

Cornell University Employee Assembly

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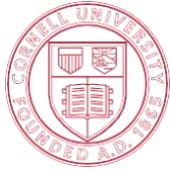
Agenda for December 15th, 2021

12:15 p.m. - 1:30 p.m.

“An Active Voice for Cornell Staff”

- I. Call to Order
 - a. Roll Call
 - b. Land Acknowledgment of the Gayogohono (Cayuga Nation)
- II. Approval of the [December 1st, 2021](#) minutes
- III. Business of the Day
 - a. [Free Period Product Initiative](#) – Liz Davis-Frost
- IV. Committee Reports
 - a. Executive Committee
 - b. Communications, Outreach and Recognition Committee
 - c. Education Committee
 - d. Benefits and Policy Committee
 - e. Elections Committee
- V. Liaison Reports
 - a. University Assembly
 - b. Other liaisons
- VI. New Business
- VII. Adjournment

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Cornell University Employee Assembly

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Minutes of the December 1st, 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 [22]: D. Barrett, M. Benda, J. Chandler, J. Creque, J. Duong, A. Durant, B. Fortenberry, B. Goodell, A. Haenlin-Mott, D. Howell, K. LoParco, K. Mahoney, E. Miller, A. Mittman, S. Resue, A. Schafft, J. Stewart, K. Supron, K. Tannenbaum, J. Townley, J. Withers, L. Zacharias

Members Absent [6]: M. Brooks, J. Cannella, M. Cherry, S. Coil, H. Depew, B. Fisher

III. Land Acknowledgement of the Gayogoho:nq (Cayuga Nation)

- a. J. Withers stated the Land Acknowledgement.

IV. Approval of the November 17, 2021 Minutes

- a. Motion to approve the November 17, 2021 minutes with an amendment due to an incorrect adjournment was **approved** unanimously.

V. Business of the Day

- a. Ashley Miller - Employee Recognition Portal
 1. A. Miller introduced herself as the coordinator of campus-wide recognition for employees. A. Miller introduced the Employee Appreciation Portal with features such as the updated aesthetic look of the site, the point redemption store, and the ability for website administrators to create customized recognition programs within the portal. A. Miller noted the new kinds of programs created beyond the initial Spot Recognition such as the Birthday Recognition or the Big Red Apple Recognition depending on which unit the respective employee is in.
 2. J. Withers thanked A. Miller for all her work with the portal.
 3. E. Miller questioned if there were plans for a live dashboard to see all appreciation for different employees as there once was. A. Miller stated that they are currently working with the company hosting the site to give the user more options in terms of what they wish to see.
 4. K. Tannenbaum noted to keep in mind that the prices on Amazon through the point redemption system on the Portal doesn't include tax. A. Miller thanked K. Tannenbaum and noted that the Amazon store only shows products from approved vendors and not any third-party vendors. A. Miller further noted that the website's

- company includes a slight price buffer to ensure that no employee, when attempting to redeem a gift, will get charged for any sort of additional fees.
5. J. Withers noted that the Employee Assembly also has its own account on the Portal and sends recognition to presenters and more.
 6. E. Miller noted that, should anyone wish to send recognition through the Employee Assembly, they should contact her.
 7. E. Miller questioned if Kudos Boards were connected to the Recognition Portal, to which A. Miller confirmed that the Kudos Board is a separate.
 8. J. Stewart questioned if there could be a possibility for Wellness, which hosts many challenges, to collaborate and host a challenge related to the Portal.
- b. Liaison appointments
1. Jeff Ceria was nominated for appointment as a representative for the University Assembly's Campus Welfare Committee by E. Miller. B. Goodell seconded the nomination. The nomination was **approved** unanimously.
 2. J. Withers asked for a volunteer to act as an EA representative for the University Assembly's Campus Welfare Committee, as the seat is currently empty. J. Withers asked to be nominated after no volunteers were seen.
 3. J. Withers was self-nominated for appointment as an EA representative for the University Assembly's Campus Welfare Committee. E. Miller seconded the nomination. The nomination was **approved** unanimously.
 4. J. Withers noted that there is one more seat left to fill as a representative for the University Assembly's Codes and Judicial Committee.
 5. B. Fortenberry stated his encouragement for the seat to be filled by a staff member and noted the ways that the Committee would be working going forward to help the community.

