

Cornell University Employee Assembly

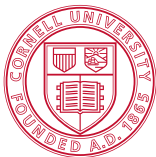
AGENDA **Employee Assembly Meeting** **May 17, 2017** **12:15 -1:30pm** **401 Physical Sciences Building**

"An Active Voice for Cornell Staff"

- I. Call to Order -12:15
- II. Call for Late Additions to the Agenda
- III. Approval of Minutes
 - a. May 3, 2017
- I. Committee Reports – 10min
 - a. Communications Committee
 - b. Employee Education Committee
 - c. Personnel Policy Committee
 - d. Staff Recognition and Awards Committee
- IV. Report from the Chair – 5min
 - a. Annual Report 2016-2017
- V. Business of the Day
 - a. President Pollack and Mary Opperman
 - b. R5: Endorsing The Ithaca Plan: A Public Health and Safety Approach to Drugs and Drug Policy
- VI. Old Business
- VII. New Business
- VIII. Adjournment – 1:30

Future Guests:

Future Events:



Cornell University Employee Assembly

Cornell Employee Assembly

Minutes of the May 3, 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), I. Allen (Division of Student and Campus Life, M. Stefanski-Seymour (College of Veterinary Medicine), T. Grove (Division of Human Resources), J. Kruser (Research and Technology), L. Johnson-Kelly (Library and Museum), 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), S. Vaccaro (Geneva), S. Willcox (Exempt Employees), B. Nicholson (Non-Exempt Employee)
- c. *Members Absent:* B. Ayanfodum (Graduate, Law and Johnson), M. Carcella (Division of Alumni Affairs), A. Darko (Less than 5 Years), T. Payne (College of Agriculture and Life Sciences), P. Thompson (International Representative), Representative),
- d. *Also Present:* N. Doolittle (Editor of PawPrint), P. Hampton (Office of the Assemblies), G. Giambattista (Office of the Assemblies), Dean Van Loan (Faculty Dean)

14outof 20 – Shelly and Carrie , no Tammy, Not carcella

II. Call for Late Additions to the Agenda

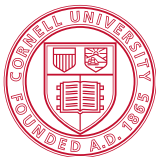
- a. Dean Van Loan requested to speak about snow days.
- b. U. Smith said that it will be added to committee reports.

III. Approval of Minutes of April 19, 2017

- a. K. Fitch motioned to approve the minutes.
- b. R. Morris seconded
- c. Minutes are approved by unanimous consent

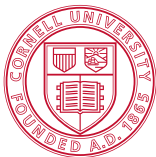
IV. Committee Reports

- a. Snow Day Report
 - i. Dean Van Loan said that an email address was created regarding the snow days and a report regarding the snow days that consists of all emails sent to the email address.
 - ii. Dean Van Loan said that they are working on a frequently asked questions list so that in the fall there will be something in place that explains how the University handles snow days and reaches the decisions to
 - iii. Dean Van Loan the report can be found of the faculty website.
 - iv. T. Grove asked if there are themes that emerged from the emails.



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- v. Dean Van Loan said a lot of people who lived farther away were appreciative of the closing but that the half-days were confusing and it made people drive in and leave again quickly.
 - vi. Dean Van Loan said that there was a sense of urgency because of prelims and that they are working on a new mentality and developing a plan to make sure that there are backups in place to handle the prelim situation.
 - vii. K. Fitch said that as long as the University is open they are required to come in and that the logistics of it are difficult because the decisions were called after half of campus life was already here.
- b. Communications Committee
 - i. C. Sanzone said that a mailing for all-staff will go to the committee and G. Giambattista for feedback.
 - ii. C. Sanzone said that they are working with N. Doolittle on a Pawprint article.
 - iii. C. Sanzone said T. Shapiro gave idea of including Assembly information in on-boarding materials for new staff.
 - iv. C. Sanzone said that she will work with relevant offices and do outreach to fill missing seats.
 - v. K. Shiels said that there is a vendor show that is done every year that could be a good place to table for the Assembly and get more interest.
 - 1. C. Sanzone asked for the date.
 - 2. K. Shiels said that it is on June 1, 2017.
- c. Employee Education Committee
 - i. No updates
- d. Personnel Policy Committee
 - i. No updates
- e. Staff Recognition and Awards Committee
 - i. T. Grove said there is one new applicant from Pawprint article and that the committee will regroup to discuss what to do for the Opperman Award.
 - ii. C. Sanzone said that if the date is not set in stone and it is okay to move the date, the recognition piece of the communications announcement is prominent in the article and that if there are those with interest they would likely email within a few days.
 - iii. C. Sanzone said the deadline could be extended by a week.
 - iv. T. Grove agreed.
- V. Report from the Chair
 - a. U. Smith said that President Polluck and Vice President Opperman will be at the final meeting of the year and an additional email will be sent to remind.



