

Cornell University Employee Assembly

AGENDA **Employee Assembly Meeting** **May 5, 2021** **12:15 – 1:30 pm** **Remote Via Zoom**

<https://cornell.zoom.us/j/94629278009?pwd=OGUzVW56Y1hTQXR2UWpodDdFM2FwUT09>

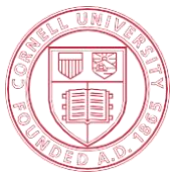
Meeting ID: 946 2927 8009; Password: 270654

“An Active Voice for Cornell Staff”

We strive to make all events accessible. If you are in need of accommodations in order to fully participate, please contact the Office of the Assemblies at (607) 255-3715 or assembly@cornell.edu.

- I. Call to Order 12:15pm
- II. Roll Call
- III. Approval of the minutes from [April 7, 2021](#) and [April 21, 2021](#)
- IV. Business of the Day
 - a. Fall Workplace Principals - Mary Opperman
 - b. Finance Forum Update - Hei Hei Depew
 - c. [EA R 10: Revision and Renaming of the Opperman Award](#) – Ellen Miller
- V. Committee Reports
 - Executive Committee – Michelle LoParco
 - Communications and Awards Committee – Ellen Miller
 - Education Committee – Jessica Withers
 - Welfare Committee – Kristine Mahoney
 - Benefits and Policy Committee – Brian Goodell
 - Elections Committee – Nasser Siadat
- VI. New Business
 - a. Seating of new members; Closed Executive Session.
- VII. Adjournment – 1:30pm

Note: After adjourning our meeting, we will seat current members then close the meeting. Non-members may stay but are not eligible to vote. A new meeting will adjourn with the new members of the EA, this will be a closed meeting.



Cornell University Employee Assembly

Cornell Employee Assembly

Minutes of the April 7, 2021 Meeting 12:15-1:30 PM
Zoom

I. Call to Order

- a. Chair H. Depew called the meeting to order at 12:15pm.

II. Roll Call

Members Present [20]: J. Cannella, J. Creque, H. Depew, J. Duong, B. Fortenberry, A. Haenlin-Mott, E. Ivory, R. Lochner, K. Mahoney, V. McAuley, J. Michael, A. Miller, E. Miller, M. Newhart, N. Siadat, K. Supron, K. Tannenbaum, L. Taylor, J. Townley, J. Withers

Members Absent [8]: S. Barry, M. Cherry, B. Fisher, B. Goodell, D. Howell, K. Loparco, M. Podolec, L. Zacharias

III. Approval of the minutes from March 3, 2021 and March 17, 2021

- a. Motion to approve March 3, 2021 minutes **approved** unanimously.
- b. Motion to approve March 17, 2021 minutes **approved** unanimously.

IV. Business of the Day

- a. CNG Presentation- LGBTQ+ - Sue Brightly and Anthony Sis
 - i. S. Brightly gave background on the LGBTQ+ CNG and things it has done such as lunches and guest speakers to build community. She highlighted the need for a sense of safety and belonging for a group of people who typically already feel isolated. From a survey done by the CNG, goals for emphasis include more socializing, information sharing, and self-care.
 - ii. J. Cannella emphasized the CNG's current attempts on reaching out to allies and highlighting that one does not need to identify as LGBTQ+ to be part of the CNG. J. Cannella also detailed the community service and other outreach the group has done and questioned possible beneficial partnerships between the EA and the CNG.
 1. E. Miller stated that, as chair of Communications for the EA, she could promote any events or activities done by the CNG.
 2. J. Cannella noted that the CNG is attempting to partner with the LGBT Resource Center, which has a staff newsletter. J. Cannella also supported E. Miller's statement and suggested a place for CNG monthly updates in the newsletter.
 - iii. E. Miller expressed excitement on getting more involved with the CNGs and highlighted a lack of awareness on openness of CNGs for those who fall outside the titles of the CNGs.

