

Meeting Minutes

Office of the Vice Chancellor for Research and Graduate Education
Committee on Academic Staff Issues
1:30 p.m. – 3:00 p.m., Monday, July 8, 2019
Terrace at Memorial Union
Minutes: Kurt McMillen

1:30 Call To Order

- **1:40pm**
- **Present:** Julie Karpelenia, Kurt McMillen, Moira Harrington, Denny Hackel, Jason Pinnow, Tim Bendfelt, Peter Johnson

1:31 Automatic Consent Business

Approval of OVRGE-CASI minutes of Monday, June 10, 2019

- Conversation regarding the American Family Insurance Data Science Institute.
- Don't have enough people to approve June minutes and no emails came in to approve them.
- Press will not be part of the VCRGE at some point, effective July 1st – but will still have supported by VCRGE until a later date.
 - This will prompt changes for CASI structure of districts.
 - Future discussions on districting is needed.

1:35 Subcommittee Reports

- Communications (Bendfelt (*chair), Heinritz, McMillen)
 - No updates, few corrections made to webpages, but nothing major to report.
 - Moira will be working on the impact report for this year.
- Nominating and Districting (Johnson(*chair), Hubbard)
 - Denny emailed primate center and got two responses for volunteers to fill a committee spot.
 - Three elections going on. 20 votes for all three candidates at this time.
 - We have good numbers of people voting.
 - Elections go until Wednesday and then it will be over.
- Personnel Policies and Procedures/HR Design (Hackel(*chair))
 - Denny emailed Julie some questions about university staff representation. Some CASI are adding seats for University staff/helping them stand up their own representation.
 - Open question if we need to look at adding US to our CASI, invite them to meetings?
 - Denny will look into what other CASIs are doing to see if we need to do anything more.
 - Goal here is to help the US have proper representation.
 - Concern is that we may have trouble filling seats.
- Professional Development and Recognition (Pinnow(*chair), Adluru)
 - Call for spring of 2020 call expected to come out in October this year.
 - PD grants don't necessarily follow an employee if they leave the VCRGE
 - Up to new department if they will pick up half.
- Committee membership discussion
 - Making sure that all members have a committee they are on.
 - Moira will be joining the PPD along with Denny.

2:00 Business

- ASA/ASEC Update (Hackel)
 - No update.

- CASI terms discussion and possible vote on Bylaws change
 - Clean up of when someone leaves a position.
 - Want to remove the statement 'or a new term'
 - Will be easier if it's just to continue out the current term and then be on the regular elections cycle with everyone else.
 - 'Vacancies b' in the bylaws.
 - Peter will send Denny some proposed language and the CASI can review and vote on it in August.

- Discussion of site visits and guests for upcoming 2019/2020 CASI year
 - July and August – Communications will put together the impact report
 - Fall – Petra and VCRGE leadership/ Center visits
 - November is PD grant reviews
 - Need to migrate list from Wisclists
 - Spring – more meetings with VCRGE leadership
 - Start discussion in March for potential vice chair candidates
 - Election for vice chair in June for a little overlap
 - IRB office come talk about what it is that they do.
 - Need to have a good idea of what needs to happen for changes in committee leadership.

- Other Business/discussions
 - Conversation regarding how do we better market ourselves so that people we represent know that we are here and what we are up to.
 - Forwarded out the impact report to our committees – opportunity to engage with our constituents.
 - Discussion about center reviews and tours. Will look at setting a schedule for more future meetings.
 - Julie provided an in-depth update on the TTC project and some potential areas where issues may lie when this rolls out.
 - Reminder that this tool exists: https://hr.wisc.edu/training/ttc/task-vs-responsibility/story_html5.html

- Next OVCRGE-CASI meeting, August 12, 2019; Room 334 Bascom, for decision

3:00 Adjourn

- **2:42 Adjourn.**