

**Cornell University**  
**Employee Assembly**

**AGENDA**  
**Employee Assembly Meeting**  
**January 16, 2019**  
**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](mailto:assembly@cornell.edu).*

- I. Call to Order & Roll Call -12:15pm
- II. Approval of Minutes
- III. Business of the Day (35 Minutes):
  - a. Diane Bradac: Work/Life Consultation Services (20 Minutes)
  - b. Tarek Chams: Time Off Policy (15 Minutes)
- IV. Committee Reports (25 minutes)
  - a. Communications and Awards Committee
  - b. Education Committee:
  - c. Welfare Committee
  - d. Transportation Committee
  - e. Benefits and Policy Committee
  - f. Executive Committee
  - g. Elections Committee
- V. New Business (15 Minutes)
  - a. Resolution 3 Update
  - b. Open Discussion -
- VI. Adjournment – 1:30pm

**Future Guests:**

2/6 – Martha Pollack

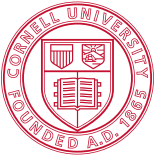
2/20 – Bridgette Brady & Reed Huegerich: Transportation Survey & Parking Optimization Study

3/6 – Michael Hoffmann: National Climate Assessment and IPCC reports

3/20 - Chantelle Cleary: Title IX Office

**Note:** In preparation for our meeting you can preview the presentation materials Diane will discuss here: <https://cornell.app.box.com/folder/44586282473> . Feel free to share these materials with your constituents after the presentation Wednesday 1/16.

Tarek has provided his personal time off study if you would like to preview the material you can access it here: <https://github.com/tchams/ea-pto/blob/master/PTO-Study.ipynb>



# Cornell University Employee Assembly

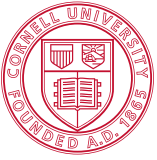
## Cornell Employee Assembly

Minutes of the December 5, 2018 Meeting

12:15 PM – 1:30 PM

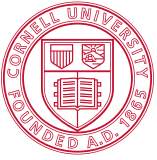
401, Physical Sciences Building

- I. Call to Order
  - a. C. Wiggers called the meeting to order at 12:15 pm
  - b. *Members Present:* Attendance not available
  - c. *Members Absent:*
  - d. *Also Present:* Mary Opperman, Reginald White
- II. Approval of Minutes
  - a. Motion to approve the minutes of the EA meeting of November 28, 2018 – approved with no dissent. **Approved**
- III. Business of the Day (55 Minutes):
  - a. Mary Opperman joined by Reginald White: Core Values Statement (45 Minutes)
    - i. C. Wiggers introduced M. Opperman and R. White
    - ii. M. Opperman introduced the background of the Core Values Statement. The creation of the Core Values Statements were a suggestion from the Campus Climate Committee created by President Pollack. M. Opperman said she will be meeting with all assemblies to discuss the Core Values Statement. Once all assemblies have been met with they will create a draft and post it online and open it to comments and suggestions from the campus community.
    - iii. D. Hiner asked if there is a previous version of the draft or if they are creating something new.
    - iv. M. Opperman responded and said that there are snippets of values in different places, but that there are no sets of core values that have endured. She said that their goal is to create an enduring set of values.
    - v. M. Opperman went through the PowerPoint on the Core Values Statement.
      1. She explained what Core Values are and what they are not in reference to the PowerPoint. She said that core values should not fluctuate when other things are fluctuating.
      2. She shared the value statements of the University of Texas at Austin, Harvard, Starbucks, and Southwest.
    - vi. K. Mahoney asked what M. Opperman's timeframe was for the draft.
    - vii. M. Opperman said the original goal was to have the first step done by the end of 2018. The new goal is to be done by the end of the next semester.



