

Cornell University
Employee Assembly

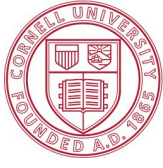
Cornell University Employee Assembly
Agenda for April 20th, 2022
12:15-1:30

Join Zoom Meeting:

“An Active Voice for Cornell Staff”

- I. Call to Order
 - a. Roll Call
 - b. Land Acknowledgment of the Gayogoḥo:ṇoꞓ (Cayuga Nation)
- II. Approval of the April 6th minutes <https://cornell.app.box.com/file/947256236189>
- III. Business of the Day—
 - a. Dan Maas, Associate Director, Office of Emergency Management, and David Honan, Associate Vice President for Public Safety – Overview of OEM
 - b. EA R3: Enhancements to the Cornell University Onboarding Process
<https://cornell.app.box.com/file/945323649138>
 - c. Elections Update
- IV. Committee Reports
 - a. Communications, Outreach, and Recognition Committee
 - b. Education Committee
 - c. Liaison reports (CPC, UA, etc)
- V. New Business
 - a. Open discussion
- VI. Adjournment

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Resolution 3: Enhancements to the Cornell University Onboarding Process

Abstract: The sponsors of this resolution seek positive change in the Onboarding experience for Cornell University staff of all levels.

Sponsored by: Brandon Fortenberry, Derrick Michael Barrett, Jeremy Ross Stewart, Randi Rainbow

Reviewed by: Employee Assembly Welfare Committee, 2/2/2022

Whereas, Cornell University employs over 7,500 benefits eligible staff on 5 different campuses and various extension operations throughout New York State and beyond.

Whereas, Cornell University hires/promotes nearly 1,000 new benefits eligible Staff annually between ten Colleges, eight schools and a myriad of departments and divisions spread throughout these campuses, colleges, schools and various extension operations.

Whereas, Cornell's onboarding have a limited number staff that are solely responsible for welcoming and educating these staff to and about the University's benefits, policies and many more aspects of university work.

Whereas, Current central onboarding experience is a one-hour (or more) meeting with the Onboarding team to finalize benefits and get an introduction to other systems (noting that additional time is made available if requested).

Whereas, Cornell University relies on both central and local Human Resources organizations to coordinate with the hiring, onboarding and retention of the over 7,500 staff in addition to over 1,000 new hires/promotions annually.

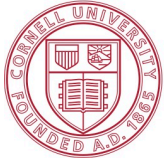
Whereas, Staff members changing employee status can sometimes miss information in the transition which can impact one's sense of belonging and desire to remain at Cornell University.

Whereas, Forbes states that more than four-and-a-half-million people quit their jobs in 2021, and despite the available jobs far outnumbering employable people, employers will have to compete to "not only recruit new employees, but to retain those that they already have".

Carosa, C. (2022, January 28). *Consider this before being a part of the 'great resignation'*.

Forbes. Retrieved February 1, 2022, from

<https://www.forbes.com/sites/chriscarosa/2022/01/27/consider-this-before-being-a-part-of-the-great-resignation/?sh=5e2457e775b5>



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33 **Whereas**, Individual unit areas employ a variety of homegrown and purchased technology
34 solutions, tracking mechanisms, onboarding requirements and other aspects of the welcoming
35 experience.

36 **Whereas**, Staff benefits change as they continue their career here throughout their first 10 years
37 of employment; including paid time off, balances, retirement contributions, educational
38 opportunities, dependent care tuition reimbursement and more.

39 **Whereas**, Indeed.com identifies that a buddy system can connect new employees with peers and
40 colleagues to help welcome new employees, boost confidence, increase productivity and
41 improve retention.

