





salary-wise. The College of Engineering's HR team also looks at a number of factors when trying to retain employees, as they can leave for many different reasons: a higher level and/or advancement opportunities, their supervisor or going back to the private industry. This knowledge will be extremely useful for the Recognition and Retention Subcommittee to find out why people are leaving and what factors play into their leaving their department, college or even the UW.

2:15 PM – 2:50 PM

Business

S. Hladilek/K. Petersen

- Sub-Committee Reports (if applicable)
  - **CASI Planning/Tending**
    - This sub-committee met with the Office of Strategic Consulting and asked for a proposal that was more tailored to CASI. Once they receive that they will bring it back to the full committee and will make a motion for approval. The subcommittee wants to make sure that CASI works effectively with executive leadership. Once the motion passes, they will ask for funding from the Dean's office and the Academic Staff Assembly. They will report back to the full CASI committee once they receive word on if funding is approved or not.
    - They are also currently working on updating the bylaws and the next round of elections.
  - **Communications and Information**
    - Sara joined the last meeting of this subcommittee. Their main focus currently is updating the website to reflect CASI's new name as well as update the CASI website. Members have looked at other CASI websites and also plan on figuring out how to get website analysis/data to see how often the CASI site is visited.
  - **Recognition and Retention**
    - Unfortunately, this committee lost one of our members, Steve Flaherty, who took a position in VCRGE. Kelly plans to join this committee since it now is only Amanda and Mark.
    - We also discussed recognizing Advising and all of the hard work they do with students. There is no Advising Award currently and it is worth asking the Dean if we could add this to the list of awards and have the students nominate the advisors. Mary mentioned that when students took the E3 survey, they were awarded \$5 on their Wiscard, and that seemed to work well to encourage them to complete it...perhaps that would be an option with advising as well?
    - It was proposed that for the next round of awards, this subcommittee could be part of the review committee for awards. Currently there are very few nominations, and most are done by that nominee's supervisor. There are also more awards for faculty than for Academic or University staff. CASI does not have a budget so we may need to think outside the box on how we can form and develop our own system of recognition...some ideas mentioned were Kudos, where you send an electronic appreciation to others. Another idea was to have a rotating spotlight on staff and holding an event like "The CASIs" to acknowledge and recognize staff within CoE. Giftcards were also discussed as an option, but due to fiscal policies this will need to be discussed with Adam Whitehorse in the Dean's office to make sure the appropriate rules and regulations are being followed. In Civil Engineering, they are allowed to choose from a bunch of options such as a water bottle, shirt or hat to show thanks and appreciation.

- Amanda asked if anyone else would like to join the Retention and Recognition committee. There were no offers at the meeting but now that we have an open CASI member seat, there is a possibility to add someone to the sub-committee.

- Meeting Time for Spring term (February – June)
  - CASI members – please bring your Spring calendars
    - It was discussed to continue holding CASI meeting in the hybrid format. Our next CASI meeting will take place on January 4<sup>th</sup>, 2023 from 2:00 – 3:00 PM for 60 minutes.
  - Question: Increase meeting time to 75 or 90 minutes?
    - For spring, we will try and schedule future CASI meetings from February – June for 75 minutes, depending on the results of the online poll that Kelly will send out.

2:50 PM – 3:00 PM      Questions from Guests, if time permits      S. Hladilek/K. Petersen  
- Mary Fitzpatrick introduced her colleague, Brian Nunez, who has joined the IEDE office as their Project Program Manager. Brian started his new position last month as the project program manager within the Office of IEDE. The position oversees the WiscProf Program. The program is designed for future faculty in engineering and provides doctoral students from traditionally underrepresented groups the foundation for a successful faculty career in an engineering discipline. WiscProf aims to broaden participation among the faculty ranks. The four-day workshop is an invaluable, fully-funded opportunity to learn more about academic careers and how to succeed in a faculty position. Participants also will have the chance to ask current junior and senior faculty about their path into academia and what influenced their decision. Brian will also work collaboratively with the IEDE unit on various projects.

3:00 PM      Adjourn      S. Hladilek

---

Next Meeting - CONFIRMED:

**Wednesday, January 4**

**2:00 PM – 3:00 PM**

---

**INFORMATIONAL ITEMS:**

Sub-Committee Membership:

- Planning/Tending: Sara Hladilek, Kelly Petersen, Zach Smith, Mary Fitzpatrick, Andi Bill, Justin Bush
- Communications and Information: Nate Jung, Jacki Bastyr Cooper, Marc Claas
- Recognition and Retention: Mark Malkin, Amanda Rasmussen, Kelly Petersen

Future Possible Items of Discussion:

- 5-Year Review; TTC; ATP; IEDE Strategic Plan feedback – timeframe?

---

**ANNOUNCEMENTS:**

- Feel free to [Connect with CASI](#) (*NetID required*). Do you have something you want to share with CASI? You may connect with us via this web form.