

## EA R2: Updating the Employee Assembly Charter to Expand its Membership

**Abstract:** Resolution to amend the Employee Assembly Charter and align the assembly’s membership with current University structure reflecting a more comprehensive representation of University staff.

**Sponsored by:** EA members of the Membership Task Force, as charged by the Assembly in EA R6.2020

---

**Jessica E. Withers**, Chair of the Elections Committee and Library and Museum Representative

**Jamie Duong**, School of Hotel Administration Representative

**Brian Goodell**, Representative At-Large

**Andrea Haenlin-Mott**, Disability Representative At-Large

**Ashley Miller**, Division of Human Resources Representative

---

**Reviewed by:** Elections Committee, August 18, 2020

---

**Whereas**, the Employee Assembly is the shared governance body charged to be concerned with those matters directly affecting the staff community of Cornell University; and

**Whereas**, the staff community encompasses non-academic staff across multiple colleges and units across the university; and

**Whereas**, the current assembly is not fully representative of the current University structure’s breadth of staff members; and

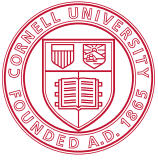
**Whereas**, the establishment of voting member seats representing staff not presently covered by the Assembly Charter aligns with the Article II Object:

“The Assembly will actively seek to involve all segments of Cornell’s diverse employee population in the Assembly’s decision-making activities.”; and

**Whereas**, staff of the SC Johnson College of Business, the School of Public Policy, Office of the University Counsel, Office of the Judicial Administrator, Offices of the President and Provost, and eCornell have not had direct representation on the Assembly; and

**Whereas**, the Employee Assembly Charter does not currently include provisions for non-specific At-Large seats or an explicit process for filling the Retiree seat; and

**Whereas**, the Assembly recognizes of the value of overall staff engagement and supports inclusive representation on the Assembly even as departments and units change with time; and



## Cornell University Employee Assembly

40 **Whereas**, the Assembly created a Membership Task Force to review terms, seats, best use of At-  
41 Large seats, and appropriate total size and make recommendations on these items and any others they  
42 discover regarding Assembly make-up for review by the Assembly; and

43  
44 **Whereas**, the turnover of Assembly positions on two-year terms creates challenges for knowledge  
45 transfers within the body and on specific committees.

46  
47 **Be it therefore resolved**; the Membership Task Force recommends the following changes to the  
48 Employee Assembly Charter:

49  
50 **Be it resolved**, the School of Hotel Administration voting representative shall be renamed the  
51 “Cornell SC Johnson College of Business” voting representative to encompass all units within SC  
52 Johnson (School of Hotel Administration, Charles H. Dyson School of Applied Economics and  
53 Management, Samuel Curtis Johnson Graduate School of Management, and all other staff within the  
54 Cornell SC Johnson College of Business); and

55  
56 **Be it resolved**, the voting representative for “The Graduate School / Law School / Johnson Graduate  
57 School of Management” will be changed to represent “The Graduate School and Law School”; and

58  
59 **Be it resolved**, that a voting seat be established for the School of Public Policy; and

60  
61 **Be it resolved**, that a voting seat be established for the School of Continuing Education and Summer  
62 Sessions and eCornell; and

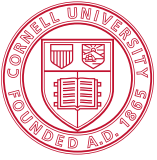
63  
64 **Be it resolved**, that an at-large affinity voting seat be added to represent Black, Indigenous, and  
65 People of Color (BIPOC) staff; and

66  
67 **Be it resolved**, that an at-large affinity voting seat be added to represent staff who have been at  
68 Cornell for more than 20 years; and

69  
70 **Be it resolved**, that two at-large representative voting seats be added. At-Large representative seats  
71 may be filled by appointment from existing candidate pool after annual elections or by candidates  
72 from a department without clear Assembly representation. The term of At-Large representative seats  
73 will match the Assembly terms and be split to align with overall body turnover; and

74  
75 **Be it resolved**, that staff from the Offices of the President, the Provost, the Board of Trustees,  
76 Counsel, Judicial Administrator, Ombudsman be represented by the University Relations seat and  
77 that seat be renamed “University Relations and Central Administration”; and

78  
79 **Be it resolved**, that two Staff Retirees will be appointed by the Division of Human Resources, in  
80 consultation with the HR Retiree Engagement Advisory Committee, to represent the Staff Retiree  
81 constituency. The two members shall share one vote but may serve on different committees. The



## Cornell University Employee Assembly

82 two-year appointments will be staggered for continuity purposes. The Assembly shall vote to accept  
83 the proposed candidates; and