42 Indeed for employers. (2022). Creating a Buddy System in the Workplace

43 Retrieved February 1, 2022, from

44 [https://www.indeed.com/hire/c/info/buddy-system?gclid=Cj0KCQjAw9qOBhC-ARIsAG-
45 rdn4jAwxSw5xWg1Fc7HeKEuSPzbtQp2OEknSP22AaKDM9D0fOheRFMosaAn5jEALw_wc
46 B&acid=](https://www.indeed.com/hire/c/info/buddy-system?gclid=Cj0KCQjAw9qOBhC-ARIsAG-rdn4jAwxSw5xWg1Fc7HeKEuSPzbtQp2OEknSP22AaKDM9D0fOheRFMosaAn5jEALw_wcB&acid=)

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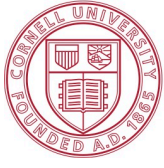
48 **Whereas**, Cornell University has a mission to focus our collective efforts on creating a campus
49 community where individuals from diverse backgrounds and life experiences can both contribute
50 and thrive. (<https://diversity.cornell.edu/belonging>)

51 **Be it therefore resolved**, the Employee Assembly recommends that Cornell University endeavor
52 to enhance the onboarding experience and to extend it to a minimum of a one-year program of
53 engagement with new employees and employees experiencing a change in status.

54 **Be it further resolved**, the Employee Assembly recommends that Cornell University looks to
55 utilize a standardized technology system that would allow easy access to required, recommended
56 and quality of life resources and information for all staff members throughout their career at
57 Cornell University.

58 **Be it further resolved**, volunteers from the Employee Assembly and throughout Cornell
59 University may consider supporting initiatives in Human Resources Analytics to utilize
60 platforms like [CoworkerCoffee](#) and [Donut](#) to model an infrastructure for a buddy system (or
61 similar) could serve as a conduit for knowledge sharing and the incorporation of innovative
62 ideas, technologies, and enhancements for an organization and its staff.

63 **Be it further resolved**, that Unit level Human Resources teams involved in the hiring and
64 onboarding process be more efficiently connected to the Central level initiatives, programs and



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65 information involved in the hiring and welcoming of new team members, including the
66 utilization of Unit level HR team members to be actively involved in continuing to enhance the
67 welcoming experience for all Cornell staff.

68 **Be it further resolved,** the Employee Assembly recommends that Cornell University prioritize,
69 in terms of both financial and time investments, the onboarding and retention of current and new
70 staff members to ensure that operations can effectively attract, hire, and retain a talented diverse
71 pool of team members to Cornell University.

72 **Be it finally resolved,** that the Employee Assembly recognizes and applauds the work currently
73 being done in the onboarding realm by both Central and Unit Level Human Resources and
74 Hiring managers across the University.

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76 Respectfully Submitted,

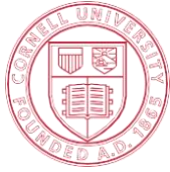
77 Brandon Fortenberry

78 Student and Campus Life Employee Assembly Representative

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Cornell University Employee Assembly

Cornell Employee Assembly
Minutes of the April 6th, 2022 Meeting
12:15-1:30 PM
Zoom

I. Call to Order

- a. Chair J. Withers called the meeting to order at 12:15pm.

II. Roll Call

Members Present [24]: D. Barrett, M. Benda, M. Cherry, J. Creque, H. Depew, J. Duong, A. Durant, B. Fisher, B. Goodell, A. Haenlin-Mott, D. Howell, K. LoParco, K. Mahoney, E. Miller, A. Mittman, S. Resue, A. Schafft, K. Supron, K. Tannenbaum, J. Townley, J. Withers, L. Zacharias
Members Absent [4]: M. Brooks, J. Cannella, J. Chandler, S. Coil, B. Fortenberry, J. Stewart

III. Land Acknowledgement of the Gayogho:nq (Cayuga Nation)

- a. J. Withers stated the Land Acknowledgement.

IV. Approval of the March 16th, 2022 Minutes

- a. Motion to approve the March 16th, 2022 minutes was **approved** unanimously.

V. Business of the Day

- a. University Hearing and Review Panel - Christina Liang and Karen Vicks
 1. C. Liang introduced herself as the Director for the Office of Student Conduct and Community Standards following the introduction of a new Student Code of Conduct to replace the Office of the Judicial Administrator. K. Vicks introduced herself as the hearing panel chair.
 2. K. Vicks stated that the University Hearing Board is a 5-person panel with 3 students, 1 faculty, and 1 staff member adjudicating cases under the Student Code of Conduct, while the University Review Board is a 3-person panel adjudicating appeals under the Student Code of Conduct. K. Vicks stated that there is a pool of 55 members to comprise these panels, noting 2 staff member vacancies for a two-year term, but noted that no member of the Student Assembly or the Office of the Assemblies can serve as a member.
 3. K. Vicks stated that the University Hearing and Review Panel resolves formal complaints through the hearing process under the Code by investigating reports and determining if there were a violation. K. Vicks stated that if a violation is found, appropriate educational sanctions are then applied, and noted that all panel members participate in training year-round. K. Vicks noted the pillars of

stewardship, reliability, impartiality, and privacy which govern any participation on the Panel.

