

Cornell University
Employee Assembly

AGENDA
Employee Assembly Meeting
August 17, 2016
12:15 -1:30pm
701 Clark Hall

“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. Announcements

V. Reports

VI. Business of the Day

- Employee Survey: Marin Clarkberg from IRP (30 min)
- Discussion and Passing Standing Rules (H. Hall)
- Discussion: Departments to invite to EA Meetings
- Communications Templates and Communications Procedures (L. Field)

VII. New Business

- Resolution #2 - Advocating an Inclusive Rebranding

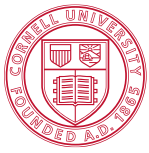
VIII. Adjournment

Future Guests:

Future Events:

Launch of Staff Survey (Target Date: Early October)

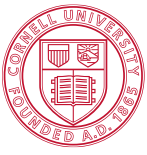
President's Address to Staff (Target Date: Mid-October)



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



Cornell University Employee Assembly

- 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.



Career Development

How much do you agree or disagree with the following statements?

	Strongly disagree	Disagree	Neutral	Agree	Strongly agree	Not applicable
My performance reviews are conducted on a regular basis	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My performance reviews provide me with useful feedback on my work	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My supervisor fairly evaluates my work performance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I have regular opportunities to provide feedback about my supervisor's performance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My supervisor supports me in pursuing learning and professional development opportunities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My department or unit is doing a good job of retaining its most talented employees	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am satisfied with my opportunities for promotion within Cornell	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
If I had an opportunity to get a similar job outside Cornell, I would stay with Cornell	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Respect & Fairness

How much do you agree or disagree with the following statements?

	Strongly disagree	Disagree	Neutral	Agree	Strongly agree	Not applicable
Staff are treated with respect at Cornell	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My supervisor treats me with respect	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cornell does a good job of recognizing the contributions of staff	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am satisfied with my involvement in decisions that affect my work	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Within my department or unit, workforce policies are usually administered fairly and consistently	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Across departments or units at Cornell, workforce policies are usually administered fairly and consistently	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am treated fairly at Cornell without regard to my race, ethnic background, gender, religion, disability or sexual orientation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cornell makes a strong effort to attract employees from diverse backgrounds	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



Life Outside the University

To what extent are the following a source of stress for you?

	Not at all	A little	Some	A great deal	Not applicable
Finances and/or debt	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Concern about your own health	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Child care	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Care of someone who is ill, disabled, or aging	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Concern about the security of your position at Cornell	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

How much do you agree or disagree with the following statements?

	Strongly disagree	Disagree	Neutral	Agree	Strongly agree	Not applicable
The university provides support to help staff balance work and personal responsibilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My supervisor provides support to help staff balance work and personal responsibilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I can easily find reliable information concerning the policies and benefits that apply to me	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The university's benefit programs (health, retirement, etc.) meet my needs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

About You

Do you have supervisory responsibilities (excluding student employees)?

I do not directly supervise employees

I directly supervise 5 or fewer employees

I directly supervise 6 to 10 employees

I directly supervise more than 10 employees

Do you have a disability?

Yes

No

What is your gender?

Male

Female

Transgender/gender-variant

What is your sexual orientation?

Straight/heterosexual

Gay, lesbian or bisexual

Questioning

Not specified

Are you Hispanic or Latino?

Yes

No

Regardless of your answer to the previous question, please check **one or more** of the following groups in which you consider yourself to be a member:

American Indian or Alaskan Native

Asian

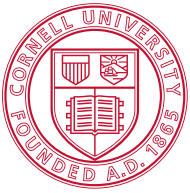
Black or African American

Native Hawaiian or Other Pacific Islander

White

Thank you for completing the Cornell Employee Survey!

Please use the envelope provided to return your survey and any comments to: Cornell Employee Survey, 391 Pine Tree Road, Rm. 118, Ithaca, NY 14850



Cornell University Employee Assembly

E.A. Resolution #2

Advocating an Inclusive Rebranding

1
2
3 Sponsored by: B.J. Siasoco

4 **Whereas,** In 2004 Leaders at Cornell Plantations questioned the appropriateness of the name
5 “Cornell Plantations” and whether a different, more descriptive name was needed; and

6 **Whereas,** In 2009 and 2010 Plantations went through a rebranding process in an effort to better
7 define themselves, working with outside firm Lipman Hearne, to develop marketing tag lines that
8 captured the essence of experiences at Plantations and to redesign their logo to try and visually
9 depict what and who they are more clearly; and

10 **Whereas,** In 2014, Dr. Christopher Dunn started as the E. N. Wilds Director of Cornell Plantations
11 and was tasked by Dean Kathryn Boor to take an in-depth look at Plantations, their mission and
12 vision, and to see if it should be adapted to inform modern needs. She noted that one possible result
13 of this examination is the Plantations that we know today could end up looking somewhat different
14 in the future and that prospective changes could include rebranding; and

15 **Whereas,** From April 2014 through April 2015, Dr. Dunn met with Plantations’ staff, the advisory
16 council, university leadership, CALS leadership, and other community stakeholders to better
17 understand Plantations’ brand within the College and greater University context; and

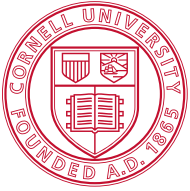
18 **Whereas,** In October of 2015 Cornell Plantations began a strategic planning process and hired
19 Beacon Associates to lead them through the process; and

20 **Whereas,** In November of 2015, Black Students United provided the Cornell University
21 administration a list of demands that they felt needed immediate addressing, which included the
22 changing of the name of the Cornell Plantations; and

23 **Whereas,** In December of 2015 Beacon held a series of focus groups amongst Plantations brand
24 fans both on the Ithaca campus and in New York City and conducted a follow-up survey to better
25 understand how they related to the mission, the vision and brand, which showed that 70-75% of
26 respondents felt the name Cornell Plantations did not fit with who they are, and what they actually
27 do; and

28 **Be it therefore resolved,** that the Employee Assembly encourages the Board of Trustees to include
29 the proposed name change of Cornell Plantations on their October 2016 board meeting agenda.

30
31 **Be it finally resolved,** that the Employee Assembly encourages the Board of Trustees to approve
32 the proposed name change to “Cornell Botanic Gardens”, so that Cornell’s botanic gardens,
33 arboretum and natural areas may better represent what they do, and reach broader audiences.
34



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35

36 **Respectfully Submitted,**

37

38 *B.J. Siasoco*

39 Executive Vice Chair, Employee Assembly