

Cornell University
Employee Assembly

AGENDA
Employee Assembly Meeting
August 19, 2020
12:15 – 1:30 pm
Remote via Zoom

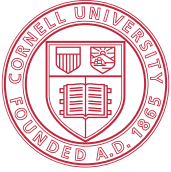
“An Active Voice for Cornell Staff”

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.

- I. Call to Order 12:15pm
- II. Roll Call
- III. Approval of Minutes
- IV. Business of the Day (40 Minutes)
 - a. EA R3: Employee Assembly Condemning Hate Crime and Any Other Form of Racism, Religious or Ethnic Bias, Discrimination, Incitement to Violence Targeting any Minority at Cornell University
 - b. EA R2: Updating the Employee Assembly Charter to Expand its Membership
 - c. Elections Update
- V. Committee Reports (10 Minutes)
 - a. Executive Committee
 - b. Communications and Awards Committee
 - c. Education Committee
 - d. Welfare Committee
 - e. Benefits and Policy Committee
 - f. Elections Committee
- VI. New Business (25 Minutes)
 - a. Open Discussion
- VII. Adjournment – 1:30m

Note:

Meetings are open to the public.



Cornell University Employee Assembly

Cornell Employee Assembly
Minutes of the August 3, 2020 Meeting
12:15-1:30 PM
Zoom

I. Call to Order & Roll Call

- a. Chair A. Howell called the meeting to order at 12:15pm.
- b. *Members Present:* S. Barry, M. Benda, A. Brooks, J. Creque, H. Depew, J. Duong, G. Giambattista, B. Goodell, A. Haenlin-Mott, D. Hiner, A. Howell, R. Lochner, K. LoParco, V. McAuley, A. McCabe, J. Michael, R. Miegl, A. Miller, M. Newhart, C. Sanzone, K. Supron, L. Taylor, W. Treat, C. Wiggers, J. Withers
- c. *Members Absent:* K. Barth, T. Chams, J. Cooley, B. Fortenberry, E. Ivory, K. Mahoney, E. Miller, J. Townley

II. Approval of Minutes

- a. Motion to approve minutes from July 1, 2020 meeting – approved with no dissent.
- b. Motion to approve minutes from July 13, 2020 meeting – approved with no dissent.

III. Business of the Day

- a. EA R2: Updating the Employee Assembly Charter to Expand its Membership
 - i. J. Withers referenced the resolution in today's meeting packet and thanked the Membership Task Force members.
 - ii. Summary of resolution
 1. Shifts Johnson School to renamed SC Johnson College of Business seat that would represent the Hotel School, Johnson School, Dyson School, and any staff directly associated with the SC Johnson School
 2. Adds units/divisions to University Relations seat and renames it to "Central University Administration" seat
 3. Adds BIPOC and 20+ year seat
 4. Adds three "At-Large" seats
 5. Adds language for retiree seat
 6. Suggestion to extend term lengths from two years to three
 - iii. A. Howell thanked the Membership Task Force for their work and efforts and opened the floor for speaker's list.
 - iv. C. Sanzone raised a concern about mix of units that would be under the renamed Central University Administration seat, specifically ROTC and Prison Education
 - v. J. Withers and A. Miller clarified why those units were put under the Central University Administration seat due to them rolling up to the Vice Provost's Office.
 - vi. C. Sanzone expressed concern about whether the committee felt that this set of seats and assignments that every staff member has a unit level or unit based representative at this point or if there are still gaps.
 - vii. J. Withers responded that Cornell is ever evolving and that new departments and units are created and that was part of the thinking behind the "At-Large" seats to help the EA stay relevant

