow students to stay in class
Auxiliary Services – Food Services – Sheletha Champion

- The college has contracted with Smurti Corporation for Campus Café

V. AREA UPDATES

Customer Services

- The “Ask Me” program was a great success
- There were a lot of positive comments received from people that participated in the “Ask Me” Program about being a part of the process and feeling like a community and helping others

OIT

- Project Nominations-VP have been requested to look at and add to the nominations for the fiscal year
- In the process of trying to get the Student Advisory and Academic Advisory Council started

Governance and Policy

- The process of renumbering the Policy Manual is going very well
- Academic Affairs is being renumbered from 300’s to 100’s
- Student Affairs is being renumbered from 400’s to 200’s
- There will be a link that shows two lists: one with the “old” policy number and its corresponding “new” policy number and another with the “new” policy number and its corresponding “old” number
- A mock website has been made to make one transition versus a piece by piece transition
- The “Archived” Policy Manual will be maintained

Internal Audits

- There is a travel audit coming on October 11
- Employee relations audit is on going
- Looking forward to sharing “Best Practices” to improve employee relations
- The Risk Management Policy has been approved by the Board Of Regions
- On September 15, there will be an Audit Risk Assessment sent out to everyone to look at
Human Resources

- There are about 77 people who have been here before 7/1 who have not completed the Ethics Review

Institutional Advancement

- There is an Alumni Board dinner tomorrow (8/25/10)

Financial Affairs

- The Dunwoody project has been dropped and the focus is now on Decatur

VI. ANNOUNCEMENTS/OTHER

VII. MEETING ADJOURNED / NEXT MEETING DATE

Meeting adjourned at 11:00 a.m.

Next meeting will be September 7, 2010