



## STAFF ASSEMBLY

### General Membership Meeting

April 2, 2024, Kelly Center, Cox A

APPROVED MINUTES

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Welcome & Call to Order at 3:32pm – Courtney Hendrix, Chair-Elect

There were 26 Staff Assembly members in attendance

#### Guest

- Amy Shackleford, Director of Digital Philanthropy
  - [TCU Faculty/Staff Annual Campaign - Giving Back To TCU](#)
  - Staff should have received an email from Kristee Bell, Assistant VC for Development-TCU Loyalty Giving, detailing personal donation information. This information is also found on the Gift Register tile in my.tcu.edu
  - The campaign will run 4/2 – 4/30
  - Any donation is appreciated – even a dollar! Donating demonstrates your dedication to the Horned Frog Family. Please consider making a gift in support of our people, our programs and our future.
  - [Donate here](#) - pay roll deduction is available
  - Frog Funding - Allows very specific donations. Spread the word about this opportunity – frogfunding.tcu.edu
  - For any questions, call the Office of Loyalty Giving at Ext. 7800

#### March Roundtable Discussion

- Besides compensation, what ideas do you have for value-added benefits that would help TCU retain employees?
  - Robyn shared the Roundtable ideas from March with Yohana Chambers, VC of Human Resources and our SA Liaison. Robyn will be working Yohana and SA Policy and Advocacy to try and implement some of the following ideas:
    - Possible 4-day work week (4-10s) during the summer
    - Revisit the work-from-home policy: possibly less rigid, more inclusive
    - Possibility to work-from-home on extra holiday work days (i.e. Mon & Tues of Thanksgiving week
    - Possibility of sponsorship from BCBS for free or reduced costs for staff to access the campus rec center and group training classes

#### April Roundtable Discussion

- What are some ways Staff Assembly can help staff members connect with each other?
  - 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.



## STAFF ASSEMBLY

### **Officer Reports**

- Chair – Courtney Hendrix gave an update for Robyn Reid who was not present at the meeting
  - VP Enrollment Management position was a successful search – Heath Einstein
  - VC Marketing position – First Round of Interviews
  - Strategic Planning is coming! There's going to be a survey sometime in April.
- Chair-Elect - Courtney Hendrix
  - Election voting will be back on campus in November. It will be held in the BLUU.
- Past Chair - Evie Richardson – Absent – No report
- Secretary - Cheryl Cobb- Absent- No report
- Treasurer - Marva Wood
  - SA Budget update attached: balance is \$1,854.05 – spent \$4,033.87.
- Historian – Wendy Bell – Absent – No report
- Parliamentarian - Rose Davis – No report
- **Committees**
  - Assistant Secretary/Elections – Brenda Byars -Absent
    - Report given by Courtney – As of March 26<sup>th</sup>, 41 people have completed the interest survey. Nine people have been nominated. Please complete the survey if you have not done so already - the deadline is April 5<sup>th</sup>.
  - College Resources - Heather Confessore – No report
  - Committees - Susan Mayhew – No report
  - Community Service - Courtney Hendrix
    - Move-out Event - sign-up [here](#)
  - Constituency - Robin Scruton
    - Atta Frog
      - Sara Walters, School of Music
  - Marketing & Communication - Mallory Odom – No report
  - Professional Development - Carrie Franklin
    - New2TCU Refresh Event – tomorrow, 4/3
  - Policy & Advocacy – Matt Millns – Absent – Report submitted
    - The committee will compile a summary of the inquiries and ideas received this year to create a solid agenda ready to carry into the summer and next year. They will establish a mission statement for the committee to ensure they have a solid foundation of the values and benefits they strive to maintain and increase on a year to year basis.
- University Compensation Advisory Committee - No report
- University Budget Advisory Committee - Evie Richardson – No report

Adjourn – at 4:05 pm by Courtney Hendrix, Chair-Elect

**Next Meeting: May 7, 2024, at 3:30pm – Kelly Center, Cox**