

**CASSH LEADERSHIP TEAM  
MEETING MINUTES  
February 24, 2025  
3105 Student Union**

**Meeting called to order at 2:15 pm.**

**PRESENT:** Richard Breaux, Samuel Cox, Linda Dickmeyer, Tim Gongaware, Omar Granados, Kate Hawkes, Laurie Kincman, Tommy Knoche, Bryan Kopp, Karl Kunkel, James Longhurst, Stephen Mann, Timothy McAndrews, Marie Moeller, Jocelyn Newton, Kate Parker, Pete Rydberg, Lindsay Steiner, Tori Svoboda, Adam Van Liere, Antoni Walker

**ABSENT:** Brian Knutson, Britta Osborne

**Approval of Minutes from January 25, 2025, Meeting:** Approved as distributed.

**Dean's Office Staff Reports:**

- **Marie-** Sent marketing material drafts for all departments describing alumni employment examples. Departments working with Marie and Admissions on the CASSH recruitment project received February data and will have another round coming in March. Chair elections are complete - Granados (GCL), Kincman (THA), and Van Liere (POL/PUB) re-elected; Kate Lavelle (CST) and Jonathan Borja (MUS) will be new Chairs beginning July 1.
- **Pete-** Faculty and staff receive a discount for Theatre productions. *Much Ado About Nothing* opens this weekend. The Student Juried Art Exhibition begins Friday, March 7. The Big Band Cabaret and Dance Party also will be the evening of March 7. The ArtsFest 2025 schedule will be available soon.
- **Tony-** Received additional S&E requests from departments. The approval process is different this year due to various budget unknowns so responses come eventually; attempting to meet time sensitive needs first. The IAS reappointment process is started with HR and notices will be sent the week of May 5. Reminder of the hiring slowdown during June for Workday implementation.
- **Britta-** No report.
- **Tommy-** Continuing to work on Recognition of Excellence event and assisting Marie with recruitment work.
- **Lindsay-** CASSH Insider newsletter deadlines were sent at the beginning of the semester. If there are March events to include in the newsletter please put these on the UWL calendar by Friday, February 28. The April newsletter is the last of this year. Participated in four admissions events during February. Continuing to organize CASSH Recognition of Excellence for 2025.
- **Richard-** Equity Liaisons were contacted about voluntarily continuing in the role. A pilot with Admissions continues to develop facilitating prospective students to visit an RGSS class.

**Discussion Items:**

- **Strategic Planning Reminder-** The process is emerging for a five-year plan. Co-chairs are Stacy Twite and Whitney George. Draft of the pillars expected Fall 2025 and finalized plan expected in January 2026.
- **Dean's Office as CIM gatekeeper or pass through-** Britta's role is to provide the technical overview of the process, while Marie focuses on the broader picture and

workload concerns. Dean's Office prefers not to control the curriculum but can offer feedback. Marie is open to continuing to help if it is deemed valuable. Discussion occurred and will continue.

- **Federal and State Updates-** The Dean provided a summary of current federal and state-level issues, including development of the state budget for Universities of Wisconsin institutions, including UWL. Stacy Twite and Stacy Narcotta-Welp are campus leads for information. The Dean will provide Chairs with the UW Friday Federal Update information going forward.
- **Provost Feb 11 Email to Chairs-** Please review this email for guidance. Make sure department by-laws conform with provided guidelines. Revised by-laws also should include a link to the recently approved standard grade appeal process as well as the new October 1 merit deadline.
- **College Faculty DEI Fellows-** Provost suspended this program for next year.

**Meeting adjourned at 3:31 pm.**

**NEXT CASH LEADERSHIP TEAM MEETING  
Monday, March 24, 2025, 2:15pm – 3:30pm  
3105 Student Union (Fireplace Room)**