

Senior Leadership Team Meeting
Staff Edition
November 27, 2018

1. Approve minutes from last meeting
 - a. Minutes approved
2. Administrative updates (Tyler)
 - a. Admin team update
 - b. December SLT meetings
 - i. Dec. 11 meeting will be rescheduled, likely to Dec. 13 between 3-4:30pm
 - ii. Christmas meeting is cancelled
3. Monthly data reporting progress (Jared) - We will take a look at the draft September Report
 - a. Data points that are helpful? Missing? (No STEMWorks or tutoring in the report at present)
 - b. Provide feedback on report
 - i. Could each individual slide have specific month/year information for broad usage?
 - ii. Could we include explanatory notes, maybe via an online dashboard, to accompany this data?
 - iii. Could we produce reports by semester, year, year-to-date?
 - c. Infrastructure exists for using WiFi data to glean more specific insights (visit duration, multiple visits/day, etc.)
 - d. Could we produce similar reports for Eckles, VSTC?
4. Guidelines for public computer use in the library (BG)
 - a. Barbra has updated existing policies and guidelines for discussion
 - b. University policy is broadly restrictive of "obscene, harassing, or otherwise inappropriate" usage
 - c. Main objective is to ensure staff have a reference point for how to deal with potentially objectionable usage (post on LAI website)
5. FY2019 Merit files (Regina)
 - a. To be provided to managers in the next days. Information to go to employees via letters prepared by HR before the end of the year.
6. Other business
 - a. Quinn Baron working remotely full-time effective December 15 (time-limited to 6 months to assist with transition)
 - b. Diversity Plan update
 - i. Any thoughts on historic issues with gender and race in your department?