



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

Minutes

CoE Committee Advocating for Staff Interests (CASI)

Wednesday, June 3, 2026

11:00 – 12:30 PM

Engineering Hall Room 4610 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, Justin, Nate, Kelly, Angela, Carly, Rob, Jason, plus Amanda Thuss, Kathryn Rasmussen, and Christa Wille (new CASI board members) (2 guests)

Virtual attendees: Jackie, Jennifer (3 guests, plus Lula Baker)

Absent: Zach

Schedule:

11:00 AM – 11:05 AM Call to Order & Consent Agenda

D. Gaona

- Approval of May Minutes
 - Wed. May 6 Minutes: <https://casi.engr.wisc.edu/meeting-summaries/>
 - Motion to approve Nate, 2nd Kelly approved

11:05 AM – 11:25 AM Leadership

D. Gaona/STP

- Updates from/Questions for Leadership: Dean talked about WI Manufacturing Summit (~11 months of planning, Project 72 (state-wide project), 105 people from around state in planning came together at Lambeau Field, 750 people attended over two days - including rep from DC, including Tom Tiffany -> highlight what engineering can do if partner with people across the state
 - Project 72 is not a engineering project, is state wide
 - Had chancellors from multiple institutions, tech, WEAC (economic arm of the state),
 - Other thing highlighted in that space, manufacturing: in 10 years will need about 1.1 million more jobs in manufacturing, no engineering institution has capacity, talked about AI, mechanization, automation; will need to support augmented workforce - will hear a lot about
 - UW-Milwaukee moving forward with a new engineering building
- Question (from Angela) how CoE was working to include/involve non-engineering folks in the Project 72 events? Dean responded that the event he was referring to was multidisciplinary with representation across various departments/programs/industries and across the UW System.
- Daniel asked question re AI fears/etc.: Dean said fear is real, but not the first time we've seen this type of "fear". Was present in the 1920s/30s and other times with new technologies; AI is a different technology, ethical considerations; want to think about the next 5 years
- Jason: 2% pay increase coming June 28 for 12-month employees – supervisors must have evaluations completed



Committee Advocating for Staff Interests

COLLEGE OF ENGINEERING
UNIVERSITY OF WISCONSIN-MADISON

- Question re future pay plans, do these have to go through “JOKER” (Joint Committee on Employment Relations). Jason says legislature still wants to see, but not sure if they will need to approve;
- Kelly asked when will we hear about the next biennium budget? Jason said this time(ish) next year.
- Should have received a message from Workday regarding remote work agreement – need to submit if you want to continue; international remote work agreements will be MUCH MORE DIFFICULT to approve, etc. (requires approvals/signatures from Dean AND from campus)
 - Question from Justin – message received that it could not pull FY2026 data? Jason believes this is an InterPro-specific message
- Bonus funds question? Jason said funds were distributed to departments, recommendations from depts were then sent to COE HR for approvals/contingencies; last request came in last Friday, those haven’t been reviewed, but most have already been dispersed. [NOTE: COE matched campus fund amount]
 - Question asking if a general email could be sent saying who got bonuses and why (not \$ values, but the reasoning)? Jason said this isn’t a communication HR would send, but employees can ask their supervisor why they didn’t get a bonus. HR can help employees draft a letter to their supervisor if needed (contact Jason). Dean said if an email were sent it should come from supervisors, not HR (comment from Rob saying as a supervisor he would not want to send this out due to required language, etc.) – Dean said it might be necessary to have some training for supervisors on communication, evaluations, etc.
 - Question re statistics on who received a bonus (percentage of employees, etc.)? Jason said he can provide that information.
- Updates from Lula – NONE
- Carly commented on plain language messaging from other departments were very clear (ex. Canva outage), but COE still has room for improvement
 - Dean asked to have examples of messages forwarded to him
- Question re new housing for students and one proposal is for parking lot 45 (Mills/Dayton) – will this impact a lot of COE faculty/staff? Dean said they are waiting until final decisions are made on location.
- Dean mentioned the change in seats within CASI and wanted to thank everyone for serving on CASI as it is important.

11:25 AM – 12:20 PM CASI/Subcommittee/Shared Governance business

D. Gaona/STP

- CASI Election Results
 - Welcome incoming new members: Kathryn Rasmussen, Amanda Thuss, and Christa Wille (and Daniel was reelected). Thank you to Angela, Sara T-P, and Mary for everything this did while on the CASI board!
 - Jackie and Nate: Any suggestions for next election? Worked great! Secretary of the Academic Staff (SOAS) helped run the election. Need to make one small change with template for leadership to send out (Nate will put it in our Box folder). Lower response rate than last year, but similar to other campus elections (18% 2026 vs 23% 2025). Nate and Sara T-P are attending the campus-wide CASI meeting this week (and will ask about other CASI election response rates).
 - Question from Amanda about depts sending out messaging to college comm specs for assistance with messaging (how many emails were sent about the election/voting given that participation was down a bit this year). It sounds like there were enough messages sent but it couldn’t hurt to have that supported more within units (i.e. asking comms specs to amplify election messaging within their units, such as resharing messages from the Dean’s office and encouraging people in their units



Committee Advocating for Staff Interests

COLLEGE OF ENGINEERING
UNIVERSITY OF WISCONSIN-MADISON

to vote when voting opens). Nate said SOAS and COE leadership sent out multiple messages, but definitely looking for recommendations to improve (and increase participation). Dean chats at lunchtime with CASI nominees (so people could meet the nominees). Suggestion of have posters with photos at the spring appreciation luncheon to help increase awareness of the candidates. A pdf of these posters could also be distributed in advance via email with calls to vote. Justin and Daniel added comments about bumping up/extending the nomination window to support this effort. Christa suggested breaking out the questions for the nominees into more of a Q&A versus one big paragraph on the voting page.

