

**Cornell University**  
**Employee Assembly**

**AGENDA**  
**Employee Assembly Meeting**  
**November 2, 2016**  
**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**

- October 19, 2016

**IV. Report from the Chair**

- EA Retreat
- EA Leadership Meeting

**V. Business of the Day**

- Discussion of the Academic Calendar and Representation of Non-Professorial Academic Staff – Dean of the Faculty, Charlie Van Loan (12:30 – 1pm)

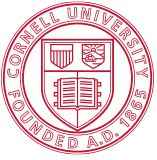
**VI. New Business**

- For Introduction: Resolution 4: Cornell Commitment to Web Accessibility
- For Introduction: Resolution 5: Endorsing "The Ithaca Plan: A Public Health and Safety Approach to Drugs and Drug Policy
- For Introduction: Resolution 6: LGBTQ Inclusion in Campus Records
- For Introduction: Resolution 7: LGBTQ Inclusion in University Benefits

**VIII. Adjournment**

**Future Guests:**

**Future Events:**



# Cornell University Employee Assembly

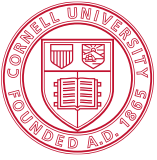
## Cornell Employee Assembly

Minutes of the October 19, 2016 Meeting

12:19 PM – 1:30 PM

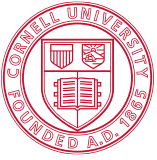
401, Physical Sciences Building

- I. Call to Order
  - a. U. Smith called the meeting to order at 12:19.
  - b. *Members Present:* I. Allen, S. Cowles, K. Fitch, T. Grove, H. Hall, L. Johnson-Kelly, K. Long, L. Majani, R. Morris, C. Sanzone, T. Shapiro, K. Shiels, BJ. Siasoco, U. Smith, P. Thompson, S. Willcox
  - c. *Members Absent:* B. Ayanfodun, M. Carcella (excused), A. Darko, J. Kruser, K. Mahoney, B. Nicholson (excused), T. Payne (excused), M. Stefanski Seymour (excused)
  - d. *Also Present:* G. Giambattista B. Murphy, A. Robinson, S. Zemanick, S. Brylinsky
- II. Approval of the October 5, 2016 Employee Assembly Minutes
  - a. The minutes were approved by unanimous consent.
- III. Committee Reports and Updates
  - a. President's Address
    - i. B. Siasoco said that the President's Address was successful and that there was a good number of people and good questions.
    - ii. C. Sanzone said that there was participation from Geneva and New York City and that there were around 300 simultaneous views. Additionally, a high resolution recording was sent out for captioning and would be made available.
    - iii. B. Siasoco said that feedback has been good so far and requested that any additional feedback be sent to him for next year.
- IV. Business of the Day
  - a. Senior Leader Climate Action Group Presentation on "Options for Achieving a Carbon Neutral Campus by 2035" Report – S. Zemanick and S. Brylinsky
    - i. Senior Leaders Climate Action Working Group (SLCAG) was formed in 2015 to engage senior leadership of the college.
    - ii. Topics discussed by SLCAG were integrating sustainability and how to make it part of the community as well as options for achieving a carbon neutral campus by 2035.
    - iii. Cornell committed to be carbon neutral in 2007. The report, titled "Options for Achieving a Carbon Neutral Campus by 2035" outlines options, costs and risks associated with becoming carbon neutral. The report is not a plan but an opportunity for dialogue.



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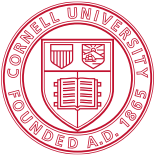
- iv. There will be a community forum on October 31<sup>st</sup> from 5-6 PM in Goldwin Smith Hall. There is also an online comment and feedback form.
  - v. The report introduced three tools to evaluate the cost of carbon: the social cost, the quadruple bottom line and measuring the upstream impact from using natural gas.
  - vi. BJ. Siasoco said that adding the “purpose” piece is huge and the culture shift is the hard part in making changes like this for the whole community. A purpose would allow people to latch on to something and be part of a greater mission.
  - vii. BJ. Siasoco asked what the costs are to get from where we are now to where we want to be.
    - 1. S. Brylinsky said there is a potential timeline of page 4 of the report as well as a 5-10-year phasing goal.
  - viii. BJ. Siasoco said that it would be helpful for people to clearly see where the changes will be hard and then see where it pays off.
  - ix. G. Giambatistta said that there was a university assembly resolution passed last year that spoke to each constituent assembly to take up this issue with their constituent group and that it was a high level report with lots of information. Asked if there are steps that can be taken in groups or divisions to make small changes now that will eventually support the culture changes.
  - x. U. Smith said that the staff needs to feel engaged and not like the changes are geared towards faculty and students with staff only meant to implement the changes.
- V. Committee Reports
- a. Staff Recognition
    - i. T. Grove said nothing new has occurred since the last Employee Assembly meeting, the recipient of the AWARD will receive the award in the Big Red Barn. The committee will be working on publicity for the next round of awards and all nominees are in the box using the email list.
    - ii. P. Thompson said that she will be reaching out shortly to all of the committee chairs to make sure that emails are being sent out and that the committees have clear aims and goals.
  - b. University Assembly Report
    - i. U. Smith said that University Assembly is redoing part of its charter and there was discussion on the process of appointments and removals from the University Assembly. One concern was that this gives the University Assembly the authority the terms of membership of other constituent



