

CoE Committee Advocating for Staff Interests (CASI) Agenda
Wednesday, September 6, 2023
10:15 – 11:45 AM
Room 2180 Mechanical Engineering

Attendance:

In-Person CASI: Kelly Petersen, Nate Jung, Alex Conrad, Daniel Gaona, Marc Claas, Amanda Rasmussen, Jackie Bastyr Cooper, Mary Fitzpatrick, Jason Jankowski

In-Person Constituents: Jake Smith, Steve Krebs, John Lease

Virtual CASI: Justin Kyle Bush, Sara Hladilek, Sara Tate-Pederson, Zach Smith, Angela Kita

Virtual Constituents: Maria Zarzalejo Camejo, Molly Olds, Sara Hagen, Stacey Kock

- 10:15 AM – 10:20 AM Welcome/Introductions K. Petersen
- ASEC Liaison for 2023-2024: Nola Walker
 - Nola is our new ASEC Liaison and works for the General Library system. She will be able to attend most of our meetings and help bring any necessary concerns from CASI to the ASEC committee meetings.
- 10:20 AM – 10:50 AM Guest: Jake Smith, Secretary of the Academic Staff J. Smith
- Jake defined what Academic Staff Governance is “shared decision-making on policies and procedures among multiple constituents at the departmental/school/college division and campus level. It is also an opportunity for professional development and personal growth.
 - There is 1 representative and 1 alternate for 132 districts.
 - ASEC meets weekly and is composed of 9 members who serve 3-year terms. The Standing Committees of the Assembly are made up of the following categories:
 - Communications
 - Compensation & Economic Benefits
 - Districting and Representation
 - Mentoring
 - Nominating
 - Personnel Policies and Procedures
 - Professional Development & Recognition
 - He also mentioned two academic staff campus resource groups: ASPRO (Academic Staff Professionals Representation Organization) which lobbies at the Capital on behalf of academic staff. It is the lobbying and public relations arm of the Academic Staff and is the only organization dedicated to serving only Academic Staff. It is made up of staff from all system schools, not just UW-Madison. The second, MASN (Madison Academic Staff Network) is a professional organization made up of UW-Madison academic staff. They mostly host networking events to connect with other staff on campus. They also give tours of buildings and gardens, etc.



- 10:50 AM – 11:05 AM Guest: John Lease, Secretary of the University Staff J. Lease
- Shared governance attempts to combine maximum participation in decision-making with clear accountability. It is this process that gives voice to concerns common to all constituencies as well as issues unique to specific groups. There are a number of campus advisory, standing and ad hoc committees as well as working groups that include university staff.
 - University Staff was formerly called “classified” staff and their numbers have been dwindling due to the TTC migration and positions being switched to academic now when that position is vacated. We have gone from having 5,000 university staff to under 4,000 as a result.
 - The largest group of university staff are custodians at 600 persons. The Congress of the University Staff is the largest representative shared governance body for university staff at UW-Madison. This committee meets on the 3rd Monday of the month and have for the past 10 years in Bascom Hall. It is a place where university staff can speak and provide input regarding policies and procedures, sometimes resulting in certain policies being changed or adjusted to better suit the needs of university staff. Those wishing to do so can speak during the Public Comments portion of the meeting and have to limit their comments to 3 minutes per person.
 - There currently is no mentoring program for university staff.
- 11:05 AM – 11:35 AM Business K. Petersen/N. Jung
- Sub-Committee Reports/Motions (if applicable)
 - CASI Planning/Tending – nothing to report
 - Communications and Information – Jackie has posted the CASI agendas and minutes to the CASI website under “Meeting Info” here: <https://cas1.engr.wisc.edu/meeting-summaries/>. Communication meetings are set for the Monday prior to CASI meetings at 10 AM via Teams if you would like to join or attend.
 - Recognition and Retention – The first CASI event has been put into action and was approved by the CASI committee. It is a CASI Meet and Greet and will take place on **October 12th from 8:30 – 10:30 AM in 1413 Engineering Hall (The Cheney Room)**. Coffee and bagels will be offered at the event, and it will give staff the chance to get to know the members of CASI better and come to them with any concerns/questions they may have or want to make CASI aware of.
 - Jacob Hahn – Office of Strategic Consulting
 - Check email for work teams and deadlines
 - October meeting will be mostly led by Jacob
- 11:35 AM – 11:40 AM Updates from CASI members, if applicable K. Petersen/N. Jung
- Mary Fitzpatrick and Sara Hagen took Eloqua e-mail/marketing training (similar to Salesforce) since Mailchimp is no longer approved by the UW. It requires one in-person meeting and a 3-hour online training. It is the university standard now and has a lot of templates and pre-loaded graphics that make creating newsletter easier. If you are interested in taking the training, you can sign up or find out more here: <https://kb.wisc.edu/eloqua/>
- 11:40 AM – 11:45 AM Questions from Constituents, if time permits K. Petersen/N. Jung
- What staff issues are on your mind? Please let us know how we can best serve you.
- 11:45 AM Adjourn K. Petersen



(CASI members – please remember to leave your name table tent on the table at the end of the meeting)

Next Meeting – Date: October 4th, 2023

Time: 10:15-11:45

Mechanical Engineering Room 2180 or Teams

TEAMS link for all 2023 – 2024 meetings:

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

Video Conference ID: 113 843 104 1

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INFORMATIONAL ITEMS:

Sub-Committee Membership:

- Planning/Tending: Sara Hladilek, Kelly Petersen, Nathan Jung, Mary Fitzpatrick, Justin Bush
- Communications and Information: Nathan Jung, Jackie Bastyr Cooper, Marc Claas, Sara Hladilek
- Recognition and Retention: Amanda Rasmussen, Kelly Petersen, Daniel Gaona, Alex Conrad, Angela Kita

Future Possible Items of Discussion:

- 5-Year Review; TTC; ATP

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](#).
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