

Cornell University Employee Assembly

AGENDA **Employee Assembly Meeting** **May 6, 2020** **12:15 -1:30pm** **Remote via Zoom**

“An Active Voice for Cornell Staff”

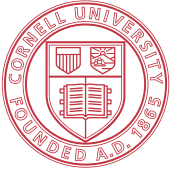
We strive to make all events accessible. If you are in need of accommodations in order to fully participate, please contact the Office of the Assemblies at (607) 255-3715 or assembly@cornell.edu.

- I. Call to Order 12:15pm
- II. Roll Call
- III. Approval of Minutes
- IV. Business of the Day (50 Minutes)
 - a. RX 3: Campus Circulator Resolution (15 Minutes)
 - b. RX 7: BPC Resolution Bereavement Policy (15 Minutes)
 - c. RX 8: Cornell Health Staff Resolution (15 Minutes)
 - d. COVID Forum Discussion (5 Minutes)
- 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 (15 Minutes)
 - a. Open Discussion
- VII. Adjournment – 1:30pm

Note:

You may join via Zoom. Here is the link: Join URL: <https://cornell.zoom.us/j/258604492>

Upcoming Meeting:



Cornell University Employee Assembly

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

I. Call to Order & Roll Call

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

II. Approval of Minutes

- a. Motion to approve the minutes of the March 30, 2020 – **approved** with no dissent

III. Business of the Day

- a. Accreditation Committee: Michael Fontaine and Marin Clarkberg
 - i. M. Clarkberg introduced her and M. Fontaine as the co-chairs of Cornell's reaccreditation effort to keep the university in good standing with its accrediting body. She stated that accreditation previously occurred every 10 years, but is now on an eight-year cycle. They are coming up against a visit to the Cornell campus hopefully in October. She explained that university accreditation is a process of peer review carried out through a private, nonprofit organization instead of a government entity. The rationale behind this is to keep the government out of evaluations. They work with the Middle States Commission on Higher Education. Accreditation is voluntary, but it is required in order for students to gain access to federal funding, including federal grants and loan programs. Cornell has been accredited since 1921, and the review covers the entire university, including Weill Cornell Medicine in New York City and instructional activities around the world.
 - ii. M. Clarkberg noted the seven standards in the accreditation process.
 1. Mission and Goals
 2. Ethics and Integrity
 3. Design and Delivery of the Student Learning Experience
 4. Support of the Student Experience
 5. Educational Effectiveness Assessment
 6. Planning, Resources, and Institutional Improvement
 7. Governance, Leadership, and Administration
 - iii. M. Clarkberg gave an overview of the committee's timeline with a goal of having a team of peer evaluators visiting the Ithaca campus from October 11-14. As preparation, the committee completed a 180-page self-study that is posted online. They are working to incorporate comments. M. Clarkberg added that if they had been on the regular timeline, the committee would have been doing outreach now. While the rollout has derailed

alongside the original timeline, the committee will be proceeding to seek more community input down the line. The committee also expects to add an appendix on their response to COVID-19.