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assemblies. The goal is to try to present amendments that do not inhibit the work of the University Assembly but give the assemblies flexibility.

- VI. Report from the Chair
  - a. Second Staff Forum – U. Smith
    - i. U. Smith said that it was very well attended and good feedback has already been received.
    - ii. BJ. Siasoco said that if there are general themes from the two forums, let BJ. Siasoco know.
  - b. Employee Assembly Retreat
    - i. BJ. Siasoco said the retreat will be on October 27<sup>th</sup> and that the basic agenda will be in box. The retreat will take place 8AM to 1PM, location to be announced. Breakfast and lunch will be provided.
    - ii. T. Shapiro asked to think about start time and parking to ensure everyone can get there.
      1. BJ. Siasoco said that gathering time was built into the schedules.
- VII. Business of the Day Part II
  - a. Resolution Commemorating Franklin N. Henry, Sr.,
    - i. G. Giambattista sponsored resolution as a staff member at large.
    - ii. G. Giambattista said that Franklin N Henry, Sr. did a lot for the university, served as an employee elected trustee, mentored members of the community and passed away this summer.
    - iii. G. Giambattista said that there is not a mechanism to recognize staff members for their contributions and this resolution would help.
    - iv. H. Hall asked if this resolution could be presented and voted on in the same Employee Assembly meeting.
      1. G. Giambattista said yes.
    - v. N. Doolittle suggested taking out lines 25-26 from the resolution as proof that the scholarship existed was not found.
      1. Motion was made to **amend resolution** and omit lines 25-26.
      2. Amendment **passed**, 14-0-1.
    - vi. U. Smith called the question on the resolution.
      1. Resolution **passed** 15-0-0.
  - b. Standing Rules
    - i. Motion to **table** standing rules until the November 2<sup>nd</sup> meeting.
      1. Motion **passed**.
    - ii. U. Smith said that the most updated version will be emailed to everyone so that a vote can occur on November 2<sup>nd</sup>.
  - c. Discussion of Resignation of L. Fields

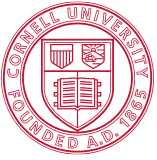


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- i. U. Smith said that the resignation leaves a vacancy on executive committee as well as the general body. The recommendation is to not fill vacated membership seats until the next election cycles.
  1. L. Majani said she agrees with this decision.
  2. S. Cowles said that if there were more people applying it would make sense to hold elections but since there are still vacant seats from the first round of elections it makes sense to wait.
  3. U. Smith said that individuals are welcome to participate as ex-officio members until the next election cycle.
  4. BJ. Siasoco said that there is one individual from hotel that will still be seated.
  5. K. Fitch suggested that the vacancies can be represented by the chair in their absence of representation.
  6. U. Smith motioned on whether or not to have an election
    - a. Motion **passed** 13-0-1 in favor of not filling vacancies until the next election cycle.
- ii. U. Smith said that there is now a vacancy is available on executive committee and that there is now an open floor for nominations.
  1. H. Hall motioned to extend the meeting by five minutes.
    - a. Motion **passed** by unanimous consent.
  2. G. Giambasitta said that the communications chair works closely with the Office of Assemblies so there is a lot of support for the position.
  3. T. Shapiro said that nominations should wait until the next meeting due to absences and to give everyone time to consider.
    - a. General agreement.

The meeting was adjourned at 1:35 PM.

Respectfully Submitted,  
Amanda Robinson  
Clerk of the Assembly



## EA R4: Cornell Commitment to Web Accessibility

**Abstract:** This resolution calls for the University to adopt Web Content Accessibility Standards for all new websites and require remediation for conformance by legacy websites.

