

Senior Leadership Team Meeting  
Staff Edition  
June 23, 2021

1. Approve minutes from last meeting
  - a. Minutes approved.
2. Coordinating with IT on technology in LAI spaces
  - a. Certain spaces (219, NCLC, 703, 706) required IT attention before the technology could be used.
  - b. Coordinated day and tech approach
    - i. We should ask for a day and a tech to walk around and troubleshoot.
    - ii. Brent and Shauntae will join a future SLT meeting to discuss.
  - c. Ticket approach
    - i. A ticketed approach helps IT track, capture metrics, etc.
  - d. We should come up with a spreadsheet of spaces with technology that need to be examined.
    - i. Eckles should be included as well (at least one space is not working).
    - ii. Mike Kern has a spreadsheet of all the technology they have supported in this building by room.
3. Discuss number of workstations to reserve for remote access (Robin)
  - a. It will be helpful to understand whether the Virtual Computing Lab will be maintained or scaled back prior to having this conversation.
    - i. We requested an update from Adeel but have no further information at this time. Let's table this discussion for the moment.
  - b. Do we have a sense yet of any populations that will have difficulty being back on campus (international students)?
    - i. Some of the deans have reported hearing some concerns from international students and others. The message so far has been for students to work with their school on how to proceed, treating most cases as an individual accommodation.
    - ii. It is useful to keep this population in mind as we proceed with VCL-related decisions. Additionally, we had referred the USIP population to our virtual computing platforms previously, and if they do not have visitor access to the library, it could be useful to maintain this service.
  - c. We would remove keyboards and mice from the reserved workstations, as soon as SLT decides how many workstations to reserve.
4. Diversity statement draft
  - a. We agreed to reflect on Robin's draft. Should we have a goal regarding the timing of coming back to this?
    - i. As far as the DEI web presence goes, we plan to launch everything on August 2. However, we could delay publishing if we decide the process needs to take longer.

1. We could hold off on publishing the “Our Work” section until people have had time to align their work with elements of the commitment.
  - ii. First step is for SLT to talk to Ashley and Jesse about how the commitment is shared with the rest of the DEI committee.
  - iii. We need to be mindful about reconciling the work of having the organization engage in DEI work with the impetus of communicating about our DEI work. We need to transmit a non-negotiable organizational commitment from leadership alongside an understanding of the flexibility needed to allow the community to bring themselves into this DEI work.
    1. The piece about turning this commitment into something measurable will be tricky as well.
    2. We can set the baseline message that stepping back and playing no role in our DEI growth is unacceptable. It is more complicated to go case-by-case in determining what integrating DEI into the work means for each employee. Otherwise, we risk turning this from meaningful and ongoing work into a check-the-box exercise. An organization-wide goal is a good starting point, but it needs to be couched in an understanding of how to have dialogues with individual team members about the level and depth of their DEI engagement; we should measure engagement, not tasks/actions.
    3. It was mentioned that some employees have asked about outcomes that demonstrate how we are coming closer to meeting our objectives.
    4. In the WRLC annual planning meeting, we heard that VIVA has instituted a standing first agenda item for discussion around DEI at each of its subcommittee meetings. Would something like this go some distance toward deepening engagement?
      - a. In team science, there’s the idea of strategic alliances that measures degree of engagement (cooperation to coordination to collaboration to coadunation) and maps growth via formation of new alliances. Under the auspices of an organization-wide goal, this simple framework could be used to measure individual engagement.
    5. The goal is to break mental patterns and create relationships with those different from us, not just along the common lines of gender and race. We should be explicit about the broad definition.
- b. Socializing this draft
- i. It makes sense to incorporate this into our FY22 LAI goals.
    1. It could be operationalized in a similar fashion to the previous goal of selecting a GW value and incorporating it into the work.
    2. We should dedicate some SLT time to goal development.

3. Note that people often face the temptation to view such goals as “in addition” to their job, when we need to encourage them to adopt this as another dimension of growth in their work.
    - ii. Note that at least Ashley and Jesse have reviewed the commitment and added things.
    - iii. It is unclear whether everyone in the organization knows what every item in this statement means. We might need some sort of event to share this out, perhaps give the opportunity for people to offer suggestions, etc. This will enable people to see how our DEI commitment enters into their work.
    - iv. This has to be something that cannot just be pushed down in a town hall. It is all of our responsibility to share this with our teams, clarify where confusion arises, integrate it into our work, and hold ourselves accountable (with partners such as HR where appropriate).
    - v. We could share this out at a town hall or similar and then dedicate each of the next eight DEI lunch sessions to discussion on each of the eight elements of the commitment. The DEI committee could support by bringing resources to those discussions as well.
  - c. Finishing the DEI web presence
    - i. On organization, we decided to lead with our commitment and embed our history (“mistakes and inequities of our past” link).
    - ii. For us to have the “Our DEI Work” page completed, we need to socialize it with the organization and ask people to contribute; no one person appears to know all the relevant work we are doing.
    - iii. The DEI committee will certainly have materials relevant to the items under “Our Work” that could be posted thereunder.
      1. We could build out entire pages for each element with videos, articles, relevant LAI projects, etc. if we so choose.
  - d. Proposed next steps and timeline
    - i. ASAP: Entire DEI committee reviews DEI commitment; Mafona to lead.
    - ii. July 7: SLT begins developing an organization-wide DEI goal alongside other FY22 goals.
    - iii. August 18: DEI goal introduced at LAI Town Hall, along with small group discussion potentially facilitated by DEI committee.
    - iv. Late August: Individual DEI goals entered into Talent@GW.
5. Adding workshops to the website
  - a. As we have no event support to enter workshop information onto the website, it would be great if we could recruit additional volunteers to enter that information during the last two weeks of July.
6. Staffing Ask Us for the first two weeks of semester
  - a. As we are concerned about the stability of a plexiglass barrier on the rolling desk, we will provide face shields to volunteer LAI staff on the Ask Us Desk.
7. Wage Template

- a. In the past, the wage template would be sent out around this time. However, the template will now only be used during budget call.
- 8. Content Management Space FYI
  - a. Managers are discussing the 602 suite as a potential move above grade, and there will be some testing taking place in July.