

Cornell University
Employee Assembly

AGENDA
Employee Assembly Meeting
February 20, 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.

- I. Call to Order & Roll Call -12:15pm
- II. Approval of Minutes
- III. Business of the Day (30 Minutes):
 - a. Bridgette Brady & Reed Huegerich: Transportation Survey & Parking Optimization Study
 - b. Marin Clarkberg: Middle States Accreditation
 - c. Elections Discussion
- IV. Committee Reports (30 minutes)
 - a. Communications and Awards Committee (5 Minutes)
 - b. Education Committee (5 Minutes)
 - c. Welfare Committee (5 Minutes)
 - d. Transportation Committee (5 Minutes)
 - e. Benefits and Policy Committee (5 Minutes)
 - f. Executive Committee (5 Minutes)
- V. New Business (15 Minutes)
 - a. Open Discussion: Staff outreach, suggestions for how EA members can reach out to their constituents.
- VI. Adjournment – 1:30pm

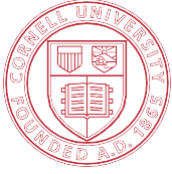
Future Guests:

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

3/20 - Chantelle Cleary: Title IX Office

Note:

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



Cornell University Employee Assembly

Cornell Employee Assembly
Minutes of the February 6, 2019 Meeting
12:15-1:30 PM
401 Physical Sciences Building

I. Call to Order & Roll Call

- a. C. Wiggers called the order to meeting at 12:21pm.
Members Present: M. Pollack, M. Opperman, P. Andersen K. Barth, M. Benda, A. Brooks, T. Chams, H. Depew, T. Grove, A. Haenlin-Mott, A. Hourigan, L. Johnson-Kelly, K. Mahoney, E. Miller, B. Roebal, C. Sanzone, A. Sieverding, K. Supron, P. Thompson, C. Wiggers, D. Hiner, C. Dawson, H. Sheldon, N. Doolittle
- b. *Members Absent:* K. Fitch, A. Howell, K. LoParco

II. Announcements

- a. C. Wiggers welcomed President Martha Pollack and VPHR Mary Opperman to the meeting and stated that the meeting would include updates on current work going on across campus followed by time for questions and answers.
- b. C. Wiggers stated the Assembly would remain focused on two major things this semester-
 - i. Reconnecting the staff across campus
 - ii. Shift from resolution track to colleague collaboration track

III. Committee Reports (30 minutes)

a. Communications and Awards Committee (5 Minutes)

- i. C. Sanzone introduced herself as the chair of Communications and Awards Committee
- ii. Ms. Sansone stated a couple of highlights from the last semester as follows:
 - One of the things that they did was help organize the Annual President's Address which we went really well.
 - The event was live-streamed on CornellCast, and had an active group online which resulted in dozens of comments and questions.
 - The other event which the committee put on in the Fall was celebration for the George Peter Award recipient.
 - C. Sanzone discussed their plans for this semester:
 - Review their Awards program for timing, frequency, level of efforts, visibility and also marketing and promotion; taking into account all the awards and recognition programs on campus.
 - The ultimate goal for the committee is make recommendations before the end of this term so that they can do a total reboot for the 2019-2020 academic year.
 - The committee is going to collaborate with the Office of the Assemblies on a new initiative doing outreach to new employees. The Office of the Assemblies will help them with the data through HR. The hope is that this would not only bring visibility of EA but also allow better support to the new staff.
 - They are going to do a communication support for the roll out of the staff conversations summary report.
- iii. President Pollack thanked the committee for their efforts and commented that they were doing a really important. The president stated her concern regarding the diversity in gathering

nominations which was taken in account by C. Sanzone.

b. Education Committee (5 Minutes)

