UW Law School CASI Board

Annual Report of the Chair

2018-2019

**Overview of CASI**

The Committee on Academic Staff Issues (CASI) Board is a body of nine elected members (three clinicians & six members from other academic staff areas) that represents academic staff across the Law School. Academic Staff Document #210, approved January 12, 1998, is the source document for all campus CASIs. *See:*

<https://kb.wisc.edu/images/group171/33990/210CASIFormation.pdf>

The Law School CASI is also governed by its own Bylaws:

<https://law.wisc.edu/casi/bylaws.html>

Under these governing documents, CASI’s responsibilities include (at least):

1. Formulating and reviewing Law School policies and procedures concerning academic staff members, as appropriate.
2. Representing academic staff members in the development of all Law School policies and procedures concerning academic staff members.
3. Providing advice to the Dean on Law School program decisions likely to affect promotional opportunities or lead to nonrenewal or layoff of academic staff members.
4. Developing opportunities for academic staff members to participate in department, Law School, and University governance.
5. Developing opportunities for recognition of academic staff member contributions to the excellence of the Law School.

CASI also supports education, networking, and recognition for academic staff.

The CASI Board term extends from September 1through August 31, roughly the academic year plus the summer following it.

**CASI Board Members**

Board members during 2018-2019 were: Emma Babler, Malinda Constant, Ben Heidke, Wenjie Hu, Erin McBride, Sarah Orr, Kim Peterson, Trina Tinglum (beginning November, 2018), Gretchen Viney (chair), Christopher (Lei) Yu (through October, 2018). Associate Dean Bethany Pluymers served as a non-voting member ex officio according to the CASI by-laws and also filled the separate role as the Dean’s designee.

**CASI Meetings 2018-2019**

The CASI Board met (approximately) bimonthly: September 10, 2018; November 12, 2018; January 25, 2019; March 29, 2019; May 20, 2019; August 12, 2019. Each meeting was appropriately noticed to members of the academic staff and to the campus office of the secretary of the academic staff. Minutes of all meetings are posted to the CASI website.

**Events in 2018-2019**

CASI sponsored three noon events in 2018-2019. The first (November 6, 2018), co-sponsored with the Law School Wellness Committee, addressed Perfectionism. This program brought in a campus speaker who presented an interactive workshop to the participants.

The second program (February 13, 2019) featured presentations by ASPRO and MASN, two organizations available to academic staff. This program was interesting but not well-attended. The Board concluded that future programs should include lunch, if possible.

Board member Erin McBride organized and presented the third program (April 10, 2019), Employee Perks on Campus. This program was particularly well-attended and included an excellent taco bar lunch. The power point from this program is posted to the CASI web page. Also posted there is the campus-wide Benefits 101 power point, which includes additional resources focused on HR benefits.

**Standing Subcommittees**

CASI has four standing subcommittees: 1) Recognition and Retention; 2) Website, Communications & Outreach; 3) Elections & Membership; 4) Diversity & Inclusion [created in 2018]. The Board did not continue with the “Personnel Policies & Procedures” subcommittee, concluding that an ad hoc committee, as needed, could better fulfill that purpose.

1) Recognition & Retention [Tinglum, Peterson, Orr]

This committee is creating an interactive table that will provide information about all awards and grants available to academic staff. Trina Tinglum, Sarah Orr, and Kim Peterson are collaborating in this project.

2) Website, Communications & Outreach [Heidke]

This committee kept our web site up-to-date, posting minutes from each meeting and updating all CASI on-line resources.

3) Elections & Membership [Tinglum]

Due to historical accident, no terms expired in 2018-2019, so this committee was never activated.

4) Diversity & Inclusion [Constant, McBride]

This subcommittee was created to address diversity and climate issues highlighted in the 2018 Report & Recommendations from the Strategic Plan Task Force on Diversity & Inclusion. The subcommittee is actively exploring potential programs that are available campus-wide.

**Other Issues & Interests in 2018-2019**

Tuition Reimbursement Program. The Board continues to monitor the progress of the proposed tuition reimbursement program that CASI developed and officially proposed last year. The program was included in the benefits survey conducted by the university, the results of which have not yet been released.

Identification of Academic Staff & Assembly Districts. CASI determined that law school academic staff are spread over eleven separate districts on campus. Lists of academic staff members, by district, can be obtained here: <https://drc.engr.wisc.edu/drc/index.php> With law school academic staff so widely dispersed in campus representation, the Law School CASI is uniquely positioned as a potential unifying voice for academic staff in the building.

CASI Focus. The CASI Board is in ongoing discussion to become more active in policy in accord with the bylaws [*see* Overview of CASI, above]. Viney met with Heather Daniels and Jake Smith in the central Academic Staff office for suggestions and topics that might provide more opportunity for CASI to be involved in policy creation or review. The final meeting of the year was devoted primarily to this concept and the conversation will continue into the 2019-2020 CASI year.

Respectfully submitted,

Gretchen Viney

Chair [2018-2019]