**Meeting Minutes**

*March 19, 2024, 10:00am, Foster 143/144*

*Call to order, 10:03am Lexi English, second by Luke Whiting*

**Welcome** Kimberly Black

**Mental Health First Aid** Christiana Owusu-Ankomah

**Spiritual Formation** Brett Gibson

**Old Business**

* February Minutes Chelsea Derry
  + Move to accept the minutes-Rick Shoemake, second by Luke Whiting
* Staff Council Nomination Process Update Brett Gibson
  + Waiting on HR to vet the list of nominees
  + Elections are scheduled to take place prior to the April meeting, new SC members will be presented in the May meeting
* HR Updates Kimberly Black
  + Staff Ombuds Rollout
    - Feedback to be provided in New Business
  + Staff Career & Professional Development
    - Brock Edwards will be attending the May Staff Council meeting to gather feedback on what “more” professional development means to Baylor Staff
  + Staff Council Budget 24-25
    - Requested almost double the budget, follow-up meeting will be scheduled with Becky Ivy
  + Piper Decision & Communication
    - Kimberly has reached out to Dean Carter. Dean is meeting with Provost Brickhouse
    - Can share that the decision was made and the communication was made to Piper Parents in February 2023.
* Faculty Senate Updates Lauren Muhl
  + President, Provost, and Chair of the Board were in attendance and did a Q&A
    - Thoughts on the enrollment cliff: Livingstone says with Baylor’s R1 status, we will be successful in that niche to be able to manage the cliff. Our size and faith based education are benefits to our pipeline. Provost-diverse faculty and staff helps to recruit diverse students.
    - 10-20 years from now, what will Baylor look like: Chair-the strategic plan will determine that and he wants us to focus on the journey and not the destination.
    - Financial outlook and upcoming strategic planning: President-says financial outlook and endowment and returns are strong, but the enrollment cliff is concerning. The Board has a plan for moving forward that they are working on. The operating budget is tuition dependent so there is concern about that, but all funding sources will be used to fund the strategic plan. Provost: programs that are in high demand by students are being offered, maintaining quality and are different than offerings by other institutions. Continuing to stay focus on the Christian mission
    - Concerns from the board
      * Future of religious liberty, we will continue to focus on our Christian mission which is our calling
      * Finding new revenue sources will be a focus of the Board moving forward. Limit the reliance on Tuition
      * Advocating for the Baylor Family
        + Mental Health resources for Baylor community
    - What are we focused on:
      * Additional classroom/public space
      * Competitive salary and compensation for faculty and staff
        + Annual benchmarking is done and will be continued to stay ahead of the market

Provost did say that staff compensation is just as important as faculty compensation

* + - Graduate Professional Education-what does that look like for the strategic plan: provost pointed out that grad students and their needs will be addressed. Classroom spaces are being looked at and new programs will be looking at career placement rates and success
    - The state government has had some DEI policies come out around faculty Tenure, Provost is watching it and looking at the policies as appropriate, Board also receives updates daily, Baylor has an independent action group to help lobby for Baylor as a private Christian institution
  + Senate Chair updated form the meeting with the Provost’s office on merit raises. Merit is not yet set, but they are putting in effort to address staff hiring and retention, and bonds are becoming due so it will make it a tight few years financially.
  + CRT office spaces are being renovated, some non-academic offices in Cashion and Hankamer might be relocated to CRT
  + Financial priorities will be expanded when the strategic plan is announced.
  + Faculty Senate is seeking clarity on prime time scheduling with the Registrar’s Office. 65% of Undergraduate classes need to be scheduled during Prime Time (~9:00am-3:30pm).
    - Concerns for lecturers and faculty with childcare needs
    - No current guidelines for course scheduling.
    - Students aren’t able to get the classes they need because required classes are conflicting
    - We do not have flexibility to offer courses for students who have alternative schedules.
    - For AY 2023-2024, there were 150 classes that could not be scheduled because there was no available space during prime time. With the new guidelines, 90% of the classes could be placed.
    - How might it impact co-curricular activities-Registrar’s office isn’t doing classes late into the night so it shouldn’t impact student activities
    - Safety considerations, police knows when and where courses are being offered.

**New Business**

* Staff Ombudsperson Kimberly Black
  + General Feedback
    - Mixed feedback-disappointed in the level of the position, too high up for more junior staff members to feel comfortable coming to someone with that high of a title.
    - Having an assistant is not ideal, so having a separate platform for scheduling that remains private from others who may have access to her calendar.
    - Should an alternative be provided for anyone who has previously or currently reporting to Susan.
    - Consider expanding the pilot to include the next academic year.
  + Suggestions for Introductions Across Campus
    - Invite to large meetings for different divisions
  + Staff Council Participation
    - A minimum to remote into the Staff Council meetings to be aware of potential staff concerns.
    - Perhaps have a moment in the SC agenda to provide topics or issues for Chair/Co-Chair to bring to the Ombuds-currently Chair/Co-Chair meet with Ombuds monthly. -there was some traction around this idea.
    - Hearing metrics quarterly at least,
* Terminal Degree Working Group Report Kimberly Black
  + Spreadsheet will be dropped in the chat and included in the minutes.
* Committee Work/Reports Committee Chairs

**March Birthdays**

**Adjourn 11:30 by Tranquility Gordon seconded by Carl Flynn**