

**Committee on Academic Staff Issues  
College of Agricultural and Life Sciences**

September 28, 2022

Scheduled time: 12:00pm-1:00pm

473 Horticulture Building

**Attendees:** Kortney Bourquin, Eric Booth, Todd Courtenay, Amber Haroldson, Stephanie Jones, Veronica Law, Arnoldo Lopez-Hernandez, Jamie Nack, David Sandra, Abbey Thompson, Angie Seitler, and Noelle Wilharm.

**Not present:** Christina Hamilton, Brittany Magrady, Lori Plum, Kristin Schill, Megan Sippel, and Dan Smith.

**Minutes by:** Muhamed Sadiku

**Attending as public meeting:** None

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MINUTES

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The meeting was called to order by Kortney Bourquin at 12:00pm

**Review agenda**

No changes were made to the agenda

**Consent agenda (attachment)**

The May 24, 2022, meeting minutes were approved by consent.

**Subcommittees updates**

Awards and professional development

Last year this committee worked on communication and the timeline of the awards that happened in May. The committee reviewed those awards and a member of the committee presented one at the reception.

Communications

Current CASI members asked to decide whether the social hour after each meeting will continue and the members vote on this via email before October meeting. It was reiterated that the Communications subcommittee is responsible for the annual report. The report is almost completed with some parts to be reviewed. It is one of the pressing matters - to be completed and approved by members in the October CASI meeting.

Nominations and mentoring

The subcommittee organized a virtual networking event last January where small groups engaged in dialogue around the priority areas. The nominations and mentoring subcommittee was seeking more representation from members last year.

## Personnel procedures, compensation, and governance

The subcommittee was in charge of the 5-year self-study which was submitted in May 2022.

### **Five-year self-study**

Chair informed the committee about the five-year self-study completion and asked members to review this report in Box. Members are to note the priorities for this year and the ideas to be presented in the next CASI meeting (October). It was decided that new members of the communications subcommittee reach out to Armila Aeilts and finalize the annual report.

### **Chair updates**

Chair will send an email asking CASI members to select their choices for a subcommittee membership, and if interested, volunteer for CASI co-chair - it **ideally would** be an individual in their second year of their term. If interested, members are also encouraged to volunteer for CASI subcommittee chairs. CASI co-chair and subcommittee chairs will be voted on in the next meeting, in October. Finally, all members are to select a month to review APC agenda and minutes to see if there are any pressing matters that CALS CASI would like more information regarding

Jamie Nack updated the committee on APC charge and function and talked about some changes that the new Dean has brought forth in the first APC meeting. Previous reporting procedures were discussed, and members engaged in what would be the best approaches APC issues can be brought to CASI attention.

Stephanie Jones, the ASEC representative, assured the members that they will also have access to ASEC approved agenda and minutes and discussed ways to make those available to CASI members. It was decided that ASEC representative, just as in the past, will attend CASI meetings each month and report on discussions relevant to CASI.

### **College updates and questions from the committee**

Dean Gillaspy is meeting with partners and centers as part of the introduction to college, and it was suggested to invite her to attend one of the CASI meetings. CASI was informed about all the transitions in the Dean's Office and across other departments in the college. Remote work was also discussed as a problematic issue at the campus level as well as college. It is creating problems including worker recruitment and retention, and unfairness among workers. It was emphasized that there is a lack of standard guidelines pertaining to recruitment when it comes to remote work.

### **Adjourn**

Meeting adjourned at 12:42pm.