

# Cornell University Student Assembly

## Cornell University Student Assembly

Agenda of the Thursday, September 09, 2021 Meeting

4:45 PM – 6:30 PM

Memorial Room, Willard Straight Hall

- I. Call to Order
- II. Land Acknowledgment of the Gayogohó:nq' (Cayuga Nation)
- III. Late Additions to the Agenda
- IV. Approval of the Meeting Minutes
  - a. [2nd September 2021](#)
- V. Open Microphone
- VI. Announcements and Reports
- VII. Initiatives
- VIII. Presentations and Forums
- IX. Business of the Day
- X. New Business
  - a. Resolution 17: [Approving Special Projects Funding Request for Art with Impact](#)
  - b. Resolution 18: [Calling on the Cornell University Administration to Publicly Address its Relationship to Gayogohó:nq' \(Cayuga Nation\) Governance](#)
  - c. Resolution 19: [Amending and Ratifying the Student Assembly Charter](#)
    - i. [Appendix – Amended Charter](#)
  - d. Resolution 20: [Amending and Ratifying the 2021-2022 Student Assembly Standing Rules](#)
    - i. [Appendix – Amended Standing Rules](#)
  - e. Resolution 21: [Amending and Ratifying the Student Assembly Bylaws](#)
    - i. [Appendix – Amended Bylaws](#)
  - f. Resolution 22: [Dissolving the Research and Accountability Committee and Creating the Office of Ethics](#)
- XI. Adjournment

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*If you are in need of special accommodations in order to fully participate, please contact Student Disability Services at (607) 254-4545 or the Office of the Assemblies at (607) 255-3715 or [assembly@cornell.edu](mailto:assembly@cornell.edu) prior to the meeting.*



## Cornell University Student Assembly

### Cornell University Student Assembly

Minutes of the Thursday, September 2, 2021 Meeting

4:45 PM – 6:30 PM

Memorial Room, Willard Straight Hall

#### I. Call to Order & Roll Call

- a. A. Ononye called the meeting to order at (EST).
- b. Roll Call
  - i. *Members Present:* A. Williams, A. Lampert, A. Gleiberman, A. Ononye, C. Tempelman, C. Leon, D. Ilango, D. Eisman, D. Cady, E. Bentolila, E. Yan, H. Wade, J. Bansah, J. Jiang, J. Mullen, K. Santacruz, L. Smith, M. Louis, M. Baker, N. Overton, N. Reddy, P. Gronemeyer, V. Valencia
  - ii. *Members Absent:* K. Thakkar, Y. Logan

#### II. Land Acknowledgement of the Gayogohó:nq' (Cayuga Nation)

- a. Cornell University is located on the traditional homelands of the Gayogohó:nq' (the Cayuga Nation). The Gayogohó:nq' are members of the Haudenosaunee Confederacy, an alliance of six sovereign Nations with a historic and contemporary presence on this land. The Confederacy precedes the establishment of Cornell University, New York State, and the United States of America. We acknowledge the painful history of Gayogohó:nq' dispossession and honor the ongoing connection of the Gayogohó:nq' people, past and present, to these lands and waters.

#### III. Approval of the Minutes

- a. August 26, 2021
  - i. Motion to approve the August 26<sup>th</sup> minutes – **approved** by Unanimous Consent

#### IV. Open Microphone

- a. Leadership from Cornell EARS announced that it is back and focused on peer mentoring for supporting students. It is now more informal and there is no peer counseling, for more information visit the Cornell EARS website.
- b. P. Mehler stated that there will be freshman election information sessions on Sept. 9<sup>th</sup> at 7:30pm in RPCC and Sept. 10<sup>th</sup> at 5pm in Room 402 in Willard Straight.
  - i. L. Smith asked if the SA meeting on Sept. 9<sup>th</sup> will be at RPCC.
    1. P. Mehler stated that the information session is intentionally scheduled after the meeting, they would like to have the SA meeting at RPCC if possible. But, as of right now, the SA meeting is scheduled for the Memorial Room in Willard Straight Hall.

#### V. Initiatives

- a. J. Bansah stated that there is EMS free training on Sunday, 9/5. For more information, J. Bansah suggested reaching out to them or M. Baker.
  - i. H. Wade asked who the point of contact is.
    1. J. Bansah explained that they and M. Baker are the points of contact.

#### VI. Presentations and Forums

- a. P. Gronemeyer encouraged all SA members to follow COVID-19 guidelines, as every SA member are ambassadors and role models on campus.
- b. A. Ononye asked all participants speak in the microphone when speaking.
- c. University Hearing and Review Panel Presentation by J. Richards, a chair of the Codes and Judicial Committee.
  - i. J. Richards explained that there is a new Code of Conduct this year, and a UHRP that is made up of students, faculty, and staff. It is up to the assemblies to staff this panel and this presentation is merely guidance on the selection process. The deadline for the application launched is Sept. 10. To announce the opportunity, it is recommended to market it as a new and exciting leadership opportunity for the inaugural year of the panel that will shape the panel for years to come. The Assemblies and Senate respectively solicit applications and submit them to the director each year. It is asked that the applications be solicited from Sept. 10<sup>th</sup> to Sept. 24<sup>th</sup>. In order to qualify for the UHRP, applications must not have a conflict of interest, meaning they cannot be a member of the SA or GPSA or an employee of the Office of the Assemblies while on the panel. It is commitment of a two-year term and there is required annual training. Some suggested application attributes are a lack of implicit biases, cooperative, concise and clear in their logical reasoning, and honesty. This is not an opportunity for advocacy. The suggest application material is a statement of interest questionnaire and a resume. Resumes are mostly used as tiebreakers.
    1. P. Gronemeyer expressed gratitude for the presentation and asked if the conflict of interest only applies to members of the executive committee of the SA.
      - a. J. Richards answered that all members of the SA have a conflict of interest.
    2. D. Cady asked for access to Powerpoint and questionnaire.
      - a. J. Richards stated they were unsure if they would be found helpful but would share them with the assembly.
    3. M. Baker asked if there is a difference by the UHRB and the previous panel.
      - a. J. Richards explained that the concrete difference is the new Code of Conduct. The name of the panel was to highlight that it is working under a new code.
      - b. Board for summer follows t
    4. L. Smith asked what the recruitment is fail safe if there is not enough applications. they don't get enough applicant
      - a. J. Richards stated they are confident that there will be enough applicants. If there is not, the director will unilaterally appoint people.
    5. A. Ononye asked if there is anything the SA should do next.
      - a. J. Richards stated that if the SA decides to apply these suggested guidelines, the next steps include put the application together, launching it to the student body hopefully by Sept. 10, and selecting applicants by Sept. 24<sup>th</sup>.
    6. L. Smith questioned who set the launch date as Sept. 10<sup>th</sup>, as it is a short timeframe and places a lot of stress on the assembly.

- a. J. Richards explained there is a lot of stress on the CJC and students could not be solicited until the new semester. A panel is needed as soon as possible.
- 7. J. Jiang asked if the UHRP receive all the cases by the university.
  - a. J. Richards stated they receive any violation at all of the Code of Conduct.
  - b. J. Jiang asked if someone was in violation of the code if they could apply.
    - i. J. Richards explained that is conflict of interest.

## **VII. New Business**

- a. SA R10: Amendments to the Election Rules for Fall 2021
  - i. Abstract: This resolution updates the Student Assembly Election Rules for the Fall 2021 Election. This is necessitated by the ongoing public health restrictions related to COVID-19, and the ability to return to in-person elections, petition, and campaigning.
  - ii. P. Mehler explained that this resolution is the amendments to the SA Election Rules and it is updated every semester. One of the main changes is that it has added the ability to change to online. As of right now, everything is planned to be in-person, but also, they will have the ability to go online. There are also some changes coming to the appeal process, as the JCC no longer exists. The Office of the Assemblies, the Law School, and the Scheinman Institute on Conflict Resolution are working together to create an appeals process.
  - iii. A. Williams stated that Facebook Messenger is not listed under what is not social media section. Facebook Messenger is a separate app from Facebook and many international students use that to communicate with other students.
    - 1. P. Mehler stated they would be happy to have the Election Rules amended to have Facebook Messenger listed under the not social media section.
  - iv. A. Gleiberman asked if the resolution could be amended to include any messenger apps or messenger functions.
    - 1. N. Overton explained that Instagram direct messages cannot be separated from Instagram, while Facebook Messenger is a separate app from Facebook.
  - v. H. Wade stated that Facebook Messenger and Facebook have been merged and suggested it may be helpful to have a blanket statement covering all direct messaging functions.
  - vi. A. Williams stated that Facebook Messenger is still a separate app even though you can use it in the Facebook ap
  - vii. A. Gleiberman stated that it would confusing to allow only one.
    - 1. P. Mehler stated that social media section came from a challenge in the Spring 2021 election. They are trying to define what is allowed beyond email and text messages. Social media is when someone posts something and everyone can see it, rather than message sent directly to one person.
  - viii. A. Lambert asked if this includes petition signatures through direct messaging.

1. P. Mehler stated that you cannot campaign during petition season, and petition signatures will now be in person.
- ix. A. Ononye expressed concern that members of the Elections Committee are allowed to run for SA the semester after being on the committee.
  1. P. Mehler stated that rule is mostly for freshman and transfer student and the only information they receive is the election rules. To work in the Elections Committee, they do have to sign a confidentially agreement. The purpose is to encourage people to be involved in the Student Assembly and the Elections Committee.
  2. A. Ononye stated it might be a conflict of interest if one worked in the Elections Committee in the semester previous are running for higher position in the Student Assembly.
    - a. P. Mehler explained that there is no election information they would receive that would give them an advantage.
- x. M. Baker agreed with A. Ononye's sentiments and stated it should state that they can run for the SA a year after serving on the Elections Committee, rather than a semester after.
  1. P. Mehler explained that the rule's goal is to encourage people to get involved.
- xi. H. Wade asked if there was any past cheating through the Elections Committee.
  1. P. Mehler explained this became a rule in 2018.
- xii. N. Overton stated they can see both sides of the issue and suggested an amendment to allow only freshman or transfer students to run the semester after serving on the Elections Committee.
  1. P. Mehler acknowledged the concern that it would give students from the Elections Committee advantage but explained that it would not.
- xiii. A. Gleiberman asked if this section was changed.
  1. P. Mehler stated that it used to be that it was a year after serving on the Elections Committee but was changed in the Spring 2021 semester.
- xiv. D. Cady asked if it were possible to change the language regarding non-social media apps to include peer-to-peer direct messaging under the not social media list.
- xv. Motion to amend the language on line 76 to state "email, GroupMe, WhatsApp, Signal, SMS texting, and private messaging features on other applications are not social media" – **amended** by a vote of 21-0-1.
- xvi. J. Mullen asked for clarification on the final section regarding the Undesignated At-Large seats for president and vice president runner-ups. In the previous election had to take the third-place candidate had to take the one Undesignated At-Large seat. J. Mullen asked if that process is laid out in these rules or if it was implied.
  1. P. Mehler explained that there are four Undesignated At-Large seats, two for them for their own reason, one is for the presidential runner up and one for vice president runner up. If there is any open seat, the next highest candidate will take that seat. The previous rules did not state that, but it has now been updated to reflect this.

- xvii. A. Williams expressed concern over line 326, where having voting booths for elections has been removed and worried it does not allow all students equal opportunities to vote in the election.
  - 1. P. Mehler explained that has been crossed out for the past 4 years, and there has not been an issue with no voting booths.
  - 2. A. Williams asked if it were possible to publicize if you need to help voting to go to 109 Day Hall.
    - a. W. Treat answered that this is possible.
- xviii. D. Cady stated that the SDS does have and does give out computers with accommodation for students with disabilities.
  - 1. P. Mehler stated they will work with the Office of the Assemblies to add access to these computers in 109 Day Hall during the voting period.
- xix. P. Gronemeyer stated at the bottom at all Cornell websites that states that if anyone needs help with viewing the website there is an email listed to message.
- xx. Motion to amend to line 301 to 302 to state “semester” – amended 14-6-1
- xxi. Motion to approve Resolution #10 – approved by a vote of 21-0-1
- b. Motion to amend the agenda to begin debate on Resolution 13 – amended by Unanimous Consent
- c. SA R13: Dissolving the Research and Accountability Committee
  - i. Abstract: This resolution is intended to dissolve the Research & Accountability Committee.
  - ii. M. Baker explained that the purpose of this resolution is to dissolve the R&A Committee. The R&A Committee was created in January 2020 and was useful for past assemblies. However, it is no longer needed, and the SA has been succeeding without it. If it needs to be reinstated in the future, future SA will be able to do so.
  - iii. N. Overton asked what the circumstances were that this committee was created.
    - 1. M. Baker explained that it was created in January 2020 and only was functioning for 2 months before being shutdown due to the pandemic.
  - iv. L. Smith provided context that a past vice president was failing to meet their duties.
  - v. C. Tempelman asked if this resolution also gets rid of the community member chair of the R&A Committee.
    - 1. M. Baker answered that it dissolves the entire committee.
  - vi. C. Leon asked what would qualifying needing to bring the committee back.
    - 1. M. Baker stated that it would be if the consensus was the committee would be helpful to have.
  - vii. D. Cady explained they understand the desire to make the Student Assembly, but if there is a possibility in the future that this committee will be needed, why dissolve it now.
    - 1. M. Baker stated they do not see a need for this committee in the future.
  - viii. J. Mullen expressed concern that there is always a need for accountability.

1. M. Baker explained that the committee was extremely dysfunctional last year. The first two months after the creation of the committee it was effective, however, after that it did nothing.
  2. J. Mullen stated it is not the function of the committee itself for it to be dysfunctional, but it was the members of the committee and the SA. Accountability is not inherently dysfunctional.
- ix. A. Gleiberman stated that SA members should be doing their own research. Additionally, the Executive Committee approves of the members of the committee, in order to truly hold members accountable, it would be beneficial to have a committee outside of the assembly tasked with that.
1. M. Baker asked if that means the SA should seek out a 3<sup>rd</sup> party tasked with accountability.
  2. A. Gleiberman stated that is a good idea.
- x. A. Williams motioned to table the resolution so that SA has the opportunity to restructure the committee
1. L. Smith dissented and stated that accountability for each member is inherent, as it is an elected position for only one year. If their constituents felt their representative was not a good job, they will have the opportunity to not reelect that representative.
- xi. Motion to table – **failed** by a vote of 8-10-3
- xii. There was a motion to vote.
1. D. Cady dissented and stated that the assembly should discuss the resolution more. There are legitimate concerns about the R&A committee, however it would be beneficial to consider other options before immediately dissolving it. This resolution as it is just removing accountability. If there are no immediate concern, there is no reason to act so fast to remove it. Additionally, many representatives run uncontested races, so having internal accountability is essential.
    - a. M. Baker asked if the SA should continue the process of staffing the committee and then dissolve the committee in a few weeks.
      - i. D. Cady stated there should be a third party in place before the committee is dissolved.
    - b. M. Baker questioned why have a committee for only three weeks.
      - i. D. Cady explained they would rather have that than remove any form of accountability.
- xiii. Motion to postpone indefinitely – **postponed** by Unanimous Consent
- d. Motion to amend the agenda to begin debate on Resolution 15 and Resolution 16 after – **amended** by Unanimous Consent
- e. SA R15: Urging Cornell to Immediately Release Financial Aid
- i. Abstract: This resolution calls for Cornell's Office of Financial Aid to immediately release all financial aid to students.
  - ii. J. Mullen stated that this resolution calls on the office of financial aid to immediately release and includes petition and a letter that is in The Daily Sun. The actionable clauses at the end of the resolution call for more transparency to this process.

- iii. A. Williams stated that their financial aid came out after the first payment was due, which caused a lot of stress.
  - iv. D. Cady pointed out the financial aid should be released in appropriate time, and highlighted that this is an issue for all students.
  - v. D. Ilango explained that there are some students who have still not got their financial aid, and this has been a recurring issue.
  - vi. V. Valencia echoed the previous statements and stated that some students did not receive their financial aid until November or December last year.
  - vii. Motion to amend to add D. Cady and N. Overton as co-sponsors of the resolution – **amended** by Unanimous Consent
  - viii. P. Gronemeyer stated that they are waiving late charges if students do not have their financial aid by the first payments.
    - 1. A. Williams explained that they said will waive the charges, but originally the charge was shown.
  - ix. Motion to extend meeting by 30 minutes – **approved** by a vote of 16-2-3
  - x. Motion to vote on Resolution #15 – **approved** by Unanimous Consent
- f. SA R16: Calling on Cornell University to Protect and Accommodate Students During the Spike in COVID-19 Cases
  - i. Abstract: This resolution calls for more protective and accommodating measures for students, staff, and faculty to protect their wellbeing during the recent COVID-19 outbreak.
  - ii. V. Valencia stated that this resolution is calling for protection for students. The university has never had this many positive COVID-19 cases and professors should offer Zoom or make-up options for students in quarantine.
  - iii. Motion to amend to add N. Overton as a co-sponsor – **amended** by Unanimous Consent
  - iv. Motion to vote on Resolution #16 – **approved** by Unanimous Consent
- g. SA R11: Approving the 2021-2022 Student Assembly Budget
  - i. Abstract: This resolution approves the Student Assembly Operating Budget for the 2021-2022 Academic Year.
  - ii. M. Baker explained that by the second meeting of each year, the SA budget has to be improved. The budget for each category is as followed: Administrative receives \$2,000, Communications receives \$500, Initiatives receives \$2,000, Internal Operations receives \$250, Dining receives \$250, Special Projects receives \$15,000, and the Summer Experience Grant receives \$25,000. M. Baker explained that the Summer Experience Grant budget has been doubled, as it the most popular among students.
  - iii. There was a motion to be excused by H. Wade.
  - iv. There was a motion to be excused by N. Overton
  - v. J. Jiang thanked M. Baker for their work and asked for clarification on the Appropriations Committee budget.
    - 1. M. Baker explained that normally the Appropriations Committee receives \$2,500, but always overspends. This year, M. Baker decided to give the Appropriation Committee more money.
  - vi. L. Smith stated that the SA should not pass a budget with a committee they are thinking of removing or without giving that committee any funding if it does remain.

