

Cornell University
Employee Assembly

Agenda
Employee Assembly Meeting

April 17, 2024

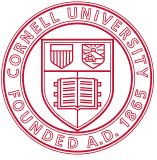
12:00-1:15pm

Zoom

“An Active Voice for Cornell Staff”

1. Call to Order: 12:00pm
 - a) Roll Call
 - b) Land Acknowledgment of the Gayogoho:nq (Cayuga Nation)
2. Call for Late Additions to the Agenda
3. Approval of the minutes from March 6, March 20 and April 3 Meetings
4. Organizational Meeting of the 2024-2025 Employee Assembly
5. Committee Reports
 - Executive Committee – Marcella Benda
 - Communications, Outreach and Recognition Committee – Sophie Lanchez
 - Education and Development Committee – Jeremy Kruser
 - Welfare Committee – Kristine Mahoney
 - Benefits and Policy Committee – Bethany Dixon
 - Elections Committee – Wendy Treat
6. Liaison Reports
7. Open Discussion
8. Adjournment – 1:15pm

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.



Cornell University Employee Assembly

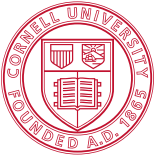
Cornell Employee Assembly

Minutes of the March 6th, 2024 Meeting

12:00 PM – 1:15 PM

Zoom

- I. Call to Order
 - a. J. VanHouten called the meeting to order at 12:02pm
 - b. *Members Present:* M. Benda, M. Boggs, S. Chang, E. Crawley, B. Dixon, J. Doss, T. Hambury, K. Karnuta, J. Kruser, S. Lanchez, K. Mahoney, A. Morse, K. Phipps, S. Resue, I. Solís-Cruz, P. Sroka, K. Supron, D. Surine, W. Treat, J. VanHouten, D. Wierson
 - c. *Members Absent:* B. Arnold, M. Brooks, F. Cantone, R. Dillon, D. Hinshaw, E. Krumm
 - d. *Also Present:* L. Geiger, D. Maas, L. Geiger
- II. Land Acknowledgement of the Gayogohono Nation (Cayuga Nation)
 - a. J. VanHouten stated the land acknowledgement.
- III. Call for Late Additions to the Agenda
 - a. J. VanHouten called for late additions to the agenda.
- IV. Approval of the Minutes from the February 7th, 2024 and February 21st, 2024 Meetings
 - a. M. Benda motioned to approve the minutes.
 - i. W. Treat seconded the motion.
 - ii. The minutes were **approved** by unanimous consent.
- V. Business of the Day
 - a. Overview of the Office of Emergency Management
 - i. D. Maas provided a presentation on the Division of Public Safety within the Office of Emergency Management.
 - ii. Questions for D. Maas addressed updates on the Community Response Team, the terminology used for responses to crises on campus like active shooter threats, the status of the construction of the backup 911 center at East Hill Plaza and the Collegetown Fire Station, and whether safety information shared in the presentation could be added to onboarding materials.
- VI. Committee Reports

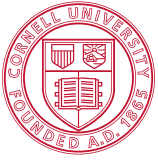


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- a. Executive Committee
 - i. M. Benda stated that the committee has been planning future discussions on leadership training, finance, and an economic snapshot.
- b. Communications, Outreach, and Recognition Committee
 - i. S. Lanchez stated that the EA Voice was shared on February 29th and the spring elections were announced on March 1st. She stated that the committee is working on this month's EA Voice and is looking for a member for the EA spotlight.
- c. Education Committee
 - i. J. Kruser stated that the committee has been talking about the non-degree-seeking and EDP employee registration process as well as the tax implications for that.
- d. Welfare Committee
 - i. K. Mahoney stated that the committee hosted members of the Employee Experience Team to discuss internal transfer surveys and the program they're developing as a result. She stated that the committee will be discussing transportation at their next meeting.
- e. Benefits and Policy Committee
 - i. D. Wierson stated that the committee's last meeting involved a lot of discussion but that nothing was moved forward.
- f. Elections Committee
 - i. W. Treat stated that the election registration opened on March 1st with a due date on March 20th. She also stated that there will be an information session on March 26th from 12:00-12:45, that voting will begin on April 11th, and that voting will end at noon on April 15th. She also stated that the new members will be joining the April 17th meeting and that an employee-elected trustee election will be on the same ballot as voting for EA members.

VII. Open Discussion

- a. Debrief of the EA co-sponsored Town Hall Meeting with Vice President and Chief Human Resources Officer Christine Lovely and General Counsel Donica Thomas Varner held on February 22nd
 - i. W. Treat stated that the Inclusive Excellence Summit will be held virtually on March 26th and will include a section on free speech in the workplace from 1:00-2:00pm.
 - ii. The assembly discussed the town hall held on February 22nd and the feedback they received from their constituents.



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VIII. Adjournment

- a. W. Treat motioned to adjourn the meeting.
 - i. J. Kruser seconded the motion.

