

Cornell University
Employee Assembly

AGENDA
Employee Assembly Meeting
2018-03-14
12:15 -1:30pm
401 Physical Sciences Building

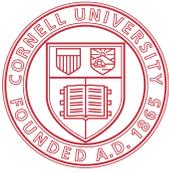
“An Active Voice for Cornell Staff”

We strive to make all events accessible. If you are in need of accommodations in order to fully participate, please contact the Office of the Assemblies at (607) 255-3715 or assembly@cornell.edu.

- I. Call to Order -12:15pm
- II. Call for Late Additions to the Agenda
- III. Approval of Minutes
- IV. Business of the Day – 45min
 - a. Staff holidays in spring semester (Carrie Sanzone)
 - b. Teladoc benefit offered by Aetna (Carrie Sanzone)
 - c. Discussion: BoT Meeting Topics for March 21st
 - d. Committees to finalize outstanding issues
- V. Old Business
- VI. New Business
- VII. Committee Reports – 25min
 - a. Communications Committee
 - b. Employee Education & Development Committee
 - c. Employee Welfare Committee
 - d. Elections Committee
 - e. Personnel Policy Committee
 - f. Staff Recognition, Awards & Events
 - g. Transportation Task Force
 - h. Employee-Elected Trustee
 - i. Cornell Retiree Association Liaison
 - j. Executive Committee
- VIII. Adjournment – 1:30pm

Future Guests:

Future Events:



Cornell University Employee Assembly

Cornell Employee Assembly
Minutes of the February 28, 2018 Meeting
12:15-1:30 PM
401 Physical Sciences Bldg.

I. Call to Order

- a. C. Wiggers called the meeting to order at 12:16pm.
- b. *Members Present:* P. Andersen, H. Depew, K. Fitch, T. Grove, A. Haenlin-Mott, D. Harris, A. Hourigan, A. Howell, L. Johnson-Kelly, J. Kruser, K. Mahoney, B. Nicholson, B. Roebal, C. Sanzone, K. Sheils, P. Thompson, C. Wiggers
- c. *Members Absent:* I. Allen, B. Ayanfodun, M. Carcella, C. Dawson, M. Mosereiff, S. Vaccaro, S. Willcox

II. Call for Late Additions to the Agenda

- a. No late additions.

III. Approval of Minutes

- a. A. Haenlin-Mott motioned to amend the meeting minutes of February 14, 2018 to note that K. Mahoney was present at the meeting of February 14, 2018 – **amended**
- b. Motion to approve the minutes as amended – **passed** with no dissent

IV. Business of the Day

- a. C. Van Loan spoke about Senate representation for the thousand non-tenured track faculty. When asked their opinions on representation, many responded they would like to do things through the Senate. C. Van Loan brought this up to the Senate and the next step will be forming a committee of about 10 people representing a broad range of groups. He is hopeful the Senate will create at-large seats for more representation. The plan will first go to the Senate and after the Senate passes a resolution, they will have to do a University Faculty referendum.
- b. C. Van Loan gave an update on the proposed consensual relationships policy. The policy's purpose is to inspire ethical behavior and create a climate for teaching, research, and learning, as opposed to a long list of prohibitions.
 - i. C. Van Loan said the first phase was gathering information and feedback. They have a rough draft on the website with broad consensus.
 1. There will be a Senate meeting in April to vote and this will be repeated in each of the assemblies. The vote, as well as the comments, will go to President Pollack who will hand it to lawyers. What will be produced by the lawyers will not look like what they did, so they are working hard to get consensus to make the policy strong but sufficiently open-minded enough that people will support it.
 - ii. C. Van Loan explained the policy deals with authority-subordinate pairs.
 1. Possible authorities include staff, faculty (broadly construed), post graduate, graduate, and undergraduate (for example: undergraduate graders).
 2. Possible subordinates include post graduate, graduate, undergraduate.