- viii. K. Supron also inquired about the decision to place staff from the Vice Provost's Offices under the Central University Administration seat as some are academic and some are administrative.
- ix. K. LoParco inquired about the definition of three consecutive sessions.
- x. J. Withers stated it was in alignment with the EA Charter and G. Giambattista confirmed.
- xi. K. LoParco stated that someone reading the resolution may not reference the EA Charter for clarification.
- xii. A. Howell informed the assembly members with regard to any motions that are passed may not be voted upon by the same assembly members in September after the EA elections have taken place.
- xiii. B. Goodell commended the Elections Committee and Membership Task Force for their work with the resolution in order to provide fairer representation by all staff.
- xiv. There was a motion to vote by B. Goodell and seconded by C. Wiggers.
- xv. K. LoParco indicated that there needed to be clarification with regard to the School of Hotel Administration seat being renamed the SC Johnson School of Business Seat and that the Johnson School will be removed from its current seat of Graduate School, Law School and Johnson School Representative. She further indicated that the University Relations portion still needed clarification and that there is more work that should be done before there is a vote on the resolution.
- xvi. A. Howell recognized that K. LoParco had her hand raised prior to the motion to vote was seconded.
- xvii. K. LoParco motioned to further amend the resolution to that the Johnson School is now in the Johnson College of Business seat. She further stated that acronyms need to be spelled out within the resolution, along with the concerns of the University Relations seat that should be addressed.
- xviii. J. Duong pointed out the part of the resolution that addresses the change to the Johnson School seat.
- xix. K. Supron voiced her support of K. LoParco's motion to table under the premise of not having enough information today to answer the questions or concerns about the University Relations seat and where the reporting line is for the proposed staff to be represented by that seat. K. Supron seconded the motion to table – **motion to table failed** 11 yes, 8 no and 3 abstentions.
- xx. B. Goodell stated that the amendment proposed by K. LoParco was acceptable and motioned to end debate and vote again.
- xxi. A. Howell recognized C. Sanzone to provide a point of information.
- xxii. C. Sanzone inquired about what it means to say it's a friendly amendment and if it refers to the language and acronyms suggested by K. LoParco.
- xxiii. A. Howell provided the perspective that it assumes zero structural change and that it would be adopted by unanimous consent. In addition, he informed the assembly that the sponsor has to agree to it.
- xxiv. A. Howell informed B. Goodell that he would either have to offer the amendment for unanimous consent or motion to continue debate or table.
- xxv. C. Sanzone indicated that the amendment that was discussed was in relation to the Grad School, Johnson School, Hotel School piece and there wasn't an amendment proposed to handle the University Relations piece.
- xxvi. K. Supron stated that she wasn't certain on what was just voted on as she was under the impression that the vote was to table the resolution.

- xxvii. A. Howell clarified that the motion to table didn't back so it goes back into debate.
- xxviii. A. Howell inquired of B. Goodell if he would like to rescind his motion to vote as there was a motion to table – motion to vote **withdrawn**.
- xxix. A. Howell stated that there is now a motion to table that was seconded by C. Sanzone – **motion to table failed** 11 yes, 8 no and 3 abstentions
- xxx. A. Howell asked the members to either table or defer debate on the resolution once VP Joel Malina joins the meeting so that they can focus on the quarantine procedures.
- xxxi. B. Goodell moved to end to debate.
- xxxii. C. Wiggers asked for clarification on the specification of the amendment that they are tying the subordinate units to their direct reporting chain and also ensuring that the acronyms are spelled out.
- xxxiii. J. Withers confirmed that and also indicated that there was an expression to clarify the Johnson College of Business seat and what that means to the Grad School, Law School and Johnson School seat.
- xxxiv. C. Wiggers stated that if those amendments were made during this meeting, the resolution could come back forward and be taken to a vote.
- xxxv. A. Howell asked for a vote on ending debate – **motion to end debate failed** 10 yes, 9 no, 3 abstentions.
- xxxvi. C. Sanzone inquired about why individuals who worked on the resolution would abstain and added that if there was just a little more time to get clarification and information, this could be tabled, resolved and potentially passed at the next meeting. She further offered a suggestion to strike the University Relations piece, pass the rest of the resolution and revisit the University Relations piece as it is a structural piece.
- xxxvii. K. Supron supported C. Sanzone's suggestion in that the University Relations piece does merit consideration.
- xxxviii. K. LoParco also supported C. Sanzone's and K. Supron's concerns about the University Relations piece and that it deserves more time.
- xxxix. M. Newhart motioned to remove the University Relations piece.
- xl. J. Duong asked a point of information of if this motion removes those parts that don't roll up to administration or if this motion removes all changes to the University Relations seat.
- xli. G. Gimabattista clarified that the resolution is actually changing the Charter so it's not about the seat structure and if the University Relations piece was pulled out of this resolution, it would have to go back in as a separate Charter change.
- xlii. M. Newhart withdrew her motion to remove the University Relations piece.
- xliii. A. Miller provided information as to why she has been abstaining from the vote and invited K. LoParco, C. Sanzone and K. Supron to join the Elections Committee for a discussion about their concerns as the representatives for these particular seats.
- xliv. A. Haenlin-Mott concurred with A. Miller in that the elections committee discussed this at length and that was her reason for abstaining from the vote. She further indicated that one of the abstentions would need to change in order to pass the motion to table.
- xlv. C. Sanzone motioned to table – **motion approved** 20 yes, 1 abstention

