1. Approve minutes from last meeting
   a. Minutes approved
2. Digital and Computational Fluency Lab planning (Robin & Jared)
   a. Planning timeline
   b. Presentation at January Town Hall
3. Status: As of Monday, pool is under review for the group of 10 librarian hires (Hannah)
   a. ~150 applications at the point of the start of review
4. GWorld Tap readers for Gelman (Barbra)
   a. BG: Facilities has been given marching orders to install tap readers on certain buildings as a university standard
      i. Gives ability to lock buildings down
      ii. However, we have revolving doors…
   b. Seems as though the general idea is to base building access on tap reader
      i. Install possible over winter break
      ii. Might create additional issues for us to address: communicating to students, implications for emergency situations, etc.
5. Employee designations discussion (Nia)
   a. Designated On-Site employees must report to work as directed by their supervisor, even if the university has announced a change in operating status. Supervisors are responsible for creating the call-in procedures that best fit the needs of their team and the services that they provide. Call-in procedures often will include selecting how many employees need to report to work, and where these employees need to report.
   b. Designated On-Site does not necessarily always mean that the employee will need to report to work on campus. Designated On-Site employees must report to work as directed by their supervisor. The employee therefore is responsible for ensuring that they have followed the correct call-in procedures during the adverse weather or emergency event.
   c. Takeaway: responsibility w/ supervisors; most staff should be designated on-site
   d. Nia to ask for representation at town hall and provide report to Geneva
6. HR updates from Deans meeting (Geneva)
   a. Sending a group to Disney Institute in Orlando
   b. Incoming change (increase) in tuition benefits
   c. OUR GW Day will next occur December 2024