

Employee Assembly Summer Retreat July 29th, 2019

*Coffee, tea and water will be available in the morning.

9:00 – 9:30 Remarks by Vice President and Chief HR Officer - Mary Opperman

9:30 – 10:00 Introductions & Ice Breaker - Why you joined the EA / 2 truths and a lie

10:00 – 10:45 Discussion: Measures of Success at the EA

10:45 – 11:30 Presentation: Resources, Tools, and Frameworks

- Overview of Tools and Frameworks
 - Adam – EA mentor program, Letter Templates
 - Hei Hei – Information Request, Decision Tree, Contact List
 - Carrie – Communications Plan / Examples of Engagement
- Member discussion: What will help you be more effective?

11:30 – 12:00 Brainstorming Session: EA Values

- Activity: break into groups, discuss values, and collect ideas.

12:00 – 12:45 Lunch

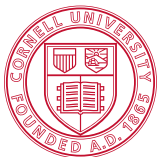
12:45 – 1:45 EA Working Meeting

- Call to Order
- E.A. Resolution 2: Committee Consolidation Bylaw Change
- Committee Chair Elections:
 - Benefits and Policy Committee
 - Education Committee
 - Elections Committee
 - Employee Welfare Committee
- EA Member Committee Signups

1:45 - 2:45 Brainstorming Session: Committee Goals and Projects?

- What are you passionate about?
- What do you want to see addressed?
- Identify the issues we feel strongly about.

2:45 - 3:00 Final Thoughts and Group Photo!



EA Resolution 2: Consolidation of Committees

Abstract: By reducing the number of committees, the Assembly will be able to more fully staff its committees, resulting in increased member participation and focused efficiencies.

Sponsored by: Carrie Sanzone, *Vice Chair for Communications*; Karen LoParco, *Parliamentarian and EA Representative for Graduate, Johnson and Law Schools*.

Reviewed by: Executive Committee, TBD

Whereas, the objective of the Employee Assembly is to ensure a direct focus for the continued involvement of staff members in the life of the University, and

Whereas, the Assembly is empowered to amend its Bylaws to provide for more effective operations, and

Whereas, the following are the current standing committees of the assembly, last ratified in October 2010: Communications; Employee Education and Development; Employee Welfare; Elections; Personnel Policy; Staff Recognition, Awards & Events; and University Benefits, and

Whereas, at its summer retreat in 2018, the Assembly reviewed the current committee structure related to participation, engagement and productivity, and found there were opportunities to merge committees to gain efficiencies, and

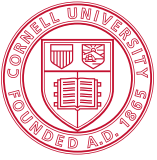
Whereas, in September 2018 the Employee Assembly voted to adopt EA Resolution 2, Consolidation of Committees on a Trial Basis, and

Whereas, the University Benefits committee, while inactive, is chartered jointly by the Employee Assembly and the Faculty Senate and therefore cannot be eliminated without additional input from our faculty partners, and

Whereas, the Transportation Task Force, an ad hoc committee established in 2017 to review employee concerns, has dissolved following the completion of its charge, and transportation issues remain in the scope of the Employee Welfare committee moving forward.

Be it therefore resolved, the Assembly will permanently merge its Communications and Staff Recognition, Awards & Events committees, and expand the scope of its Personnel Policy committee, resulting in the following five standing committees:

- 1) Communications, Outreach and Recognition
- 2) Employee Education and Development
- 3) Employee Welfare
- 4) Elections
- 5) Benefits and Policy



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Be it further resolved, the Assembly proposes the attached amendments to Section 3.4, Charges of Standing Committees, of its bylaws;

Be it further resolved, the Executive Committee of the Assembly may add members to or remove members from the committees to assure effective operation and fair representation of stakeholders;

Be it finally resolved, that this resolution be submitted to the President of the University and the Vice President and Chief Human Resources Officer.

Adopted by Vote of the Assembly July 29, 2019

Respectfully Submitted,

Carrie Sanzone, *Vice Chair for Communications and Representative at-large*

Karen LoParco, *Parliamentarian and Representative for Graduate, Johnson and Law Schools.*