



**Cornell University**  
**Employee Assembly**

**MINUTES**  
**Employee Assembly Meeting**  
**Wednesday, January 21, 2015**  
**12:15 -1:30pm**  
**401 Physical Science Building**

**I. Call to Order**

G. Mezey called the meeting to order at 12:21 p.m.

*Present:* N. Bell, D. Brooks, B. Cristelli, M. de Roos, B. Esty, T. Grove, H. Hall, E. Lee, G. Mezey, B. Schaffner, BJ Siasoco

*Absent:* J. Ballerstein, L. Croll Howell, C. Ferguson, S. Jenks, L. Morris, J. Rogan, M. Stefanski Seymour, P. Thompson

*Also Present:* G. Giambattista, C. Lender, L. Majani

**II. Call for Late Additions to the Agenda**

T. Grove requested to add a short discussion on the Employee Celebration to the agenda.

**III. Approval of Minutes**

The Employee Assembly unanimously approved the January 07, 2015 minutes.

**IV. Business of the Day**

**A. Election Calendar**

G. Mezey presented the members with two different versions of the elections calendar—the approved calendar from Spring 2014 and the newly proposed calendar for Spring 2015. He then gave the floor to G. Giambattista to discuss the new calendar and what changes it entails.

G. Giambattista explained the first change the office is attempting to conduct is to move the UA elections to the fall. By moving this, it offers the other assemblies time to finish conducting their business and elect new officials without the pressure of having to staff the UA. Then the EA elections can be moved to later in spring, to May. Two benefits to a later election are the increase in support by the Office of the Assemblies as well as the opportunity to create a robust election with increased participation.

T. Grove asked how this calendar works for employees on a nine-month schedule, such as the dining staff? B. Schaffner replied most of the dining staff remains until May 20<sup>th</sup> which would allow them to participate in the election held in early May. B. Schaffner also asked for members' thoughts on the voting period only being twenty-four hours. One suggestion that arose from this concern was to move voting from Monday to Tuesday to a Tuesday through

Wednesday. This would allow staff who take off Friday and/or Monday to still be able to vote. G. Mezey argued in favor of the shorter voting period because it puts focus on the elections and could be beneficial for encouraging participation.

G. Mezey then explained the procedure for adopting the new elections calendar, which would include a charter change to section 3.2.2--which discusses filling vacancies and the period in which elections can occur. G. Mezey moved to change the charter so the election period for Spring 2015 is in May and wording such that for the future the elections will be held prior to the last spring meeting of the EA. E. Lee seconded the motion and the EA unanimously passed the motion.

The charter change was then tabled until the next meeting where it will formally be voted on implementation.

## **V. Report from the Chair**

### **A. February 4<sup>th</sup>-- Mary Opperman Visit**

G. Mezey reminded the members at the February 4<sup>th</sup> meeting M. Opperman will be attending from 12:15-1:00pm.

### **B. Provost Search Committee**

Members from the Provost Search Committee will also be attending the February 4<sup>th</sup> meeting from 1:00-1:30pm. BJ Siasoco asked when the last provost search was conducted and how the EA was involved in the search? The assembly was unsure of the answers. G. Mezey offered that both of the questions would be good to ask to the committee members. He also proposed lobbying for a staff member to serve on the search committee.

### **C. Employee celebration**

T. Grove gave a brief recap of the employee celebration event held on Saturday, January 17<sup>th</sup>. In the past, the EA had a booth at the event; however, T. Grove suggested instead of reinstating the booth that EA members could help out at the event. There are a couple of events a year and it would be a wonderful opportunity to increase engagement and visibility of the EA. G. Mezey suggested, on top of volunteering, for the EA to look into sponsoring an employee event.

## **VI. Old Business**

### **A. Future TCAT Meeting**

G. Mezey gave a brief explanation about the issue regarding TCAT and changes made to a number of routes. He also requested members who have received emails—either positive or negative—to compile them and send to him. B. Schaffner asked if the TCAT issue will be addressed by the Student Assembly. G. Giambattista said it was on the SA's January 22<sup>nd</sup> agenda. G. Mezey added he will email the president of the SA to gauge the assembly's thoughts as well as propose a meeting to begin discussion on a joint resolution. This resolution would address how TCAT communicates routes changes to the Cornell community. N. Doolittle added that she had been in contact with facilities and TCAT will be considering making additional changes to address some of the concerns that have surfaced as a result of the new bus schedules.

M. de Roos asked for clarification on what the terms of communication are for TCAT and Cornell. G. Giambattista said the information should be communicated to the Transportation Committee but there are also three Cornell representatives on the TCAT planning committee who can convey the message. The issue this time however, is that none of them was informed about the changes before they were implemented. T. Grove noted TCAT has a Citizens Advisory Committee and suggested an EA member or staff member from Cornell should join the committee.

## **VII. New Business**

### **A. Responding to Constituent Communications**

G. Mezey explained in the last two weeks there have been several emails sent to the EA. Currently, the system is set up so that the emails go directly to the Chair and the Vice Chair. He asked for suggestions on how the members would like to handle these emails as well as better increase engagement.

There was some discussion on who should receive the email and whether the EA should employ the use of an autoreply. B. Schaffner explained it is the chair's responsibility to respond to the emails and offered if the assembly would like to get copied then the chair should copy the members or send the email to a specific chair of a committee. BJ Siasoco voiced the concern if the emails go out to all the assembly members it might be difficult to track who has responded. G. Mezey said one option could be to "cc" the EA as well as to include the name and email of a specific member who might be a good point of contact for the employee to communicate with.

### **B. Towards New Destinations Goals**

This item was tabled until further notice.

G. Mezey thanked M. de Roos for her article, which can be seen in the EA Newsletter, and asked for another member to write a piece for the upcoming February Newsletter.

## **VIII. Adjournment**

The Employee Assembly meeting of January 21, 2015 was adjourned at 1:31p.m.