- i. A. Hourigan introduced herself as the chair of Education Development Committee which currently has 9 members; 3 of them are non-EA members.
- ii. The committee meets as needed and 5 members were active this academic year.
- iii. Currently, the committee is gathering information from the Health Education and Volunteer Benefits office regarding Employee degree program enrollee's completion and termination data as well as tuition aid benefits.
- iv. The committee is gathering information from Cornell's peer institutions regarding reimbursement of cost of tuition to employee to take courses off campus and what are those provisions and making reports about the same.
- v. The committee is currently working on an event which would help staff learn more about Cornell. This event would include sponsoring historical tours which the staff could sign for and this way the staff would learn about unique and interesting things about campus.
- vi. President Pollack appreciated the work of the committee and said that it would be a great idea to include sessions where in a faculty member would come and talk on their research as a way for staff to feel more connected with campus.

c. Welfare Committee (5 Minutes)

- i. A. Haenlin-Mott introduced herself as the chair of the Employee Welfare Committee and explained that this committee looks into health, wellness, work life, family support diversity, sustainability, transportation compensation etc.
- ii. The committee includes 9 members; of which 3 are non-EA
- iii. The committee has both in-person and Zoom meetings depending on the agenda of the meeting.
- iv. The committee has been supporting the Staff Conversations, which on started on December 19th, and they drafted a summary report of 11 sessions and 52 pages on January 9th
- v. This report has allowed them to generate qualitative data and some understanding of the needs of the staff.
- vi. Additionally, the committee has reviewed issues related to Title IX office as Title IX is closely related to the students and issues.
- vii. President Pollack appreciated the work of the committee and thanked them for their time and efforts.

d. Transportation Committee (5 Minutes)

- i. K. Mahoney introduced herself as the chair.
- ii. The committee has 6 members and did not meet much in the fall as they were waiting for the early recommendations and findings by the transportation consultant.
- iii. The committee has met with Bridgette Brady and Reed Huegerich, of the Transportation Services Office, to discuss the parking optimization survey results and commuter survey.
- iv. The chair reported that the Transportation Safety Council is set up and their initiative for this term is to think more broadly about transportation challenges.

e. Benefits and Policy Committee (5 Minutes)

- i. T. Chams introduced himself as the chair, representing the Benefits and Policy Committee which is the result of a merging of the Benefits and Policy committees.
- ii. The committee's goal is to work with HR and Benefit Services offices to review and recommend policy, benefits and other things that relate to the work environment.
- iii. They collaborate via monthly in person meetings and via Zoom.
- iv. The committee has 13 members, half of whom are on the assembly and the other half are representative of the Cornell Community.
- v. The committee has identified some discrepancies with regard to access and application of

- policies across various units due to differences in interpretations.
- vi. A goal of the committee is to work with HR to provide more equity and bridge the gap between employees so that no one gets left behind.
 - vii. The committee will be reviewing other institutions (peer and regional) and comparing policies to make sure that Cornell's workforce is competitive.
 - viii. President Pollack advised the committee to look at the peer review holistically since in many cases may be like comparing apples to oranges vis a vis Cornell's unique private-public status; in addition to its rural setting.
 - ix. The chair reported challenges in collaborating with other departments which are the subject matter experts, in sharing information with the committee so it can make decisions based on solid evidence.
 - x. The chair discussed the need for better communication to ensure that knowledge is disseminated efficiently and described the need for a system be in place to ensure that all units interpret and apply policies in the same manner.

f. Executive Committee (5 Minutes)

- i. Executive Vice Chair of the Assembly, H. Depew, gave the report, and explained that a goal of the assembly is to try to reach out to different units for areas of potential collaboration.
- ii. The committee meets on a weekly basis to discuss and approve the agenda.
- iii. H. Depew reported that the EA Chair met with Love Odih Kumuyi, from the Dean of Students office's Peer-to-Peer Counseling program to discuss potential collaboration and future training with the possibility of a spring semester training.
- iv. H. Depew has been asked to participate in the governance leadership and administration working group of the Accreditation Task Force and will have their first meeting this Thursday.
- v. Pilar Thompson has been working with Charlie van Loan, the Dean of the Faculty, on policy 6.4 which is a proposed revision on faculty related procedures.
- vi. EA had been asked to provide feedback on a draft financial and internal control policy review which they have received from the EA Executive team.
- vii. President Pollack expressed appreciation to the committee and thanked them for the work they are getting done.
- viii. VPHR M.Opperman invited the group working on the "Outreach to New Employees" initiative, and group thinking about the historical walking tour to work with HR so as to complement each other's work.
 - a. Gordon Barger would be the lead on the welcoming of new employees.
 - b. Linda Croll Howell could also provide info on what is already being done to support new employees.
- ix. President Pollack thanked the committee for their work and reminded the assembly of the employee recognition celebration next weekend which would include hockey, kids' sports, meals and free parking.