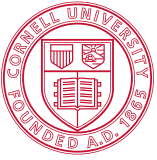
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- viii. A. Seiverding asked how, once finalized, the core values would become integrated into Cornell.
  - ix. M. Opperman said that one way that might happen is to make sure everyone new to the campus receives them. She said the first step is to identify what the values are. She asked Employee Assembly (henceforth EA) members to think about words or short phrases that come to mind when they think of Cornell.
  - x. EA members said words like: inclusiveness, excellence, unsinkable, flexible, educational, opportunity, adaptable, respect, transparent, accessible, collaborative, problem solving, groundbreaking, conscientious, pride, kind, humble, empowered, engagement, diversity, multi-generational. EA members said phrases like: “every person” (in regards to the Cornell moto) and knowledge with a public purpose.
  - xi. A discussion of the terms between M. Opperman and EA members followed. M. Opperman explained that the ideas from all assemblies on the Cornell campus will be combined together to create the first draft of the Core Values Statement.
  - xii. R. White read the terms and phrases that the EA suggested in the discussion.
  - xiii. M. Opperman encouraged EA members to send her any other ideas should they think of them and thanked them for their time.
  - xiv. H. Depew asked M. Opperman what core values she thought should be included.
  - xv. M. Opperman said that she thought that it was a good list. She said she believed a commitment to excellence and a creating a compassionate community and acting with integrity are key.
  - xvi. C. Wiggers thanked M. Opperman, and asked to hear committee reports.
- IV. Committee Reports (15 minutes)
- a. Communications and Awards Committee
    - i. N. Doolittle reported that the George Peter Award ceremony went very well. N. Doolittle gave a brief recount of the history of the event and said it went to A. Morris from EH&S.
  - b. Education Committee
    - i. H. Depew reported that A. Hourigan sent an email saying no new updates but she is waiting for a response from the EDP Office for Stats and no other initiatives are being pursued at the moment.
  - c. Welfare Committee
    - i. A. Haelin-Mott reported that the committee met once and the next meeting will be on Monday the tenth in the morning.



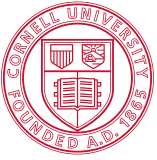
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- ii. A. Haelin-Mott thanked K. Supron for the minutes of the prior meeting and said she believed the next meeting is key for the review due to the timeframe of January. L. Croll Howell was invited to the meeting on Monday the tenth.
      - iii. A. Haelin-Mott said that she, K. Supron, and H. Depew met with C. Cleary from Title IX to discuss how the Employee Assembly and Welfare Committee can collaborate and support initiatives within the Title IX realm. C. Cleary will be attending the EA meeting on February sixth. A. Haelin-Mott thanked everyone for submitting notes.
    - d. Transportation Committee
      - i. K. Mahoney said that B. Brady and R. Huegerich gave the committee a preview of the optimization study in their first meeting. The Transportation Committee has a meeting in two weeks on the seventeenth. They will be reviewing the poll information from last term to see if there are any issues that they were not previously aware of.
    - e. Benefits and Policy Committee
      - i. T. Chams said they have one more meeting to go. L. Jacoby joined them in a previous meeting to establish how to communicate with the Employee Assembly. L. Jacoby wanted to communicate changes in the vacation policy to the EA. He explained that two existing provisions will be removed from the policy. T. Chams also said that they would like feedback from the Employee Assembly. T. Chams said that he met with G. Barger last week to discuss how to bring ideas in. One idea is a benefit survey. T. Chams said P. Andersen brought up the issue for more education for retirees that are non-union.
    - f. Executive Committee
      - i. H. Depew said that there was nothing new to report.
    - g. Elections Committee
      - i. P. Thompson asked if applications were up and stated that they would wait until C. Sanzone was present on Zoom.
- V. New Business
  - a. H. Depew said that she would like to give M. Benda a chance to speak about the retreat planning.
    - i. M. Benda said that sixteen people responded saying that January 9<sup>th</sup> was the best date to have the retreat in Geneva. They asked for two volunteers to drive the vans, preferably volunteers that are registered as an approved driver.
    - ii. H. Sheldon volunteered to drive a van.
    - iii. A. Haelin-Mott asked why the retreat was being held in Geneva.
    - iv. P. Thompson said that there is an open Employee Assembly spot for Geneva and there is a historical precedent to connect with the Geneva campus physically and they have not been up to Geneva in a few years.



