

Cornell University Employee Assembly

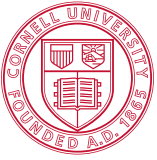
Cornell Employee Assembly

Minutes of the January 16 2019 Meeting

12:15 PM – 1:30 PM

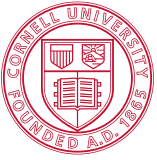
401 Physical Sciences Building

- I. Call to Order
 - a. C.Wiggers called the meeting to order at 12:15
 - b. *Members Present: A. Brooks, A. Hanlin-Mott, A. Hourigan, A. Sieverding, B. Roebal, C. Dawson, C. Sanzone, C. Wiggers, D. Hiner, E. Miller, H. Deven, H. Sheldon, J. Sager, K. Barth, LoParco, K. Supron, K. Maboney, L. Johnson-Kelly, M. Benda, N. Doolittle, T. Chams, T. Grove*
 - c. *Members Absent: A. Howell, J. Kruser, K. Fitch, P. Andersen, P. Thompson*
 - d. *Also Present:*
- II. Approval of Minutes
 - a. Minutes were not upload for the previous meeting so there was a motion to table the approval of minutes until the next meeting. **Tabled**
- III. Business of the Day (35 Minutes):
 - a. Diane Bradac: Work/Life Consultation Services (20 Minutes)
 - i. C. Wiggers introduced D. Bradac to the Employee Assembly (henceforth EA).
 - ii. D. Bradac went over the handouts and introduced herself to the Assembly and thanked them for inviting her.
 - iii. D. Bradac first described the term “well-being” and then went on explain the Well Being Model was developed by M. Opperman as part of the overall plan to help people feel connected.
 - iv. D. Bradac described a handout with a wheel in more details. She informed the EA that help is available and described the physical locations of where the Work/Life Consultants may be found. She gave a brief summary of all the services that the Office offers. Some of those services are in regards to parenting, flexible work arrangement, financial stress, and transitioning to retirement.
 - v. She reminded the EA that the Work/Life Consultation Services are part of the Human Resources (Henceforth HR) Department located in East Hill Plaza. She also said that their services are not only available in-person, but also online, over email or telephone. She also said workshops are available remotely.
 - vi. D. Bradac described her role as a consultant to help individuals obtain the services that they need. She continued to describe the relationships with other Cornell Departments like Cornell Wellness and the Benefits Office.
 - vii. D. Bradac asked if the EA had any questions.
 - viii. L. Johnson-Kelly stated that one of the handouts does not highlight New York Paid Family Leave which she feels is an important resource.
 1. D. Bradac stated that a brochure is being created to focus on Paid Family Leave.



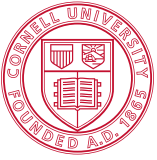
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- ix. H. Sheldon said that the Cancer Resource Center is another resource that people may use. He also asked if there were any challenges working with Departmental HR due to the differences between Cornell HR and Department HR.
 - 1. D. Bradac agreed that the Cancer Resource Center is another important resource. D. Bradac said that they have not been facing too many challenges.
- x. K. Barth thanked D. Bradac for attending the meeting and asked D. Bradac how the department measures success.
- xi. She responded and said that two people focus on data and analytics. They focus on how the information is being accessed and they closely examine employee surveys to make sure they are responding to employees. She reiterated that there is still much work to be done but that it is a collective effort with M. Opperman and the administration.
- xii. C. Wiggers thanked D. Bradac for coming to the meeting and asked her to let the EA know if there is any way that they can collaborate in the future.
- b. T. Chams: Time Off Policy (15 Minutes)
 - i. T. Chams said that this is a personal time off study. He first examined Cornell Policy 6.9 that relates to time off. His initial purpose was to see how on par Cornell was with other peer institutions.
 - ii. He said he wanted to look at time off that employees used for recreational activities. He also looked at that time off for all Ivy League University and Regional Universities.
 - iii. A. Seiverding asked for clarification on the differences between exempt and non-exempt.
 - iv. T. Chams said he did not look at non-exempt employees because he could not tell if non-exempt and exempt employees were comparable due to different workday hours. He said that he did not want to undermine non-exempt employees but rather to make the study as simple as possible. He added that Cornell exempt and non-exempt accrual rates are the same.
 - v. T. Chams described the different graphs such as Vacation Only and Vacation Only + Holidays that he included in the presentation. In comparison to other peer institutions he noted that Cornell still falls behind.
 - vi. T. Grove asked what is Cornell's justification for the rapid succession of step ups between year ten and fifteen.
 - vii. T. Chams replied that he did not know why Cornell was waiting for the increase between ten and fifteen years, he said that he will ask Human Resources. He reported that M. Opperman's team said that the current offerings are generous because it includes health and personal leave, which may be used when an individual is not ill.
 - viii. G. Giambattista asked if T. Chams felt that Cornell's policies were not enough for what he would like or if he felt that Cornell employees should receive more because other people at other universities were receiving more.