- vii. Motion to amend to make the budget of Research & Accountability Committee \$50 – amended 17-1-1.
- viii. Motion to vote on Resolution #11 – approved by a vote of 19-0-1.
- h. Motion to amend the agenda to begin debate on Resolution 12 – amended by Unanimous Consent
- i. SA R12: Amendments to the Convocation Committee’s Appendix B Guidelines
  - i. Abstract: This resolution seeks to amend the Convocation Committee’s Appendix B Guidelines to reduce the number of guaranteed Convocation Committee seats offered to senior Student Assembly members.
  - ii. M. Baker explained that this resolution amends Convocation Committee Appendix B documents. The only change is that it used to invite all seniors on the SA, but it has now been changed to three.
  - iii. K. Santacruz asked how many people usually on the Convocation Committee.
    - 1. M. Baker stated that there is usually about 30 people.
  - iv. A. Lampert asked if there was any reasoning for the change.
    - 1. M. Baker stated that the Convocation Committee has been attempting to change this for the past few years. They wanted an exact number, as if there were 15 seniors in the SA one year, they would all have to be invited onto the committee.
  - v. A. Williams asked how they settled with three.
    - 1. M. Baker explained that at the beginning of the summer, they requested zero, and M. Baker countered with six. In a compromise, they settled on three.
  - vi. A. Ononye stated this has been a long discussion. This change will allow the Convocation Committee to still have SA representation but not to be dominated by SA members.
  - vii. K. Santacruz stated that SA members are representatives of the students and the Convocation Committee is an SA organization.
    - 1. M. Baker explained that A. Ononye is already on the committee. Additionally, because the SA is already elected, the Convocation wanted to be diversified among the senior class.
  - viii. D. Eisman asked if there were seats for the president and vice president of the SA.
    - 1. M. Baker stated that it may be a conflict of interest if the SA president is not a senior. It would not include the SA president or vice president if they are not seniors.
  - ix. A. Williams asked if the Convocation Committee chooses who on the SA is invited.
    - 1. M. Baker stated that should be codified but believed the SA would choose who is invited.
  - x. A. Gleiberman stated that, while in discussion, the Convocation Committee wanted to choose.
  - xi. Motion to amend the resolution to state “for the president and the vice president of the senior class, and 6 voting members of the SA to be chosen by the SA” – amended by a vote of 17-0-2
  - xii. Motion to amend line 41 of the resolution to state “2021” – amended by Unanimous Consent

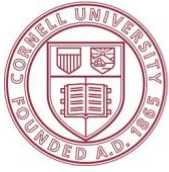
- xiii. Motion to vote on Resolution #12 – approved by a vote of 17-0-3.
- j. Motion to amend to begin debate on Resolution 14 – amended by Unanimous Consent
- k. SA R14: Amendments to the Convocation Committee's Governing Documents
  - i. Abstract: This resolution affirms changes that were made to the Convocation Committee's constitution to account for its separation from Class Councils and removes Article III, Section 4, Part C from the Convocation Committee's constitution.
  - ii. M. Baker explained that this resolution approves all of the amendments to the Convocation Committee's Governing Documents. M. Baker stated they removed Article III, Section 4, Part C of the constitution, as it stated the chair has unilateral power to remove a member.
  - iii. A. Williams asked if M. Baker decided on this amendment or
    - 1. M. Baker stated the Convocation Committee did not directly approve the amendment but have been notified of all the changes.
  - iv. There was a motion to vote.
    - 1. L. Smith dissented and stated that Article 6 is not really followed and should be changed from 8 members to a simple majority.
  - v. Motion to amend Article 6 to state "a simple majority is enough voting members" – amended by Unanimous Consent
  - vi. Motion to vote on Resolution #14 – approved by Unanimous Consent
- l. Amendments to Appendix B of the Student Assembly Charter
  - i. Abstract: These amendments to Appendix B of the Student Assembly Charter are focused on updating outdated terms, adding mission statements, and changing methods of operation.
  - ii. A. Williams stated they found a few grammatical errors in the document and asked if it were possible to amend the document to fix these errors.
  - iii. There was a motion to be excused by E. Bentolila.
  - iv. D. Cady asked that the Appendix B that it is for all students regardless of disability status.
  - v. Motion to amend to Section U2 to state "20.00", Section W1 to state "Thursday", and to state "regardless of disability status" – amended by Unanimous Consent
  - vi. D. Eisman commended A. Gleiberman and M. Baker for their work on these amendments.
  - vii. Motion to approve the amendments – approved by Unanimous Consent
- m. Motion to amend the meeting by 10 minutes – approved by Unanimous Consent
- n. There was a motion to be excused by A. Lampert.
- o. Motion to begin debate on resolution 13 – approved
- p. SA R13: Dissolving the Research and Accountability Committee
  - i. Motion to amend the line 44 to 45 of the resolution to state "that the Research and Accountability Committee will be immediately dissolved and will be replaced by third party to observe accountability measures" and amend line 50 to insert "be it further absolved that any necessary actions will be brought forward by the office of the assemblies"
    - 1. L. Smith dissented and stated adding a third party will not help the Student Assembly and there are no guidelines for this.

- ii. D. Eisman asked how this will affect the budget that was passed earlier in the evening.
  - 1. M. Baker explained that the money it would go to the third account.
- iii. M. Baker stated it is the same language as the Elections Committee rules.
- iv. D. Cady expressed hope to have a future resolution that has the guidelines for this spelled out.
- v. Motion to table the resolution – tabled 13-0-3

**VIII. Adjournment**

- a. A. Ononye adjourned the meeting at 7:04pm (EST).

Respectfully Submitted,  
*Ciara Shanahan*  
Clerk of the Student Assembly



# Resolution 17: Approving Special Projects Funding Request for Art with Impact

**Abstract:** This resolution approves \$4,200 of Special Projects Funding to the nonprofit organization Art with Impact for their mental health within the Black community programming.

**Sponsored by:** Morgan Baker '23

**Reviewed by:** Executive Committee, 09/07/2021, 5-0-1

**Type of Action:** Recommendation

**Originally Presented:** 09/09/2021

**Current Status:** New Business

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**Whereas,** the Student Assembly Standing Rules, Section 8: Spending Guidelines, Part B: Special Projects Funding outlines the purpose of Special Projects Funding and the process of approving funding requests.

**Whereas,** lines 281-283 of the Student Assembly Standing Rules explains the purpose of Special Projects Funding as follows:

Rule 5: The Student Assembly may choose to fund any project, program or service through SA Special Projects that it deems to improve the quality of undergraduate student life or to further the goals of the SA. Special Projects funding is a type of category spending.

**Whereas,** lines 298-301 of the Student Assembly Standing Rules describes the approval process of Special Projects Funding as follows:

Rule 9: Requests \$1500 and over shall be decided upon by a majority vote of the Executive Committee and confirmed by a majority vote of the Student Assembly, at large. The SA, at large, is only required to confirm requests of \$1500 or greater. The request should be presented to the Student Assembly in the form of a resolution.

**Whereas,** the nonprofit organization Art with Impact helps college students creatively explore their own mental health through the arts and has an emphasis on intersectionality, community building, and mental wellness/cultural stigma within marginalized communities.

**Whereas,** the event would include a psychiatrist and facilitators who will shape workshops that open the conversation and normalize discussions surrounding mental health.



## Cornell University Student Assembly

30 **Whereas**, students who do not feel comfortable meeting in person due to COVID-19 will have  
31 the option of tuning in via Zoom.

32 **Be it therefore resolved**, that the Student Assembly approves the \$4,200 Special Projects  
33 Funding disbursement to the nonprofit organization Art with Impact for their mental health  
34 within the Black community programming.

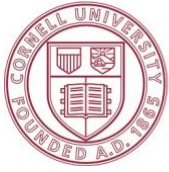
35 **Be it further resolved**, that the Student Assembly necessitates that this funding be used to cover  
36 the cost of the event and other sufficient line items.

37 **Be it finally resolved**, that the Student Assembly encourages all undergraduate students who can  
38 to attend and participate in Art with Impact's programming that will be funded through Special  
39 Projects Funding.

40 Respectfully Submitted,

41 Morgan Baker '23

42 *Vice President for Finance, Student Assembly*



## Resolution 18: Calling on the Cornell University Administration to Publicly Address its Relationship to Gayogohó:nq' (Cayuga Nation) Governance

**Abstract:** This resolution calls for the Cornell University Administration to release a statement articulating its relationship with the Gayogohó:nq' (Cayuga Nation) Council of Chiefs, urging the Bureau of Indian Affairs to remove Clint Halftown as the Gayogohó:nq, Cayuga Nations' federal representative, establish support for the Cayuga Nation Council of Chiefs as the legitimate government, and urge President Biden to meet with Council of Chiefs.

**Sponsored by:** Adele Williams '24, Yanenowi Logan '24, Kalin Miles '23, Joseph Mullen '24, Nicole Overton '23, Deepak Ilango '22, Claudia León '23, Jenniviv Bansah '23, Ken Wolkin

**Reviewed by:** Executive Committee, 09/07/2021, 6-0-0

**Type of Action:** Recommendation

**Originally Presented:** 09/09/2021

**Current Status:** New Business

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**Whereas,** in requesting speakers for classes, offering language courses, arranging for University-Nation collaborations, and in requesting consultation with the Gayogohó:nq' on myriad issues, the American Indian and Indigenous Studies Program and Cornell Law School intentionally choose to engage with Sachem Sam George and the Cayuga Nation Council of Chiefs.

**Whereas,** further, Cornell's Land Acknowledgment was both "reviewed and approved by the traditional Gayogohó:nq' leadership," the Cayuga Nation Council of Chiefs.<sup>1</sup>

**Whereas,** due to his repeated acts of harassment and violence towards the Gayogohó:nq', the Cayuga Nation Council of Chiefs—the traditional leadership of the Gayogohó:nq'— does not recognize Clint Halftown as their federal representative.

**Whereas,** on February 22, 2020, in the early morning hours, Clint Halftown ordered the destruction of the traditional Gayogohó:nq' schoolhouse, several homes, and businesses, leading to violence against the Gayogohó:nq' and their allies.<sup>2</sup>

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<sup>1</sup> Departments hosting the land acknowledgement:

Student Campus Life; AIISP; Asian Studies; School of Veterinary Medicine; Cornell Lab's K. Lisa Yang Center for Conservation Bioacoustics (CCB); Natural Resources & the Environment (CALS); ILR School; Sustainable Campus; Ecology & Evolutionary Biology; Botanic Gardens; Computing & Information Science; Office of Academic Diversity Initiatives (OADI); History of Art & Visual Studies; Global Development; Cornell University Agricultural Experiment Station; Outdoor Education; Communication Department

<sup>2</sup> [https://auburnpub.com/news/local/crime-and-courts/criminal-charges-filed-against-man-hurt-in-fight-on-cayuga-nation-land/article\\_a4110242-c882-5ab1-a2ad-5bc6a8f96225.html](https://auburnpub.com/news/local/crime-and-courts/criminal-charges-filed-against-man-hurt-in-fight-on-cayuga-nation-land/article_a4110242-c882-5ab1-a2ad-5bc6a8f96225.html)



## Cornell University Student Assembly

**Whereas**, on May 15, 2021, the Gayogohó:nq' (Cayuga Nation) Council of Chiefs released a letter addressing the abuses their people have faced from the orders of Clint Halftown.<sup>3</sup>

**Whereas**, "in the middle of a global pandemic Clint Halftown has issued eviction notices and court dates to the traditional Cayuga citizens. The Cayuga Nation citizens, Chiefs and Clanmothers consider the court established by Halftown as illegitimate."<sup>3</sup>

**Whereas**, the Gayogohó:nq' "are experiencing daily harassment by [an] illegitimate non-Cayuga Police force."<sup>3</sup>

**Whereas**, Clint Halftown "continues to bring harm, anxiety, and stress to the traditional Cayuga citizens in an already stressful year."<sup>3</sup>

**Whereas**, the Cayuga National Council of Chiefs "do not support Clint Halftown his government or his actions and [request he] cease and desist from using the collective rights of the Cayuga Nation."<sup>3</sup>

**Whereas**, as cited by the Cayuga Nation Chiefs, Article VII of the 1794 Canandaigua Treaty states "... complaint shall be made by the party injured, to the other: by the Six Nations or any of them, to the President of the United States."<sup>3</sup>

**Be it therefore resolved**, the Student Assembly demands the Cornell University Administration make a formal statement urging the Bureau of Indian Affairs to immediately remove Clint Halftown's designation as the 'federal representative' of the Gayogohó:nq', in accordance with the calls in the Council of Chiefs' letter.

**Be it further resolved**, the Student Assembly demands the Cornell University Administration formally voice support for the Council of Chiefs as the rightful governing body of the Gayogohó:nq' with which all levels of the U.S. government should be engaging in a Nation-to-Nation relationship.<sup>4</sup>

**Be it finally resolved**, the Student Assembly calls on the Cornell University Administration to make a formal statement urging President Biden to read the Cayuga Nation Council of Chiefs May 2021 letter and honor their meeting request as per Article VII of the 1794 Treaty of Canandaigua.<sup>5</sup>

Respectfully Submitted,

Adele Williams '24

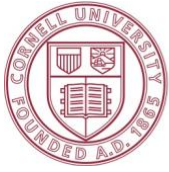
*College of Agriculture and Life Sciences Representative, Student Assembly*

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<sup>3</sup> <https://drive.google.com/file/d/1vp9reTFFYjo8p7k96J9XrQgct4Iz0yE9/view>

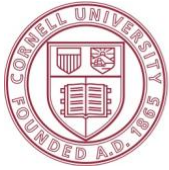
<sup>4</sup> <https://www.facebook.com/HalftownMustGo/>

<sup>5</sup> <https://americanindian.si.edu/static/nationtonation/pdf/Treaty-of-Canandaigua-1794.pdf>



## Cornell University Student Assembly

- 57 Yanenowi Logan '24
- 58 *College of Agriculture and Life Sciences Representative, Student Assembly*
- 59 Kalin Miles '23
- 60 *Co-Chair, Native American and Indigenous Students at Cornell*
- 61 Joseph Mullen '24
- 62 *Vice President of Internal Operations, Student Assembly*
- 63 Nicole Overton '23
- 64 *School of Industrial and Labor Relations Representative, Student Assembly*
- 65 Deepak Ilango '22
- 66 *Undesignated At-Large Representative, Student Assembly*
- 67 Claudia León '23
- 68 *Vice President of Diversity and Inclusion, Student Assembly*
- 69 Jenniviv Bansah '23
- 70 *Executive Vice President, Student Assembly*
- 71 Ken Wolkin
- 72 *Department of Geography, University of Washington; #HalftownMustGo Organizer*



# Resolution 19: Amending and Ratifying the Student Assembly Charter

**Abstract:** This resolution amends and ratifies the Student Assembly Charter for the 2021-2022 academic year.

**Sponsored by:** Anuli Ononye

**Reviewed by:** Executive Committee, 09/07/2021, 5-0-1

**Type of Action:** Legislation

**Originally Presented:** 09/09/2021

**Current Status:** Current Status

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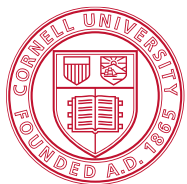
**Whereas,** the Student Assembly Charter is understood to be a living document that must be continually updated to reflect the efforts made by voting members to improve our system of shared governance and better serve students;

**Be it therefore resolved,** that the Student Assembly approves and adopts the [attached Student Assembly Charter and Amendments](#).

