



## Cornell University Employee Assembly

### Cornell University Employee Assembly Minutes of the Wednesday, June 29, 2016 Meeting 12:15pm – 1:30pm in Stimson Hall, Room 119

- I. Call to Order (U. Smith)
  - U. Smith called the meeting to order at 12:15pm and called the roll.
- II. Call for Late Agenda Items (U. Smith)
  - M. Stefanski Seymore added a report from the Veterinary Staff Council.
  - B.J. Siasoco added a transportation-related issue.
- III. Approval of the June 15, 2016 Minutes (U. Smith)
  - M. Stefanski Seymore corrected her position on the University Benefits Committee.
  - P. Thompson requested correction of a typographical error
  - The minutes were approved by unanimous consent.
- IV. Business of the Day
  - B.J. Siasoco reviewed the Employee Assembly Executive Committee and the goals of the Assembly for the year.
    - The Executive Committee will meet before the general body meeting. The committee is open to everyone. The first meeting of the month is in-person and the second is via telephone.
    - At the last Executive Committee meeting, the committee reviewed the goals for the year. These include the structure of the Assembly (especially the staggering of terms), getting the Charter and Bylaws in order, and developing a strategic community initiative similar to the Graduate and Professional Student Community Initiative. This strategic initiative will help to develop what the long term vision for staff at Cornell is.
    - The President's address to staff is in the fall. This is one of the bigger event the Assembly has. It is currently planned for October and Assembly members are encouraged to assist with the planning.
    - The Assembly is looking to formalize and increase the publicity of the Kudos awards, the Mary Opperman Award, and the George Peter Award.
  - G. Giambattista gave an orientation presentation.
    - The primary source of information for the Assemblies is the Dashboard (<http://www.assembly.cornell.edu/dash>). Here members will find information on meetings, resolutions, committees, and members. There is a portal for accessing information specific relevant to each user.
    - Campus Governance at Cornell consists of the Student Assembly, the Graduate and Professional Student Assembly, the Employee Assembly, the University Assembly, the Faculty Senate.
    - Authority that the Assembly has is delegated from the Board of Trustees and the President. The EA legislative authority to recommend changes to university policies that affect constituents, subject to approval by the President



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- The Assembly is governed by several layers of documents and rules. These include, in order of supersession: local, state, federal laws; University policy; Assembly Charter; Assembly Bylaws and Standing Rules; Robert's Rules of Order
- For the complete presentation, please see the slides following these minutes.
- B. Murphy gave an overview of the functions of the Dashboard.
  - All Assembly members are staffed in the Dashboard and have certain accesses based on their positions.
  - Anyone at Cornell can apply to join a committee (as long as they are the appropriate constituency and the committee is accepting applications).
  - Committee Chairs can review committee applications and recording important data regarding their committee meetings.
  - All data about resolutions, meetings, committees, and staffing is housed on the dashboard.
- **Resolution 1: Adoption of Toward New Destinations Initiatives 2016-17** (B.J. Siasoco)
  - U. Smith and B.J. Siasoco used this resolution as an example of the resolution process. U. Smith explained the process of writing a resolution and gathering feedback from administrators. Resolution 1, however, is a real resolution that will be discussed and voted on.
  - L. Field asked about the status of the Assembly as a diversity unit. U. Smith explained that the Department of Workforce Inclusion and Diversity requested that the Assemblies, as a unit, participate in the University-wide diversity planning.
  - L. Field asked about the timeline. U. Smith explain that the goals are expected to be reached in a year and, if not, explain why the goals were not met.
  - M. Stefanski Seymour asked about the engagement initiative and how it will be included in the employee survey. U. Smith explained that the employee survey is happening this fall. The question is how to use the results to address issues and, eventually, develop a strategic plan. The employee survey will be administered by HR and the results will be delivered to the Assembly.
  - B.J. Siasoco said that the survey is scheduled to be administered in the October timeframe, dovetailing with the President's Address to Staff.
  - L. Johnson-Kelly asked about the final core principal's (inclusion/engagement) success measure. U. Smith clarified that there was a mistake in the document and the success measure is actually more functionally related to the Assembly.
  - U. Smith motioned to extend the meeting by 5 minutes. Approved by unanimous consent.
  - U. Smith motioned to **amend** the Resolution's attachment, on the last core principle (inclusion/engagement). Strike the content of the "How will you measure success?" and replace it with "Update the Employee Assembly Bylaws." The amendment was **approved** by unanimous consent.
  - B.J. Siasoco motioned to **call the question**. The resolution was **adopted** by a vote of 15-0-0.

U. Smith adjourned the meeting at 1:40pm.