1. J. Cannella highlighted a “Did You Know” session the CNG would be hosting that would help emphasize that one wouldn’t necessarily need to be part of a niche identity to join a group.
- iv. H. Depew thanked J. Cannella and S. Brightly and emphasized the potential for further collaboration between the EA and the LGBTA+ CNG.
- v. B. Korson inquired about having a possible town-hall style event in the future where all CNGs can be promoted and release details on how to get involved.
 1. J. Cannella agreed that this would be a great idea.
 2. S. Brightly noted that the openness of the CNGs is questionable, especially considering that historically for the LGBTQ+ CNG, a lot of people aren’t out yet or are still questioning and may not be comfortable having other colleagues know. Since the CNGs provide a safe space, parameters for joining and attending certain events are hazy and unsure.
- vi. R. White stated that, as chair for the Men of Color CNG, the tension between welcoming allies and creating a safe space is an important conversation to have within individual groups before returning to the EA to evaluate what broader involvement really looks like.
- vii. E. Miller stated that S. Brightly’s and R. White’s points make sense, and that having a staff forum on the CNGs would allow them to be highlighted while controlling openness and involvement.
- viii. J. Cannella supported B. Korson’s idea of a staff forum for all the CNGs, as well as R. White and E. Miller’s points. J. Cannella then questioned if the EA had anything as a priority that the LGBTQ+ CNG could help with.
 1. K. Mahoney stated that discussion and presentations over the Community at Cornell data would happen, and that invitations to CNG leadership or members to attend could be extended.
 2. H. Depew stated that, for any opportunities such as a staff forum or other events, partnering with the CNG is definitely possible to both work through issues and get messaging out.
- ix. A. Haenlin-Mott stated that the staff forum would be an initiative to bring awareness, but that another option for more initiatives could include working through the Employee Welfare Committee. A. Haenlin-Mott noted that awareness and inclusion is not simply an initiative, but an ongoing conversation that should blend into all the work that is done.
 1. J. Cannella supported A. Haenlin-Mott’s statement. J. Cannella noted that Christopher Luan from the LGBT Resource Center would welcome staff helping out with events such as Lavender Graduation.
- x. H. Depew thanked J. Cannella and S. Brightly for presenting.
- b. Ithaca Asian American Association (IAAA) and Asian and Asian American Center (A3C) Update – Hei Hei Depew
 - i. H. Depew highlighted the March 16 Atlanta shootings and the rise in anti-Asian violence and hate crime across the country as xenophobia and racism has grown. The Executive Committee has had productive conversations with the IAAA and A3C about partnering. H. Depew stated that a Being Asian at Cornell series will be hosted and hopefully released by May. H. Depew also stated that there has been conversation with the A3C about a staff forum on the history of anti-Asian

violence.

- ii. R. White expressed support for a staff forum and expressed a need to support all members of the community and find ways for the community to understand implications for things that happen both nationally and locally.

V. Committee Reports

- a. Executive Committee – H. Depew
 - i. H. Depew stated that lots of work has been done with the A3C talking about potential partnerships and that the Executive Committee is having discussions for a finance staff forum where the budget and the future of fiscal year 22 could be discussed. H. Depew noted that election preparations are underway.
- b. Communications and Awards Committee – E. Miller
 - i. E. Miller stated that the nomination period for the George Peter award has been extended, and that there have been about 16-17 nominations thus far. Prizes were also secured to go to the award winner. The not Opperman award is also in the final stages of getting revamped with new criteria. E. Miller also encouraged employees to use the appreciation portal.
 - ii. E. Miller stated that the EA newsletter will be getting published, and that it highlights the CNGs that have visited during EA meetings, as well as sustainability month. The Communications Committee has also been working with the Elections Committee to promote elections.
 - iii. J. Cannella questioned if there was a tentative schedule for all the CNGs presenting at an EA meeting, and inquired if it might be better to highlight all the CNGs at once in comparison to doing some little by little.
 - 1. J. Duong stated that not all CNGs have been reached out to yet due to the coming end of term that limits availability.
- c. Education Committee – J. Withers
 - i. J. Withers stated that CLASP would end up presenting to the SA in the Fall instead, and that she would pass on updates to her successor.
 - ii. C. Templeman stated CLASP is currently working on post-pandemic plans and that either she or her successor will keep the EA updated.
- d. Welfare Committee – K. Mahoney
 - i. K. Mahoney stated that discussions for a hybrid work approach have continued, as well as discussions over the Belonging at Cornell survey data. There will be announcements about events including the remembrance event, an inclusion excellence summit, and spring programming from wellness focusing on mental health and movement.
 - ii. K. Mahoney noted that coordinating transportation for Cornell as a vaccination distribution site would also be coming soon.
 - iii. J. Withers stated that information about virtual mentoring is currently available in Workday and is being tested in 5 schools across campus, with the hope of being expanded to the rest of campus by Fall.
- e. Benefits and Policy Committee – B. Goodell
 - i. K. Tannenbaum stated that an official meeting for the Benefits and Policy Committee has not happened since the last meeting since chair B. Goodell is on break.

