Staff Assembly Meeting Agenda

September 6, 2016

Kelly Center

3:30 pm

Welcome and Remarks

* Rodney Baker, Chair called the meeting to order at 3:32 pm

Old Business

* Approval of May 2016 minutes
* Motion to approve – Mary Jane Allred/Cindy Coffin seconded. Approved.

Guests

* + Chancellor Boschini welcomed everyone to another academic year. The Chancellor made his appreciation known and thanked us again for our dedication.
  + Jesus Castro-Balbi, Faculty Senate Chair was introduced. He also shared his appreciation of our partnership with the Faculty Senate. Faculty Senate will be working on Freedom of Ideas, Diversity and Inclusiveness this year. Their vision is Academic Achievement. They will have 6 standing committees. For more information on Faculty Senate, go to fsn.tcu.edu.
  + Yohna Chambers ([y.chambers@tcu.edu](mailto:y.chambers@tcu.edu)) from HR is the newest Vice Chancellor. She was hired in July and has had 27 years in Higher Education. HR is challenging themselves to do things better. They are looking at our campus, our growth, what systems work and what systems are obsolete. HR will be looking at job descriptions, systems management and wellness programs. As per law (Fair Labor) all exempt employees will have a minimum salary of $47,476 by November. New exempt employees will start at the new pay rate. Compression will be affected. Open enrollment will start in October.

Rodney took a moment to welcome the newest members to Staff Assembly.

Committee Reports

* **College Resources**- Matt Millns and Jesse Rojano – Matt gave an overview of what the College Resource Committee does. As the program started, the focus was an aid to help employees and their children navigate the college application process. It has evolved to explaining benefits, resources, SAT prep classes and writing college essays. They will have College Night with the assistance of Financial Aid, Admissions and the campus community.
* **Committee on Committees**-Zoranna Jones – This committee has the charge of appointing staff members to University committees and assists in assigning staff assembly members to chair committees.
* **Community Service**-Shelly Hulme and Janet Bryant—this committee will be planning and scheduling events on and around campus.
* **Elections**-Wendy Bell - No report needed
* **Marketing and Communications**-Katherine Polenz—not present to report. M & C will assist in the website updates and making sure that information is current and posted.
* **Policy and Advocacy-**Clyde Ridge—not present to report. This committee shall review and make recommendations concerning University policies, procedures, and directives as they relate to the advocacy for TCU staff.
* **Professional Development**- Mary Jane Allred and Marva Wood—this committee will host 2 events (1 Fall and 1 Spring). Committee will be meeting to plan fall event.

New Business

Rodney Baker, Chair, proposed an idea for establishing a legacy for Staff Assembly in the form of an endowment. By the numbers this will require an initial sum of $25,000 with a 5 year term to acquire the necessary total. Once the total reaches maturity, the 5 % annuity would pay for employee, spouse and dependents that graduated from TCU the costs of the cap, gown and diploma. Staff Assembly could possibly achieve this goal with a $2.00 per pay period/per staff employee contribution thru Annual Giving. Rodney will email the committee chairs more information for further discussion in small groups.

Announcements and Open Forum

Q: Is there a Compensation Fund for staff?

A: Matt Millns replied that the closest thing is the catastrophic leave policy.

Q: What is changing with the Wellness Gold program?

A: Rodney Baker replied that HR is still finalizing the program. Wellness Gold will continue but HR will also focus on the Whole Wellness: Learn, Health and Wealth for a well-rounded education, healthy living and financial planning.

5pm Adjourn

Motion by Murielle Wright and seconded by Walter Betts