

# Committee on Academic Staff Issues

Minutes of Meeting

March 14, 2008

## PRESENT:

Miriam Simmons, Wayne Feltz, Kael Hanson, Bruce Neumann, Donna Cole, Cheryl Redman, Linda Tuchman, Matt Hoffman, Mary Lou Reeb

## ABSENT:

Julie Karpelenia, Jean Phillips, Teresa Palumbo, Dean Cadwallader, Tanya Cobb

## CONVENE:

Wayne convened at 9:04 AM.

## REVIEW AND APPROVAL OF MINUTES:

A number of comments were made about changes to the 2/8 minutes. Kael will revise the minutes and distribute them to the list for further review. Any changes should be sent to Kael. Approval of minutes tabled until next meeting.

## ANNOUNCEMENTS:

- National Institutes of Health Access Policy (Matt) -- NIH Access Policy will go into effect April 7. This policy will require NIH-funded researchers to deposit a copy of each publication within one year of acceptance for publication. Campus libraries will provide assistance with this and will be offering three informational sessions the week of March 17. Matt will distribute information about the sessions via the GS-CASI list.
- April 14 Academic Staff Leadership Institute (Miriam) -- Miriam recommended this event and will distribute information about it via the GS-CASI list.
- Academic Staff Assembly report (Bruce) -- Shared Governance Principles and Guidelines resolution approved and will be presented to the regents at an undetermined future date. It is apparent that academic staff won't be receiving 1.5% salary increase in July. ASA Communications Committee doing major overhaul of ASA website.
- WISPER (the Wisconsin Proposal Electronic Routing) (Linda) -- RSP has brought WISPER system online. Linda suggested discussion at future meeting, possibly inviting someone from RSP to share information about the new system.

## COMMITTEE REPORTS:

- Communications (Matt) -- Matt reminded all current and past committee chairs to review the list of committee reports posted on the GS-CASI website and to submit any missing reports for posting. Matt also suggested that we strive to put out a final call for agenda items on the Monday prior to the bimonthly Friday meeting so that the agenda can be finalized (as much as possible) and posted 48 hours before the meeting.

- Nominating and Districting Committee (Wayne) -- Elections were supposed to be this week but will start Monday. Donna suggested we explore moving to an online voting system for next year, rather than waste paper on ballots. GS-CASI bylaws allow online voting. Donna also reported some problems with generating mailing labels for the districts in question. Mary Lou suggested administrative efficiency within GS-CASI be considered as a topic for the next year.
- Professional Development and Recognition Committee (Linda) -- PDRC grants are due to Julie's office by today. Available PDRC members will review grant applications by March 21 and submit a priority list to Julie. Matt volunteered to coordinate the review by PDRC members, as Linda will be on vacation during the week in question. Miriam has sent FAQ to Steve Lund and Don Schutt for comments. She assured the committee that progress is being made, slowly but surely.

#### OTHER BUSINESS:

- GS-CASI strategic planning (Jean) -- An all-day planning retreat was suggested for the July meeting (though not necessarily at the normal meeting time). Mary Lou suggested all committee chairs prepare by reviewing for each committee "what have we done, what has worked/hasn't worked, what are concrete suggestions for improvement." Further discussion and formal agenda planning will be done at the May meeting.  
Discussion on the following points was pushed back to May meeting:
  - Update current issues being addressed by committee
  - Develop list of goals we are working toward
  - Develop plan for communication of committee goals to constituents
- Discussion on GS-CASI calendar year (Mary Lou) -- Mary Lou wondered whether a change in the format/scheduling of the twice-yearly CASI brownbags might be a more useful tool for CASI collaboration as well as our strategic planning purposes. Specifically, if the fall/winter brownbag focused on discussing what "will be done" in the coming year, rather than "what has been done", there might be more upfront collaboration on topics by various CASIs. Updating other CASIs on "what was done" in the past year could be accomplished through distribution of information beforehand, with an opportunity at the fall meeting for presentations/discussions on topics CASIs identified as of interest to the group. The second meeting might then be a progress report on activities -- ideally before our strategic planning meeting in summer. Mary Lou will contact Colleen McCabe as to the rationale for the October due date for CASI annual reports to determine if the above is a feasible option. If so, Wayne will also talk to Jean Phillips about the possibility of contacting other CASIs to see if there would be any interest in this idea from their viewpoint.
- Find speakers for future CS-CASI meetings (Julie) -- Tabled until next meeting.
- Act on professional development materials given to us by Don Schutt (Linda) -- Linda suggested we include this in future strategic planning.
- Minute Takers for Upcoming Meetings:

- May: Donna Cole
- July: Mary Lou Reeb
- September: Bruce Neumann
- November: Wayne Feltz

ADJOURN:

Cheryl moved to adjourn, Mary Lou seconded. 10:22 AM.

Respectfully submitted by Matt Hoffman.