**Respectfully Submitted,**

Anuli Ononye

President, Student Assembly



# Charter

## Cornell University Student Assembly

*As Amended on September 9, 2021*

### PREAMBLE

After consultation with members of the student body, and to effect more extensive involvement in campus governance through a University Assembly and constituent assemblies' representatives of faculty, students, and employees, the President, through the authority granted him by the Board of Trustees, hereby establishes this Charter for the Student Assembly of Cornell University.

### ARTICLE I: NAME

The name of this organization shall be the Student Assembly of Cornell University (herein after referred to as the SA).

### ARTICLE II: OBJECT

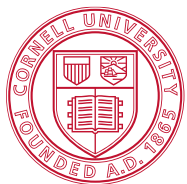
The object of this assembly shall be to effect more extensive involvement in campus governance in the undergraduate student body. This is accomplished by charging the assembly with the authority and the responsibility to examine any matters which involve the interests or concern the welfare of the student community and to make proposals concerning those issues to the appropriate officers or decision-making bodies of the University.

### ARTICLE III: AUTHORITY AND RESPONSIBILITY

#### Section 1: Legislative Authority Over Policies

The SA will have legislative authority over the policies of the Department of Campus Life and the Office of the Dean of Students, and will have the authority to review the budgets and actions of said departments. Additionally, the SA will have authority over its own policies and operations. Finally, no proposal of the SA shall be altered in any way without the prior consent of the SA Executive Board or the SA. If approved by the SA Executive Board, the alteration must be made public at the next regularly scheduled meeting.

- A. The SA shall by majority vote have the authority to require at any time information directly from a department or a specific individual within that department concerning the budget, policies, or actions of said department. The request for this information shall be made in the form of legislation at a SA meeting.
- B. Should a request be refused, the SA by simple majority vote may request the information be given to the Vice President for Student and Campus Life who shall forward it to the SA. The Vice President for Student and Campus Life shall act unless otherwise directed by the President of the University, pursuant to Article 3, Section 6.

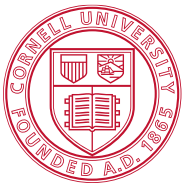


## 32 Section 2: Actions of the Assembly

- 33 A. Pursuant to the legislative authority and responsibilities of the SA the six principal actions of the  
34 Assembly are:
- 35 i. Legislation,
  - 36 ii. Internal Policy Resolution,
  - 37 iii. Investigation,
  - 38 iv. Recommendation,
  - 39 v. Sense-of-the-Body Resolution,
  - 40 vi. Referenda
- 41 B. Legislation is action of the SA to carry out its legislative and policy-making functions.
- 42 C. Internal Policy Resolutions are actions to enact internal rule changes, and to make amendments to the SA  
43 Charter.
- 44 D. Investigation is action of the SA to gain information on issues pertinent to its purview.
- 45 E. Recommendation is an action of the SA expressing the recommendation of the SA in policy areas over  
46 which the SA through its Charter may or may not have policy-making power.
- 47 F. A Sense-of-the-Body Resolution, which may or may not be directed at a particular individual,  
48 organization or event, is an expression of the opinion of the SA regarding a matter of student concern.
- 49 G. Call for a Referendum is an action of the student body to determine community opinion regarding matters  
50 of student concern.

## 51 Section 3: Reporting of Student Assembly Actions

- 52 A. Reporting to the President – All actions, excluding internal policy changes that do not affect the Student  
53 Assembly Charter, of the SA will be reported by the SA President to the University President. The SA  
54 will respond to any requests for information from the University President on its actions. The University  
55 President may also request reconsideration of legislation proposed by the SA. Such a request must be  
56 filed within thirty days of notification of the legislation. The SA will take action on such a request, and, if  
57 the legislation is upheld, the SA will inform the University President. If the legislation is upheld and if the  
58 University President still deems the action to be defective, the University President may veto the action of  
59 the SA. The University President will review all actions of the SA that have been reported to him or her  
60 and provide a written response to those actions within 30 days. The University President, when  
61 appropriate, may also designate another member of the university administration to provide an additional  
62 written response to an action of the SA.
- 63 B. Reporting to Other Bodies – The SA will report in writing its actions to the GPSA, Employee Assembly,  
64 and the Faculty Senate, in conjunction with reporting of the actions to the President of the University. The  
65 actions will be reported following each meeting by a SA member designated by the SA.
- 66 C. Annual Report - The SA will present an annual report at or after the last SA meeting of the spring term to  
67 the President of the University and the student population. The report will include a summary of the SA's  
68 work during the preceding year and, in addition, describe any unresolved issues that are expected to arise  
69 in the future. All members of the Cornell community will have access to this report. The report must be  
70 approved by either a majority vote of the members present at the final meeting of the spring term or by a



## Cornell University Student Assembly

71 majority vote of the voting membership of the Student Assembly electronically prior to being presented to  
72 the University President.

### 73 **Section 4: Objection to Actions**

- 74 A. Objection of SA Actions by Another Assembly – Should another Assembly object to an action of the SA,  
75 at its next business meeting, the SA will review the objection and either modify the original position to  
76 account for the objections of the other constituency(ies) or will reaffirm the original action. The SA shall  
77 report to the objecting body(ies) within five working days of reviewing the objection.
- 78 B. Objection by SA of another Assemblies Actions – If the SA determines by a two-thirds vote that the  
79 action of another constituency body impacts its constituency, comparable procedures for the  
80 reconciliation of the differences will be pursued.

### 81 **Section 5: University Calendar**

- 82 A. The Provost will consult with the SA in the formulation of the University Calendar. The SA may review  
83 and ask for reconsideration of the calendar before it becomes final. In addition, the SA may propose  
84 changes in the calendar to the Provost.
- 85 B. The Provost shall make the calendar available for comment at least thirty days before public  
86 announcement of the final calendar.

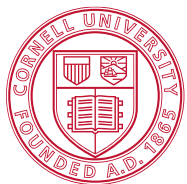
### 87 **Section 6: Presidential Information**

88 The SA may request and obtain specific information from the President of the University regarding any subject  
89 which it deems of general student concern. If such a request is made, and said information is not furnished, the  
90 University President will report to the SA the reasons why said information cannot be furnished within two  
91 regularly scheduled SA meetings following the denial of the request. The SA will not request information falling  
92 into the following categories: salary or wage records of specific individuals, academic or financial records of  
93 specific individuals, medical or categorical (race, sex, age, etc.) records of specific individuals and information  
94 otherwise defined as confidential or restricted by law.

### 95 **Section 7: President's Report**

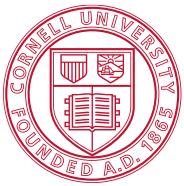
96 The President of the University or his/her appointee will make a report in writing to the SA at the end of each  
97 semester. This report will be due at the beginning of the last SA meeting of each semester. This report will  
98 include: 1) the status of all policies and departments affected by campus governance legislation during the  
99 semester, 2) the status of all SA legislative actions awaiting Presidential consideration, and 3) progress reports  
100 requested by the SA leadership on any past legislative action(s).

### 101 **Section 8: Public Hearings, Forums, and Referenda**



## Cornell University Student Assembly

- A. The SA will have the authority and responsibility to conduct public hearings, forums, and referenda concerning topics of current student interest, and to determine in other appropriate ways student needs and opinions.
- B. At two times during the course of the fall and spring semesters, a student or student group (referred to as the “submitter”) may submit a referendum of any topic of current student interest to the Student Assembly general body upon successful collection of support from at least 3-percent of the registered undergraduate student body (submitters should plan to collect at least 450 undergraduate signatures) according to the following procedure:
- i. The referendum must contain a single or a series of referendum questions that are neutrally worded and call for a yes/no response. Once the submitter has started gathering signatures, the question may not be changed or modified in any way. Submitters must collect signatures (defined as a willfully submitted record of first name, last name, and NetID) exclusively from registered undergraduate students at Cornell University. Digital and print solicitation methods are permitted, provided that the referendum question and sponsoring student or student organization are clearly visible. An electronic form (ex, Google form) may be used to gather the names and NetIDs of students, but the final submission must be on the appropriate form provided by the Office of the Assemblies.
  - ii. The deadlines for submission of referendums will be a date to coincide with the deadlines of the election materials for the Fall and for the Spring. All deadlines will be advertised through the SA monthly newsletter as well as the other usual publicity instruments. Once a referendum question with the appropriate number of signatures has been submitted, the SA general body will roll call vote by simple majority whether to hold the referendum. The vote will also make the provision for two collective community votes. If the SA votes by a margin of 80% or more of voting members to NOT hold the referendum, the referendum is suspended. If the SA votes by simple majority but less than 80% of the vote to NOT hold the referendum, the submitter may overturn the decision of the SA by collecting the signatures of at least 10-percent of the registered undergraduate student body using the same method described in section A. 2. Once a referendum is approved or has gathered the support of at least 10-percent of the registered undergraduate student body, the following timeline will be observed:
    - a. STATEMENT PERIOD. The Student Assembly Executive Vice President will put out a call for pro or con statements regarding the referendum question. Any member of the Cornell community may submit a statement. Each statement will be no longer than 300 words. The statements must pertain to the topic of the referendum question. The deadline for pro or con statements will be seven (7) days from when the call was first made public.
    - b. PROMOTIONAL PERIOD. Once the seven-day statement period has ended, the Student Assembly Vice President for Public Relations has a period of three (3) days to promote the referendum question and any submitted statements. The Office of the Assemblies will distribute via email to all registered undergraduate students the following: information on when and how to vote in the referendum, the referendum question, and any pro or con statements submitted.
    - c. VOTING PERIOD. The Office of the Assemblies will conduct the referendum on the next business day following the conclusion of the promotional period. The voting period



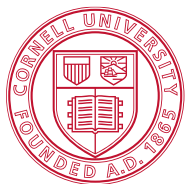
## Cornell University Student Assembly

will be exactly 36 hours. The Office of the Assemblies will display any pro or con statements submitted during the statement period on the poll.

- iii. The Office of the Assemblies will publicly release the results of the referendum within one business day following the conclusion of the Voting Period, including the percentage of the undergraduate population that voted.
- iv. If a referendum has a majority of votes in favor of the submitter, then the President of the Student Assembly will communicate the referendum question, a summary of each side of the argument, and the results of the referendum to the Office of the President in the form of a referendum action.
- v. The Office of the Assemblies will record and make publicly available all communication between the President of the Student Assembly and the Office of the President.

### **Section 9: Authority to Appoint Delegates, Committee Members and Liaisons**

- A. Two members will be selected from and by the membership of the SA to serve as voting members of the UA and to act as a liaison between the UA and the SA. Elections for the two SA voting members to the UA shall be by separate secret ballots. Elections will be conducted using a single transferable vote system. The President may not be one of the SA representatives to the UA. The remaining two undergraduate student members of the UA shall be elected by the undergraduate student body at the time of SA's spring elections in the same manner as SA voting members. Elected representatives to the UA shall serve for one calendar year, taking office June 1<sup>st</sup>. Elected representatives to the UA shall serve for one calendar year, taking office June 1<sup>st</sup>. Should a seat on the UA be empty, the seat shall be declared vacant. Undergraduates may not hold a directly elected seat in both the UA and the SA during the same term.
- B. If at any time during the course of an academic year, a UA member elected directly from the undergraduate student body should leave his office, then the seat shall be filled by the next highest-ranking non-winning candidate. If there should not be a next highest-ranking non-winning candidate after the special election, the seat will be filled by the undesignated at-large candidate receiving the most number of votes in the preceding spring election.
- C. The SA will have the authority to appoint student members of the UA committees.
- D. The SA will have the authority to appoint student members to be liaisons to departments and administrators in the University.
  - i. During the process of committee appointments, the following two appointments must be made: liaison to the Athletic Department and liaison to the Dean of Faculty. The liaison positions shall have the responsibility of increasing the communication between the SA and the respective University departments.
  - ii. At the time that committee appointments are made, the SA will appoint one member to serve as Liaison to the Provost. The student will interact and work directly with the Provost on issues that affect and concern students on a regular basis during the member's term of office.
  - iii. At the time that committee appointments are made, the SA will appoint at least one undergraduate student to serve as liaison to the Student Health Fee Advisory Committee. The liaison will be a voting member of the Committee.



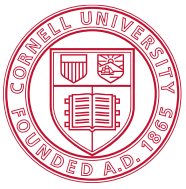
# Cornell University Student Assembly

- iv. At the time that committee appointments are made, the SA will appoint one undergraduate student to serve as Liaison to the Student Health Plan Advisory Committee. The liaison will be a voting member of the Committee.

## ARTICLE IV: MEMBERSHIP

### Section 1: Composition

- A. General Composition – The SA will consist of 30 voting members who are registered undergraduate students at Cornell University. Up to two additional votes shall be allocated to the entire community of undergraduates as a whole present at a Student Assembly meeting on motions that express the opinion of the assembly. Such community votes shall be allowed only as provided by the Assembly in its bylaws. Twelve voting members of the SA will be elected by and from the student populations of the colleges and schools, one from each: the Dyson School of Business, the College of Architecture, Art and Planning; the School of Hotel Administration; the College of Human Ecology; and the School of Industrial and Labor Relations. Two each shall be elected from the College of Agriculture and Life Sciences and the College of Engineering; and three shall be elected from the College of Arts and Sciences. In addition, thirteen voting members will be elected at-large by and from the University undergraduate student population as a whole; two at-large seats are to be reserved for candidates seeking the offices of President and Executive Vice President of the Student Assembly and must be explicitly designated as such; two at-large seats are to be reserved for non-constituent, undesignated at-large group candidates who do not run for President or Executive Vice President; one at-large seat is to be reserved for candidates seeking to represent students with disabilities; two at-large seats are to be reserved for candidates seeking to represent minority students; one at-large seat is to be reserved for candidates seeking to represent international students; one at-large seat is to be reserved for candidates seeking to represent womxn’s issues in relation to the broader Cornell community; one at-large seat is to be reserved for candidates seeking to represent First Generation College students; and one at-large seat is to be reserved for candidates seeking to represent the Lesbian, Gay, Bisexual, Transgender, Intersex, Asexual, Genderqueer, Pansexual, Questioning, Two-Spirit, and etc. community. The two remaining non-constituent, undesignated at-large seats are to be contested by candidates running for President and Executive Vice President and by non-constituent, undesignated at-large group candidates not running for President or Executive Vice President. Five seats shall be elected by and from new students entering in the fall. Should there be no candidate running for a given seat, the seat shall be considered vacant.
- B. Ex-officio Membership – All undergraduate members of the Cornell student body are considered non-voting members of the SA, and are encouraged to attend and participate in meetings. The SA may designate ex-officio membership to any member of the Cornell Community as deemed necessary for the operation of the Student Assembly
- C. Specification of New Student Seats – Four new student seats shall be elected and held by new students entering in the fall semester. One additional seat shall be designated the Transfer Seat and shall be elected by incoming transfer students and held by a transfer student who has entered the university that fall.
- D. Qualifications for Voting Membership - SA members elected from the various colleges and schools must be registered students in their respective colleges and schools by the beginning of the fall term of the



## Cornell University Student Assembly

223 academic year for which they were elected. SA members must resign their position if they cease to be a  
224 registered, full-time undergraduate student in their respective college. SA members elected at-large must  
225 be registered students at Cornell by the beginning of the fall term of the academic year for which they  
226 were elected. SA members must resign their position if they plan to be away from the Ithaca campus for  
227 an extended period of time (i.e. a semester). Any SA member who vacates their current seat after being  
228 elected or re-elected to a position will forfeit their new seat. The forfeited position will devolve to the  
229 next runner up, and should there be no runner-up the seat will be re-run in the fall elections.

### 230 **Section 2: Election of Voting Members**

231 The President, Executive Vice President, Undergraduate Representative to the University Assembly, and other  
232 Undesignated at Large representatives will be elected by a single transferable voting system. Voters may rank all  
233 candidates on the ballot for each of these races and any ballot that has candidate(s) who is/are unranked the ballot  
234 shall not be invalidated and will count towards the ranked candidate. All other representatives shall be elected by  
235 a plurality voting system. Voters will cast one vote per available seat, (e.g. if three Arts and Sciences  
236 representatives are to be elected, the voter will vote for three candidates).

### 237 **Section 3: Terms**

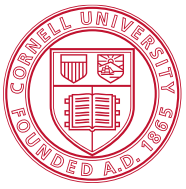
238 All elected members are elected to a term, ending on June 1st, with no limit as to the number of terms they may  
239 serve. Prior to being seated at the beginning of their term, each member shall take the oath of office. and shall be  
240 bound to that oath for the duration of their term.

### 241 **Section 4: Advisor**

242 The University President will appoint one member of the administration to serve as consultant to the SA at its  
243 meetings.

