

Senior Leadership Team Meeting
Staff Edition
February 19, 2019

1. Approve minutes from last meeting
 - a. Minutes approved
2. Weather-related communication coordination
 - a. We assume business as usual in terms of operating. We are not aware of any issues that would impede communication.
3. Other business
 - a. Performance management midpoint check-ins
 - i. HR to reach out to managers with outstanding work in Talent@GW
 - ii. Manager-report discussions are due end of February
 - iii. Issues reported with use of performance management interface
4. Updates lightning round
 - a. Paul
 - i. National scholarships and fellowships process at tail end
 - ii. Preparing for GW research days
 - b. Hannah
 - i. Research portfolio lead interviews ongoing
 - ii. ISIS files project kicking off
 - iii. Planning WRLC annual meeting (Spring Break, UDC)
 - iv. Preparing feedback for Primo leadership
 - c. Tracy
 - i. Working on closing gifts already discussed with prospects
 - ii. Tracy in Phoenix at beginning of March meeting with alumni and parent prospects
 - d. Barbra
 - i. Stack maintenance activity ongoing (Ballinger)
 - ii. Staff spaces at Eckles and 3rd floor of Gelman to be painted
 - iii. Installation of automatic door opener on 6th floor this fiscal year
 - iv. 3rd floor bathroom renovations this summer
 - e. Robin
 - i. Web developer and program coordinator roles close to being filled
 - ii. Academic Commons director job to be posted this week
 - f. Nia
 - i. Internal progressive promotions process receiving positive feedback
 1. Managerial training to be rolled out this summer
 - ii. Performance rating scale changed from 5 levels to 3
 - g. Tyler
 - i. Emergency Plan walk-through scheduled
 - ii. Confluence of thought on performance management review process as topic for town hall

- iii. Thought to bring managers together again on topic of performance management
- iv. Update on Resilient Networks grant meeting in Houston