

Committee on Academic Staff Issues

Minutes of Meeting

April 16, 2004

Approved: June 11, 2004

PRESENT:

Martin Cadwallader, Tanya Cobb, Marcia Douglas, Deborah Faupel, Wayne Feltz, Jody Helgeland, Mina Johnson-Glenberg, Sheila Leary, Wilton Sanders, John Stott, and Mary Lou Reeb

ABSENT:

Linda Haskins, Mark Mulligan, Miriam Simmons, and Linda Tuchman

CONVENE

Wilt convened the meeting at 9:05 A.M., Friday April 16, 2004.

REVIEW AND APPROVAL OF MINUTES

The minutes from the March 12, 2004 meeting were reviewed and approved with minor revisions.

ANNOUNCEMENTS

Marcia's retiring and her official last day will be July 5; they are recruiting for her position.

Wilt will be absent from the next meeting.

The CASI luncheon will be April 23rd at Union South.

COMMITTEE REPORTS

Communications (Stott)

Topics/Issues: John submitted agenda and other items for the website early this week. No report.

Action Items: None.

Districting and Nominating (Feltz)

Topics/Issues: Wayne presented election results. Mary Lou was re-elected in District 8 and Bruce Neumann was elected for District 9. Mina's position in District 1 will remain unrepresented until someone fills the position.

Action Items: Try to find someone to replace Mina's District 1 position.

Personnel Policy and Procedures

Topics/Issues: No report.

Action Items: None.

Professional Development (Leary)

Topics/Issues: Report from 3/30/04 meeting distributed and discussed. Work continues on two PD series – brown bag to start in summer/fall and www.myprofdev.wisc.edu ASEC PDRC will post a PD calendar on the My UW web portal (soon to be only access to pay stubs and leave reporting for AS). Discussion ensued about how to survey AS about PD – ask workshop

attendees or Dean ask Center Directors annually. Marcia reminded people to copy Center Administrators on email intended for Center Directors.

Action Items: Sheila will send out revised minutes. Determine brown bag locations and dates with CASI reps and Don Schutt.

AD HOC COMMITTEE REPORTS

Principal Investigator Issues (Faupel)

Topics/Issues: Interim report from 4/14/04 was distributed and discussed. The committee found discrepancies between Center administrators' and AS' perspectives. Some PIs on campus report feeling isolated. Educate and encourage academic staff to discuss PI status during performance reviews. The web has information about PI issues that the CASI may add to their website.

Action Items: Subcommittee needs to meet and write a strong report encouraging AS to apply to be Principal Investigators. GS CASI planning orientation for new AS PI's that will later be part of the Graduate School Seminar Series (see later in report).

CONSTITUENT ISSUES

None

SHARED GOVERNANCE UPDATE (Reeb)

Topic/Issue: The Graduate School has provided her information about 2003 search and screen committees. She is compiling a list of Graduate School standing committees and indicating which have A.S. on them.

Action Item(s): Mary Lou will present report at May 14 meeting.

APC MEMBERSHIP (Sanders)

Topic/Issue: Martin is still evolving the role of the APC, but the Dean wants A.S. and a graduate student on the committee. This committee meets once a semester to advise the dean on issues of concern to the Graduate School. Past topics have included reviews of Graduate School centers (10 year cycle), Research Assistant stipend rates, and the financial picture of the Graduate School. CASI could recommend to Martin how A.S. should be involved. Discussion about CASI person on APC or Martin pick APC rep who then is ex-officio on CASI.

Action Item(s): It is the sense of the body that the nomination committee is charged with preparing a slate with names for the Dean of Academic Staff members for G.S. APC. Representative should possibly have Ph.D., but definitely a broad campus perspective and ability to interact with students and staff.

ACADEMIC STAFF PROFESSIONAL DEVELOPMENT GRANT PROGRAM

Topic/Issue: Marcia provided a copy of the ranking of the Graduate School proposals. 20 out of 27 applications were funded (2 of the 4 Graduate School applications funded). Sheila asked for feedback and learned these were merit not need based awards. She suggested rotating awards to various departments so not always same winners.

Action Item(s): Sheila will talk to Graduate School about budget cuts and needs of her program versus PD awards.

ANNUAL BUDGET PROCESS – PAY PLAN UPDATE (Douglas)

Topic/Issue: Marcia will keep us informed but currently there is no news. The legislature will meet next week. UW-Milwaukee has discussed an additional personal holiday for classified and Academic Staff, but no current discussion in Madison on this issue.

Action Item(s): None.

GRADUATE SCHOOL SEMINAR SERIES

Topic/Issue: Wilt met on 4/12/04 with Graduate School seminar series staff (Kathy Matthews-Risley, Bonnie Koch, and Petra Schroeder) to discuss need for new Grad School seminar on PI issues including fiscal responsibility. The G.S. CASI may put on the first seminar as an example since various campus groups are willing to help but not entirely do the seminar. Advertise PI seminar at PD brown bag and to post-docs, but since the topics have different audiences, they should be separate presentations for professional development and PI issues.

Action Item(s): PI Issues subcommittee will meet and determine who will develop CASI seminar on PI issues. Wilt will provide websites about the seminar series and PI issues.

GRADUATE SCHOOL CASI ELECTION RESULTS

Topic/Issue: see Districting/Nominating.

Action Item(s): see Districting/Nominating.

GRADUATE SCHOOL COMMITTEES UPDATE (Douglas)

Topic/Issue: Web page listing names and one sentence description of each committee is being developed. Julie (Marcia's office) has some information about this.

Action Item(s): Marcia compiling information and will provide update. John and Mary Lou will communicate on this.

REPORT ON EQUITY AND DIVERSITY COMMITTEE (Faupel)

Topic/Issue: Marcia distributed a list of this recently re-formed committee's members. Carol Ryff will chair the group which will remain small at present with monthly meetings. Recently they heard from two speakers and shared data about where we are on this issue. Most G.S. centers are represented on this committee, so we can get information from our reps. The National Science Foundation review recently emphasized diversity of its userbase and students at U.W. Esther Olson will share the SRC's diversity plan at the May meeting.

Action Item(s): None.

GRADUATE SCHOOL STRATEGIC PLANNING PROCESS

Topic/Issue: Deferred until next time but relates to the Graduate School and the 2008 plan.

Action Item(s): Miriam will bring plan to next meeting.

SUB-COMMITTEE MEETING NOTES

Topic/Issue: In order to help the minute-taker, please have your notes prepared with more detail so that the report is the only thing in the minutes, not the specifics.

Action Item(s): Send subcommittee reports to John and the minute-taker.

OTHER BUSINESS

None.

NEXT GS-CASI MEETING

Date: May 14, 2004, 9:00-10:30

Location: 334 Bascom Hall

Agenda Item:

1. APC Membership
2. Pay Plan Update
3. Graduate School Committees Update
4. Graduate School Strategic Planning Process

Minutes: Mary Lou Reeb

ADJOURN

Meeting was adjourned at 10:20 AM.

Respectfully submitted,
Jody Helgeland