

Staff Assembly Meeting

November 6, 2018

APPROVED MINUTES

Mary Couts Burnett Library

3:30 pm

Welcome and Call to Order

- **Walter Betts, Chair**, called the meeting to order and welcomed everyone. There were 43 members present, 15 excused absences and 30 members not in attendance.

Guests

- **Stuart Flynn, M.D., Dean of TCU and UNTHSC School of Medicine**, thanked the Assembly for allowing him the time to give us the latest information on the medical school.
 - The school has recently received its preliminary accreditation. The accrediting site team visited the school for a day and a half and saw no issues where improvement was needed. The school received a perfect report card.
 - Applications will begin being accepted on Monday, November 12 with 5,000 expected. 300 applicants will be invited for an interview with 63 selected for the inaugural class. The class will split their time at TCU and UNT their first year, their remaining years will be spend out in the field. First interviews will take place the first and second weeks in January.
 - There are not necessarily spaces saved for TCU student but he anticipates that TCU will be well represented in the class.
 - A strong partnership will exist with Harris College of Nursing. The philosophy of the medical school expects doctors, nurses, anesthesiologist, pharmacists, etc. to be trained to keep the patient as the center of the team.
 - The medical school environment will encourage empathy, a flip classroom model applying the “know” rather than a lecture style.
 - A staff of 150 – 200 and a faculty of 1200 is anticipated.
- **Chris Stolarzyk, United Way representative**, reported that the 2019 United Way Campaign is underway. It officially ends November 9th but anyone can sign up to participate through December 31, 2018. The goal this year is 650 donors to raise \$105,000.00. All money raised stays in Tarrant County and you can designate where you would like your support to go. The chairs of the Staff Assembly and the Faculty Senate serve as co-chairs of the campaign.
- **Todd Waldvogel, Associate Vice Chancellor Facilities and Campus Planning**, gave the monthly update on the campus construction as follows:
 - New residence hall -- construction is going well and will open Fall 2019
 - Stadium expansion – recent rains have had an impact on the work being done
 - Kelly Center renovation – completed a couple of weeks early. Trustees meet there tomorrow
 - College of Fine Arts – minor delays but looking good

School of Music – Fall 2019

Performance Hall – mud and having to pump water has caused the need for some work to be redone. Work on roads in the area will begin in summer.

Neeley – street work being done

East side parking – a new Merida lot and McCart lot will replace the parking lost with the closing of the Sandage lot. It will not, however, be a 1 to 1 exchange.

Hotel – construction will begin early next year

HR – will be moving to their new location early 2019

Opera classes – will be in the Berry St. chapel

Administration building – construction starts next spring

Bellaire Drive N closure – probably will take place over the Christmas break

Residential complex – old dorm demolition will begin in January 2019 and will be returned as a green space

Shuttles – will be addressed and will accommodate parking changes for the new year

- **Dana Sweatman, Executive Program Specialist, Office of the Chancellor**, informed the assembly of the upcoming *Frogs Feed the Fort* food drive. The Center for Connection Culture has set up a friendly competition to collect canned goods from faculty and staff. 34 teams will compete - leaders of each team are being recruited. Watch for an email listing the items the Tarrant County Food Bank would appreciate being donated. The winning team will be invited to have dinner with the Chancellor at Minor House.

Officer and Committee Reports

- **Chair, Walter Betts**
 - The Action Plan established by the assembly will be reported to the Board of Trustees this week. All members are asked to keep the plans in mind as they work through their committee assignments and chart their progress (*yellow – planning, green – in progress, red – completed*)
 - Release time for Staff Assembly general meetings and committee meetings has been discussed with the Chancellor and he has affirmed his support for that and his expectation that the time off be given to employees. Please contact Walter Betts if there are any problems.
 - Lead On – There will be a meeting with HR, Student Affairs and other offices on campus to be sure strategies are aligned
 - Atta Frog cards have been presented to:
 - ... Murielle Wright – translated Staff Assembly by-laws into Spanish
 - ... Allison Kirchner – passed the Academy of Certified Archivists exam
 - ... Cynthia Montes – Wassenich nominee
 - ... Jeffery Waite – Wassenich winner
 - ... Timeka Gordon – IDE award nominee
 - ... John Singleton – IDE award nominee
- **Chair-Elect, Chris Hightower**
 - Chris introduced Nicole Gorretta representing the Student Government Association. Nicole presented a sustainability plan resolution (made a part of these minutes as an attachment). The assembly is being asked to show its support of the 1, 5, and 10 year sustainability plan. Chris moved to approve the assembly's support of the initiatives and

to charge the assembly with working with Faculty Senate, SGA and the TCU Sustainability Committee in upholding and updating the plan.

- **Secretary, Cindy Coffin**
 - Cindy presented the minutes from the October 2, 2018, meeting. There were no corrections or additions and the minutes stand approved as written.

- **Past-Chair, Shawn Wagner**
 - Shawn reported the provost search has been completed. Three candidates from an applicant pool of 93 have been selected. The candidates will be at TCU in November for campus visits and panel interviews, one of which will be with officers of each of the shared governance groups. There will be an open forum with each candidate – if you can attend, please provide feedback.
- **Assistant Secretary/Elections**
 - No report at this time
- **Treasurer, Zoranna Jones**
 - Fund spent have been for the printing of the AttaFrog cards and the purchase of coffee and donuts for the meet and greet sponsored by the Constituency Committee.
- **College Resource, Aaron Munoz**
 - No report at this time
- **Committee on Committees, Cheryl Cobb**
 - No report at this time
- **Community Service, Ashley Edwards**
 - Philip Dodd was introduced as the new co-chair for the committee
 - The Veteran’s Luncheon will be November 14. Volunteers are still needed. Those who volunteer can attend the luncheon.
- **Constituency Committee**
 - No report at this time.
- **Elections** -- No report at this time.
- **Media and Communications** – No report at this time.
- **Professional Development, Sarah Liles**
 - An email invitation will be sent out inviting staff to a lunch and learn session on the *Ins and Outs of the TCU Tuition Benefit*. Matt Millns, HR Assistant Director of Benefits, and Michael Leshner, Financial Aid Advisor will be speakers.
 - The community is working on plans for a spring event.

New Business

There being no further business, the meeting was adjourned at 4:45 p.m.

Respectfully submitted,

Cindy Coffin, Secretary

