

**College of Agricultural and Life Sciences  
COMMITTEE ON ACADEMIC STAFF ISSUES**

April 13, 2016

1:00 p.m.-2:00 p.m.

250 Agricultural Hall

**Present:** Nicholas Bero, Vince Borleske, Dustin Eilert, Pat Flannery, Nicole Miller, Robin Mittenthal, Janet Newlands, Joan Parrish, Mark Seeger

**Absent:** Cristiana Carusi, Chris Day, Janet Hedtcke, Carol Hillmer, Dick Straub, Deb Wendorf Boyke

**Guests:** CALS HR Managers Chelsea Daley and Ben Weisse

**Minutes:** Dawn Wagner

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**Additions to agenda**

- None

**Approval of meeting minutes from March 2016**

Robin motioned to approve the minutes, Pat second; all voted in favor of accepting the minutes as written.

**CALS Updates**

Chelsea Daley and Ben Weisse attended as representatives of CALS HR to provide an update on federal regulations that could go into effect as early as July 2016. The Department of Labor (DOL) has proposed to raise the minimum salary for status under the Fair Labor Standards Act (FLSA). FLSA governs whether an employer is required to pay overtime for more than 40 hours worked. An exempt employee is salaried and therefore exempt from overtime pay. The current minimum salary for exempt status is \$23,660. The proposed change would raise the minimum salary threshold to \$50,440 annually. This change would affect hundreds of positions in CALS. There are many academic staff employees who have duties that qualify for exempt status that make less than the proposed increase. Employees who continue to make less than \$50,440 would not qualify for exempt status going forward. This means they would be required to report hours worked and be paid for hours reported in excess of 40 hours per work week. The impact to CALS employees include possible pay equity issues for individuals who have the same title, pay compression for those with supervisory titles and many issues for positions funded by grants. There are multiple approaches that we expect to take as a college. There are a small group of people who could be raised to the new threshold, but there is not enough money to raise every employee affected by the proposed change. Grant-funded positions would need to be reviewed – supervisors may need to require employees not to work overtime or limit the number of positions that would be funded by a specific grant. Some academic staff titles that will likely be impacted include Research Specialists, Student Services Coordinators, and post-doctoral positions such as Research Associates. It is not expected that Research Assistants (graduate student positions) will fall under this new rule. The university has created focus groups to discuss issues and gather information to provide to the federal government, which is similar to the approach of other big 10 schools. The DOL will release the final law on May 16. Additional information and guidance will be forthcoming from CALS and campus in the near future.

## **CASI By-laws**

Pat distributed the By-laws document and reviewed the changes that were discussed at last month's meeting. The revised document included these additional edits that were discussed by the committee:

II. C. Election Processes. 3 Slate:

The following sentence was added: ***“The Nominations subcommittee will solicit candidates from each ward and administer the nomination process.”***

II. C. Election Processes.

Ward VI – category “college administrators” now reads ***“college administration”***

Joan asked for any final comments prior to a committee vote.

The committee determined that clarifying language could be added to the section that describes how mid-term vacancies of CASI will be filled.

Under II. Membership. B. Terms of Office:

A second sentence was added to (4): Mid-term vacancies will be filled by action of the CASI.

***“Appointees shall serve out the remaining term of the vacancy.”***

In addition, the committee agreed that additional clarity would be beneficial in identifying the “vice” chair as a “co-chair” to reflect modern language and to distinguish that role from the Chair of CASI, which is the Dean of the college or his/her designee (currently the Senior Associate Dean).

Under II. Membership – last clause in section:

Chair – “a Vice-Chair/Chair-Elect” was amended to read ***“a Co-Chair and Co-Chair Elect”***.

The amended sentence now reads as follows: Chair: The Dean or Dean's designee shall chair the Committee. ***A Co-Chair and Co-Chair elect*** shall be elected annually from the CASI membership at the first meeting of the year.

Vince made a motion to approve the By-laws as presented on April 13, 2016 with the amendments discussed above. Dustin seconded the motion. The motion was passed unanimously by the committee. Copies of the By-laws as approved on April 13, 2016 will be distributed to the committee at the May meeting.

## **CASI website**

Nicole presented the current CASI website and noted some places where additions and updates have been made. The home page has many embedded links to other parts of the site. There is a reports tab for the CASI annual reports dating back to 2001. The information on the “Awards and Grants” page will be expanded in the coming weeks to include additional descriptions of the opportunities available to academic staff. The committee will review the website and bring additional thoughts and suggestions to discuss at next month's meeting.

## **International Programs listening & learning sessions**

Vince gave an update on current changes in the CALS International Programs office.

Sundaram (Guna) Gunasekaran has been hired as the faculty director of the CALS IP office. He has scheduled three “IP listening & learning sessions” to discuss greater coordination and planning within their office. Vince attended one of the listening sessions on March 31. There are additional sessions scheduled for April 18 and 28. CASI members are encouraged to attend an upcoming session to learn about the planning efforts for facilitating international engagement of faculty and staff, particularly in the areas of research and outreach. Guna is also putting together a committee of folks to help prioritize work that will be coming out of their office. Vince will invite Guna to attend the May meeting as a guest speaker.

## **Sub-Committee reports**

*Awards subcommittee.* Vince reported the subcommittee has finished two major processes. The AS recognition award winners have been announced. The CALS awards ceremony is being held on Wednesday, May 4 at 3:00pm in the Ebling Symposium. The AS recognition award winners are:

- Bernadette O'Rourke, Excellence in Leadership, Animal Sciences
- Sangita Murali, Excellence in Research, Nutritional Sciences
- Mark E. Johnson, Excellence in Service, Center for Dairy Research

Also, the ASPD review and rankings have been submitted to the college level. The award recipients will be included in the 2015-16 CASI annual report.

*Communications subcommittee.* Nicole will coordinate with subcommittee chairs for their contributions to the CASI annual report.

*Nominations subcommittee.* Joan thanked Dustin and the subcommittee members for their work on the 2016-17 nomination process. Dustin will connect with the other CASI members in ward V to coordinate communication with that ward. Dustin asked all committee members to go back to their wards to spread the word on nominations.

*Curriculum Committee update.* Robin reported the committee discussed the pros and cons of moving to a model of one meeting per month. This would work better for some committee members' schedules; however, having courses and course changes approved quickly has been beneficial. There has been a first request for credit by exam. Animal Sciences is proposing that high school students could bypass 101 An Sci by taking an exam. Some members of the committee are feeling like they are approving an AP exam. The committee has asked the chair of the department to submit the actual exam and an explanation of how the exam will be used to bypass 101 An Sci 101. FISC proposals are moving forward in a coordinated way and continue to be approved (000-level numbers).

Meeting adjourned at 2:05pm.