



## Cornell University Employee Assembly

### Communications, Outreach & Recognition Committee

November 10, 2020

2:00pm - 3:00pm

**Committee Chair:** Ellen T. Miller  
**Voting Members:** Marcy Benda, Marin Cherry, Kristen Ciferri, Jackie Creaque, Andrea Haenlin-Mott, Michelle LoParco, Carrie Sanzone, Kate Supron, Denny Totman  
**Non-Voting Members:** Brandon Fortenberry, Ellie Krumm, Ashley Miller, Paige Reeves, Jessica Withers  
**Guests:** Katie Hollenbeck (potential new member)

### AGENDA

1. EA Appreciation Award
  - Working with Damian Giordano at Proforma Strategic Marketing for plaque & 20 framed certificates
  - Confirmed list of managers/locations for certificate distribution with Andrea Haenlin-Mott & Brian Goodell
  - Appreciation Portal recognition 364 employees - DID NOT START YET, need to do this ASAP, will split list between volunteers (Ellen, Ashley, Andrea, Michelle) and distribute today with instructions to send through EA profile
2. EA Priorities Poll
  - Review draft, confirm settings
3. EA Voice Newsletter: Nov 16th
  - Letter from EA Chair
  - Priorities Poll
  - Promo faculty & staff Town Hall 11/17
  - President's Address recap - link to Chronicle article
  - Appreciation Award winners and nominees
  - CRC Halloween Photo contest winners
  - Last call Campus Code of Conduct feedback
  - Welfare Committee highlight - teaser for upcoming forums, promo Hardship Fund
  - Education Committee highlight - to be confirmed
  - Winter weather policy reminders/resources
  - EA R4: In Recognition and Appreciation of Cornell University Students
  - Upcoming Meetings

Next Issue: Dec 14th or 23rd?
4. Awards & Recognition
  - Spoke with Wendy about adding EA Appreciation Award info to EA website - need to follow up with content details
  - George Peter Award
  - Opperman (name TBD) Award
5. Old / New Business
  - EA Calendar of Events for public sharing
  - EA Office Hours idea
6. Next Meeting Date: 11/24 @ 2pm