



STAFF ASSEMBLY

Membership Meeting Minutes

December 7, 2021 – 3:30 PM

Zoom

Approved minutes

Welcome & Call to Order - Vanessa Roberts Bryan, Chair

The meeting was called to order at 3:30 pm. There were 86 individuals present, 61 members and 25 guests.

Guests

Heath Einstein, *Dean of Admission*

- Report on Admission presentation (office of institutional research – Fact Book)
 - History of five year data of incoming student numbers - # of applicants, # of offers; # of those who have accepted, 2,560 first year students – no blue print for enrolling students during a pandemic
 - Transfer students declined in number of applications received is part of a growing national trend. We're still able to enroll a robust number of transfer students – 433
 - Geographic Diversity
 - Domestically – top states Texas (1,024), California (421), Illinois (104), Colorado (73), Minnesota (56), Tennessee (55), Washington (53), Missouri (51), Georgia (46), Louisiana (44); no new students from Alaska, Delaware, Vermont, West Virginia; however we have current student population from all 50 states
 - Global community – Vietnam (36), India (14), Nicaragua (8), Honduras (6), Guatemala (4); 31 countries outside the US represented in the first-year class
 - Ethnic diversity
 - Slight decrease in percentage of white students
 - Increase in Hispanic/Latino students (3% over 5 year)
 - Decrease in black/African-American students
 - Sharp increase in multi-ethnic students
 - These are percentages – raw numbers increasing across the board
 - Not as diverse as most universities in the US
 - Academic Profile – not as many students taking standardized test scores due to Covid
 - Class rank – fewer students are coming to us from schools that rank students; about 2/3 come from non-ranking high schools; question – how does that change how we review students? It's enabled us to see students the way they are, not a ranking; the strength they bring as a student
 - About 480 students admitted early decision; next week will send out about 9,000 decisions, about 6,000 offers and they'll have time to make choices; will offer 2nd early decision by February 1st.
 - Established Goals
 - Academic profile
 - Diversity, equity and inclusion
 - Geographic mixture
 - Gender balance – gender imbalance a national issue
 - 2,200 and 450
 - Early decision rounds and waitlist will serve as the foundation of 2,200 first-year students
 - Mindful of business, pre-health and nursing majors
 - New Goals
 - Intentional push to serve Texas
 - Continue to test the socio-economic boundaries



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- Bring search in-house
- High School Graduates in the United States (enrollment cliff)
 - 2008 and 2009 – great recession – economic downturn, drop in birth rates; usually afterwards, there is a rise in birth rates, but it didn't happen, so we're going to have an extended period where we see a decline in enrollment
- Holistic Review Process
 - See students as more than just a test score, although important
 - Look at their impact in communities, co-curricular activities, essays, teacher and other recommendations
- Removing barriers to access
 - Additional financial aid resources
 - Test-optional admission policy
 - Application fee waiver for 1st generation and veteran students
 - CSS Profile fee waivers for families making up to \$100,000
 - Elimination of admission interviews
 - Broadened opportunities to connect with TCU virtually
- Question - What percentage of employee dependents are admitted? Heath didn't have that number, but will get that information to Vanessa. They try to admit as many as they can; however if the students are weak, we're doing a disservice if we allow them to attend.

Officer and Committee Reports

Chair - Vanessa Roberts Bryan

- Chancellor asked student representatives and faculty representatives if they enjoyed having the additional two days of Thanksgiving off; he also asked Vanessa if the staff did and Vanessa stated that we would have liked to have it and encouraged him to consider it for next year.
 - Courtney Hendrix – on Flexible Work Committee – that issue was brought up in their committee; possible alternate arrangements. If anyone has recommendations for them to consider please send to her; Angie Taylor asked if they would address the change in policy about no longer being able to work from home half a day if plumber coming, etc.
 - Campus Readiness Task Force – remind us to update or document your vaccination status. We're going to be under Federal order to require employees to be vaccinated. We are still evaluating how we're going to respond to that. Link to report is <https://www.tcu.edu/protect-the-purple/index.php>
 - Faculty numbers are about 80%; staff is only 50-60%
 - Will try to get representative to talk about federal order in February meeting
 - Approved holiday calendar 2022-2023
 - Tomorrow is faculty/staff holiday celebration in Harrison from 3:00 – 5:00, treats and gifts

