

Senior Leadership Team Meeting
Staff Edition
August 28, 2019

1. Approve minutes from last meeting
 - a. Minutes approved
2. Draft content for 2020 Vision Magazine (Robin)
 - a. Welcome from Dean
 - b. Masthead (small column) + awesome photo of LeBlanc at Ask Us Desk
 - c. Python (camps, software carpentry, workshops and including JupyterHub)
 - d. Let's GRE Together (summer and express cohorts)
 - e. 3 Goldwater Scholars/Truman Fellow (combining and revising those GW Today stories to focus on the CUFR aspect)
 - f. Instructional Core roll out & philosophy
 - i. Guy to follow up with data and other stuff by September 20
 - g. Cover Story: ISIS Files grant
 - h. Infographic (info provided by Uzezi)
 - i. Data: number of consultations/instructions sessions, number of workshops offered, requests for peer tutoring, tech support
 - ii. HS/BG: Data from vendors on database usage might be available by next year
 - iii. Tell Robin if you have narratives to be highlighted within the data
 - i. Top Textbooks (including impact of Luther Rice Society funding)
 - j. Spotlight on academic technology
 - k. WMATA archives photos + small piece on how they blew up on social media
3. Accessibility Update (Geneva & Jared)
 - a. GH: Meeting last week with committee, stakeholders, Mark Diaz
 - i. Business case presented by Terrell Allen (BMAG) and Dorinda Tucker (not on the committee) on behalf of the committee
 1. Included funding asks for both immediate remediation needs and longer-term continuous needs
 - ii. Mark asked whether an inventory of sites to be remediated exists
 1. LAI has inventory
 2. Other inventories exist elsewhere around the university
 - b. Committee met to follow up on 8/26
 - i. Immediate work involves trying to pull together a complete inventory
 1. Difficult task due to lack of complete representation of content owners within committee membership
 2. JJ has reached out to various IT directors across campus
 - ii. Need to pull Burns and Himmelfarb into the collaborative work as well - might need to loop SMHS and Law in
 1. Need to identify efficiencies for shared work between LAI, Burns, Himmelfarb

- c. This highlights the need to provide context around funding asks for projects with deep history
 - d. Keep cheering on our staff as they work on this initiative!
- 4. LeBlanc at Ask Us Desk (Robin & Geneva)
 - a. While the desk was not as busy as it has been, it was a terrific experience
 - b. LeBlanc's work at the desk
 - i. Arrived ready to work in his Ask Us shirt
 - ii. Listened and learned about all the different services we provide to students
 - 1. Questions about how we designate Top Textbooks
 - a. OER team working to provide detailed description of the process
 - 2. Question about clickers
 - c. Overall: positive experience and heightened visibility into LAI's work, especially our fantastic student employees
- 5. Instructional Core (Guy)
 - a. ICare Campaign
 - i. Filming of leadership for video completed
 - ii. Ongoing work related to branding, identity, messaging, etc.
 - b. Adobe Creative Suite Discussions (Follow Up in LA in Nov.)
 - i. GH and GL invited to Adobe MAX conference in LA
 - ii. RD: Adobe has also offered to do more workshops
 - c. Feedback Fruits Discussion (Follow Up in Amsterdam in Oct)
 - i. FF provides better interface and usability to things like Blackboard through more seamless modules
 - ii. FF trying to set up an international network of university stakeholders
 - d. TeamGantt for Project Management
 - i. JJ to ask Uzezi to follow up with GL regarding tool needs
 - e. Law School Fee Schedule for ID
 - f. New LibGuide is up for IDT
 - g. Instructional Continuity Plan (October/November Launch)
- 6. Benefits is Collecting Historical Sick Time Balances Due August 31
- 7. Associate Dean On-site Interviews (Tyler)
- 8. Research Analytics (Hannah)
 - a. Digital Science came back for a follow up question session on Monday
 - b. Faculty Affairs' questions are a focus at the moment
 - c. Anne Linton interested in having her staff more involved