- CASI Leadership Nominations: For 2026/2027 - Daniel nominated for Chair, Carly nominated for Co-Chair. Per CASI bylaws, if only one nominee no need for a formal ballot. Call for additional nominees – none received. Daniel will continue as Chair and Carly will be the Co-Chair.
- APC update: shared governance committee in college
 - CEE learning outcomes for students, changed to better language; Heather Smith from InterPro to discuss a change of the online Engineering Masters program allowing students to mix-and-match their degree (away from specialized to something more interdisciplinary) – she came back after talking to industry partners who said the name was not well liked or useful (not in their HR systems!), will just use the name “Masters of Science in Engineering”
 - Do we need a new representative? Next meeting is in September (3rd Wednesdays of the Month, Sept-May 1:30-3, only in-person). Daniel will talk to David Noyce re replacement for Angela (CASI term has ended). [Last year we had people nominate themselves and then we took a vote of board members.]
- CASI meeting time for FY27
 - DAs, for now, meet 7/08, 7/22, 8/15, and 8/22 (every other week)
 - Current time (11-12:30, 1st Wednesday of month) is not working well due to conflicts with DA meetings (and leadership always has to leave early). DAs are staff members, cannot attend CASI meetings, cannot run for a CASI board position if interested. Kelly said we need to pick ASAP as rooms are filling up quick. Will keep July 1 as is (11-12:30pm). Nate said there will eventually be a Wednesday conflict with the DA meeting. Kelly said if we overlap times with the DA meeting our room options will be limited (there are only so many rooms available for the remote meeting option). Carly recommended using a system (When to Meet) where people can add their availability (Kelly said she will set something up that includes options where we have room availability). Daniel will clean up the CASI Team channel (has not been used for a while) and Kelly will add the link for fall semester only availability (Christa commented that her teaching schedule varies between Fall/Spring; Jennifer commented that she does not know her spring teaching assignments yet).
- Future CASI Purchases
 - No one will have a P-Card, possibly, come July of 2027: Jackie and Rob have purchasing cards.
- ASEC representative update
 - Previous ASEC rep Nicole Senter left UW-Madison (DNR)
 - We will be updated once someone is identified: would be nice to have high-level update from the new representative [Daniel commented that he invited another campus committee representative to attend our meetings and they declined.]
 - Daniel commented that Kelly is the only university staff member; Jackie said we could offer a university-staff only position in next election; Kelly said to talk to Jason as she is seeing new hires



Committee Advocating for Staff Interests

COLLEGE OF ENGINEERING
UNIVERSITY OF WISCONSIN-MADISON

coming in as academic staff in roles previously held by university staff. Justin said InterPro has a large number of university staff members [ACTION ITEM: Daniel asked Nate to forward breakdown of academic vs. university staff members that he received from Jason.] Kelly said we should be clear we continue to represent university staff, however does not know if it is necessary to hold a seat on the board (will depend on Jason's response/spreadsheet details). Bylaws do not require a university staff member, just state "ideally".

- (moved up) Bylaw Subcommittee
 - Time constraint with Planning/Tending and full CASI to go through the bylaws
 - Meet 2-3 times – maybe every quarter up until April? Move to July meeting discussion
- Auto Approval of Minutes: proposal to move to auto approval as it is awkward during meetings (no action taken – table until July meeting).
- Campus CASI Spring meeting will be held on June 5 (Zoom)
 - Nate will attend in Daniel's place
- CASI Service Email Account: Carly spoke – great place to send emails from this account, place for people to contact, consistent and historical record (when people leave). Ability to send Kudos from CASI from a CASI account (not someone's personal account, which is what is currently done). Justin asked for communications committee to manage this email. Kelly said it make it much easier with the handover of ownership of CASI accounts.

ACTION ITEM: communications committee to investigate this and report back during July meeting.

- CASI Budget Update – Year End Review (Not mentioned)
- CASI website
 - Is our website accessible no, not yet
 - Is there a deadline for it to be made accessible 4/26/2027
- Sub-Committee Reports
 - Communications and Information: no update
 - Recognition and Retention: 110 people attended lunch, need to notify "# of things" winner
- College/Campus-wide events
 - Opportunity for any events, CASI or otherwise, to be announced/advertised
 - i. Plain Language Training – ongoing - [info](#)
 - ii. Daniel mentioned the Finance@UW certificate program and how it is geared toward finance professionals. Justin asked if there was a charge and Daniel said it is free for all.
- OTHER: new CASI members need to choose one of the 3 committees to participate; Daniel would like Communications to take on more Chair-specific tasks such as sending out college wide CASI invites, meeting agenda/minutes, etc ; Current members – if you want to change committees, let Daniel know as well.
- Shirts for new members: Kelly said we need to order a minimum of 6 shirts. 4 members per term, any extra shirts ordered will build up a stockpile for the future.
- Daniel said the remaining balance in our budget is \$1,634.51. Expenses incurred over the year were two (2) meet and greets, staff appreciation luncheon, two (2) lunches for CASI members during two extra-long meetings, and CASI shirts. Kelly said to factor ~\$200 for shirts for new members into the 2026-27 budget.

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



**Committee Advocating
for Staff Interests**

COLLEGE OF ENGINEERING
UNIVERSITY OF WISCONSIN-MADISON

12:30 PM

Adjourn **Motion Kelly, 2nd Angela**

D. Gaona/STP

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

Next Meeting – July 1, 2026 (Date, time, and location are subject to change based on vote in June meeting)

11:00am-12:30pm

Engineering Hall 4610 or Teams

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](#)
-

CASI Subcommittees:

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