IV. Business of the Day

• Questions for President Pollack

1. What have been the downstream impacts of the govt shut down on the university?

- Cornell helped about a 100 IUSPA and NUSG Employees and another 100 in Georgetown who were not getting their paychecks and also arranged temporary jobs for some of them. Short term loans were given to students whose parents were affected by the government shut down.
- When the govt shuts down, the university doesn't get the research money which accounted to almost 11 million dollars in that period which will be returned as arrears but if the govt shuts down again, it would be a problem.
- It would be a bigger problem if a grant is due for renewal as the renewal timeline would be

extended due to delays and pileups. If the govt. was to shut down again, Cornell would try to continue doing the same things for the community as stated above.

2. Will President Pollack be taking a walk around the campus like last summer?

- President Pollack stated that the best part of the rounds from last summer was surprising people and added that when in Ithaca. President always preferred to go out and meet everyone on campus. President Pollack would love to do it again next summer.

3. Statement of unanimous support and appreciation for and on the presidential taskforce was made with a Proposal to lean on the employees to help in implementing and with any help in the work that the presidential taskforce.

- The offer was appreciated by President Pollack who went ahead to state that the program included both the staff and students and the diversity plans in colleague network group would be great.

4. In the October 2016 staff survey results that were announced in April 2017, 6 key areas were identified in the staff's personal and professional life, What actions have been taken after it was published?

- The Management had come up with many things like the staff appreciation portal, expansion for training of supervisors, expansion of college networks, putting mentors in place, consistency in application of policies and procedures in which they welcome the support from the benefits and policies committee.
 - Staff movement numbers had risen to about 40%, and they more work was being done to increase the numbers.
 - The Management was also looking at communications including consideration of use of social- media in the same.
 - Since copies of the minutes of the previous meeting were unavailable, the approval of the minutes was postponed to the next meeting in which both the previous and current meetings' minutes would be approved.
- *President M. Pollack and Vice President M. Opperman left the meeting after the above discussion.*
 - *Mr. Wiggers appreciated the efforts of all the committee chairs and thanked everyone for bringing up the insights of the committees.*

V. Approval of Minutes

- The copies of the minutes were not available and hence the approval would be in the next meeting.

VI. New Business

- Election season is coming up in March
- Resolution 3: Policy 6.4 Discussion- "Transfer of Representation of CU Academic Titleholders"
 - "Resolution 3 on Policy 6.4 discussion" was not the correct title, and was corrected to "Academic Titleholders"
 - The title of the discussion on resolution 3 of policy 6.4 was corrected as transfer

- of representation for CU Academic Titleholders
- The Resolution was put to vote and was passed unanimously.
- The details of the seats to be filled in the spring elections were discussed by Ms. G. Giambattista

VII. Adjournment

- Mr. Wiggers adjourned the meeting at 1:30pm.

Respectfully Submitted,
Bhagyashri Modi
Clerk of the Assembly



Kimley»Horn

Cornell University

PARKING OPTIMIZATION STUDY

Draft Final Report • February 2019

Employee Assembly Draft Review

February 20, 2019

The Need for a Study

Transportation Services manages all parking

- Nearly 50% of department staff effort
- 70+ acres of land mass
- Approximately 13,000 spaces (roughly 9,000 for permits and hourly)

Proactive management requires knowledge

- Intra and inter-campus parking and travel not widely understood
- Data modeling needed to inform decisions on an evolving campus
- Data supported studies have not occurred

