

CASI Meeting
January 31, 2017
101 South Hall, 10:45 am

Present: Schultz, Hill, Schueller, Madera, Miernowska, Reardon, Rice, Thompson, Adams Kadera, Scholz,

Absent: Malekpour, Dunn

Schultz called the meeting to order at 10:45 am. Motion was made to approve minutes from 12/20/2016 meeting. Minutes approved unanimously.

Dean's Report

1. **ACS 405** "Problems of Whiteness", a topic worth to study race, ethnicity and identity among other related topics, continues creating many challenges. UW Police provided security during first class meeting. Chancellor Blank offered a supportive opinion on Blank's Slate <https://chancellor.wisc.edu/blog/on-academic-freedom-and-free-speech/>
2. **Alt-right** A UW-Madison student has indicated he wants to form an "alt-right" student org on our campus thus creating uproar all over campus and putting the administration in a tough spot. There's no indication that the group has been registered as a student org on campus. Again, Chancellor Blank expressed her opinion - <http://news.wisc.edu/a-message-from-chancellor-rebecca-blank/>
3. **Budget** WI Governor announcement expected soon hoping for a flat budget proposal for UW-Madison
4. **Performance Reviews** should be completed by end of academic year. Processed much more formalized in L&S where HR & Climate Committee are collaborating.
5. **Master Planning** Currently identifying classrooms, offices, research and instructional spaces needed to fulfill mission of L&S, besides buildings, green spaces, and other aspects important to campus.
6. **Chazen Museum** Moving administratively from under L&S' jurisdiction to the Provost's Office. Russel Panchenco, who accomplished remarkable achievements as the Director, is retiring.
7. **Name changes: Zoology** will be changing its name to Integrated Biology **School of Journalism and Communication** to Information School
8. **Consolidations** History and History of Science will become one department; Landscape Architecture (CALs) will join Urban and Regional Planning (half CALs, half L&S), both under L&S.
9. **Personnel changes** Information System unit staff resigned. Currently conducting talks with DoIT to maintain level of service for now until a solution is found.
10. **Summer School** So far, looking good and very excited with prospects.

Q&A:

- a) (Miernowska) Regarding the upcoming State budget, will tuition be lowered for next budget cycle?
(Scholz) Gov Walker is proposing a lower rate; Rep Vos wants to increase FinAid. This is causing a sticker vs net price controversy that remains to be solved.
- b) (Miernowska) Has there been a declaration supporting immigrant students by UW admin?
(Scholz) Yes! The Chancellor just recently published an opinion and statement of support yesterday.
<http://news.wisc.edu/statement-from-chancellor-blank-on-executive-order-on-immigration/>
UW-Madison is a member of AACU who also published a statement against the executive order on immigration.
<https://www.aacu.org/deepening-engagement-diverse-perspectives-fundamental-flourishing-democracy>
- c) (Madera) CALS Dean sponsored a community gathering w/ students, staff & faculty to talk about recent incidents on campus and executive actions from Washington. Has L&S considered pursuing a similar approach? There are a lot of rumor and a lot of misinformation especially related to immigration status and financial aid directly affecting students and the very large international staff community in L&S. How's the institution is representing their interests?
(Scholz) Student gathering will require a space as big as the Kohl Center. Location is a big consideration. Listening sessions are scheduled every semester for AS/US. We need more time to ponder effects and not to react too quickly because the target is moving rapidly. The Chancellor's message was very comprehensive (mentioning Univ Police and Int Stu Serv office policies on the matter) and similar to others released by sister institutions.
(Hill) As International staff, he shares his concern soon traveling to England and it will be great and useful to know that the Institution will also advocate for his return on the event unforeseen policies are enacted.
(Schultz) A webinar scheduled tomorrow (2-3pm) was advertised to Acad Staff Assembly to learn how to best serve undocumented students on campus.

Campus-wide Committee Updates:

ASA: (Schultz) No updates as there was no meeting scheduled in January.

L&S Committee Updates:

Climate: (Schueller) Committee had a very productive meeting with Dean Scholz earlier in the day. They discussed a two-page document listing and describing

priority areas, recommendations on how to move forward. The main areas of most concern were performance management, accountability and how to report hostile behaviors. Recommended establishing better communication with the College (asymmetrical information vs transparency). Too many special circumstances make it difficult to follow standardized policies. The committee reviewed templates for performance review and maybe planning to use School of Pharmacy by July. (Schultz) Very grateful to the Dean's Office for the support provided and exceptional collaboration from HR office.

