

Cornell University Employee Assembly

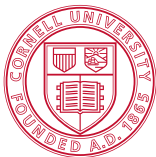
AGENDA
Employee Assembly Meeting
May 3, 2017
12:15 -1:30pm
401 Physical Sciences Building

“An Active Voice for Cornell Staff”

- I. Call to Order -12:15
- II. Call for Late Additions to the Agenda
- III. Approval of Minutes
- IV. Committee Reports – 10min
 - a. Communications Committee
 - b. Employee Education Committee
 - c. Personnel Policy Committee
 - d. Staff Recognition and Awards Committee
- V. Report from the Chair – 5min
- VI. Business of the Day
 - a. Vote: Proposed Academic Calendar options – 15min
 - b. Discussion: Transportation Task Force Recommendation – 20 min
 - c. Discussion: EA Annual Report – 30 min
- VII. Old Business
- VIII. New Business
- IX. Adjournment – 1:30

Future Guests:

Future Events:



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Minutes of the April 19, 2017 Meeting

12:15 PM – 1:30 PM

401 Physical Sciences Building

I. Call to Order

- a. U. Smith called the meeting to order at 12:15.
- b. *Members Present:* U. Smith (Chair, LGBTQ Representative), M. Stefanski-Seymour (College of Veterinary Medicine), P. Thompson (International Representative), T. Grove (Division of Human Resources), J. Kruser (Research and Technology), B. Ayanfodum (Graduate, Law and Johnson), M. Carcella (Division of Alumni Affairs) L. Johnson-Kelly (Library and Museum), T. Payne (College of Agriculture and Life Sciences), K. Mahoney (College of Human Ecology), K. Fitch (Health and Safety), C. Sanzone (University Relations), K. Shiels (Financial Affairs), T. Shapiro (Women's Representative), R. Morris (Veteran's),
- c. *Members Absent:* S. Willcox (Exempt Employees), S. Vaccaro (Geneva), B. Nicholson (Non-Exempt Employee), I. Allen (Division of Student and Campus Life), A. Darko (Less than 5 Years Representative),
- d. *Also Present:* N. Doolittle (Editor of PawPrint), P. Hampton (Office of the Assemblies), G. Giambattista (Office of the Assemblies)

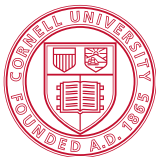
Please note that roughly the first ten minutes of the meeting are not recorded in the minutes as audio was not available and minutes were recorded based off audio.

II. Academic Calendar Committee.

- a. Restoring orientation to five days before the semester
- b. Senior days will be restored so that there is more time to flip the residential halls.
- c. The break in February will be shrunk by a few days but it should not affect any grades.
- d. Comments are welcome on the calendar online and that they welcome last-minute insights in the last two weeks before the final vote.
- e. Committee is requesting assemblies to vote in mid-May and said that they received over 4000 responses to surveys between the fall and now.

III. Retirement Committee

- a. L. Johnson-Kelly said that in terms of retirement plans, they will now be able to offer advice which was not permitted before because of federal guidelines. There are now about 50 options to choose from.
- b. C. Sanzone asked if funds get reviewed and someone already invested in them, what happens.
 - i. L. Johnson-Kelly said that it depends on what happened to the fund and how it left. She said they go over all the funds in meetings.

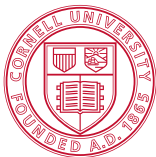


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- c. C. Sanzone if staff members get notified if their fund is removed.
 - i. Laura said that affected staff members would be notified.

IV. Business of the Day

- a. U. Smith said that the presentation is about the results of the survey, not the process of the survey.
- b. W. Searle said that he is talking about the employee survey results and the timeline of the survey.
- c. W. Searle said that survey was administered by the Survey Research Institute and that the survey was available online and in paper form.
- d. W. Searle said the survey was sent out on October 6th online and paper forms to those that Human Resources identified as unlikely to get it online.
- e. W. Searle said the survey had six sections and was given to everyone who did not receive the work life survey. He said that it took about ten minutes to complete and there was one open-ended question.
- f. W. Searle said 68% of employees responded, which was comparable to the survey administered in 2011 and 1100 people gave responses to open ended question.
- g. W. Searle said that this year's survey results and the one from 2011 are online.
- h. W. Searle said that respondents indicated a decline in the University moving in a more in a positive direction now and that there is less understanding of University goals and objectives. Goals and objectives declined from 50% to 30%.
- i. W. Searle said that less than 30% saw positive outcomes of organizational changes and that less than 30% think that the changes helped spend money more efficiently.
 - i. W. Searle said that this was a little misleading because a lot of respondents said not applicable because their office was not experiencing a change in 2016.
- j. L. Johnson-Kelly asked if concern about health changed.
 - i. W. Searle said that it did not change substantially.
- k. T. Grove asked if there are similar gains across the colleges or was there variation?
 - i. W. Searle said that there was variation across colleges, but the University itself looks about the same in the aggregate as 2011.
- l. R. Morris said that feedback that he received from constituents was that they would have liked to see more than two response groups in the results and asked what the reason was.
 - i. W. Searle said all the results are available but that this was presented this way because it is visually easier to digest.
- m. T. Shapiro asked if data was analyzed by work families.
 - i. W. Searle said that it has not been done like that.
 - ii. U. Smith said that that could be a good suggestion to find commonalities across areas.



