



**Committee Advocating
for Staff Interests**
COLLEGE OF ENGINEERING
UNIVERSITY OF WISCONSIN-MADISON

Minutes

CoE Committee Advocating for Staff Interests (CASI)

Wednesday, July 2, 2025

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, Kelly, Jackie, Jason, Angela, Jennifer, Rob, Mary, Sara T-P (plus 2 guests)

Virtual attendees: Zach, Justin (plus 9 guests)

Absent: Carly

Schedule:

10:15 AM – 10:30 AM Welcome

D. Gaona

- Welcome to all new CASI members; introductions
- **Dean's Remarks: "Thank you – staff run campus – I report to all of you!"; looking for partnerships and how to support each other; will share though processes so staff will better understand why things are done the way they are.**

10:30 AM – 10:32 AM Call to Order & Consent Agenda

D. Gaona

- Approval of June Minutes
 - Wed. June 4th: <https://casi.engr.wisc.edu/meeting-summaries/#past-meeting-minutes>
 - **Motion to accept: Mary, 2nd Nate, Approved**

10:32 AM – 11:30 AM Business

D. Gaona/STP

- Nomination for 2025-2026 Minutes Taker - (Thank you Jackie!!!) **Jackie volunteered again**
- Scheduling: 2025-2026 meeting times
 - Currently – 1st Wednesday of the month; 10:15AM-11:45am **Proposal to change meeting time to start at 11am and finish at 12:30pm (Motion Nate, 2nd Kelly)**
 - Room situation will need to be figured out once time is set on
 - **ACTION ITEM (Daniel): check room situation and finalize, send out reminders**
- Explain & open subcommittees to membership changes or additions
- Subcommittee Reports/Motions (if applicable)
 - CASI Planning/Tending **head shot event went well, have a wait list for future, interest in bringing entire work unit in future, future – look at alternative photographer options (students, etc.), need quality, look at liability issues, copyright, etc.**



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- Communications and Information professional development (PD) added to website, new board member bios; Nate posted Kudos for CASI flyers around college; **ACTION ITEM**: get org chart from Workday for future CASI ambassador/outreach/communication
- Recognition and Retention event Dogs in COE (7/16/25 from 10:30am-12pm) in EHall lobby; Kudos for CASI drawing (2 winners)
- (moved up) Updates from Leadership (Jason) state budget compromise includes pay plan increase of 3%/2% (from compensation reserves) – timing unknown; Workday COE training 7/9 (leave time entry/approvals)
 - Got thoughts for the new Dean? Write something on the flip charts located in building lobbies; he is looking to start Staff Lunch meetings (small group) in the fall – watch for notices/how staff will be chosen; he will be doing tours of each department (chairs will determine what will be shown) – Dean will spend the entire day; NOTE: Allie (Dean's assistant) leaving for L&S 7/11 – contact Carlynn Ross in interim)
- Chancellor's email CEE (chair shared information with staff); ECE (Dept Administrators – DAs – shared similar information);
 - ? faculty/staff equity with budget cuts? (Depts asked to reduce budgets, college taking a larger reduction to minimize dept level cuts) – there are limits to what can/cannot be cut
 - ? centralization? "PODS" pilots in L&S and SMPH (due to their structure not working well); facilities and housing piloting something with payroll; COE process is working well – do not anticipate changing, but always evaluating our structure (what are we doing well, what can be improved, etc.)
 - Any COE changes will be discussed with Dean and then brought to CASI for discussion
 - Dean: "what are CASI's goals for this year?" Zach – CASI in the past was included in strategic planning discussions/processes [CASI members asked]
- 2025-2026 CASI Budget no budget at this time – motion by Jackie to create Ad Hoc budget sub committee, 2nd from Kelly – approved, watch email from Daniel to get volunteer to help; need to plan for 5-year CASI review/report to present to ASEC (Academic Staff Executive Committee) – due in 2026, Mary recommends to keep it short, Daniel said there is a template we can follow, Kelly said we used the strategic planning as our 5-year review a few years ago – this report is a new ASEC requirement. **ACTION ITEM (Daniel)**: request template and expectations from ASEC – discuss at August meeting
- Ad-Hoc Subcommittees (see above)
 - Budget (see above)
 - CASI Report due by end of year (see above)
- Dean Transition (see above)
- Workday Transition COE form with ?s; if you can't access something, you may need additional roles (ask your department DA)
- Revisit High Dream/Low Dream from 2022 (if time allows) new leadership, new Dean, new members; we are a unique CASI **ACTION ITEM (Daniel)**: send document prior to August meeting

11:30 AM – 11:35 AM Updates from CASI members, if applicable none

D. Gaona/STP

11:35 AM – 11:45 AM Questions from Constituents, if time permits none

D. Gaona/STP

11:45 AM Adjourn Motion Mary, 2nd Jackie

D. Gaona/STP

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

Next Meeting – TBD



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TEAMS link for meeting:

[Join the meeting now](#)

Meeting ID: 289 760 222 796

Passcode: iLemjW

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.
 - Recognize an engineering staff member with [Kudos from CASI](#)
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CASI Subcommittees:

Planning/Tending

Daniel Gaona
Sara Tate-Pederson
Nathan Jung
Kelly Petersen

Communications and Information

Jackie Bastyr Cooper
Mary Fitzpatrick
Nathan Jung

Recognition and Retention

Carly Andrew
Justin Kyle Bush
Daniel Gaona
Angela Kita
Kelly Petersen