**Staff Assembly General Meeting**

**March 3, 2020**

**APPROVED**

**Kelly Center, Justin Boardroom**

**3:30 pm**

**Welcome and Remarks**

* **Angie Taylor, Chair-Elect,** welcomed everyone and called the meeting to order. There were fifty-three (53) members present and nine (9) members with excused absences. Three (3) guests attended.

**Guests**

Kristee Bell (Advancement) discussed the Faculty & Staff Campaign. The campaign will begin on March 2, 2020 and go through April 22. As employees, our financial contribution plays a vital role in ensuring the continued success of our students. You can give any amount and designate where your contribution is dispersed throughout the university. Monetary contributions may be given through payroll deduction or at: <http://advancement.tcu.edu/new/makeagift/>

Cheryl Taylor (Office of the Chancellor) discussed the Great College to Work for survey that is scheduled to open March 9, 2020 and close April 3, 2020. This is a great opportunity for faculty and staff to provide confidential feedback to the leadership team. Employees will be selected randomly to participate.

**Officer Reports:**

* **Chris Hightower, Chair,** no report.
* **Walter Betts, Past Chair,** UCAC report: provided Staff Assembly with a copy of the UCAC Benefits Proposal. He provided details for each section: Leave, Retirement, Childcare, and Student Loan Repayment Assistant and Other proposed recommendations (see attachment).
* **Wendy Bell, Secretary,** minutes from February 4, 2019 were adopted.
* **Philip Dodd, Assistant Secretary,** Sent an email to all members letting them know when their term ends. If they would like to continue to serve, they will need to respond to the email that will be sent out soon. If you know anyone that would like to participate, encourage them to complete the survey. Lastly, all Executive Committee members should notify Chris if they’d like to remain in their current role.
* **Vanessa Roberts Bryan, Treasurer,** no report.
* **Robyn Reid, Historian,** no report.
* **Ashley Edwards, Parliamentarian,** no report.

**Committee Reports:**

* **College Resource Committee**: Aaron Munoz reported, College tour for middle school kids is scheduled for April 2020 and College Night will be scheduled for May 2020. Stay tuned for details.
* **Committee on Committees:** no report
* **Community Service Committee:** no report
* **Constituency Committee**: remember to attend TACO TUESDAY March 10, 2020.
* **Elections Committee**: no report
* **Media and Communications Committee:** no report
* **Policy & Advocacy Committee**: Committee continues to look at re-evaluating catastrophic leave policy and flexible time for cultural and religious observance.
* **Professional Development Committee:** no report

**Old Business:** None.

**New Business:** None.

There being no further business the meeting was adjourned at 4:15PM.

Respectfully submitted,

Philip Dodd, Assistant Secretary