- iv. A. Howell asked M. Clarkberg how she foresees the overall timeline being delayed or altered.
 - 1. M. Clarkberg responded that the strong preference was to stay with the same timeline if possible. If they cannot have the guests on campus in October, they may be weighing what it means to have a virtual visit.
- v. H. Depew noted that it is unlikely Cornell will lose its accreditation. However, she asked if there were instances of other institutions that have lost accreditation.
 - 1. M. Clarkberg replied that some colleges do lose accreditation. Last time Cornell did accreditation 10 years ago, the outcome was that we had to follow up with a report two years later addressing student learning outcomes and progress. That is not an unlikely outcome this time. Below that, colleges can be put on warning or notice, or have to do in-person visits.
- b. EA R6: Postponing Spring 2020 elections and Extending Expiring Seats
 - i. J. Withers introduced EA R6 to postpone elections until the Fall. The resolution also includes a task for her to keep an eye on the operating status of the university and make recommendations as needed. The Elections Committee also seeks to establish a Membership Task Force to review terms, seats, best use of At-Large seats, and appropriate total size and make recommendations no later than 12 weeks after passage of the resolution. J. Withers explained that this was in response to J. Duong's questions about representing the College of Business and EA discussions a month ago about the at-large seats and the size of the assembly as a whole along with other issues.
 - ii. E. Miller suggested introducing the task force in a separate resolution from the timeline of the elections. She added it seemed like a separate issue, and one they have discussed in multiple EA meetings. While delaying the election is something the EA can vote on now, the task force is something that can be developed. E. Miller also suggested looking into a representative for employees who have been at Cornell for over 20 years.
 - 1. J. Withers noted she has the 20 Years Representative on her list.
 - 2. A. Howell stated that under normal circumstances, he would agree with E. Miller's point. However, they are in a situation where their workload and ability to meet is made more difficult. The EA only has a few meetings left, so he supports combining the two issues.
 - iii. A. Howell made a call to the question for EA R6.
 - 1. Seconded by K. Barth.
 - 2. EA R6 **passed** unanimously with a vote of 25 in favor.
- c. EA R7: Bereavement Policy
 - i. B. Goodell introduced EA R7 to add a more inclusive definition of family to the University's Funeral Leave Policy 6.9, pg. 15 and to incorporate a reasonable number of days off for travel to and from funeral services. The resolution seeks to have the policy consider surrogate parents as immediate family members. It also seeks to give employees a maximum of five paid time off days for funerals of immediate relatives who are more than 100 miles away, and a maximum of three for the funeral of other relatives who are more than 100 miles away. He noted concerns that the bereavement policy did not account for today's family structures. The Committee met with constituents and university administrators to talk about family structures. The committee

also looked at and compared policies at other institutions. For example, Harvard's policy allows longer time for emotional difficulty and travel logistics.

- ii. J. Withers asked for the rationale behind not extending the definition of family members past surrogate parents.
 1. B. Goodell replied that the main focus was on surrogate parents and the committee was weighing how much change they could realistically make. However, it is something they could discuss.
- iii. E. Miller noted that she is in favor of the policies from other universities including household members as immediate family. It is important to note that oftentimes people are not necessarily married but are living together in a committed relationship.
- iv. J. Cooley stated his opposition to changing the policy. The policy is not accompanied by required documentation and his concern is that it expanding definitions may elicit further misuse.
 1. B. Goodell noted incidents of abuse is very hard to find out and even with the current policy, they cannot tell if there is abuse or not.
 2. K. Loparco supported the resolution as a way to level the playing field for employees in the face of unequal supervisors. Education for supervisors is subjective. She urged that they need to set a precedent showing they are an inclusive institution. If employees identify a family member who may not be a blood relative, it should be respected.
 3. A. Haenlin-Mott added there is a consistency issue across the board. There is a level of potential abuse for all policies, but she supported giving the benefit of the doubt to employees and doing what they can to hold them accountable.
 4. J. Cooley responded that regarding consistency, allowing interpretation will allow for more inconsistency. The policy applies to a huge body, and his reasoning for consistency is to not make many changes.
 5. B. Goodell stated that this issue came up when he met with Cornell administration to discuss the implementation of such a policy. Senior Consultant in H.R. Luran Jacoby noted things H.R. could do at their level to ensure such a policy could be more universally implemented and educated on.
 6. C. Wiggers made a motion to table EA R7.
 - a. Seconded by K. Barth.
 - b. Vote to table EA R7 – **tabled** with a vote of 19-0-1.
- d. COVID-19 Forum Discussion
 - i. A. Howell stated a decision was made in consultation with VP Mary Opperman to pause the COVID-19 Forum discussions. They will see if there will be new information and discuss new ideas, including whether they should consider topical forums.
 - ii. M. Benda stated she would like to see another forum soon. She has concerns with furloughing and financial problems with the college.
 - iii. E. Miller noted another forum if there is no new information to share may not be worth it as a lot of questions are being repeated. She added that she would like to see more direct interaction during the forums but does not have a suggestion on how to do so. The staged meeting of the questions seems premeditated and she would like to see some sort of more open interaction.
 1. A. Howell stated the format is partially due to problems, such as bombing, profanity, and disruptions. However, he can ask if there is a way to make it more interactive.

- iv. W. Treat asked for a follow-up on information for questions that had been asked, such as sending in the parking pass to Transportation.
 - 1. A. Howell noted H. Depew will be addressing that topic during Committee Reports.
- v. L. Taylor asked if it is possible to be in regular contact with VP Opperman and ask her to schedule something when they do have more information.
 - 1. A. Howell relayed that VP Opperman is committed to bringing new information as soon as they have it. They can ask for a specific timeframe on when they may do so, but he is unsure if they will give one.
- vi. H. Depew added that it does not seem VP Opperman is planning on cancel any future forums.
- vii. A. Haenlin-Mott noted that the EA is only one mode of communication for VP Opperman. Implementation will be multi-modal as well.

