



HUIT Senior Leadership Team (SLT) Retreat

Eliot-Lyman Room, Longfellow Hall, Harvard Graduate School of Education

January 26, 2017

8:30 AM – 9:00 AM Arrival and Breakfast

HUIT FY17 MID-YEAR PROGRESS

9:00 AM – 11:00 AM FY17 Top 40 Goals: Mid-Year Review and Analysis

- *What are the themes that emerge from what we have accomplished?*
- *What big accomplishments for FY17 are not represented in our Top 40 goals?*
- *What goals are at risk of not being completed this year? Why?*
- *What should we deprioritize and why? What replaces that work?*

11:00 AM – 11:15 AM BREAK

11:15 AM – 12:00 PM Progress on Financial Goals for FY17 and FY18

- *How are we doing on our financial goals?*
- *What challenges/risks are the current financial constraints creating?*

12:00 PM – 1:00 PM LUNCH

1:00 PM – 2:00 PM Key Mid-Year Messages for HUIT Community & Katie Lapp

- *What should we highlight for HUIT community?*
- *What is our focus for rest of year?*

2:00 PM – 2:05 PM BREAK

HUIT CRISIS PLANNING

2:05 PM – 3:15 PM HUIT Crisis Planning: Review Revised Operations Manual

- *How might we enhance this resource?*
- *Will this playbook work for all IT crises?*

HUIT ASSESSMENT

3:15 PM – 4:15 PM Assessing HUIT as an Organization

- *4 Major Purposes of the HUIT Organization: How are we doing in each?*
- *How do we tell our story to University leadership and IT Visiting Committee?*

4:15 PM – 5:00 PM Refreshments