### 244 **Section 5: Absentees**

245 Any voting members who are absent for three regularly scheduled meetings cumulatively during their term will  
246 have their position vacated. At the discretion of the Executive Committee, a member will not be counted as if they  
247 were absent for an interview for a job, graduate school, or scholarship; if they were attending a required academic  
248 event for which accommodations could not be made; if they were representing the Student Assembly in an official  
249 capacity; if they were tending to a family emergency; or if they were under the care of a physician. The Executive  
250 Committee will review each circumstance individually and will determine a decision within 7 days of the request.  
251 Executive Committee may avert such a vacancy by a two-thirds (2/3) vote of seated voting members of the  
252 Executive Committee. The vote would be conducted by secret ballot. The Executive Committee should consider  
253 the reasoning for past absences, the likelihood of future absences, and the representative's supplemental actions to  
254 represent their respective constituency in making their decision. The same action must be taken if the Executive  
255 Committee wishes to avert a vacancy whenever the three cumulative absences mark is exceeded. The Director of  
256 Elections will serve as Chair for these meetings. In the event that a Student Assembly member is observing a  
257 religious holiday on the day of a Student Assembly meeting, and that religious holiday has not already been



## Cornell University Student Assembly

258 accommodated for in the yearly Student Assembly schedule, Student Assembly members may contact the Vice  
259 President of Internal Operations for an excused absence before the start of the weekly meeting.

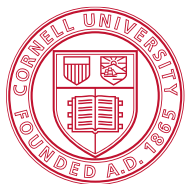
### 260 **Section 6: Vacancies**

261 All vacancies will be filled by seating the highest ranked non-winning candidate in the last election from the same  
262 constituency. If the highest ranked non-winning candidate declines, the seat will be offered to the next highest  
263 ranked non-winning candidate. If this procedure has been followed and the seat still remains vacant, the SA will  
264 solicit candidates from the unrepresented constituency during the first two weeks of the academic term  
265 immediately following the declaration of vacancy. If there is more than one candidate, an election will be held  
266 within the appropriate constituency, and the winner will be seated. If there is only one candidate, he or she will be  
267 seated immediately. If there are no candidates for a particular vacant seat, such seat will be labeled Undesignated  
268 and filled by the runner-up in the Undesignated At-Large election. At the time for the next election, such seat will  
269 return to its previous designation. Vacant seats shall not figure into quorums or vote counts; only filled seats may.  
270 SA members who are college representatives and who leave their college will vacate their seats. Should a seat  
271 remain vacant or be vacated following the special election and there are no non-winning candidates from that  
272 constituency to fill the position, it shall be filled by the undesignated at-large candidate receiving the most number  
273 of votes in the preceding spring election. Should an undergraduate seat on the UA remain vacant after following  
274 these procedures, the SA may appoint an individual to assume the UA seat.

### 275 **Section 7: Recalling of Voting Members**

- 276 A. If a voting SA member is to be recalled, they may be recalled either through their constituency or through  
277 the SA. To be recalled through a member's respective constituency each of the following procedures must  
278 be followed in the given order:
- 279 i. A petition for the recall of the specific SA voting member will be registered with the Office of the  
280 Assemblies before any signatures are obtained.
  - 281 ii. Petitioning for recall shall last for a period of not more than fourteen (14) days from the  
282 registration of the petition. The required number of signatures shall be: for representatives of a  
283 college constituency - 50% plus one or 1000 from that constituency, whichever is smaller; for at-  
284 large representatives - 15% of the student body. The petition will be presented to the Office of the  
285 Assemblies.
  - 286 iii. An informational forum will be scheduled and held within not more than one (1) week of the  
287 presentation of the petition, where a discussion of the recall will occur. The SA voting member  
288 must have a reasonable opportunity to attend the forum.
  - 289 iv. A special recall election will be scheduled for and held within not more than three (3) days after  
290 the informational hearing.
  - 291 v. Should the constituency vote to remove its representative the seat shall be declared vacant.
- 292 B. To be recalled by the SA, two-thirds of the voting membership must vote in favor of recalling the SA  
293 member.

### 294 **Section 8: Responsibilities of Voting Members**



## Cornell University Student Assembly

- A. SA members who represent specific college or school constituencies are required to make a reasonable effort to arrange at least two meetings a semester with their respective academic dean or associate dean(s) to discuss college/school specific issues and concerns. These representatives will then report back to the Student Assembly at the next regularly scheduled SA meeting briefing the Assembly on pertinent issues and occurrences that would take place as a result of these meetings.
- B. SA members who represent specific college or school constituencies shall be charged with gathering information about their particular college and representing their respective constituencies, and voting according to their needs and desires.
- C. All voting representatives shall host at least one forum or outreach activity with individuals from their respective constituencies and report all outcomes to the SA at the next regularly-scheduled meeting following such an activity
- D. All representatives may communicate regularly with their constituents through e-mail mailing lists and listservs, which may be maintained by their respective college dean's office, the Department of Campus Life, the Office of the Dean of Students, or the Office of the Assemblies
- E. Any Student Assembly member, including the Vice President for Public Relations, must submit a mass message (e-mail, advertisement, press release, etc.) to the Executive Board for approval. The Executive Board may approve a message by a majority vote and the vote may be conducted by e-mail. The e-mail records must be saved.

## ARTICLE V: AMENDMENTS

### Section 1: Proposal of Amendments

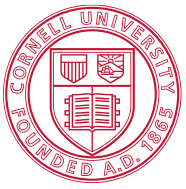
This charter may be amended at any regular meeting of the assembly by a two-thirds vote of the entire voting membership, provided that the amendment has been submitted in writing at the previous regular meeting. Amendments may be presented to the assembly by voting members or by community petition with at least 100 Cornell undergraduate student signatures. Any changes made to the attendance policy after the second meeting of the term will not go into effect until the following term.

### Section 2: Presidential Approval

Amendments to this Charter are subject to the approval of the President of the University. Should the University President disapprove the amendments affected by this section, the University President will present a detailed verbal or written report to the SA indicating the reasons for disapproval. The report will be presented within thirty (30) days of receipt of the proposed amendments by the University President.

### Section 3: Official Copy

The Office of Assemblies shall update the official copy of the charter within five business days of receiving notice of any amendment's ratification.



## APPENDIX A: GUIDELINES FOR THE ALLOCATION OF THE STUDENT ACTIVITY FEE

### Section 1: Preamble

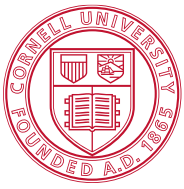
The Student Assembly (the Assembly), through the delegated authority of the President and the Board of Trustees, is charged with the allocation of the Student Activity Fee (SAF). This fee is mandatory for all undergraduate students of the University and shall be used to fund participation in, and viewing of, activities and programs that benefit the Cornell community. The SAF shall be determined during the fall semester of every odd-numbered year, and be subject to the approval of the President of the University.

### Section 2: Definitions

- A. The following terms, which appear frequently in this Appendix, shall be defined as follows:
- i. Organization: a registered Independent or University organization that has authorization to receive funding.
  - ii. SAFC: Student Activities Funding Commission, the designated Finance Commission of the Student Assembly.
  - iii. New applicant: an organization that did not receive funding in the previous two funding cycles.
  - iv. Returning applicant: an organization that did receive funding in the previous two funding cycles.
  - v. Funding cycle: a two-year period of time spanning from the start of the third quarter of an even-numbered year to the end of the second quarter of the next even-numbered year (e.g. July 1, 2006 to June 30, 2008).
  - vi. Petition: document to collect signatures that includes the name of the organization, its mission statement, and monetary request. All petitions must be registered with and prepared by the Office of the Assemblies.
  - vii. By-line funding: line item funding that comes directly from the SAF and not from an intermediary source, such as the SAFC.
  - viii. Appropriations Committee: a committee of the Student Assembly as outlined in the Student Assembly Bylaws.

### Section 3: Eligibility

- A. To receive byline funding applicants must:
- i. directly and primarily serve/benefit the entire undergraduate Cornell community
  - ii. allow all students equal access to services and/or participation
  - iii. request as part of their annual operating budget at least \$0.50 per student, per year, from the SAF
  - iv. if a new applicant, present a petition of fifteen hundred (1500) registered undergraduates to the Student Assembly
- B. Except at the discretion of the Assembly and with approval of the President, organizations must also:
- i. be a registered organization
  - ii. be student-directed and student-led
  - iii. possess a University operating account with internally controlled funds



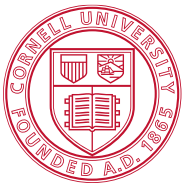
## Cornell University Student Assembly

- iv. have a Cornell-employed advisor with oversight of its account
- v. be previously funded by either the SAFC, the Student Assembly, or a University department/unit

### Section 4: Procedure

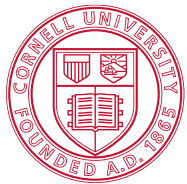
#### A. Application

- i. The Office of Assemblies shall make application materials available for all interested applicants at least 3 weeks before the deadline.
- ii. By 3:30 pm on April 25 or the first business day thereafter in the semester preceding a fee-setting year, each applicant must submit, using forms that are hosted on the website of the Office of the Assemblies, a preliminary application including:
  - a. name of applicant,
  - b. a preliminary request in dollars per student per year,
  - c. checklist statement regarding eligibility criteria,
  - d. current primary and secondary contacts for the organization including email and phone contact information, and,
  - e. if a new applicant, petitions bearing the signature of fifteen hundred (1500) undergraduate students registered in that semester.
- iii. If the number of valid signatures is found to be under 1,500, the organization will be informed and will have until the end of finals to procure the missing signatures, at the discretion of the Vice President of Finance.
- iv. At least one week before the deadline for final application submission, the Vice President for Finance shall convene mandatory meetings for the Presidents, Treasurers, and Advisors of all applicants
  - a. the Appropriations Committee shall review each applicant's application and approve the detail of each applicant's financial statements.
  - b. applicants shall notify the Vice President for Finance if their final request will differ from their preliminary request.
  - c. The Vice President for Finance can grant an extension for all organizations if there is a delay in the availability of application materials.
- v. By noon on Friday of the third week of the fall semester in which classes are held in a fee setting year, each applicant must submit in print and digitally in a single file, using forms provided by the Office of the Assemblies, a final application including:
  - a. mission statement, of the organization or program, not to exceed one page,
  - b. written organization profile, not to exceed three pages, including:
    - 1. officers,
    - 2. number of members, and
    - 3. description of activities, programming, and events conducted in the present cycle,
  - c. summary of request for funding, not to exceed two pages, including a final funding request, and describing how the applicant intends to use funding and summarizing any changes if the applicant is a returning applicant,



## Cornell University Student Assembly

- d. financial statements for the past two academic years, the current academic year, and financial projections for the two following years based on requested funding levels during the funding cycle, and
- e. an analysis of the current academic year's financial statements showing hypothetical spending on each budget item in an organization's financial statements if the organization received 10%, 25%, and 35% less funding than its current allocation<sup>2</sup>.
- vi. Applicants may submit materials in excess of specified numbers of pages only with written permission by the Vice President for Finance.
- vii. The Office of the Assemblies will make received application materials available for public viewing online. Any pages containing confidential information must be explicitly stamped "confidential" and clearly identified to distinguish them from the publicly viewable portion of the application.
- B. Preliminary Report by Appropriations Committee
- i. By the last day of classes in the academic year preceding a fee-setting year, the Vice President for Finance will report each request received and the total amount of requests received in dollars per student per year to the Assembly, the Vice President for Student and Campus Life, and the President of the University.
- ii. Before the deadline for final applications, the Vice President for Finance will report to the Assembly on the eligibility of each applicant, identifying:
- a. any new applicants that do not meet one or more eligibility criteria, and
- b. any returning applicants that do not meet one or more eligibility criteria which the Assembly may not waive.
- iii. The Assembly may waive those eligibility requirements it is empowered to waive on a per organization basis for any organization for the remainder of the semester. Such organizations may then proceed through the appropriation process, provided they meet all other eligibility criteria not waived by the Assembly.
- C. Appropriation Process
- i. Within one week after the deadline for final applications, the Appropriations Committee (the committee) shall convene to review applications.
- ii. For each applicant deemed to be eligible or for which eligibility criteria are waived by the Assembly, the committee will:
- a. arrange a hearing where the applicant may address questions of the committee,
- b. decide whether to fund the applicant in any amount, and,
- c. if it decides to fund the applicant, adopt an allocation in dollars per student per year of no less than fifty cents and no more than the request submitted by the applicant (this guideline can be waived for the Student Activities Funding Commission's allocation).
- iii. At each meeting of the Assembly immediately preceding such a meeting of the committee, the Vice President for Finance will report the date, time, and location of the meetings as well as the names of applicants the committee intends to review.
- iv. At each meeting of the Assembly immediately following such a meeting of the committee, the Vice President for Finance will introduce a written report, including:
- a. name of applicant,



## Cornell University Student Assembly

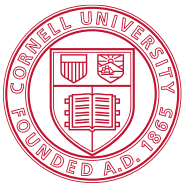
- b. amount requested by applicant,
  - c. amount of allocation recommended by committee,
  - d. rationale explaining committee's recommendation, and
  - e. a brief response from the applicant, including any request to appeal to the Assembly. The Vice President for Finance may set a deadline for the applicant to submit a response, provided the deadline is no less than one business day after the applicant receives notice of the committee's decision.
  - v. The Vice President for Finance must inform each applicant of the time and location of any meeting where the report is to be presented or reviewed and must advise each applicant to send a representative who may answer questions of assembly members.
  - vi. If an applicant chooses to appeal the committee's recommendation, the Assembly will reconsider the recommendation of the committee. The Office of Assemblies will provide several copies of complete application materials at any meeting where the assembly considers appeals.
  - vii. The Vice President for Finance will also file minutes of the committee's meetings with the Office of the Assemblies.
  - viii. The committee will submit its final recommendation, including individual allocations, to the Assembly in the form of a legislative at least two weeks before the end of the fall semester.
- D. Student Assembly Appropriation Process
- i. The Assembly shall not adopt the recommendation of the Appropriations Committee at the same meeting that it is proposed.
  - ii. The Assembly shall provide notice to all applicants at least one full day in advance at any meeting where legislation related to its funding is discussed.
  - iii. The President of the Assembly will transmit its recommendation to the President for consideration by the last day of finals of the fall semester, including:
    - a. the total amount of SAF recommendation,
    - b. the allocations of each by-line funded organization, and
    - c. a short description of each organization.

### Section 5: Specifications

- A. Members of the Assembly or the Appropriations Committee must disclose to the Vice President for Finance any personal affiliations with applicants and must recuse themselves from any business related to such applicants to prevent conflicts of interest.
- B. Members of the Assembly and of the Appropriations Committee must sign a confidentiality statement and submit it to the Office of the Assemblies before they are seated in the fall semester of a fee-setting year.

### Section 6: "Check-off" or "Pay-extra" Options

Neither a check-off option nor an option to pay an amount in addition to the established SAF for specific programs or services will be allowed for purposes of exempting a student from paying the full amount of the SAF. Exceptions may be considered if recommended and approved by the Student Assembly and approved by the President of the University.



484 **Section 7: Voting**

485 Proxy votes shall not be permitted for decisions of the Student Assembly regarding the SAF during the SAF  
486 allocation process. The Student Assembly must approve the appropriations committee decisions by a majority of  
487 Student Assembly members present at the meeting and can overturn an appropriations committee decision by a  
488 two-thirds (2/3) vote of Student Assembly members present at the meeting. If the Student Assembly overturns a  
489 decision of the appropriations committee, the Student Assembly must decide Activity Fee funding for that  
490 organization by a majority of the Student Assembly members present at the meeting. After all appropriations  
491 committee decisions have been approved or overturned, the Student Assembly must approve the SAF by a  
492 majority of the voting membership of the Student Assembly

493 **Section 8: Freedom of Information**

494 Unless otherwise noted, all documents regarding the SAF shall be considered public and shall be available to  
495 members of the Cornell community for review within 24 hours of their request. All deliberations regarding  
496 allocations and authorization shall be conducted in open session unless otherwise required by university policy or  
497 law. If a closed session is necessary to review or discuss confidential materials, discussion in such session must be  
498 limited only to those materials and no vote may be taken regarding the disposition of the request itself.  
499 Confidential materials may be disclosed publicly only at the discretion of authorized university personnel.

500 **Section 9: Conference with GPSA**

501 If a disparity arises in funding levels between the GPSA and SA of an organization that is funded by both, the  
502 financial officers of each body will meet to discuss the discrepancy and recommend action to their respective  
503 bodies.

504 **Section 10: Default**

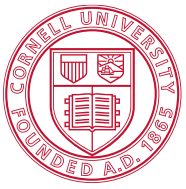
505 If the Assembly does not adopt a recommendation in the fall semester of a fee setting year, its recommendation  
506 shall be presumed to be that all individual by-lines revert to the same level as in the current funding cycle with the  
507 following exception:

- 508 1. Should an applicant's newly approved allocation be less than that of the current cycle, the applicant shall  
509 receive the lower allocation.

510 **Section 11: Amendments**

511 Appendix A may be amended by a two-thirds (2/3) vote of the Student Assembly. In order to ensure consistency  
512 and fairness to the applicants and student body at-large, no amendments to this appendix may be adopted during  
513 the fall semester of a fee-setting year.

