AGENDA

Graduate School
Committee on Academic Staff Issues
Monday, October 14th 2013 from 1:30 – 3:00 pm

Minutes: Wayne Feltz
Bascom Hall Rm 67

Convene
Welcome and Chair Comments

Review and approve minutes from September retreat. Any other outstanding minutes that need approval?

General Reports
Graduate School updates from Dean Cadwallader
ASA/ASEC report (Feltz)

Committee Reports
Personnel Policies and Procedures/HR Design (Hackel)
Communications (Richards)
   New website for Graduate School, Knowledge Base overview
Nominating and Districting (Feltz)
   District balances
   Filling PSL District vacancy
Professional Development (Nicci)

Other Business
Meeting time, evaluate everyone’s commitments and availability
Schedule topics, speakers and tours. List generated at retreat included:

• Dean’s strategic plan for Graduate School
• UW budget
• Government shut-down effects
• Administrative Excellence
• ASEC initiatives, poll of issues
- Products & accomplishments of CASI
- Communication with constituents, revisit
- Open Book Wisconsin
- HR Design
- Sequestration
- Annual CASI retreat
- Due to lack of quorum, do we need to re-evaluate meeting dates and times?

  - Potential Guest Speakers:
    - Alice Gustafson, Administrative Excellence
    - Ann Mekschun, Administrative Excellence participant
    - ASEC rep.
    - Open Book person
    - Alyssa NEED LAST NAME from HR Design
    - Dave Rizzo or Harry Webne-Behrman, HR Design
    - Don Schutt, Human Resources, climate

  - Potential Site Visits:
    - Biotron
    - Arboretum
    - SSEC
    - Moira could arrange a visitation with Sea Grant PIs to learn about the current research efforts underway; Badger Rock Middle School

Committee assignments/balance

Communication with constituents: Revisit and consider preferences and what works. Options include: website, email, town halls, social media, newsletter; fold into other existing mechanisms (e.g., on boarding, new employee orientation). Other?

**Action Items**

**Adjourn**

**Next Meeting:**

November 11, 2013

Time: 1:30-3:00pm

Bascom Hall Rm 67

**Future Minutes:** Tom Zinnen