

## Staff Assembly General Meeting

November 5, 2019

**APPROVED**

Kelly Center, Justin Boardroom

3:30 pm

### Welcome and Remarks

- **Chris Hightower, Chair**, welcomed everyone and called the meeting to order. There were fifty-one (51) members present and seven (7) members with excused absences. Six (6) guests attended.

### Guests

- Todd Waldvogel, Associate Vice Chancellor, Facilities & Campus Planning gave the following Capital Projects update.
  - Traffic lights have been installed at the new Administration Building on the corner of Wabash and Berry. They will begin to blink red this month. There will also be new lot openings around this construction zone. The Admin Building should be complete by mid-August and would like to move people in summer 2020.
  - Stadium construction continues, but cranes are moving which will allow for more gates to be open during football games
  - Furniture is moving into the Nelley building and they are working on submitting documents to have Lubbock be a closed street
  - Hotel is on schedule
  - No additional projects are currently being planned
- Dana Sweatman, Chancellor's Office for Strategic Partnerships, gave the following Frogs Feed the Fort update.
  - Last year raised under 20,000 lbs of food
  - Campus has been broken up into groups and the goal is to fill a semi
  - Ends November 14th at 12:00 p.m.
  - Winning team will receive lunch with Chancellor at Minor House
- Chris Stolarzyk, United Way Campaign Update
  - \$105,020 total raised last year
  - 577 donors, contributed to over 46 agencies
  - 42,130 older adults served through Area Agency Aging, 2,000 veterans served through Mission United, and provided 4,000 free books to Tarrant County youth at Wild About Reading
  - Campaign runs December 2nd - 13th, 2019 - more information will be coming via email
  - Initiatives seeing need are: affordable housing and transportation

- Heather Hale, TCU and UNTHSC School of Medicine Assistant Director, Admissions and Recruitment gave the following recruitment update.
  - Multiple mini interviews (10 circuit interviews)
  - Need 18 interviewer volunteers
  - Dates volunteers needed November 18th, December 2nd, and December 16th
  - No experience needed; arrive by 8:15 a.m. for training and breakfast
  - Sign up: [bit.ly/mmiraterform](https://bit.ly/mmiraterform) or email Heather Hale
  - First cohort is 60% female, 48% out of state, 508 MCAT average, 3.62 average GPA, 30 UG majors of study, 22-39 age range, 12 Horned Frogs are a part of this first cohort
- Michelle Whiteley, Director of Benefits, TCU HR gave the following update regarding Open Enrollment.
  - Info session this Thursday, Nov. 7 at 8:00 a.m.
  - HR members will be in Library computer lab to help enroll on Nov. 7
  - Very little changing for this new year; 90% plan is frozen for new employees
  - Major change is on High Deductible Plan up to \$2800 deductible
- Shawn Wagner, UCAC Co-Chair gave the following UCAC update.
  - Everyone should have received an email to Town Hall recording as well as link to make anonymous comments
  - Chancellor's Charge to UCAC (9/10/19): Recommend a new employee benefits package for future employees only that is: competitive, fiscally sustainable, and socialized with university governance
  - UCAC received extension to present to Chancellor's Cabinet has been pushed back to March 31, 2020

#### Officer Reports:

- **Chris Hightower, Chair**, no report.
- **Angie Taylor, Chair-elect**, no report
- **Walter Betts, Past Chair**, no report
- **Wendy Bell, Secretary**, minutes from October 1, 2019 were adopted.
- **Philip Dodd, Assistant Secretary**, no report
- **Vanessa Roberts Bryan, Treasurer**, no report.
- **Robyn Reid, Historian**, no report.
- **Ashley Edwards, Parliamentarian**, no report.

#### Committee Reports:

- **College Resource Committee**: no report.
- **Committee on Committees**: no report
- **Community Service Committee**: Maleta Hill reminded everyone she still needs volunteers for Meals on Wheels and on Nov 13 for the Veteran's Luncheon. Staff Assembly will be partnering

with Safe Haven for a Faculty/Staff toy drive from December 2 – 13. Boxes will be placed in various areas across campus. Flyer will be sent out mid-November.

- **Constituency Committee:** Amanda Duvall reported Atta Frog recipients and thanked everyone for attending coffee event.
- **Elections Committee:** no report.
- **Media and Communications Committee:** Diana Combs-Selman reported the Staff Assembly Executive Committee has viewed the website. She is waiting on copy and getting the site approved.
- **Policy & Advocay Committee:** Jennifer Pearson reminded members to send any policy and advocacy needs to a representative on the committee.
- **Professional Development Committee:** Sarah Liles reported the Friday, November 22nd event is being planned.

**New Business:** None.

There being no further business the meeting was adjourned at 4:40PM.

Respectfully submitted,

Philip Dodd, Assistant Secretary/Elections Chair