b. Quarantine Housing Arrangement Discussion

- i. A. Howell indicated that due to the announcement late last week with regard to the change in quarantine housing, the EA staff forum is cancelled for this week. He further stated that the University Assembly is holding a special meeting later this week as it affects all constituencies.

- ii. A. Howell welcomed VP Joel Malina to assist with any inquires or questions regarding this recent update to reopening.
- iii. A. Howell opened the floor to members and the gallery.
- iv. J. Malina expressed appreciation for the EA's leadership role in hosting and conveying all of the conversations over the past few months. He further stated that was they have learned from just the past few weeks along that there is more and more need for staff engagement and as the start of the semester gets closer, there will likely be more questions and a need for more conversations.
- v. B. Goodell provided a recent example of encountering a student who was not practicing physical distancing or wearing a mask. He stated that he has been approached by staff with a genuine concern about how the reopening will flow and ensuring that all community members will follow the protocol.
- vi. J. Malina responded that it is a behavior modification and that we have to recognize that it will take a little time in understanding what will be appropriate behavior and actions. He stated that students will need to complete an online course that will address the expectations, as well as attestation to the behavioral compact. He also indicated there will be a hotline available for individuals to report those not following the protocol.
- vii. J. Malina informed the assembly that there will be a very aggressive public health education campaign that will include large signs at all major entrances to campus that will provide details on expectations.
- viii. A. McCabe inquired as to whether we know how many students will be housed on campus and where they will be living.
- ix. J. Malina stated that he does not have that information yet but will ensure that the EA has that data when available.
- x. K. LoParco inquired about signage to print and post as needed and the consistency about the protocol and details.
- xi. J. Malina informed members that there is signage available on the Cornell COVID page, along with larger signage that will be on the borders of campus as well as social media and the public health campaign.
- xii. B. Goodell inquired about students coming back and getting supplies before entering quarantine and whether that was the way it was designed to work.
- xiii. J. Malina reiterated the decision that was made last week to have students who are residents in the states on the NYS travel advisory list that they are to quarantine prior to arrival in Ithaca or start the semester online until their state is removed from the list. He went on to add that the students who have already come back to Ithaca or who never left over the summer are required to be have the surveillance testing done immediately to get a sense about the prevalence of the virus.
- xiv. A staff member inquired about the protocol for staff to follow to speak with students and others who are not meeting the behavioral expectations.
- xv. J. Malina stated that it is the hope that all community members have the tools and resources they need in order to have those conversations.
- xvi. A. Howell thanked J. Malina for joining the meeting and giving the assembly members and staff participants an opportunity to express their concerns and ask questions.
- xvii. J. Malina expressed interest in coming back again as it fits with his schedule.

IV. Adjournment

a. Chair Howell adjourned the meeting at 1:30 pm.

