

Cornell University  
Employee Assembly

## Cornell University Employee Assembly

Agenda of the September 15, 2021 Meeting

12:15 pm - 1:30 pm

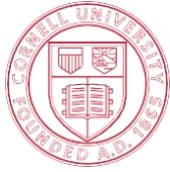
Zoom only

### “An Active Voice for Cornell Staff”

- I. Call to Order
- II. Roll Call
- III. Land Acknowledgement
- IV. Approval of the Minutes
  - a. [September 1<sup>st</sup>, 2021](#)
- V. Call for Late Additions to the Agenda
- VI. Business of the Day
  - a. Interim Policy 6.3 (Consensual Relationships) - Laura Rugless and LaDreena Walton, Office of Institutional Equity and Title IX (OIETIX)
  - b. [Liaison Appointments](#)
- VII. Committee Reports and Updates
  - a. Executive Committee
  - b. Elections Committee
  - c. Employee Welfare Committee
  - d. Benefits and Policy Committee
  - e. Communications, Outreach and Recognition Committee
  - f. Education Committee
  - g. University Assembly
- VIII. New Business
  - a. Open Discussion
- IX. Adjournment

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## Cornell University Employee Assembly

### Cornell Employee Assembly

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

#### I. Call to Order

- a. Chair J. Withers called the meeting to order at 12:15pm.

#### II. Roll Call

*Members Present* [19]: D. Barrett, M. Benda, M. Brooks, M. Cherry, S. Coil, J. Creque, H. Depew, B. Fisher, B. Fortenberry, B. Goodell, D. Howell, K. Mahoney, E. Miller, A. Mittman, M. Podolec, K. Supron, K. Tannenbaum, J. Withers, L. Zacharias  
*Members Absent* [4]: J. Cannella, J. Duong, K. LoParco, J. Townley

#### III. Land Acknowledgement

- a. J. Withers stated the Land Acknowledgement.

#### IV. Approval of June 9, 2021 Minutes

- a. Motion to approve June 9, 2021 minutes was **approved** unanimously.

#### V. Call for Late Additions to the Agenda

- a. No late additions were called for.

#### VI. Business of the Day

- a. EA R1: Approval of the 2021-2022 Operating Budget
  1. K. Tannenbaum introduced herself as Vice Chair for Operations and Finance and presented a draft for the 2021-2022 EA Operating Budget, stating that allocations are not firm and can be adjusted. K. Tannenbaum noted that the administrative budget was reduced to reflect lack of need of food for meetings due to the virtual format and that the budget for the Elections Committee was also reduced. K. Tannenbaum also noted that the CARE Fund is no longer part of the EA budget.
  2. B. Goodell questioned if there would be room in the budget for adjustment, highlighting food and venue costs from previous years.
  3. K. Tannenbaum confirmed that the budget is subject to adjustment, especially in consideration of COVID guidelines. K. Tannenbaum stated that if COVID guidelines prevent in-person meetings, a large portion of the budget that mostly goes towards in-person meeting expenses such as food can be redirected to new projects.
  4. M. Benda questioned why the CARE fund is now excluded from EA expenses and how much the budget used to contribute to it.
  5. K. Tannenbaum stated that \$450 of the budget used to be allotted to the CARE fund.

6. G. Giambattista stated that, while the CARE fund originated from the EA, the program has since moved to HR and is thus not an internal part of the EA that budget funding should be used for.
  7. B. Goodell moved to approve EA R1. M. Benda seconded.
  8. EA R1: Approval of the 2021-2022 Operating Budget was approved unanimously.
- b. University Hearing Review Board – Brandon Fortenberry
1. B. Fortenberry highlighted the changes made to the Code of Conduct and prefaced the necessary changes applicable to the EA to carry out the new Student Code of Conduct.
  2. B. Fortenberry stated that the new Code prioritizes active participation and asked that the EA provide assistance with soliciting applications from staff members for the new university hearing panel, which would hopefully have a 2-year term and garner at least 15 staff members. Applicants should be unbiased and looking to join the panel to help hold community standards.
  3. B. Goodell questioned what members of the new university hearing panel are being asked to do, as well as the typical time constraints of the panel would be.
  4. B. Fortenberry stated that the panel is the University Hearing and Review Panel and walked through the violation process, noting that should a student decide to appeal a case they will be put forth before the Panel that will make a decision. B. Fortenberry also stated that hearings would typically be Tuesdays and Thursdays.
  5. E. Miller questioned when the application deadline would be.
  6. B. Fortenberry stated that the application would be due on September 24<sup>th</sup>.
  7. G. Giambattista emphasized the importance of the assemblies' involvement in putting forth recommendations for the panel.
  8. A. Mittman questioned if there would be an advisor to students in an administrative or legal sense.
  9. B. Fortenberry stated that there is a group available to students who desire it to guide them through the process. B. Fortenberry clarified that the panel would not be fact-finding, but rather listening and making judgements on facts presented by the case.
  10. The plan for the Hearing and Review Panel applications was approved unanimously.

