

Senior Leadership Team Meeting  
Staff Edition  
October 28, 2020

1. Approve minutes from last meeting
  - a. Minutes approved.
2. Update from Diversity Committee Leadership (Ashley and Jesse)
  - a. Presentation Slides: Who We Are, Where We Are, Where We're Going
    - i. Vision: creating a space for **learning and growing** as individuals and allies within the Diversity Committee and broader LAI/university community.
    - ii. Upcoming Committee meeting will highlight Jabari C. Jefferson in discussing how we are all curators of knowledge, how we go about using that knowledge in our communities, and how we shift toward action using DEI principles to support social justice.
    - iii. Future ideas: learning modules, book clubs, quarterly forums, etc.
    - iv. Next steps include establishing SMART goals for the Committee, establishing functional clusters within the Committee, and engaging in intentional outreach.
    - v. Returning to mission: emphasizing LAI commitment to DEI principles and empowering our employees via opportunities to develop competencies.
  - b. SLT support for the Diversity Committee
    - i. Strongly encourage SLT presence at quarterly forums and welcome attendance at regular meetings as schedule allows.
    - ii. GH: Let us know what's next and use us as a resource to move this work forward.
      1. JG: Creating and maintaining a safe space for these discussions.
      2. AB: Understanding the climate (which may be different for some of our colleagues) and being sensitive to those considerations.
    - iii. HS: Could we get more visibility into the calendar of Diversity Committee meetings (e.g. a note in the weekly newsletter)?
      1. AB: There is a #lai-diversity Slack channel, and we would like to be as open as possible in our future communications.
3. Status of decision around LAI-wide goals (Hannah)
  - a. Clarifying our intention—do we intend to push two goals again, or would one intentional and sufficiently broad goal suffice?
    - i. GH: Last year, we had the two LAI-wide goals to be tailored to individual positions accompanied by 1-2 personal goals. A total of three goals is reasonable, so that might mean one LAI-wide goal.
    - ii. GL: Notable also that it is November, and aligning one particular goal with trajectories that many people are already on makes sense. This also takes some pressure off of people to pivot or otherwise realign their work.
  - b. Choosing a goal

- i. “GW Libraries and Academic Innovation will continue to provide high-quality support for research and instruction by improving existing or instituting new processes for robust online support. Examples could be continuing to refine Flex Camps or Blackboard workshops, learning the new access services system and suggesting an improvement, building new instruction modules, working as a group to figure out the best way to present workshops online, working at the Ask Us Desk, etc.”
      - ii. “GW Libraries and Academic Innovation librarians and staff will continue to build their skills in the collection, analysis, ethical stewardship, and/or visualization of data, and devise and implement strategies to better collect meaningful data in their area, as well as collaboratively brainstorm ways to use collected data in decision-making and future planning guided by GW’s values of Integrity, Collaboration, Respect, Excellence, Openness, Diversity, and Courage. Examples could be actually being the data steward of an area in the data dashboard, reworking or adding an area to the data dashboard, writing documentation for statistics to ensure a shared understanding of what is being collected, coordinating a discussion on the ethics of what data we are collecting and why, exploring the role of data in social justice work, participating in workshops on best practices in data management and privacy, etc.”
      - iii. Discussion
        - 1. “Data analytics that impact the effectiveness of research and instruction”
        - 2. Including DEI and social justice values.
        - 3. Could incorporate goal #1 into #2.
    - c. Resolved: Geneva to rework goal #2, including the above elements, and get that out this week.
    - d. Thoughts about tool fatigue (Guy)
      - i. Instructional Core and other LAI staff are expressing tool fatigue, especially because we are working with a collection of different tools rather than one tight group of enterprise software.
      - ii. Many folks are checking email, calendar, Slack, Monday.com, LAI data dashboard, etc. daily.
4. Instructional Core (Guy)
  - a. Communication coming out soon (this week?) regarding FLEX training and Teaching Cafes in Nov/Dec
  - b. Engageli Demo
  - c. Educational Policy and Technology Committee
    - i. Proctoring Solutions and Options
    - ii. Syllabus Bank (moving forward)
      - 1. One benefit to the Syllabus Bank for students is increasing access and affordability—allowing them to shop course materials before registering for the course.

- a. Faculty can edit their syllabus to an extent that often negates this use case, and the bank in its current state is largely a repository of outdated syllabi.
- 2. The Faculty Senate did pass a resolution to create the Syllabus Bank, and it was originally set up to automatically pull in syllabi from Blackboard courses. However, faculty expressed concern about personal information, outdated information, etc. Obligation lies with the faculty to produce syllabi that effectively inform students.
- d. Teaching Award reorganization