



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

Minutes

CoE Committee Advocating for Staff Interests (CASI)

Wednesday, April 1, 2026

11:00 – 12:30 PM

Room 4610 Engineering Hall and Teams (see bottom of agenda for link)

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: Daniel, Sara T-P, Kelly, Jason, Angela, Mary, Carly, Mary, Angela, Justin (4 guests, incl. Dean Ranjan)

Virtual attendees: Jackie, Zach, Rob (plus 8 guests)

Absent: Nate, Jennifer

Schedule:

(moved up) 11:05 AM – 11:20 AM Guest: College of Engineering Associate Dean for Interdisciplinary Professional Programs -Ed Borbely

- InterPro; “professional education programs and services focused on the needs of engineers, managers, tech professionals, and partner organizations”; 6 core values; belonging (whether remote student or staff) following UW’s “Inclusive Excellence”; goals: 5000 credit hours/yr, non-credit portfolio of courses reaching more than 8500 students/yr, engage 5000+ professionals/yr, develop and strengthen cross-pillar partnerships with 7 key orgs; **self-funded**; engage in work and projects aligned with fiscal year strategic goals and priorities, share quarterly updates, allow for flexibility as opportunities aligned with our strategic plan emerge (see <http://go.wisc.edu/interproguide>);
- Question: who is your population and how do they get to you? Primary audience is someone with a bachelor’s degree in engineering or aligned science, plus company “subscriptions” which gives their employees access to a buffet of course offerings, also UW extension connection. Assume students are working professionals, with many sponsored by their company.
- Question re AI? Currently listening and learning from engineers in practice as to what engineers need to know about machine-learning (what does the current workforce need).
- Dean Ranjan commented to emphasize that InterPro is **SELF-FUNDED** and that it is a possibility that InterPro could become a revenue generator for the College.
- **(Dean Ranjan left at this time)**

(moved up) 11:20AM – 11:40 AM Guests: Administrative Quality Survey Team – Paul Seitz, Haley Bergsten, and Brianna Charneski

- Discussion on upcoming Administrative Quality Satisfaction Survey (AQSS) launch



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- Launching this month (April 8-24); to gather customer experience for everyone at UW Madison to get insight on admin improvements; need data to inform; 2024: ~4000 responses (~14%, with 71% completion rate), divisional/departmental units were more highly rated overall than central units
- Questions – do campus leaders see these results, because there is so much focus on centralizing services? Frustrations and challenges with Workday where staff are unable to answer questions due to difficulties with Workday? Also, failures to communicate effectively with staff?
- New survey questions will encompass this time period so they can capture qualitative and quantitative results that can be used to make decisions and be more impactful. Key actions take from 2024 AQSS: (1) travel & reimbursements – policy updates, Fox World Travel transition, Centralized Audit dashboard; (2) digital infrastructure strengthening – research computing, cybersecurity enhancements; (3) service modernization – ChemManager+, LinkUW, Active Directory; (4) custom analysis – comparative & internal benchmarking analyses to inform decisions across campus; SHARE YOUR THOUGHTS: what else would you highlight? What other context can you provide?; 2026 AQSS: custom questions: Workday, Central Administration, Strategic Communications, LinkUW (for those using these services); Post-Survey results: Summer (analysis & preliminary results), Fall (Roadshow – bringing results to units)
- Question – when Georgia Tech centralized services they had to hire MORE staff and found it to be LESS efficient – is campus looking at peer universities for context? Yes context is important, the survey is one source of data but not the only source.
- Question – engineering scored lower in many areas, is it possible to look at information specific to engineering after the 2026 survey? Yes, a custom analysis will be done for engineering.
- Additional Information is available [here](#)

(unable to get an update – they left at 11:25) 11:40 AM – 11:55 AM Leadership

D. Gaona/STP

- Updates from/Questions for Leadership
 - i. Dean's Office contact for scheduling?
 - ii. Connect w/ CASI Submission
- Want an update – budget cuts, 2 positions cut, but two new positions currently posted among other leadership positions; lots of confusion about the communication strategy being used by the college.
- Dean posted to LinkedIn “in the coming weeks, we’ll announce several new Chairs and members of our leadership cabinet” – why has this not been communicated to staff in the college? Where is the transparency? Thought there was a position cap?
- Dean only present for the associate Dean's presentation, doesn't seem helpful to CASI
- Cathleen Walters did NOT retire – she left for another position – why was this communicated as a retirement?
- College already has a director of marketing – why is there a posting for a new one? (apparently the current one retired)
- Staff award nominations – who won? Some people know but most do not. 3 of the people who won were nominated by their supervisor (was that a requirement??). Clarity is needed. Every dept does things differently and some are more organized than others and really putting nominations of their staff forward (while other departments aren't doing anything). Someone gets a nomination from one person, but others get multiple from their dept and supervisor – are they more highly ranked?



