

# L&S CASI/USIC Committee Meeting Minutes

Wednesday, December 21, 2022, 9:00 am – 10:00 am

Bascom Hall, Conference Room 53

**Presiding:** Mary Noles (USIC); **Note taker:** Catherine Auger (CASI)

**Attending:** Anderson, Aune-Johnson, Banfield, DeMeuse, Ebil-Erkan, Forbes Wank, Garcia-Rivera, Haney, Hillestad, Koenig, Kujak-Ford, Lacey, Martindale, Martinez, Nielsen, Schuth, Schoville, Wilcots, Yu.

**Welcome** - All

**Introduction of new USIC member**, Tammy Banfield Philosophy

**Announcement:** Professional Development awards and the University Staff Excellence Award have been decided by USIC. Recipients for the University Staff Excellence award are Nancy Brinkerhoff, Angelina Stone and Rhonda Kretschmer. Recipients for Professional Development are Jenny Schumacher, Emmanuelle Roper, Marriion Ladd, Beth Freudilich, and Sophia Lawrence.

**Review and Approve November 22, 2022, Meeting Minutes** (10 minutes) - All

**L & S Dean's Report** - Eric Wilcots

*Final Grading Deadline* - Sunday, December 25 (at 11:59 p.m.). See November Announcements for full schedule

*Undergraduate Admissions and Recruitment* – Still expecting to bring in roughly 8100 freshmen. L&S departments should review information about your major(s) and department that is sent to recruit prospective, and yield admitted students. Deadline: January 15. Contact: Meg.Hamel@wisc.edu, SAA Communications Manager with questions. L&S Departments will have the annual opportunity to table at Your UW Days, 4 events organized by Admissions to yield admitted students. The L&S sessions will occur in the early afternoon on these days (exact time and locations TBA): February 17, March 10, March 24, and April 14.

*Personnel* - The College is excited to announce Ruth Litovsky as the new Academic Associate Dean for Natural, Physical and Mathematical Sciences. Her first day in the role will be January 5, 2023.; The Associate Dean for Research announcement will be coming soon! ; Sue Zaeske, Associate Dean for Arts and Humanities stepping down. ; Provost John Karl Scholz stepping down.

**Feedback to Dean's Report** – All

*Timeline for Levy Hall* in the final steps of fund raising for a final groundbreaking in early January 2024.

*Admissions*– Is 8100 is the goal and admissions is holding that as a hard cut off. Last year was 8100 goal, we took 8600 – Often our admissions numbers are related to what NYU and UCLA admissions procedures.

**Update from the College as a follow-up to our May 2022 discussion on job security (rolling and indefinite appointments) for academic staff.**

*Processing of new requests for rolling and/or indefinite horizon appointment* - None currently in process but that does not mean HR is not accepting. HR believes that employees are not aware that this opportunity is available again after the pause in 2013, employees are unaware if they should apply for job security opportunities. Aune-Johnson suggested that HR will begin sharing this information and get the ideas out there perhaps aim for early in spring semester.

*Process for academic staff to follow* will be examined how depts share information with eligible employees. Aune-Johnson suggested that HR is looking into ways of making performance reviews more useful for employees. Because of mismatch issues between title and duties HR would like to see a re-calibration of the performance review system to match an employee's responsibilities more closely. The College be communicating/advertising this to all academic staff.

**HR Updates – Lea Aune-Johnson**

*Compensation*- Top priority in HR for 2023. Updates to TTC system, how often should titles be reviewed for appropriateness. HR is learning about best practices in departments to administering pay plan increase and counteroffer possibilities, etc. HR is working to ensure internal alignment and equity in this plan.

*Pay plan* -74 employees are in noncompliance for mandatory training (Cybersecurity Awareness Training and Prevent Sexual Harassment and Sexual Violence at UW-Madison for 2022). A discussion of ways to increase compliance ensued.

**Committee updates**

- Academic Staff Assembly - None
- University Staff Congress - Met by correspondence this month. No actions as of the current meeting, however, over the Fall semester they have discussed and implemented. A **compensation strategy, reduced-cost parking permit program, Weekend Snow Removal Bonus Program, Increased the night differential pay** and are working to increase **Computer access for 2nd and 3rd shift employees**

Adjourn – 9:55