L&S CASI Committee Meeting

Wednesday, September 16, 2015

Minutes

Present: Kari Fernholz, Andrea Lowe, Abike Sanyaolu, Shirin Malekpour, Jeanne Schueller, Benjamin Schultz, Jose Madera, Jim Lacy, Cheryl Adam-Kadera, & Karl Scholz

1. Welcome & Introductions
   1. Jim Lacy is filling in one year for Debra Pierce
2. Approval last minutes
   1. May 12,2015 minutes approved with no changes
3. Joint Committee Meeting (CASI & CSIC)
   1. Name change for CSIC to University Staff Issues Committee (USIC)
   2. President is Sara Yaeger
      1. Kari will discuss meeting structure with Sara
         1. Development of agendas
   3. New Culture for meeting
      1. Help with share understanding
      2. Draw out voices from CSIC/USIC
      3. Will have crossover in the climate Committee
      4. Public comment period = open to all classified staff members and staff may stay for the entire meeting
      5. **All meeting will be in 260 Bascom excluding Thursday, October 8 (67 Bascom)**
4. Campus Wide Committee Updates:
   1. Academic Staff Assembly
      1. Committee member still needed to attend meeting
      2. 2nd Mondays of the month from 3:30-5:00p.m.
      3. Kari will send out dates for the entire semester
   2. Climate Committee
      1. Survey questions were develop over the summer “15”
      2. Will work the Survey Center
      3. Will revisit bylaws
   3. PDRC
      1. Fall 2015 Academic Staff Professional Development Grants email was sent out
      2. Deadline to submit application is October 23, 2015
5. HR Updates
   1. Everyone should attend the Benefits Fair on October 6 from 9-3 Union South
   2. HR Design
      1. UW-Madison HR Office had a reorganization
      2. Performance Management: we will continue with the performance review until a tracking performance policy is in placed; reviewing the Engineering system as an example
      3. Switching to academic staff as choice is delayed
         1. What qualifies as nonexempt position under the Fair Labor Standards Act?
            1. nonexempt= a position that is eligible for overtime pay
            2. exempt positions are considered salaried positions
   3. Recruitment, Select & Plan
      1. Application Assessment Materials Screen is better done on the university staff side than academic staff side; academic staff hiring is done at the unit level
         1. Reference checks should be a part of the selection process before a staff member is hired ; reference check should include current or former supervisors;
6. Dean’s Report
   1. Survey on Climate
      1. The climate committee is working on a climate survey. The climate survey will be the baseline for climate. Looking at the following areas: job satisfaction, respect, training, advancement, professional development, harassment & bullying
      2. Patrick Sims’ office (Division of Diversity, Equity &educational Achievement) is coming out with a survey in the spring 2016
   2. L&S Annual Report 2014-15 is released
   3. Budget
      1. $87 million budget cut; $250million to the UW System
      2. 2% -2.5% to 40% cuts across the college
      3. Hiring freeze may be placed on faculty, academic & university staff; priority position may be filled; faculty vacant may be filled using gifts or foundation funds; overall the next 2 years, L&S will have 48 fewer faculty members and 44 fewer academic/university staff ; 300 fewer courses and average of 9,000 fewer seats
   4. Our future in generating funds/revenue
      1. Professional maters programs (examples, Geography & Computer Science) and capstone for students
      2. Summer budget model
         1. New incentive for departments to teach summer classes over their current baseline = $300 per credit hour to department
            1. The pilot of the incentive will start this summer “16”
      3. Philanthropy
         1. $100 Million raised for professorships, chairs, distinguished chairs and staff because of the Morgridge Match
            1. 59 new faculty positions
         2. Next steps to raise more funds for student financial aid