**Sponsored by:** Jeramy Kruser, Research and Technology Transfer Representative, Employee Assembly

**Reviewed by:** Personnel Policy Committee, MM/DD/YYYY

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**Whereas**, worldwide there are 285 million people with some sort of visual impairment, 275 million people with moderate-to-profound hearing impairment, and many more have physical, speech, cognitive, and neurological disabilities or a limited understanding of English; and

**Whereas**, in 1990 the Americans with Disabilities Act (ADA), a federal civil rights law that prohibits discrimination against people with disabilities in areas of public life, was passed; and

**Whereas**, under Section 508 of the Rehabilitation Act of 1973, a federal law which provides action to the promise of the ADA, federal agencies are required to make their electronic and information technology accessible to people with disabilities, and standards are provided; and

**Whereas**, the Cornell motto reflects our inclusive goal of “... any person ... any study”; and

**Whereas**, The University’s Equal Education and Employment Opportunity Statement declares that Cornell is “committed to assisting those persons with disabilities who have special needs related to their educational pursuit or employment” and prohibits discrimination on this basis; and

**Whereas**, The Campus Master Plan states that, “Cornell’s campus shall contain a diversity of inviting, accessible and safe places, for social and culture interaction, recreation, athletics, and passive enjoyment by faculty, staff, students and visitors...”; and

**Whereas**, Cornell’s websites are one of our most visible communications tools, and any site on the Cornell.edu domain is a representation of the university, reflecting our competency, values, and standards; and

**Whereas**, in order to meet our stated institutional commitment to accessibility, our web administrators, content providers, and developers need institutional support and a set of published standards to work from when creating new web sites and remediating legacy sites; and

**Whereas**, an inaccessible website can exclude faculty, staff, prospective and existing students, and their families, due to their abilities or the method they use to access the web; and

**Be it therefore resolved**, the Divisions of University Relations, Cornell Information Technologies, and Human Resources will set and publish a standard of accessibility for all websites on the Cornell.edu domain which will:

1. Set a baseline standard to meet Section 508 Standards, and to meet a minimum of 'A' level conformance with the current Web Content Accessibility Guidelines (WCAG)
-



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- 44           2. require all newly created sites to meet these standards  
45           3. require all legacy sites to be remediated for conformance upon any major update.

46

47 **Be it finally resolved**, the Divisions of University Relations and Cornell Information Technologies will:

- 48           1. Revise the Brand Book to include accessible templates for items including but not limited to  
49           presentations, videos, posters, and digital media;  
50           2. Survey colleges, schools, and functional areas annually for their level of conformance, making  
51           the survey results available to the Assemblies.  
52           3. Provide guidance, incentive, access to training, and encouragement to all functional areas, aiming  
53           for the highest level of conformance with WCAG and Section 508 Standards in all possible  
54           cases.

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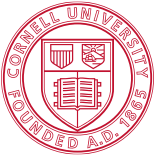
56 **Adopted by Vote of the Assembly** ( \_ - \_ - ), \_\_\_\_\_, **2016**,

57

58 **Respectfully Submitted**,

59 *Jeremy Kruser, Research and Information Technology Transfer Representative*

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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

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**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

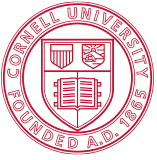
**Whereas,** members of the Cornell community are suffering from drug addiction and it often falls to the staff of the University, including medical, counseling, student affairs, and custodial staff, to cope with the impacts of drug use—such as overdose, problems with academics, and missed days of school 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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39 **Whereas**, it is the opinion of these experts that if the Ithaca Plan is fully implemented, then recovery  
40 rates will increase, fatal overdoses will decrease, and public health and safety in our community will  
41 improve; and  
42

43 **Whereas**, the Campus Welfare Committee of the University Assembly formally considered the  
44 findings and recommendations of the Municipal Drug Policy Community on October 25, 2016, and it  
45 was the consensus of the group to endorse these finding and recommendations; therefore  
46

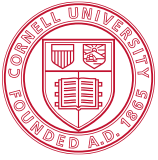
47 **Be it resolved**, that the University Assembly formally endorses the goals and recommendations  
48 outlined in the Executive Summary of “The Ithaca Plan: A Public Health and Safety Approach to  
49 Drugs and Drug Policy,” namely:  
50