IV. Committee Reports

- a. Executive Committee
 - i. H. Depew noted there was an inquiry on whether a blanket suspension of payroll deductions for parking permits would be possible. After working with Director of Transportation Services Bridgette Brady, VP of Facilities & Campus Services Rick Burgess communicated it was not possible to suspend all permits for payment holders due to revenue issues, which covers salaries, TCAT payments, and garage debt payments. The deadline in March to submit permits will be extended to May. For those renewing in June, deductions will be in August.
 - 1. K. Mahoney added Transportation has agreed to not exempt staff from taking their places back in the lot if they choose to turn in their parking permits now.
 - 2. B. Fortenberry commented that putting an unfair burden on staff to pay for salaries is an appalling answer. He asked to continue the conversation.
- b. Communications and Awards Committee
 - i. Ran out of time at end of meeting.
- c. Education Committee
 - i. Ran out of time at end of meeting.
- d. Welfare Committee
 - i. Ran out of time at end of meeting.
- e. Benefits and Policy Committee
 - i. Ran out of time at end of meeting.
- f. Elections Committee
 - i. Ran out of time at end of meeting.

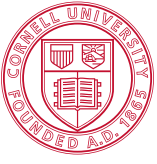
V. New Business

- a. Open Discussion
 - i. Ran out of time at end of meeting.

VI. Adjournment

- a. Chair Howell adjourned the meeting at 1:34pm.

Respectfully Submitted,
Catherine Tran
Clerk of the Assembly



EA R3: Support of the development and implementation of a Cornell Campus Circulator System

Abstract: For the past eleven years, a Cornell Campus Circulator System of transportation has been under discussion as a way to improve access to many university functions and to address the continual challenges related to transportation and parking that Cornellians face every day. We propose that this project become a priority for Cornell and be realized within the period of the next five years.

Sponsored by:

Kristopher Barth—Information Technology, Tech Transfer, and Research Representative
[Everybody!]

Reviewed by: Employee Welfare Committee, 1/14/2020

Whereas, the need for a Campus Circulator was identified in the 2008 Campus Master Plan as essential to the efficiency and productivity of Cornell campus which depends on how well Cornell students, faculty, employees, and alumni, as well as guests and visitors can move about the campus; and

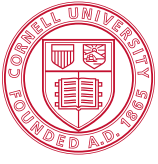
Whereas, the 2013 Cornell Climate Action Plan calls for the reduction of fossil-fuel consumption of the Cornell Fleet through alternative-fueled vehicle purchasing and the increased use of mass transportation, leading to the fulfillment of the Carbon Neutrality 2035 goal approved by the Board of Trustees; and

Whereas, the 2015 Game Farm Road Athletic Complex Facilities Master Plan requires the improvement and expansion of Cornell's current transportation system to make that complex more accessible to student athletes, coaches, and staff in a timely and safe fashion throughout the day; and

Whereas, the need for a Campus Circulator was identified in Cornell's 2018 Parking Optimization Study, as a way to reduce the reliance on TCAT large bus traffic through the center of campus; to provide more frequent transit to more locations across campus; to increase connectivity and reduce the confusion inherent in current transit options; to reduce the anxiety and challenges around current parking proximity to destination; to reduce the amount of car traffic on campus; and to increase the use of existing available perimeter parking options; and encourage the use of sustainable intra-campus mobility options when on campus; and

Whereas, only students in their first year at Cornell have free access to TCAT and there is an opportunity to provide and encourage the use of barrier free, sustainable, mass transportation for all students; and

Whereas, pedestrian and bike safety are a priority and this is another step towards Vision Zero by reducing car traffic, parking hunting, and bus traffic on campus; and



Cornell University Employee Assembly

40 **Whereas**, it is important to continue to protect Cornell’s natural landscapes, green spaces, and maintain our
41 campus aesthetics (which are among the most beautiful in the world) for all future Cornellians; and
42

