



STAFF ASSEMBLY

General Membership Meeting

September 2, 2025, Kelly Center, Cox A

APPROVED MINUTES

Welcome & Call to Order at – Courtney Hendrix, Chair, called the meeting to order at 3:31pm. There were present 56 present, 51 Staff Assembly Members and 5 guests.

Guests

- Chancellor: Daniel Pullin
 - Welcome back and thank you for all that you do
 - Record first year class – up 12% for first-year students
 - Study abroad projecting to be up 20%
 - Research over \$25M in research dollars
 - Community engagement \$18M of volunteer hours of faculty/staff/student leaders
 - Really great time to be a Horned Frog
 - 25,000 apps for students this year
 - 26,000 apps to be faculty/staff member at TCU this year
 - Thank you for making it such a wonderful place to work
- Graduate Student Senate: Wade Burchett
 - 2nd year MBA student at TCU
 - Undergrad at University of Alabama
 - Relationships that students build with faculty and small class sizes are what make TCU special
 - Has met with Assoc Deans on campus to see what can be done to bring them together
 - 2025-2026 Mission Statement: Creating energy and community engagement through fellowship
- Student Government: Reagan Stephens
 - Senior Poli Sci major on Pre-Law track from Reno, NV
 - How do we continue to improve the student experience?
 - Project: Homecoming Parade and getting the community involved (Oct 17)
 - Tuition transparency project to get the messaging out there
- Faculty Senate: Rebecca Sharpless
 - Working with Values in Action on the academic side, student enrollment growth
- Chancellor Inauguration: Kathy Cavins-Tull
 - Jeremy Vickers is new Chief of Staff in Chancellors Office
 - Values in Action Week in November that blends values with strategic plan and involves the community and will also include an inauguration of Chancellor Pullin.
 - Nov 3: Community Engagement (Pullin to host panel of higher ed experts in N Texas at Bass Hall 3:30-5:00pm)



STAFF ASSEMBLY

- Nov 4: Student Centered Growth - Fogelson Lecture that evening as part of Honors College. Kendra Scott will be the speaker. Following there will be a celebration in the Commons with food trucks, drone show, etc.
 - Nov 5: Research, Scholarship - Research Poster Display in Ballroom 3:30-5pm
 - Nov 6: Inauguration Day – prayer service at 9am, 4pm at Van Cliburn will be the Inauguration with reception following (also Board Meetings on this day)
 - Nov 7: Dedication of Human Performance Center and continuation of Board Meetings
 - Details about all of this will be shared via TCU email soon
- Parking
 - The Leap is up and running, maps of the routes can be found online.
 - The busses you see today are temporary, new busses will be coming soon that will be completely wrapped and branded
 - If you receive a parking citation and you do not pay it in 30 days it will go to collections
 - If you have an event on campus between 8am-5pm, your visitors need to register their vehicles
 - Trying to determine between visitors and “affiliates” – affiliates would be visitors that return to campus again and again for a specific business reason. For affiliates reach out to David Coriano to develop a process for your event.

Officer and Committee Reports

- Chair – Courtney Hendrix
 - Tom Wavering will join us two times per year (once in Dec and once in May). We will do table topics in Nov & Apr so that you have an opportunity to submit questions in advance
 - Conflicting information about personal reimbursements in Concur. Courtney has asked someone to speak about this at our October meeting and speak about this.
- Chair Elect – Matt Millns
 - Thank you to Courtney for doing such a great job and he is happy to help wherever needed
- Secretary – Sarah Jung
 - Please scan the QR code on the table to check in
- Treasurer - Marva Wood
 - Review of budget report
 - \$260.76 left in budget at end of 24-25
 - Budget for 25-26 is the same overall total, but Policy & Advocacy and Committee on Committees donated their budgets to Constituency
- Historian – Mica Bibb
 - No Report



STAFF ASSEMBLY

- Parliamentary – Catherine Serrano
 - No Report
- Committees
 - Assistant Secretary/Elections – Brenda Byars (*absent*)
 - No Report
 - College Resources – Mike Bush
 - No Report
 - Committees - Susan Mayhew
 - Everyone should have been assigned a committee.
 - Community Service – Crystal Page
 - Flu Clinic coming up on October 1 (sign-ups for volunteering will be coming out soon)
 - Coat Drive with Morningside Elementary
 - Constituency – Franchesca Scott
 - No Report
 - Marketing & Communication - Mallory Odom
 - We do have social media so please follow us on Instagram or Facebook
 - Policy & Advocacy – Kate Lovelady
 - No Report
 - Professional Development - Carrie Franklin
 - See Exhibit B for slides Carrie presented
 - Write on cards on table any ideas that you have for Professional Development and Carrie will give you a cookie!
 - Staff Professional Development Grants are available to apply for starting tomorrow (also approved for restricted gift fund for donations)
 - You can find this information on the Staff Assembly website under Professional Development
- University Compensation Advisory Committee – Carrie Franklin
 - First meeting of the year, they discussed the following:
 - Adjunct pay and retention
 - Benefit letter when you get an annual compensation letter
 - Retirement with matching idea and what that would look like for TCU
- University Budget Advisory Committee – Matt Millns
 - No Report

Adjourn – at 4:01pm Courtney Hendrix, Chair

Next Meeting: October 7, 2025, at 3:30 pm – Kelly Center Cox A