

Senior Leadership Team Meeting  
Staff Edition  
November 13, 2018

1. Approve minutes from last meeting
  - a. Minutes approved
2. Pancake breakfast on 11-20 [JJ]
  - a. Timing vis-a-vis vacation and holiday schedules
  - b. Logistics: space, equipment, personnel
    - i. Need confirmation from Barbra on electrical support
  - c. Jared to reach out for support as needed
3. Nashman Center is asking about LAI participation in [GW Give-A-Gift](#)
  - a. Coordinated by Courtney last year & LAI sponsored 10 individuals
    - i. Split into pairs of staff per individual/family pledge
  - b. Tyler to email give a gift and LAI staff
  - c. Gift drop off 12-5-18
4. ARL Leadership Fellows Institute debrief
  - a. CLB diversity/equity/inclusion presentation - bring to LAI?
    - i. EDUCAUSE pointers on avoiding bias in selection processes
    - ii. Diversity Plan update: Jared & Coreene to coordinate
5. Goal-setting update
  - a. Aiming for goal input by end of week
  - b. Brainstorming: how to promote regular manager collaboration?
    - i. Managers with student assistants have engaged in information sharing
    - ii. Any activity (e.g. staff management group) should have clear value, purpose, outcome, etc.
      1. Possible focus: how institutional culture goal applies to LAI
      2. SLT-driven or owned by group members?
      3. Must be steered away from specific challenges so as to avoid identification of particular employees/relationships
      4. Quarterly frequency and guided discussion might be most balanced approach
    - iii. SLT modeling to facilitate/guide activities (e.g. article discussion)
6. Other business
  - a. Request to include a feature on sustainability scholarship under student experience section of initiatives website:

[Funding for Five GW Undergraduate Sustainability Scholar Awards Provided](#)

Through the support of both Wēpa (GW's printing vendor) and the Division of GW Libraries and Academic Innovation (LAI), and in partnership with SustainableGW, five Sustainability Scholar Awards are funded for award in January 2019. These awards give promising undergraduates the opportunity to engage in a

well-defined research project under the guidance of a GW faculty member in their chosen fields of study.

- a. General agreement for feature on the condition that it, and other featured LAI accomplishments, give credit to LAI