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- Daniel – thank you for the feedback. (1) Jason usually gives Chair a heads up on some information/issues (staffing/PVLs being posted, etc.). (2) leadership leaves CASI meeting to go to Department Administrators (DAs) meeting – need to change meeting time for next year so these conflicts do not continue to occur. DA meetings are every-other-week.
- InterPro gets left out of awards and other college-wide things; Justin wanted to be on CASI to provide a voice for InterPro
- CASI has been intentional at being inclusive of all staff in the college (Kelly was the first University Staff member and served as Chair).
- Question about CASI – reach out to Daniel (nominations for board currently in progress)

(moved up) 11:55 AM – 12:20 PM CASI/Subcommittee/Shared Governance business
D. Gaona/STP

- 5 Year Review
 - i. Not yet finalized
 - ii. **Will take care of this in April:** final edit based on Feb. vote and will then email
- CASI Election Update – Nate & Jackie
 - SoaS sent out the nominations email on schedule
 - The dean's office followed up with a signal-boost email as requested by me.
 - The error in the email from the dean's office is my fault because I didn't catch it in the sample text I sent them. Same for the line in the letter. All the relevant dates and procedures are correct. I was of the opinion that it would be more confusing to issue another clarifying email for these points. In any case, I will update both the email text and the letter so that the next person running the election does not run into the same problem.
 - The final schedule is as follows:
 - **call for nominations on Monday, March 3/23/26 (done)**
 - **email reminder about nominations on Monday, 4/6/26 (from SOAS)**
 - **nominations close on Friday, 4/10/26**
 - **elections start on Friday, 4/20/26**
 - **elections end on Friday 5/1/26**
- Acronym list for new members and guest attendees (discussed, **ACTION ITEM: comms**)
 - Maybe add to end of agenda
 - Orientation Packet for new members
 - i. Email with links
 - ii. Reach out to Mallory - SOAS might have something we can use
- Faculty and Staff Awards will be held 4/29/26 (all-staff meeting AND staff awards)
 - Engineering Hall, Classroom 1610
 - 3:45pm - Hors d'oeuvres in the Two-Story Space
 - 4:15pm - Brief updates from Dean Ranjan
 - 4:20pm - Awards Ceremony
 - Zoom link below, and the event will be recorded as well:
<https://uwmadison.zoom.us/j/95527949063?pwd=8l6QfBjp8sTqW5dt8GAqUKX0xbz7tj.1>
Meeting ID: 955 2794 9063



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Passcode: 993102

- APC update – Angela
 - i. Conflict on 4/15 meeting – **Can anyone attend in Angela's place** (message Angela)
 - ii. 1.30pm-3:00pm but usually run 30-60 minutes
 - iii. **Masters of engineering named option and Capstone certificate**
 - iv. **Dean's idea: programmatic review at a dept level**
- Sub-Committee Reports
 - Communications and Information: (from Nate) all pictures/bios updated and added the staff meeting/awards event on April 29, as well as sending an email re university staff awards (Kelly: super simple process to nominate someone, everyone gets honored!: <https://ous.wisc.edu/awards/>)
 - Recognition and Retention: end-of-year staff luncheon (Tuesday, May 12 from 11-1, food from Forage again probably); Kudos for CASI drawing winner: Haley Briel
- College-wide events
 - Opportunity for any events, CASI or otherwise, to be announced/advertised
 - i. Administrative Professionals Conference on 4/15 (register by 3/31) - [info](#)
 - ii. Event Management Forum on 5/27 (register by 5/12) - [info](#)
 - iii. Plain Language Training – ongoing - [info](#)

12:20 PM – 12:25 PM Updates from CASI members, if applicable D. Gaona/STP

12:25 PM – 12:30 PM Questions from Constituents, if time permits D. Gaona/STP

(moved down) 12:26 PM – ~~11:05 AM~~ Call to Order & Consent Agenda D. Gaona

- Approval of March Minutes
 - Wed. Mar 4 Minutes: <https://casi.engr.wisc.edu/meeting-summaries/>
 - **Motion to accept: Mary, 2nd Kelly, Approved**

12:30 PM Adjourn **Motion Kelly, 2nd Daniel** D. Gaona/STP
(CASI members – please remember to leave your name table tent on the table at the end of the meeting)

Next Meeting – May 6, 2026
11:00am-12:30pm
Engineering Hall 4610 or Teams

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](#)

CASI Subcommittees:



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Planning/Tending

Daniel Gaona
Sara Tate-Pederson
Nathan Jung
Kelly Petersen
Justin Bush
Angela Kita
Mary Fitzpatrick

Communications and Information

Jackie Bastyr Cooper
Rob Kohlhepp
Nathan Jung
Zach Smith

Recognition and Retention

Carly Andrew
Jennifer Detlor
Daniel Gaona
Angela Kita
Kelly Petersen