43 **Whereas**, efficient mass-transit supports the One Cornell vision, including the ease of access and utilization
44 of the Martin Y. Tang Welcome Center, and allowing students, faculty, guests, and staff to move across
45 campus easily to cross collaborate more often between schools and disciplines and to attend meetings and
46 campus events more frequently; and
47

48 **Whereas**, TCAT is committed to working with Cornell to improve their service and pilot new sustainable
49 initiatives to better meet Cornell’s needs and goals; and
50

51 **Whereas**, our 2019 Drafted Core Values statement outlines Changing Lives through Engagement by
52 applying knowledge that we and others create for the benefit of society and engagement with our community,
53 state, and the broader world; as well as our Respect for the Natural Environment and the need to live and
54 work for a sustainable environment.
55

56 **Be it therefore resolved** that a Cornell Campus Circulator System should be included in the Cornell
57 University long term strategic plan, post the COVID19 crisis and related financial issues; it is a general
58 priority and represents what the campus wants and will need in the future.
59

60 **Be it finally resolved**, a copy of this resolution be presented to Martha Pollack, President; Mary Opperman,
61 Vice President and Chief Human Resources Officer; Joel Malina, Vice President for University Relations
62
63

64 **Adopted by Vote of the Assembly (X-X-X), {Date},**
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66 **Respectfully Submitted,**

67 Kristopher Barth, Information Technology, Tech Transfer, and Research Representative
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69 References:
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71 **Section 4.30 4.31 of**

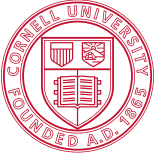
72 https://masterplan.cornell.edu/doc/cmp_part_1/transportation_circulation/transportation_circulation.pdf
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74 **Page 8, 11, 38 of**

75 https://fcs.cornell.edu/sites/default/files/imce/site_contributor/Dept_University_Architect_and_Campus_Planning/documents/Campus_Planning/Game%20Farm%20Road%20Athletic%20Complex%20Facilities%20Master%20Plan.pdf
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79 **Cornell HR Workforce Report, Page 14**

80 https://apps.hr.cornell.edu/hr_professional_docs/for_employees/Workforcereport_FY2018.pdf
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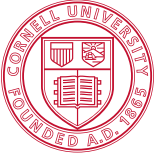
83 Page 58,59 [https://sustainablecampus.cornell.edu/sites/default/files/2019-](https://sustainablecampus.cornell.edu/sites/default/files/2019-01/Cornell%20University%20CAP%20Roadmap%20-%202013_0.pdf)
84 [01/Cornell%20University%20CAP%20Roadmap%20-%202013_0.pdf](https://sustainablecampus.cornell.edu/sites/default/files/2019-01/Cornell%20University%20CAP%20Roadmap%20-%202013_0.pdf)

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86 **Page 10,12 of the Transportation Parking Optimization Presentation**

87

88 **Core Values:** <https://president.cornell.edu/initiatives/university-core-values/>



EA R4: BPC Resolution Bereavement Policy

Abstract: This resolution is a formal request to add a more inclusive definition of ‘family’ to the University’s Funeral Leave Policy 6.9, page 15 and to incorporate a reasonable number of days off for travel to and from funeral services.

Sponsored by: Brian Goodell, on behalf of the Employee Assembly Benefits Policy Committee

Reviewed by: Employee Assembly, 04/15/2020

Whereas, The University appreciates the work of all employees and wants employees to understand their rights to time away from work for personal, family, community, and other outside needs and obligations; and at the same time, it is necessary to place reasonable limits on time away from work to ensure each individual's job responsibilities are properly carried out, and that all employees are treated fairly and consistently in dealing with time away from work; and

Whereas, the current Funeral Leave Policy allows three days off with pay when a death occurs in the employee's immediate family; and the immediate family consists of a spouse, domestic partner, child, stepchild, sibling, parent, stepparent, grandparent, grandchild, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, or sister-in-law; and

Whereas, For a funeral of other relatives, a fellow employee in the immediate work unit, or when serving as a pallbearer, a maximum of one-half day for a local funeral and one full day for an out-of-town funeral may be granted with pay; and in all other cases time may be taken, and charged to vacation or health and personal leave; and

Whereas, The current Funeral Leave Policy does not address that the family structure has changed over the years; and the current policy does not allow ‘surrogate’ parents the same considerations as a parent; and