- iii. C. Van Loan said staff was not initially in the picture because they assumed they could later adjust, but realized at the first meeting this was not the way to proceed.
- iv. C. Van Loan outlined some recommendations of the policy.
 - 1. Prohibit all faculty and undergraduate consensual relationships. Undergraduates have the right to take courses and participate in research. Anything that interferes with “any person any study” should not be tolerated.
 - 2. Prohibit certain consensual relationships between faculty and graduate students. They are more flexible with graduates because they have the benefit of the undergraduate experience.
 - 3. If a staff person can affect the academic or professional future of a student, it is off limits.
- v. C. Van Loan explained the policy requires a recusal plan for borderline cases that includes identifying places of potential conflicts of while discouraging authorities of looking the other way.
- vi. C. Van Loan identified multiple resources for subordinates who believe their academic pursuits are jeopardized due to past or current consensual relationships.
 - 1. DUS, DGS, Chair
 - 2. College HR Offices
 - 3. Title IX Office
 - 4. ConsensualPolicy@cornell.edu
- vii. C. Van Loan urged campus-wide conversations on this topic and promoted talking about taboo topics in a scientific way.
- c. C. Van Loan opened his presentation to questions.
 - i. J. Kruser asked how “relationship” is defined. P. Anderson noted they did not use the word “sexual.”
 - 1. C. Van Loan said they did spend some time discussing this and a definition is presented if clicked on “relationship” in the lead paragraph. However, he acknowledged there is no way to draw definite lines.
 - ii. D. Harris asked if they see any resources for faculty and staff to have confidential conversations.
 - 1. C. Van Loan said they have protocols for that and urged for proper education.
 - iii. C. Van Loan said they considered opening a new office, but he would resist that. The university may have to hire extra people, but he recommended embedding them into structures, such as the college HR offices. They do not know the volume of the problem at this point.
- d. P. Thompson voted to suspend the agenda for five minutes for food – passed with no dissent.
- e. C. Wiggers called the meeting back to order at 12:51pm and gave updates.
 - i. C. Wiggers gave updates from the University Assembly meeting.
 - 1. The UA passed UA Resolution 5 to make a bylaw change clarifying the charge of the Codes & Judicial Committee.
 - 2. The UA passed UA Resolution 11, a proposal of a one year term extension for university judicial administrator.
 - 3. The UA discussed but tabled UA Resolution 9 to reinstate the Budget Planning Committee that was previously folded into the Campus Planning Committee.

4. The UA invited the presidents of PanHellenic, IFC, and MGLC to speak. Questions were asked of the panel revolving the Campus Code of Conduct.
- ii. C. Wiggers brought up the smoking referendum. There will be multiple opportunities for feedback over the next several months before any decisions are made on campus.
 1. J. Kruser said they are aware they are likely to get different numbers of responses from different groups. They are working to make equivalent those responses and give groups equal voice.
 2. G. Giambattista said they are working to create definitions around the threshold, what a vote means, and what crossing the threshold will mean. There is space for public comment, but the mechanism of a referendum is not typically used as an action-seeking device at Cornell. Once a vote is taken, there will be some education about the process. All assemblies are making recommendations and although none will be binding to President Pollack, she has said she values the input and consensus of the community.
 3. C. Sanzone asked how those results will come to President Pollack.
 - a. G. Giambattista said the Campus Welfare Committee is grappling with that question right now.
- iii. C. Wiggers and K. Fitch reminded the EA their responsibility to fill vacancies for the Transportation Hearing and Appeals Board, a UA appeals board that every group but the faculty have staffed their sides. There are 18 appeals that have been thrown out because they did not have that board in session.

V. Old Business

- a. C. Wiggers skipped Old Business.

VI. New Business

- a. C. Wiggers skipped Old Business.