Study Goals

- **Balance parking system** – evaluate occupancy and demand across campus to better utilize existing parking assets
- **Allow efficient system management** - create a permit system that allows the better management of the parking system
- **Encourage multimodal transportation** - accommodate those who need to drive to campus, but encourage use of multimodal mobility once on campus
- **Enable data-driven decision making** - leverage existing and implement new technology to help manage parking and mobility efficiently and improve customer service
- **Acknowledge and accommodate growing mobility trends** – provide flexibility to accommodate new mobility options on campus while also providing management guidelines to ensure successful use of all



Data

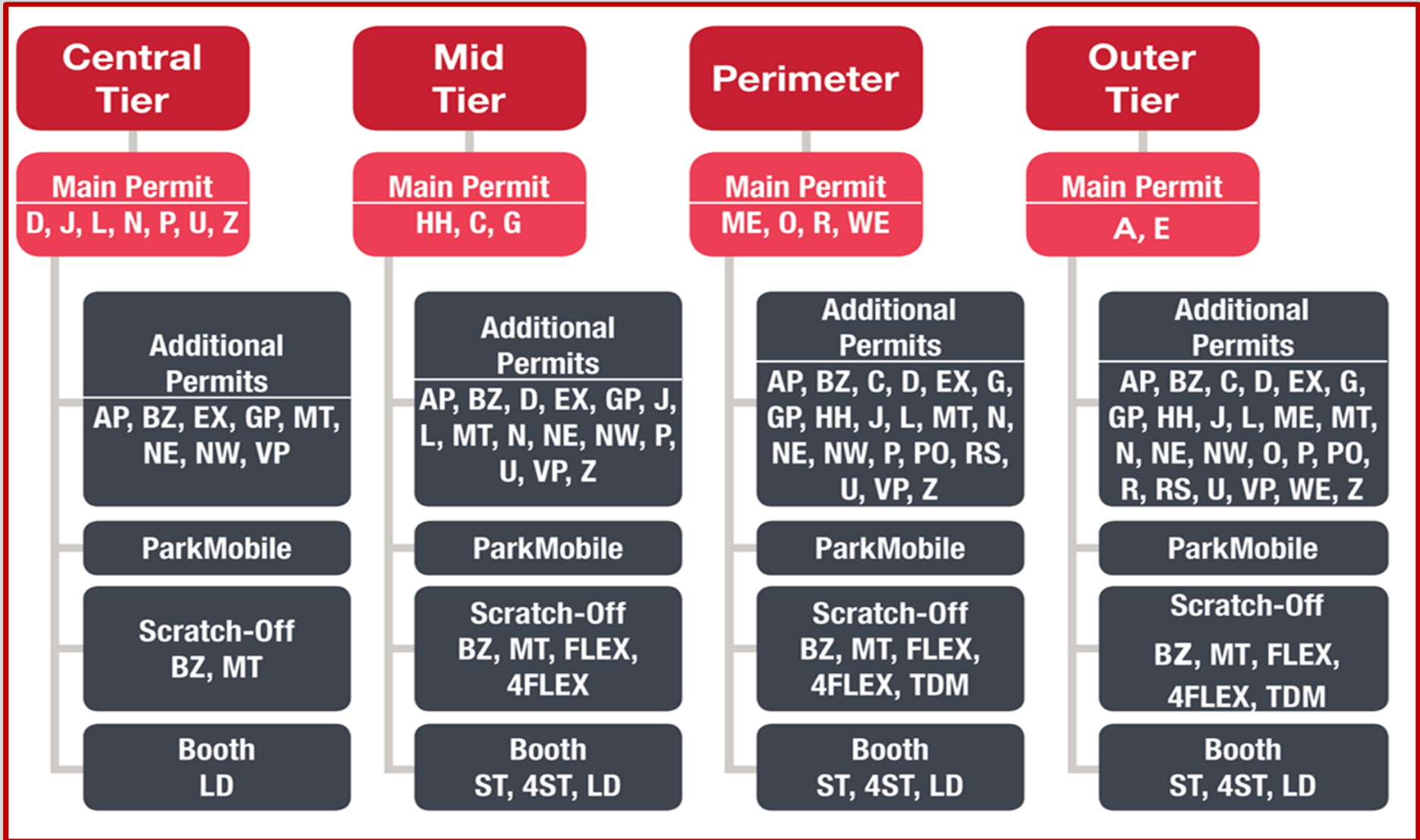
Data Collection for Study

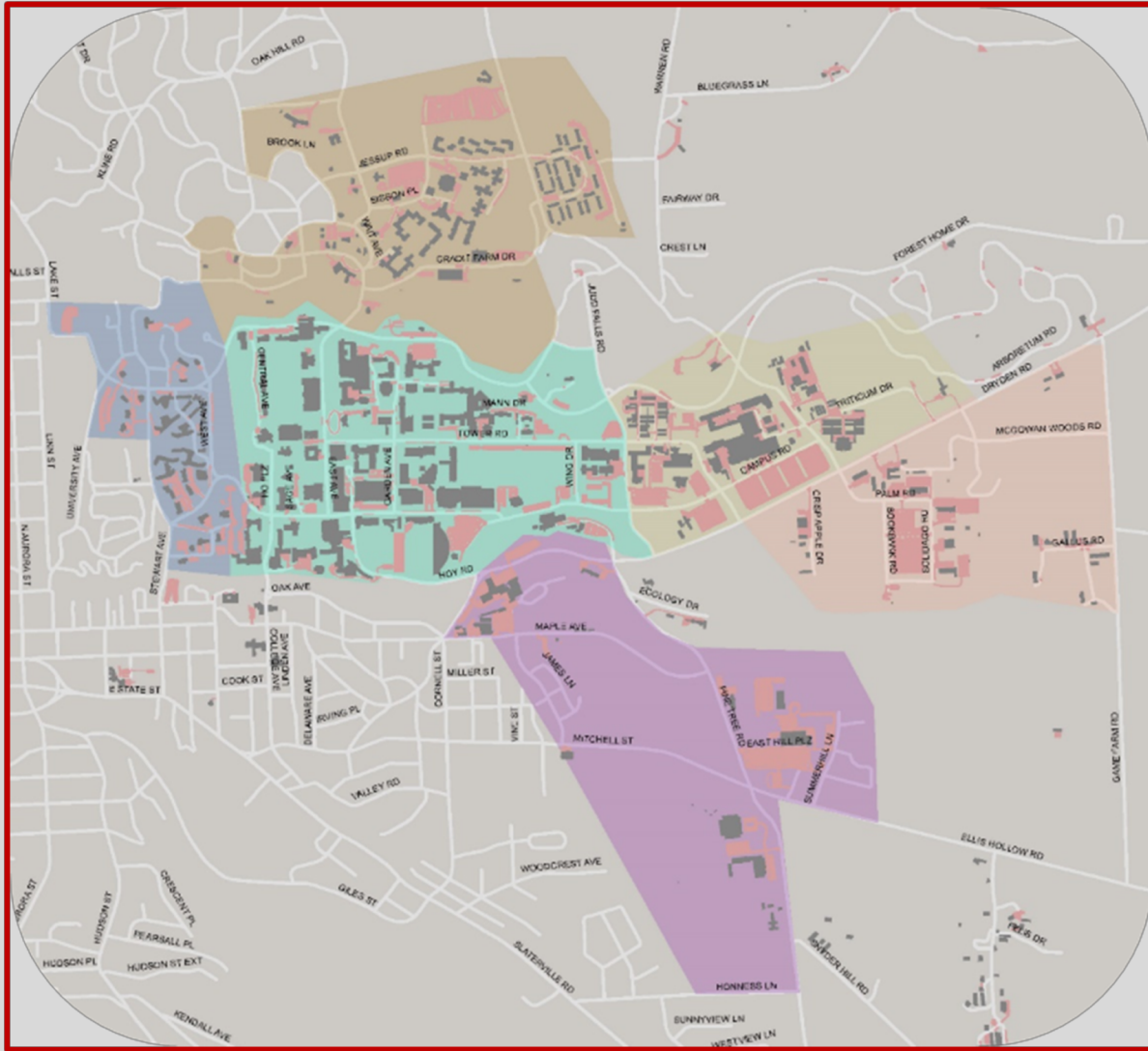
- EA Transportation Poll
- Commuter Survey
- Field Utilization Counts
- Occupancy Modeling
- Workshops and Public Comments
- Peer Review