Respectfully Submitted,
Wendy Treat
Senior Coordinator, Office of the Assemblies

DRAFT



1 **EA R3: Employee Assembly Condemning Hate Crime and**
2 **Any Other Form of Racism, Religious or Ethnic Bias,**
3 **Discrimination, Incitement to Violence**

4 *Abstract:* This resolution is a statement condemning hate crime and any other form of racism,
5 religious or ethnic bias, discrimination, incitement to violence targeting any person at Cornell
6 University.

7 *Sponsored by:* David Hiner (Main Sponsor), Adam Howell, Hei Hei Depew

8 *Reviewed by:* Executive Committee, August, 2020

9 **Whereas,** On July 1st, 2020 the Employee Assembly was the victim of a “zoom bombing”
10 attack by intruders unaffiliated with Cornell during its regularly scheduled open
11 meeting.

12
13 **Whereas,** these outside intruders took advantage of the EA’s public dialog meeting
14 format by interrupting speakers and disrupting the meeting with hateful speech;

15
16 **Whereas,** the intruders continued to maliciously deface the virtual backgrounds of Hei
17 Hei Depew, Executive Vice Chair of the EA, and Adam Howell, Chair of the EA, along
18 with other members with Nazi signs and other derogatory imagery.

19
20 **Whereas,** the intruders used racist and derogatory verbal remarks pointed at EA
21 members and toward Cornell as a whole and;

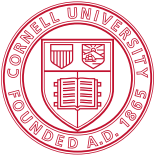
22
23 **Whereas,** the intruders continued to bombard the Zoom chat with derogatory and
24 hateful speech.

25
26 **Be it therefore resolved,** the EA acknowledges the emotional pain these hurtful actions
27 cause, strongly condemns hate crimes, and any other forms of racism, religious or ethnic
28 bias, discrimination, or incitement to violence.

29
30 **Be it therefore resolved,** the EA strongly opposes the heinous actions of those who wished
31 to disrupt and tarnish the EA’s open and inclusive dialog.

32
33 **Be it further resolved,** the EA and the Cornell Office of the Assemblies will continue to
34 work with Cornell Information Technology to secure a safe and respectful environment
35 for all Cornell and interested Ithaca community members who wish to participate in a
36 meaningful dialog during the EA’s public meetings and open forums.

37
38 **Be it further resolved,** The EA will always use Cornell’s core values to guide and conduct
39 its meetings.



Cornell University
Employee Assembly

40
41 **Be it further resolved,** The EA supports the use of Cornell’s bias reporting system,
42 <https://diversity.cornell.edu/our-commitments/bias-reporting-cornell>, for any member
43 of the Cornell community that feels they have witnessed or experience and act of hate or
44 bias that has impacted the Cornell community.

45
46 **Be it finally resolved,** the EA encourages all members of the Cornell community
47 regardless of ethnicity, nationality, or sexual orientation to participate in the shared
48 governance process and foster an inclusive environment for all voices to be heard.

49
50 **Adopted by Vote of the Assembly (X-X-X), {Date},**
51 {If adopted, the vote counts and Adopted Date will be filled in by the EA Chair prior to submitting to the
52 President’s Office}

53
54 **Respectfully Submitted,**
55 David Hiner, LGBTQ+ Representative, Employee Assembly



EA R2: Updating the Employee Assembly Charter to Expand its Membership

Abstract: Resolution to amend the Employee Assembly Charter and align the assembly’s membership with current University structure reflecting a more comprehensive representation of University staff.