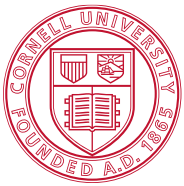
514 **Section 12: Review**



515 The SA and the GPSA and a representative of the President of the University shall review these guidelines and the  
516 procedures established in accordance therewith at least every four years in a non-fee-setting year (e.g. 2014-2015,  
517 2018-2019). This review shall be conducted with strict adherence to the guidelines set forth by the Board of  
518 Trustees in Attachment A: Criteria for Setting and Allocating the Student Activity Fee (03/01/99).

519 **Section 13: Criteria for Setting and Allocating the Student Activity Fee from the**  
520 **March 1, 1999 Delegation of Authority**

- 521 A. Pursuant to a letter dated March 1, 1999, the President of the University has delegated responsibility for  
522 the setting and allocation of the Student Activity Fee to the Student Assembly (SA) and the Graduate &  
523 Professional Student Assembly (GPSA) within the following guidelines:
- 524 B. The SA and the GPSA shall each amend their respective charters to include the criteria for the setting and  
525 allocation of the Student Activity Fee, including the guidelines set forth herein and which criteria shall be  
526 reviewed by and meet the approval of the President of the University.
- 527 C. The Student Activity Fee for undergraduate students and for graduate and professional students shall be  
528 set every two years for a period of two years by the SA and the GPSA, respectively.
- 529 D. The amount of the Student Activity Fee shall be determined by the last day of classes in the fall semester  
530 of the fee-setting year by the SA and the GPSA, after substantive input and active participation in the fee-  
531 setting process by their constituencies. In the event the SA or the GPSA is unable to meet this deadline,  
532 the applicable Student Activity Fee will default to the amount and allocation currently in effect during the  
533 fee-setting year. The final report must be sent to the President of the University by the last day of finals of  
534 the fall semester.
- 535 E. In general, in order to be considered for funding from the monies collected through the Student Activity  
536 Fee, an organization must meet the following criteria:
- 537 i. Register as a student or university organization with the Student Activities Office
- 538 ii. Allow students equal access to the services being provided by the organization or participation in  
539 the organization's activities
- 540 iii. Operate primarily for students by students with funds disbursed through a university operating  
541 account
- 542 iv. Have an advisor to assist with oversight of the university operating account.
- 543 F. Funding from the monies collected through the Student Activities Fee may be provided directly to an  
544 organization, which applies for and receives "by-line" funding status, outside of the established Student  
545 Activities Funding Commission or Graduate and Professional Student Activities Funding Commission  
546 processes. In addition to the general criteria set out above, an organization wishing to receive by-line  
547 funding must demonstrate:
- 548 i. Its activities are of direct and primary benefit to the entire Cornell community represented by the  
549 respective assembly; and
- 550 ii. It has a demonstrated budgetary need equivalent to at least 50 cents per student per year.
- 551 G. The SA and the GPSA may also elect to provide by-line funding for other programs and services, which  
552 are not registered organizations (e.g., Students Helping Students, club insurance) but whose  
553 organizational structure and programs and services are consistent with the criteria outlined above for by-



## Cornell University Student Assembly

line funded organizations. Such funding would require the approval of the respective assembly and the President of the University.

- H. The SA and the GPSA will ensure that an appropriate balance is maintained between funds allocated to by-line funded organizations and the Student Activities Funding Commission or Graduate and Professional Student Activities Funding Commission, respectively. The SA and GPSA shall allocate no less than 35% of their respective Student Activity Fees to the applicable Finance Commission for disbursement among non-by-line funded organizations.
- I. The SA shall ensure that the Student Activity Fee is an even dollar amount without change. The SA shall be permitted to increase the Student Activities Funding Commission's allocation above their request to reach an even dollar amount.
- J. Neither a check-off option nor an option to pay an amount in addition to the established Student Activity Fee for specific programs or services will be allowed for purposes of exempting a student from paying the full amount of the Student Activity Fee, due to the funding instability inherent in administering such a system. Exceptions may be considered if recommended and approved by the respective assembly and approved by the President of the University.
- K. These guidelines and the procedures established in accordance therewith shall be reviewed by the SA and the GPSA and a representative of the President of the University at least every four years in a non-fee-setting year.

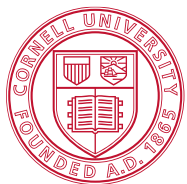
## **APPENDIX B: STUDENT ASSEMBLY GUIDELINES FOR FUNDED ORGANIZATIONS**

### **Section 1: Preamble**

Each organization that receives funding from the Student Assembly (SA) through the Student Activity Fee (SAF) is subject to Guidelines set by the Assembly in consultation with the Graduate & Professional Student Assembly (GPSA), these organizations, and the Cornell student body.

### **Section 2: Student Assembly's Role and Obligations**

- A. **SA Charge:** As the student-elected governing body at Cornell University, the SA shall seek out and voice effectively the interests and concerns of the student body.
- B. **Notice of Current Governing Documents:** The SA shall provide each by-line funded organization, the Director(s) of Student Activities, Campus Life, the GPSA, and the Dean of Students with a current copy of these Guidelines, as well as the SA Charter and the SA Appropriations Committee Charge and Guidelines each year.
- C. **Notice of Pending Legislation:** Each by-line funded organization, the Director(s) of Student Activities, Campus Life, the GPSA, and the Dean of Students shall be notified of any SA, SA Appropriations Committee, or other meeting in which legislation concerning or affecting Fee recipients is pending.
- D. **Outreach:** The SA Vice-President for Finance shall, wherever possible and as often as possible, attend meetings of each organization throughout the year.
- E. **Enforcement, Violations & Penalties**



# Cornell University

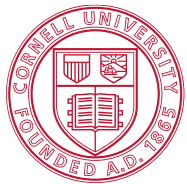
## Student Assembly

- i. The SA Vice-President for Finance shall be charged with investigation of all accusations regarding violations of these guidelines and will report such findings to the SA.
- ii. If the SA determines that an organization has committed a violation, the SA may impose a fine, reduction or revocation of the organization's by-line funding allocation. In order for a fine, reduction, or revocation of funding to occur, a two-thirds majority of the SA must concur. Reasons for a fine, reduction, or revocation of funding include, but are not limited to, violation of these rules, violation of campus policies, or violation of contract. Any money garnered from a fine on an organization shall be placed in the Special Projects Fund of the Student Assembly. If a reduction or revocation of funding affecting the remainder of the funding cycle occurs, the University shall attempt to reduce the SAF to reflect the lower amount. Excepting that, the money shall revert to the Special Projects Fund.

### Section 3: General Guidelines

All recipients of the SAF shall adhere to the following guidelines:

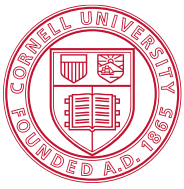
- A. **Eligibility:** SAF allocations are to be used primarily for the benefit of undergraduate students. Organizations that have the capability to be student run and led shall be primarily student run and led.
- B. **Event Ticketing:** For all events (concerts, lectures, films, etc.) funded by the Fee allocations and for which admission is charged:
  - i. Cornell students shall receive a reasonable discount per event to reflect their prior contribution via the SAF.
  - ii. Cornell students shall receive the first opportunity to purchase tickets or (otherwise should have a substantial amount of tickets reserved for student use).
  - iii. The Appropriations Committee or the Executive Committee shall have the ability to request that organizations publish a report to the SA on the amount of money received for an event, where that money has been allocated, total attendance, and how much money was spent on the event.
- C. **Attendance Tracking:** Each By-line Funded Organization shall, whenever possible, provide accurate attendance figures. Such figures may be acquired through a number of measures including swiping Cornell ID's, using a ticketing system, keeping a sign in sheet, or having someone at the door count entrants. For events that are expected to exceed a capacity of 100 attendees, organizations are required to track attendance through a ticketing system or using Cornell ID Scanners. For organizations unable to purchase their own scanners, scanners will be available to rent through the Office of the Assemblies. For events where tracking attendance would provide an unnecessary burden to organizations, a brief written statement explaining why attendance was not taken is required.
- D. **Public Promotion & Engagement:** Each organization shall regularly advertise its existence and encourage student participation at its meetings, which shall be open to the public. Each organization funded by the SA will be required to include the SA logo or the following statement on all fliers, posters, promotions, programs, and literature "Funded in part by the Student Assembly".
- E. **Funds Partitioning:** SAF money will preferably be held in a separate University account for accounting and reporting purposes. Otherwise all expenditures from SAF money shall be authorized by the Organization in accordance with its governing documents. These requirements apply to all organizations



## Cornell University Student Assembly

unless explicitly exempted in this Appendix or waived by a two-thirds vote of both the Appropriations Committee and the Student Assembly. The waiver shall apply for one by-line funding cycle.

- F. **Prohibition on Compensation:** No Advisor, President, Treasurer, staff member, other officer, or member of an organization may be compensated from an organization's SAF account or SAF earned income account.
- G. **SA Liaisons:** The SA shall have the option of appointing a Student Assembly member to serve as a non-voting liaison to each organization or, where appropriate, to its Executive Board. If an organization feels their liaison is failing in their duty, a new liaison may be appointed.
- H. **Off-Year Reporting:** During the fall of even-numbered calendar years each organization shall provide the Appropriations Committee with a written account of the use of its fee allocation and operations for the previous academic year, and an optional oral summary of its activities (unless mandated otherwise by the Appropriations Committee), including usage statistics and future programming plans. The SA Vice President for Finance will conduct an unofficial vote regarding the committee's recommendation on whether or not the organization should receive an increase in funding, a decrease in funding or maintenance of funding at its current level. The SA Vice President for Finance shall then provide a written summary report of these meetings to the SA.
- I. **New Organization Reporting:** Organizations receiving By-Line funding for the first time in the current funding cycle shall report each semester to the Appropriations Committee on their operations and finances.
- J. **Conferences:** Organizations may send Executive Board member(s) to one annual conference, if desired. The Appropriations Committee must approve organization's conference expenditures and each organization must demonstrate to the committee that conference attendance will benefit the Organization's ability to achieve its mission statement. Organizations shall request approval in their annual fall report to the SA. All conferences, teambuilding, banquet, training, and other social expenditures for organization members, in sum, shall be no greater than \$4,000 or 10% of the organization's by-line allocation, whichever is less. This rule shall not apply to SAFC-funded organizations.
- K. **Governing Document Approval:** All organizations must submit any changes in the Organizations' bylaws, constitution, or other governing documents to the SA for its approval.
- L. **Non-discrimination:**
- M. **Non-discrimination:** All organizations receiving Student Activity Fee funds directly or that receive such funds indirectly from a by-line funded organization shall not discriminate on the basis of actual or perceived age, race, religion, creed color, national origin, ethnicity, sexual orientation, gender identity or expression, military status, sex, disability, predisposing genetic characteristics, familial status, marital status, domestic violence victim status, or any combination of these factors when determining its membership and when determining the equal rights of all general members and executive board members, respectively, which shall include, but are not limited to, voting for, seeking, and holding positions within the organization. Additionally, all organizations receiving funding from the Student Activity Fee and that serve as a funding source for other organizations on campus shall not discriminate on the basis of actual or perceived age, race, religion, creed, color, national origin, ethnicity, sexual orientation, gender identity or expression, military violence victim status, or any combination of these factors when awarding funding.



# Cornell University

## Student Assembly

- i. Notwithstanding these requirements, a club sport may make requirements based on competitive athletic skill which may result in a club sport of one or predominantly one gender. Organizations may also make requirements based on vocal range or quality which may result in a chorus or choruses of one or predominantly one gender. Organizations that participate in activities with governmental age restrictions may also make appropriate requirements on the basis of age.
- ii. Organizations may also enforce uniform standards of conduct as a prerequisite for obtaining some or all rights of general members and executive board members, respectively, so long as said standards are protected by the 1st Amendment of the United States Constitution in the context of a public university and do not impede enforcement of Appendix B, Section II, subsection E.
- iii. Each organization receiving Student Activity Fee funds directly from the Student Assembly shall include a “Non-discrimination Clause” section in its bylaws, constitution or other governing documents reflecting this policy.

### Section 4: Organization Specific Guidelines

Furthermore, individual organizations shall adhere to the following additional Guidelines:

#### A. ALANA Intercultural Board

- i. \$2.05 shall be used to fund ALANA’s member organizations as outlined in the ALANA constitution
- ii. \$3.00 per student per year of the ALANA allocation shall be used to fund the MCFAB program each year.
- iii. MCFAB shall seek to bring diverse programming to campus.
- iv. \$1.90 per student per year of the ALANA allocation shall be contributed toward funding umbrella organizations as outlined in the ALANA constitution. Umbrella organizations shall not apply for SAFC funding.
- v. \$1.10 per student per year of the ALANA allocation shall be contributed towards ALANA’s own administrative costs and programming needs such as general body meetings and other intercultural programming

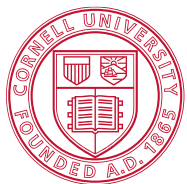
#### B. Athletics & Physical Education

- i. The Athletics Department shall provide, at no cost, a Big Red Sports Pass (BRSP) to each undergraduate student. \$7.30 per student per year of the total annual Athletics allocation may be spent towards providing the BRSP. The BRSP shall provide free admission to all varsity sports excluding Men’s Varsity Ice Hockey.
- ii. In collaboration with the Sports Marketing Group, the Athletics Department will promote Cornell Athletic events to the entire Cornell community. \$1.78 per student per year of the annual Athletics’ allocation may be spent towards providing marketing and promotions.

#### C. Class Councils

- i. Provide a semesterly budget report for all Class Councils Events.
- ii. The Class Councils allocation shall be divided between the four class years in proportions determined by the organization.

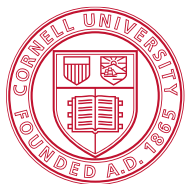
#### D. Collegiate Readership Program



# Cornell University

## Student Assembly

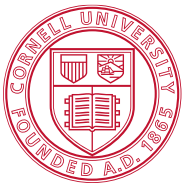
- i. The Collegiate Readership Program shall operate for the 2018-2020 by-line cycle using its accumulated surplus and the activity fee disbursement.
  - ii. The SA Vice President for Finance or their designee shall oversee the operations and finances of the Collegiate Readership Program.
  - iii. The Collegiate Readership Program shall provide free New York Times and Wall Street Journal access for undergraduate students.
  - iv. The SA Vice President for Finance or their designee shall prepare and present a report to the Student Assembly at the end of each academic year with information regarding readership and an analysis of the current distribution locations. Any proposed changes in locations or proportions must be approved by a majority vote of the SA.
  - v. The SA Vice President for Finance shall report to the Student Assembly the amount allocated to the New York Times and Wall Street Journal.
- E. Community Partnership Board
- i. The Board shall use Activity Fee money for the funding of projects. Administrative expenses shall be paid by the Board's parent body, the Public Service Center, or other non-activity fee sources of funding.
  - ii. Projects funded are to be decided by the Board. Those projects are to be included in the annual report to the SA.
- F. Convocation
- i. At the time of the selection of Convocation Committee membership, the Convocation Committee Chair shall invite all voting members of the SA, directly-elected undergraduate members of the UA, and student-elected trustee(s) that belong to that class year to participate as full voting members of the Convocation Committee. The SA Vice President for Finance shall serve as an ex-officio member of the Committee.
  - ii. Convocation shall announce speaker selection first at a Student Assembly meeting.
  - iii. Convocation Committee shall notify the SA Vice President for Finance if the Committee is expected to require more than its SAF allocation to support Convocation.
- G. Cornell Concert Commission
- i. The Concert Commission shall seek to produce at least one act each semester in Barton Hall, Lynah Rink, or similar venue.
  - ii. The Concert Commission shall put on one free concert during the academic year.
  - iii. The Cornell Concert Commission shall send a report to the Appropriations Committee any time a concert's subsidy is more than expected and the Cornell Concert Commission should detail the shortfall and the impact it will have on future operations.
- H. Cornell University Emergency Medical Service
- i. CUEMS may save no more than \$30,000 per each two-year funding cycle toward the purchase of a new vehicle.
  - ii. CUEMS shall record the number of undergraduates who use their CUEMS services.
- I. Cornell University Programming Board
- i. The Cornell University Program Board shall use its SAF allocation to bring widely known speakers to campus.
  - ii. CUPB shall record the number of undergraduates who attend each program.
- J. CU Tonight Commission



