

Senior Leadership Team Meeting
Staff Edition
July 15, 2020

1. Approve minutes from last meeting
 - a. Minutes approved.
2. Updates from Geneva
 - a. CDT Call
 - i. Safety & Security: Taking the operations playbook and testing it out.
 - ii. Also hearing from more faculty reluctant to teach face-to-face; these data points lead to having fewer students on campus.
 - iii. Enrolment: Melt does not look too bad at the moment.
 - iv. Labs in SEH being prepared for testing.
 - v. Board Executive Committee meeting on July 21st on reopening and contingency planning.
 - b. Provost's Senior Staff
 - i. Suzanne Alrutz's last day will be Friday, July 17.
 - ii. Caroline Laguerre-Brown's office busy with Title IX revision.
 - iii. 25% capacity in labs going well for research. Concern about dealing with noncompliance in mask-wearing. Also concerned about undergraduate research.
 - iv. Faculty Affairs updated on requests for remote teaching. Full-time faculty are concerned about cleaning, HVAC, potential waivers of liability, etc. Meeting with part-time faculty next week—same concerns, plus compensation for presenting courses in multiple formats. Will better understand instruction needs by August 1. GW tech transfer office seeing success. Working on communication for faculty about operations. All faculty/librarian positions through the RAC.
 1. RAC update does not include second round of LAI requests.
Faculty Affairs is not handling requests for staff positions.
 - v. Koren Bedeau working on how to pay graduate students working remotely as TAs/RAs. Good news about rescinded DHS order regarding international students.
 - vi. Suzanne Alrutz reminded that we are in the middle of the performance management process.
 - vii. Geneva updated with numbers on faculty training, status of classroom preparation (video filming tomorrow), Gelman reopening for research.
3. Video updates (Robin)
 - a. Just FYI - The 2020 redo of the faculty orientation video is ready. You can view it, but it won't be sharable until August 1 when the Instructional Core website is live.
4. Reopening Topic -- Do we need to review our food and drink policies? (Robin & Hannah)
 - a. 7-3-20 version of the operational playbook makes no exception for not wearing a mask when eating and doesn't seem to have guidance on where to eat or drink.

- b. Given that maximum reservable time at the moment is 2 hours, might make sense to say no food/drink. Might face difficulty enforcing physical distancing at any designated eating/drinking space.
 - c. Would rather say no food (and recognize that there will still be limited noncompliance). Do not want someone to take their mask off for 30 minutes to nurse a coffee.
 - d. Would our policy here affect our public vending machines?
 - e. Does this have implications for our staff food/drink policy? What if students see staff walking in with food (but don't know they're staff)?
 - i. As long as we make clear that you cannot eat in a public area.
 - f. Can we display our food/drink policy in the system at the time of reservation?
 - i. Yes. Going to put expectations around wearing masks, social distancing, and wiping areas down as well.
 - ii. Please add "do not move the furniture."
5. Furniture relocation update (Barbra)
- a. Gelman furniture move should be done today; Eckles scheduled for tomorrow.
 - i. Signage expected to arrive on Friday.
 - ii. Taken photos of areas around Gelman (can be used for LAI update tomorrow or newsletter on Friday).
 - b. Still some outstanding questions about PassagePoint visitor management software and the GW security assessment. We are assuming that it will pass the security check and trying to move the needle on how the software will be operationalized in the fall.
 - i. Could Jodi Caldwell be of assistance in getting this security review expedited?
 - 1. Adeel and Rob are on top of working with the company; there may be a role for Jodi to play in other aspects of how this will work.
 - 2. Trying to get GoBoard through a security assessment (already signed privacy and security statements); can this be referred to Jodi? Yes—Robin will follow up.
 - ii. Is there an agreement in place about this?
 - 1. We are currently calling this a pilot. We have not officially signed on for this yet.
 - 2. Anything that will need to be signed needs to get into Barrett's hands ASAP.
6. Instructional Core Updates
- a. New Programming Announcements
 - i. New Blackboard Facepage (launched)
 - ii. Extended FLEX Camp Dates into August (planned)
 - iii. "A Creative Collaboration" with GSEHD (ready to market)
 - iv. Spring 2020-Faculty Lessons Learned Showcase (in progress)
 - v. Fall FLEX PSA (launched)

- b. Working on Studio re-launch (in process, hoping for an early August opening pending on need)
- c. GTAP Coursework-lower student rate. 1 TA hired, 1 recruitment in process.
- d. New Collaboration LAI/GSEHD
 - i. The Innovative Creative Adaptive and Resiliency Educator (ICARE) Certification in Digital Instruction
- e. Profile for Instructional Core for Foundations (for funding opportunity purposes)
- f. ICare Website Update
- g. Teaching Day (October 1)
 - i. Major Adobe Launch in Spring 2021
- h. Postponement of Early Career Network based on new faculty hires.
- i. Workshops
 - i. 71 workshops between Aug 17 and Dec 10
 - ii. 20 workshops scheduled the two weeks before the semester starts.
 - iii. 2 evening workshops during the first week of classes.
 - iv. group/departmental workshops offerings
 - v. collaborating with AT to offer ECHO 360 workshops and how they will be used in the classrooms.
- j. Supporting some special courses in Blackboard
 - i. Programs that have not been able to do host face-to-face session due to COVID
 - ii. Student Orientations for various schools.
 - iii. School Workshops for faculty.
 - iv. Athletics, Session to review compliance questions.
 - v. Medical School, Office of International Medicine Programs (Summer Research and Medical Enrichment Program)
 - vi. Comp exams for various departments.

7. YAY for first librarian hire out of the cluster hire process!!