Chair-elect - Reggie Jennings

- DEI Committee – Sr. Advisor to Chancellor/ Chief Inclusion Officer position put on pause right now, will reengage in spring 2022 to make sure we get the right person
 - Recommendations –
 - Real time translation in Spanish and document in Spanish; if you need to receive that get your name to Reggie and he'll get it to HR
 - Employee resource groups – 7 of them inclusion.tcu.edu – faculty/staff resource tab; Council of ERG – Spring 2022 goal
 - Dr. Whitnee Boyd – Tarrant through and through partnership; Atatiana Jefferson project;
 - Dr. Huckaby will assume new role that will aid in Professional Development of Faculty
 - Increasing faculty training to help incorporate DEI in curriculum
 - TCU has reallocated 65 million to help historically underrepresented & marginalized communities
 - Inclusive excellence fund – inclusion.tcu.edu – can earn up to \$2,500 through application process that will go to DEI type of work and partnerships



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Past Chair - Angie Taylor

- Update from BAC – attended budget request presentations last week; everyone gave presentations; made four recommendations, will send out letter with information
 - focus on technology
 - Hire diversity within faculty and staff
 - Look at maintenance contracts as opposed to fix after the fact – routine maintenance
 - Some of these we already do, want to make sure they're priorities as we move forward to make these budget decisions
 - Salary discrepancy with market
 - Follow-up meeting Chancellor in January

Secretary - Cheryl Cobb – no report

Treasurer's Report - Wendy Bell

- \$447.02 balance \$5,394.47

Historian - Robyn Reid

- No report – remind Executive Board – get minutes in Box folder and put names of members on minutes for historical purposes
- UCAC Co-Chair – presented to Cabinet – asked for Merit increase; asked them to address areas of understaffing – don't know what those areas are, our responsibility to let them know; asked them to take a look at adjunct pay, hasn't been increased for at least 5 years; look at market rate and increase

Parliamentarian - Glenn Putnam – no report

Committees

Assistant Secretary/Elections - Reece Harty – no report

College Resources - Heather Confessore - not present

Committees - Evie Richardson – no report

Community Service - Amanda Gonzalez & Kristen Queen

- Warming drive taking place – deliver to Presbyterian Night Shelter next week

Constituency - Marva Wood & Nicole Whiteside

- Taco Tuesday staff appreciation event will take place March 8th (tentative)
- Updating constituency list – 74 new staff members, __ leaving
- Atta Frog nominations
 - Rob Beureliein, Alumni
 - David Coriano, Parking & Transportation
 - Rosa Gomez, HR
 - Robin Scruton, HR
 - Brad Thompson, Student Activities
 - Stephanie Wagner, Post office
 - Jessica Webb, International Studies
 - Tiffany Wendt, Registrar

Marketing & Communication - Rob Glenn- no report

Policy & Advocacy - Mica Bibb – nothing new at this time

Professional Development - Erin Wilson

- Angie Taylor – Queen of Assessment – provided consultation – next semester survey going out to staff capturing development opportunities so we can share financial impact and to ensure we're the best and to celebrate those who have ; how we're making a huge difference with our students
- Make sure we have opportunities for internal systems on campus

Old Business

- Parking resolution update. Resolution shared with Faculty leadership and they decided to table it until the spring; want to look into it themselves, so we're going to move forward with ours to get it through the Cabinet



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New Business

- Approved Calendar 2022-23
- The mission of Texas Christian University, a private comprehensive university, is **to educate individuals to think and act as ethical leaders and responsible citizens in the global community**. This mission is achieved through service, scholarship, research and creative activities, and program offerings through the doctoral level that employ a variety of pedagogical approaches to teaching and learning.
- Adjourn - Vanessa Roberts Bryan, Chair – adjourned at 4:40
 - **Next Meeting: February 1, 2022 at 3:30pm – Zoom**

• **Servant Leadership**

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