



Cornell University Employee Assembly

Cornell Employee Assembly

Minutes of the January 18th, 2023 Meeting

12:15pm-1:30pm

Zoom

I. Call to Order

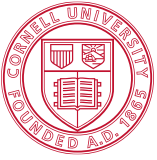
- a. A. Haenlin-Mott called the meeting to order at 12:16 pm.
 - i. *Members Present:* D. Borders, M. Brooks, J. Chandler, S. Coil, C. Cornell, J. Creque, M. Davis, H. Depew, B. Dixon, A. Haenlin-Mott, D. Howell, E. Krumm, J. Kruser, M. LoParco, K. Mahoney, A. Schafft, K. Supron, W. Treat
 - ii. *Members Absent:* A. Durant, B. Fisher, A. Mittman, A. O'Connor, K. Phipps, S. Resue, K. Tannenbaum
 - iii. *Also Present:* J. Withers, E. Kalweit

II. Land Acknowledgement of the Gayogoho:nq (Cayuga Nation)

- a. A. Haenlin-Mott stated the UA's acknowledgment of the Cayuga Nation.

III. Business of the Day

- a. Bruce Lewenstein, Professor of Science Communications in the Colleges of Agriculture & Life Sciences and Arts & Sciences and University Ombuds Officer presented on the Ombuds Office.
 - i. B. Lewenstein stated that the Ombuds Office has gone through a four-year process that removes the gendered term of "ombudsman" from the name of the Office. He stated that the Ombuds office is in Stimson Hall and consists of himself, Linda Falkson, who is Associate University Ombuds and Director of the Ombuds Office, and an open position of Assistant Ombuds.
 - ii. B. Lewenstein stated that the Ombuds Office operates around the key principles of confidentiality, independence, informality, and impartiality. He also stated that areas where the Office can help include ethical issues or concerns; job reclassification, reappointment, and review; workplace climate and culture; supervisory or advising relationships; changing job roles and expectations; harassment or bullying; unfair treatment; and interpersonal issues.
 - iii. B. Lewenstein stated that the primary goal of the Office is to listen to all who come to the Office with concerns. He stated that the Office provides a welcoming environment to do so for visitors, along with information on University policies and practices and on how to make the University aware



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of a problem. He states that while the Ombuds Office does not serve as mediators, they are working on facilitating constructive dialogue among visitors and identifying systemic trends.

- iv. In response to B. Dixon's question, B. Lewenstein stated that part of the Title IX office is connecting with supervisors of people about whom there is a concern and sometimes directly with the concerned party. He also stated that retaliation is in itself a Title IX violation.
- v. H. Depew asked how many cases the Office receives from either faculty, staff, and students and what resolutions they provide in total. B. Lewenstein stated that the Office receives about 300 visits per year, with about a third being faculty, a third being staff, and a third being students. He also stated that half of student visitors are undergraduates and the other half are graduate students. He also stated that in the case of student-advisor conflicts, as an example, the Office facilitates discussion between the student and advisor to resolve the conflict.
- vi. J. Withers asked for clarification on whether visitors can contact the Ombuds without listing an email or Cornell ID. B. Lewenstein confirmed that the Office does operate in this way and that to avoid subpoenas, they erase their records for anonymity purposes.
- vii. B. Dixon asked whether the Ombuds Office works with volunteers. B. Lewenstein stated that the Office used to have interns decades ago, but that confidentiality issues have made it more difficult to do so.
- viii. A. Schafft asked how she can present this information to her constituency in a way that does not threaten supervisors or Human Resources. B. Lewenstein stated that the Ombuds Office is in place to help the system run more smoothly and is not necessarily a replacement for Human Resources.
- ix. A. Haenlin-Mott thanked B. Lewenstein for his presentation.

IV. Approval of the Minutes from the December 7th, Meeting

- a. A. Haenlin-Mott introduced the minutes from the December 7th meeting.
- b. W. Treat put forward a motion to amend the minutes to include herself as absent from the meeting
 - i. A. Haenlin-Mott stated that K. Tannenbaum should also be included as present at the meeting.
- c. W. Treat asked about the status of the minutes from November 16th since they were not present in the Box. A. Haenlin-Mott asked whether the Assembly could approve the meetings from the December 7th meeting and approve the November 16th meeting at the Assembly's next meeting.

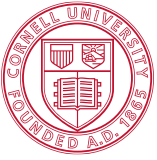


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- d. A. Haenlin-Mott put forward a motion to approve the minutes with W. Treat's proposed amendment. J. Kruser seconded the motion to approve the minutes. By a vote of 17-0-0, the Assembly voted to approve the minutes for December 7th.