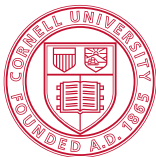
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- b. U. Smith stressed attendance at this meeting and said that President Polluck has remarks prepared but U. Smith will send around to ask for questions.
- c. U. Smith said that new Assembly does not begin until June 1st and business is responsibility of current Assembly until then.

VI. Business of the Day

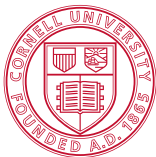
a. Proposed Academic Calendar

- i. G. Giambattista said that this is an overview of the final proposals and that there will be an online ballot to vote on the final calendar changes.
- ii. G. Giambattista said that there were elected representatives from each Assembly on the committee
- iii. G. Giambattista said that the committee worked very well together and that most of the individuals on the committee did serve in a staff role.
- iv. G. Giambattista said that all information is on the calendar committee page on the website but that New York State requires that class days plus final days must be 75 days each academic semester.
 - 1. G. Giambattista said that drive behind this was the academic experience for students concerning their well-being, increasing opportunity for summer internships and employment because Cornell summer did not allow them to get some internships because dates did not match up.
 - 2. G. Giambattista said that another consideration was around Thanksgiving and if it makes sense to have a whole week off for that, respecting religious days and dealing with commencement.
- v. G. Giambattista said that the frameworks look out to ten years depending on where Labor Day and other holidays fell.
- vi. G. Giambattista said that we are the only University in our peer group with two spring breaks and there were a lot of comment regarding the February break and the placement of the spring break.
- vii. G. Giambattista said that Cornell also has the longest amount of study days compared to peer groups at thirteen days compared to ten or seven.
- viii. G. Giambattista said that there is a relatively long winter break and shorter summer break. She said that graduate students tend to like the winter break as there is more time for research but undergraduate students wanted a longer summer break.
- ix. G. Giambattista said that another consideration with breaks is trying to sync them with local public school breaks for child care, which was difficult.
- x. G. Giambattista said that there are three options: the current calendar, the modified current calendar and modified commencement calendar.



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1. G. Giambattista said that fall semester stays the same for both modifications.
 2. G. Giambattista said that 100% response rate from all assembly members is critical to represent constituencies. Ballots will be a ranked choice format and allow for comments.
 3. G. Giambattista said that the report and recommendations will go to the provost and the new calendar with any changes would go into effect for 2018-2019 year.
- xi. B. Nicholson asked if the calendars will be visible on the actual ballot so people can see where the dates and changes will be.
- xii. G. Giambattista said that yes, there will be a link that lets you see if the calendar will be visible side by side and detailed information to make decisions.
- xiii. K. Fitch what year this will be enacted.
1. Dean said it will go into effect 2018-2019.
 2. K. Fitch asked about the impact on hotels for commencement.
 3. Dean said that committee communicated with the hotels and the hotels seemed okay with changes. He said Cornell University and Ithaca College would not be graduating on the same weekend.
 4. Dean said we also put families in our dorms.
- xiv. K. Shiels asked if the Dean supports one over the other and if so, why.
1. Dean said that all things considered, the modified calendar is his preference as it adds senior days and enables students to leave a week earlier to pursue summer opportunities but that the other one is okay as well.
- xv. L. Johnson-Kelly asked how this would impact reunion and alumni relations.
1. Dean said Trustees did not oppose the changes from a reunion and alumni relations perspective.
 2. L. Johnson-Kelly said that those that come back for reunion are engaged with the university and are the donation base.
 3. Dean said that we could try to avoid have reunion on memorial day.
- xvi. Dean Van Loan said that students like the modified calendar but not the early one.
- xvii. G. Giambattista stressed to vote based on what would best help your constituency and that all are good and viable options.
- b. Transportation Task Force Recommendation
- i. K. Fitch said that there are nine members and the committee had an understanding curve to gather to answer questions from the forum but that the