- f. Elections Committee – N. Siadat
 - i. N. Siadat thanked those involved with supporting the current election cycle and was particularly grateful for the unprecedented outreach effort this year.
 - ii. N. Siadat stated that showings for the election were not as hoped for. A third of the races have candidates with none being contested, and two thirds of the seats will be vacant going forward. N. Siadat stated that an EA priority should be to promote the role of the EA and its relevance to staff. Furthermore, many staff members are just burnt out after a terrible and long year. People are stretched thin, which N. Siadat believed played a role in the low election turnout.
 - iii. K. Tannenbaum questioned if there was space in the timeline to extend the registration process for candidates. K. Tannenbaum stated that the candidate signature requirement could be perceived as a barrier to entry.
 - 1. N. Siadat agreed with K. Tannenbaum, stating that a signature requirement was a barrier to entry. However, getting signatures and attending the mandatory candidate information meeting, particularly online, is a very minimal requirement when asking another to make a major commitment to join the EA.
 - iv. W. Treat informed the EA that last year, the sudden move online caused the signature requirement, normally done physically through paper, to be waived. W. Treat also referenced SA election signature requirements for comparison.
 - 1. C. Templeman stated that the signature requirement is a big burden that is made bigger when done online.
 - 2. K. Tannenbaum noted that the SA, in comparison to the EA, serves a very different population, and as such, the atmosphere of the assemblies varies. The EA is more flexible and built into the workflow, while participation in the SA is done more out of the way. K. Tannenbaum also questioned if there was more data on election turnout from previous years.
 - v. J. Creque suggested that instead of extending the registration deadline, the EA members could promote and recruit people to fill the vacant seats. This would give them the chance to get experience and gain interest to run for a seat in the next election cycle for a much higher turnout next time.
 - vi. G. Giambattista stated, in response to K. Tannenbaum's inquiry on election data and metrics, all elections are tracked. There have typically been very few uncontested elections, but the threshold for gathering petition signatures is not new, so it is questionable and should be examined if the threshold had an impact on election turnout.
 - vii. B. Fortenberry stated that he has gotten responses emphasizing that the commitment and the term for a seat in the EA is daunting and echoed J. Creque's point on the possibility of having people join to crease membership without as significant an expectation put onto them.
 - viii. H. Depew noted that last year, without a signature requirement, there was lots of participation including contested elections and increased voter participation despite it being an online election. H. Depew questioned if the signature requirement was mandatory and questioned if taking it away could gain more participation.
 - 1. J. Withers stated that N. Siadat's report was insightful, echoing his sentiment