The meeting was adjourned at 1:17pm.

Respectfully Submitted,

P.J. Brown

Clerk of the Assembly



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Minutes of the March 20th, 2024 Meeting

12:00 PM – 1:15 PM

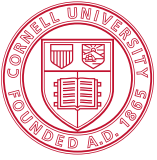
Zoom

- I. Call to Order
 - a. J. VanHouten called the meeting to order at 12:03pm
 - b. *Members Present:* B. Arnold, M. Benda, M. Boggs, F. Cantone, S. Chang, C. Cornell, E. Crawley, B. Dixon, J. Doss, T. Hambury, D. Hinshaw, K. Karnuta, S. Lanchez, A. Morse, P. Sroka, K. Supron, D. Surine, W. Treat, J. VanHouten, D. Wierson
 - c. *Members Absent:* R. Dillon, E. Krumm, J. Kruser, K. Phipps, S. Resue, I Solís Cruz
 - d. *Also Present:* H. Depew, J. Withers

- II. Land Acknowledgement of the Gayogohono Nation (Cayuga Nation)
 - a. J. VanHouten stated the land acknowledgement.

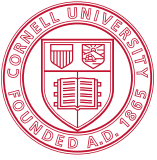
- III. Call for Late Additions to the Agenda
 - a. J. VanHouten called for late additions to the agenda.
 - b. S. Lanchez put forward a motion to vote on whether to give points to future EA Award winners and whether the assembly wants to award points to the Einhorn Center for 2023 before discussing committee reports.

- IV. Business of the Day
 - a. Update on the Interim Expressive Activity Policy
 - i. E. Crawley stated that the University Assembly Executive Committee met with General Counsel Varner and a member of her team to discuss the Interim Expressive Activity Policy. She then provided updates on where the policy came from, the substance of the policy, and the timing of the policy's implementation. She also stated that a committee will be formed to provide feedback on the policy.
 - ii. Questions for E. Crawley addressed why there is an internal need in addition to a federal need for the policy; the need for the administration to acknowledge the impact of the policy's timing; what assembly members can do and communicate to their members to make sure that they feel included; and what the assembly should be communicating regarding the committee for the policy.
 - b. Employee Representative Vacancy on the University Assembly



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- i. J. VanHouten stated that there is a current vacancy for an Employee Representative on the University Assembly and called for a volunteer to let her know via email if they want to fill the vacancy.
 - c. EA Awards Procedure
 - i. Discussion ensued over the budgetary and ethical implications of the use of a points system for awarding EA winners.
 - ii. W. Treat put forward a motion to vote on whether to use funds from this year to award last year's recipient of the EA Award, the Einhorn Center, using a points system that allocates ten points per person.
 - 1. C. Cornell seconded the motion.
 - 2. By a vote of [----], the assembly approved the use of the points system to award the Einhorn Center.
- V. Committee Reports
 - a. Executive Committee
 - i. M. Benda stated that the committee has been discussing future meetings and a possible resolution supporting DEI initiatives.
 - b. Communications, Outreach, and Recognition Committee
 - i. S. Lanchez stated that the EA Voice will contain a reminder of spring elections, an announcement of the Appreciation Staff and Integrity Award, details on the care fund and CALS office hours, and a spotlight on E. Crawley.
 - c. Education Committee
 - i. Nothing to report.
 - d. Welfare Committee
 - i. C. Cornell stated that the committee talked about UA welfare committee updates on a parking resolution as well as HR updates on a virtual inclusivity summit on March 26th and an in-person summit on April 17th. He also stated that the language line will be coming out soon and will help translate for those for whom English is not their first language. He also stated that the committee has also discussed parking and child care.
 - e. Benefits and Policy Committee
 - i. C. Cornell stated that the committee discussed the Adoption Assistance Plan, which has been revised to increase coverage from \$5,000 to \$10,000 per adoption.
 - f. Elections Committee
 - i. W. Treat stated that the registration deadline for elections are March 22nd and there will be a mandatory information session on March 26th. She also



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stated that voting will begin on April 11th and end at noon on April 15th, with new members joining the April 17th meeting. She also stated that she encouraged current members to reach out to possible candidates.

- g. Benefits and Policy Committee (continued)
 - i. C. Cornell stated that there is a seat for an EA member on the Retirement Financial Review Committee and called for volunteers to email B. Dixon or himself to fill the vacancy. He also stated that Gordon Barger, director at Benefit Services, encouraged the assembly to allow him to attend a meeting next fall to discuss benefit policy changes.

VI. Liaison Reports

- a. University Assembly Campus Welfare Committee
 - i. C. Cornell stated that the graduate union is putting through a resolution on graduate parking on campus.
- b. University Assembly
 - i. J. VanHouten stated that the University Assembly discussed the Interim Expressive Activity Policy and graduate parking on campus.

