



**CoE Committee Advocating for Staff Interests (CASI) Minutes**  
**Wednesday, March 1, 2023**  
**10:15 – 11:45 AM**  
**Room 2180 Mechanical Engineering**

10:15 AM – 10:16 AM Welcome/Roll Call/Announcements S. Hladilek

- Agenda times may require some flexibility as David Noyce will be leaving an architect meeting to join us for a new building update.

*Attendance:*

- *In-Person CASI:* Sara Hladilek, Kelly Petersen, Amanda Rasmussen, Jackie Bastyr Cooper, Daniel Gaona, Marc Class, Mark Malkin, Mary Fitzpatrick
- *In-Person Guest:* Janna Pollock
- *Online CASI:* Andi Bill, Jason Jankowski, Nathan Jung, Zach Smith
- *Online Guest:* Alex Conrad, Leslie Fisher, Daryl Harrison, David Noyce, Duachi Yang, James Drew, Pam Peterson, Rigoletto James Lopez

10:16 AM – 10:45 AM David Noyce, Executive Associate Dean D. Noyce

- Update on New Building
  - *David Noyce talked about the new building. It is not fully approved, but the College is moving forward. It is likely the first floor will have atrium space, space for an autonomous vehicle type garage, and a robotics lab. The floors above will likely have lab and grad student office spaces. The actual building footprint has not yet been determined.*
  - *Current 1410 occupants will be relocated in the future. First, cleaning and emptying of lab space such as the basement will begin. Formal plans for these occupants have yet to be determined.*
  - *There will be multiple opportunities for the undergrad and grad students to give feedback before plans are finalized as we get deeper into the planning process.*
  - *Reminder the Dean's All Faculty Staff meeting was rescheduled to Monday, March 6, 3 – 4:30pm. Please attend. More information about the building will be shared at that meeting.*

10:45 AM – 11:30 AM Business S. Hladilek/K. Petersen

- Discussion/Follow-Up regarding staff professional development themes from February's meeting with Don Gillian-Daniel (see list of themes at end of meeting schedule)
  - Was anything missed? Misinterpreted?
    - *Everything looks good, but add:*
      - *Professional Development*
        - *Funding – grants to fund prof dev; funding can be a barrier to do development options that have a cost*
        - *Supervisors provide time to staff to attend free campus options*
        - *Top level – Dean – prioritization for prof dev – encouragement to supervisors to allow staff dev time, this needs to come from the top or DAs may not give it the prioritization it deserves.*
- Sub-Committee Reports/Motions (if applicable)
  - CASI Planning/Tending
    - OSC Work Update



- *The OSC statement of work was approved by the Dean's office and the cost will be covered. Some P/T members will be meeting with Jacob from OSC later today to discuss next steps and timeline to get started*
- Spring 2023 Election Process Update
  - *There will be a slide in the Dean's presentation at the All College Faculty Staff meeting next week about the upcoming elections. The plan is to ask the Dean to send out an emailed letter to all staff in late March. The nomination process followed by the election will happen in April with the new slate of elected staff taking over at the July meeting.*
- Bylaw Update and Vote
  - *Discussion on the recommended updates to the bylaws. Motion made and seconded to approve updates. Amendment made to add "(limited, short-term groups)" into the one sentence about working groups. Motion passed. Bylaws updated 3/1/2023.*
- Communications and Information
  - *Webpage updates have been made. A few more will still be made. Send thoughts and ideas to Jackie.*
- Recognition and Retention
  - *No updates*

11:30 AM – 11:40 AM	Updates from CASI members, if applicable	S. Hladilek/K. Petersen
	<ul style="list-style-type: none"><li>• <i>Update from Jason Jankowski – Governor has proposed a 5% base pay increase for the next fiscal (not calendar) year. It is not a guarantee it will get passed. Not sure if salary range min/max levels will increase accordingly or not.</i></li></ul>	
11:40 AM – 11:45 AM	Questions from Guests, if time permits	S. Hladilek/K. Petersen
	<ul style="list-style-type: none"><li>• <i>Campus Staff Climate survey results are fully available online as of this week. Would CASI like to have someone from the survey come talk to us to help break down the results and the data?</i></li></ul>	
11:45 AM	Adjourn <i>(CASI members – please remember to leave your name table tent on the table at the end of the meeting)</i>	S. Hladilek

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### Summary of staff professional development themes from February 1, 2023 CASI mtg:

- Having a range of spaces/opportunities to do this work. Topics include:
  - Communicating across difference(s) (cultural, and otherwise)
  - Exploring my own privileges
  - Normalizing conversations
  - Create connection
- Provide programming opportunities for groups that are already meeting, for example:
  - Communities of Practice (e.g., Lab Managers CoP)
  - Staff meetings
    - Opportunities to help make DEI a regular part of the conversation during staff meetings
- Exploring what inclusivity means in our (administrative) spaces:
  - How can we make these spaces more inclusive and welcoming?
  - How can we be more inclusive in one-off conversations with students/others?
- PMDP review process - need for something more formal about DEI/community-building work that is already being done to support the College
- Highlight the good work already being done in the College (learn from our own)



- Help to build supervisor support for staff engaging in professional development
- Building students' equity and social justice knowledge/skills (**NOTE:** This really falls into the mission of the Collaboratory for Engineering Education and Teaching Excellence)

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Next Meeting – April 5, 2023

10:15AM – 11:45AM

Mechanical Engineering Room 2180 or Teams

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 296 811 845 034

Passcode: RDTxnU

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[wisc@m.webex.com](mailto:wisc@m.webex.com)

Video Conference ID: 113 843 104 1

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## INFORMATIONAL ITEMS:

Sub-Committee Membership:

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

Future Possible Items of Discussion:

- 5-Year Review; TTC; ATP

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## 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](#).
- CoE Professional Development Opportunities:
  - ***Reckoning with Our History: Why Our History Matters and What We Do About It*** with Public History Project Director, Kacie Lucchini Butcher

Thursday, March 9<sup>th</sup> from 2:00 - 3:15 pm CT

1410 Engineering Drive, Room 150

[Register here](#)

The UW–Madison Public History Project has spent the past 3+ years researching the history of discrimination and resistance at UW–Madison. With the debut of the Project's premiere exhibition *Sifting & Reckoning*, the campus community had the unprecedented opportunity to learn more about university's past. But what happens after learning? How do we move from education to action? Join Project Director Kacie Lucchini Butcher as she presents on the histories uncovered and displayed in *Sifting & Reckoning*, including histories specific to the College of Engineering, and explores what we do as a campus community moving forward.

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