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- n. U. Smith said that when we talk about overall satisfaction, if it is broken down by demographics, are more under-represented groups the ones that are growing? He asked if that is a concern that should be thought about?
 - i. W. Searle said he cannot speak to if people are thinking about it and he said that it is not currently broken down by demographics.
 - ii. W. Searle said someone needs to ask for the data to be broken down in other ways.
- o. W. Searle said that he welcomes follow up via email.

V. Report from the Chair

- a. U. Smith said that President Polluck and Mary Opperman will be joining the May 17th meeting.

VI. Employee Survey Oversight Committee

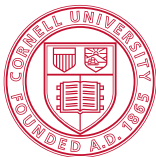
- a. U. Smith said that based on resolutions that Tanya put forward a couple years ago, that is how the division has tried to proceed with the results.
- b. U. Smith said that we need to elect someone to participate in this for the division.
- c. U. Smith said that there will be working groups that report to the committee, so cannot sit on the oversight committee and participate in working groups.
- d. U. Smith said that there is a nomination for T. Shapiro to sit on the committee.
 - i. T. Shapiro was approved to sit on the committee by unanimous consent.

VII. Transportation Task Force

- a. U. Smith said that Transportation has been made aware and at least three members of the Employee Assembly can sit on the committee.
- b. U. Smith said that one of the three need to serve as the chair.
- c. U. Smith said that deadline of May 3rd holds and that it because it gives the opportunity for the Assembly to move forward if needed.
- d. K. Fitch was nominated to serve as the chair of the task force.
 - i. K. Fitch was approved by unanimous consent.
- e. K. Shiels was nominated to serve on the task force.
 - i. K. Shiels was approved by unanimous consent to serve on the task force.
- f. L. Johnson-Kelly was nominated to serve on the task force.
 - i. L. Johnson-Kelly was approved by unanimous consent to serve on the task force.
- g. S. Willcox was nominated to serve on the task force.
 - i. S. Willcox was not present to accept so nomination was not completed.

VIII. Elections

- a. U. Smith said that once the charter was passed and approved by the President.
 - i. U. Smith said that a couple items were not accepted such as Cornell Tech cannot have a seat as they are not in the bylaws of the University yet.



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- ii. U. Smith said that the retiree seat was questioned and the retiree community caucused and have two members were selected to rotate.
- b. U. Smith said that there are a few college seats and disability seat is open for elections.
 - i. U. Smith said that there is one contested seat in the College of Arts & Sciences.
 - 1. U. Smith said that the executive committee voted to go forward with the election to boost profile of the Assembly.
 - 2. U. Smith said that the Assembly can vote to allow the candidate that does not win the seat to fill a vacant seat after elections.
 - ii. C. Sanzone said that no one ran for Hotel Administration, ILR and the Disability Seat.
 - iii. U. Smith said that at the organizational meeting of the new Assembly needs to vote on the new Executive Committee and the University Assembly representatives.
 - 1. U. Smith said that this needs to happen on the 28th because the deadline is quick for the University Assembly.
 - iv. G. Giambattista said that the 28th was intentional because it needs to be done before the University Assembly Meeting but that it could be done on May 1st or May 2nd before the University Assembly meeting.
 - 1. U. Smith said that a doodle poll will be sent to find preference.
- c. There was an announcement regarding CARE funding and the need for volunteers, as well as an Employee Assembly member to sit on the CARE fund committee and to contact Beth McKinney if interested.
 - i. C. Sanzone asked for the note from Beth for communications.
 - ii. J. Kruser asked for the information to be forwarded to him.
- d. T. Grove is working on a performance management project and the Employee Assembly has been identified as a focus group and some members may get a random survey soon. She said that a presentation will also be made to the Employee Assembly after.

The meeting was adjourned at 1:30.

Respectfully Submitted,
Amanda Robinson
Clerk of the Assembly