# Cornell University

## Student Assembly

- 754 i. CUTonight shall promote non-alcoholic, late night social programming, on campus, open to the  
755 entire Cornell community.
- 756 ii. CUTonight shall send at least one representative to every funded event with the intention of  
757 reviewing the event
- 758 iii. CUTonight shall provide applicant organizations the opportunity to appeal the decisions of the  
759 Committee to the Appropriations Committee.
- 760 iv. CUTonight shall develop and adhere to a rubric and written hearing procedures off of which the  
761 commission will evaluate applicants. This rubric and these procedures shall be submitted to the  
762 SA Vice President for Finance for approval by the Appropriations Committee.
- 763 v. CUTonight shall forward the results of the rubric to the SA Vice President for Finance after each  
764 CUTonight funding cycle.
- 765 K. Gender Justice Advocacy Coalition
- 766 i. The Gender Justice Advocacy Coalition shall collaborate with the Student Assembly Womxn's  
767 Liaison Representative on safety, health, and other topics pertinent to women on campus.
- 768 ii. GJAC shall set a two-year budget for Feminism Food for Thought not to exceed \$10,000.
- 769 i. CJAC shall notify the SA Vice President for Finance of the total SAF spending on  
770 Feminism Food for Thought before the final Student Assembly meeting each May.
- 771 ii. The Feminism Food for Thought budget for AY 2020-2021 shall not exceed 10,000 less  
772 the total SAF spending on Feminism Food for Thought in AY 2019-2020.
- 773 iii. When 50% of the two-year budget has been exhausted, the WRC shall notify the SA Vice  
774 President for Finance
- 775 iv. GJAC shall strive to maximize and strive to track attendance at this event.
- 776 L. Interfaith Council
- 777 i. Interfaith Council shall provide a description of how funds are allocated to each organization  
778 under their umbrella.
- 779 ii. Each organization under The Council shall receive funding for at least one event open to the  
780 public, every academic year.
- 781 M. Orientation Steering Committee
- 782 i. The Assistant Dean of Students in New Student Programs shall continue to supervise the planning  
783 and implementation of all August and January orientation activities.
- 784 ii. By the last meeting of the Spring Semester, OSC shall present a report to the SA detailing  
785 planned activities for the upcoming Orientation week
- 786 iii. The president of the SA and the Student Elected Trustee must be invited to address the new  
787 students at the President's New Students Convocation each year. If the Cornell University  
788 President limits the OSC to two speakers, the president of the SA must be invited.
- 789 iv. Attendance at Welcome Weekend events shall not be mandatory for Orientation volunteers.
- 790 v. OSC shall increase funding for both transfer and January Orientation programming.
- 791 vi. OSC shall allocate more than \$1.12 of their allocation towards programs designed to educate new  
792 students about consent and sexual assault.
- 793 vii. OSC shall submit the results of the feedback surveys to the Appropriations Committee.
- 794 viii. OSC shall reduce the costs of apparel.
- 795 N. Outdoor Odyssey



## Cornell University Student Assembly

- i. Outdoor Odyssey shall maintain their need-based financial aid program for students who apply for pre-orientation trips and shall dedicate no less than \$20,000 per year toward this program.
- ii. Outdoor Odyssey shall conduct a review during the 2020-2022 Funding Cycle of the demographics of those who attend.
- iii. Outdoor Odyssey shall investigate creating trips accessible for the differently abled and shall report their findings to the Student Assembly before the final Student Assembly meeting in the fall of 2018.

### O. Professional Fraternity Council (PFC)

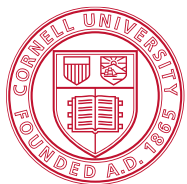
- i. PFC shall have a survey that potential new members of all PFOs as well as regarding demographic data including but not limited to socioeconomic status, race, gender identity, sexual orientation, disability status, etc. The same survey should be filled out by anyone who is given a bid or accepts a bid from any PFO.
- ii. PFC shall provide a detailed report regarding diversity statistics within the individual PFOs. Diversity statistics should be standardized among the PFOs.
- iii. PFC shall provide recruitment statistics from each individual PFO (membership caps from national organizations, self-determined membership caps, number of students rushing, number of bids extended, number of bids accepted, etc.) to the Appropriations Committee during the Byline funding process, as well as publishing the statistics on the PFC website and/or on the individual chapter website.
- iv. PFC shall institute Consent Ed training as a requirement for PFO membership in PFC. Each PFO chapter must schedule a Consent Ed presentation at least once every calendar year for their general body members. At least 80% of their active members must be in attendance at the presentation. PFC shall not disperse funds to any PFO that does not meet the 80% attendance requirement.
- v. PFC shall not distribute funding to any PFO that is not in compliance with the above mandates.
- vi. Chapter dues shall be posted on the PFC website as well as the individual PFO websites.

### P. Senior Days

- i. SAF-funded Senior Week events will be open to all seniors and at least 90% of the SAF allocation will go towards free, non-ticketed events.
- ii. Before the final Student Assembly meeting in the fall, Senior Days shall report to the Appropriations Committee the attendance, expenditures, and income generated from each event held during the most recent Senior Days.

### Q. Slope Day Programming Board (SDPB)

- i. The allocation for the SDPB shall be used exclusively for programming and publicity for an event at the end of the spring semester.
- ii. The SDPB shall organize a non-alcoholic Slope Fest event concurrent to Slope Day.
- iii. SDPB shall offer all undergraduate students free admission to Slope Day, unless expressly permitted by the SA.
- iv. The Slope Day Programming Board shall collect demographic information from all Slope Day entrants. These statistics shall be reported to the SA and GPSA the Fall Semester following Slope Day.



# Cornell University Student Assembly

- v. The Slope Day Programming Board shall announce artist selection first at a Student Assembly meeting.
- vi. The Slope Day Programming Board shall set a price floor for non-activity fee paying individuals approximately equal to the total activity fee disbursement divided by projected undergraduate attendance. The price paid by non-activity fee paying individuals shall be no less than the activity fee

## R. Student Activities Funding Commission

- i. SAFC shall publish and make publicly available a written account of the organizations requesting funding, the amount requested, the amount rewarded, and the amount spent.
- ii. Criteria for funding of undergraduate student organizations may not be altered or waived without the explicit approval of the SA.
- iii. SAFC shall annually review and amend its spending cap system guidelines to project expenditure growth of approximately 3% per year. SAFC is not required to have actually achieved 3% growth per year. SAFC shall report the outcome of this review to the Appropriations Committee.

## S. Welcome Weekend

- i. Welcome Weekend shall seek to hold events during the first two weeks of each semester.
- ii. Welcome Weekend shall offer the TGIF Midnight Breakfast, for free only to undergraduates, and shall record undergraduate attendance.
- iii. Welcome Weekend shall seek out co-sponsorships where applicable.

## T. Willard Straight Hall Student Union Board

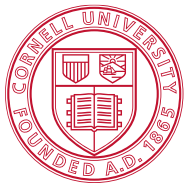
- i. All events funded by WSH SUB must either take place in Willard Straight Hall or the surrounding environments and be directly associated with the purpose and mission of WSH.
- ii. WSH SUB shall develop and adhere to a yearly budget. By a majority vote, the Appropriations Committee may amend the budget.
- iii. WSH SUB shall not purchase and dispense giveaways including but not limited to gold or silver plates and graduation gifts.

## Section 5: Duration and Supersession

- A. Once approved by the SA, these Funding Guidelines shall take effect on July 1, 2018 and shall expire on June 30, 2020, unless amended or renewed by the SA. These rules require a two-thirds majority of SA members present to be amended.
- B. These Funding Guidelines supersede all previous legislation of the SA and its predecessor bodies, as well as all charters, constitutions, bylaws, and other legislation of all SAF recipients and other student organizations.
- C. Guidelines for organizations that also receive funding from the GPSA may be amended only after consultation with the GPSA.

## APPENDIX C: GUIDELINES FOR THE ALLOCATION OF THE STUDENT ASSEMBLY INFRASTRUCTURE FUND

### Section 1: Preamble



# Cornell University Student Assembly

875 The Student Assembly (the Assembly), is charged with the allocation of the Student Assembly Infrastructure  
876 Fund (SAIF). Applications for funding provided by the SAIF must be reviewed annually by the SAIF Committee  
877 and are subject to overview by the Appropriations Committee.

## 878 **Section 2: Sources of Funding**

879 By the first of November of every year, the annual pay out of the SAF endowment fund will be transferred into  
880 the SAIF under the Student Disbursement Account of the Assembly.

## 881 **Section 3: Closing of Account at Year End**

882 By the last regularly scheduled Student Assembly meeting of the fall semester, the chair of the SAIFC will deliver  
883 a report to the Assembly of all funds, committed, spent and unspent, remaining in the SAIF Disbursement  
884 Account.

## 885 **Section 4: Definitions**

886 The following terms, which appear frequently in this Appendix, shall be defined as follows:

- 887 A. Organization: a registered Independent or University organization that has authorization to receive  
888 funding.
- 889 B. Application: the request to receive a funding award from the SAIF for a project or initiative.
- 890 C. Applicant: any individual student, group of students, organization, or group of organizations who submits  
891 an application to receive a funding award from the SAIF.
- 892 D. SAFC: Student Activities Funding Commission, a committee of the Student Assembly, as outlined in the  
893 Student Assembly Bylaws.
- 894 E. Byline funding: line item funding that comes directly from the SAF as described under Appendix A of the  
895 Student Assembly Charter.
- 896 F. Appropriations Committee: a committee of the Student Assembly, as outlined in the Student Assembly  
897 Bylaws.

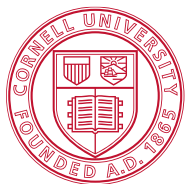
## 898 **Section 5: Purpose**

899 The purpose of the SAIF is to financially support projects and/or initiatives that improve infrastructure or  
900 facilities on campus that contribute to the undergraduate experience of Cornell students.

## 901 **Section 6: Eligibility**

902 To be eligible to receive a funding award from the SAIF, an application for a project or initiative must:

- 903 A. be developed and organized and submitted by Cornell undergraduates;
- 904 B. allow Cornell undergraduate students equal access to the benefits of the project;
- 905 C. be an initiative located on the Ithaca campus of Cornell University;



## Cornell University Student Assembly

- 906 D. Be reliant on an SAIF funding award in order to be completed in a timely fashion;  
907 E. not have previously requested and received a funding award from the SAIF for the same purpose.

### 908 **Section 7: Permitted Applications**

909 The following applications represent some, but not all, of the eligible projects or initiatives that, if they are not  
910 among the list of prohibited applications, may receive funding awards from the SAIF:

- 911 A. a renovation of a room or building  
912 B. the construction of new infrastructure (ex. Bike racks, electrical outlets, water fountains)  
913 C. an opportunity to increase the size of a capital goods expenditure to receive an unforeseen benefit (i.e. a  
914 planned renovation by the administration could be substantively expanded via student support); and  
915 D. a project or initiative that needs initial start-up funding before it can become eligible for other sources of  
916 funding on campus.  
917 E. a web-based application that provides benefits to Cornell undergraduate students.

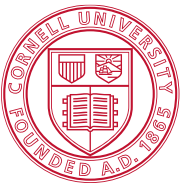
### 918 **Section 8: Prohibited Applications**

919 The following applications are prohibited from receiving funding awards from the SAIF:

- 920 A. an application that did not receive funding or failed to get reimbursed from other sources due to an error  
921 on behalf of the applicant;  
922 B. requests to help an applicant avoid running a deficit resulting from a lack of adequate planning;  
923 C. an application to cover the costs of a regularly occurring project or initiative; and  
924 D. an application that directly or indirectly subsidizes the cost of tuition of an individual student.

### 925 **Section 9: Procedure for Determining Funding Awards**

- 926 A. Release of Application  
927 i. The chair of the SAIF Commission (SAIFC) is responsible for submitting the application to  
928 receive funding from the SAIF to the Office of the Assemblies by the second regularly scheduled  
929 Student Assembly meeting.  
930 ii. The Office of the Assemblies shall make the application provided by the chair of the SAIFC  
931 available to all eligible applicants by the third regularly scheduled Student Assembly meeting, or  
932 one week following the meeting with the SAIF Chair, whichever is sooner.  
933 iii. The chair of the SAIFC shall create a publicity plan, in conjunction with the Executive  
934 Committee of the Student Assembly, detailing how the SA will make all students aware of the  
935 SAIFC. This plan shall be approved by the Executive Committee by the second regularly  
936 scheduled Student Assembly meeting of the Fall semester.  
937 iv. The chair of the SAIFC is responsible for releasing a timeline by the third regularly scheduled  
938 Student Assembly meeting of the Student Assembly each semester consisting of the deadline for  
939 applications, when those applications will be reviewed by the SAIFC, and when those funding  
940 awards will be announced.



## Cornell University Student Assembly

- v. The chair of the SAIFC may choose to hold additional SAIFC meetings to evaluate all received applications that have not yet been reviewed in addition to the dates released in the timeline on the first day of each semester.

### B. Funding Award Evaluation Process

- i. For each application, the SAIFC will:
- a. arrange a hearing where the proposers of the application may address questions of the committee,
  - b. determine if the application is eligible to receive a funding award from the SAIF,
  - c. decide the order in which applications are voted upon to receive funding awards by first holding a ranked order vote by committee members. Once SAIFC has established application rankings, the vote on funding awards will proceed from the highest ranked application and so on in descending order.
- ii. After the SAIFC evaluates an application, the chair of the SAIFC must issue a written report which includes the:
- a. name of the applicant,
  - b. project or initiative requested in the application,
  - c. date that the SAIFC reviewed the application,
  - d. funding award amount requested by the applicant,
  - e. funding award granted by the SAIFC and what that funding award is as a percentage of the available funding in the SAIF at the beginning of that academic year, and
  - f. rationale explaining the SAIFC's decision
- iii. All funding awards granted by the SAIFC must be approved by the Dean of Students before becoming finalized.
- iv. If the applicant has a University operating account with internally controlled funds and oversight by a Cornell-employed advisor, the Vice President for Finance will approve the transfer of funds from the SAIFC into their account. If the applicant does not have an account that meets these eligibility requirements, the amount of the funding award will be separated from the remaining balance of the SAIF and expenses will be processed through regular university accounting procedures through the Office of Assemblies, like all others under the Student Assembly budget.
- v. At each meeting of the Assembly immediately following the final approval of a funding award by the Dean of Students, the report associated with the application must be included in the meeting's agenda.
- vi. The chair of the SAIFC will file any reports or minutes of committee meetings pertaining to the SAIF with the Office of the Assemblies.
- vii. The chair of the SAIFC shall regularly report to the Assembly on the progress of projects and shall inform the Assembly of any setbacks the Commission faces in implementing its projects



# Resolution 20: Amending and Ratifying the 2021-2022 Student Assembly Standing Rules

**Abstract:** This resolution amends and ratifies the 2021-2022 Student Assembly Standing Rules.

**Sponsored by:** Anuli Ononye

**Reviewed by:** Executive Committee, 09/07/2021, 5-0-1

**Type of Action:** Legislation

**Originally Presented:** 09/09/2021

**Current Status:** Current Status

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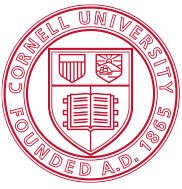
**Whereas,** the Student Assembly President, Executive Vice President, and Parliamentarian are charged with the responsibility of revising the Standing Rules at the beginning of each semester;

**Be it therefore resolved,** that the Student Assembly approve the [attached Standing Rules and its amendments](#) for the Fall 2021 Session of the 2021-2022 Academic Year;

Respectfully Submitted,

Anuli Ononye '22

*President, Student Assembly*



# Standing Rules

## Cornell University Student Assembly

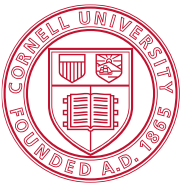
### *For 2021-2022*

#### Section 1: Preamble

- A. The Student Assembly's foremost interest in 2021-2022 shall be the undergraduate students of Cornell University. These Standing Rules shall serve as guidelines for specific rules and effective leadership from the Student Assembly that may not specifically be covered in the charter or bylaws, but will aid in the efficiency of a successful Assembly. These Standing Rules shall be adhered to by all Student Assembly members (elected and ex-officio), committee members, community members, and staff.
- B. These Standing Rules shall be utilized with the following prefaces:
- Rule 1: In the event of a conflict, the Charter, Bylaws, and Special Rules of Order shall supersede the Standing Rules.
  - Rule 2: The Standing Rules shall be revised at the beginning of each semester by the President, the Executive Vice-President, and the Parliamentarian and submitted by the Executive Vice President and Parliamentarian to the Student Assembly for approval. The Standing Rules shall take effect upon a majority vote of approval by the voting membership of the Student Assembly. The Standing Rules can also be edited at any time by a majority vote of the membership of the SA.
  - Rule 3: A motion to suspend the Standing Rules must be recognized by the Chair and approved by a two-thirds vote of Student Assembly members present.