Sponsored by: EA members of the Membership Task Force, as charged by the Assembly in EA R6.2020

Jessica E. Withers, Chair of the Elections Committee and Library and Museum Representative

Jamie Duong, School of Hotel Administration Representative

Brian Goodell, Representative At-Large

Andrea Haenlin-Mott, Disability Representative At-Large

Ashley Miller, Division of Human Resources Representative

Reviewed by: Elections Committee, August 18, 2020

Whereas, the Employee Assembly is the shared governance body charged to be concerned with those matters directly affecting the staff community of Cornell University; and

Whereas, the staff community encompasses non-academic staff across multiple colleges and units across the university; and

Whereas, the current assembly is not fully representative of the current University structure’s breadth of staff members; and

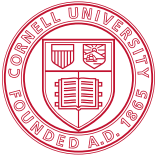
Whereas, the establishment of voting member seats representing staff not presently covered by the Assembly Charter aligns with the Article II Object:

“The Assembly will actively seek to involve all segments of Cornell’s diverse employee population in the Assembly’s decision-making activities.”; and

Whereas, staff of the SC Johnson College of Business, the School of Public Policy, Office of the University Counsel, Office of the Judicial Administrator, Offices of the President and Provost, and eCornell have not had direct representation on the Assembly; and

Whereas, the Employee Assembly Charter does not currently include provisions for non-specific At-Large seats or an explicit process for filling the Retiree seat; and

Whereas, the Assembly recognizes of the value of overall staff engagement and supports inclusive representation on the Assembly even as departments and units change with time; and



Cornell University Employee Assembly

40 **Whereas**, the Assembly created a Membership Task Force to review terms, seats, best use of At-
41 Large seats, and appropriate total size and make recommendations on these items and any others they
42 discover regarding Assembly make-up for review by the Assembly; and

43
44 **Whereas**, the turnover of Assembly positions on two-year terms creates challenges for knowledge
45 transfers within the body and on specific committees.

46
47 **Be it therefore resolved**; the Membership Task Force recommends the following changes to the
48 Employee Assembly Charter:

49
50 **Be it resolved**, the School of Hotel Administration voting representative shall be renamed the
51 “Cornell SC Johnson College of Business” voting representative to encompass all units within SC
52 Johnson (School of Hotel Administration, Charles H. Dyson School of Applied Economics and
53 Management, Samuel Curtis Johnson Graduate School of Management, and all other staff within the
54 Cornell SC Johnson College of Business); and

55
56 **Be it resolved**, the voting representative for “The Graduate School / Law School / Johnson Graduate
57 School of Management” will be changed to represent “The Graduate School and Law School”; and

58
59 **Be it resolved**, that a voting seat be established for the School of Public Policy; and

60
61 **Be it resolved**, that a voting seat be established for the School of Continuing Education and Summer
62 Sessions and eCornell; and

63
64 **Be it resolved**, that an at-large affinity voting seat be added to represent Black, Indigenous, and
65 People of Color (BIPOC) staff; and

66
67 **Be it resolved**, that an at-large affinity voting seat be added to represent staff who have been at
68 Cornell for more than 20 years; and

69
70 **Be it resolved**, that two at-large representative voting seats be added. At-Large representative seats
71 may be filled by appointment from existing candidate pool after annual elections or by candidates
72 from a department without clear Assembly representation. The term of At-Large representative seats
73 will match the Assembly terms and be split to align with overall body turnover; and

74
75 **Be it resolved**, that staff from the Offices of the President, the Provost, the Board of Trustees,
76 Counsel, Judicial Administrator, Ombudsman be represented by the University Relations seat and
77 that seat be renamed “University Relations and Central Administration”; and

78
79 **Be it resolved**, that two Staff Retirees will be appointed by the Division of Human Resources, in
80 consultation with the HR Retiree Engagement Advisory Committee, to represent the Staff Retiree
81 constituency. The two members shall share one vote but may serve on different committees. The



Cornell University
Employee Assembly

82 two-year appointments will be staggered for continuity purposes. The Assembly shall vote to accept
83 the proposed candidates; and

84
85 **Be it further resolved**, that Employee Assembly term lengths be extended to three years from two;
86 and

87
88 **Be it further resolved**, the following representative seats be updated to reflect current titles:

- 89 • The Geneva Campus Representative shall become the Cornell AgriTech Representative
- 90 • The Infrastructure, Properties & Planning Representative shall become the Facilities and
91 Campus Services Representative; and

92
93 **Be it further resolved**, that the total number of representatives on the Employee Assembly shall be
94 increased to 35 and that these membership changes go into effect with the Spring 2021 elections; and

95
96 **Be it further resolved**, that §Article V, Section 2A of the Employee Assembly Charter be amended
97 as follows:

98
99 The Assembly consists of **35** voting members elected by and from the eligible employee population
100 at Cornell University.