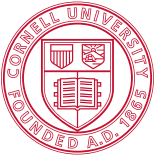
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- ix. T. Chams explained that increased benefits might help Cornell recruit and retain employees especially when regional peer institutions offer more time off than Cornell.
 - x. T. Grove said that she believes peoples' decisions to stay or leave Cornell relate more to their sense of belonging and networking rather than the amount of time off that they are offered. Regionally, she suggested that they look at salaries at Cornell versus other regional institutions. She suggested looking at Pay Band Information at other institutions to learn more about salaries.
 - xi. A. Sieverding asked if T. Chams was including the week off between Christmas and New Year's.
 - xii. T. Chams clarified that all holidays, including, but not limited to Christmas and New Year's were included.
 - xiii. C. Dawson said that personal and sick days were a huge benefit and he felt that they should not be minimized.
 - xiv. T. Chams agreed that personal and sick days were not insignificant, but that many people are not used to the idea of personal days so HR would like to know how to ensure that more people are taking advantage of personal days.
 - xv. E. Miller suggested an increase in accruals every two years because staying for two years shows a commitment to the university.
 - xvi. H. Sheldon stated that one problem with having sick time is that employees are incentivized not to use it due to saving on insurance premiums.
 - xvii. K. Mahoney cautioned the EA for asking for more due to the potential difficulty of the conversation. She said she was interested in having a conversation about how to use the time in a different way such as a sabbatical or a being able to take a month off to spend time with a child.
 - xviii. K. LoParco had a question about the comparable caps that an individual can bank in regards to time off. She also asked what the rules were for new hires to use.
 - xix. T. Chams reported that the cap is forty days. T. Chams said the rule is for employees wait one year before using their days off. He also that that policy is on par with other institutions.
 - xx. C. Wiggers thanked T. Chams for all his hard work and the Committee's hard work.
- IV. Committee Reports (25 minutes)
- a. Communications and Awards Committee
 - i. C. Sanzone said she needed to add the spring meetings onto the calendar. She asked if EA members would appreciate having events added to the calendar as a reminder. She also said they will continue with their plan to review the awards ceremony this semester.
 - b. Education Committee
 - i. A. Hourigan reported that there will be a meeting on Monday, January 28th. She asked for feedback in regards to the Education Committee's connectedness to Cornell Walks, Urban Legends or Campus Facts. She



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- wanted to know if any EA members felt that it was appropriate or inappropriate for the Education Committee to become involved. C. Wiggers felt that it was appropriate.
- c. Welfare Committee
 - i. A. Haenlin-Mott reported that they are looking to reschedule their next meeting. She said the next step would be continuing the conversation with the Title IX Office.
 - d. Transportation Committee
 - i. K. Mahoney reported that they had a good meeting on Monday. B. Brady and R. Huegerich presented on several topics such as the Transportation Safety Council. There is also a review of reducing the speed limit on campus to 25 mph, examining cross walks on campus and stop lights on campus. In the wake of the Big Red Bullet crash, The Campus to Campus Bus is being reviewed to make sure students and parents understand the differences in the bus services.
 - ii. K. Mahoney asked for EA members to send them any questions in regards to the Parking Optimization Study presentation.
 - iii. The committee also said that they will be sending a note to EA members asking to continue the discussion that M. Opperman suggested at the Mid-year retreat.
 - e. Benefits and Policy Committee
 - i. T. Chams reported that they will be meeting with M. Artibee and G. Barger from Benefits the next day between two and three in Ives Hall.
 - f. Executive Committee
 - i. H. Depew reported that the next time they meet President Pollack will be in attendance. She asked EA members to send her any questions that they might have so that she may pass them along to the president. She also thanked EA members for their participation in the Mid-Year Retreat.
 - g. Elections Committee
 - i. G. Giambattista reminded the EA that elections will be occurring in the spring. She clarified that a third of the EA, those whose positions will not be up for election will be on the Elections Committee.
 - ii. H. Sheldon said that P. Andersen share one seat and said that this coming year one of them will step down and there will be an election.
- V. New Business (15 Minutes)
- a. Resolution 3 Update
 - i. C. Wiggers reported that the discussion will be postponed until the next meeting when P. Thompson is present.
 - b. Open Discussion –
 - i. G. Giambattista encouraged the EA to take advantage of President Pollack's visit in the next EA meeting. She reminded the EA that the President's Office needs at least two weeks to adequately respond to the questions that they may receive.



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- ii. P. Hampton brought up the point that EA members should really think about what they would like to say to President Pollack perhaps on behalf of their constituents.
- iii. C. Wiggers said that one of the challenges is sharing the amount of information that the EA has with President Pollack.
- iv. K. Supron said that one of the responses from the retreat was to encourage, managers, directors, and vice presidents to offer encouragement to their staff to become involved with the campus community.
- v. K. LoParco said that she did not know that questions had to be sent to President Pollack so far in advance.
- vi. C. Wiggers said that questions for President Pollack should be sent to H. Depew by Friday.
- vii. K. LoParco also asked if the meeting from the Fall with President Pollack was recorded.
- viii. P. Hampton responded and said that the OA has a full text transcript and can send that to her if she wishes.
- ix. K. LoParco said that she believed that G. Giambattista was suggesting that the EA might give a presentation to President Pollack to encourage discussion.
- x. C. Wiggers suggested doing committee reports while President Pollack is in attendance so that she has a chance to see what the EA is doing.
- xi. E. Miller and T. Chams both supported the idea of doing committee reports when President Pollack is in attendance.
- xii. K. LoParco suggested doing Committee Reports and questions when President Pollack is in attendance.
- xiii. H. Sheldon said that he believed that there should be a discussion about the Core Values when President Pollack is present.
- xiv. G. Giambattista said that she respectfully agreed with H. Sheldon and that it was appropriate to discuss the Core Values Statement when President Pollack was in attendance.

The meeting was adjourned at 1:30 pm

Respectfully Submitted,
Sara DeVault-Feldman
Assembly Coordinator