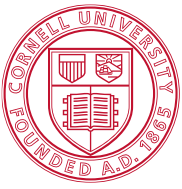
#### Section 2: Ethical Standards and Attendance Policy

- A. Ethical Conduct is expected of all members at all times, as members are representative of their constituencies. Any member found to be using the name of the SA outside of the bounds of the individual's described role on the SA, abusing the SA brand to acquire additional benefits or privileges, or any such similar matter shall be in violation of this ethics clause. The appropriate disciplinary action shall be determined by the Executive Board, the Dean of Students, and the Office of Assemblies.
- B. The Student Assembly is charged to "seek out and voice effectively the interests and concerns of the student body." To do this, attendance and participation, as outlined below is imperative for efficiency within the Assembly:
- Rule 1: Attendance is required at all regularly scheduled meetings for all voting and ex-officio members who serve in a liaison capacity. Absences will not be recorded for ex-officio organizational liaison members, i.e. Tri-Council and Residential Student Congress, if the absence is a result of a conflicting obligation related to their respective organization. Attendance requirements for all operational ex-officio members shall be at the discretion of the executive committee. Absences for shared government liaisons will not be under the discretion of the executive committee. Regularly scheduled meetings are held Thursdays, from 4:45 until 6:30 p.m., while undergraduate colleges are in session. Informal meetings are considered official meetings when held in lieu of regular Thursday meetings or when deemed official by a unanimous vote of the executive committee.



## Cornell University Student Assembly

- ii. Rule 2: Attendance at all organizational and specially-scheduled meetings is required, when the Executive Committee provides SA members at least 48 hours' prior notice of the meeting. Such meetings shall be considered "regularly scheduled meetings," for the purpose of accruing absences. Ex-officio members will be excused from these meetings unless notified otherwise by the Executive Committee.
- iii. Rule 3: All voting members must remain an active member of at least one committee as per the standards established by the chair of their respective committee. Failure to remain an active member of at least one committee can result in vacancy of a seat at the discretion of the Executive Committee.
- iv. Rule 4: Any member who fails to attend a required meeting or event shall be considered absent. Any late arrival beyond the first 15 minutes of the meeting will result in a half-absence if there is no notification at least 24 hours in advance to the Vice President of Internal Operations. Any early departure will result in a half-absence if there is no notification at least 24 hours in advance to the Vice President of Internal Operations. The Executive Committee reserves the right to decide what constitutes an early departure.
- v. Rule 5: Any member who arrives late to a required meeting or event but within the first 15 minutes after Roll-Call will receive a quarter-absence.
- vi. Rule 6: At the discretion of the Vice President of Internal Operations, unavoidable academic conflicts including prelims, final presentations, and field trips but not including office hours, review sessions or professor visits that are in direct conflict with a required Student Assembly meeting will not be counted towards the three cumulative regularly scheduled meetings if they are reported at least 24 hours before the meeting conflict. Academic conflicts that cannot be reasonably predicted at least 24 hours before the meeting conflict can be excused by a majority vote of the executive committee.
- vii. Rule 7: At the discretion of the Vice President of Internal Operations, unavoidable conflicts as a result of job interviews and scholarship interviews that are in direct conflict with a required Student Assembly meeting will not be counted towards the three cumulative regularly scheduled meetings if they are reported as soon as the conflict arises.
- viii. Rule 8: At the discretion of the Vice President of Internal Operations, unavoidable conflicts as a result of religious obligations that are in direct conflict with a required Student Assembly meeting will not be counted towards the three cumulative regularly scheduled meetings if they are reported at least 24 hours before the meeting conflict.
- ix. Rule 9: The Vice President of Internal Operations can request documentation for proof of absence.
- x. Rule 10: Any college or constituency who lacks representation as a result of a seat being vacated or unclaimed shall be filled by the runner-up in the most recent election for that seat. If the seat remains vacant, an interim representative shall be appointed by the President, and confirmed by a majority of SA Members. The interim representative shall have full voting privileges associated with membership on the SA. The interim representative post shall be terminated immediately upon the declaration of a permanent replacement via an election. The interim position will remain in effect for the remainder of semester if the position becomes vacant following the first 3 weeks of the semester.
- xi. Rule 12: All candidates who are elected to the Student Assembly during Spring Elections are required to attend all Organizational Meetings and the last two SA meetings during the Spring Semester. Absences at these meetings will count toward the member's term total.
- xii. Rule 13: All elected members of the Student Assembly will adhere to the Cornell University Student Assembly Oath of Office, which states:  
*In the view of the trust the Cornell Community has vested in me, as well as my personal sense of honor, I \_\_\_\_\_, do solemnly affirm to fulfill my responsibilities as a student-elected representative. I will engage in open and honest debate in a process where I am guided by truth and*



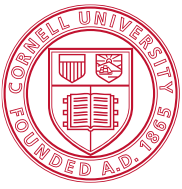
# Cornell University

## Student Assembly

*fairness. I will never purposely misrepresent facts in an effort to achieve my goals. If a conflict of interest arises, I will relinquish my right to participate in the decision making process. I will seek out and voice effectively the interests and concerns of the student body, address the issues of my fellow students, and strive to improve the quality of life at Cornell for all students.*

### Section 3: Agenda-Setting Policies and Procedures

- A. Rule 1: The agenda for any informal meetings shall not contain voting on legislation unless these meetings are held in lieu of regular Thursday meetings or to meet a deadline.
- B. Rule 2: The Executive Vice President will place under Business of the Day any item that has been previously discussed. Additionally, appropriation requests and committee assignments are to appear under Business of the Day. All other items shall be introduced as New Business, unless otherwise authorized by a majority vote of the Executive Board or a majority vote of the Student Assembly.
- C. Rule 3: New Business shall be an opportunity for SA and community members to ask questions of and make suggestions to the author of a piece of legislation. Comments may not be argumentative in nature and questions must seek factual answers.
- D. Rule 4 Business of the Day shall be an opportunity for discussion and debate on the legislation.
- E. Rule 5: Prior to introduction as New Business, all resolutions shall be reviewed and approved by an appropriate SA committee no more than 30 days before the EVP sends the agenda to the general public. The Executive Vice President or the Vice President of Internal Operations will determine which committee will review a resolution. A resolution cannot be introduced to the SA without approval by an appropriate SA committee except under extenuating circumstances in which the Executive Board determines that a resolution should be brought to the floor without a committee review. Approval by a committee requires a majority vote of the committee members present at the committee meeting. A representative of the committee that reviewed the resolution is permitted to give a brief summary of the committee's thoughts or concerns on the resolution when it is presented a regularly scheduled Student Assembly meeting.
- F. Rule 6: In order for a resolution to be moved to Business of the Day, a Resolution must have been discussed at a prior meeting or be moved to Business of the Day by a  $\frac{2}{3}$  vote of members present.
- G. Rule 7: If the Residential Student Congress needs to pass a formal legislative resolution concerning residential life at Cornell, the Residential Student Congress has the authority to pass resolutions that will be introduced as New Business on the Student Assembly agenda. These resolutions must explicitly pertain to residential life. Any resolutions presented by the Residential Student Congress must have been voted on and approved by a majority vote of the general body members of the Residential Student Congress and the Residential Student Congress liaison to the Student Assembly, who must be the sponsor of the resolution. The resolution must be sent to the Student Assembly EVP at least one week before the Student Assembly meeting where the resolution will appear on the agenda. All resolutions appearing on the SA agenda through this method, without having been passed by an SA committee, will require a vote of two-thirds of SA members present to be passed.
- H. Rule 8: At its weekly meeting, the Executive Committee will discuss the agenda for Student Assembly meetings. Items for the agenda must be submitted to the Executive Vice President of the Student Assembly in the proper format, as designated by the Executive Vice President.
- I. Rule 9: The Office of the Assemblies must post the agenda to the Student Assembly website no later than noon on the day of the meeting.
- J. Rule 10: The Vice President of External Affairs and the sponsors of the resolution must ensure that all parties, including but not limited to any specific Cornell student, administrator, faculty member, or staff



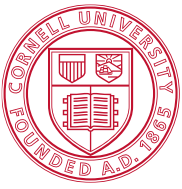
## Cornell University Student Assembly

member, involved or impacted by particular legislative actions are notified and invited to attend the meeting at which the action shall be heard. Additionally, any registered student organization must be notified if the proposed legislation affects their funding or guidelines. The aforementioned need not consent to the legislation, but it is highly encouraged that the aforementioned attend the meeting. In the event that the author of said legislation is uncomfortable contacting all interested parties, they may request that the Vice President of External Affairs does so on their behalf.

- K. Rule 11: A short descriptive abstract of approximately 25 words will be submitted by sponsors of resolutions before committee approval.
- L. Rule 12: Student Assembly Initiatives should be presented as reports to the Student Assembly with an opportunity for questions from Student Assembly Members and Community Members. A summary of the initiative reports will be reported over the Actions Listserv bi-weekly (every other week). The following procedures will be followed for initiative reports:
  - i. The Chair announces the initiative and the sponsors have two minutes to present their initiative
  - ii. A moderated Q&A will follow the presentation, the questions can be argumentative in nature as Student Assembly Representatives and community members shall be empowered to express their approval or disapproval
  - iii. The Chair shall be empowered to determine to end the time when the allocated time has expired, conversation has become redundant, or the speaker's list has been exhausted
  - iv. The Executive Vice President shall be empowered to make the determination as to what will be presented as an initiative
- M. Rule 13: Following the Referenda protocol in Article III §8 of the Student Assembly Charter, the Executive Vice President will present an update on pro and con statements during the Promotional Period. The Executive Vice President will give this presentation at the first regularly scheduled SA meeting after the Office of the Assemblies posts the community statements anonymously to the Assemblies website.
- N. Every voting member of the Student Assembly shall submit their weekly report for the previous week to the Executive Vice President at least 24 hours in advance of the next regularly scheduled meeting to be included with the meeting minutes for the previous Student Assembly meeting. Failure to provide a bi-weekly report will result in a quarter absence unless the representative provided a reasonable excuse to the Executive Vice President.

### **Section 4: Abstentions and Proxy Voting**

- A. Rule 1: As per the Cornell University Student Assembly Oath of Office, members shall abstain from voting if a conflict of interest arises.
- B. Rule 2: SA members may abstain from voting at regularly scheduled or special meetings of the Assembly. However, if the total number of abstentions is greater than the total number of votes in favor of a resolution or motion, the resolution or motion fails.
- C. Rule 3: The tendering of proxy votes shall occur in accordance with the Special Rules or Order, but shall require that an excused absence be noted by the Vice President of Internal Operations. In the case that a representative leaves a meeting early, proxy votes must be delivered directly to the meeting chair.
- D. Rule 4: All members of the Appropriations Committee and the Student Assembly shall abstain from voting if they have a conflict of interest. A member shall be deemed to have a conflict of interest if they hold an executive board position in the organization. Additionally, a member shall be considered to have a conflict of interest if they have requested funding or financial co-sponsorship from the organization in the previous 3 months or intend to request in the next 3 months.



## Cornell University Student Assembly

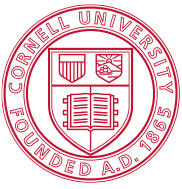
- E. Rule 5: The previous rule shall not apply to the Student Assembly's determination of the Student Assembly's Byline Funding Allocation; however, all representatives shall hold the Student Assembly to the same or higher standards as all other applicants.

### Section 5: Committee Leadership and Oversight

- A. The committees of the Student Assembly are essential to the functioning of the shared governance system. Leaders of the Assembly committees are elected to effectively run the Assembly. As a result, members in such a position are charged with these obligations and are required to adhere by as such:
- i. Rule 1: In accordance with Rules 5–8 and Articles 3 and 7 of the Student Assembly Charter, the SA Vice President of Internal Operations has the obligation to be in constant contact with the SA clerk, all committee chairs, and all bodies in which the SA sends representation to keep an accurate log of attendance. The SA Vice President of Internal Operations shall report any pressing matters regarding attendance, such as members in jeopardy of exceeding the allowed number of absences, to the Executive Committee at their weekly meeting.
  - ii. Rule 2: Each SA member must be a voting member of at least one SA committee, the University Assembly, or a UA committee. The Chair of each committee shall inform the SA VP of Internal Operations of any SA members who are in jeopardy of violating the committee's attendance policy. Additionally, the committee chair shall inform the VP of Internal Operations if an SA member has violated the committee's attendance policy and has been removed from the committee.
  - iii. Rule 3: The President, Executive Vice President, and Vice President of Internal Operations will be ex-officio members of every committee, except the Elections Committee, and taskforce associated with the Student Assembly and whose activities are delineated in the SA charter.
  - iv. Rule 4: Committee chairs will report updates as necessary regarding upcoming committee meeting dates and times at regularly scheduled meetings, as well as post committee agendas and minutes to the SA website, as appropriate.
  - v. Rule 5: All SA Committee members must be a member of their respective committee listservs. Meeting dates, times, and agendas shall be sent to all committee members 24 hours prior to the meeting via the appropriate committee listserv. By a two-thirds vote of committee members present, the committee may amend their agenda.
  - vi. Rule 6: Each committee chair is responsible for reaching out to relevant student organizations in order to solicit feedback on ideas and collaborate with student groups on initiatives that the committee is working on.

### Section 6: General Meeting Procedures

- A. To “voice effectively” these interests which were mentioned above, strict rules must be adhered to when conducting business as an assembly. These rules focus on the efficiency and organization of the tasks at hand:
- i. Rule 1: The Student Assembly will issue a land acknowledgement of the Gayogohó:no (Cayuga Nation) before all affiliated meetings and events.
  - ii. Rule 2: Speakers will be recognized at the discretion of the Chair and placed on a speaker's list maintained by the Chair. Each speaker shall have a maximum of two minutes to speak, with the option to yield the balance of his, her, or their time to another single individual at the meeting, including the Chair. It is at the Chair's discretion to place additional limitations on speaking time.

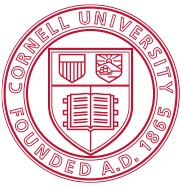


## Cornell University Student Assembly

- 214           iii.     Rule 3: All speakers shall address their remarks to the Chair.  
215           iv.     Rule 4: The Chair shall keep time at any point when such is required.  
216           v.     Rule 5: Except for points of order, information, and questions of privilege, no person shall be  
217                 recognized by the Chair twice before all other members (voting, community, and ex-officio) have  
218                 had the opportunity to speak.  
219           vi.     Rule 6: The Chair will recognize the members of the community who wish to speak on the  
220                 question. The Chair will have discretion as to when community members are recognized. Each  
221                 speaker will limit his, her, or their comments to no more than two minutes. If multiple speakers  
222                 wish to address the Student Assembly, equal opportunity will be given to those in favor of and  
223                 those opposed to the question, in such order, to speak.  
224           vii.    Rule 7: The Chair may call the question, without it requiring a second or vote, when he or she  
225                 deems that debate has exceeded its time limit or when discussion becomes repetitive.  
226           viii.   Rule 8: When the vote of the Chair may decide the outcome of a decision (i.e. to make or break a  
227                 tie), he, she, or they shall be empowered to cast a vote, but shall do so only after all other voting  
228                 members of the Student Assembly have registered their votes.  
229           ix.     Rule 9: A voting Student Assembly member may appeal the decision of the Chair when he, she,  
230                 or they disagrees with the Chair's interpretation or application of the Standing Rules, Bylaws, or  
231                 the Charter. The motion shall require a simple majority to pass.  
232           x.     Rule 10: Any voting SA member may attempt to overrule a decision by the Executive Committee  
233                 by submitting their challenge in the format of a resolution at the next regularly scheduled  
234                 meeting. A 2/3 majority of the voting membership must be reached to overrule the Executive  
235                 Committee at any time.  
236           xi.     Rule 11: The Parliamentarian shall administer a short examination on parliamentary procedure to  
237                 all voting members of the SA within four meetings of a representative taking the oath of office.  
238                 This examination will cover content from Robert's Rules of Order and the most recent version of  
239                 the SA Charter, Bylaws, and Standing Rules. Any member who does not pass (a grade of 70% or  
240                 higher) will be required to attend an additional review workshop and retake the exam.  
241           xii.    Rule 12: Student Assembly members shall be permitted to withdraw a motion after it has been  
242                 seconded and before a vote has been taken on it.  
243           xiii.   Rule 13: Ex-officio members as defined in the by-laws shall be permitted to make motions to  
244                 amend.  
245           xiv.    Rule 14: Ex-officio members as defined in the bylaws shall also be permitted to sponsor  
246                 resolutions, without a voting SA member, if the content relates directly to their position.  
247           xv.     Rule 15: By a  $\frac{2}{3}$  vote of SA members present, Robert's Rules of Order can be suspended.  
248           xvi.    Rule 16: Discussion can be closed by a 60% vote of SA members present.  
249           xvii.   Rule 17: All meeting attendees are expected to be respectful to other meeting attendees and to  
250                 maintain proper meeting decorum.

## 251   **Section 7: Outreach Guidelines & Member Responsibilities**

- 252           A. Rule 1: All voting representatives shall host at least one forum or outreach activity with individuals from  
253                 their respective constituencies and report all outcomes to the SA at the next regularly-scheduled meeting  
254                 following such an activity. The four undesignated at-large representatives shall plan at least one Cornell  
255                 Caring Community, Lift Your Spirits, or large-scale outreach event per semester.  
256           B. Rule 2: All elected members must fulfill two assigned outreach requirements per two-week time frame.  
257                 Such events will be designated by the Vice President of External Affairs. If the member does not



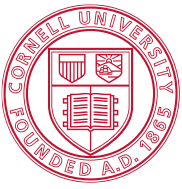
## Cornell University Student Assembly

document their outreach as specified by the VP of External Affairs, the member will be credited with one whole absence. Any conflicts in schedules or other special circumstances as references in Section 1, Rule 6 of this document must be brought to the attention of the VP of External Affairs.

