



**MINUTES**  
**Employee Assembly**  
**September 3, 2014**  
**12:15-1:30 PM**  
**401 Physical Science Building**

**I. Call to Order**

BJ Siasoco called the meeting to order at 12:15 PM.

*Present:* M. de Roos, N. Bell, L. Croll Howell, B. Esty, C. Ferguson, T. Grove, S. Jenks, E. Lee, J. Rogan, B. Schaffner, BJ Siasoco, M. Stefanski Seymour

*Absent:* J. Ballerstein, D. Brooks, B. Cristelli, H. Hall, G. Mezey, L. Morris, P. Thompson

*Also Present:* N. Doolittle, G. Giambattista, J. Kruser, C. Lender, L. Majani, A. O'Donnell

**II. Late Additions to the Agenda**

There were no late additions to the agenda.

There were two community members introduced to the EA: Jeremy Kruser and Linda Majani, who will be serving as the liaison to the GPSA.

**III. Approval of the Minutes**

T. Grove moved to approve the minutes from August 20, 2014. C. Ferguson seconded and the EA unanimously approved the minutes.

**IV. Business of the Day**

**A. Set Yearly Goal- BJ Siasoco**

BJ Siasoco explained some of the future EA meetings will be “working meetings”—which are intended to help accomplish more and help ensure all of the EA members are on the same page and can actively participate. The focus of today’s meeting is parliamentary procedures and presenting motions. By spending time on these basic meeting principles, the EA can engage more with other assemblies who rigidly adhere to these procedures. BJ Siasoco then gave the floor to S. Jenks to present on parliamentary procedures.

S. Jenks gave the EA handouts about Robert’s Rules of Order and how to write a resolution. He explained the rules are guiding principles that give order so every member’s idea can be heard while still maintaining forward movement of the a topic. Throughout the year, S. Jenks will be helping the EA to remain on topic and will call a point of order if the conversation begins to stray off topic. He requested for members to raise their hands when they want to talk so a speaker’s list can be generated. G. Giambattista added it would be nice for the members to present themselves before speaking so it can be officially recorded.

S. Jenks then moved onto what a motion is and how to propose a motion. Most of the motions can be passed by a majority vote; however, some of the more complicated or controversial motions will have to pass by a two-thirds vote. S. Jenks said all motions have to be seconded and then they will be open to discussion. It is during the discussion period that amendments can be proposed, but any amendment must be formally made by the person who initially presented the motion. The EA then went through a mock motion.

#### **b. Paul Streeter**

BJ Siasoco stated Paul Streeter will be the guest at the EA meeting on September 17<sup>th</sup>. BJ Siasoco requested the EA generate some questions to ask Paul Streeter about the new budget model, as it directly impacted the staff. T. Grove said she would be curious to ask how Mr. Streeter thought the changes are going. C. Ferguson suggested it would good to ask Mr. Streeter how this information is relevant to the EA's constituents and what are the most important parts for EA members to bring back to them. S. Jenks asked if Paul Streeter could explain how he made the new models and what, if any, other institutions were consulted. L. Croll Howell suggested asking if Paul Streeter could answer how Cornell's financial health is after everything the university has gone through.

BJ Siasoco asked the EA to send him any more questions they have via email and suggested the EA really consider their questions in order to better help the EA constituents. M. de Roos agreed and added there are many employees who have never seen Paul Streeter's presentation and it would be good to present it to them as employees are the major stakeholders.

### **V. Old Business**

#### **A. Committee Staffing/Set Yearly Goals**

The EA moved into an executive working session and no recording or minutes were taken.

### **VI. Adjournment**

C. Ferguson moved to adjourn the meeting. The motion was seconded and the Employee Assembly meeting of September 3<sup>rd</sup> was adjourned at 1:31 PM.