101
102 1. **Twelve** voting members shall be elected to represent the following academic colleges and
103 schools with one representative each: College of Agriculture & Life Sciences; College of
104 Architecture, Art, & Planning; College of Arts & Sciences; College of Engineering /
105 Computer & Information Science; **the Graduate School and Cornell Law School**
106 **(combined seat)**; College of Human Ecology; School of Industrial and Labor Relations;
107 College of Veterinary Medicine; Cornell Tech; **SC Johnson College of Business; School of**
108 **Public Policy; School of Continuing Education and Summer Sessions and eCornell**
109 **(combined seat)**.

110
111 2. Ten voting members shall be elected to represent the following administrative units with
112 one representative each: Alumni Affairs & Development; **Cornell AgriTech; Facilities and**
113 **Campus Services**; Financial Affairs, Budget & Planning, Audit & Investment; Health &
114 Safety; Human Resources; **Library and Museum**; Research, Tech Transfer & Information
115 Technology; Student & Campus Life; **University Relations and Central Administration**
116 **(the Offices of the President, the Provost, the Board of Trustees, Counsel, Judicial**
117 **Administrator, Ombudsman)**

118
119 3. **Eleven** voting members shall be elected to represent the following affinity groups with one
120 representative each: **BIPOC (Black, Indigenous, and People of Color)**; Disability; Exempt;
121 International; Less Than Five Years of Service; LGBTQ; **More Than 20 Years of Service**;
122 Non-Exempt; Retirees; Veterans; Women;



Cornell University
Employee Assembly

123
124 **a. Two voting members shall be appointed by the Division of Human Resources,**
125 **in consultation with the HR Retiree Engagement Advisory Committee, to**
126 **represent the Staff Retiree constituency. The two members shall share one vote**
127 **but may serve on different committees. The two-year appointments shall be**
128 **staggered for continuity purposes. The Assembly shall vote to accept the**
129 **proposed candidates.**

130
131 **4. Two voting members shall be elected or appointed to represent staff at-large from**
132 **across the University. At-Large representative seats may be filled by appointment from**
133 **existing candidate pool after annual elections or by candidates from a department**
134 **without clear Assembly representation. The term of At-Large representative seats will**
135 **match the Assembly terms and be split to align with overall body turnover.**

136
137 **Be it finally resolved**, that §Article V, Section 6 of the Employee Assembly Charter be amended as
138 follows:

139
140 A. The term of membership is **three** consecutive sessions of the Assembly unless otherwise
141 explicitly stated. Terms are staggered such that **one-third** of the members' terms expire
142 each year.

143
144 **Adopted by Vote of the Assembly (X-X-X), {Date},**
145 {If adopted, the vote counts and Adopted Date will be filled in by the EA Chair prior to submitting to the
146 President's Office}

147
148 **Respectfully Submitted,**
149 **Membership Task Force**
150 **Meredith Collins**, non-EA staff committee member, Administrative Assistant, Cornell University
151 Library

152 **Jamie Duong**, School of Hotel Administration Representative

153 **Brian Goodell**, Representative At-Large

154 **Andrea Haenlin-Mott**, Disability Representative At-Large

155 **Ashley Miller**, Division of Human Resources Representative

156 **J'Frances White**, non-EA staff committee member, Assistant to the Executive Director of
157 Admissions & Financial Aid, SC Johnson College of Business

158 **Jessica E. Withers**, Chair of the Elections Committee and Library and Museum Representative
