



Cornell University Employee Assembly

Communications, Outreach & Recognition Committee

July 30, 2021

2:00pm - 3:00pm

Zoom Link: <https://cornell.zoom.us/j/97670995122?pwd=YTdnZ3dxSVY5MHF5bmYwU2JrZFgrZz09&from=addon>

Committee Chair: Ellen T. Miller

Voting Members: TBD

Non-Voting Members: TBD

Guests:

AGENDA

1. Committee Welcome

- Future Committee Structure
 - Vice Chair - chair in training...
 - Secretary - minutes, box folder, EA website (meetings, agendas, minutes...)
 - Treasurer - budget, purchasing/reimbursement requests
 - Sub-Committees -
 - Communications - EA Voice Newsletter, Social Media, Website revamp/maintenance
 - Outreach - EA Panels/Forums, In-Person Events, Campus Partnerships (CNGs, Wellness, etc)
 - Recognition - Awards (EA Appreciation, George Peter, Staff Integrity & Inclusion), Appreciation Portal

2. Recognition

- George Peter Award
 - SUCCESS! - debrief?
- Staff Award for Integrity & Inclusion
 - Timeline? Next Steps?
- EA Appreciation Award
 - Fall 2021 - President's Address to Staff (date TBD)

3. Outreach

- Staff Appreciation Street Fair 8/10
 - Updated Flyer? Pens?

4. Communications

- EA Voice Newsletter: August 3, 2021 target
 - Welcome Letter from EA Chair
 - EA Committee Summary - call for membership
 - Recap EA Finance & Budget Forum 6/8 (too late?)
 - George Peter Award winner/celebration
 - Wellness - ergonomics resources
 - [President's Awards for Employee Excellence](#)
- Next Issue: September (TBD)
- Get Connected: Street Fair 8/10; Faculty & Staff Town Hall 8/11; Microaffirmations 8/24; other events?
- Appreciation Portal Reminder/Highlight
- Recent Actions: N/A
- Upcoming Meetings: Sep TBD (guest speaker - Policy 6.3 updates)

5. Old / New Business

6. Next Meeting Date: TBD