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- v. A. Haenlin-Mott asked what would happen if there was inclement weather on the retreat day.
- vi. P. Thompson said that it is paired up with their mid-year retreat (which is in the winter) and that if there is inclement weather they will have a back-up plan.
- b. The next meeting was confirmed as January 16<sup>th</sup>.
- c. Resolution 3 was introduced to the assembly.
- d. P. Thompson said Resolution 3 is in regards to academic titleholders and giving support to the faculty senate as they proceed to be released from the EA and go over to the faculty senate. P. Thompson asked the EA to think about the 1,000 individuals that will be granted voting rights. The main idea of the resolution is: “formal endorsement by the Employee Assembly to declare its support with the formal recommendations from the Committee on Academic Titleholder Representation (Appendix) in shared governance at the university.”
- e. P. Thompson read through specific parts of Resolution 3 to the EA
- f. K. Fitch asked what the benefits are.
- g. P. Thompson responded and said the RTE faculty and the postdoctoral associate community do not have the same representation on the campus as tenured or tenure track faculty. She asked the Employee Assembly to consider that.
- h. K. Fitch asked for clarification on the voting status of the RTE faculty and the postdoctoral associate community.
- i. P. Thompson responded and said that some colleges do allow for some level of voting within specific titles, but it is not consistent and clear. She also said that as a whole they are referred to as non-tenure or non-tenure track faculty.
- j. K. Fitch responded and said that the RTE faculty and the postdoctoral associate individuals could be part of the EA as a representative.
- k. P. Thompson said that the EA tried that but they felt that their work more closely aligns and mirrors the tenure and tenure-track faculty.
- l. K. Fitch stated that he was concerned that distinctions would still be made in the Faculty Senate.
- m. P. Thompson said that the Appendix of Resolution 3 works to eliminate that line.
- n. A. Haenlin-Mott shared a personal experience to describe the position of RTE Faculty.
- o. M. Battaglia shared his interactions with RTE Faculty and raised a question about the status of Postdocs in Resolution 3 and their status in the Faculty Senate.
- p. P. Thompson responded and said that there was less interest from Postdoctoral students to participate in this level of shared governance due to the transient nature

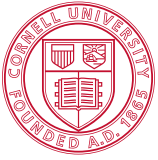


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of the appointment. She reiterated that RTE Faculty and Postdoctoral students are officially under the Employee Assembly

- q. A. Seiverding said the resolution made sense to her and asked what the Faculty Senate thought of Resolution 3.
- r. P. Thompson said the Faculty Senate is engaged and willing to talk with the Employee Assembly.
- s. L. Johnson-Kelly asked what the librarians' thoughts were about this change.
- t. P. Thompson said that they will allocate seats for librarians and has generally been seen as positive by them.
- u. H. Sheldon raised three questions/comments
  - i. How will graduate students working as Teaching Assistants (TAs) be addressed?
  - ii. Postdoctoral students should be included under the Faculty Senate.
  - iii. Will library staff now be subdivided from the librarians?
- v. P. Thompson said that TAs will continue to be represented by the GPSA because their primary role/ core position at Cornell is being a student. P. Thompson and L. Johnson-Kelly said that there are already differences between librarians and library staff. P. Thompson stated that they will not be changing existing distinctions only equivalent tenure track librarians and archivists will be affected.
- w. T. Chams asked for clarification on policy in regards to Academic and Bargaining unit staff.
- x. P. Thompson responded and said they will have their own policies said that she believed the focus should be on the 7,000 banded employees that need the support of the Employee Assembly.
- y. M. Battaglia suggested that the EA talk to the Graduate and Professional Students Assembly (henceforth GPSA) because they were under the impression that postdoctoral students would become represented by the GPSA.
- z. P. Thompson said that the GPSA assimilation of the group was taken off the table. M. Battaglia suggested that the GPSA be informed of the changes.
- aa. A. Seiverding asked for confirmation about who the EA represents.
- bb. P. Thompson said the definition of who the EA represents may change as the process continues.
- cc. There was a suggestion to change the word "post doc" to Postdoctoral associates.
- dd. K. Barth informed the EA that the Codes and Judicial Committee and the Campus Welfare Committee needs a representative.

