

Feb 16

Friday, February 11, 2022 8:33 AM

NIS Meeting Summary**Type of Meeting:** Senior Leadership Team (SLT) Meeting**Attendees:** Arek Owczarek, Laurie McLellan, Kasson Bratton**Minutes:** Samantha Zou**Matters to follow up:**

1. Campus Access

Proposals or Agenda:

2. Data Protection Officer
3. Digital Access Agreement
4. Travel outside Nanjing

Outcomes		
Description	By When	By Whom
1. SLT reviewed current campus access based on the latest COVID-19 updates released by local authorities, current procedure is subject to change at any time.	/	SLT
2. Kasson introduced the job description of Data Protection Officer to SLT. SLT will have further evaluation and discussion.	Ongoing	SLT
3. SLT discussed the Digital Access Agreement (this agreement is an addendum to the NIS Code of Conduct), and How/When the agreement should be signed. Kasson will update the agreement and bring it back for next meeting.	Ongoing	SLT
4. Due to the current situation of COVID-19, any trip outside Nanjing is not recommended at this time. If travelling please be aware of requirements for campus re-entry which are changing frequently based on local Govt. updates.	/	SLT