- 51 • **Governance and Leadership**  
52 *Create a mayoral-level office tasked to reduce the morbidity, mortality, cost, and inequities*  
53 *associated with illicit drugs and our current responses to them.*
- 54 • **Education**  
55 *Key stakeholders and all Ithacans should have access to evidence-based practices and*  
56 *education around drugs, preventing problematic use, reducing harms associated with drug*  
57 *use, and helping oneself or others who have a drug use problem.*
- 58 • **Recovery-Oriented Treatment, Harm Reduction, and Ancillary Services**  
59 *Create a recovery-oriented treatment continuum that offers access to timely, individualized,*  
60 *and evidence-based, effective care, through services that are people-centered and able to*  
61 *meet the needs of individuals no matter their current relationship to drug use or recovery.*  
62
- 63 • **Community and Economic Development**  
64 *Support and expand existing efforts to improve youth and family development, economic*  
65 *opportunity, and public health of communities, targeting vulnerable communities as*  
66 *immediate beneficiaries and ensuring that all Ithacans have the same access to resources*  
67 *and investments.*
- 68 • **Public Safety**  
69 *Redirect law enforcement and community resources from criminalization to increasing*  
70 *access to services. Encourage a shared responsibility for community health and safety that*  
71 *extends beyond the Ithaca Police Department.*  
72

73 **Resolved**, that the University administration should partner with the City of Ithaca to advocate for  
74 approval of The Ithaca Plan in the upcoming 2017 legislative session and to support the  
75 implementation of the recommendations outlined in the Plan; and  
76

77 **Be it Finally Resolved**, that the University administration and the City of Ithaca should formally  
78 present a status update on progress made toward achieving the goals of The Ithaca Plan to the  
79 University Assembly by October 2017, and on an annual basis every October thereafter until the  
80 goals outlined above been achieved.  
81

82 **Adopted by Vote of the Assembly** ( \_ - \_ - ), \_\_\_\_\_, 2016,



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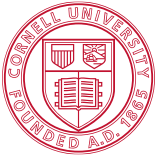
83 **Respectfully Submitted,**

84 **Linda Copman**, Employee; University Assembly;

85 **Jeremy Kruser**, Research and Technology Transfer Representative, Employee Assembly;

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## EA R6: LGBTQ Inclusion in Campus Records

**Abstract:** This resolution calls for the University to fully implement previously approved resolutions and use and employee’s preferred name in all inward-facing internal systems that do not have an explicit business purpose for using an employee’s legal name.

**Sponsored by:** Ulysses Smith, LGBTQ+ Representative, Chair, Employee Assembly

**Reviewed by:** Personnel Policy Committee, MM/DD/YYYY

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**Whereas,** On July 1, 2014, President Obama signed Executive Order 13672, *On LGBT Workplace Discrimination*, prohibiting federal contractors and subcontractors from discriminating on the basis of sexual orientation or gender identity, effective April 8, 2015; and

**Whereas,** On April 1, 2015, the EEOC ruled in *Lusardi v. McHugh* that, “Persistent failure to use the employee's correct name and pronoun may constitute unlawful, sex-based harassment if such conduct is either severe or pervasive enough to create a hostile work environment when judged from the perspective of a reasonable person in the employee's position; and

**Whereas,** The United States Office of Personnel Management’s Transgender Guidance states, “Continued intentional misuse of the employee's new name and pronouns, and reference to the employee's former gender by managers, supervisors, or coworkers may undermine the employee's therapeutic treatment, and is contrary to the goal of treating transitioning employees with dignity and respect. Such misuse may also breach the employee's privacy, and may create a risk of harm to the employee”; and

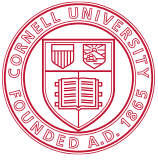
**Whereas,** The University’s Equal Education and Employment Statement declares that no person shall be discriminated against based on “sex, sexual orientation, gender identity or expression”; and

**Whereas,** On August 19, 2015, the Employee Assembly passed “Resolution 2: LGBTQ+ Inclusion for Workday & Campus Records,” subsequently acknowledged and approved by President Elizabeth Garrett on September 22, 2015; and

**Whereas,** On November 12, 2015, the Student Assembly passed “Resolution 20: Preferred Name on ID Cards to Promote LGBTQ+ Inclusivity,” subsequently acknowledged and approved by President Elizabeth Garrett on December 23, 2015; and

**Whereas,** As of July 1, 2016, changes have been made to the Enterprise Directory, the Active Directory, Workday, and PeopleSoft to allow both students and employees to choose preferred names, preferred pronouns, preferred gender markers, to self-report sexual orientation and gender identity, and to have preferred name displayed on the Cornell ID card; and

**Whereas,** There are a number of systems across the institution still pulling and displaying legal name in places where there is no demonstrated need to do so, causing employees to be outed and breaching employees’ privacy.