Existing Conditions

Data-based

- Parking system is confusing and difficult to manage
- Average of .26 permit spaces per person in campus population
- Occupancy of entire campus is below optimal levels of 75% - 90%
- Available parking is not obvious, close to buildings, served by transit, and/or located in walkable areas





Campus Parking Utilization

Fall 2018 Early September

























User Type	Total Spaces	Available Spaces	Occupied Spaces	Occupancy*
Central Campus	3,132	962	2,170	69%
North Campus	1,855	801	1,054	57%
East Campus	2,085	731	1,354	65%
South Campus	1,070	436	634	59%
West Campus	605	195	410	68%
Southeast Campus	395	204	191	48%
Study Area	9,142	3,329	5,813	64%




*Vehicles Parked/Total Spaces

Existing Conditions

Public Experience

- Cost of parking is high, particularly in central campus
- Not enough parking
- Parking permits are “hunting permits” which increase circulating around campus
- Unbalanced availability – can’t find space next to destination
- Transit is confusing and there is a lack of connectivity
- Wayfinding is ineffective
- Free parking is important

Goals	Simplify Permits	Wayfinding	Transit	TNC Management	Virtual Permitting	Integrated Technology	Real-Time Occupancy Data
Balance Parking System							
Efficient System Management							
Encourage Multimodal Transportation							
Data Driven Decision Making							
Acknowledge and Accommodate Growing Mobility Trends							
Relative Cost	\$	\$\$	\$\$\$\$	\$\$	\$	\$	\$ - \$\$\$\$

 Most Important
  Mid Importance
  Least Important



Recommendations

Simplify Parking System

- Eliminate “park down” and consolidate permit types
- Reduce the number of zones
- Redistribute and/or increase lower cost options in perimeter areas
- Increase virtual payment options for “pay as you need”



