

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

February 11, 2015, 1:00 p.m.-2:00 p.m.  
250 Agricultural Hall

**Present:** Vince Borleske, Nicholas Bero, Christopher Day, Dustin Eilert, Patrick Flannery, Janet Hedtcke, Nicole Miller, Laura Ward Good, Deb Wendorf Boyke

**Absent:** Cristiana Carusi, Rick Wayne, Carol Hillmer, John Klatt, Dick Straub

**Approval of minutes from January 14, 2015**

Correct spelling of Vince's name

Vince motion to approve, Nicole second; minutes approved

**Additions or changes to the agenda**

Pat has more information about ASEC Brown Bag discussions

**Budget**

Laura Ward Good gave an update from the special CALS budget meeting on February 5th that included department chairs, APC members and Center Directors.

- Laura shared talking points that were passed out at the meeting. Thee talking points are from campus and reflect messages that a focus group responded positively to
- The process for departments to requests new faculty positions from the College has been postponed until fall
- Capital projects that are in progress are moving forward until we hear otherwise
- The College will release some current faculty positions to continue with the search, others will remain frozen, depending on source of funding and teaching impact; staff positions are frozen if they rely on 101 money, if they are paid off of grants they may be allowed to go forward
- There are cuts in agency budgets that will affect the University, especially in DNR and WEI funding
- Because the cuts must come quickly, they will not be strategic instead they must be opportunistic at both the campus and college level
- Campus is also talking about how to increase revenue, not just where to cut. Raising out of state and professional school tuition, increasing tuition remission for grad students, and assessing central campus fees on 136 accounts are ideas being talked about
- If the campus cut is around 13% there may be layoffs at the campus level, the College is waiting for more information from campus before deciding
- Academic staff layoffs are done based on seniority not performance
- There will be no faculty layoffs
- Need clarity on what seniority means, especially under new HR rules. Vince will talk to Carol and try to get clarity.
- Committee members asked if it is possible for someone from CASI or classified leadership to attend CALS budget and chairs meetings so information can be relayed to staff? College

information to staff from Departments is sporadic, some departments are good at keeping staff informed, others are not

### **Discussion of how strengthen link between CASI & APC**

Chris is planning a meeting of the nomination subcommittee to discuss strategies for strengthening ties. He will have report at the next CASI meeting.

### **CASI website update**

The Communication subcommittee met last week and Deb gave an update of their activities. The subcommittee made minor changes to the annual report before it was sent to ASEC. Deb contacted Heather Daniels from the Secretary of Academic Staff office to see if there is a standard format or timeline for the annual report. Heather responded that there is not a standard format. The subcommittee decided the CALS process would be to bring the annual report to the May meeting for CASI approval and then sent to ASEC. The report would be circulated to all CALS AS the following fall as part of a CASI member communication with individual wards.

The subcommittee suggests E-cals posts and other communications to increase visibility and engage in activities that benefit AS. It is important to publicize the contact info for members on CASI so AS know who to talk to.

The target audience for the website is all AS, the website will not be segmented by job area (research, teaching). The subcommittee will meet next month to discuss priorities for the website. The subcommittee suggested a message be put on the current website saying that it is out of date.

CASI members discussed the possibility of CASI hosting a future CALS coffee.

### **Discussion of inviting classified staff to be members of CASI**

Pat attended a meeting organized by the Secretary of Academic Staff last December. At that meeting he learned that other campus CASIs are including classified staff on their committee. He asked CASI members their thoughts on that idea for CALS.

Members responded that we would need to take this to the dean and possibly APC, since it would require changing the CASI by-laws. Information on how many classified staff there are in the College would be helpful in making this decision. We should also find out if classified staff want to be included in the CASI.

Pat will contact Engineering CASI to see why they decided to include classified staff in their CASI and will ask Tricia Check what CALS classified staff are doing related to forming a governance structure. CALS CASI members are willing to put effort into helping Classified staff if they would to form their own committee.

### **Subcommittee reports**

Personnel: no report

*Staff awards:* Vince updated that award announcement went out and nominations are due to CALS on March 20. There is a requirement to include a letter of support from department indicating funds are available. Last Friday CALS award nominations were due. We received 4 nominations in leadership, 6 in service and 3 in research. The documents are ready for the committee to review and choose a recipient. Vince invited CASI members to participate in choosing a recipient; selections are due to deans office on March 6. Nicole and Chris volunteered to review research awards. Vince suggests CASI send a letter to those who do not win to let them know their work is appreciated. This letter will be a topic at a future meeting.

Meeting adjourned at 2:10