V. Business of the Day (continued)

- a. A. Haenlin-Mott introduced the topic of having in-person meetings moving forward. She stated that while there has always been a Zoom option, the Assembly has been purchasing lunches for the in-person attendees and asked whether the Assembly thought this was worthwhile moving forward.
 - i. J. Creque stated that a guest speaker expressed interest in attending the meeting in-person and asked whether meetings with guest speakers could be hosted in-person.
 - ii. W. Treat stated that the Assembly should continue having an online option regardless since some employees do not work on campus anymore and that the Assembly might have a bigger turnout than they expect with guest speakers.
 - iii. M. Benda stated that the room capacity should not be a problem moving forward and that many speakers are flexible in presenting in-person or online.
 - iv. J. Kruser stated that he is among the group of people who will likely not be in-person moving forward. He stated that it is worth asking each representative whether they would attend meetings in-person and making it the responsibility of the representative to update the Executive Committee on this.
 - v. D. Borders stated that this data can be found on a survey the Assembly filled out in the fall but that he did not account for travel time on the schedule. He stated that it may be helpful for each attendee in person to register beforehand so the Assembly can plan food accordingly.
 - vi. B. Dixon stated that it seems like the amount of effort it takes the organizers to put together each meeting is a lot and that she wondered whether the Assembly could have a monthly coffee get-together for members instead of in-person meetings.
 - vii. W. Treat stated that the Assembly's bylaws state that they should meet the first and third Wednesdays of each month, but that the plan in March is to meet March 1st, 15th, and 29th. A. Haenlin-Mott stated that the meeting schedule for March is currently up-in-the-air.
 - viii. A. Haenlin-Mott stated that the minimum number of guests for a Cornell Catering order is 10 people.



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- ix. M. LoParco stated that there is now an express online ordering platform for Cornell Catering.
- x. C. Cornell stated that he prefers the experience of an in-person meeting and that a full lunch is not necessary for him.
- b. A. Haenlin-Mott stated that February 1st is the in-person meeting with President Pollack and that questions can be submitted to ah45@cornell.edu. She stated that the President's Address to Staff will be on February 6th in-person and that the Assembly will provide snacks and water to attendees.
 - i. A. Haenlin-Mott stated that the President's Address to Staff will begin with a recognition of the Employee Assembly Staff Recognition Award winter, then the president will provide remarks and field questions.

VI. Committee Reports

- a. Communications and Awards Committee
 - i. J. Creque stated that the Committee has posted LinkedIn and Facebook events for the President's Address to Staff. She also stated that the EA Appreciation award has one nomination so far and that unless anyone has any nominations to send this week, she would send out voting before announcing the recipient of the award at the President's Address to Staff. She also stated that the Staff Award for Integrity and Inclusion, another award that will be given at the President's Address to Staff, should have been launched on the day of the meeting.
 - ii. D. Borders stated that the Committee got together to work on the Priorities Poll, and identified the top three themes from the categories individual ranked on the poll. He also stated that the Committee will pull comments that capture the particular theme in a future report on the results of the poll.
- b. Executive Committee
 - i. M. Benda stated that the Committee has secured future speakers for the Assemble, including a forum with Christine Lovely, Chief Human Resources Officer, between 12-1 on Monday, April 10th, Tuesday, April 11th, or Friday, April 14th. She asked whether any Assembly member had any preferences on a specific date.
 - 1. B. Dixon stated that she would prefer Tuesday. M. Benda stated that she agreed and thought that people might take Mondays or Fridays off.
 - 2. A. Haenlin-Mott stated that K. Mahoney shared that the Ithaca City School District is off that week.



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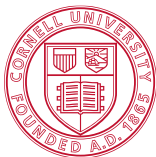
- a. M. Benda asked the Assembly whether they thought people would still attend the Forum given this.
 - b. W. Treat stated that more people may be taking time off at the time due to Easter.
- ii. A. Haenlin-Mott stated that any feedback can be sent directly to M. Benda.
- iii. W. Treat put forward a motion to extend the meeting by five minutes. M. Benda seconded the motion.
- c. Education Committee
 - i. Nothing to report
- d. Welfare Committee
 - i. Nothing to report
- e. Benefits and Policy Committee
 - i. A. Haenlin-Mott stated that K. Tannenbaum shared that the Committee has received notice of staff whose contract college benefits faced delay in processing. She stated that the Committee has received an inquiry about a dress code policy at the university and that the next meeting will be in early February.
- f. Elections Committee
 - i. A. Schafft stated that she met with J. Withers and E. Kalweit to begin election processes. She stated that the first step is to get election rules, proposed calendar, and publicity plan turned in by February 15th. She stated that she circulated the election rules via email, and they were approved, and that the elections calendar would be sent by J. Withers and E. Kalweit for approval from the Committee.
 - ii. W. Treat asked what position is vacant in regard to J. Kruser, who is listed as UA Representative, College of Arts and Sciences representative, and College of Agriculture and Life Sciences representative. She stated that there is currently a vacant position for his College of Arts and Sciences representative position.
 - 1. A. Schafft stated that she would look into the issue and pull together a list of the positions available

VII. Liaison Reports

- a. Nothing to report

VIII. Adjournment

- a. A. Haenlin-Mott asked whether the Assembly had any other questions. No questions were reported.



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- b. A. Haenlin-Mott stated that the Assembly would continue discussions of the feedback for M. Benda, for their next meeting when the President comes to visit, and for the format of their future meetings.
- c. M. Benda put forward a motion to adjourn the meeting; A. Schafft seconded the motion.

This meeting was adjourned at 1:35 pm.

Respectfully Submitted,

P.J. Brown

Clerk of the Assembly