The meeting was adjourned at 1:30.



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Employee Assembly

Respectfully Submitted,  
*Sara DeVault-Feldman*  
Assembly Coordinator



## Employee Assembly Presentation Highlights:

**1. New “7-Dimensions of Wellbeing” Model:** Each of the seven wellbeing dimensions have descriptions and services provided at:

<https://hr.cornell.edu/wellbeing-perks/seven-dimensions-wellbeing>

**2. Work/Life Consultation Services:** If you have questions, concerns or need help navigating Cornell services, contact us for a consultation. Let’s connect if you are struggling with work/life fit, pregnancy, parenting, breastfeeding or lactation support, domestic violence, adult or eldercare, transitioning to retirement, financial stress, etc. Check the Career Digest for upcoming workshops, support groups, links to articles, etc.

Contact Diane Bradac at [WorkLife@cornell.edu](mailto:WorkLife@cornell.edu), 607-255-1917 or [SDB39@cornell.edu](mailto:SDB39@cornell.edu)



**3. Financial Support:** Stressed financially and don’t know where to turn?



Perks and Discounts: <https://hr.cornell.edu/wellbeing-perks/perks-discounts>

Credit Counseling: <https://hr.cornell.edu/wellbeing-perks/financial-wellbeing>

Emergency CARE Fund: <https://hr.cornell.edu/cafund>

Campus to Campus Transportation Assistance (to NYC):  
[https://cornell.qualtrics.com/jfe/form/SV\\_9vu2hyNmHbKgXo9](https://cornell.qualtrics.com/jfe/form/SV_9vu2hyNmHbKgXo9)

**4. Parenting Resources:** Free **Care.com** membership access to help Cornell employees, retirees, and grad/professional students find babysitters, nannies, tutors, elder care companions, pet care, home care, and more

I'm Raising Teenagers...  
What's Your Super Power?

<https://hr.cornell.edu/wellbeing-perks/relationship-wellbeing#children>

<http://www.hr.cornell.edu/careatwork>

**5. Adult and Eldercare:** Resources, workshops and Caregiver Support and Educational Network (CSEN)

<https://hr.cornell.edu/wellbeing-perks/elder-adult-care/caregiving-workshops>

**6. Retirement Engagement:** Considering or planning for retirement? Retired but want to stay engaged?

<https://hr.cornell.edu/retirees>

Retirement Planning: <https://hr.cornell.edu/benefits-pay/retirement-finances/retirement-and-savings/pre-retirement-planning>

**7. Contact the Work/Life Office:** Interactive and informational e-lists and newsletters are a good source to keep informed and aware of services, topics and activities, Join the e-lists at: [HR.Cornell.edu/e-lists](http://HR.Cornell.edu/e-lists)

Work/Life in Human Resources, [worklife@cornell.edu](mailto:worklife@cornell.edu), 607-255-0388  
395 Pine Tree Road, Suite 130, East Hill Office Building

# Family Life Resources for Staff

## At Cornell, your family matters.

Cornell offers an array of services, programs, and events to support you in caring for your family.

## Child Care

<https://hr.cornell.edu/wellbeing-perks/parenting>

**Work/Life consultant:** Looking for child care or summer camp options? Contact the university's work/life consultant: [worklife@cornell.edu](mailto:worklife@cornell.edu). The work/life consultant helps employees assess their needs and identify formal and informal options.

**The Cornell Child Care Grant Program** provides financial assistance to benefits-eligible employees. The application period occurs during late summer/early fall.

