**Staff Assembly General Meeting Agenda**

**APPROVED**

August 4, 2020

Zoom Meeting

3:30 pm

**Welcome and Guest Speakers**

* Angie Taylor, Chair – Congratulations to Caroline Albritton on getting engaged to Sassan Sahba!

Caroline volunteered Sassan to be the Athletic rep; seconded by many people

There were 62 in attendance, including one guest. A quorum was met.

* Campus Safety – Adrian Andrews
  + Shuttle service –We have a new transit system on campus. They will run every 7 minutes and make 9 stops. There are only 4 buses; however they have a general manager that will be on campus every day. They have a GPS system to ensure they’re on time. The shuttle will run from 6:00 am – 6:00 pm Monday – Friday. Everyone MUST wear a face covering and only 10 people will be allowed on each bus due to social distancing. The drivers will have extra masks on the bus should someone forget.
    - Is there a chance the times could be extended for those who work later for student activities? If there is an issue, he will go to Kathy Cavins-Tull and ask for later shuttles. Froggie 5-0 can always be called.
    - Where do we go to get the new version of virtual map? It will be available on Frog Shield, but Adrian will make sure it can be looped into digital signage for campus screens.

**Officer Reports**

* Past Chair – Chris Hightower – nothing to report
* Chair Elect – Vanessa Roberts Bryan – along with the Co-Chair of Faculty Senate is working with Angie and Sean in laying the ground work with Budget Advisory Committee; will update as information is received
* Secretary – Cheryl Cobb – minutes were sent to everyone
* Treasurer – Wendy Bell – we have money, haven’t spent anything yet
* Historian – Robyn Reid –
  + library has been collecting Covid stories; library website, special collection, you can submit stories there
  + lot of questions from students whether they’re open; opening date not approved yet, but the students can check out books
* Parliamentarian – Glenn Putnam – nothing

**Committee Reports**

* College Resource Committee – Matt Burckhalter – have some exciting ideas, will use resource and tools from his position in College of Education to work with our staff, let him know if you have any ideas or resources
* Committee on Committees – Evie Richardson – no report
* Community Service Committee – Maleta Hill – no report
* Constituency Committee – Marva Wood – each Staff Assembly member will be sent a list of constituents (15 – 23) that they will communicate with on a regular basis. She will also send a template to all Staff Assembly members to introduce yourself to your constituents and a monthly update template
* Election Committee – Philip Dodd – please let him know of updates, those who have left the university so he can fill those positions
* Media and Communication Committee – Diana Combs-Selman – website has been updated with 2021 staff assembly roster and the minutes have been posted
* Policy and Advocacy Committee – Mica Bibb – no report
* Professional Development Committee – Reggie Jennings – Trauma-Informed Care training

**Old Business**

* Resolution on Trauma-Informed Care
  + Open for discussion – will this be a required training for staff? At this point it is voluntary, but we want people to support the training; not just for students, for staff too
  + Matt Burckhalter – motioned to accept
  + Chris Hightower – seconded
  + Motion carried – it will be forwarded to HR for support

**New Business**

* Chancellor Boschini will be joining us next month
* VTHM
  + August 6 from 3:00 pm – 4:00 pm; talking about Campus Preparedness and Covid
* Opening Luncheon will be virtual this year
  + August 14 from 11:00 am – 11:30 am
  + All presentations will be recorded
  + Will still get gift
* DEI
  + Self –Assessment
    - 74 of 85 delegates have responded (87%)
    - Survey closes tomorrow
    - Present results at September Meeting
      * Committee chairs will use this information to prepare for next year
  + DEI Committee Liaison – Reggie Jennings – no updates
* COVID-19 Update
  + Readiness indicators at 98%
  + Remember to go to website for updates (<https://www.tcu.edu/coronavirus/index.php>)
  + The Connected Campus Guide (<https://www.tcu.edu/coronavirus/files/connected-campus-guide-for-faculty-staff.pdf>)

**Announcements and Hot Topics**

* Heather Hale – need volunteers to help interview for medical school; last year they received 4,000 applications, as of today, they have received 3,000.
  + Question – do you have to commit to all or a few – can do as many as you want

**Adjourn –** the meeting was adjourned at 4:11