



STAFF ASSEMBLY

Membership Meeting

September 7, 2021 – 3:30 PM

Zoom

Approved Minutes

Welcome & Call to Order - Vanessa Roberts Bryan, Chair at 3:30 pm.

A total of 129 were present for the Zoom meeting - 63 Staff Assembly Members and 66 guests. Vanessa welcomed everyone to another great year and let everyone know what a privilege it is to serve Staff Assembly and the University. She challenged Staff Assembly to put the needs of others first and to help them develop, she is always available to listen to all concerns.

Guests

- Chancellor Boschini, *Chancellor* – Welcome back, it's been a very stressful and trying month and we've made it great because of all of our good work. Thank you for everything you're doing to keep us going forward. Covid numbers are heading back down – 9th day spike, same as last year, but the numbers are less than last year.
- Yohna Chambers, *Vice Chancellor and Chief Human Resources Officer* – thank you for allowing her the chance to be here, looking forward to this year; want to continue listening to our concerns and what we're looking forward to this year. How can HR better serve us and help us achieve our goals?

Governance Group: meets monthly with the Chancellor – good opportunity to have a seat at the table to voice concerns of all. Speaks volumes about our University and who has access to those discussions.

- Joddy Murray, *Chair, Faculty Senate* – great to be invited; some sense of Covid exhaustion out there; use Faculty Senate as representatives, as connections and networking, so we can make everyone's time, during this trying time here as good as possible. Interested in partnering with Staff Assembly
- Leslie Ekpe, *President, Graduate Student Senate* – PhD Candidate in Higher Leadership Program; look forward to collaboration and partnership
- Lau'Rent Honeycutt, *Student Body President* – not present

Officer and Committee Reports

Chair - Vanessa Roberts Bryan

- Covid case count mirroring case count as last year, however numbers were lower than last year – 154 active cases, 145 student, 9 employees
- Mask mandate remains on campus – wants each of us to feel empowered to ask faculty/staff and students to wear masks; can easily remind them to keep everyone safe; discussing mask incentives and vaccine incentives



STAFF ASSEMBLY

- Vaccine percentages are reported on dashboard
- Testing is still taking place - Curative site on campus, reservation required, no walk-ups
- Tomorrow is the 12th class day – looking like we'll exceed anticipated goals for this year, however this brings issues – housing, etc., but we've done an exceptional job getting everyone access to everything they need. Over 2,600 new students

Chair-elect - Reggie Jennings

- Met with Dr. Tracy Hicks and Aisha Torrey-Sawyer, DEI – updates coming soon

Past Chair - Angie Taylor

- Representing us on UBAC and has been meeting with the past chairs due to new structure of committee. They're mapping out a strategy to move forward, working on a timeline for the budget process and how best they can best represent the needs of all faculty/staff on campus.

Secretary - Cheryl Cobb – no report

Treasurer's Report - Wendy Bell

- Have not spent any money – credit of \$12.98 – balance \$5,900.98
- Each committee has a little bit of money; the committees that help support staff and community building across campus have a little more
- Budget based on previous experience

Historian - Robyn Reid – not present

Parliamentarian - Glenn Putnam – no report

Committees

Assistant Secretary/Elections - Reece Harty

- Look for an email from him soon, looking for additional Staff Assembly members

College Resources - Heather Confessore

- Have not set a date for college resource event yet, waiting to see how things progress in the spring
- College Advising Corp will continue helping staff with

Committees - Evie Richardson

- Work with both Staff and University committees

Community Service - Amanda Gonzalez & Kristen Queen

- Will be sharing upcoming activities both on and off campus to help serve, will be reaching out with new opportunities and more efficient in other ways with those we're already serving; may even have challenge for other committees
- Reminder of Campus Feed the Fort – Dana Sweatman is the contact for this event

Constituency - Marva Wood & Nicole Whiteside

- Emailed all staff assembly members a new constituency list along with templates to welcome
- Please reach out to your constituents



STAFF ASSEMBLY

- Atta Frogs – Rachel Hopper and Rhiannon Mayne
- If you see anyone doing extraordinary work – go to the Staff Assembly website and nominate them for an AttaFrog

Marketing & Communication - Rob Glenn

- Has updated roster on Staff Assembly website – make sure everything is correct and let him know if there are any corrections

Professional Development – Erin Wilson

- September 8th – HR training - Selection Committee training, to make sure we have all the information we need to serve on a selection committee
- September 15th – HR training - Pronoun Fluency Workshop
- Will highlight trainings

Policy & Advocacy - Mica Bibb

- Campus Climate Survey Data Analysis – helping Angie Taylor with open-ended responses; has a committee to set action plan to get that information to present to full assembly
- Parking/shuttle changes – working with concerns – send any concerns to her or anyone on her committee directly; still getting information and will probably draw up a resolution

