

·Senior Leadership Team Meeting
Staff Edition
December 18, 2019

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