**Staff Assembly General Meeting**

**March 2, 2021**

**APPROVED**

**Zoom Conference Meeting**

**3:30 pm**

**Welcome and Remarks**

* **Angie Taylor, Chair,** welcomed everyone and called the meeting to order. Special welcome to Florence Michelle Bush – new daughter of Mike Bush. A total of 88 individuals were in attendance, 68 members and 20 guests.

**Guests**

* Great Colleges to Work For – Cheryl Taylor, Office of Institutional Equity
  + Time for Great Colleges to Work For survey – this is the 11th year that we’ve participated. The last 10 years we’ve been on the honor roll. Survey will launch soon, it will come from Modern Thinking, not TCU. We’ll receive an email from the Chancellor tomorrow. A random selection of 600 employees, faculty, staff, exempt and non-exempt staff will receive the survey. The responses will remain anonymous. This is a good opportunity for the employees to give honest feedback to what the university is doing. This year the survey will include more questions about diversity, equity and inclusion. Last year we had a 62% response rate, the average is around 34%
  + Question – is it really anonymous? Cheryl responded that she doesn’t even know who gets the survey, only gets a report, if there are 5 or less participants in a category, they won’t even reveal those responses to TCU.
  + How do we use that data? We have purchased the report in the past so the overall responses can be seen by HR, the Chancellor and the Cabinet group.
  + Important to respond and to respond honestly
* Faculty/Staff Campaign – Mike Edwards
  + This is the 29th year of the Faculty/Staff campaign, supports the people and programs of the university
  + The Faculty/Staff campaign is not about the dollar amount, it’s about the involvement. Last year 75% gave. This year is an unusual year. If you gave during TCU Gives Day that counts towards your Faculty/Staff campaign
  + All gifts count, no matter the size or designation
  + You can give back to the college, school or programs that matter most to you
  + Top Three University priorities this year are
    - Inclusive Excellence Initiatives Fund
    - Frogs Family Crisis Fund
    - Student Scholarship
  + A new fund this year is the Clark Society Endowed Faculty Fund which will recognize the incredible research and activities of faculty who excel as teachers and scholars and prioritize engagement with students
  + You can make a gift online at makeagift.tcu.edu
    - Credit card gift
    - Online payroll deduction
  + Campaign starts April 5th and concludes on April 30th.
* Chair Updates
  + Chancellor Meeting Update
    - Board Updates
      * Governance committee supported recommendations stated last meeting; still moving forward; ruling in April after Board meeting
    - Mission Statement
      * Faculty Senate and SGA also looked at the current mission statement
      * SGA didn’t feel that the mission statement shows the uniqueness of TCU – could be from anywhere, SGA wants to look at it and include more about student experience
      * Chancellor said we’re not going to revise it yet, but will take on a broader university wide in two years
  + COVID
    - Planning for Summer – nothing has been determined yet, but will be coming out pretty soon
      * Looking at Governor’s reaction today . . .
      * If we have questions or comments about mask mandate what should be do? Yohna suggested sending an email to the Covid email address so the appropriate individuals receive this information – [covid-19@tcu.edu](mailto:covid-19@tcu.edu)
      * Important for Staff Assembly members to ask constituents for their feedback, so we can report back and share – we can be the voice, that’s our job
    - Baylor Scott & White Partnership – vaccination site; everything went really smoothly last weekend; will double vaccinations given next year
      * If interested in volunteering, contact Angie and she will put you in touch with those in charge
  + Staff DEI Survey
    - Please be honest – the only way we can make changes is to know what’s going on and make the appropriate steps

**Officer Reports:**

* **Past Chair** – Chris Hightower - leaving TCU – Angie taking his place on UCAC
* **Chair-Elect** - Vanessa Roberts Bryan - UBAC has not met recently, patiently awating a response from Brian Gutierrez and the Cabinet – in a holding period
  + Wants everyone to know that we hear you and know that these messages can be difficult ; you are incredibly important to the TCU community – you matter; we will do all we can to make your voices heard; Executive committee is here to be your voice
* **Secretary** - Cheryl Cobb -the minutes from the February 2, 2021 meeting were adopted.
* **Treasurer** – Wendy Bell – no expenditures for February – we currently have a balance of $5,888
* **Historian** – Robyn Reid – no updates
* **Parliamentarian –** Glenn Putnam - everyone seems to be behaving!

**Committee Reports:**

* **College Resource Committee**, Matt Burckhalter
  + Still in the process of planning College Resource Night – TCU/ TCC and University benefits
  + Tuesday April 20th online
  + Will receive information from Admissions
  + In-person tours and possibly a take home dinner
  + Perfect for those who have Sophomore, Juniors or Seniors
  + Always willing to help with FASFA or any other issues – email Matt or Angie
* **Committee on Committees,** Evie Richardson – no report
* **Community Service Committee,** Maleta Hill – no report
* **Constituency Committee**, Marva Wood
  + Spring staff appreciation event
    - Will be held during Spring Refresh – March 9th near the Harrison Building
    - Breakfast taco and thanks to everyone
  + No new AttaFrogs or constituents
* **Elections Committee**, Philip Dodd
  + Elections are upcoming – encourage members to talk to other people who are staff on campus and urge their interest in serving on Staff Assembly
  + Philip will be in touch with each member to inform them if their term is ending and see if the want to continue serving
  + If you have any questions, please contact Philip
  + If you’re interested in serving on the Executive Committee, let Philip or Angie know
* **Media and Communications Committee,** Diana Selman
  + February minutes are up in English and Spanish on our website
  + Wants everyone to know that her committee is available for flyers, graphics, events, etc. Please don’t feel like you’re putting her out –part of what they’re supposed to do is help us communicate
* **Policy & Advocacy Committee,** Mica Bibb
  + Information gathering about a request
  + DEI survey – are volunteering to help open ended questions on survey to help prioritize issues
* **Professional Development Committee,** Reggie Jennings –
  + Not present – doing incredible things lining up development

**Old Business:**

None

**New Business:**

* Atta Frog Recipients
  + People who worked during Snovid – two on call right now Kellen Deen and Sam Schlup
* Tracy Thompson Acknowledgement
* Dominic Fazio – Jeremiah Donati is going to send out a statement that the athletic events remain status quo for the time being

**Announcements and Hot Topics**

* Next meeting will be on April 6, 2021 at 3:30 pm

There being no further business the meeting was adjourned at 4:22 pm.

Respectfully submitted,

Cheryl Cobb, Secretary