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mission has grown. He said that this committee will most likely not leave any time soon.

- ii. K. Fitch said that a survey is being developed to give to employees and faculty.
- iii. K. Fitch said that the intent is to meet every two weeks and that once the survey is out and data is collected, they will pull in other data out there but that the committee is on the right track.
- iv. K. Fitch said that it might be good to collaborate with Campus Infrastructure Committee from the University Assembly to synthesize all ideas and develop a real plan.
- v. U. Smith said that it is a great idea and that the task force is to gather employee perspective and make recommendations in context of representing staff.
- vi. J. Kruser said that he has been working on moving documents in box to a transportation folder on Box.
- vii. K. Fitch said that it could be good to create a taskforce page and J. Kruser agreed to work on it.
- viii. K. Shiels said it's important to distinguish between needs and wants and it is important to identify between those, as they are not just wishes.
- ix. Tammy said it might be good to frame survey as a needs assessment.
 - 1. K. Shiels said that when we present our information, it would be good to say this is what we need and distinguish between what would be nice to have.
 - 2. L. Johnson-Kelly said that it would be good to hear more about the transparency and where the \$8000 per parking spot maintenance cost comes into play.

c. EA Annual Report

- i. U. Smith is creating a document that will go to the Board of Trustees about what the Assembly has been discussing, what the staff encompasses and the results of the employee survey.
- ii. U. Smith said that there will be a board presentation and discuss a strategic plan moving forward. He said that striving to make clear that staff needs need to be met as well as student needs.

The meeting was adjourned at 1:30.

Respectfully Submitted,
Amanda Robinson
Clerk of the Assembly

Annual Report of the Employee Assembly Legislative Session 2016-2017



"An Active Voice for Cornell Staff."



Cornell University
Employee Assembly

assembly.cornell.edu/EA



Cornell Staff at a Glance

- NON-ACADEMIC STAFF: 7139
- ACADEMIC STAFF: 1024
- FULL TIME NON-ACADEMIC STAFF: 6657
- PART TIME NON-ACADEMIC STAFF: 482
- INTERNATIONAL STAFF: 50
- UNDERREPRESENTED MINORITY STAFF: 524
- NON-ACADEMIC STAFF BY COLLEGE: 3053
- NON-ACADEMIC STAFF BY SECTOR: 4086
- WOMEN IN THE WORKFORCE: 4124



An Active Voice for Cornell Staff

OBJECT OF THE ASSEMBLY

- ◆ The object of this Assembly shall be to ensure a direct focus for the continued involvement of exempt and non-exempt staff members in the governance of non-academic affairs and in the life of the University.
- ◆ The Assembly will bring about a higher visibility for employees as community members, more equal participation with faculty and students in the policy-making process, and an increased sense of community among all constituencies through shared responsibilities.

REPRESENTING STAFF ACROSS THE UNIVERSITY

- ◆ The Assembly is comprised of 28 voting representatives for each of the colleges, units, and affinity groups.