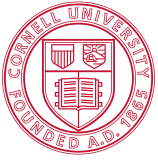
Whereas, We define a surrogate parent as the primary caregiver for the employee who views them as immediate family, this could be an aunt, uncle, cousin, or non-blood related caregiver; and

Whereas, The current policy does not consider travel logistics of relatives that reside more than 100 miles away and the extensive time to plan and travel to and from a funeral service; and

Whereas, Paid time off beyond the three days for immediate family at a distance of 100 miles should be considered to compensate for those distances; and

Whereas, After comparing the current Funeral Leave Policy with peer institutions, many offer five days off for bereavement, and some offer extended time due to travel logistic; and

Be it therefore resolved, that the Employee Assembly recommends the Funeral Leave Policy should consider ‘surrogate’ parents as immediate family members; and



Cornell University
Employee Assembly

42 **Be it therefore resolved,** that, for the funeral of immediate relatives who are more than 100 miles,
43 employees be given a maximum of 5 days paid time off; and, for a funeral of other relatives who are
44 more than 100 miles away, employees be given a maximum 3 days paid time off; and

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46 **Be it finally resolved,** that this resolution be submitted to the President of the University.

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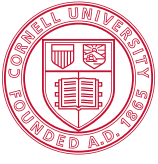
49 **Adopted by Vote of the Assembly (X-X-X), {Date},**

50 {If adopted, the vote counts and Adopted Date will be filled in by the EA Chair prior to submitting to the
51 President's Office}

52

53 **Respectfully Submitted,**

54



EA R8: In Recognition of Cornell Health Employees during the COVID-19 Pandemic

Abstract: On behalf Cornell University Employee Assembly, Resolution 8 is hereby submitted to recognize the extraordinary work of Cornell Health employees in supporting the campus community throughout the COVID-19 public health crisis.

Sponsored by: Adam Howell, Chair, Employee Assembly

Reviewed by: Executive Committee, 5/1/20

Whereas, the COVID-19 pandemic has represented the most dangerous and significant public health challenge to Cornell University in over a century.

Whereas, the Cornell University response to the COVID-19 pandemic required drastic changes to campus operations, research, and student learning including instituting remote work for the majority of staff, moving to virtual instruction for students, and shutting down campus facilities.

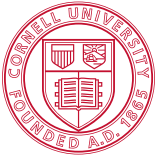
Whereas, Cornell Health employees have had a direct positive impact on the health and well-being of Cornell students, faculty, and staff during the COVID-19 health crisis. Specifically, the staff of Cornell Health have carried out their critical roles with devotion and care for patients and clients, and provided Cornell with a sense of stability and reassurance during otherwise uncertain times.

Whereas, Cornell Health has worked to support especially-vulnerable individuals and highly-impacted populations during the COVID-19 crisis. This includes maintaining continuity of care for individuals with significant medical and mental health diagnoses and advocating for the needs of students with disabilities, as well as providing outreach and support to affected groups of students.

Whereas, Cornell Health staff have worked hard to keep community members connected through the rapid adoption of remote work as well as through the development and expansion of telehealth services. The work of administrative services staff and clinical teams have helped to protect students and patients by facilitating care from afar and by providing a means of connection with trusted healthcare professionals.

Be it therefore resolved, the Employee Assembly, on behalf of all Cornell staff, express its deep gratitude for the service and dedication of Cornell Health employees throughout the COVID-19 pandemic. The care, service, and spirit that Cornell Health staff exhibit in their work are emblematic of what makes Cornell University a special and enduring institution.

Be it further resolved, The Employee Assembly recognizes and applauds the work undertaken by Cornell Health to reduce the added burdens students, faculty, and staff are facing at this time, and for their efforts to promote health, wellness, and well-being thorough a variety of remote access and digital services.



Cornell University
Employee Assembly

41 **Be it further resolved,** that the Employee Assembly calls on the entire community of staff, faculty,
42 and students at Cornell to honor and support the great work and service of Cornell Health.

43

44 **Be it finally resolved,** a copy of this resolution be presented to Ryan Lombardi, Vice President for
45 Student & Campus Life and Sharon McMullen, Assistant Vice President of Student & Campus Life
46 for Health and Wellbeing.

47 **Adopted by Vote of the Assembly (X-X-X), {Date}**

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49

50 **Respectfully Submitted,**

51 Adam Howell

52 Chair, Employee Assembly

53 College of Agriculture and Life Sciences Representative, Employee Assembly