

Committee on Academic Staff Issues
College of Agricultural and Life Sciences
September 20, 2023, 12:00pm-1:00pm
473 Horticulture Building

Attendees: Shanon Hankin, Amber Haroldson, Emily Laabs, Veronica Law, Arnoldo Lopez-Hernandez, Maddie Koski, Brittany Magrady, Erin Pierce, Lori Plum, Martha Reck, David Sandra, Kristin Schill (Chair), Dan Smith.

Not present: Eric Booth, Todd Courtenay, Angie Seitler

Minutes by: Muhamed Sadiku

Attending as public meeting: None

MINUTES

This meeting was called to order by Kristin Schill at 12:01pm.

1. **Review agenda** Schill
No changes were made to the agenda. Approved agenda will be posted on CALS CASI website.
 2. **Consent agenda**
Minutes from the May 24, 2023 meeting were approved and will be posted on the CALS CASI website.
 3. **Subcommittee updates** Subcommittee chairs
 - a. Awards and professional development
No updates from the subcommittee.
 - b. Communications
The update from the previous chair is that the annual report for 2022-2023 has not been completed yet.
 - c. Nominations and mentoring
No updates from the subcommittee.
 - d. Personnel procedures, compensation and governance
No updates from the subcommittee.
- CASI discussed establishing subcommittees for this academic year. Kristin Schill, CASI chair, will send an email asking members to share their preferred choices.
4. CALS Annual Academic and University Staff Awards: nomination, review, and award process Seitler

In the absence of Associate Dean Angie Seitler, Muhamed Sadiku, on her behalf, asked CASI members to discuss the possibility of reviewing both Academic and University Staff awards using a consistent format for the award submissions. It was recommended to table the discussion until more clarification is provided.

CASI 2023-24 meeting materials are in Box at: <https://uwmadison.box.com/s/tdhl6l6mm6y6n1jq3dxih5y8u8szmjf9>
APC agenda and minutes can be found here: <https://uwmadison.box.com/s/xurty1rhrqoa5grsfg76maw01d65iw0p>
ASEC meeting materials can be found here: <https://kb.wisc.edu/acstaff/>

Kristin Schill moved to table the discussion and Lori Plum seconded. The discussion of Academic and University Staff Awards process was tabled for a future meeting.

5. Chair updates

Schill

- Kristin Schill nominated Erin Pierce to serve as CASI co-Chair. All those present voted in favor and Erin was elected CALS CASI co-chair for 2023-2024.
- CALS CASI bylaws - a recommendation was made to charge the PPCG subcommittee to draft potential revisions. Lori Plum moved to have the discussion tabled and Emily Laabs seconded. All members voted in favor of tabling the item until CASI subcommittees have been established.
- Increase interest by encouraging academic staff to join CASI.
- CALS CASI Fall Event
- Pressure on Instructional Academic Staff to increase class size - members acknowledged that there is such pressure coming from departments and that there is a policy that regulates these matters for Faculty but not for the Academic Staff. It was suggested that a directive should be sent to departments/units to make a policy that regulates this issue for Academic Staff.

Amber Haroldson moved for a motion to approach the Dean's Office and ask for a directive for Instructional Academic Staff policy, and representation and voting rights for Academic Staff in Departmental meetings. David Sandra seconded, and the motion passed with a unanimous vote.

- Parking Permits Issues - the committee deliberated on issues including the need to reapply, the issue of seniority, cost (some peer institutions void the fee for personnel), and parking locations. Members suggested establishing an ad-hoc committee on parking issues. Brittany Magrady moved to form an ad-hoc committee to deal with parking issues and David Sandra seconded. CASI members unanimously voted in favor of such a committee.

6. College updates and questions from the committee

Seitler

There were no college updates. HR Director, Veronica Law, asked members to notify her ahead of time should the committee have an HR related item for discussion.

7. Academic Planning Council report and discussion

Courtenay/Smith

APC did not meet in September.

8. Adjourn

Meeting adjourned at 12:48pm.