

CoE Committee Advocating for Staff Interests (CASI)

Wednesday, October 2, 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, Zach, Sara T-P (plus 5 guests)

Virtual attendees: Justin, Angela, Andi (plus 12 guests)

Schedule:

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

- Approval of Minutes
 - September 4th: <https://casi.engr.wisc.edu/meeting-summaries/#past-meeting-minutes> Motion to approve Kelly, Passed

10:20 AM – 11:35 AM Business N. Jung/D. Gaona

- Updates from David Noyce
 - 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/>
 - Construction updates:
 - Fountain removed; other things moving very slowly (found previously unknown underground fiber optic cable); traffic pattern changes; delays are somewhat concerning for the project schedule.
 - If you see anything unsafe, contact David or Pete Nemmetz; also, set an example for students.
 - Athletics construction: leaders from both projects meeting regularly; NOTE: there will eventually be a need for them to move to using Eng Dr. for some vehicles/equipment movement/etc.
 - Plan is for both projects to continue work through the winter.
 - Structures outside ME/ERB are to allow for continued electrical/sewer/etc. during construction (i.e. so all building are functioning!)

- Trees were removed all over due to the moving traffic patterns
 - Question re relocation of staff to Wendt:
 - 1st floor of Wendt is set/everyone moved int; signage being improved; Vision for Wendt is to be the COE student hub (advising, computing, tutoring, learning, advanced teaching spaces – 3rd/4th floors) – this is a most likely a permanent move/setup.
 - 4th floor of new building is still TBD.
 - Question RE Classroom spaces in new building: will be General Assignment classrooms (intent is to not be put into the general campus assignment “pool”; looking to remove EH 1227 and 3 classrooms near asphalt lab campus pool).
 - Basement classrooms in new building could potentially be released to general campus pool.
 - Question RE L&S/Pod reshuffling (i.e. admin staff moved to division due to Workday changes) – will COE do the same? 0 interest by COE leadership; new dean and/or campus might have other ideas; all positions in COE go through rigorous process, not the same in other units, most of our info resides at the dept level; Workday will be a challenge for everyone.
 - Question RE Staff cap: ME has 7 PVL out for new faculty + RISE initiative – how to support with existing staff? David said there is the potential for 40 new faculty positions, with the biggest challenge being space, then staffing.
 - What about changing roles due to Workday? TTC role? What is the expectation of the college and campus? Increase in workload due to the software/new system? **ACTION ITEM: Jason to evaluate/monitor** (ex. raises will require steps/approvals – current system does not)
 - Question RE remote work: campus policy updated in August (COE was in June) – Jason said campus had to wait for UW System update, which was delayed.
 - College goal is to have current agreements into Workday by end of December(ish).
 - Space Updates: 4th floor ME will be populating (least utilized space in college); CHESS moving to Henry Mall space (next to the Biotech Center), plus a few add'l labs.
- CASI Ad Hoc Budget Committee Report
 - Budget narrative presented to leadership, response rec'd 10/1 offering a \$4,000 budget to CASI for 2024/25, also said they would support one-time asks as well as professional development asks.
 - Kelly Motion to accept budget of \$4,000 from college, Passed. (we asked for \$5,387, given \$4,000 with no comments).
 - Need to appoint a treasurer
 - **ACTION ITEM: Subcommittee to ask for procedures on accessing funding, etc. (will also ask for details for professional development)**

- CASI Seat Vacancy
 - Alex Conrad left university, leaving a vacancy; bylaws were recently revised to include a process for filling; candidate statement from Libby Miller shared with board to fill seat on an interim basis; Zach motion to accept, Daniel 2nd, Passed.
- Updates from Jason Jankoski
 - Question RE income continuation insurance if an employee were to be falsely departed, will spouse receive benefits? **ACTION ITEM: Jason will follow-up.**
 - Question RE news reports of # of staff has grown much faster than # students: currently have a system-wide position cap, more staff in not a complete story (types of staff, current duties/job responsibilities, etc.); position #s gained are SYSTEM NUMBERS gained, not individual campus gains.
 - Question RE Workday training resources for college? Heavy training to be held March through May.
 - FYI from Kelly Peterson: there is a College Financial Team that meets regularly, if anyone is interested just send her an email: kmpetersen2@wisc.edu
- Sub-Committee Reports
 - CASI Planning/Tending: budget approved!
 - Communications and Information: working on plans for CASI newsletter
 - Recognition and Retention: Oct 23 CASI Meet & Greet (tentative)

11:35 AM – 11:40 AM Updates from CASI members, if applicable N. Jung/D. Gaona
NONE

11:40 AM – 11:45 AM Questions from Constituents, if time permits N. Jung/D. Gaona
NONE

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

11:45 AM Adjourn (Motion Zach, 2nd Kelly) N. Jung

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

Next Meeting

Date: November 6, 2024

Time: 10:15-11:45

Location: Mechanical Engineering Room 2188 or Teams