New Business

- Parking – A little background – For several years the university has explored restructuring its parking system. Simply put, we face a supply and demand situation. TCU's leaders in public safety, parking, and transportation have been given the difficult task of finding the best solution to this situation. These leaders include Adrian Andrews, David Coriano, and Rhiannon Bruce. They've researched other universities and met with parking consultants. As a result, they've learned that when compared to other area universities and our peers in the Big XII we charge some of the least expensive parking rates. The consultants have recommended we implement tiered pricing based on a lot's proximity to buildings, demand, and the ability we have to monitor it. They recommended the following price structures of which our cabinet elected to choose the second (highlighted) option. 1) \$250, \$350, \$500; 2) **\$250, \$500, \$750**; or 3) \$350, \$600, \$1000
 - **TCU hasn't increased the cost of parking in 27 years. Why now?** The impetus, if you will, was the creation of The Harrison. The Harrison lot has 132 spots and a waitlist of 100. As they see it, the way to decrease demand is to increase the price. Leadership is compassionate and understands the timing isn't ideal. They are willing to consider other solutions we think are fair and can still resolve the situation.
 - **Where will the money go?** It will go to same place it currently goes. All parking permit and citation fees currently account for small parking improvements. The remainder goes to TCU's General Fund. We can expect next year's increases to help pay for parking improvements like lot counters, new signage, a gate on The Harrison lot, and automated or mailed permits.



STAFF ASSEMBLY

- **Will lots be oversold?** *Tiers* will not be oversold. Remember the tier you select does not guarantee you a spot in the *lot* you prefer, rather it guarantees you a spot in the *tier* you prefer. Assigned parking would definitely cost more. Students who park in these lots will receive citations.
- **How do I appeal a citation?** Instructions can be found on the back of the citation. You can also find assistance on my.tcu.edu under “Helpful Links”. Generally, you have five days to appeal. You may write and submit your appeal or request to meet with the appeal board via zoom. The appeal board is comprised of students, faculty, and staff nominated by the University’s Committee on Committees and approved by the Chancellor.
- **How will marching band lot be affected by these changes?** Does not know the answer to that, have been trying to move them to the intramural fields for years.
- **Many facilities staff are currently parking in Lot 13 at no cost. Will this change?** We learned that by law we must charge something, however this lot’s pricing is still being discussed. We are exploring charging \$75 or less.
- **Will adjunct faculty have to pay for parking?** No, given their arrangement remains the same. Currently the Provost’s budget covers their parking.
- **Is there a designated lot for those who use the gym?** The lot adjacent to Admissions is available prior to 8:00 am and after 5:00 pm
 - If anyone has a solution, they would love to hear it.
 - There are plans to put a gate on the Harrison parking lot, possibly as early as spring.
- Shuttles - We have two shuttles and they are available to everyone, not just those with mobility challenges.
 - Recently these shuttles have begun running continuous loops from Lot 3 & the Frog Alley Parking Garage to The Harrison from 6:00 am to 9:00 am and again from 4:00 pm to 6:00 pm.
 - Should you need services after 9:00 am or before 4:00 pm, please **text** your location to **(817) 422-7308** or **(817) 422-7992**.
 - Should you need services after 6:00 pm, please request an escort from [Froggie-Five 0](#) by **calling (817) 257-5856**.
 - Remember, this is a work in progress. If demand picks up, more services will be added.
 - Additional information can be found at: <https://parking.tcu.edu/employee-reserved-parking-changes-faqs/>
- COVID-19 Update – TCU’s Campus Readiness Task Force and Emergency Management were on a call today with an epidemiologist through the Mayo Clinic. They were very pleased with the decrease in our numbers. In Tarrant County we’re starting to go down which is a good thing. They encouraged us to continue to wear masks. We need to all that we can to protect ourselves.
 - Covid leave questions – HR has done a lot of research on what employees are carrying in vacation and sick time; have a significant of accrued; not used over Covid – they gave us that time; now we need to use sick/vacation. HR encouraging supervisors to work with individual employees to be flexible.



STAFF ASSEMBLY

Offered Covid leave for 5 months longer than necessary. 1,568 staff, leave balances 15% of staff have less than 40 hours sick leave; average number of vacation hours 66, majority have 30 or more; remainder 1,300 – average sick leave balance 284 sick; median 274; most have 480 (max)

- Flexible work – within next 2 weeks we will be rolling Flexible work place policy. Tried to incorporate all aspects of flexible work; remote; modified work week.

Adjourn - Vanessa Roberts Bryan, Chair, meeting ended 5:00

Next Meeting: October 5, 2021 at 3:30pm – Zoom

Servant Leadership

A servant-leader focuses primarily on the growth and well-being of people and the communities



STAFF ASSEMBLY

to which they belong. The servant-leader shares power, puts the needs of others first and helps people develop and perform as highly as possible.