

Senior Leadership Team Meeting
Staff Edition
March 5, 2019

1. Approve minutes from last meeting
 - a. Minutes approved
2. People updates (Geneva)
 - a. HR
 - i. Suzanne Alrutz now permanently in Provost's Office
 - ii. Nia is now LAI HR client partner/manager
 1. Does Nia have responsibilities outside LAI?
 - b. Accessibility
 - i. "ADA Compliance Manager" position being created at GW reporting to Caroline LaGuerre-Brown
 - ii. SLT to think about additional work to be done on digital accessibility
 1. One-time expenditures
 2. Ongoing funding
 3. Potential need for consultant, tester (university-wide)
 4. What do we need?
3. ELI Report Back (Guy and Jared)
 - a. Keywords: Microcredentialing, digital fluency, TLOS (technology-enhanced learning and online strategies (VA Tech))
4. Course Continuity Plan Update (Guy and Jared)
 - a. Plan to be delivered to Deputy Provost by Fall 2019
 - i. RD: Website? GL: Alert-like system directing faculty to our resources is the goal; final decision will rest with Terry Murphy. So probably.
 - b. Educational Plan (WIP)
5. Quality Matters Action Plan-Phase 1 (Guy)
 - a. Public Service Announcement Development (PPT and Video)
 - i. Communicate 'spectrum of intent'
 - ii. Faculty, IDs, students talking QM
6. Blue Sky Mini Retreat-March 27 (Guy)
 - a. Stakeholders from across university who think about teaching and learning
 - b. Around 40-50 people
 - c. Examining competitors' websites, etc. from our market basket
 - d. SLT invited (NCLC); invite forthcoming
7. Training Inventory for teaching and learning (WIP) (Guy)
 - a. Alternative Delivery survey
 - i. Going beyond Gelman to connect with faculty
 - ii. Summer 2019 target for on-site courses, just-in-time video training, etc.
 - b. University-wide ID group being brought back into the fold
8. Teaching and Learning Eco-System (Guy)
 - a. T&L Relationships

- b. Cross Department Input
- 9. Elevator pitch planning for Town Hall (Geneva)
 - a. Who are we as an organization? How do our staff describe what they do?
 - b. TH will have small groups to discuss
- 10. Flattening communication (Geneva)
 - a. Perception of hierarchy in who and how we communicate certain things
 - b. All staff should feel free to bring pressing or high-profile issues, especially those that impact our students, directly to Geneva - communicating up, out, and across
 - c. To be addressed at 3/14 town hall
- 11. 3:00 3rd Floor Restroom Design 20 minutes (BG)
 - a. Fixtures goals for 3: 4 men, 7 women, 6 total sinks (3 in each) - all per code
 - i. Q: Why are men/women restrooms flipped?
 - 1. Architect & project manager: flipping results in least disruption to current layout of risers (pipes going through building)
 - 2. Ballinger assumed redoing risers - kept men/women restrooms as current, left hallway instead of study space at west edge
 - ii. Q: Are existing toilets, etc. to kept and matched?
 - 1. Our expectation is yes
 - iii. Q: Can janitor's closet be relocated to avoid disruption to student study space?
 - 1. Not really, due to location of risers and need for sink in janitor's closet
 - iv. Q: Timeframe for construction?
 - 1. Preliminary timeline: if we start construction at end of May, work would be completed mid-August
 - b. Main concerns
 - i. Men/women swap will result in inconsistency across building, possibly forever if moratorium on 2nd floor renovation persists
 - 1. Students will adjust
 - ii. Plan does not allow for increase in number of gender-neutral bathrooms
 - 1. No space, not required
 - iii. Janitor closet location might be disruptive