

CASSH LEADERSHIP TEAM MEETING MINUTES
September 22, 2025
3105 Student Union

Meeting called to order at 2:15PM

PRESENT: Borja, Boser, Cocks, Gongaware, Granados, Hawkes, Kineman, Knoche, Kopp, Kunkel, Lavelle, Lilley, Macías-González, McAndrews, Moeller, Newton, Osborne, Rydberg, Steiner, Stevenson, Van Liere, Walker

EXCUSED: Parker, Svoboda

ABSENT: Bright

MINUTES FROM SEPTEMBER 22, 2025, MEETING: Approved as distributed.

WELCOME NEW LEADERSHIP TEAM MEMBERS

- Jonathan Borja (Music)
- Kate Lavelle (Communication Studies)
- Devin Bright (Military Science)
- Kathy Stevenson (Mississippi Valley Archaeological Center)

DEAN'S OFFICE STAFF REPORTS

Marie- Sabbatical Committee meeting 10/2. Curriculum Review Committee 10/7.

Pete- UWL is participating in Violins of Hope Wisconsin. Make sure to use your faculty and staff discount for the upcoming Theatre production of Dracula.

Tony- Everyone is required to set-up a *My Benefits* account this year for benefit enrollment before open enrollment. Check your pay slips to make sure everything is correct due to possibility of errors with transition to Workday.

Britta- New academic forgiveness policy allows a student who is away for at least four years to have a semester forgiven and removed from their GPA.

Lindsay- Multiple upcoming admissions events: tentative holds sent to your Outlook calendar. Newsletter overview sent 8/18. Reminder emails will be sent out the Friday prior to Newsletter deadline to Chairs and ADAs.

DISCUSSION ITEMS

Taylor Wilmoth, CASSH Development Officer - UWL's One Day fundraising campaign runs from October 21–22; goal is \$600,000 and increase employee giving rates. Fund Miner question? Contact Taylor or Tony. Alumni lists can be requested from the Foundation, which can also

distribute outreach content on your behalf. Ensure Marie informed of any alumni outreach efforts.

Chancellor's Event Planner for University-Wide Events - Mikaela Schnieder available to help units plan public facing events with guests from outside the university. Contact Karl if interested.

Tracking Tenure/Promotion/PTR Eligibility - After this year, promotion/tenure will be handled in Workday. Deans Offices will be handling lists until then. 8/29, email was sent re: faculty eligible for tenure/promotion/PTR. IAS: no such list/s exist, so contracts assessed to determine eligibility. Eligible IAS need ten full time semesters, six must be at UWL. If you have questions about lists or eligibility, see Karl.

Hiring Remote Instructors - Fully remote ad hoc hires must provide living locale to adhere to rules that apply where they reside (taxes, benefits etc.). Let HR know if you seek to hire remote instructors. Existing remote hires should already be in compliance. Does not apply to remote hires living in WI or surrounding states.

Department By-Law Reviews (FY26 College Goal) - Please make sure these are updated.

Curriculum Reviews (FY26 College Goal) - Review for bottlenecks and unnecessary obstacles to encourage students to enroll in CASSH majors/minors. Curriculum that teaches students how to use their major in the workforce is encouraged.

Changes in UW General Education – Increases and new building projects in the state higher education budget requires an easily transferable Gen Ed program (36 credits) be established for all public Wisconsin universities. Each UW is expected to adopt said GE program by Fall 2026. More information to come through the Faculty Senate.

OFF-AGENDA ITEMS

Merit Deadline is 10/1/2025.

Transition to Workday has made FMLA ambiguous; communicate requests to Karl directly. Make sure a work plan is provided so budget implications can be determined.

Executive order on Friday might affect H1B visa processes and could affect international hires.

Meeting adjourned at 3:37PM

NEXT CASSH LEADERSHIP TEAM MEETING
Monday, October 27, 2:15pm – 3:30pm
3105 Student Union (Fireplace Room)