VII. Committee Reports

- a. Communications Committee
 - i. C. Sanzone said due to her workload and being out for several days sick, the committee did not meet as scheduled last week. Mailing was postponed, but she is working to get them back on track. She pitched an idea for representatives to staff a table on campus for International Women's Day. She suggested providing a treat to celebrate the day, as well as an opportunity for engaging with employees to hear concerns, networking, and talking about upcoming elections. The women's representative seat will be open.
 1. P. Thompson volunteered to participate.
- b. Employee Education & Development Committee
 - i. B. Nicholson said the committee met last week and are working on a communication plan to get information out about opportunities available. They are considering doing spotlights on staff who did take advantage of these opportunities.
- c. Employee Welfare Committee
 - i. L. Johnson-Kelly said at the meeting tomorrow, they will be discussing two proposed resolutions, one about sustainability and the other about non-exempt retirement benefits.

- d. Elections Committee
 - i. P. Thompson said the Office of Assemblies is ready to have all information online and accessible on March 19th. She has reached out to EA members whose terms are up. Those who wish to proceed will need to submit documentation. They have 18 seats open.
- e. Personnel Policy Committee
 - i. EA representative said the next meeting is March 22.
- f. Staff Recognition, Awards & Events
 - i. T. Grove said the event for the George Peter Award for Dedicated Staff is scheduled for March 29 at 8:30am. G. Giambattista, P. Hampton, and C. Wiggers, and herself met two weeks ago to organize and put protocols in place.
- g. Transportation Task Force
 - i. K. Mahoney said C. Sanzone and her have been working to understand the results of the second poll. There has been a staff person identified who entered the drawing. She will send out a time when she will go meet the person and is open to having people join her. The Transportation Office is expecting their consultant active in March.
- h. Employee-Elected Trustee
 - i. C. Coates had no update.
- i. Cornell Retiree Association Liaison
 - i. P. Andersen said she and H. Sheldon are part of a committee that meets once every four months. The purpose is to understand why more people do not participate in retirement programs at Cornell. They do not have an answer yet, but are looking into ways to spread awareness. The Cornell Retirement Association has done away with its board of directors and this committee will serve that function now.
- j. Executive Committee
 - i. J. Kruser said the discussion has been around outreach engagements for the upcoming elections and ways to preserve institutional knowledge, such as improving the system of setting expectations and understandings for representatives and committee chairs and developing training manuals.
 - ii. C. Wiggers the easiest way to provide updates to the community would be via C. Sanzone and a possible separate mailer.
 - iii. EA member asked if they could share the president's responses to the resolutions.
 - 1. A. Haenlin-Mott said the responses are on the website.
 - 2. C. Wiggers said all their email discussions and communications are online. However, reading resolutions is a challenge because of the technical lingo, so he suggested putting up a resolution in plain language.
 - iv. J. Kruser suggested going back to find out and report on what happened as the initial responses do not have any action attached to it.
 - v. P. Hampton displayed the OA website and showed the EA how to access resolutions, its actions and its amendments. She is open to feedback for accessibility.
 - vi. EA member said they should see not only President Pollack's response, but the total outcome of the resolution on whether it changed policy or not. If it did, they should show what that policy change was.
 - vii. P. Hampton suggested having an additional field on the website to give a response to the President's response.

- viii. G. Giambattista said the archive of legislative history is pursuant to the actions of the assembly. They can update something, but it is not something they would track unless there is an action that the assembly is putting forth.
- ix. C. Wiggers said this is rather a responsibility of the EA to their constituents. Since there is no guest speaker scheduled for next meeting, he suggested using the time for committees or having an open discussion on elections, the retreat, or brainstorm other pieces that need to be taken care of, including identifying three big questions for the Board of Trustees reception.
- x. K. Fitch asked G. Giambattista for a projected budget of what the EA has. If they have extra funds, the EA might want to start directing them somewhere.
 - 1. G. Giambattista said she typically does quarterly budget reports, but will generate one for them today.
 - 2. K. Fitch said they were looking into switching funds over for the Kudos Luncheon and wants to make sure they have the right amount of funds.

VIII. Adjournment

- a. C. Wiggers thanked everyone and adjourned the meeting at 1:22pm.

Respectfully Submitted,
Catherine Tran
Clerk of the Assembly