

CoE Committee Advocating for Staff Interests (CASI)

Wednesday, September 4, 2024

10:15 – 11:45 AM

Room 2188 Mechanical Engineering

CoE CASI Mission:

The College of Engineering Committee Advocating for Staff Interests (CASI) is a shared governance body of elected representatives, who serve and advocate for the interests of university and academic staff by advising the College of Engineering dean and leadership.

Read the CASI Mission Statement and Values: <https://casi.engr.wisc.edu/mission-and-values/>

Attendees: Nate, Daniel, Jackie, Kelly, Jason, Carly, Mary

Virtual attendees: Justin, Sara T-P, Zach, Angela, Andi

Guests (virtual): (did not record); Carly's alternate (in-person)

Schedule:

10:15 AM – 10:20 AM Call to Order & Consent Agenda

N. Jung

- Approval of Minutes – **Motion to approve (Kelly), 2nd (Andi) - APPROVED**
 - August 7: <https://casi.engr.wisc.edu/meeting-summaries/#past-meeting-minutes>

10:20 AM – 11:35 AM Business

N. Jung/D. Gaona

- Update from Jason Jankoski:
 - Remote work/internet down: cannot use sick time; remote work agreement states must have reliable internet; your choice if internet is down (call supervisor and use personal day, go to library, etc.- note that some locations may not have secure internet); college HR only gets involved if repeated/continued issue
 - Political season: cannot do any political activities on work equipment or during work hours; buttons/pins/stickers/etc. on PERSONAL bags, etc. are okay (not ok on UW-owned computers, etc.); talking to people canvassing during lunch period (off hours) is fine (it is your time, not work hours);
 - Working at election sites (poll worker): work with your dept HR person, if they are unclear with rules/etc., reach out to college HR/Jason
- Updates from Pete Nemmetz (COE Asst. Dean for Facilities)
 - Parking Hierarchy:
 - Pete is the transportation coordinator for the college (3rd year)

- Assigns priority for parking permits and sends to campus
 - CAMPUS does final assignments and sends offers
 - Priority calculation for college (been used for 10-15 years):
 - Position/Title: Dean (1)>Faculty (0.9)>Univ/Acad Staff (0.8)>grad students (0.4)
 - Years of service (incl. month started)
 - Lot selection (each lot has a value – priority #1 is used)
 - Currently in round 4
 - 516 accepted, 200 on wait list (currently) – many did not apply during first round
 - No lot assigned to Engineering
 - No assigned # of spots in lot 17 to Engineering employees
 - ~100-150 on wait list last year
 - Every unit has their own way of creating a priority list (calculations)
 - NO campus-wide system
 - Jason sent letter to transportation with concerns re retaining faculty/staff due to parking issues – transportation responded “we recognize there is an issue”
 - NOTE: accessible parking spots from 1410 moved to West side of EH, other spots in lot 17
 - Kelly: why aren’t other criteria considered, such as full-time on site and staff vs faculty (pay rates/discrepancies)
- Less than 1 month for occupants in 1410 (60-70% empty)
- Accessibility issues around construction site/vehicles (to 1410 and elsewhere)
- Watch for weekly email updates
- Waiting for State Building Commission approval to start construction; expect teardown of 1410 ~Q1 2025
- Sprinkler installation project (West side EHall) starting in spring/summer 2025
- ERB new elevator(s) summer 2025
- Athletics construction: Engineering + Athletics will have construction “neighborhood” meetings coming soon
- ACTION ITEM: turning right from Eng Drive to Randall (excessive backups) – Pete said shouldn’t be much longer as crosswalk access switched
- It is recommended that participants submit comments and/or questions for speakers in advance through Connect with CASI’s anonymous comment form: <https://casi.engr.wisc.edu/connect-with-casi/>
- CASI Budget
 - All CASIs on campus have dedicated annual budgets – COE CASI does NOT
 - Currently a very cumbersome process to ask for funds each year for each event
 - Nate presented a draft funding proposal narrative created by the Planning/Tending subcommittee (lots of discussion)
 - Numbers are based on 2023-2024 event costs (with increases as needed)
 - Kudos for CASI budget dependent on that being approved by Dean
 - Proposal to create an Ad Hoc committee with authority to meet and present to leadership (Jackie), 2nd (Kelly) – PASSED; will present results at October meeting (approval/rejection by leadership)

- Bylaws Revisions – motion by Jackie, 2nd (Kelly) – PASSED
 - ACTION ITEM: update bylaws on website (Nate)
- Update on SMPH Shared CASI Initiative on Promotions – no update
- Update on Dean’s Search – Daniel: Nov 11 PVL deadline, any questions contact chair Paul Wilson
- Remote Work Internet Outage Policy (see Jason’s update above)
- Sub-Committee Reports
 - CASI Planning/Tending – budget/draft narrative, agenda, bylaws
 - Communications and Information – no update (CASI newsletter yearlong goal)
 - Recognition and Retention – events for 2024-2025 part of budget narrative
- Updates from Jason Jankoski (see update above)

11:35 AM – 11:40 AM Updates from CASI members, if applicable N. Jung/D. Gaona

- All CASI board members must be on one of the three (3) subcommittees, per the bylaws (if you are not on a committee, contact Nate with choice before October meeting)
- Alex Conrad left university, position open; alternate was offered position by CASI Chair – more details will be provided at October meeting

11:40 AM – 11:45 AM Questions from Constituents, if time permits N. Jung/D. Gaona

- What staff issues are on your mind? Please let us know how we can best serve you.

11:45 AM Adjourn (motion Mary, 2nd Daniel) N. Jung

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

Next Meeting

Date: October 2, 2024

Time: 10:15-11:45

Location: Mechanical Engineering Room 2188 or Teams

TEAMS link for meeting:

[Join the meeting now](#)

Meeting ID: 289 760 222 796

Passcode: iLemjW

Join on a video conferencing device:

Tenant key: wisc@m.webex.com

Video ID: 114 626 550 6

[More info](#)

INFORMATIONAL ITEMS:

Sub-Committee Membership Roll (2024-2025) *draft*:

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

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.