College of Agriculture & Life Sciences Representative	College of Architecture, Art & Planning Representative	College of Arts & Sciences Representative	College of Engineering/CIS Representative
Graduate School/ Law School/ JGSM Representative	School of Hotel Administration Representative	College of Human Ecology Representative	School of Industrial & Labor Relations Representative
College of Veterinary Medicine Representative	Alumni Affairs & Development Representative	Financial Affairs, Budget & Planning, Audit & Investment Representative	Geneva Campus Representative
Health & Safety Representative	Human Resources Representative	Infrastructure, Properties & Planning Representative	Library, Museum & Continuing Education
Research, Tech Transfer & Information Technology Representative	Student & Campus Life Representative	University Relations Representative	Disability Representative At-Large
Exempt Representative At-Large	International Representative At-Large	Less Than Five Years of Service Representative At-Large	LGBTQ Representative At-Large
Non-Exempt Representative At-Large	Retiree Representative At-Large	Veterans Representative At-Large	Women Representative At-Large

A NEW STRUCTURE

The EA was restructured during the 2015-16 term to create seats more reflective of the organizational structure of the university. As a result of increased engagement, the 2016-17 EA produced more actions than any term in the last ten years.

COMMITMENT TO INCLUSION

Six of the Assembly's actions this term were focused on issues around diversity, underscoring the institution's commitment to inclusion. These actions focused on staff with disabilities, LGBTQ staff, and international staff.

OPEN FOR COMMENT

Resolution 5 marks the first time the EA has utilized the new public commenting feature of the redesigned Office of the Assemblies dashboard. Staff across the university were able to login and leave a comment on the pending piece of legislation for the voting members to review. This provided a new way for staff to engage with the EA outside of the regular meetings.



2016-2017 LEGISLATIVE ACTIONS

Eleven resolutions were presented to the Assembly during the term. Ten of those actions were approved by the Assembly and conveyed to the Office of the President. One action was tabled pending a public comment period.

The topics addressed by the Assembly were as diverse as the staff whom it represents. This year, the Assembly began addressing issues around diversity, transportation, health and wellness, and accessibility.

- **Resolution 1:** [Adoption of Toward New Destinations Initiatives 2016-17](#)
- **Resolution 2:** [Advocating for an Inclusive Rebranding](#)
- **Resolution 3:** [In Appreciation and Recognition of Franklin N. Henry, Sr.](#)
- **Resolution 4:** [Cornell Commitment to Web Accessibility](#)
- **Resolution 5:** [Endorsing the Ithaca Plan: A Public Health and Safety Approach to Drugs and Drug Policy](#)
- **Resolution 6:** [LGBTQ Inclusion in Campus Records](#)
- **Resolution 7:** [LGBTQ Inclusion in University Benefits](#)
- **Resolution 8:** [In Support of DACA Students & Foreign Nationals at Cornell University](#)
- **Resolution 9:** [In Recognition and Appreciation of Leon Lawrence](#)
- **Resolution 10:** [Revision of the Employee Assembly Charter and Bylaws](#)
- **Resolution 11:** [Establishment of a Transportation Task Force](#)



CHALLENGES & OPPORTUNITIES

The results of the [2016 Employee Survey](#) were published in March 2017. While the results showed positive gains in many areas, including overall satisfaction, several areas of concern remain:

- ◆ Workload
- ◆ Staff Recognition
- ◆ Consistency in Workforce Policy Administration
- ◆ Overall Direction of the University

Of the 70 percent of non-academic staff who responded to the survey, only 28 percent indicated that the Employee Assembly represented their needs. This underscores the need for the EA to better engage with its various constituent groups, and to advocate on behalf of staff.

STAFF STRATEGIC PLAN

During the 2017-18 legislative session, the EA will focus on developing a Staff Strategic Plan. Similar to the Graduate & Professional Community Initiative, this plan will provide a five-year outlook with clear milestones and measurable benchmarks to achieving goals most important to the Cornell staff community. These include:

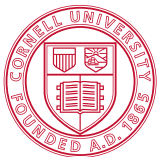
- ◆ Professional Development and Career Resources
- ◆ Diversity, Equity, and Belonging
- ◆ Health, Wellness, and Flexibility
- ◆ Transportation Services
- ◆ Housing and Cost of Living



OFFICE OF THE ASSEMBLIES

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EA R5: Endorsing “The Ithaca Plan: A Public Health and Safety Approach to Drugs and Drug Policy”

Abstract: This resolution is a show of community support and UA endorsement for the proposed “Ithaca Plan” to address opiate addiction in Ithaca, NY.

