

## Minutes

Graduate School  
Committee on Academic Staff Issues  
Monday, Sept. 13, 2010  
Room 334 Bascom Hall

Convened at 1:30 p.m. by Wayne Feltz

**Present:** Bruce Neumann, Julie Schears, Reina Maruyama, Jenny Hackel, Cheryl Redman, Julie Karpelenia, Tanya Cobb, Wayne Feltz, Moira Harrington

**Absent:** Kristin Nagle, Dean Martin Cadwallader and Miriam Simmons

**Review and approve minutes:** The minutes from the June 2010 meeting required some edits, which were discussed. The minutes were then approved and Wayne Feltz will make the edits so that minutes can be posted to the GS CASI Website (<http://www.grad.wisc.edu/admin/committees/casi/index.html>).

**Announcements:** Following the GS CASI meeting, there will be an ASA meeting. There had been no ASA, nor ASEC, committee meetings since last spring. Jenny Hackel was introduced and is the presumptive replacement for Dan Bull from District 5, the Space Science and Engineering Center.

### **Business:**

**Vice-chair election:** A quorum was present so an election to fill the position of vice-chair was held. Wayne Feltz was elected with a unanimous vote of 7-0. The start of his term is retroactive to July 2010.

**Review of 2009-2010 Accomplishments:** Some notable items from the report that the committee reviewed included a recognition that there were fewer accomplishments in 2009-10 as compared to previous years due to the focus on the Graduate School restructuring, the work being done to fill out representation on the GS-CASI, increased representation and communication with ASA and ASEC, the Academic Staff Professional Development grant review took place and the GS CASI self-study, which was completed in 2009. Committee members also suggested numerous edits to the document. In particular, Cheryl Redman had a number of technical edits that she said she would share electronically with the committee for consideration. The report is due Oct. 1 to the Dean of the Graduate School and the Secretary of Academic Staff, with eventual publication on the GS CASI Website.

**Meeting dates discussion:** Meetings in the coming two months – Oct. 11, 2010 and Nov. 8, 2010 – will be held at the regular time of 1:30 – 3 p.m. However,

both will take place in Room 370 Bascom Hall, which is a different location than usual. Minute-takers for the remaining three meetings of 2010 will be: October – Reina Maruyama, November – Julie Schears and December – Tanya Cobb. Dean Martin Cadwallader will be in attendance at the October meeting. Wayne Feltz mentioned he may have some conflicts with some upcoming meetings. If that is the case, he would make arrangements with another committee member to handle those meeting duties.

**Website updates:** Cheryl Redman had previously completed an audit of items on the GS CASI Website and Kristin Nagle made the changes. The work on the Website, however, is continuous and the Communications subcommittee handles it. The GS CASI discussed posting notice of its meetings onto the University of Wisconsin-Madison campus-wide online calendar. Cheryl Redman will take on that task.

**2010-2011 Initiative Candidates:** Since much of the 2009-10 GS CASI work has been taken up by the restructuring of the Graduate School – precluding other work – initiative candidates from the October 2008 retreat were revisited. These can be found within this PDF:

[http://www.grad.wisc.edu/admin/committees/casi/minutes/GS-CASI\\_Minutes\\_2008-10-02.pdf](http://www.grad.wisc.edu/admin/committees/casi/minutes/GS-CASI_Minutes_2008-10-02.pdf) under the heading “Retreat

Goals/Business/Brainstorming.” In particular, now, all GS CASI members are charged with contacting via e-mail their constituents. In that e-mail, the committee felt it would be good to reinforce with constituents that the GS CASI currently is focused on furloughs, collective bargaining and restructuring the research enterprise. However, GS CASI members could solicit constituent ideas on any other possible macro-items that could/should be addressed. Wayne Feltz also felt it would be good to complement the efforts and priorities of ASA and ASEC. He will follow up with Heather Daniels on this matter. Committee members also brainstormed possible guest speakers for upcoming meetings. Noted were: the new human resources director; Julie Karpelenia on the upcoming changes to the human resources computer system, which will be changed over in April 2011; ASA and ASEC chairs; an individual who will be able to speak to the restructuring of the research enterprise on campus; and someone to address the issues involved in collective bargaining, perhaps Don Nelson.

**Review timing of important annual GS CASI reporting, elections, web update, and e-mail information to district membership:** The committee felt these items were all on track.

**Action items:**

All committee members

- An e-mail to district constituents requesting input on potential committee directions for 2010-11.

Wayne Feltz

- Complete edits on minutes from June 2010 meeting and provide to Kristin Nagle for posting to the GS CASI Website.
- Incorporate edits in the 2009-10 GS CASI Accomplishments annual report.
- Consult with Heather Daniels regarding ASA and ASEC priorities and potential complementary efforts by the GS CASI on those priorities, and regarding possible guest speakers at future GS CASI meeting (s).
- Reach out to a possible guest speaker on the topic of collective bargaining. This possibly may be Don Nelson.
- Make all GS CASI members aware of upcoming academic staff training opportunities.
- Coordinate with Jenny Hackel the steps to formally add her to the GS CASI.

Jenny Hackel

- Provide Wayne Feltz with detailed material on her addition to the GS CASI.

Cheryl Redman

- Share her edits on the 2009-10 GS CASI Accomplishments annual report with committee members.
- Post dates, times, locations of future GS CASI meetings to the University of Wisconsin-Madison online campus-wide calendar.

Julie Karpelenia

- Add Jenny Hackel to the GS CASI e-mail distribution list.
- At a future meeting, provide an update to the GS CASI on the changes to the human resources computer system, scheduled to be in place in April 2011.

**Adjourn:** Wayne Feltz adjourned the meeting at 3 p.m.

**Next meeting:** Monday, Oct. 11, 2010

**Location:** Room 370 Bascom Hall

**Time:** 1:30 – 3 p.m.

**Minutes:** Reina Maruyama

Respectfully submitted by Moira Harrington

