Senior Leadership Team Meeting
Staff Edition
December 1, 2021

1. Approve minutes from last meeting
   a. Minutes approved.
2. Update on request for HR to send SLT notification of employee hires/separations
   a. HR discussed this and agreed to move forward with it. Nia and Mafona will follow up on implementation.
   b. We had discussed creating a dedicated comings & goings section in the newsletter, which could be fed by this notification process (and Tyler can reach out to managers for 2-3 sentence blurbs).
      i. Note that one onboarding recommendation to managers is to send an LAI-wide introduction email for new hires. This therefore represents a bit of duplication of effort, but erring on the side of over-communicating seems preferable.
3. Storage mitigation strategies
   a. The practice of archiving content from a certain date and beyond is not having a sufficiently large impact on our storage needs. Yordanos and I are working to figure out a better solution.
      i. Problems: Zoom recordings stored in Blackboard are a significant drain, and a durable link in the cloud (e.g on a private YouTube channel) would be better. Voiceover PowerPoint recordings are also a significant drain, although using Voicethread should help with this.
         1. Yordanos reports that we bought ~10TB extra storage space in Blackboard and have used roughly half of that so far.
      ii. Higher-level fix: Work with the Faculty Senate EPT Committee to encourage behavioral change on the part of faculty.
   b. Discussion
      i. What is GW's obligation for keeping student-generated content in Blackboard?
         1. We need to keep it for up to seven years due to OGC-driven considerations.
         2. Do we have a separate preservation server for that content?
         3. We do, but this does not represent a long-term solution for the entire data storage problem.
         4. Note that it will be less expensive to store content on tertiary storage, and we can adjust our online Blackboard storage timeline accordingly.
      ii. It's worth driving toward the faculty and student behavior piece and how that interacts with this problem as well.

    1. Another potential lens for pushing people toward the appropriate tools is that of accessibility. The tools also have other advantages, such as enabling more productive collaboration.

    2. However, the instructors also don't know enough about the tools available to encourage or require their students to use the appropriate tools for a given assignment.

  iii. Have any other institutions figured out a solution?

    1. Yordanos reported that this was a major topic of discussion at Educause.

  iv. Is there someone in the Office of Sustainability that we might be able to work with on this?

    1. Concern that this is a hard sell from a sustainability standpoint only because the content will always be on a server somewhere.

  v. Broadly, this is a university problem that requires strategic decisions made at that level.

4. January Faculty Newsletter draft

 a. Content

  i. We cannot put every single workshop in the newsletter, but we will include a link to the website. Additionally, we can link to curated/filtered lists like 'digital accessibility training'.

    1. Might it be worth inserting a parenthetical stating explicitly that "Upcoming Faculty Events" includes workshops and programming?

  ii. The newsletter will go out as a full-text email that links to the publicly accessible Faculty Matters webpage? Yes.

 b. Distribution

  i. Will we be going through the provost's office for this?

    1. We have discussed it with the provost's office comms personnel and left time in the timeline to seek approval.

 c. INPUT REQUIRED BY MONDAY, DECEMBER 6, AT 8AM