(Scholz) Expressed great pleasure on the work of the Climate Committee, very constructive dialogues that are happening allowing all of us move forward.

PDRC: (Madera) Committee meeting on April 24 to review career awards. Deadline is coming up this Friday.

HR Updates (Adams Kadera):

- a) It has been decided that the performance management component included ~~with the in-new campus electronic applicant-tracking system (including recruitment/applicant tracking, travel, purchasing system)~~ will not to be used. Campus will adopt the Graduate School system already implemented. Right now it is important for units to continue performing their own reviews using own systems and eventually follow the prescribed processeyele.
- b) The vendor selection for the TITLE and COMPS STUDY will soon be made.
- c) The L&S DCS process has been completed. US will be informed of approved rates via letter and approved rate/tittle notices for AS.

New Business

Special Announcement - Elections update (Malekpour via Schueller); Only one individual interested in running for elected position. An email sent by Dean Scholz seeking nominations to join CASI was delivered on Jan 3, 2017. Nominations, due on March 31, should be directed to S Malekpour. This year AS need to elect at least 3 members to CASI. Only one member has expressed interest to join CASI.

CASI Goals and Improvements (Schultz): The purpose of the discussion and drafting of the **Possible CASI Goals for the 2016-2017 Academic Year**, (document was provided at today's meeting) drafted from last year's working group, is to make CASI's work even more effective and improve our roles as AS representatives. Some of the most prevalent themes were:

- Facilitating communication between units/departments and reaching out to staff outside of own departmental group in areas such a jobs and duties/responsibilities performed by individuals in "same job" belonging to different units
RECC: Creating listening sessions (outside Dean's) to hear from colleagues from other units

- To enhance dissemination of information on policies or policy changes from the Dean, HR, or another group.
RECC: Only chairs and department administrators receive those communications and very seldom is share with the rest of their unit. Use of employee lists sorted by job titles and distributing information by e-mail. It may require too much work.
- Professional development opportunities along with reducing stress in the workplace by promoting mindfulness/meditation
REC: Employees cannot be always compensated financially, but can be provided with meditation classes and/or other similar perks.

DISCUSSION

(Schueller) Using communities of practice already established. (Adams-Kadera) Some HR and Advising CoPs are currently meeting. (Scholz) Nancy Westphal-Johnson discovered lots of useful information about CoPs including best practices that can be easily shared with those interested. Clusters of interest can be identified and guide individuals to create their own. (Thompson) There are formal and informal (happy hours) Advisor CoPs currently in place. It also occur from individuals. They use Advisor Link as a communication tool.

(Hill) Recommended, when rewarding an employee, decoupling mindfulness to reduce stress from compensation. In that way it can be even much more impactful, making it widely available on campus. Suggested a "Mindfulness Officer" as part of the climate effort. Also consider Yoga classes from RecSports. (Scholz) Center for Healthy Minds is now part of L&S. R Davidson could possibly be interested in establishing a collaborative approach with L&S, maybe discounted and accessible via an android/iPhone app. (Schultz) There should be a way for your employer to provide you with relaxation techniques to promote a good working mentality. (Schueller) How about bring your dog to work? (Rice) Consider using CoPs to make the connection between healthy minds and wellness, creating community in healthy ways. (Scholz) French/Italian department has established a grad student-led, sustained yoga/talking/walking sessions for everybody during noon-time.

(Schultz) So how do we do it, disseminating this information in an effective, better way? Where do we deposit that information? (Madera) We should look at L&S Knowledge Base. It could potentially develop some traction, maybe not generally used enough right now, but an accessible vehicle to all. (Schultz) Its use varies from dept to dept and there are inconsistencies in terms of management and maintenance. (Schueller) The Gateway has been great for us. Elaine Klaine runs the L&S group that meets once a month. (Scholz) KB should be the repository of that. It is not advertise enough this days. CASI should play a role helping elevate its use.

Meeting adjourned 11:45 am.

Minutes by José J Madera (jose.j.madera@wisc.edu)