## **VII. Committee Reports and Updates**

- a. Executive Committee - A. Haenlin-Mott
  1. A. Haenlin-Mott stated that the Executive Committee has been meeting extensively and have spent a lot of time planning the EA retreat that was made difficult because of the sudden move to an online format.
  2. K. Tannenbaum clarified that the EA chair and vice-chair have traditionally had monthly meetings with Mary Opperman that have been extended to the rest of the Executive Committee as well.
- b. Benefits and Policy Committee - B. Goodell
  1. B. Goodell stated that the Benefits and Policy Committee met for the first time recently and reviewed previous items, while also reviewing some responses from constituents and correspondents. B. Goodell noted that a correspondent

- stated that local practices were dropping Aetna and that the BPC would be looking into this. B. Goodell stated that the committee discussed NY state policy on paid family leave.
2. A. Haenlin-Mott stated that the pets on campus policy is being modified into an animals on campus policy to clarify the roles of service animals and emotional support animals on campus.
- c. Communications, Outreach and Recognition Committee - E. Miller
1. E. Miller stated that the Committee met once over the summer to plan for the summer EA Voice newsletter published in August and go over committee structure for the upcoming term. E. Miller also mentioned great need for someone to step into the role of secretariat and notes-keeper, and that many of the recognition initiatives would be moving forward soon.
- d. Education Committee - M. Benda
1. M. Benda stated that the Education Committee has not met.
- e. Elections Committee - M. Cherry
1. M. Cherry stated that the Committee met occasionally over the summer, and that after considering calendars for the special fall election, it was decided that the week of October 18<sup>th</sup> would be the week for voting.
  2. K. Tannenbaum proposed hosting a small informal info session on the Employee Assembly and how to apply.
  3. M. Cherry agreed that the proposal would be a good option and noted that there will be opportunities due to the later scheduling of the election for staff members to have the chance to participate in events such as this proposal where they can glean more information.
- f. Employee Welfare Committee - K. Mahoney
1. K. Mahoney said that after reviewing the priorities poll, the Committee has decided to focus on mental health, staff burnout, and staff morale.
  2. A constituent questioned if the Committee has a focus on employees such as herself, who is Cornell IT and basically now fully remote.
  3. K. Mahoney stated that while there has not been a focused initiative towards those who were initially on campus but have transitioned into fully remote, any chance for conversation on the topic would be appreciated at a Committee meeting.
  4. A. Haenlin-Mott stated her support for the constituent's concern.
  5. E. Miller stated her support for the constituent's sentiments.
  6. B. Fortenberry noted his desire for further looks into getting hybrid employees a hybrid parking pass.

## **VIII. New Business**

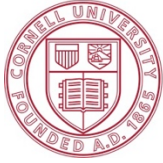
- a. Open Discussion
1. K. Tannenbaum questioned the tactics that the Student Assembly is using to recruit diverse members to the Hearing and Review Panel that can represent underrepresented populations.
  2. G. Giambattista stated that the SA members who were representatives for identity-based seats reached out to certain umbrella organizations to promote this opportunity.

3. B. Fortenberry noted the creation of a new resolution in the University Assembly based around mandated vaccination requirements and campus safety, and that having received some lukewarm feedback the resolution would continue to be worked on.
4. E. Miller questioned what would be the best way for employees to provide feedback on the UA resolution and share with constituents to give them the chance to provide feedback as well.
5. B. Fortenberry mentioned that any members with seats on the UA would love to help provide information on resolution feedback.
6. A. Haenlin-Mott questioned the issues and negative response to the UA resolution that came out.
7. B. Fortenberry clarified that the response to the resolution just wasn't particularly excited, with concerns over a mandate of this type.

**IX. Adjournment**

- a. The meeting was adjourned at 1:30pm.