- on how burnt-out people are. J. Withers stated that this year could just be considered a different year and that she supported J. Creque's approach.
2. J. Cannella questioned if it would be possible to create a motion to waive the signature requirement while staff are still working remotely.
 3. N. Siadat questioned if the EA, considering that two thirds of seats would be vacant, to call a special election to fill those seats without signature requirements. N. Siadat acknowledged that it would be unfair to waive this requirement after having those already running gather all the signatures.
 4. J. Creque stated that, as a compromise, it might be good to allow people to contest for a chance to run if they don't get the minimum number of signatures.
 5. E. Miller stated her opinion that, considering how small the pool of candidates for the election is, signatures are not a hugely important aspect of the election. E. Miller echoed J. Creque's approach of cutting loses and continuing on.
 6. G. Giambattista stated, in response to N. Siadat's inquiry, that special elections have been called in the Fall after the new assembly has been seated to fill vacancies. It would be difficult for the Office of the Assemblies to run another election right away before the end of the academic term, but it could be done. Furthermore, G. Giambattista stated there may be amendments to the election rules to include or exclude parameters.
 7. J. Duong echoed E. Miller's perspective that it is questionable if the signature requirement was the reason behind such low participation in this year's election.
 8. A. Haenlin-Mott stated that, from her experience running for a seat, the signature requirement wasn't very daunting in her perspective. A. Haenlin-Mott questioned if promotion was a factor for the low turnout.
 - ix. J. Creque stated that an information session could be hosted to encourage election participation.
 - x. J. Cannella noted that COVID-19 protocols are still realities, and that these realities should be considered.
 - xi. H. Depew motioned to extend the meeting to 1:35. N. Siadat seconded that motion. The motion was **approved**.
 - xii. J. Cannella agreed that information sessions would be helpful but highlighted the reality that despite unprecedented advertisement and 8000 employees, there is a singular guest at the current EA meeting, reflecting a crucial lack of interest and involvement.
 - xiii. E. Miller stated that the EA should work to present to other groups and give more explanation about the EA and its messaging.

VI. New Business

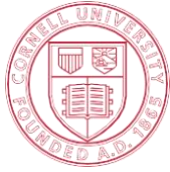
- a. A. Miller announced that the President's Awards for Employee Excellence is in its nominations cycle and asked that word could be spread. A. Miller also announced that Bring your Child to Work day, renamed Cornell Kids at Home, is launching the week of April 12.
- b. J. Creque questioned if the EA had facilitated the EA announcements in the Employee Well-Being newsletter.

1. E. Miller affirmed that this was done by the Communications Committee.

VII. Adjournment

- a. The meeting was adjourned at 1:34 pm.

Respectfully Submitted,
Office of the Assemblies



Cornell University Employee Assembly

Cornell Employee Assembly

Minutes of the April 21, 2021 Meeting 12:15-1:30 PM
Zoom

I. Call to Order

- a. Chair H. Depew called the meeting to order at 12:15pm.

II. Roll Call

Members Present [17]: M. Cherry, J. Creque, H. Depew, B. Fortenberry, B. Goodell, A. Haenlin-Mott, R. Lochner, J. Michael, A. Miller, E. Miller, M. Newhart, M. Podolec, K. Supron, K. Tannenbaum, L. Taylor, J. Withers, L. Zacharias

Members Absent [11]: S. Barry, J. Cannella, J. Duong, B. Fisher, E. Ivory, D. Howell, K. Loparco, K. Mahoney, V. McAuley, N. Siadat, J. Townley

III. Business of the Day

- a. Community Relations Presentation- K. Supron
 - i. K. Brill introduced herself as a member of the University Event Planning Team and also introduced Penny, another administrative assistant on the University Event Planning Team. S. Riley introduced herself as the deputy director in the Office of Community Relations. G. Stewart introduced himself as part of the Office of Community Relations.
 - ii. K. Supron stated that each year, a Local Economic Snapshot is created detailing the impact that Cornell has on the local economy.
 - iii. S. Barry highlighted the presentations that Community Relations has had with outside groups, especially this year with the different circumstances. In particular, local concern over students returning to campus resulted in even more informative meetings with community groups and members.
 - iv. G. Stewart highlighted the Town-Gown Awards (TOGOs), a yearly awards ceremony hosted by Community Relations.
 - v. G. Stewart stated that the staff communities handling of Cornell's re-activation plan during the summer was extremely admirable. With many in the community worried over the idea of students returning onto campus, lots of individual concerns needed to be addressed and were addressed very well.
 1. H. Depew agreed with G. Stewart, acknowledging lots of the fears that the community had. H. Depew questioned what other concerns there might be and questioned how the EA could help Community Relations address these concerns.
 2. G. Stewart stated that addressing economic revitalization after the pandemic, especially for the TCAT, would be especially important.
 3. K. Supron stated that another area of concern and interest in Ithaca is energy and sustainability. Another impact to look at is visitor spending and the impacts of tourism brought in by Cornell.