4. J. Duong thanked the presenters and noted his own personal experience as a member of the previous Review Board. J. Duong questioned the difference between a Student Code of Conduct in comparison to the previous Campus Code of Conduct and the rationale behind having staff members and faculty sit on the Boards when they are no longer also subject to the process. C. Liang stated that the Student Code of Conduct is unique for its emphasis on creating a community at Cornell, and that getting staff input when discussing the community impact that students have is thus important. K. Vicks further noted that as chair she is a non-voting member that focuses more on process.
 5. E. Miller questioned if there were statistics on what types of cases were most brought to the Panel. K. Vicks stated that this year, there has yet to have been a hearing, though she noted that there will be two hearings before the end of the semester. C. Liang stated that any type of violation can be brought to the Panel.
 6. K. Supron questioned what the application process to join the Board would look like for any interested. K. Vicks stated that after applying, decisions are made by the Panel director and the students working together to review applications and thus appointments. K. Vicks also noted that the students are made up of both undergraduate, graduate, and professional students.
 7. K. Tannenbaum questioned what happened to cases involving faculty and staff since this new code only applies to students. C. Liang stated that there are other independent policies, for example Human Resources, which naturally adjudicate cases involving staff and faculty.
 8. A. Mittman questioned what pre-hearing review processes are available, as well as what representation or counsel is provided to students in these hearings. C. Liang stated that the new Code emphasizes restoration and betterment to resolve cases informally. C. Liang stated that every student is allowed to have an advisor and a person of support for every step of the process of a case, including the hearing. C. Liang stated that there are Respondent Case Counselors (RCC) who are law students available to students for advice and support during a case. K. Vicks stated that those who submit a case also have similar avenues for support.
 9. A. Schafft questioned how the Panel plans to advertise the staff openings on the Panel and questioned if the EA could help with this process. K. Vicks stated that there would be a link in the Employee Assembly Elections ballot and that any help offered by the EA would be appreciated. C. Liang noted the Employee Assembly members' eligibility to apply for the role. K. Vicks stated that there is no prerequisite to taking on such a role.
 10. J. Withers encouraged EA members to advertise the opening to their constituents and encouraged non-returning EA members to apply.
- b. EA R4: "Support for Faculty Senate Proposed Resolution: Inclusion and Prioritization of New Natatorium in the 'To Do the Greatest Good' Capital Campaign" - Kristine Mahoney and Ashleigh Newman

1. K. Mahoney thanked D. Howell for bringing the subject of Resolution 4 to the Employee Welfare Committee for consideration. K. Mahoney stated that the drafted resolution shown today is almost identical to the resolution D. Howell presented to the University Assembly, and thanked A. Newman for her help with the resolution.
2. A. Newman introduced herself as an assistant clinical professor in the College of Veterinary Medicine and a Faculty Senator at large. A. Newman stated that unless acted upon now, Cornell will be without a functioning pool, which makes a new natatorium a priority. A. Newman noted the many groups who use Cornell pools such as students and faculty, as well as student groups and nearby youth. A. Newman noted existing pools located in Teagle Hall and Helen Newman Hall. A. Newman stated that there is a problem of greater demand than supply for pool time, with the schedule for pools often filled throughout the day. A. Newman further noted that there are increasing pool closures due to the aged, slowly failing facilities.
3. A. Newman stated that in 2020, there were preventative measures for the pools invested in for \$750,000 to prolong their viability for around 5 years. A. Newman stated that the process of approval, fundraising, planning, and construction for a pool could take up to 10 years, leaving a possibility for a 7-year gap where Cornell is left without a pool.
4. A. Newman highlighted the necessity for a full 50-meter pool in comparison to a smaller 25-meter pool to solve the supply and demand issue and create more optimal hours of availability for those who use such facilities. A. Newman stated that if Cornell was without a pool, they would be the only Ivy League or New York university without. A. Newman highlighted the necessity of the beginning swimming course at Cornell which are 90% enrolled by students of color but would be terminated without pool facilities.
5. A. Newman summarized that a new natatorium would benefit students, faculty, staff, and retirees, and should be a priority item for Cornell.
6. J. Withers noted that the Student Assembly, University Assembly, and Graduate and Professional Student Assembly have all passed similar resolutions in support of the Faculty Senate's resolution. J. Withers opened EA R4 up for discussion.
7. K. Tannenbaum thanked A. Newman for her presentation and stated her understanding that a pool would go out of service in a sudden moment, in comparison to a slow decline over time. A. Newman stated that, in her understanding, the decline of a facility is not a linear process, but that following 2019 especially began the litany of problems that there are now due to the facilities' growing age. A. Newman stated that it is projected that both facilities could fail at any time.
8. A. Haenlin-Mott questioned if there was consideration to use Cornell aquatic facilities as a form of income by hosting outside events from community organizations as Ithaca College has done. A. Newman stated that there is the hurdle of initial big donors to fund the pool, and noted concerns brought up when

