

Cornell University Employee Assembly

Cornell Employee Assembly

Minutes of the November 1, 2023 Meeting

12:00 PM – 1:15 PM

Zoom

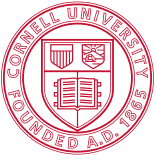
- I. Call to Order
 - a. J. VanHouten called the meeting to order at 12:05 PM.
 - b. *Members Present:* J. VanHouten, M. Benda, C. Cornell, E. Crawley, B. Dixon, J. Doss, T. Hambury, E. Krumm, J. Kruser, S. Lanchez, K. Mahoney, K. Phipps, S. Resue, K. Supron, W. Treat.
 - c. *Members Absent:* M. Brooks, F. Cantone, I. Solis Cruz.
 - d. *Members Excused:* R. Dillon.
 - e. *Also Present:* D. Hubbard, D. Hinshaw, D. Surine, J. Withers, D. Wierson, H. Depew, P. Benassi.

- II. Land Acknowledgement of the Gayogoḥo:noꞌ (Cayuga Nation)
 - a. J. VanHouten stated the land acknowledgment.

- III. Late Additions to the Agenda
 - a. K. Supron introduced Don Hinshaw and Deborah Surine and requested the assembly to consider their candidacies for College of Veterinary Medicine Representative (D. Hinshaw) and Division of Alumni Affairs and Development Representative (D. Surine).
 - b. K. Supron welcomed Danyel Wierson and proposed that the assembly consider D. Wierson's candidacy at the Nov. 15 meeting.
 - c. J. VanHouten **approved** the addition to the agenda.

- IV. Approval of the October 18, 2023 meeting minutes
 - a. W. Treat moved to approve the minutes by unanimous consent.
 - i. J. Kruser seconded the motion.
 - ii. The minutes were **approved** by unanimous consent.

- V. Business of the Day
 - a. Cornell Employee Emergency CARE Fund Presentation.
 - i. K. Mahoney and D. Hubbard presented information on the CARE Fund.
 - ii. K. Mahoney stated that over 350 employees have received over \$400,000 in awards from the CARE Fund. The CARE Fund provides grants to employees who have experienced a sudden financial hardship.

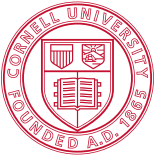


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- iii. D. Hubbard stated that the fund is open to Cornell employees who hold a benefits eligible full- or part-time position, and application information is available of the fund's website.
- iv. K. Mahoney stated that the 2023 and 2024 fundraising goals are to engage 33% of all employees and 100% of faculty at any level of contribution, which would allow the fund to expand to higher levels of awards and expanded tiers of award eligibility.
- v. K. Mahoney requested that EA members share information about the CARE Fund within their work teams in order to maximize awareness of the fund.
- vi. J. Van Houten thanked K. Mahoney and D. Hubbard for the presentation.
- b. Introduction of Candidates
 - i. K. Supron invited D. Surine and D. Hinshaw to introduce themselves to the Assembly.
 - ii. D. Surine expressed her interest in the position of Alumni Affairs and Development Representative
 - iii. D. Hinshaw expressed his interest in the position of College of Veterinary Medicine Representative.
 - iv. The Assembly entered executive session.
 - v. J. Van Houten stated that the candidacies were approved and welcomed D. Hinshaw and D. Surine to the Employee Assembly.

VI. Committee Reports

- a. Executive Committee-M. Benda
 - i. M. Benda stated that Brandon Fortenberry will present on behalf of the United Way at the Nov. 15, 2023 meeting.
 - ii. The Executive Committee anticipates a presentation form Title IX in December.
- b. Communications, Outreach, and Recognition Committee-S. Lanchez
 - i. S. Lanchez stated that the George Peter Award nominations are open and the deadline has been extended to November 17, 2023.
 - ii. The *EA Voice* was released in October and the next issue is planned for release during the week of November 13.
 - iii. The *EA Voice* will highlight an EA member in the "spotlight" feature.
 - iv. W. Treat stated that she has volunteered for the November spotlight feature, and in subsequent issues EA members will be chosen randomly.
- c. Education Committee-J. Kruser

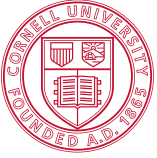


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- i. J. Kruser stated that the Education Committee meets monthly and has not met since the previous EA meeting.
- d. Welfare Committee-K. Mahoney
 - i. K. Mahoney stated that the Welfare Committee hosted Linda Croll Howell from the Office of Employee Experience on Nov.1 and discussed the results of the Belonging at Cornell employee survey. The Welfare Committee will host L. Croll Howell again in Spring 2024 to discuss the ongoing internal transfers study and what the Office of Human Resources is learning from the internal transfers experience.
 - ii. The Welfare Committee is hosting a presentation from transportation Services on Nov. 29 for an update on transit issues.
 - iii. B. Dixon asked if employees who are not members of the Welfare Committee or the EA may listen in on the Nov. 29 Transportation meeting.
 - iv. J. VanHouten stated that employees may be invited to the Nov. 29 Welfare Committee meeting.
- e. Benefits and Policy Committee-B. Dixon
 - i. B. Dixon stated that the Committee's membership has grown since the previous EA meeting, and that she will poll the Benefits and Policy Committee membership to establish the best time for the committee's first meeting.
- f. Elections Committee-W. Treat
 - i. W. Treat welcomed D. Hinshaw and D. Surine to the assembly and informed them that they are members of the Elections Committee.
 - ii. The Elections Committee is examining the possibility of a resolution to clarify the procedures regarding incidental vacancies and will soon begin meeting to discuss spring 2024 elections.

VII. Liaison Reports

- a. University Assembly
 - i. J. Kruser stated that the University Assembly is trying to finish staffing their committees, and asked EA members to broadcast to their constituencies that these committee seats are available.
 - ii. J. VanHouten proposed that the available committees can be advertised in the next *EA Voice*.
 - iii. C. Cornell stated that the UA Welfare Committee will meet the following week, and he will provide an update at the next EA meeting.
 - iv. K. Supron stated that she will add an updated list of committee appointments to the EA Box folder.



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VIII. Open Discussion

- i. C. Cornell asked if attendance has been tracked for EA members during the 2023-2024 term.
- ii. M. Benda stated that she keeps track of roll call and that EA members may reach out to her with any questions about attendance.
- iii. W. Treat stated that attendance is important due to the requirement for quorum, and that the Executive Committee intentionally “front loads” meeting agendas to ensure that items which require a vote are placed at the beginning of meetings.
- iv. B. Dixon asked if there were any updates regarding when President Pollack is available to meet with the EA. There is no update at this time.

IX. Adjournment

- i. B. Dixon moved to adjourn.
- ii. W. Treat seconded.
- iii. J. VanHouten adjourned the meeting.

The meeting was adjourned at 12:48 PM

Respectfully Submitted,
Erik Kalweit
Office of the Assemblies