Sponsored by: Jeramy Kruser, Research and Technology Transfer Representative, Employee Assembly; Linda Copman, Employee; University Assembly;

Reviewed by: Executive Committee, 11/02/2016

Whereas, the University community recognizes the critical need to address issues of campus safety, in the wake of separate stabbing incidents on or near campus this semester, at least one of which involved the sale of drugs; and

Whereas, in fall 2015, the Office of Institutional Research and Planning recorded that there were a total of 32,076 people working or studying at Cornell, which is slightly more than the total population of the City of Ithaca (30,788 persons), and nearly one third of the total population of Tompkins County (104,926 persons) according to U.S. Census data for July 2015; and

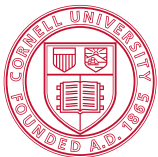
Whereas, the vast majority of Cornell students, faculty, and staff live off-campus in the City of Ithaca and in surrounding communities, where they utilize and depend upon the healthcare and criminal justice services and systems provided by these communities; and

Whereas, members of the Cornell community are suffering from drug addiction and it often falls to the staff of the University, including medical, counseling, student affairs, and custodial staff, to cope with the impacts of drug use—such as overdose, problems with academics, and missed days of school or work; and

Whereas, the University administration has expressed support for strengthening our relationships with the public safety and law enforcement agencies in the City of Ithaca and surrounding communities, as one important means to bolster campus health and safety; and

Whereas, in April 2014, City of Ithaca Mayor Svante Myrick convened the Municipal Drug Policy Community and charged this group with recommending policies and practices we could adopt to improve our local response to drug use and related policies; and

Whereas, in February 2016, the Municipal Drug Policy Community, comprised of experts and leaders from the various sectors that respond to drug use in our community, including representatives from the University, released its report outlining a coordinated drug strategy which is rooted in public health and safety; and



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Whereas, it is the opinion of these experts that if the Ithaca Plan is fully implemented, then recovery rates will increase, fatal overdoses will decrease, and public health and safety in our community will improve; and

Whereas, the Campus Welfare Committee of the University Assembly formally considered the findings and recommendations of the Municipal Drug Policy Community on October 25, 2016, and it was the consensus of the group to endorse these finding and recommendations; therefore

Be it resolved, that the University Assembly formally endorses the goals and recommendations outlined in the Executive Summary of “The Ithaca Plan: A Public Health and Safety Approach to Drugs and Drug Policy,” namely:

- **Governance and Leadership**
Create a mayoral-level office tasked to reduce the morbidity, mortality, cost, and inequities associated with illicit drugs and our current responses to them.
- **Education**
Key stakeholders and all Ithacans should have access to evidence-based practices and education around drugs, preventing problematic use, reducing harms associated with drug use, and helping oneself or others who have a drug use problem.
- **Recovery-Oriented Treatment, Harm Reduction, and Ancillary Services**
Create a recovery-oriented treatment continuum that offers access to timely, individualized, and evidence-based, effective care, through services that are people-centered and able to meet the needs of individuals no matter their current relationship to drug use or recovery.
- **Community and Economic Development**
Support and expand existing efforts to improve youth and family development, economic opportunity, and public health of communities, targeting vulnerable communities as immediate beneficiaries and ensuring that all Ithacans have the same access to resources and investments.
- **Public Safety**
Redirect law enforcement and community resources from criminalization to increasing access to services. Encourage a shared responsibility for community health and safety that extends beyond the Ithaca Police Department.

Resolved, that the University administration should partner with the City of Ithaca to advocate for approval of The Ithaca Plan in the upcoming 2017 legislative session and to support the implementation of the recommendations outlined in the Plan; and

Be it Finally Resolved, that the University administration and the City of Ithaca should formally present a status update on progress made toward achieving the goals of The Ithaca Plan to the University Assembly by October 2017, and on an annual basis every October thereafter until the goals outlined above been achieved.

