

UW Law School CASI Board Minutes

Date & Time: **Friday, September 11, 2020, 1:00 P.M., via Teams (access on CASI Teams page or with this link):**

<https://teams.microsoft.com/l/meetup-join/19%3ab99758e4c04d4104be3c6c946fd0e09f%40thread.tacv2/1599166361388?context=%7b%22id%22%3a%22ca68321-0eda-4908-88b2-424a8cb4b0f9%22%2c%22oid%22%3a%22c2d1e42b-3fdc-475f-a861-a93de0e17b65%22%7d>

Minute taker: Gretchen Viney

Members Present: Emma Babler, Vicky Coulter, Erin McBride, Sarah Orr, Gretchen Viney

Others Present: Bethany Pluymers (ex officio), Mary Ann Polewski

As a prologue, a recurring theme of this meeting was “community.” Throughout the hour, all members of the Board provided illustrations of staff and students going above-and-beyond to be helpful, collegial, available, and responsive during the pandemic. Unlike some department on campus (based on anecdotal incidents), members of the law school community have pulled together, doing their best to meet the pandemic challenges resolutely and with good spirits. The students have been terrific, too, supporting each other and being generous toward instructors and staff. The pandemic has thrown all of us into uncharted territory, but the sense of a generous community is palpable. These stories and observations do not fit neatly into official minutes, but your note-taker believes that they were the most important “takeaways” of our meeting today.

1. Introductions.

Viney acknowledged all who were present including visitor Mary Ann Polewski.

2. Approval of minutes from August 7, 2020 meeting.

The minutes of the August 7, 2020 meeting were approved unanimously with one correction: In numbered Paragraph 2, change “Ben reported” to “Bethany reported.” Viney will make that change before processing the minutes officially.

3. Building/Technology Updates

A. Guest presenter: Patrick Long.

Because of recent instructional developments (all in-person instruction suspended for two weeks effective yesterday), Patrick Long was unable attend the meeting today. Instead, Viney gave an overview of the classroom technology from an instructor’s perspective. We will invite Long to a future meeting. Throughout the discussion, members of the Board acknowledged and lauded the yeoman efforts of the tech team to prepare law school instructors, including adjuncts, to teach remotely. CASI intends to find whatever campus-wide award is appropriate and then nominate our tech team to receive it. Orr will take the lead this effort.

B. Board presenter: Vicky Coulter

Coulter, Associate Director of the Law Library and Building Manager, gave an overview of how the library has adjusted its operations to prioritize safety during the pandemic. A reservation system is in place; study spaces and remote-class access locations are clearly defined. The library is staffed Monday through Saturday with reference help available via email or chat (library website). The library is now closed for two weeks, consistent with the Chancellor's order affecting all campus libraries. Coulter described the impressive steps that were taken building-wide to assure physical distancing and cleanliness.

4. Administration Update [Pluymers]

Pluymers acknowledged the incredible efforts this spring and summer by Coulter, External Affairs (Jini Jasti and others), the Library staff, Kevin Kelly, and a host of others who have worked tirelessly to assure that the law school is as safe as it can be during the pandemic. The law school is meeting, and going beyond, all health protocols. The spike in Covid cases on campus is most likely not a result of in-person instruction and Pluymers believes that the law school population has not contributed to that spike. Pluymers also discussed the status of our building, study spaces, and wifi access.

Pluymers reported that significant and serious budget cuts are expected in the next budget cycle. The discussion about the impact of these cuts will most likely begin in October. She indicated that Dean Tokaji looks forward to consultation with all of the building constituencies as we face these troubling budget challenges.

5. Chair's Report [McBride & Viney]

Viney drafted and appropriately filed the Annual Report on August 31, 2020. Dean Tokaji contacted her after receiving that report and expressed interest in learning more about CASI and working with CASI in a policy-advising role. McBride reported that Dean Tokaji has accepted our invitation to attend the October CASI meeting, which is set for Friday, October 9, 2020, at 1:00 P.M. The date was chosen to accommodate the dean's busy schedule, with the hope that it would be available for most members because it continues our pattern of Friday meetings. The Board members present approved of the date/time. Our October meeting will be less formal than usual so that Dean Tokaji will have time to express his thoughts about CASI and we will have time to share our priorities and initiatives with him. McBride and Viney will send to Board members an overview of our priorities (as discussed in our August 2020 meeting) before the meeting so that everyone will be well-prepared.

6. Ongoing Business

A. Reports of Standing Committees

1. Recognition & Retention [Orr/Tinglum]

Orr will spearhead the recognition award nomination for our tech team.

2. Website, Communication & Outreach [Heidke] *No report.*
3. Elections & Membership [Tinglum] *No report.*
4. Diversity, Inclusion & Climate [McBride/Babler]

McBride reported that UW has released its UW Diversity Inventory at <https://diversity.wisc.edu/>. She would like the law school to be well-represented in that database as part of our initiative in the area of diversity, inclusion, and climate. She commended the website and recommended that everyone visit it to see what campus is doing in this area and to begin to think about how we can align our activities with the campus initiatives.

B. Ad hoc committee: Tuition Program [Peterson]

Pluymers will attempt to find out what happened to this huge survey project. To date, no results have been posted or circulated even though the (costly) survey was more than a year ago.

C. Ad hoc committee: Clinical Teacher of the Year Guidelines [Orr] *No report.*

D. Clinical Hiring [Liaison: Orr]

Orr reported that the committee's outline of the proposal for revising and updating the clinical hiring and promotion criteria is finalized and the committee is now drafting the actual language of the policy. The proposal makes significant and important changes. Pluymers acknowledged the steadfast work of the committee, chaired by Anne Smith. The current intention is for the proposal to go before the Executive Committee in October.

7. New Business/Announcements/Other *None*

The meeting adjourned at 2:02 P.M.

Respectfully submitted,

Gretchen Viney
Designated note-taker

Next meeting – **October 9, 2020, at 1:00 P.M. *Special guest: Dean Daniel Tokaji***