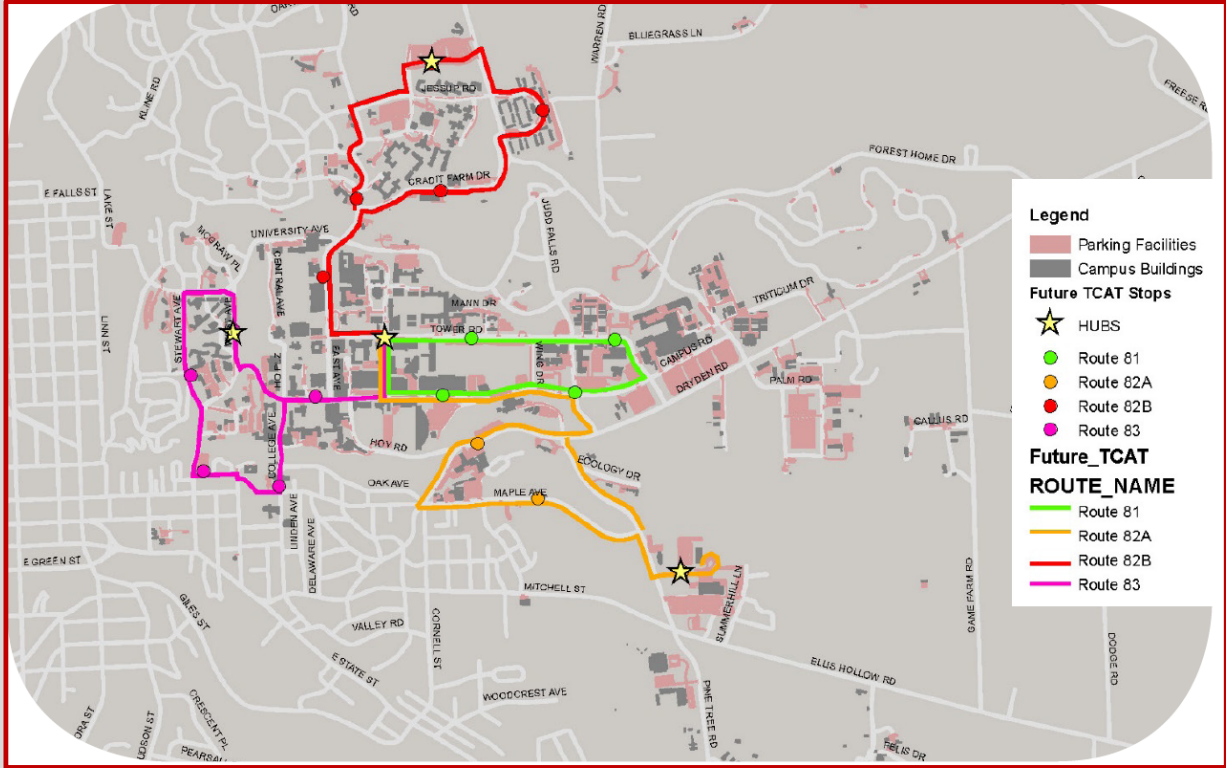


STRATEGIES

Recommendations

Simplify Transit System

- Consolidate on-campus routes into circulators



Recommendations

Improve Wayfinding

- Champion Wayfinding Study implementation
- Use more technology for real-time occupancy/guidance
- Clarify signage in the parking lots



What's Next

- Collect Feedback from Stakeholders - current
- Administrative Review – next week
- Campus Socialization - tbd
- Phasing of Final Recommendations - tbd

Thank You

Questions?

accreditation.cornell.edu



Cornell University

STATEMENT OF ACCREDITATION STATUS STANDARDS FOR ACCREDITATION

Middle States Accreditation

HOME TIMELINE SELF-STUDY DESIGN STEERING COMMITTEE

University Accreditation

In spring of 2019, the university is embarking on a university-wide self-study effort in pursuit of re-accreditation by the [Middle States Commission on Higher Education](#) in spring 2021.

Accreditation in higher education is a process of peer review for colleges, universities, and educational programs. In the U.S., accreditation is carried out through private, nonprofit organizations rather than the federal government. Cornell's accrediting body, the Middle States Commission on Higher Education, is a private entity



CORNELL CHRONICLE

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Cornell begins 2021 reaccreditation process

Every 10 years, accreditation review covers the breadth of the university, including Weill Cornell Medicine in New York City and programs of instruction around the world. Accreditation is voluntary but is a requirement for an institution's students to be eligible for federal funds such as financial aid grants and loans.



CORNELL CHRONICLE

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[Cornell begins 2021 reaccreditation process](#)

There are seven standards for accreditation: Mission and Goals; Ethics and Integrity; Design and Delivery of the Student Learning Experience; Support of the Student Experience; Educational Effectiveness Assessment; Planning, Resources and Institutional Improvement; and Governance, Leadership and Administration.

Each standard has its own working group, chaired by a faculty member on the committee.

Accreditation Steering Committee

- **Mike Fontaine**, co-chair, Associate Vice Provost of Undergraduate Education and Professor of Classics in the College of Arts & Sciences
- **Marin Clarkberg**, co-chair, Associate Vice Provost of Institutional Research & Planning and Accreditation Liaison Officer
- **Lisa Nishii**, Vice Provost of Undergraduate Education and Associate Professor of Human Resource Studies in the School of Industrial & Labor Relations
- **Kathy Edmondson**, University Assessment Project Manager and Assistant Dean for Learning & Instruction in the College of Veterinary Medicine
- **Alan Mathios**, professor in Policy Analysis & Management in the College of Human Ecology and a Commissioner for the Middle States Commission on Higher Education
- **Nick Matolka**, undergraduate in the College of Agriculture & Life Sciences
- **Caroline Levine**, chair of the Mission & Goals Working Group and Professor of English, College of Arts & Sciences
- **Louis R. Hyman**, chair of the Ethics & Integrity Working Group and Associate Professor of Labor Relations, Law & History in the School of Industrial & Labor Relations
- **Scott Peters**, chair of the Design & Delivery of the Student Learning Experience Working Group and Professor of Development Sociology in the College of Agriculture & Life Sciences
- **Durba Ghosh**, chair of the Educational Effectiveness Assessment Working Group and Professor of History in the College of Arts & Sciences
- **Stephan Schmidt**, chair of the Support of the Student Experience Working Group and Associate Professor of City & Regional Planning in the College of Architecture, Art & Planning
- **Sean Nicholson**, chair of the Planning, Resources & Institutional Improvement Working Group and Professor of Policy Analysis & Management in the College of Human Ecology
- **Bruce Lewenstein**, chair of the Governance, Leadership & Administration Working Group and Professor of Science & Technology Studies in the College of Arts & Sciences