84

85 **Be it further resolved**, that Employee Assembly term lengths be extended to three years from two;  
86 and

87

88 **Be it further resolved**, the following representative seats be updated to reflect current titles:

- 89 • The Geneva Campus Representative shall become the Cornell AgriTech Representative
- 90 • The Infrastructure, Properties & Planning Representative shall become the Facilities and  
91 Campus Services Representative; and

92

93 **Be it further resolved**, that the total number of representatives on the Employee Assembly shall be  
94 increased to 35 and that these membership changes go into effect with the Spring 2021 elections; and

95

96 **Be it further resolved**, that §Article V, Section 2A of the Employee Assembly Charter be amended  
97 as follows:

98

99 The Assembly consists of **35** voting members elected by and from the eligible employee population  
100 at Cornell University.

101

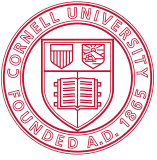
102 1. **Twelve** voting members shall be elected to represent the following academic colleges and  
103 schools with one representative each: College of Agriculture & Life Sciences; College of  
104 Architecture, Art, & Planning; College of Arts & Sciences; College of Engineering /  
105 Computer & Information Science; **the Graduate School and Cornell Law School**  
106 **(combined seat)**; College of Human Ecology; School of Industrial and Labor Relations;  
107 College of Veterinary Medicine; Cornell Tech; **SC Johnson College of Business; School of**  
108 **Public Policy; School of Continuing Education and Summer Sessions and eCornell**  
109 **(combined seat)**.

110

111 2. Ten voting members shall be elected to represent the following administrative units with  
112 one representative each: Alumni Affairs & Development; **Cornell AgriTech; Facilities and**  
113 **Campus Services**; Financial Affairs, Budget & Planning, Audit & Investment; Health &  
114 Safety; Human Resources; **Library and Museum**; Research, Tech Transfer & Information  
115 Technology; Student & Campus Life; **University Relations and Central Administration**  
116 **(the Offices of the President, the Provost, the Board of Trustees, Counsel, Judicial**  
117 **Administrator, Ombudsman)**

118

119 3. **Eleven** voting members shall be elected to represent the following affinity groups with one  
120 representative each: **BIPOC (Black, Indigenous, and People of Color)**; Disability; Exempt;  
121 International; Less Than Five Years of Service; LGBTQ; **More Than 20 Years of Service**;  
122 Non-Exempt; Retirees; Veterans; Women;



Cornell University  
Employee Assembly

123  
124 **a. Two voting members shall be appointed by the Division of Human Resources,**  
125 **in consultation with the HR Retiree Engagement Advisory Committee, to**  
126 **represent the Staff Retiree constituency. The two members shall share one vote**  
127 **but may serve on different committees. The two-year appointments shall be**  
128 **staggered for continuity purposes. The Assembly shall vote to accept the**  
129 **proposed candidates.**

130  
131 **4. Two voting members shall be elected or appointed to represent staff at-large from**  
132 **across the University. At-Large representative seats may be filled by appointment from**  
133 **existing candidate pool after annual elections or by candidates from a department**  
134 **without clear Assembly representation. The term of At-Large representative seats will**  
135 **match the Assembly terms and be split to align with overall body turnover.**

136  
137 **Be it finally resolved,** that §Article V, Section 6 of the Employee Assembly Charter be amended as  
138 follows:

139  
140 A. The term of membership is **three** consecutive sessions of the Assembly unless otherwise  
141 explicitly stated. Terms are staggered such that **one-third** of the members' terms expire  
142 each year.

143  
144 **Adopted by Vote of the Assembly (X-X-X), {Date},**  
145 {If adopted, the vote counts and Adopted Date will be filled in by the EA Chair prior to submitting to the  
146 President's Office}

147  
148 **Respectfully Submitted,**  
149 **Membership Task Force**  
150 **Meredith Collins,** non-EA staff committee member, Administrative Assistant, Cornell University  
151 Library

152 **Jamie Duong,** School of Hotel Administration Representative

153 **Brian Goodell,** Representative At-Large

154 **Andrea Haenlin-Mott,** Disability Representative At-Large

155 **Ashley Miller,** Division of Human Resources Representative

156 **J'Frances White,** non-EA staff committee member, Assistant to the Executive Director of  
157 Admissions & Financial Aid, SC Johnson College of Business

158 **Jessica E. Withers,** Chair of the Elections Committee and Library and Museum Representative

---

---