**CASI / USIC**

**10:00am December 15, 2021**

Note taker: Julie Anderson

**Present:** Adams Kadera, Anderson, Auger, Dalby, DeMeuse, Forbes Wank, Garcia-Rivera, Hall, Haney, Hanson, Hillestad, Hunter, Jedd, Kujak-Ford, Lacy, Martinez, Nielsen, Noles, Schoville, Schuth, Wilcots

**Absen**t: Rose

**Review and Approve Previous Minutes**

* Minutes are adopted without changes.

**L&S Dean’s Report – Wilcots**

* Chemistry is moving into new tower
* CDIS and Levy Hall = 2025 Occupancy
* CDIS – Finding a designer
* Levy Hall Architects = RAMLOW/STEIN of Milwaukee
* January Workshop Inclusive = Undergrad, Grad, History
* CPC looking forward to next biennium for renovated Biology at Birge Hall, doing a pitch in two years
* Pandemic lessons = we are thinly staffed
* Thanks Chris Bruns & Kurt Stephenson for managing our buildings
* Dustin Ludke begins January 3 as Regional Facility Coordinator for nine buildings around Van Hise
* Hiring in full swing although incoming Fall 2022 class will be smaller, around 8,100 students
* Research: Lots of activity focused on Federal Dollars flowing in; Fusion Science Economy (medical tech and medical research)
* Looking for research themes to mirror “Build Back Better”
  + Green
  + Advanced Manufacturing
  + Climate Theme
  + Social Science endeavors to community and private donors
  + Working with Campus Engagement
* Search Committees for Chancellor and UW System President wrapping up next six weeks
* Also searching for VC Finance and Admin (Rob Cramer as Interim) and CALS Dean

**Feedback to Dean’s Report – All**

* **Martinez**: We’re all overworked and exhausted. When will we hire more staff?
* **Wilcots**: Yup, we hear that a lot. Awesome success in accommodating this huge class, but this is not sustainable. We helped resource departments to help, and I will constantly work on help for this. I hear you and we’re working on it.
* **Schuth**: Regular course access we’re building course models to find seats for all new incoming students.
* **Auger**: When will new Biology project begin?
* **Wilcots**: We hope we’re enumerated in 2023. CPC looks at Capital Projects for next biennium every two years in the Fall during the odd # years. The Chancellor and System and Regents and finally Governor discuss the 2023 budget. Levy Hall was processed in 2019. The Design Study develops a “case” for government/state support, and we need the design study to talk to donors. Design Study is a necessary step, but is not a done deal.
* **Jedd**: Last year’s academic calendar included Hybrid, and this year we have to repropose since the pandemic. Can we permanently have them “grandfathered in”?
* **Wilcots:** No. But we’re looking into that. Teaching models won’t automatically continue. Pedigogy enforces thoughtful design rather than emergency design.
* **Nielsen**: Courses that were recently offered online in a fall/spring semester (Fall 2017 or after, and before to Fall 2020 in a fall/spring semester) were automatically given provisional approval to continue to be offered until Fall 2023. To see whether a course in your department has provisional or permanent approval, see if your department, see L&S undergraduate courses approved to be offered online in Fall or Spring semesters
  + Reach out to **Shirin Malekpour** to avoid churn of approval.
* [L&S Policy on Offering Undergraduate Class Sections with Online or Hybrid Modality (wisc.edu)](https://kb.wisc.edu/ls/95003)
* <https://kb.wisc.edu/ls/page.php?id=95003>
* **Hanson:** What about staff support money? There’s job jumping with this stress level! Support is not equitable.
* **Wilcots:** Departments have resources, to expand resources to staff, and autonomy to manage their resources not solely for faculty. Departments say they don’t have enough money to do all the wish list things, but we don’t have vaults of money. Deans influence, and don’t dictate.
* **Hall**: I see loss of staff too. I wonder if it would be helpful to prioritize staff, in messaging, perhaps.

**HR Updates – Adams Kadera**

* Regarding DCF bonus submission, letters will go to departments, and be in employees hands by next week, before the break.
* RE wage increase, no pay plan final approval yet -2% increase
* Vaccine Mandate on pause
* TTC appeals are coming in. We’re collecting what those issues are. WE might extend the appeal deadline. We’re grouping appeals into categories. Employee deadline might be extended beyond December 31.
* **Schoville:** Is there a change to the formal appeal process?
* **Adams Kadera:** We want to make sure we can track consistently, letting everyone enter information, we don’t want to lost anyone.
* **Schoville:** Are appeals on a rolling basis?
* **Adams Kadera:** Nope -collecting them all first. A few have been resolved but mostly still grouping everyone.
* **Hanson**: What did we learn?
* **Adams Kadera:** Lots of time up front. Wish we had more resources up front. Karen Massetti-Moran is our 7th TTC Chair! We’re at the beginning of TTC. We’re, I hope, on the right path, with data according to market.
* **Haney:** HR Titles question; I noticed a series of Payroll titles, and a series of Benefits titles. Job Center is payroll and benefits – Payroll people have benefits duties. Why separate them? Will we see title evolution?
* **Adams Kadera:** Another title is works with international tax issues. This is not the final series yet.
* **Dalby:** TTC shows that many are underpaid! The presentation thought 10% would appeal, although we’re only at 1% - why? Are folks afraid of the process?
* **Adams Kadera:** Lower appeal numbers perhaps because we’re busy?
* The presentation on TTC that was given at the Assembly meeting on Monday can be found here: <https://kb.wisc.edu/acstaff/115246>

**New Business/Issues to Share – All**

* **Schuth:** Next semester, will meetings continue Virtually or in person?
  + Majority vote is “Virtual”.

**Committee Updates**

* **Schuth**: We’ll have Committee Reports instead of updates.
* **Haney**: Can we “flip” reports?
  + **Wilcots** & **Adams Kadera:** yup, we’ll give it a try!
  + Haney’s pilot motion for advance reports is seconded by Forbes Wank was carried.

**Adjourn**

* **Hillestad**: Motion to adjourn at 11:00am seconded by Auger.