- vi. K. Tannenbaum noted the information on taxes paid by Cornell that was included in the Local Economic Snapshot and questioned what the rumor that Cornell didn't pay taxes was based on and how it began.
 - 1. K. Supron noted that while Cornell doesn't pay taxes on a bulk of its holdings, it does pay state and county taxes for its taxable properties.
 - 2. G. Stewart emphasized K. Supron's information, noting that properties such as the Cornell Store and the Statler are all taxed.
- vii. B. Goodell thanked Community Relations for creating the yearly Local Economic Snapshot, noting that he too has provided its information to those who questioned how beneficial Cornell is to the community. B. Goodell also thanked G. Stewart for all his work to garner greater transparency.
- viii. E. Miller stated that Human Resources created a page for Cornell employees with a list of businesses that offer perks and discounts but that there aren't many local businesses there. E. Miller wondered if, in the interest of economic revitalization, including more local businesses would be possible.
 - 1. G. Stewart agreed with E. Miller's idea and stated that he would mention it to M. Opperman
- ix. H. Depew thanked the presenters for coming and sharing information.

IV. Committee Reports

- a. Executive Committee – M. LoParco
 - i. M. LoParco stated that in a meeting, the return to work and parking situation, the employee assembly visibility and the upcoming election, data results from the public safety survey created in regard to campus police and their role in safety,
 - ii. H. Depew noted that an email was sent out mandating all students return in the Fall and that this caused confusion among staff questioning their own requirements for reactivation. H. Depew stated that M. Opperman and other senior leadership were all working on a checklist to determine what jobs would be mandated to return and in what capacity. Once senior leadership makes a more concrete decision, guidance can then be shared.
 - iii. M. Podolec questioned if the Reactivation Committee has a care-giver consultant in it given that, with youth not eligible for the vaccine yet, many care-giving programs aren't yet back to schedule.
 - 1. H. Depew stated that she isn't sure who's involved with the reactivation decisions currently, as discussion is currently at the senior leadership level. However, M. Opperman will notify the EA before any decisions are made public so that feedback may be given.
 - 2. A. Miller noted that M. Podolec's area of concern would fall under the Wellness Groups.
- b. Communications and Awards Committee – E. Miller
 - i. E. Miller stated that a subcommittee solely for awards and recognition has been established. E. Miller stated that nominations for the George Peter award have been closed with a total of 23 nominees. E. Miller stated that in the next EA Meeting, a resolution would be introduced to introduce the updated criteria for the newly revamped Award for Staff Integrity and Inclusion.
- c. Education Committee – J. Withers

- i. J. Withers stated that the Education Committee hasn't met separately since the past meeting and that there are no new updates.
- d. Welfare Committee – K. Mahoney
 - i. J. Withers stated that the Welfare Committee met with some partners, got updates, and discussed challenges of returning to work, particularly the need for child-care. Discussion over the strategic planned time off initiative also occurred due to increased employee burnout and the need to take vacations.
- e. Benefits and Policy Committee – B. Goodell
 - i. B. Goodell stated that work has been done to set up a meeting with the interim university policy director so that she could possibly present on university policy. Discussion over reactivation planning, the EA retreat, and the priorities poll also occurred. B. Goodell stated that conversation on a stipend for employees returning to work normally also occurred, as well as conversation on the cutoff for use of vacation days.
 - ii. H. Depew stated that the questions on the vacation day cutoff practice are because last year, due to the pandemic there was no cutoff date for vacations, so the question of if this practice should be applied to this year is also being considered. According to M. Opperman, the cutoff will be returning and are encouraging supervisors to promote utilization of vacation days.
- f. Elections Committee – N. Siadat
 - i. E. Miller stated that the Elections Committee has not met since the previous meeting and questioned if G. Giambattista could provide information on election results.
 - 1. G. Giambattista stated that the Office of the Assemblies does not have information on election results yet.

