

Senior Leadership Team Meeting
Staff Edition
July 31, 2019

1. Approve minutes from last meeting
 - a. Minutes approved
2. Debrief on Board of Trustees retreat (Geneva)
 - a. Retreat held in Williamsburg on Thurs/Fri 6/27-28
 - b. Former president Richard M. Freeland of Northeastern University delivered remarks related to aligning university direction with comparative advantage
 - i. Strategy involved embracing coop/applied work and developing mantra that was adopted - by every member of the university community
 - ii. Northeastern goal was to break the top 100 on US News & World Report rankings; achieved
 - iii. President LeBlanc wants to engage in this sort of identity shaping at GW
 - c. Speaker and discussion related to thinking critically about graduate programs
 - d. Daniel Hook (Digital Science) spoke about research analytics
 - i. Highlight: impact/prestige factors (citations and open source publications)
 1. GW trending upward in closed publications, which might have a limiting effect on citation numbers
 - ii. Visualizations on multidisciplinary and international collaboration
 1. GW fairly weak in this area, esp. internationally
 - e. Big picture: what does the strategic plan framework look like?
 - i. President LeBlanc started with 30% proportion of STEM undergraduate students, 20% undergraduate enrolment reduction
 - ii. Discussion over course of retreat turned toward finding GW's story, as opposed to focusing on strategic decisions
 - iii. Strong support for adding diversity explicitly to strategic plan framework
 - f. Mark Diaz presented on GW budget
 - i. Emphasis on capital flows as related to schools and centralized services
 - ii. Focus on poor quality ("crisis") of university infrastructure (news stories)
 - g. Overall: productive retreat
 - h. Assuming that strategic plan will drive budget (to be presented in preliminary form in Feb 2020 and approved May 2020), planning process must move quickly
3. Discuss priority-setting from SLT retreat
 - a. Goal is to let university priorities direct our own priority-setting
 - b. To be tabled until university priorities clarify and mature
4. T&L
 - a. First Unit quarterly meeting last week (IDT Lead)
 - b. The Open University of Guangdong Visit on July 9 (T&L Team)
 - c. Dir., Strategic Learning Initiatives (Open)
 - d. Task Force Update and Timelines (T&L Managers)
 - i. Learning Laboratory (Maddy)
 - ii. GA/TA Training (Yordanos)
 - iii. Faculty Development (Patty)
 - iv. Digital Fluency (New Dir.)

- e. Faculty Awareness and Branding Survey Faculty Survey (Ashley)
 - i. New Brand launch at Teaching Day (September 27)
 - f. Finalize Fall Workshop Schedule (Highlighting delivery changes) (T&L team)
 - g. Intake and Evaluation Metrics (T&L team and Cheryl Biel)
 - i. Potential new faculty information system will tie in nicely with this
 - h. Project Management/ Timelining Training (Pete and T&L team)
 - i. Instructional Continuity Plan Update (Guy, Jared, and Yordanos)
 - i. Relevant communication to be handled by the provost's office, while External Relations provides the landing page (with advisories) with resources for faculty populated by us
 - j. Online learning Quality Assurance Indicators (Guy and Katherine)
 - i. This effort - spurred by faculty senate resolution - will be somewhat broader than the official Quality Matters rubric, in order to enable flexibility for schools and others across the university
 - ii. LAI will continue to use Quality Matters
5. Time Reporting and Time Off (Regina)
- a. Adjustments to leave should be sent to benefits at timeoff@gwu.edu. This is leave taken after the June 13th deadline through the end of fiscal year 2019.
 - a. Reports received that Managers cannot see their employees
 - i. Issue might be resolved by July 12
 - b. Carryover annual leave is loaded
 - i. Does not currently display until user enters the leave request process
6. Budget Items (Regina)
- a. FY19 Budget close was a success
 - a. There will be no budget meetings in the month of July
 - b. Lease Printers/Copiers/Scanners
 - c. Lifecycle of Mobile Devices in FY20
 - d. FY20 Forecast sheets will be available this week. Due Date: July 31st.
 - e. FY20 Wage requests have been reviewed
7. Faculty Outreach -- living our goals! (Robin)
- a. We will create a five-minute video, to be included in a variety of communications (AT, department chairs, etc.), with possibility of in-person outreach if requested instead of sending out staff teams
8. Performance management (Nia)
- a. Employees will be nudged to complete self assessments