

# Staff Assembly Meeting

March 6, 2018

(Approved Minutes)

Kelly Center, Justin Boardroom

3:30 pm

## Welcome and Remarks

- **Shawn Wagner, Chair**, welcomed all and called the meeting to order at 3:30 p.m. There were 51 Staff Assembly members present and 6 excused absences. A Quorum was declared.
- Shawn gave information about the upcoming elections for Chair-Elect, Secretary and Assistant Secretary. All those interested in serving are encouraged to contact Shawn or Wendy Bell, Elections Chair, by the April meeting. The elections will be held at the May Staff Assembly meeting. Also watch for an email that will be sent out to all staff from the Chancellor inviting any member of the staff who is interested in serving on Staff Assembly or on a University Committee to state their interest. Wendy will also send out an email asking for interested staff.
- **Ali Strehle**, Frog Camp Director and the Faculty Staff liaison, gave a description of the Frog Camp program which is an extended-orientation off campus for incoming students in June, July and August. Choices include adventure-type trips, a Mystery Destination, experiencing their new home in Fort Worth during Cultura, Quest or Casa Nueva. The students engage with new friends, faculty/staff resources and upper-division mentors and will also get an inside look at what it means to be a Horned Frog, learn TCU traditions, and how they are going to make a difference at TCU. The Frog Camp staff is always looking for faculty/staff members to participate and connect with the new students. Training sessions will take place in April. Please check out <https://sds.tcu.edu/students/incoming/frogcamp/> and/or contact Allie at [allie.strehle@tcu.edu](mailto:allie.strehle@tcu.edu) for more information.
- **Cheryl Taylor**, Human Resources, spoke with the Assembly about the “Great Colleges to Work For” 2018 survey that will roll out March 12, 2018 through April 6, 2018. 600 randomly selected faculty/staff will receive an email from ModernLinks requesting their feedback. It is completely confidential. Of the 232 institutions that survey their faculty and staff a 41% response rate is typical. TCU’s response rate was 62% last year with a goal this year of 65%. Check out <https://hr.tcu.edu/great-colleges-to-work-for-survey-2018> to learn more.
- **Chris Hightower** gave a presentation on TCU’s QEP – Quality Enhancement Plan. The TCU campus was questioned in 2010 – 2011 to assess interest which was then matched to the TCU mission statement. The plan is to engage TCU with the world by providing international and comparative experiences for students. Throughout the last five years goals and objectives were set; programs/theories/experiences were begun (the most notable is the Rhino Project), measured and assessed using multiple methods; and students have been engaged through the

plan. The QEP will end but the programs and the work will continue as Discovering Global Citizenship or DGC. More information can be found at <https://tcuglobal.tcu.edu/> or contact Chris at [c.hightower@tcu.edu](mailto:c.hightower@tcu.edu).

### **Committee Reports**

- **College Resource** is looking to host the annual college resource event on May 1. Scheduling and coordinating the event is ongoing.
- **Committee on Committees** - remember to complete the survey for serving on Staff Assembly and/or University Committees.
- **Community Service** is partnering with LEAPS on Saturday, April 7<sup>th</sup> for a combined reading and carnival event. From 9 – 10:30 am there will be reading to elementary school children. Books are needed (new or used) that will be given to the children in attendance. From 10:30 – noon carnival activities will take place. Volunteers are needed. Please sign up after spring break with Ashley Edwards ([Ashley.edwards@tcu.edu](mailto:Ashley.edwards@tcu.edu)). The 2<sup>nd</sup> Annual Chill Out brown bag lunch and campus wide event will take place on May 18<sup>th</sup> from 11:45 – 1:00. There will be door prizes, chill out snacks, and time to visit with fellow staffers. Volunteers are needed here too – sign up at the April Staff Assembly meeting.
- **Elections** – watch your email for information on upcoming elections.
- **Media and Communications** – no report
- **Policy and Advocacy** is researching the ombudsperson position at other universities to help in defining a possible position at TCU.
- **Professional Development** – no report but watch for information that should be coming soon.

### **Old Business**

- **Minutes** - The February 6, 2018 minutes stand approved as corrected (grammatical corrections).

### **New Business**

### **Announcements**

- **Celebration of University Leadership** on April 16, 2018 which recognizes student leadership and those who have made a significant imprint this past year.
- **Constituents** – Remember to send a brief summary of Staff Assembly meetings to your constituency group.

There being no further business the meeting was adjourned.

Respectfully submitted,

Cindy Coffin, Secretary