

## Minutes

Graduate School  
Committee on Academic Staff Issues  
Monday, November 11th 2013 from 1:30 – 3:00 pm

Minutes: Tom Zinnen

Bascom Hall Rm 67

### **Convene 1:37**

### **Welcome and Chair Comments**

Present: Denny Hackel (ASEC liaison), Jenny Hackel, Nicci Schmidt, Wayne Feltz, Tom Zinnen, Julie Karpelenia, Kristin Crosno, John Richards

Absent:

### **Review and approve October minutes. No quorum; rescheduled for December**

### **General Reports**

ASA/ASEC report (Feltz)

Denny reported ASEC priorities will be voted on in Dec and a report is being drafted to explain how the priorities came about. Discussed other topics including branding UW-Madison & using a consistent name for institution in publications, shared governance, critical compensation, technology transfer from within the Graduate School (someone who will report to the VPR and will develop relationships with labs; PVL will be out in a week or so).

Tom Zinnen asked Denny to carry to ASEC that Campus Transportation Committee is not functioning in an advising role as needed, but only as a critic after the fact, particularly in the case of the MOU between Athletics and Transportation. Patrick Kass refused to provide drafts to the committee and only provided the signed agreement. This is the difference between the committee acting as a movie critic versus as an advisor to the producer & director of a movie while the movie is being planned and made.

Tom also noted that 60 people (nearly all being academic staff) lost their jobs at the UW's Fundus Center. The announcement happened Oct 14 but wasn't in the news until Nov 9. This is another example of UW fumbling fiscal matters and it ends up that academic staffers take the brunt

The Chancellor is proposing to split graduate school centers and vice chancellor of research; two separate positions to replace Dean Cadwallader: a Dean of Grad School, and a Vice Chancellor for Research. This proposal was developed several years ago and has been in discussion for three years. There is currently no position description and no precise

timetable. There are numerous complications. Nevertheless, it is still in the discussion phase and two searches are likely.

## **Committee Reports**

### Personnel Policies and Procedures/HR Design (Hackel)

Updates coming up this week Wed November 13 at Memorial Union and Tues November 19 at Gordon Commons (on webstream). See HR Design website, <http://hrdesign.wisc.edu/>

### Communications (Richards)

Two GS-CASI websites, the old and the new, are still active; we need to get back to only one active site.

New website for Graduate School, Knowledge Base overview.

Centers Outreach was added to main page: see [wwwtest.grad.wisc.edu](http://wwwtest.grad.wisc.edu)

### Nominating and Districting (Feltz)

District balances: Subcommittee will use the October 2013 numbers of current employees to evaluate balance districts. Subcommittee will meet and also evaluate quorum requirements.

Filling the PSL District vacancy: Wayne is planning a meeting to adjust and resize the district

### Professional Development (Nicci)

Committee submitted summarized rankings for Professional Development Grants. Six proposals were submitted; the subcommittee ranked these and submitted the summarized rankings to Julie; Julie says the online system is horrible and blocks easy edits and revisions of proposals. Next: the six proposals go to the campus-wide competition. \$27,000 is available campus wide per year.

## **Other Business**

Confirm meeting time availability for future meetings Dec-Aug: John will circulate a doodle poll.

Discussion of alternatives to 2<sup>nd</sup> Mondays at 1:30. May not be ideal, but it fits well for CASI members who also serve on ASEC or Academic Assembly, both of which meet on 2<sup>nd</sup> Mondays at 3:30.

Overall: No January meeting. August at the Terrace. Skip one of the summer months.

Kristin Crosno announced she is expecting on June 20<sup>th</sup>. Tom Z suggested reducing the quorum so we are more effective in our advising role. .

Select and schedule topics, speakers and tours:

- Dean's strategic plan for Graduate School – scheduled for Feb with Dean Cadwallader and Dean Wendy Crone, who has taken on a leadership role on the strategic plan.
  - UW budget
  - Administrative Excellence
  - ASEC initiatives, poll of issues
  - Products & accomplishments of CASI
  - Communication with constituents, revisit
  - Open Book Wisconsin
  - HR Design
  - Sequestration
  - Annual CASI retreat
  - Due to lack of quorum, do we need to re-evaluate meeting dates and times?
- Potential Guest Speakers:
- Alice Gustafson, Administrative Excellence
  - Ann Mekschun, Administrative Excellence participant
  - ASEC rep.
  - Open Book person
  - Alyssa Ewer from HR Design
  - Dave Rizzo or Harry Webne-Behrman, HR Design – scheduled for April 14
  - Don Schutt, Human Resources, climate
- Ben Miller suggested as a speaker by Skype from DC; or we could use the WID conference room with the high-resolution cameras. Tom will ask about December 9 at 2 pm Central/3Pm Eastern ; Tom will provide a tour of Biotech Center (Next Gen, Bioinformatics, Molecular Archeology)
- Jan- no meeting  
 Feb—Dean Cadwallader & strategic planning  
 April: Harry Webne-Behrman
- Potential Site Visits:
- Biotron
  - Arboretum
  - SSEC
  - Moira could arrange a visitation with Sea Grant PIs to learn about the current research efforts underway; Badger Rock Middle School

Committee assignments/balance: see above

Communication with constituents: We will revisit and consider preferences and what works. Right now, average email use is about once a year to constituents. Options include: CASI website, email, town halls, social media, newsletter, bulletin boards, one-on-one sessions; we can also fold CASI updates into other existing mechanisms.

Key suggestion: including CASI as part of the on-boarding of new employees at the Grad School and within Centers of the Grad School. Denny reports there's a new

campus-wide on-boarding process and website being developed. Denny notes that some employees are more likely to give feedback to their shared governance rep rather than to an HR employee.

Deliverables and Impacts for GS CASI: we need to compile these from recent annual reports

Wayne described the Kauffman Series—passing UW-Madison institutional memory to mid-career administrators. See <http://www.ohr.wisc.edu/kauffman/kauffman.html>

**Action Items**

**Adjourn 3:03**

**Next Meeting:** December 9, 2013 Time: 1:30-3:00pm Bascom Hall Rm 67

**Future Minutes:** Judy Bauman