

## **MINUTES**

Vice Chancellor for Research and Graduate Education (VCRGE)  
Committee on Academic Staff Issues (CASI)  
Monday, March 14<sup>th</sup> 2016, 1:30 – 3:00pm

Bascom Room 334

Minutes: Katie Olson

**Convene** – 1:30pm

**Present** – Nagesh Adluru ([guest](#)), Judy Bauman, Alex Converse, Wayne Feltz, Peter Johnson, Julie Karpelenia (non-voting member), Nick Novac (guest), Katie Olson, Tony Pietsch, Julie Schears, Nicci Schmidt (Vice-Chair), Tom Zinnen.

**Absent** – Robert Newsom, Tim Bendfelt, Jenny Hackel, [Maira Harrington](#)

### **Welcome and Chair Comments**

Welcome our newest CASI representative, Anthony Pietsch, from WID.

### **Review and Approve Minutes October, November, December**

February minutes approved with edits. Abstained: 0, For: 13, Against: 0 (Motion: Julie Schears; 2<sup>nd</sup>: Alex Converse).

### **Review and Approve Bylaws Changes**

Wayne Feltz has reviewed and updated the CASI bylaws; most changes were minor (eg., changed 'Graduate School' and 'Dean' to 'OVCRGE' and 'VCRGE', respectively).

Email with bylaws were emailed to group by Nicci Schmidt on March 3<sup>rd</sup>, 2016 for review.

Bylaws approved with edits. Abstained: 0, For 13, Against: 0 (Motion: Alex Converse, 2<sup>nd</sup>: Judy Bauman)

### **General Reports**

ASA/ASEC report ([Zinnen](#))

[Nothing](#) to report.

Update on ASEC (Newsom)

Robert Newsom was absent so there was nothing to report.

### **Committee Reports**

Personnel Policies and Procedures/HR Design (Hackel)

[Nothing](#) to report

Communications (Zinnen)

[Nothing](#) to report

Nominating and Districting (Feltz)

Elections will be held on the 20<sup>th</sup> and will be electronic however they may be moved to 3/28

#### Professional Development (Schmidt)

Receive proposals from Julie K. Mar 18<sup>th</sup>. Seven (7) people have submitted proposals for professional development. Individual applicant ranking and scores to Nicci by March 29<sup>th</sup>. Deadline for summarized OVCRGE to Julie K. by April 1<sup>st</sup>.

#### Other Business

Guest speaker, Nick Novack, PI portal initiative

Nick presented a quick demonstration and overview of the PI Portal. The PI Portal is a dashboard of personal research administration, compliance, and training information. The PI portal is also a quick reference guide with essential information about key topics for PIS.

Nick stated that about 42% of a PI time is spent doing administrative work. The PI Portal is designed to help reduce the amount of time doing administrative work and help the researcher become more productive.

Tom asked if it would be possible to break down the amount of research dollars brought into the University between Academic Staff versus Faculty. Nick stated that right now it is not a possible option.

PI portal allows researchers to consolidate their research activities. It will send alerts about projects or activities that need to be done. Currently the alerts are not sent out via e-mail due to the worry that e-mail accounts will become oversaturated. PIs can delegate out responsibilities to other people.

Nicci gave the suggestion that when a PI is viewing the training of individuals it should show HIPPA training as well.

Governance group event possibilities

Judy attending Showcase program which will include governance info., discuss in April

VCRGE center review committee

Budget in brief books distributed. The book was reviewed as a group and a few observations were made. Tom would like to see changes to how the book represents the budget to reflect 3 core principles:

People who do the work should get appropriate credit

We should be accurate in acknowledging sources of funding.

We value what we measure and we measure what we value.

Action item – Tom is going to draft information about the changes that CASIs would like to see for Marsha Mallick to review in the future.

Update on PVL for Director of Office of Research Cores

Nothing new to report,

Review and schedule future topics and speakers

- Research training & marketplace
- Classified Research Bill
- Open Book Wisconsin
- Kathy Kilgore (gov't relations)
- Human Resources, climate
- HR Design, EMS onboarding & performance management
- Ombuds office
- UW budget
- Administrative Excellence
- FAQ governance

Future site visits

- Arboretum – Moira Harrington
- Primate Center – Katie Olson
- Waisman Center – District Member 1, 2, or 3
- Biotechnology Center – Tom Zinnen
- SSEC – Planned for June 2016

Future meetings

Meeting Date	Location	Minutes	Topic, note
Monday, April 11	334 Bascom Hall	Julie Schears	
Monday, May 9	334 Bascom Hall	Tom Zinnen	VCRGE Masha plans to attend 1:30-2pm.
Monday, June 13	SSEC	Judy Bauman	

### Action Items

**Adjourn** – 2:55 pm. (Julie Schears Motion.; 2<sup>nd</sup>: Nicci Schmidt)

**Next Meeting** – April 11<sup>th</sup>, 1:30-3:00pm, Bascom Rm 334

**Future Minutes** – Julie Schears