**L&S CASI/USIC Online Committee Meeting Agenda  
Tuesday, April 21st  9:00 – 10:00 a.m.  
WebEx**

**Note taker:**

**Welcome & Introductions** (5 minutes) – All

**Corrections and Approval of February Meeting Minutes** (5 minutes) – All

**L&S Dean’s Report** (20 minutes) – Wilcots

Exciting time since we last met. We’ve done remarkable work and shown amazing adaptability. Thank you for all that you’re doing. It’s been dramatic, and there are challenges ahead. We focused on the immediate semester, and now we’re going to need to think about longer term ramifications.

There are clearly going to be budget impacts. Maybe $100M, and that was optimistic hoping for returning to normal in June. We will not be returning to normal in June. We don’t know the full impact on state budget, impacts on UW System, impacts on UW-Madison. We don’t know when or how.

It’s unclear what the campus will look like in September. Will it be in-person? Will there be sporting events? Will it be a hybrid? Campus leadership probably will make decisions in June or July. We don’t know how students and families will respond. The influx of out-of-state and international students was part of our financial plan, and we don’t know how it’s going to play out. International students, staff, and faculty will be impacted.

What are the HR implications? Cheryl et al have done A LOT of work to help us navigate our way through these uncertain times and respond to new legislation.

Board of Regents have given campuses authority to each campus to develop their own furlough policies. Furlough alone won’t solve our budgetary challenges. Longer-term solutions will take a while to play out.

At the local level: there is a lot of stress for students, TA, staff, and faculty. What will SD and UD mean for students? Instructors need to get grades in on time for all the downstream work to happen.

Summer enrollment is up 20-25%. Perhaps students do not have the usual options (internships, travel, study abroad, etc). We need to support instructors as we (they) transition courses to distance-learning models.

The timing of the fall decisions requires that departments maintain their staff/structures in the summer. We need to be ready to make decisions and develop courses in the summer. This may be different than previous summers.

At this time of the year, we are usually celebrating success! We are going to continue to honor our team’s great work, and we’ll hold off until we can all be together again. We’ll do a virtual commencement. Dean Wilcots will record a commencement speech. Departments will do individual online events separately for PhD and Masters students. More information is coming.

**Feedback to Dean’s Report & Discussion** (10 minutes) – All

*When you say “grades in on time”, what do you mean?*

May 14 at 11:59 pm is the absolute deadline for all information.

*Withdrawl deadline:*

SD and UD: our way of addressing the disruption causing students to not be able to do their best work. Student’s choice until May 22.

*What kind of consultation is happening wrt furlough policies?*

Yes, consultation is happening.

*What kind of guidance is going to be given for returning to campus?*

Public health experts are part of policy decisions. Governor’s order extends for a few more weeks yet.

*What is happening with the lump-some payments during leave?*

Cheryl: campus made a policy, and there was a lot of feedback that it wasn’t sufficient. It will now be delegated to divisions.

*A survey of undergraduates is on-going. What about survey of graduate students?*

Grad survey is not yet occurring. Undergrad survey finishes soon, and then will need to be analyzed. Dean Wilcots will look into it. Debra commented that they have more time since they aren’t going to work. Liana commented that Chemistry is in danger of abusing TA/FAs. Sarah (Comm Arts) sees stress due to precarious living situations, pre-lims and uncertainty, pressure to be productive in the non-ideal times, etc. Please message to advisors about being flexible.

*Staff are very taxed, too. Many people are working 10-12 hour days Monday through Friday; 2-8 hours on Saturdays and Sundays. It’s not sustainable. What can we change to better support staff?*

*Is there an online option even if fall courses are in-person.*

*What are the university-wide issues to help with internet connectivity issues?*

Lisa: this is a regular topic of discussion. There is no plan for reimbursement. DoIT can help trouble-shoot connectivity issues. Please share issues so Lisa can bring them up to the campus level.

**HR Updates** (10 minutes) – Adams Kadera

\*Units are making telecommuting agreements. 5300 employees contacted, tracked, and reported.

\*Hiring restrictions are in place. All position requests are being examined to make sure that the new employee could be on-boarded remotely and work remotely. Grant-funded positions are still being reviewed.

\*Writing Center has 116 applications. Can we continue? What do we need to do that is different than normal process?