meeting with Ryan Lombardi in terms of maintenance, noting that a pool's upkeep is much more difficult than that of a track. A. Newman highlighted the potential that natatorium could have to generate income, both for Cornell and for aquatic sports teams such as the water polo team.

9. A. Mittman stated his support for the resolution.
 10. A. Newman stated that there is a notion that aquatic facilities are only for the use of varsity athletics, but that varsity athletics only make up 5% of pool use. A. Newman noted the wide range of constituents who care about aquatic facilities.
 11. B. Fortenberry stated his appreciation to A. Newman for her approach to this pressing issue and expressed his hope that the University may act upon these wishes.
 12. K. Tannenbaum motioned to call EA R4 to question. B Fortenberry seconded. The motion was approved by unanimous consent.
 13. EA R4 was passed with a vote of 18-0-1.
- c. Elections Update
1. J. Withers stated that former elections chair M. Cherry moved on to a role outside of Cornell, but that A. Schafft has stepped up to be appointed as Chair for the Elections Committee. J. Withers thanked both A. Schafft and M. Cherry for their work.
 2. A. Schafft stated that M. Cherry set up most of the preparation for the election. J. Withers stated that there are 19 open seats on the Employee Assembly up for election in this next election cycle. J. Withers stated that the elections are in alignment with elections for the Employee- Elected Trustee and will feature on the same ballot.
 3. G. Giambattista stated that the deadline to submit for candidacy is Tuesday, April 12th at 5pm.

VI. Committee Reports

- a. Executive Committee - Andrea Haenlin-Mott
 1. A. Haenlin-Mott stated that the Executive Committee is working to prepare for the remaining meetings of the term with many speakers. A. Haenlin-Mott stated that finalization for Mary Opperman's final forum is underway, but that there are hopes that her replacement will be onboarded before her departure. A. Haenlin-Mott thanked those who were able to attend the Board of Trustees reception.
- b. Benefits and Policy Committee - Brian Goodell
 1. B. Goodell stated that the Benefits and Policy Committee has not met since the previous Employee Assembly meeting.
- c. Employee Welfare Committee - Kristine Mahoney
 1. K. Mahoney stated that there will be another resolution brought forward to the next Employee Assembly meeting, the revision for the Resolution detailing an enhanced onboarding experience. K. Mahoney stated that on May 4th, Maria Wolfe will be hosted to share the Employee Retention Toolkit.

VII. Liaison Reports

- a. Campus Planning Committee - Andrea Haenlin-Mott
 - 1. A. Haenlin-Mott stated that the Committee discussed new projects and initiatives, in particular talking about site selection for the indoor recreation and sport center. A. Haenlin-Mott noted the new CIS building being built next to Gates Hall and discussion over scoping and design for it. A. Haenlin-Mott noted an expansion to Thurston Hall that will expand into the Engineering Quad.

VIII. New Business

- a. Open Discussion
 - 1. No new business was discussed.

IX. Adjournment

- a. K. Mahoney motioned to adjourn. A. Mittman seconded. The meeting was adjourned at 1:29pm.

Respectfully Submitted,
Office of the Assemblies