



Cornell University Employee Assembly

Cornell Employee Assembly
Minutes of the September 20, 2017 Meeting
12:15-1:30 PM
401 Physical Sciences Building

- I. Call to Order
 - a. *Members Present:*
 - b. *Members Absent:*
 - c. *Also Present:* Judicial Administrator Michelle Horvath, Charlie
- II. Call for Late Additions to the Agenda
- III. Approval of Minutes
- I. Business of the Day
 - a. Presentation: M. Horvath gave an overview of the duties of the Office of the Judicial Administrator and the Code of Conduct, as well as the educational approach the office takes.
 - i. M. Horvath said she does not want to give a vague answer regarding the definition of the “workplace” in respect to faculty, but depending on the situation, they may have to consult HR or the Dean of Faculty
 - ii. C. Dawson asks about the application to online behavior, citing harassment.
 - a. M. Horvath said this falls outside the off-campus jurisdiction and there would have to be a demonstrable way for it to count as on-campus jurisdiction. The exception to this is the no-contact directives
 - iii. K. Mahoney asked if are there any distinctions made between on-campus regarding university-owned buildings or facilities, even if it’s not located in the immediate area.
 1. M. Horvath said there is no distinction and areas including East Hill Plaza and Roosevelt Island are covered as it does not have to be Ithaca-based.
 - iv. Charlie asked when regarding preponderance of evidence if the information M. Horvath provided were metaphors or if they were actual statistics.
 1. M. Horvath said that courts do not have a percentage definition with the exception of “more likely than not.” “Clear and convincing” is more than the “more likely than not,” but less than the “beyond a reasonable doubt” standard. Because Cornell has such a high standard of proof (70-75%), our levels of accountability are actually much lower. We have such a high standard because we have faculty in our code as well.
 - v. M. Carcella added that based on what level of error we are willing to accept, having that higher bar shows we are less willing to sanction someone we are not necessarily sure they committed something.
 - b. U. Smith thanked Michelle for coming and announced that Charlie will soon speak about the consensual relations policy revision that he is going through. During the retreat, the assembly did talk about relationship between faculty and staff and how we can mend these relationships.
 - c. Presentation: T. Grove and K. Swartwout: Performance Management and Employee Recognition

- i. Shared results of a performance-based recognition/reward opportunity survey
 - 1. T. Grove said that 97% of employees value the performance dialogues at their annual performance reviews.
 - a. T. Grove said through the comments, employees felt there were putting in a lot of time and energy into developing the performance dialogues and taking care to respond to the questions but weren't seeing the same amount of effort put in by their managers.
 - 2. T. Grove said that according to the data, employees want more face time with their employers.
 - a. T. Grove clarified the definition of "manager" as someone meeting with an employee to talk about their performance. In a random survey, it is hard to look at the issue of faculty supervision and distinguishing a regular staff or someone who is an academic employee. We are looking at supervisor feedback and that relationship between the employee who is supervised by a faculty.
 - b. K. Swartwout added that the trend now is to want more frequent communication.
 - 3. C. Sanzone said she would like to see more investigation into not being to take on any leadership role or advancement opportunity if you're not on site to be a supervisor.
 - 4. Assembly member from the College of Human Ecology said its college does all performance dialogues in Workday. The tool in workday has made process so easy and if there were much more encouragement of this tool, quarterly feedback would be nothing.
 - a. Assembly member questioned how quarterly reviews would help employees who were performing well but terrified of performance reviews, noting that as organizations shifted, criteria also changed.
 - b. T. Grove said that part of the reason why supervisor feedback does not go through workday is because your name would be attached to it. The current system allows your supervisor supervisor's to get the feedback and pass it down.
 - 5. K. Sheils said that the number grading system has become a demotivating thing for employees
 - 6. T. Grove said that according to survey results, not a lot of people are using or know where to find training opportunities. Many people also do not know about university recognition programs and awards.
 - (i) T. Grove said they will look at vendors tomorrow morning to expand recognition options.
 - (ii) T. Grove said they will share some recommendations in November.

II. Late Additions

- a. T. Grove had two recommendations for the employee award and she said she will sent out an email for people to vote electronically.
- b. U. Smith addressed the Employee Assembly statement, summarized as announcing their values as an institution and their commitment to make all employees feel respected. The assembly is not committing to any specific course of action right now.
 - i. Motion to approve this statement – **passed** unanimously

- c. J. Kruser presented Resolution 6: Condemning Violence and Hate. It is not going to be voted on today.
 - i. J. Kruser requested each member to parse through it and outlined the goals of the resolution, including looking at actions, specifically around employees, to help improve our community and to call on the administration to reach out to the people at the front lines to make sure they have everything they need.
 - ii. J. Kruser wants to seek staff involvement and wants to consider a specific point person to making equality and inclusion a priority. The University administration should also consider some revision to their code of conduct
 - iii. U. Smith asked the assembly members to take this discussion back to their constituent groups and get some feedback about what staff or the university could be doing to help advance this and to come prepared next meeting

Adjournment – U. Smith adjourned the meeting at 1:30pm.

Respectfully Submitted,
Catherine Tran
Clerk of the Assembly