CORNELL CHRONICLE

Campus & Community

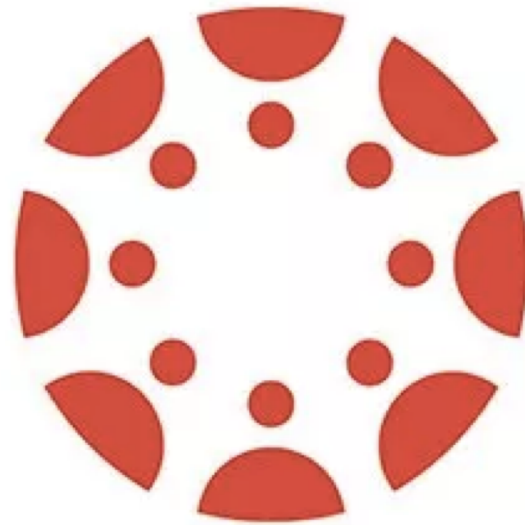
All Stories

In the News

Expert Quotes

Cornell begins 2021 reaccreditation process

Once the design of the study is approved by Middle States, [the accreditation process](#) requires the self-study to be submitted with documentation, followed by a site visit, said Marin Clarkberg, associate vice provost of institutional research and planning and Cornell's accreditation liaison officer.



canvas

February 2019	<ul style="list-style-type: none"> ▪ Co-chairs attend kick-off meetings of Working Groups, reviewing the charge to the group, the Evidence Inventory, and answering questions ▪ Working Groups commence evidence gathering, bi-weekly meeting schedule
March 2019	<ul style="list-style-type: none"> ▪ Cornell will submit Self-Study Design (two weeks before visit from MSCHE's Steve Pugliese) ▪ MSCHE's Steve Pugliese to visit Ithaca for Self-Study Prep Visit
May 2019	<ul style="list-style-type: none"> ▪ May 10, initial draft of Working Group reports due ▪ Steering Committee members read all Working Group reports and provide feedback
October 2019	<ul style="list-style-type: none"> ▪ October 21, Working Groups provide final reports to Steering Committee
November 2019-February 2020	<ul style="list-style-type: none"> ▪ Steering Committee assembles comprehensive Self-Study draft
March, 2020	<ul style="list-style-type: none"> ▪ Working Group members provide feedback on comprehensive Self-Study draft
April-May 2020	<ul style="list-style-type: none"> ▪ Self-Study draft shared and discussed with institutional leadership, the Board of Trustees, and the various university assemblies
June 2020	<ul style="list-style-type: none"> ▪ Self-Study draft sent to Team Chair ▪ Team Chair's Preliminary Visit
July – August 2020	<ul style="list-style-type: none"> ▪ Self-Study Report finalized based on Team Chair feedback
September 2020	<ul style="list-style-type: none"> ▪ Self-Study shared broadly with campus community and publicly
October 2020	<ul style="list-style-type: none"> ▪ Evaluation Team on campus ▪ Team Report provided within two weeks following the visit ▪ Cornell provides official response
March 2021	<ul style="list-style-type: none"> ▪ Commission meets and determines action

open forum
 With the
 Middle States rep

March 21,
 11:00 a.m. – noon

401 Phys Sci Bldg