**CASI / USIC**

11:00am October 27, 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, Schoville, Schuth, Wilcots

**Absent:** Noles, Rose

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

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

Small errors in previous minutes were corrected and adopted.

**L&S Dean’s Report** (15 minutes) – Wilcots

* Successful Always Forward Campaign and Listening Session
* Executive order mandating vaccines for all organizations receiving federal contracts / boosters available
* Faculty is becoming more diverse, not so much staff (working on it)
* Designing Levi Hall (new L&S Academic Bldg toward 2023 groundbreaking, opening Fall 2025
* Computer Data and Info Sci finalizing their bldg design, tearing down Physical Plant next summer/fall
* Lean into economic development proposal sent to Dept of Commerce by connecting with community
* State won’t let us borrow money for building construction

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

* (Lacy) Paul Robbins to Campus Planning Committee, expressed historic nature of Science Hall
* (Schuth) Proximity to Humanities = prime real estate
* (Hillestad) TTC helps with workload? Should expand as job duties expand
* (Wilcots) TTC helps with hiring into areas, most diverse staff means filling work load with diverse searches / helps with how we recruit
* (Schuth) meaning visible and non-visible diversity

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

* 1700 TTC letters will be sent out in batches, salaries become public Nov 1
* Campus provides dollars to bumps up to new minimums, in effect Nov 7
* DCF $ requires PMDP, sex harassment and cyber security training
* FMLA calendar – will soon be calendar year Jan - Dec for all Fac, Acad, Ltd, and University staff

**Discussion of HR Updates** (10 minutes) – All

* (Hillestad) Nothing employee can do if at salary max or above (Adams Kadera) Can still receive DCF bonus, but Not a raise
* (Hansen) constant training mode is difficult to work; is turnover or reason for leaving tracked?
* (Dalby) On 101 funds, if on research funds? (Adams Kadera) College doesn’t have a pool of money, each PI needs to build this into their budget
* (Hall) Teaching professionals title update? (Adams Kadera) no update since February, Departments aren’t submitting criteria.
* (Haney) Money available now to increase salaries? (Adams Kadera) decision was made that the is money available after titles became stable
* (Lacy) Titles effective immediately? (Adams Kadera) yes, but can file appeal
* (Schuth) Titles in review? (Adams Kadera) trying to put together a list of titles and trying to prioritize issues
* (Hanson) How to increase salary if over range? (Adams Kadera) they will receive 2% raise in current pay plan, they can apply for a different job. Salaries will be adjusted according to market value
* (Hillestad) internal appeal now (Adams Kadera)Nov 22 official appeal begins
* (Haney) A contractor? For salary (Adams Kadera) in national market data decrease, we won’t lose our salary. Cost of living in market area taken into account.
* (Garcia-Rivera) Performance is criteria for DCF (Adams Kadera) yes, not because you like somebody
* (Garcia-Rivera) can we see the true job duties (Adams Kadera) Name someone, pull their job description. Academic duties are listed in PVL, Staff are out there publically

**Committee Updates** (10 minutes)

 **Academic Staff Assembly**

 **University Staff Congress**

(Haney) can meet in Winter by correspondence, DEA and Libraries presentations

 **Climate Committee**

 **Professional Development and Recognition Committee (PDRC)**

 **TTC Shared Governance Advisory Committee**

**Reminders: USEA USPD**

**Adjourn: Motion seconded, at Noon**

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