

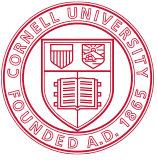
Cornell University Employee Assembly

Cornell University Employee Assembly Meeting
Agenda
February 1, 2023
12:15-1:30pm
Physical Sciences Building
Conference Room 401
(4th Floor Conference Room)
[Zoom](#)

“An Active Voice for Cornell Staff”

1. Call to Order
 - Roll Call
 - Land Acknowledgment of the Gayogoho:nq (Cayuga Nation)
2. Approval of the minutes from [November 16, 2022](#) and January 18, 2023
3. Cornell University President Martha Pollack
 - Committee Reports
 - Executive Committee – Marcella Benda
 - Communications, Outreach and Recognition Committee – Jackie Creque
 - Education Committee – Matthew Davis
 - Welfare Committee – Kristine Mahoney
 - Benefits and Policy Committee – Kit Tannenbaum
 - Elections Committee – Annyce Schafft
4. Liaison Reports
5. Open Discussion
6. Adjournment – 1:30pm

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.



Cornell University Employee Assembly

Cornell Employee Assembly

Minutes of the November 16th, 2022 Meeting

12:15 PM – 1:30 PM

Physical Sciences Building, Room 401 | Zoom

I. Call to Order

- a. A. Haenlin-Mott called the meeting to order at 12:25 PM.

II. Roll Call

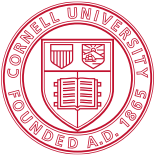
- a. *Members Present:* M. Benda, D. Borders, C. Cornell, J. Creque, M. Davis, B. Dixon, A. Haenlin-Mott, E. Krumm, J. Kruser, M. LoParco, K. Mahoney, A. Mittman, K. Phipps, A. Schafft, K. Tannenbaum
- b. *Members Absent:* M. Brooks, J. Chandler, S. Coil, H. Depew, A. Durant, B. Fisher, D. Howell, E. O'Connor, S. Resue, K. Supron, L. Zacharias
- c. *Also Present:* E. Kalweit, W. Treat, J. Withers

III. Land Acknowledgment of the Gayogohono (Cayuga Nation)

- a. A. Haenlin-Mott stated the Land Acknowledgement.

IV. Business of the Day

- a. A. Haenlin-Mott introduced Cassie Pierre Joseph, who provided a presentation on resources for diverse living present at Cornell University.
 - i. C. Joseph stated that resources for those who identify as diverse is becoming harder to find and that the Division of Human Resources has created a guide for diversity resources on campus. She stated that the guide is for referrals and is not a comprehensive guide or compilation of recommendations. She stated that the guide contains information on the historical background and housing and transportation options of Ithaca. She also stated that the guide includes a list of local historically black social organization, disability resources, and LGBTQ+ resources.
 - ii. J. Kruser asked whether there was any information for veterans in the diversity guide. C. Joseph stated that the guide did not initially contain information for veterans because of military.cornell.edu, but that a future edition of the guide would contain this information.
 - iii. A. Schafft asked how the guide is shared and whether this is used as a recruitment tool. C. Joseph stated that the guide is part of the recruitment attraction process.

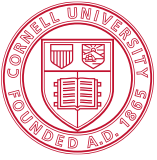


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- iv. B. Dixon stated an interest in including the guide in the post-doc and visiting scientist hiring process and thanked C. Joseph for sharing the information.
- v. A. Haenlin-Mott asked whether the diversity guide is a live document that is updated electronically. C. Joseph stated that the guide is a live document and contains numerous links to more details for several included opportunities.
- vi. K. Tannenbaum asked whether there would be resources included for people with mental disabilities. C. Joseph stated that there is a link within the guide where individuals can provide information on healthcare providers and that each mental disability is incredibly personal.
- vii. A. Haenlin-Mott stated the suggestion for language resources for individuals coming from other countries.