Respectfully Submitted,  
Office of the Assemblies



## Cornell University Employee Assembly

### **Employee Assembly Committee – Liaison appointments (internal/external)**

#### **University Assembly (UA) Standing Committees**

Each UA Standing Committee is composed of 11 voting members – 3 from the UA (one of whom is the chairperson of the committee), 1 from each constituent assembly from its voting membership; and 1 from each constituent assembly from the constituency it represents. Listed below are the current vacancies that are to be filled by the Employee Assembly:

- UA Codes and Judicial Committee (2021-2022 term - chaired by James Richards, GPSA Representative to the UA)
  - **Employee Assembly Representative** – voting member from the EA
  - **Employee Representative** – staff/employee representative who is not a voting member from the EA
- UA Campus Committee on Infrastructure, Technology and the Environment (2021-2022 term – chaired by Ian Akisoglu, GPSA Representative to the UA)
  - **Employee Assembly Representative** – voting member from the EA
  - **Employee Representative** – staff/employee representative who is not a voting member from the EA
- UA Campus Welfare Committee (2021-2022 term – chaired by Debra Howell, EA Representative to the UA)
  - **Employee Assembly Representative** – voting member from the EA
  - **Employee Representative** – staff/employee representative who is not a voting member from the EA

#### **University Assembly (UA) Associated Committees**

- Campus Planning Committee (2021-2022 term – chaired by Sasa Zivkovic, Assistant Professor, Department of Architecture)

The Campus Planning Committee shall consist of: four Presidential appointments, eight position appointments, and nine additional at-large members. The nine at-large members consist of one University Assembly liaison, two graduate/professional student, two undergraduate students, two employees, and two faculty members, each named by his or her respective Assembly for a two-year term. Listed below are the current vacancies that are to be filled by the Employee Assembly:

  - **Employee Representative** – staff/employee representative named by the EA (can be either a voting member of the EA or a staff/employee representative who is not a voting member of the EA)
  - **Employee Representative** – staff/employee representative named by the EA (can be either a voting member of the EA or a staff/employee representative who is not a voting member of the EA)
- Transportation Hearing and Appeals Board (2021-2022 term – chair to be elected)

The Transportation Hearing and Appeals Board shall consist of two members nominated by their respective Assemblies and approved by those bodies and one ex-officio member representing the administrative staff of Transportation and Mail Services. Members shall be

constituted as follows: four students (two graduate/professional, two undergraduate), four faculty, and four employees. No employee of Transportation and Mail Services or Cornell Police may serve on THAB. The term of membership shall be two years, except that initially, so that terms may be staggered, two faculty, two students and two employees shall serve terms of one year. Listed below are the current vacancies that are to be nominated and approved by the Employee Assembly:

- **Employee Representative** – staff/employee representative named by the EA (can be either a voting member of the EA or a staff/employee representative who is not a voting member of the EA);
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#### **Other University Committee appointments/liaisons**

- Committee for Campus-Constituency-Elected Trustees (2021-2022 term – chair TBA)

The Committee for Campus-Constituency-Elected Trustees membership will include the 2 faculty elected-trustees, the 2 student-elected trustees, the employee-elected trustee, and one representative each from the Student Assembly, the Graduate and Professional Student Assembly, and the Employee Assembly. Listed below is the current vacancy to be filled by the Employee Assembly:

  - **Employee Assembly Representative** – voting member from the EA
- Faculty Senate (2021-2022 term – chaired by Eve De Rosa, Dean of Faculty)

The Faculty Senate holds 5 non-voting ex-officio seats: one seat for postdocs filled through the Office of Postdoctoral Studies; one seat for the Graduate and Professional Student Assembly; one seat for the Student Assembly; one seat for the Employee Assembly; and one seat for ROTC. Listed below is the current vacancy to be filled by the Employee Assembly:

  - **Employee Assembly Representative** – voting member from the EA
- University Hearing and Review Board (2021-2022 term – chaired by Tracy Carrick, Review Board Chair; Celia Bigoness, Hearing Board Chair; Michelle Whelan, Hearing Board Chair; Timothy DeVoogd, Hearing Board Chair; Kelly King-O'Brien, Hearing Board Chair)

The University Hearing and Review Board is composed of 55 members – 25 students, 15 faculty members, and 25 non-faculty members. Listed below are the current vacancies that are to be filled by the Employee Assembly:

  - **Employee Representative** – staff/employee representative named by the EA (can be either a voting member of the EA or a staff/employee representative who is not a voting member of the EA)
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