**The Cornell Child Care Center** serves children ages 6 weeks to 5 years of age. Hours are 7 a.m. to 6 p.m., and follow the university calendar. The center is accredited and is managed by Bright Horizons Family Solutions. The center is located at 150 Pleasant Grove Road. Contact (607) 255-1010.

**Emergency back-up child care** is offered at the Cornell Child Care Center for children and infants up to 5 years of age. Employees and students may access this care in the event their regular providers are not available. Contact the CCCC for fees and availability.

**UCNS:** A cooperative play-based nursery school for children ages 3-5 years old. Cornell families receive enrollment priority and a sliding fee scale is available.

**Other programs:** A variety of on-campus academic and sports summer camp programs are also available to children of employees.

## Parental Leave for Staff

Birth mothers and mothers of adopted children, as well as fathers, domestic partners, and foster parents may take parental leave after one year of employment at Cornell. Up to sixteen weeks of parental leave in a 12-month period is possible. Contact [Medical Leaves Administration](#) or your local HR representative.

<https://hr.cornell.edu/benefits-pay/leaves-disability/parental-leave>

## Breastfeeding Support

The university supports breastfeeding mothers in the workplace in a variety of ways. Time away from work for the purpose of pumping/expressing breastmilk is available, as well as thirty-eight dedicated spaces for pumping/expressing breastmilk. Each semester a "Preparing for Baby" education series is offered on campus, free of charge, and includes workshops on breastfeeding. Breastpumps and supplies are covered under the health insurance programs. Consultations are available for employees/supervisors seeking guidance on breastfeeding support policies and resources.

[hr.cornell.edu/wellbeing-perks/parenting/lactation-and-breastfeeding-support](https://hr.cornell.edu/wellbeing-perks/parenting/lactation-and-breastfeeding-support)



## CARE@Work

Looking to hire a caregiver or household helper? Benefits-eligible employees and retirees have free access to Care.com through the Cornell Care@Work platform. Sign up now to find:

- Babysitters, nannies, and tutors
- Elder companions
- Pet sitters and walkers
- Housekeepers, house sitters, and yard care

<http://cornell.care.com>

## Workplace Flexibility

Flexible work practices help departments meet business needs while also supporting the career/life navigation of employees. The university supports integration of flexible work practices in the workplace through arrangements such as:

- remote work
- alternative start/stop times
- job shares
- occasional use flexibility

<https://hr.cornell.edu/benefits-pay/pay/flexible-work>

## Life Insurance

The Group University Life Insurance Program gives benefits-eligible employees the opportunity to sign up for life insurance coverage for their children and partners.

[hr.cornell.edu/benefits-pay/retirement-finances/life-and-optional-insurance-programs](https://hr.cornell.edu/benefits-pay/retirement-finances/life-and-optional-insurance-programs)

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## Elder & Adult Care

[hr.cornell.edu/wellbeing-perks/elder-adult-care](http://hr.cornell.edu/wellbeing-perks/elder-adult-care)

**Work/Life consultant:** Are you providing care to an aging parent or relative? Contact the university's work/life consultant at [worklife@cornell.edu](mailto:worklife@cornell.edu). The work/life consultant assists employees with questions on elder or adult care issues (regardless of the location of the individual receiving care) and helps them find on and off-campus resources and support. FMLA may be an available option (contact Medical Leaves Administration at (607) 255-1177).

**The Caregiver Support & Education Network:** meets monthly on-campus and provides a forum for caregivers to build connections and find additional support. In addition to the network, free workshops on a variety of caregiving topics are available throughout the year.

## Workshops & Lectures

A variety of family life workshops, lectures, and webinars are offered throughout the year, free of charge to Cornellians and their partners. Each semester a "Preparing for Baby" education series is offered on campus, free of charge. Past workshops have included "Fiduciary Responsibilities of Caregivers" and "Downsizing and Decluttering."

