
1. Information Sharing
   - Ms. Brogdon made the following announcements –
     o Tanner EAP contract ended in November – our current EAP Provider is KEPRO.
     o Department of Labor - FLSA Final Rule, effective January 1, 2020.
       ▪ New “standard salary level” or threshold for overtime earnings is $35,568/year or $684/week.
       ▪ Executive, professional or administrative work is “exempt” from overtime earnings – position review requires the “duties test”.
       ▪ Total annual compensation for “highly compensated employees” will be $107,432 (was $100K).
       ▪ HR will notify employees and supervisors of positions that will change from non-exempt to exempt.
     o Shared Sick Leave Open Enrollment Period, December 4th-18th.
       ▪ Key process changes for UWG.
         ● Sick Leave only
         ● 8-80/40 balance for donations (was 24/60 balance)
         ● Donations accepted during open enrollment only
           ○ Can withdraw 480 hours (12 weeks) annually
           ○ Can withdraw from the program anytime
   - Mr. Reeves made the following announcements –
     o During the month of December, we will be installing Phase II of the Parking Logix System; Z6 and Campus Ctr Lots.
     o Bookstore received 93% of adoptions from faculty by Thanksgiving break; as a result, we were able to pre-order many USED books for spring.
     o 10 local area delivery trucks for Coca-Cola now have "Go West" co-branded on the truck backs.
     o We conducted a survey with Housing Students mid-Fall semester; "what’s going well what needs improvement”.
       ▪ They told us they feel housing is safe and organized, they would like to see community spaces updated with new paint, and improved wi-fi strength.
       ▪ We will be doing ALL of that work over Winter Break.
       ▪ We hope that will help reduce housing occupancy shrinkage fall to spring, as well as, help improve early registration for next fall housing.
   - Mr. Sutherland congratulated Dr. Ned Watson as our new Police Chief.
   - Mr. Bowen announced that the RCOB price came in on budget.
   - Dr. Crafton invited anyone who’s interested to the Carnegie Library in Newnan at 6:00 p.m. tonight as he will be speaking.
2. **SI 1-4: Students’ Experiences at the November Ethics Bowl Competition (Riker & students):**
   As an extension of Ethics Week, two members (students Joseph Dean – Econ & Crim and Amir Williams – Phil) of the UWG Ethics Bowl team and their faculty coach Dr. Walter Riker provided a summary of UWG's participation. Dr. Riker provided an overview of the competition and announced the upcoming High School Ethics Bowl to be held at UWG on January 25th. Joseph and Amir took the opportunity to relay to PAC what they learned and will remember from the competition.

3. **SI 1-4: Enrollment Update (Jordan):** Thank you to everyone who has engaged the Enrollment Management team and wants to help with our coordinated and strategic efforts with recruiting new students to UWG. We are still very early in the enrollment reporting cycle; however, December 1 until February 1 is a critical time in the formation of our incoming Fall class. As of 12/1/19, we are trending slightly behind application numbers compared to Fall 2019 and Fall 2018, and we are slightly ahead in application numbers compared to Fall 2017 and Fall 2016. Graduate and Alabama transfer applications are also down at the moment on the 12/1 report. International, Dual Enrollment, and Alabama first-year are all ahead of this time last year. We are also being asked by USG to complete a weekly enrollment update report. This report focuses on new and transfer undergraduates, dual enrollment undergraduate, continuing undergraduate students, and housing. Big thank you to ITS for working to automate this weekly report. Retention efforts are also underway. We have approx. 85% of the Fall 2019 IPEDS cohort registered for Spring 2020. Historically, we have reported – at census date – a final fall-to-spring retention rate around 90%, so we are almost to that mark. We appreciate all of the efforts on the part of Academic Advisors and Academic Support to get those students, and other continuing UWG students, registered for Spring 2020. Having strong retention helps combat the declining numbers of incoming, high school aged students. We appreciate all of the efforts and support in recruiting and retaining students at UWG.

4. **SI 1-4: Budget FY20 (Sutherland):** This year’s budget is currently in balance, however, we budgeted for a 10% loss in students from Fall to Spring. If we have a greater loss than the 10%, we will have another budget cut. For FY21, we budgeted for flat first-time full-time freshmen but if the numbers of students come in less than this year’s class, we will have additional budget reductions. We will keep you posted. We are centralizing position management effective January 1, 2020. If you want to fill a vacant position, ask your VP who will take it to the President and other VPs who will decide if the position will be filled or not…must be of high strategic need.

5. **SI 1-4: Introduction (Rayfield):** Dr. Stuart Rayfield introduced herself and spoke briefly about the opportunities ahead.