



STAFF ASSEMBLY

General Membership Meeting

March 6, 2024, Kelly Center, Cox C

APPROVED MINUTES

Welcome & Call to Order at 3:35pm - Robyn Reid, Chair

There were 36 individuals in attendance, 34 Staff Assembly members and two guests.

Guests

- Student Affairs Update- Vanessa Bryan Roberts, Assistant Vice Chancellor for Student Affairs
 - Vanessa gave a description of the Student Affairs Division which includes the following.
 - First Year Students learn about leadership and service to TCU and the Fort Worth community.
 - Student Affairs will engage and entertain TCU students.
 - Career Services help students reflect and understand their passion.
 - Student Affairs tries to partner with Faculty/Staff. There are countless opportunities to be involved. She encourages all Faculty/Staff to get involved in all their division has to offer. Faculty/Staff can get involved with Frog Camp and Frogs First.
 - Every new student is required to attend Orientation. Orientation dates for 2024 are May 22 – July 3 on Monday, Tuesday, Thursday, and Friday. This is the best time to eat in the Market Square.
 - Frog Camp offers students to be in small groups with two upperclassmen and one faculty/staff as facilitators. The facilitators help them understand TCU. Frog Camp has thirteen camps total and four of those camps are travel camps. You must participate in a Texas camp before you can participate in a travel camp. If you are interested or have questions email frogcamp@tcu.edu or Vanessa Roberts Bryan at v.r.bryan@tcu.edu
 - Frogs First is a week of welcoming students to TCU. It is filled with fun and educational events. The Saturday night before school begins TCU has a dinner hosted by TCU Faculty/Staff. Be on the lookout for more information and to sign up as a host.
 - Student Affairs tries to give TCU Students lots of point of contacts to help them be successful.
 - There are also other opportunities to be engaged with students. TCU Boo and the TCU Tree Lighting. There are also leadership or service opportunities. If interested contact Vanessa Roberts Bryan at v.r.bryan@tcu.edu .
 - Vanessa shared a Frog Camp video as the camp is 30 years old.
 - Vanessa encouraged everyone to make the most of their TCU experience.



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Special Elections

- A quorum of thirty-four Staff Assembly members were present. The Elections Committee passed out, collected, and counted the ballots. The Chair-Elect and Assistant Secretary/Elections Chair were elected unanimously.
 - Chair-Elect- Courtney Hendrix
 - Assistant Secretary/Elections Chair- Brenda Byars

February Roundtable Discussion

- How do we recruit a diverse group of people to serve in Staff Assembly or other leadership positions on campus. Robyn discussed the highlights from the February discussion.

March Roundtable Discussion

- Besides compensation, what ideas do you have for value-added benefits that would help TCU retain employees? Facilitators are to send their round table discussions to Robyn Reid. If you have any more ideas in the next few days/weeks email Robyn.

Officer and Committee Reports

- Chair - Robyn Reid
 - Faculty Senate Survey- Testing Center
 - All TCU Staff who help or proctor with testing should fill out this survey.
 - Next year's Staff Assembly Executive Board
 - Staff Assembly & University Committee interest surveys.
 - There are people rolling off the executive board, if interested please let her know.
 - Be on the lookout for the Staff Assembly & University Committee interest surveys.
- Chair-Elect - Courtney Hendrix
 - Courtney Hendrix reported that from her January round table discussion she is working on the possibility of having Tarrant County Election/Voting back on campus.
- Past Chair - Evie Richardson
 - UBAC – The committee will meet on April 15, 2024, after the BoT meetings.
- Secretary - Cheryl Cobb- Absent- No report
- Treasurer - Marva Wood
 - Hasn't spent any money since our last meeting. Current Balance is \$3,950.69.
No report
- Historian – Wendy Bell
 - No report
- Parliamentarian - Rose Davis
 - No report



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- Committees
 - Assistant Secretary/Elections – Brenda Byars
 - Erin Brown, who serves on the elections committee sent emails to Staff Assembly members who either have another term or are rolling off Staff Assembly.
 - College Resources - Heather Confessore
 - Absent- No report
 - Committees - Susan Mayhew
 - No report
 - Community Service - Courtney Hendrix
 - Will meet with committee in April. The move out dates are May 8-10 from 12-7 and 10-4. We will need lots of volunteers. Sign up will go out campus wide. Students can receive service hours.
 - Constituency - Robin Scruton
 - Taco Tuesday
 - March 12th at Harrison in lobby from 9:00 am – 10:00 am
 - Tacos going to Medical school.
 - Tacos will be delivered to Facility Services for the afternoon shift.
 - HR Roundtables are taking place March 26, 27, and 28. Join for an upcoming round table on learning, Professional Development, and Belonging. Share your insights, experiences, and suggestions in an in-person conversation that will shape the future of our workplace culture. Register on Page Up.
 - Marketing & Communication - Mallory Odom
 - No Report
 - Professional Development - Carrie Franklin
 - Professional development – with HR orientation revamp with those who have been on campus 5+ years. The date will be April 3, 2024, from 1-3pm in the BLUU Beck-Geren
 - Policy & Advocacy - Matt Millns – Absent
 - No Report
- University Compensation Advisory Committee - Charles Dewar - not present, no report
- University Budget Advisory Committee - Evie Richardson - See Past Chair report.

Adjourn – at 4:42 pm Robyn Reid, Chair

Next Meeting: April 2, 2024, at 3:30pm – Kelly Center, Justin Boardroom

150 Years of Success – Keep Going – *Lead On*