V. New Business

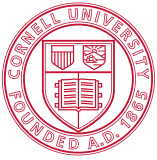
- a. J. Withers thanked N. Siadat for performing a piece at the COVID-19 memorial and thanked H. Depew for teaching about another culture.
- b. L. Zacharias inquired on behalf of a constituent on how to get policy passed through the employee assembly, as her constituent has an idea they wish to gather support for.
 - 1. H. Depew stated that the best approach would be to go to a committee.
 - 2. L. Zacharias questioned if she should get more information from her constituent and then bring their idea to the committee, to which H. Depew agreed.
- c. K. Tannenbaum questioned what the intention of the EA would be as far as possibly meeting over the summer, which happened the previous year.
 - 1. G. Giambattista stated that typically, EA meetings follow the academic calendar. However, there are no stipulations explicitly stating that the EA can't or shouldn't meet over the summer, so it would be up to the choice of the EA.
 - 2. E. Miller questioned if the new assembly would be seated June 1st, to which Gina confirmed.
- d. M. Cherry questioned if anyone in the EA had a method of contacting the COVID-19 testing infrastructure.
 - 1. B. Goodell noted that on the Daily Check there is a phone number to call.

2. A. Miller stated that she was on the COVID-19 testing team for some time and that she could give M. Cherry a direct contact
- e. G. Giambattista stated that any events or meetings that occur after the schedule for this year will be under the jurisdiction of the newly seated assembly.
- f. A motion to end the meeting early was **approved** unanimously.

VI. Adjournment

- a. The meeting was adjourned at 1:23 pm.

Respectfully Submitted,
Office of the Assemblies



EA R10: Revision and Renaming of The Opperman Award

Abstract: In 2013, the Employee Assembly established the Opperman Award for Staff Advocacy to extend their appreciation and gratitude to Vice President of Human Resources and Safety Services, Mary George Opperman for fostering a positive environment where staff are valued contributors to the campus community and its mission. The Award for Staff Integrity and Inclusion will replace the Opperman Award but share the same values in recognizing staff who consistently demonstrate their commitment to encouraging and supporting staff integrity and inclusion.

Sponsored by: Ellen T Miller - Research, Tech Transfer & IT Representative At-Large and Vice Chair for Communications; Marin Cherry - Cornell Tech Campus Representative; Kristen Ciferri - Employee Representative Member of Communications, Outreach & Recognition Committee; Brandon Fortenberry - Division of Student and Campus Life Representative; Ashley Miller - Division of Human Resources Representative; Denny Totman - Employee Representative Member of Communications, Outreach & Recognition Committee

Reviewed by: Communications, Outreach & Recognition Committee, 04/27/2021

Whereas, the Cornell University Employee Assembly (Assembly) values and recognizes Vice President Opperman for fostering a positive environment where staff are valued contributors to the campus community and its mission and publicly recognized VP Opperman through the establishment of the Opperman Award; and

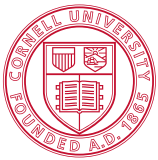
Whereas, the Opperman Award for Staff Advocacy was established in 2013 and has been conferred to two Cornell Employees; and

Whereas, the Opperman Award has been awarded to Cornell staff members who consistently demonstrate their commitment to encouraging and supporting staff excellence; and

Whereas, historically, all Cornell staff, faculty, and academic professionals, have been eligible for consideration for this award; and

Whereas, selection criteria for the Opperman Award has historically included the following:

- Treating their staff members or staff colleagues with fairness, respect and dignity at all times
- Being an extraordinary advocate for the wellbeing of staff with university, division, department or college leadership
- Fostering a positive environment where staff at all levels know they are valued and appreciated contributors to Cornell and its mission
- Fostering an environment where employees can freely express their ideas, opinions, and concerns



Cornell University Employee Assembly

- Creating or encouraging a culture which allows staff to thrive both at home and in the workplace
- Consistently demonstrating commitment to encouraging, advocating for and supporting staff excellence
- Creating or promoting an environment where staff of all backgrounds feel they are valued and belong; and

Whereas, this is a peer-nominated award and nominations may only be submitted by Cornell staff members with direct experience working with the nominee; and

Whereas, historically, the Opperman Award is awarded to one employee at a time and may be awarded up to two times per calendar year; and

Whereas, the Opperman Award was most recently presented in 2018.

Be it therefore resolved, the Assembly continues to recognize the historical importance of the Opperman Award; and

Be it further resolved, the Assembly redefines the award name from the ‘Opperman Award for Staff Advocacy’ to the ‘Award for Staff Integrity and Inclusion’; and

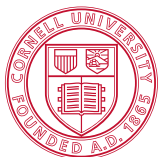
Be it further resolved, the Assembly redefines the staff eligibility from “all Cornell staff, faculty, and academic professionals” to “all exempt and non-exempt Cornell staff members”; and

Be it further resolved, the Assembly redefines the nominator eligibility from “staff only” to “any Cornell employee (staff, faculty, or academic professional)”; and

Be it further resolved, the Assembly updates the selection criteria for the Award to the following:

- Communicating between differences in order to build a collaborative, inclusive and respectful community that engages everyone, no matter their background
- Consistent strong moral principles that coincide with the University’s vision
- Is honest and trustworthy while demonstrating and adhering to high standards of personal conduct
- Demonstrating commitment to encouraging, advocating for, and supporting staff excellence with leadership, while being an advocate for work/life balance, flexible work arrangements, and promoting developmental opportunities
- Have a consistent, positive attitude that see changes or challenges as opportunities and helps others to see things from that perspective; and

Be it further resolved, authority previously granted to the Staff Recognition and Awards Committee to, “develop and maintain criteria for review of nominations ...(and)... coordinates the event where the award is presented to its recipient” shall remain with the Communications, Outreach and Recognition Committee; and



Cornell University
Employee Assembly

84
85 **Be it finally resolved,** a copy of this resolution be presented to Martha Pollack, President and
86 Mary Opperman, Vice President and Chief Human Resources Officer.

87
88 **Adopted by Vote of the Assembly (xx-xx-xx), 05/xx/2021.**

89
90 **Respectfully Submitted,**

91
92 Employee Assembly Communications, Outreach & Recognition Committee:

93 Marin Cherry - Voting Member, Employee Assembly Representative

94 Kristen Ciferri - Voting Member, Employee Representative

95 Jackie Creque - Voting Member, Employee Assembly Representative

96 Ashley Miller - Voting Member, Employee Assembly Representative

97 Ellen T Miller - Chair & Vice Chair for Communications, EA

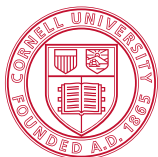
98 Kate Supron - Voting Member, Employee Assembly Representative

99 Denny Totman - Voting Member, Employee Representative

100 Jessica Withers - Observer, Employee Assembly Representative

101

102 **Addendum 1:** Award for Staff Integrity and Inclusion Overview



EA R10: Revision and Renaming of The Opperman Award

Addendum 1: Award for Staff Integrity and Inclusion Overview

Background:

In 2013, the Employee Assembly established the Opperman Award to extend their appreciation and gratitude to Vice President of Human Resources and Safety Services, Mary George Opperman for fostering a positive environment where staff are valued contributors to the campus community and its mission. Furthermore, VP Opperman has supported the engagement and inclusion of staff across campus in response to the Employee Engagement Survey, fostering an environment where employees can express their opinions and share experiences while working to create recommendations on core issues of concern discovered in the survey. Therefore, the Employee Assembly passed Resolution 5 on May 31, 2013 to publicly recognize VP Opperman for her continued efforts in creating a culture that allows staff to thrive at home and in the workplace.