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43 **Be it therefore resolved,** The Divisions of Cornell Information Technologies and Human Resources  
44 communicate to all system managers and personnel that by July 1, 2017, the university will no longer  
45 use the legal name of an individual in internal, inward-facing systems that do not have an explicit  
46 business purpose (e.g. government reporting, insurance, financial transactions, etc.) for collecting or  
47 displaying legal name.

48  
49 **Be it further resolved,** The Divisions of Cornell Information Technologies and Human Resources  
50 develop instructions on requesting an exception to this policy because of an explicit business  
51 purpose.

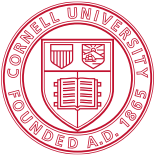
52  
53 **Be it further resolved,** By January 10, 2017, any application or function that is now retrieving the  
54 name from the Directory and has a requirement for legal name will need to be changed to retrieve the  
55 legal name from the data of record: Workday for employees, PeopleSoft for students and alumni.

56  
57 **Be it finally resolved,** By July 1, 2017, any application or function that is now retrieving the name  
58 from the data of record and is for an inward-facing purpose must use and display only the preferred  
59 name and not the legal name.

60  
61  
62 **Adopted by Vote of the Assembly ( \_ - \_ ), \_\_\_\_\_, 2016,**

63  
64 **Respectfully Submitted,**  
65 Ulysses J. Smith, *LGBTQ+ Representative, Chair, Employee Assembly*

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## EA R7: LGBTQ Inclusion in University Benefits

**Abstract:** This resolution requests information from the Division of Human Resources on gender-specific or gendered benefits in report form by March 1, 2017 in an effort to ensure same-gender couples are able to take full advantage of all offered benefits.

**Sponsored by:** Ulysses Smith, LGBTQ+ Representative, Chair, Employee Assembly

**Reviewed by:** Personnel Policy Committee, MM/DD/YYYY

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**Whereas,** On July 26, 2013, the Supreme Court of the United States ruled that Section 3 of the Defense of Marriage Act (DOMA) was unconstitutional because it violated due process and equal protection principles; and

**Whereas,** The DOMA decision struck down the statute that defined “marriage” and “spouse” for purposes of Federal law to include only opposite-sex couples, thus extending most federal benefit programs, such as the Family and Medical Leave Act (FMLA) to any legally recognized marriage; and

**Whereas,** On July 1, 2014, President Obama signed Executive Order 13672, *On LGBT Workplace Discrimination*, prohibiting federal contractors and subcontractors from discriminating on the basis of sexual orientation or gender identity, effective April 8, 2015; and

**Whereas,** On June 26, 2015, the Supreme Court of the United States ruled that state bans on same-sex marriage violated the Equal Protection Clause of the Constitution; and

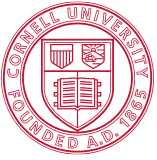
**Whereas,** The University’s Equal Education and Employment Statement declares that no person shall be discriminated against based on “sex, sexual orientation, gender identity or expression”; and

**Whereas,** Cornell University has long offered robust employer-sponsored benefits to employees and their spouses, including same-gender couples; and

**Whereas,** Some benefits, such as those that pertain to family planning, are conditioned on the legal sex of the employee’s spouse, thus leaving some same-gender couples unable to take part in certain benefits.

**Be it therefore resolved,** The Division of Human Resources and the Office of Benefit Services conduct a thorough assessment of all employer-sponsored benefits, both endowed and contract, and present the results of this assessment to the Employee Assembly by March 1, 2017.

**Be it further resolved,** The report should include a listing of benefits that are gender-specific or “gendered” in nature, including but not limited to fertility treatments and artificial insemination; benefits that are not available or pose significant obstacles to same-gender couples; explanations for why each of the highlighted benefits is applied in that particular manner; and an indication of whether the particular benefit can be modified to be inclusive of same-gender couples.



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43 **Be it finally resolved,** The University should make a good faith effort to correct any imbalance in  
44 benefit offerings that are identified in collaboration with the LGBT Resource Center and the  
45 Employee Assembly prior to the March 1, 2017 report deadline, and include any modifications in the  
46 final report.

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48

49 **Adopted by Vote of the Assembly** ( \_ - - ), \_\_\_\_\_, **2016,**

50

51 **Respectfully Submitted,**

52 Ulysses J. Smith, *LGBTQ+ Representative, Chair, Employee Assembly*

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