VI. Committee Reports and Updates

- a. Executive Committee - A. Haenlin-Mott
1. A. Haenlin-Mott stated that the Executive Committee has been busy working because of the President's Address to Staff and the incoming guest speakers for this next upcoming year. A. Haenlin-Mott noted that, should anyone have any other suggestions for other speakers, they should contact her to invite them to a meeting.
- b. Employee Welfare Committee - K. Mahoney
1. K. Mahoney stated that the Committee has been supporting an effort initiated by B. Fortenberry regarding enhancements to the onboarding process, noting that there is work being done to draft a new resolution in relation to this effort. K. Mahoney stated that the Committee has also been working in support of the DCNG to encourage a sense of belonging for those with disabilities and has also partnered with Worklife and Wellness to continue the Talking Circle pilot. K. Mahoney furthermore noted that the Benefits Office may wish to partner with the EA on media highlighting insurance and benefits.
 2. E. Miller stated her thanks for K. Mahoney and all the work that her and her Committee have done.

- c. Benefits and Policy Committee - B. Goodell
 - 1. B. Goodell stated that the Committee has not recently met, but that a meeting is scheduled for December 14th where the priorities poll and the EA retreat will be discussed.

VII. Liaison Reports

- a. University Assembly - B. Fortenberry
 - 1. B. Fortenberry stated that there were updates from the Student Assembly on byline funding. Furthermore, B. Fortenberry noted that sustainability initiatives were also discussed such as a carbon neutral campus or solar-powered and self-monitored campus waste bins.
 - 2. E. Miller questioned if the waste bins could also boost Wi-Fi, to which B. Fortenberry agreed that they could be used to bring Wi-Fi to public places.
- b. Faculty Senate - J. Creque
 - 1. J. Creque stated that at the latest Faculty Senate meeting most of the time was spent receiving information from President Martha Pollack, as well as appointments.

VIII. New Business

- a. Functional Reviews - J. Creque
 - 1. J. Creque stated her intent to put a resolution through the Welfare Committee due to information on a situation that sparked her interest and caused a resolution to be drafted for the specific unit that would be helpful for all units. J. Creque stated that she investigated the situation because some staff members of a specific college reported issues with finances due to restructuring that was confusing since they didn't receive any information or guidance on it. Information was not being passed correctly, causing a reduction in moral due to continued confusion and a lack of understanding by lots of staff that reduced efficiency. J. Creque noted the many concerns that staff had following restructuring due to a lack of control over certain important decisions and a lack of communication that she'd like to address through a resolution to help fix these restructuring issues.
 - 2. E. Miller stated that there have been discussions of centralizing the business service centers for all the different colleges and units into a centralized service center through a ticketing system. E. Miller noted the downsides of this centralized system and expressed some concerns, highlighting how many of these service needs have a high level of specificity that this centralized system might not be able to meet.
 - 3. K. Tannenbaum stated that, from her experience, there are often nuances that a centralized system cannot address.
 - 4. A. Durant noted concerns he'd have from his perspective as an athletics coach with a centralized system over whether their requests and needs could be met, noting how he feels that athletics is often disregarded during decisions in a way that makes his work very difficult.
 - 5. E. Miller questioned if the functional reviews are still in process, or if there is any public documentation that can be view. J. Creque stated that the review is occurring within the unit and not publicly.

- b. Support for Non-Native English Speakers - B. Fortenberry
 - 1. B. Fortenberry stated his support for the creation of a Colleague Network Group (CNG) for non-native English speakers and asked for any input on how to support non-native English speakers.
 - 2. A. Haenlin-Mott questioned if B. Fortenberry had had any preliminary discussions with those who manage the CNGs, to which B. Fortenberry stated that he has not, noting a hope that someone else could spearhead this initiative.
 - 3. K. Mahoney suggested that the Welfare Committee might reach out to the Office of Diversity and Inclusion to suggest the creation of this CNG.
 - 4. M. Benda noted that the Education Committee could also help with this initiative, mentioning CLASP.

IX. Adjournment

- a. B. Goodell motioned to adjourn. K. Tannenbaum seconded. The meeting was adjourned at 1:16pm.

Respectfully Submitted,
Office of the Assemblies