In 2021, the Employee Assembly Communications, Outreach and Recognition Committee (CORC) launched the new Award for Staff Integrity and Inclusion in place of the Opperman Award for Staff Advocacy per resolution **R10: Revision and Renaming of The Opperman Award**.

Overview:

The Award for Staff Integrity and Inclusion will be given up to two times a calendar year by the Assembly to an employee who consistently demonstrates their commitment to encouraging and supporting staff integrity and inclusion.

Award recipients will be recognized at an EA recognition event and will receive a monetary award funded through the Office of the President.

Since its inception, the Opperman Award has been received by several employees who have gone above and beyond to be exemplars of the University's mission and core values. (See **past recipients**).

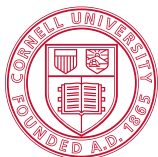
Eligibility:

All exempt and non-exempt Cornell staff members are eligible for consideration for this award. Nominations can be submitted by any Cornell employee (staff, faculty, or academic professional).

Selection Criteria:

Nominees must have a demonstrable history at Cornell of:

1. Communicating between differences in order to build a collaborative, inclusive and respectful community that engages everyone, no matter their background.
2. Consistent strong moral principles that coincide with the University's vision.
3. Is honest and trustworthy while demonstrating and adhering to high standards of personal conduct.



Cornell University Employee Assembly

4. Demonstrating commitment to encouraging, advocating for, and supporting staff excellence with leadership, while being an advocate for work/life balance, flexible work arrangements, and promoting developmental opportunities.
5. Have a consistent, positive attitude that see changes or challenges as opportunities and helps others to see things from that perspective.

****Examples of activities are listed in the rubric.**

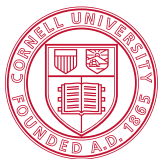
Nominations:

Any employee wishing to nominate a colleague should have direct experience with the nominee and must submit a completed nomination packet. The nomination packet is a **single PDF document** consisting of:

- Cover sheet
- Nomination letter explaining why the nominee deserves this award by providing answers to the questions below, citing relevant criteria and examples wherever possible. This can be co-signed by multiple employees.
 1. How does the nominee foster a positive environment where staff at all levels know they are valued and appreciated contributors to Cornell and its mission?
 2. How does the nominee's personal moral principles coincide with the University's vision?
 3. How does this nominee demonstrate high standards of personal conduct, honesty, and trustworthy behavior?
 4. How does the nominee show their commitment to encouraging, advocating for, and supporting staff excellence through promoting developmental opportunities, supporting flexible work arrangements, and/or advocating for a work/life balance?
 5. What examples can be provided to show how this nominee sees changes or challenges as opportunities and helps others to see things from that perspective?
- Up to three brief letters of support from other members of the Cornell community (direct supervisor, staff, faculty, students, administrators, alumni)

Selection Process:

1. The Staff Recognition and Awards Sub-Committee (SRAC) members will use the approved rubric to grade each nominee and then submit the top three highest ranking nominees to the SRAC chair.
2. SRAC chair and the Events and Outreach Manager for HR or a designee from Human Resources will review and compile all the nomination votes to determine the top three candidates.
3. SRAC chair will share the top three candidates with the CORC Chair to share with CORC member prior to next CORC meeting.
4. The CORC will cast a final vote of the top three candidates at the next CORC meeting.
5. University Human Resources will review the final candidate in the same process as the George Peter Award and President's Excellence Award.



Cornell University Employee Assembly

6. Once the final candidate has been vetted and approved by HR, the SRAC chair will notify the nominee's supervisor.
7. After approval is received from the nominee's supervisor, SRAC chair will notify the nominator and then the nominee of the award.
8. The SRAC will coordinate and execute the recognition event with the nominee's supervisor and VP Opperman's office.