**Staff Assembly Meeting**(Approved minutes)

**December 6, 2016**

**Cox A & B**

**3:30 pm**

**Welcome and Remarks**

* **Rodney** welcomed all and called the meeting to order at 3:35
* November minutes approved. Terri Gartner made motion to approve and was seconded by Wendy Bell.

Matt Millns gave the Staff Assembly members a review of TCU benefits. I have inserted the PowerPoint slides for reference, please refer to the slides for details that were reviewed during the meeting. Matt reviewed the 4 basic benefits that are available to TCU employees:

* Medical insurance, Retirement, Employee/dependent tuition benefit, Retiree Health Care



**Open Forum**

* Zoranna Jones made a request on behalf of the newly formed Diversity, Equity and Incisiveness Committee. This committee needs a member from Staff Assembly to serve as a representative on the committee. Request/nominations will be sent to Zoranna at [z.jones@tcu.edu](mailto:z.jones@tcu.edu).
* Policy & Advocacy committee members raised concerns about not meeting. Rodney has addressed the issue.

**Committee Reports**

* College Resources- Timing constraints prevented the fall event but CR is looking at having more than one event in the spring. This may also include student tutoring again.
* Elections- Wendy Bell-No report
* Committee on Committees- No report (see Zoranna’s statement above)
* Community Service-Cowboy Santa boxes are distributed around campus. Some boxes have been filled multiple times. Deadline is December 14.
* Policy and Advocacy-No report
* Professional Development-Marva Wood reported 4 Day Weekend was a huge success. It was highly recommended that this be repeated.
* Marketing and Communications-Bogi Huddleston will act as committee chair in Katherine’s absence.

**Adjourned**

Meeting adjourned at 4:40. Walter Betts made motion and Lori Stowe seconded.