Adopted by Vote of the Assembly (_ _ _), _____, 2016,
Respectfully Submitted,

Linda Copman, Employee; University Assembly;

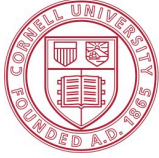


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84 **Jeramy Kruser**, Research and Technology Transfer Representative, Employee Assembly;

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Public Comments Regarding Resolution 5: Endorsing The Ithaca Plan: A Public Health and Safety Approach to Drugs and Drug Policy

Name: William Heilman (wph35@cornell.edu)

Comment: This is not an issue the EA should be spending its time on. Staff who live in the city can voice their opinions via local government.

Name: Leslie Meyerhoff (mls73@cornell.edu)

Comment: I support this resolution.

Name: Douglas McLaren (dsm27@cornell.edu)

Comment: I support this resolution

Name: Elise Gold (ebg44@cornell.edu)

Comment: I appreciate that you are considering such important issues and looking to strengthen town/gown relations. In this case, **I can not stress strongly enough how opposed I am to passing this resolution on many fronts.** As far as "town" goes, there is not widespread support for this plan. Tompkins County has a history of expanding social services beyond what is the norm for surrounding counties and then we are flooded with people who come here to use these services that their former home county didn't provide. The Mental Health Building downtown is an example. A facility that was supposed to take care of local needs for years to come was out of room in four months when people flocked into Ithaca because we had a better facility. The places that have embraced the opium centers, Vancouver for instance, have had marginal success and neighborhoods destroyed as opium users flocked to where the centers were. I have tremendous respect for the mayor and am sure he is well intentioned with his proposal. There truly is a terrifying epidemic that needs to be addressed. However, Cornell as a dominant institution in the area should not be putting sway into such a sensitive local topic, at least not unless you are willing to make room on campus for the clinic.

Name: Nancy Preston (nep7@cornell.edu)

Comment: I support this resolution.

Name: William Sheppard (wms78@cornell.edu)

Comment: I fully support this resolution - to second what Jeramy said, shifting from an incarceration/criminalization stance to a recovery/public health point of view is a step in the right direction.

Name: Virginia McAuley (vig1@cornell.edu)

Comment: Adequate rehab & recovery facilities need to be in place to aid in effectiveness and success of the proposed site/service. There are currently referrals and long waiting lists for live-in recovery treatment.

Name: Katelyn Godoy (kms382@cornell.edu)

Comment: Absolutely not. I do not think the university should affiliate itself with, or publicly support, the Ithaca Plan. More than anything, I feel the Ithaca Plan is a political issue (having received national coverage) and is too "hot" of a subject. I fear the university will receive backlash from parents and conservative families who would be hesitant to send their children to a university that supports a city-based plan to encourage "safe spaces" for drug use. Yes, there are many measures of the Ithaca Plan that address the heroin epidemic—but those are not what are known to the public at large. Perhaps Cornell can work with health professionals, students services, and other public constituents to develop its own plan to provide resources for its own students who are struggling with addiction.

Name: Diane Jacobson (dej53@cornell.edu)

Comment: This is definitely a start in the right direction. My only concern is how the facility will be viewed to those that truly do not understand why this approach is being used. The community will definitely need to be educated on the reason why this approach is being considered. I am behind the EA supporting Mayor Myrick's plan. It will be interesting to see what kind of support we can offer to help with this community issue.

Name: Jeramy Kruser (jak474@cornell.edu)

Comment: I think this is a great opportunity to shift policy towards treating addiction as a public health issue, rather than a criminal issue. It is focusing on recovery rather than incarceration. What we have been doing nationally for decades certainly isn't working. I look forward to seeing the results of this policy.

Name: Heather Crespín (hec58@cornell.edu)

Comment: I think this is such a sensible approach, and will hopefully help members of the Ithaca community find healing. Thank you for supporting this!

Name: Marianne Arcangeli (ma84@cornell.edu)

Comment: I'm not sure I agree with the Public Safety statement to "redirect law enforcement and community resources from criminalization to increasing access to services." I believe law enforcement should focus on the criminal aspects of the drug problem facing our communities. Community organizations should find ways to increase access to services.

Name: Lorrie Renee Davis (lrs97@cornell.edu)

Comment: Thank you. I think it's time we tried a new approach. I look forward to the progress report in October of this year.