VII. Open Discussion

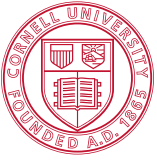
- a. A. Morse stated a follow-up from Dan Moss, who spoke at last week's meeting.
- b. J. VanHouten stated that the meeting on April 17th is the Employee Assembly's organizational meeting.
- c. C. Cornell stated that he would appreciate an email identifying the roles and responsibilities of each position on the assembly prior to the April 17th meeting.
- d. J. VanHouten stated a reminder of the EA's attendance policy that e

VIII. Adjournment

- a. C. Cornell motioned to adjourn the meeting.
 - i. M. Benda seconded the motion.

The meeting was adjourned at 1:11pm.

Respectfully Submitted,
P.J. Brown
Clerk of the Assembly



Cornell University Employee Assembly

Cornell Employee Assembly

Minutes of the April 3rd, 2024 Meeting

12:00 PM – 1:15 PM

Zoom

- I. Call to Order
 - a. J. VanHouten called the meeting to order at 12:02pm
 - b. *Members Present:* B. Arnold, M. Boggs, M. Brooks, S. Chang, C. Cornell, J. Doss, T. Hambury, D. Hinshaw, K. Karnuta, E. Krumm, J. Kruser, S. Lanchez, K. Mahoney, A. Morse, R. Resue, I. Solís-Cruz, K. Supron, W. Treat, J. VanHouten, D. Wierson
 - c. *Members Absent:* F. Cantone, E. Crawley, R. Dillon, B. Dixon, K. Phipps, P. Sroka, D. Surine
 - d. *Also Present:* L. Geiger, J. Withers

- II. Land Acknowledgement of the Gayogoho:no Nation (Cayuga Nation)
 - a. J. VanHouten stated the land acknowledgement.

- III. Call for Late Additions to the Agenda
 - a. J. VanHouten called for late additions to the agenda.
 - b. J. VanHouten put forward the addition of sharing general updates after committee reports.

- IV. Business of the Day
 - a. Reminder of the April 17th organizational meeting
 - i. J. VanHouten stated that the April 17th meeting will be an organizational meeting and encouraged the assembly to attend the whole meeting.
 - b. Discussion of in-person gathering for new, returning, and exiting EA members
 - i. The assembly discussed the possibility of a gathering to allow new, returning, and exiting EA members to meet in person as well as possible locations for the gathering.
 - c. Discussion of the Interim Expressive Activity Policy survey results
 - i. J. VanHouten stated that the survey for members to express feedback on the Interim Expressive Activity Policy has results.
 - ii. Discussion ensued over the irregular presence of campus police for student gatherings, what the assembly should communicate regarding the policy, and the possibility of cross-assembly discussions on the policy.

- V. Committee Reports



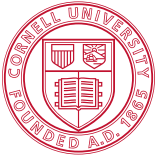
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- a. Executive Committee
 - i. M. Benda stated that the committee is working on agendas for the next few meetings.
- b. Communications, Outreach, and Recognition Committee
 - i. S. Lanchez stated that the committee is planning on releasing the EA Voice on April 23rd or 24th. She also stated that the Award for Staff Integrity and Inclusion is open until April 15th and welcomed volunteers for the EA Spotlight this month. She also stated that the committee will be ordering new merchandise for new members when they are elected.
- c. Education Committee
 - i. J. Kruser stated that the committee has had conversations about safe practices for responsible social media use and will be having a presentation from the EOP Director on the topic.
- d. Welfare Committee
 - i. K. Mahoney stated that the committee will be discussing a shortage of childcare in New York state at their next meeting and will be discussing sponsoring transportation services at the following meeting.
- e. Benefits and Policy Committee
 - i. B. Dixon stated that the committee discussed Cornell's adoption policy, HR's updates to flexibility policies and the time away from work policy, the updates made to the preferred name function on Concur, and considering parking as a benefit for employees.
- f. Elections Committee
 - i. W. Treat stated that all of the races this cycle were uncontested and that the elections have been going well. She also stated that current members serve their term through May 31st and that she sent out documents containing roles and responsibilities for members and committee chairs.

VI. Updates from the Chair

- a. J. VanHouten stated that she will be presenting for the Board of Trustees on May 23rd and welcomed any committee chairs to send her any updates they would like her to include. She also stated that the Annual Service of Remembrance will be on April 25th in Sage Chapel from 3:30 to 4:15. She also stated that the April 17th meeting will be an organizational meeting and that the EA representative vacancy on the University Assembly has been filled for the rest of the semester.

VII. Open Discussion



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- a. W. Treat stated that the Elections Committee will still be announcing results on April 15th even though the elections are uncontested.

VIII. Adjournment

- a. W. Treat motioned to adjourn the meeting.
 - i. M. Benda seconded the motion.

The meeting was adjourned at 12:38pm.

Respectfully Submitted,

P.J. Brown

Clerk of the Assembly