

Law School CASI Board  
ANNUAL REPORT OF THE CHAIR  
2015-16

The Law School CASI's first meeting of the 2015 academic year took place on Sept. 18, 2016. As a result of the summer 2015 election, new Board Members Sumudu Atapattu, Michael Keller, Kim Peterson and Bonnie Shucha joined continuing members Ben Kempinen, Stacy Tauerber and Cheryl Rosen Weston. Weston was selected as the incoming Chair at the August meeting. The Board met seven times during its term: September, October, November, February, March, April and August.

The first order of business was responding to the fact that CASI did not have nine members as required by the Bylaws. Our Bylaws create two distinct voting districts: one representing Clinicians (4 seats) and the other a catch all for all other (At Large) Academic Staff (5 seats). In addressing the question of Board vacancies, we reviewed academic staff employee positions, and acknowledged that the proportions of positions between clinicians and other academic staff titles had shifted. After discussion, the Bylaws were amended to modify the voting districts to reflect this change to six At Large seats and three Clinician seats.

A review of the Bylaws indicated that Board vacancies could be filled by appointments made by our Dean. Danielle Wampole was the next-highest vote getter in the Summer election in the At Large District. No Clinicians had been on the ballot, but after a recruitment effort, Jeffrey Glazer agreed to serve. Weston then sent a memo to Dean Raymond requesting that she make two appointments as prescribed by the Bylaws, and recommending Wampole and Glazer. The Dean acted positively on the request, and prior to our October meeting we were at full strength.

We looked at whether other Bylaw changes were desirable, and asked Ben Kempinen to give us an assessment. It was ultimately determined that no additional Amendments were currently warranted, but we identified ambiguities as to which positions are "academic staff" with respect to CASI membership. One such category is "Limited Employees" some of whom have "back-up appointments" as academic staff; others do not. It was decided that this class of employees would be considered a part of CASI. The other, much larger group is Adjunct Faculty. We were advised by Associate Dean Pluymers that the previous representation that these instructors were not academic staff was incorrect. At our request she followed up with Campus HR and was advised that adjuncts could participate in CASI if we desired to include them. However, because so many adjuncts serve briefly in their roles and had little engagement with the Law School outside sporadic teaching, it was difficult to maintain communications. As both pay and benefits differ for academic staff with appointments of 25% or lower, some members felt they should be included, others differed, and the matter remains unresolved. Adjuncts were not included as eligible voters in the Summer 2016 election.

Throughout the year we received updates and reports from Associate Dean for Administration Bethany Pluymers on HR matters affecting academic staff. In response to new legislation, the entire University System, and each campus including UW-Madison was required

to review and change many HR-related policies and procedures. Major changes impacted Employee Recruitment, Selection and On-Boarding, and Performance Management. Responsibilities for supervisors were greatly impacted by the changes, most especially with respect to Performance Management, and trainings were held for academic staff with supervisory responsibilities. We were also briefed on budgetary matters within the law school as they impacted academic staff pay.

Eric Giefer as a member of UW-Madison's campus-wide elected Academic Staff Assembly gave us periodic updates on Assembly actions and activities. Two of our members, Jeff Glazer and Bonnie Shucha attended a Campus-wide CASI retreat.

Throughout the year we focused on the question of how to better fulfill our purposes of advocacy for academic staff and addressing academic staff concerns. We concluded that work remains to be done on soliciting and identifying academic staff concerns in order to properly perform our advocacy responsibility. We agreed that a series of programs addressing various issues on academic staff career development would be appreciated by our membership. An ad hoc brainstorming group was created to consider and recommend topics and presenters. Cheryl Weston obtained approval from Dean Pluymers to provide funding for the lunches, and Sumudu Atapattu assisted in arranging for food service.

Two "Lunch and Learn" events were held. On April 1 Steven Zwickel of the School of Engineering gave a presentation on "Understanding the Generations" focusing on characteristics of our students by age groups, and how we might best communicate and adjust our teaching styles in light of these differences. This program was coordinated by Stacy Tauer and Jeff Glazer.

On August 5, 2016 the topic was Teaching Technologies. Brief presentations were made on multiple products including Formative Assessment Tools for quizzes, polls and surveys, Cloud Services related to document storage and sharing, document collaboration, note taking as well as Screen and Video Capture tools. Program presenters were Jarrod Bogucki, Eric Giefer, Jeff Glazer, Kris Turner and Bonnie Shucha. This program was coordinated by Bonnie Shucha and Jeff Glazer.

We agreed to offer two additional Lunch and Learn sessions during the Fall 2016 semester, one on resume writing for Academic Staff to strengthen their personnel files and prepare for career advancement. Michael Keller has agreed to take responsibility for organizing this presentation. Another presentation on Human Resource Issues at the Law School will be organized by Bethany Pluymers.

Our second on-going project is the creation of a resource document for academic staff on how to get things done: who are the knowledge persons, and what are the policies and practices that academic staff need to know, but are hard to find, in order to do their jobs. Kim Peterson has agreed to lead this activity.

As a result of the expiring terms of Stacy Tauer, Ben Kempinen and Cheryl Rosen Weston, an Academic Staff CASI Board Election was held In the Summer of 2016. This

resulted in the election of Sarah Orr (new) and Ben Kempinen (re-elected) as Clinician representatives and Cheryl Rosen Weston (re-elected) as At Large representative.

At its final meeting held August 5, 2016 we focused on organizational issues for the year ahead. Meetings will be held on the second Monday in September-November and February - July. Weston indicated that she would be unable to chair the Committee, and established time lines for an election of a new CASI chair prior to our forthcoming September 12, 2016 meeting.

In conclusion, this has been a year of increased activity and self-reflection for CASI. The Chair wishes to thank the Board Members for their efforts, especially Bonnie Shucha with regards to electronic postings, Kim Peterson and Danielle Wampole for note taking and preparation of Minutes, Stacy Taeuber, Jeff Glazer, Bonnie Shucha and Mike Keller for Lunch and Learn program content, and Sumudu Atapattu for logistical support. The ongoing participation of Bethany Pluymers and Eric Giefer at our meetings, and the help of Eric and past Chair Ursula Weigold on the elections process is also gratefully appreciated. It is my hope that our CASI will continue to increase its efforts to reach out to Academic Staff in order to effectively advocate their interests as vital members of the Law School community.

Submitted by Cheryl Rosen Weston  
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