\*Family First Coronavirus Response Act: federal act. It’s complicated. People taking Covid leave need to be looked at individually and by DDR representative. We are working with units and will give a general summary at the end of the week.

\*Furlough policies will be shared with units as soon as they are developed.

\*TTC has been delayed for at least 3 months. We’re waiting for details from campus. C-basis people don’t have summer appointments. Conversations can continue if you’re comfortable, but we understand that people may need to wait until we return to campus.

\*Any news about STS for fall? Terminal instructional appointments. Guidance is coming soon.

**Committee Updates** (10 minutes)

**TTC Shared Governance Advisory Committee:**

\*Legal holiday, holiday pay, night/weekend differential will be discussed today.

\*Fact sheets are being prepared for managers and employees. Some people feel more comfortable with online technologies and can continue with discussions; others are not comfortable. SJD libraries are currently frozen until we return to campus. We’re trying to include more language in the FAQ about delaying dicussions until we’re back on campus.

**Academic Staff Assembly**

We’re continuing to meet. April 13 meeting minutes are not available. The longest portion was about TTC updates. The ASEC election results were read aloud. Committee reports on climate, diversity were read.

**University Staff Congress**

\*Vice Chancellor was very negative about the situation: is it bad or very bad?

\*There could be one-time hits or on-going problems.

**Climate Committee**

\*Climate survey final version is ready. The survey and analysis are now very out-dated due to Covid-related changes. They do not want to post the report in a tone-deaf manner. Meetings continue.

**University Staff Excellence Awards / Professional Development Grant**

\*Awards have been notified, celebration has been post-poned.

\*Committee will meet in late May for the Univ Staff Awards/

**[ New Business / Concerns / Discussion ]** ( Time Permitting )

\*Are there ways of re-assigning people to work that needs staffing by people whose duties are not currently used?

Cheryl: We don’t know yet.

\*Is there a chance the campus will contract with Zoom as chat platform?

Lisa: great question. Lots of people are using it even though it’s not an official campus-supported app. Please tell us why current tools (eg, BBC) are not sufficient? In times of tightening budgets, we are unlikely to add redundant tools.

\*Jennifer reminded us that regular COVID-19 updates (and the latest from admin) on policies and procedures are available directly from this link:   <https://kb.wisc.edu/ls/news.php?id=11142>

**Adjourn**

*Highlight means they are present.*

**USIC Members 2019 - 2020**

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| --- | --- | --- | --- |
| Peter Haney  Early Career  Chicana/o & Latina/o Studies | Billy Gates Elected Member Physics | Bruce Goldade  Elected Member Chemistry | Rebecca Forbes Wank  Elected Member German, Nordic & Slavic |
| Tina Hunter  Exempt Member Sociology | **Dee Van Ruyven \*\*** Elected Member AOS | **Kate Skogen**  Dean’s Appointee Integrative Biology | Eric Wilcots  Interim Dean – L&S  Cheryl Adams Kadera  Assistant Dean – L&S |

**\*\* USIC Chair**

**CASI Members 2019 - 2020**

|  |  |  |  |
| --- | --- | --- | --- |
| 3rd Year | 2nd Year | 1st Year | Ex-officio |
| David Johnson \*\*  Senior Lecturer  Economics | Lisa Jansen Associate Director  Learning Support Services | Elizabeth Rose Admin Program Specialist  Psychology | Eric Wilcots  Interim Dean – L&S |
| Nicole Senter  Admin Program Spec  German, Nordic, and Slavic  Studies | Meridith Beck Mink Admin Program Spec  Administration | Emily Hall Faculty Associate  English | Cheryl Adams Kadera  Assistant Dean – L&S |
| Oh Hoon Kwon  Assoc. Fac. Assoc.  Mathematics | Liana Lamont Fac. Assoc.  Chemistry | Sarah Jedd Assoc. Fac. Assoc.  Communication Arts | Jennifer L Noyes  Associate Dean – L&S |
| Julie Lindsey  Senior Admin. Prog. Spec.  Integrative Biology | Debra Shapiro  ASEC Liasion |  |  |
| Frank Rooney  Assoc. Fac. Assoc.  Mathematics |  |  |  |
| Darin Olson  Assoc. Fac. Assoc. Mead Witter School of Music |  |  |  |

**\*\* CASI Chair**

**NEXT CASI/USIC MEETING:**