[hr.cornell.edu/wellbeing-perks](http://hr.cornell.edu/wellbeing-perks)

## Flexible Spending Accounts

Employees may set aside a limited amount of money on a pre-tax basis for child care, adult dependent care, and health care costs. Registration must be completed during the annual open enrollment period each year.

[hr.cornell.edu/benefits-pay/retirement-finances/flexible-spending-account](http://hr.cornell.edu/benefits-pay/retirement-finances/flexible-spending-account)

## Financial Assistance for Adoption

Assistance is available to benefits-eligible employees who are pursuing the adoption of a child (up to \$5,000 per adoption with a maximum of three adoptions per family).

[hr.cornell.edu/benefits-pay/retirement-finances/financial-assistance/adoption-assistance](http://hr.cornell.edu/benefits-pay/retirement-finances/financial-assistance/adoption-assistance)

## Educational Benefits

The Cornell Children's Tuition Scholarship (CCTS) Program provides financial assistance to the children of eligible employees, regardless of whether the child attends Cornell University.

[hr.cornell.edu/benefits-pay/education-benefits/ccts](http://hr.cornell.edu/benefits-pay/education-benefits/ccts)

## Cornell Wellness

Cornell Wellness offers memberships to faculty, staff, retirees, and their partners. Offerings include gym access, nutrition counseling, educational workshops, group exercise classes, and more.

[wellness.cornell.edu](http://wellness.cornell.edu)

## Stay Informed

Family-friendly campus events, educational workshops, and other programs are promoted through various avenues (listed below). Contact Work/Life for more information at [worklife@cornell.edu](mailto:worklife@cornell.edu).

- **Career/Life Digest** (emailed to all non-academic employees)
- **Cornell Parents e-News** (bi-weekly newsletter): of interest to Cornell faculty, staff, students, and retirees who are parents and/or grandparents.
- **Cornell Parents e-List** (interactive list): email [parents-L-request@cornell.edu](mailto:parents-L-request@cornell.edu) with "join" in the subject
- **School Closings e-List:** alerts parents of local school closings.
- **Cornell Elder e-News** (monthly newsletter): Connects Cornellians to campus and community based resources that may be helpful
- **Cornell Elder e-List** (interactive list): email [elder-L-request@cornell.edu](mailto:elder-L-request@cornell.edu) with "join" in the subject
- **Other e-Lists:** LGBT Parenting, Adoption, Lactation, Special Needs, Diverse Community Networks, and more. See [hr.cornell.edu/e-lists](http://hr.cornell.edu/e-lists) for more listservs.

## Annual Events

Throughout the year there are a number of annual events held on campus that are geared toward Cornell families, such as:

- Bring A Child To Work Day
- Employee Celebration Days
- Homecoming
- College of Veterinary Medicine Open House
- Insectapalooza

## Contacts

### Work/Life

HR Service Center  
395 Pine Tree Road, Suite 130  
[worklife@cornell.edu](mailto:worklife@cornell.edu)  
(607) 255-0388  
[hr.cornell.edu/wellbeing-perks](http://hr.cornell.edu/wellbeing-perks)

### Cornell Child Care Center

150 Pleasant Grove Road  
[cornell@brighthorizons.com](mailto:cornell@brighthorizons.com)  
(607) 255-1010  
[hr.cornell.edu/wellbeing-perks/parenting/cornell-child-care-center](http://hr.cornell.edu/wellbeing-perks/parenting/cornell-child-care-center)

### Benefit Services

HR Services and  
Transitions Center  
395 Pine Tree Road, Suite 110  
[benefits@cornell.edu](mailto:benefits@cornell.edu)  
(607) 255-3936  
[hr.cornell.edu/benefits-pay](http://hr.cornell.edu/benefits-pay)

### Cornell Wellness

305 Helen Newman Hall  
[wellness@cornell.edu](mailto:wellness@cornell.edu)  
(607) 255-5133  
[wellness.cornell.edu](http://wellness.cornell.edu)



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