

Committee on Academic Staff Issues (CASI) meeting minutes for Oct. 20, 2025

Room 7200

Attendees:

Present:

Jennie Broecker
Rachel Burg
Eric Giefer
Adam Gratch
Sachin Gupte
Annie Haugen
Andrew Norman
Lauren Restivo
Scout Slava-Ross

Associate Dean and CAO Rebecca Scheller (ex officio)
Dean Dan Tokaji (ex officio)

Absent:

Emily Lau
Elizabeth Manriquez

Order of business:

Greeting and opening:

Meeting began at 11:03 a.m.

Business items:

- **Standing item:** The Sept. 15 minutes were approved.
- **Dean's Corner:** Dean Dan Tokaji said:
 - The federal government shutdown is not expected to cause any major campus budget changes.

- The strategic plan committee's work begins tomorrow (Oct. 21), and it will engage CASI along the way over the next few months.
 - Per the campus email Friday, the Instructional Workload draft policy is expected to be released soon for review before submission to the Board of Regents.
 - Overall, he is proud of the work done at the Law School, as highlighted recently in this month's Dean's Summit for some of our alumni.
 - **HR Corner:** Associate Dean and CAO Rebecca Scheller offered a few reminders:
 - Open enrollment for benefits runs through the end of the month.
 - Supervisors must move their performance reviews into Workday by end of the week (Oct. 24).
 - **Communication suggestions for possible future budget challenges:** Jennie Broecker shared with leadership three suggestions that could help reduce anxiety in case the Law School faces more budget cuts in the future, acknowledging that this is never an easy process with many constraints.
 - a. Pursuing a workshop on academic and university staff policies and procedures tied to budget layoffs. Justin Boehm has reached out to the Office of Human Resources already, but we are not expecting to get assistance for this from OHR. Jennie will reach out to Academic Staff Assembly and University Staff Congress to see if they are planning anything similar or could be of assistance. Otherwise CASI may ask Justin to do a session so staff know the process and their rights.
 - b. Considering a consistent communication timeline for updates so staff know either nothing is new or what to expect next at regular intervals.
 - c. Encouraging department leadership to trickle down critical information in meetings with their staff.
- Dean Tokaji and CAO/Associate Dean Scheller said they appreciated the feedback.
- **Legal Analysis, Advocacy, and Writing representation on CASI:** Andrew Norman shared a proposal to create a CASI seat in the bylaws just for LAAW since they have issues different than other academic staff and clinicians. The pro is representation for LAAW but generally it can be difficult to fill seats. Jennie will come back to the next meeting with numbers on academic and university staff to see if the we need to further define our seats or make them more open with a cultural precedent of being as representative as possible.
 - **Academic Staff Assembly updates:** Eric Giefer said ASA covers a lot of ground, but among the highlights:
 - a. Proposed federal grant cuts have been tied up in court.
 - b. New cybersecurity restrictions on grants could create more work for grant management.
 - **CASI leadership for 2025-26:** Jennie Broecker was elected chair for 2025-26; Adam Gratch and Annie Haugen inquired more about what leadership entails since the September meeting. Jennie will follow up more with them and propose a role for them at the November meeting that is win-win for them as well as CASI.
 - **Priority areas and subcommittees:**

- a. Outreach subcommittee: Eric Giefer, Sachin Gupta, Annie Haugen, Scout Slava-Ross and Emily Lau expressed interest. A chair is needed, so Jennie will reach out to Emily regarding that and a possible first meeting.
- b. Wellness: No action needed.

Next meetings and adjournment:

The meeting ended at 11:54 a.m. The next meeting is at 11 a.m. Monday, Nov. 17, 2025.