V. Business of the Day (continued)

- a. A. Haenlin-Mott opened discussion for the open seats on the Employee Assembly.
 - i. A. Haenlin-Mott stated that the Assembly is interested in filling H. Depew's open position at this meeting and opening discussion to get people to fill other seats over the next two weeks.
 - ii. A. Schafft asked whether incidental vacancies were filled by secret ballot. J. Withers responded that incidental vacancies were filled by secret ballot.
 - iii. A. Schafft introduced W. Treat to the Assembly.
 - 1. W. Treat introduced herself to the Assembly and stated that she is interested in filling the Exempt Employee Representative At-Large. She stated that she began her time at Cornell as a cashier at Willard Straight Dining in 1988 and is now a program coordinator for Professional International Clinical Services at the College of Veterinary Medicine. She also stated that she has been in E. Kalweit's role for the University Assembly, which has given her good experience for the position.
 - iv. A. Haenlin-Mott put forward a motion to vote on naming W. Treat the Exempt Employee Representative At-Large for the Assembly.
 - 1. By a unanimous vote, the Assembly voted to name W. Treat its Exempt Employee Representative At-Large.
 - v. A. Schafft stated that J. Withers shifting her role in the Assembly has created an incidental vacancy for her past position. She stated that for an incidental vacancy, the Assembly announces a two-week solicitation period for all the

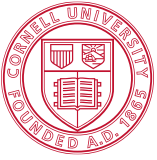


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- open positions. She stated that candidates submit a statement of interest to her and that they would hold a vote for these elections on December 7th.
- b. J. Creque provided an update on the Priorities Poll.
 - i. J. Creque stated that she is intending for people to process data from the priorities poll for provision to both committees and the public. She also stated that those working on the poll worked with Ruth Katz in Human Resources to work on content coding. She also stated that they intend to send an update on the priorities poll within the next edition of the *EA Voice*.
 1. A. Haenlin-Mott asked whether the poll was closed or open. J. Creque stated that she has left the survey open and that she intends to close the poll only when they begin processing data.
 - c. A. Haenlin Mott introduced the EA Appreciation Award for discussion
 - i. A. Haenlin-Mott stated that the President's Address to Staff will be on February 8th, 2023 and that the EA Appreciation Award will be presented on this date. She then asked J. Creque to describe the award.
 - ii. J. Creque stated that the award is presented to the leader of a campus group after nominations from Employee Assembly members including why they believe that the group's leader should win the award. She also stated that with the change in timeline of the president's address, there are now three awards to present in connection to the spring. She stated that these awards are the George Peter Award for Dedicated Service, the Mary Opperman for Inclusion and Integrity, and the EA Appreciation Award.

VI. Committee Reports

- a. Executive Committee – Marcella Benda
 - i. M. Benda stated that the Committee organized for C. Joseph to attend this meeting. She also stated that the Committee is organizing future speakers for the spring semester.
- b. Communications and Awards Committee – Jackie Creque
 - i. D. Borders stated that the Committee met to discuss how to work through the qualitative data of the Priorities Poll and that they met with Ruth Katz to discuss extrapolating overarching themes of the poll.
 - ii. J. Creque stated that the November issue of the *EA Voice* was intended to be distributed on November 17th to include a link for the Human Resources survey due on November 18th, but that the Committee is considering pushing back the issue's release to the following week to allow for the Committee to work through the data from their Priorities Poll.



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1. A. Haenlin-Mott asked for clarification on when the Committee intends to distribute the EA Voice. J. Creque stated that since she believes the Human Resources survey can hopefully be omitted from the EA Voice, she hopes to distribute the EA Voice early in the next week instead.
- c. Education Committee – Matthew Davis
 - i. M. Davis stated that Elizabeth Shed attended the last Committee meeting and that at the meeting, she introduced her capstone project on an employee course on workplace communications. He also stated that E. Shed asked the Committee to share her survey gauging the needs of employees on workplace communication, which will be done through the EA Voice.
- d. Welfare Committee – Kristine Mahoney
 - i. K. Mahoney stated that the Assembly should have received an email providing details of the Care Fund Ambassadors Group and asking each Assembly member identify one to three groups within their constituencies to which the Committee can give a presentation. She also stated that the Committee will be exploring the holiday schedule and diversity, equity, and inclusion.
- e. Benefits and Policy Committee – Kit Tannenbaum
 - i. Nothing to report
- f. Elections Committee – Annyce Schafft
 - i. Nothing to report

VII. Adjournment

- a. A. Haenlin-Mott stated that the Assembly will meet once in both December and January. She also stated that President's attendance of the University Assembly meeting the previous night reminded her of the importance of treating everyone with grace.
- b. J. Kruser put forward a motion to adjourn the meeting, K. Mahoney seconded

This meeting was adjourned at 1:31pm.

Respectfully Submitted,

PJ Brown

Clerk of the Assembly