



College of Engineering
UNIVERSITY OF WISCONSIN-MADISON

COE CASI Agenda – October 5, 2022

2-3PM

Mechanical Engineering, Rm 2180

(Tentative future Fall term meetings: November 2, December 7: all 2-3pm)

Attendees:

Members: Andi Bill, Sara Hladilek, Mark Malkin, Kelly Petersen, Zach Smith, Mary Fitzpatrick, Nate Jung, Jackie Bastyr Cooper

Ex-officio: Jason Jankowski

Other: Sara Hagen, Theresa Rodger, Julie Johnson (ASEC), Cindy Poe, John Jacobs, Marjorie Olsen, Joshua Leach, Janna Polluck, Duachi Yang, Kim Farley, Steven Krebs, Shelly Xie, Rob Kohlhepp (CAE Director) and David Noyce (Exec. Assoc. Dean)

Absent Members: Kelly Peterson

Discussion – 2:00 – 2:30 pm

- Sara Hladilek, CASI Chair

Decision on name discussion between the following:

- Committee Addressing Staff Issues
- Committee Advocating for Staff Interests
- Committee Assisting in Staff Issues
- Motion was made by Zach Smith to change names to **Committee Advocating for Staff Interests** and was seconded and passed by the committee. This will need to be updated in the bylaws eventually.

- Sub-committee Roles and Responsibilities

- It was discussed that these subcommittees would make decisions but come back to the full committee for overall approval depending on the committee. We would like each subcommittee to have at least one meeting prior to the next CASI meeting on November 2nd.
 - CASI Planning/Tending (include nominations/elections, strategic planning, etc.)
 - Communications and Information
 - Recognition and Retention – This subcommittee will address how they want to recognize staff in CoE. Often faculty are nominated and presented with awards but there are not as many opportunities for staff.

One suggestion was to work with existing awards such as the Diversity and Equity Award for staff, as nominations have been very low.

- Discussion of who to invite to be guest speakers over next year
 - o Monthly (?) speakers
 - o Examples: Associate Deans, campus leaders/representatives
 - o Give to Communications subcommittee?
- It was suggested that someone from each department could come to a CASI meeting to give the members a better idea of the climate and infrastructure in each department.

Guest – 2:30pm (15-20 mins)

Chris Castro, Associate Dean for IEDE in Engineering

- Chris addressed the concern regarding the CoE IEDE training requirement. This is actually **NOT** new and has been listed as a requirement since 2016. Because the college has not tracked it formally, it has worked entirely on the honor system, trusting supervisors to work with their direct reports to identify the opportunities and follow through with them. The newly added compensation bullet in the memorandum about eligibility for DCF/bonuses that went out earlier this year has caused concern about what qualifies as an equivalent educational experience. For this year, the College is once again working on an honor basis with CoE employees meeting the annual DEI educational requirement. For staff interested in educational opportunities, there are many options available on campus and within the College of Engineering. Some opportunities available to meet this requirement (if folks haven't already) this fall 2022 and spring 2023:
 - CoE Inclusive Excellence Distinguished Speaker Series (we will offer two per semester – first already happened on Sept 29; next one is on November 2 with author Ebony McGee – information and registration will be coming out next week)
 - [Public History Project](#)
 - [Diversity Forum](#)
 - [Go Big Read – this year with author Clint Smith](#)
 - [Several ongoing campus offerings](#)
 - [Other offerings on campus that may happen sporadically, but still worth knowing about](#)
 - Check out 'Learning Opportunities' section in our monthly IEDE Newsletter (Engage in IEDE) outlining several other offerings happening every month
 - Stay tuned for emails from IEDE promoting other PD opportunities
 - FYI – We will partner with WISELI in spring 2023 to offer the Breaking the Bias Habit Workshop a couple of times – if folks want to attend that, they should stay tuned for the call to register in spring 2023
 - IEDE Newsletter (CoE, sent by Kelsey Gockenbach, see attached)

- The new Director of Professional Development for IEDE will be tasked with creating a list of opportunities that meet the DEI requirement. Chris would like to bring him to a future CASI meeting to get feedback on opportunities staff members would like to see offered while the curricular options are developed.

Future –

1. 5-year Review
 - Office of Strategic Planning
2. TTC
3. ATP
4. IEDE Strategic Plan feedback - timeframe - ?

Informational Items:

1. Subcommittee Membership:

CASI Planning/Tending (include nominations/elections, strategic planning, etc.)

- Sara Hladilek
- Kelly Peterson
- Zach Smith
- Mary Fitzpatrick
- Andi Bill
- Justin Bush

Communications and Information

- Steve Flaherty (or R&R)
- Nate Jung
- Jackie Bastyr Cooper

Recognition and Retention

- Steve Flaherty (or C&I)
- Mark Malkin
- Amanda Rasmussen