- C. Rule 3: All voting representatives may communicate regularly with their constituents through e-mail mailing lists and listservs, which may be maintained by their respective college dean's office, the Department of Campus Life, the Office of the Dean of Students, or the Office of the Assemblies.
- D. Rule 4: Any Student Assembly member, including the Vice President for External Affairs, must submit a mass message (e-mail, advertisement, press release, etc.) to the Executive Board for approval. The Executive Board may approve a message by a majority vote and the vote may be conducted by email. The correspondence must be saved.
- E. Rule 5: The Vice President for External Affairs and the President will give final approval for the Student Assembly newsletter. No amendments or additions to the newsletter will be distributed without the approval of both officers.
- F. Rule 6: The Executive Vice President must monitor and respond to any inquiries on the SA website. Such inquiries can be forwarded to the appropriate Assembly member in order to ensure the most accurate answers.
- G. Rule 7: All ex-officio members acting in liaison positions should report relevant information to the Student Assembly about their respective organization and report relevant actions of the assembly to their respective organization as they see fit.

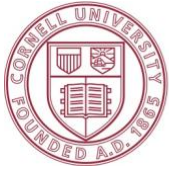
### Section 8: Spending Guidelines

- A. Category Spending:
  - i. Rule 1: In order for a disbursement of budgeted funds to be made, either the SA President or the Vice President for Finance must approve it. The Vice President for Finance is responsible for classifying the expenditure into a budget category.
  - ii. Rule 2: The Student Assembly budget must be reviewed and approved by the SA by the conclusion of the second meeting of the academic year.
  - iii. Rule 3: Any reallocation of funds between categories of the budget or spending of the budget surplus must be confirmed by a majority vote of the Appropriations Committee followed by a majority vote of the Student Assembly, at large.
  - iv. Rule 4: The Vice President for Finance will maintain a record of all expenses of their committee. At the end of each semester, he or she will make public the amount left in the committee's account.
- B. Special Projects Funding:
  - i. Rule 5: The Student Assembly may choose to fund any project, program or service through SA Special Projects that it deems to improve the quality of undergraduate student life or to further the goals of the SA. Special Projects funding is a type of category spending.
  - ii. Rule 6: Special Projects funding may be requested by any of the following, but not limited to:
    - i. Any Cornell registered student organization
    - ii. SA committee chairs that seek funding for expenditures that exceed their committee's budgeted allocation
  - iii. Rule 7: The SA President and Vice President for Finance together may approve any special projects funding request up to \$400 without consultation with the Executive Committee. Amounts up to \$400 may also be funded by a majority vote of Executive Committee. Request must be made public at a Student Assembly meeting in the form of an "Announcement/Report" before



## Cornell University Student Assembly

- 302 being approved. Any SA voting member can motion for the request to be sent to the Executive  
303 Committee if they feel necessary.
- 304 iv. Rule 8: The Executive Committee shall decide upon special projects requests over \$400 and  
305 under \$1500 by a majority vote. The SA, at large, may reverse an Executive Committee decision  
306 to fund amounts over \$400 by a two-thirds vote. The request should be presented to the Student  
307 Assembly in the form of a resolution.
- 308 v. Rule 9: Requests \$1500 and over shall be decided upon by a majority vote of the Executive  
309 Committee and confirmed by a majority vote of the Student Assembly, at large. The SA, at large,  
310 is only required to confirm requests of \$1500 or greater. The request should be presented to the  
311 Student Assembly in the form of a resolution.
- 312 vi. Rule 10: The Vice President for Finance shall present a written or oral report to the SA at large,  
313 each time a special projects disbursement is made.



# Resolution 21: Amending and Ratifying the Student Assembly Bylaws

**Abstract:** This resolution amends and ratifies the Student Assembly Bylaws. Notable amendments include: creating separate ex-officio positions for the different Tri-Council constituencies and creating a Student Athlete ex-officio position.

**Sponsored by:** Anuli Ononye

**Reviewed by:** Executive Committee, 09/07/2021, 5-0-1

**Type of Action:** Internal Policy

**Originally Presented:** 09/09/2021

**Current Status:** Current Status

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**Whereas,** Article X of the Student Assembly Bylaws state, “These bylaws may be amended at any regular meeting of the assembly by a two-thirds vote of the members present, provided that the amendment has been submitted in writing the previous regular meeting. Amendments may be presented to the assembly by voting members and by community petition with at least 100 Cornell undergraduate student signature;”

**Be it further resolved,** that the Student Assembly approve and adopt [the attached amendments](#) to the Bylaws;

Respectfully Submitted,

Anuli Ononye ‘22

*President, Student Assembly*



# Bylaws

## Cornell University Student Assembly

*As amended on September 9, 2021*

### ARTICLE I: EX-OFFICIO MEMBERS

#### Section 1: Ex-officio Membership

Ex-officio membership grants members of the Cornell community (student, alumni, faculty, staff, administrator, etc.) full-debating privileges but not voting privileges. These positions are granted to community members to either provide a perspective from another governing body or to enhance the overall operations of the Student Assembly.

#### Section 2: Ex-Officio Executive Committee Positions

- A. The SA can grant an ex-officio position to any member of the Cornell community to serve as the Executive Archivist.
- B. The SA can grant an ex-officio position to any member of the Cornell community to serve as the Parliamentarian.
- C. The SA can grant an ex-officio position to any member of the Cornell Community to serve as Director of Elections.
- D. The SA can grant an ex-officio position to any member of the Cornell Community to serve as the Student Advocate.
- E. The SA can grant an ex-officio position to any member of the Cornell Community to serve as the Director of Student Government Relations.

#### Section 3: Organizational Liaisons

- A. The SA shall grant one member chosen from each constituency of the Greek Tri-Councils. This will grant an ex-officio position to one member of the Multicultural Greek and Fraternal Council, Panhellenic Association, and InterFraternity Council.
- B. The SA will grant one executive member from Residential Student Congress an ex-officio position as an organizational liaison.
- C. The SA will grant one member from Cornell Undergraduate Veteran Association an ex-officio position as an organizational liaison. This liaison must represent the interests of the United States and its allies.
- D. The SA will grant one liaison, an undergraduate with an interest in computing and technology an ex-officio position as titled IT Governance Liaison.
- E. The SA will grant one member from the Student Athlete Advisory Committee (SAAC) an ex-officio position titled "Student Athlete Representative".



34 **Section 4: Shared Governance Liaisons**

- 35 A. Student Trustees. The SA will grant the Student Trustees ex-officio positions as shared governance  
36 liaisons for the duration of their terms.
- 37 B. Undergraduate University Assembly Members. The SA will grant both student-elected University  
38 Assembly members ex-officio positions for the duration of their terms.

39 **ARTICLE II: OFFICERS**

40 **Section 1: Officers**

41 The officers of the SA shall be a President, an Executive Vice President, a Vice President of Internal Operations, a  
42 Vice President for Finance, a Vice President of External Affairs, a Vice President of Diversity and Inclusion, a  
43 Director of Elections, a Parliamentarian, and an Executive Archivist. These officers shall perform the duties  
44 prescribed by this Charter and by the parliamentary authority adopted by the SA.

45 **Section 2: Election and Appointment of Officers, Time of Election/Appointment**

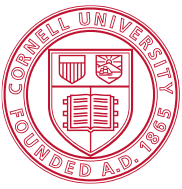
46 The SA will, as soon as possible after the spring election, hold an organizational and planning meeting in  
47 executive session. At this meeting, the voting members will elect from among themselves the offices of Vice  
48 President of Internal Operations, Vice President for Finance, a Vice President of External Affairs, a Vice  
49 President of Diversity and Inclusion. At this meeting or a meeting soon after, the voting members will elect from  
50 the Cornell community (student, employee, faculty, alumnus living in Ithaca) the office of Director of Elections.  
51 Self-nomination will be in order in each of the elected offices. Elected officers should be approved by a majority  
52 vote of SA members present at organizational meeting. Additionally, at this meeting or a meeting soon after the  
53 members will affirm the appointments of Parliamentarian and Executive Archivist. The offices of Parliamentarian  
54 and Executive Archivist will be appointed by the SA President. Each nominee for the respective offices shall be  
55 subject to majority approval of the SA voting members. The newly elected officers will undertake the  
56 responsibilities of their position at the start of their term on the SA. Elections for officers shall be by secret  
57 ballots. SA voting members may have one vote for each position to be filled but may not vote for any one  
58 individual twice on any ballot.

59 **Section 3: Terms of office**

60 Officers shall serve for a term of one year or until their successor is elected and is administered the oath of office.  
61 Following the next regular or special Student Assembly elections.

62 **Section 4: Recalling officers**

63 Two-thirds vote of the voting membership of the SA may vote to recall any officer of the SA from his or her  
64 office.



# Cornell University Student Assembly

## 65 **ARTICLE III: OFFICER DUTIES**

### 66 **Section 1: President**

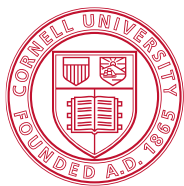
67 The responsibilities of the President are as follows:

- 68 1. Attend and chair all SA meetings.
- 69 2. Attend all Assemblies' leadership meetings and meetings with Executive staff.
- 70 3. Submit agenda items for leadership meetings after soliciting topics from Assembly members.
- 71 4. Serve as the primary Assembly correspondent with the administration, the media, and the student body.
- 72 5. Correspond with the University President following each Assembly meeting enumerating all actions that
- 73 are passed and are under the University President's purview and to solicit his or her response.
- 74 6. Correspond with the Deans of the College of Agriculture and Life Science; College of Architecture, Art,
- 75 and Planning; College of Arts and Sciences; College of Engineering; School of Hotel Administration;
- 76 College of Human Ecology; School of Industrial and Labor Relations, College of Business; following
- 77 each Assembly meeting enumerating all resolutions that are passed and under the purview of each
- 78 individual college and school and to solicit their responses.
- 79 7. Supervise all elected officers and ensure they are discharging their responsibilities.
- 80 8. Attend all open sessions of the Board of Trustees and the Board of Trustees Executive Committee held in
- 81 Ithaca and report back to the Assembly on said meetings.
- 82 9. Appoint Assembly Parliamentarian and Executive Archivist.
- 83 10. Write and present annual SA report by the end of the term.
- 84 11. Consult with the Director of Elections regarding elections' advertising as long as the President is not
- 85 eligible for reelection.

### 86 **Section 2: Executive Vice President**

87 The responsibilities of the Executive Vice President are as follows:

- 88 1. Attend all SA meetings and act as Chair in the absence of the President.
- 89 2. Chair the Executive Committee
- 90 3. Assume the office of President should a vacancy arise.
- 91 4. Serve as Assembly correspondent in the absence of or on behalf of the President.
- 92 5. Attend all Assemblies' leadership meetings and meetings with Executive Staff.
- 93 6. Submit agenda items for leadership meetings after soliciting topics from Assembly members and be
- 94 responsible for the creation of the weekly agenda for Assembly meetings.
- 95 7. Coordinate and assist the undergraduate student UA delegation.
- 96 8. Supervise and assist all ad-hoc committees.
- 97 9. Track actions of the Assembly to ensure final disposition and confirm correspondence with appropriate
- 98 units when Assembly actions impact them.
- 99 10. Be responsible for responding to questions or comments made during Open Microphone. Issues can be
- 100 delegated to other members of the Assembly.



## Cornell University Student Assembly

11. Oversee the Committees on Health and Wellness, Academic Affairs, the Environment, and Residential Life by assisting and advising the committee chairs, attending meetings as necessary, and holding monthly executive sessions with all committee chairs.
12. Plan fall retreat for committee chairs with the Vice President of Internal Operations.
13. Coordinate and supervise new member orientation with the Vice President of Internal Operations and the Vice President of Diversity and Inclusion.

### Section 3: Vice President of Internal Operations

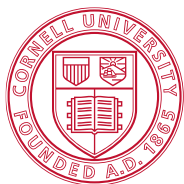
The responsibilities of the Vice President of Internal Operations are as follows:

1. Attend all SA meetings and act as Chair in the absence of the President and Executive Vice President.
2. Assume the office of Executive Vice President should a vacancy arise.
3. Chair the SA when the Assembly is in executive session.
4. Chair the Executive Cabinet.
5. Monitor committee membership.
6. Coordinate and supervise all aspects of the SA cabinet in Willard Straight Hall.
7. Maintain and monitor SA attendance records and send warning notices to members who are in jeopardy of violating the Assembly attendance policy.
8. Oversee all SA committees by assisting and advising the committee chairs, attending meetings as necessary, and ensuring that any vacancies are filled.
9. Enforce committee attendance and outreach requirements for all voting SA members.
10. Coordinate and supervise new member orientation with the Executive Vice President and the Vice President of Diversity and Inclusion.
11. Supervise SA Liaisons.
12. Maintain relations with intercollegiate student organizations of which the SA is a member — e.g. Ivy Council, SUNY Student Assembly.
13. Plan fall retreat for committee chairs with the Executive Vice President.

### Section 4: Vice President for Finance

The responsibilities of the Vice President for Finance are as follows:

1. Serve as SA treasurer and report to the Assembly regarding Assembly balances in December and May.
2. Chair the Appropriations Committee.
3. Propose the Student Assembly's budget in the form of a resolution by one of the first two general assembly meetings of each SA term.
4. Coordinate and chair meetings of Student Activity Fee recipients and draft proposal to SA regarding establishing new fee, biannually.
5. Meet with GPSA members to discuss the Student Activity Fee Guidelines, which appear as Charter appendices, at least once per semester.
6. Oversee the Financial Aid Review Committee and the Student Assembly Infrastructure Fund Commission by assisting and advising the committee chairs and attending meetings as necessary.



## Cornell University Student Assembly

### 138 **Section 5: Vice President of External Affairs**

139 The responsibilities of the Vice President of External Affairs are as follows:

- 140 1. Coordinate constituency representatives' community outreach efforts (including, but not limited to,
- 141 community forums, meetings with Deans, internal school governments, etc.);
- 142 2. Invite all relevant stakeholders to Student Assembly meetings, when the weekly agenda is released;
- 143 3. Devise mechanisms for student organizations to become active members in the decision making process
- 144 of the SA; most importantly, committees;
- 145 4. Oversee the City and Local Affairs Committee and the Technology Committee by assisting and advising
- 146 the committee chair and attending meetings as necessary;
- 147 5. Chair the Communications and Outreach Committee;
- 148 6. Consult with the Director of Elections regarding elections' advertising;
- 149 7. Arrange all advertising, posterage, banners, social media, etc.;
- 150 8. Serve as a liaison to relevant news sources;
- 151 9. Serve as editor of SA newsletter to be sent over email to the entire undergraduate student body at least
- 152 two times/semester. The newsletter should include the current month's accomplishments and next
- 153 month's plans, accompanied by the name of a contact person to whom comments and questions may be
- 154 addressed. Maintain contact with Student Assembly alumni through distribution of the biannual Student
- 155 Assembly newsletter to any interested alumni;

### 156 **Section 6: Vice President of Diversity and Inclusion**

157 The responsibilities of the Vice President of Diversity and Inclusion are as follows:

- 158 1. Chair the Diversity and Inclusion Committee;
- 159 2. Prepare training sessions for the SA on addressing issues of diversity along with the Vice President of
- 160 External Affairs;
- 161 3. Meet on an as-needed basis with other administrators and staff concerning diversity initiatives;
- 162 4. Attend the Diversity Community meetings on a semesterly basis;
- 163 5. Ensure that legislative acts of the SA are culturally inclusive;
- 164 6. Provide updates on the state of diversity at Cornell and work to align the SA with University initiatives;
- 165 7. Work with University-sponsored programs such as the Pre-freshmen Summer Program and Diversity
- 166 Hosting Month to introduce new students to the governance system of Cornell;
- 167 8. Coordinate with the Vice President of External Affairs to effectively communicate with groups that
- 168 advocate for underrepresented students on campus.
- 169 9. Monitor and maintain all aspects of the Student Assembly website at <http://cornellsa.com>
- 170 10. Coordinate with the Executive Vice President, the Vice President of Internal Operations, and the
- 171 Intergroup Dialogue Project to incorporate a IDP Training Session into the SA new member orientation.

### 172 **Section 7: Director of Elections**

173 The responsibilities of the Director of Elections are as follows:



## Cornell University Student Assembly

1. Chair the Elections Committee and report all the activities of said committee to the general SA;
2. Assume responsibility for all aspects of the Fall and Spring elections and coordinate all efforts with the Director of the Office of the Assemblies, the VP of External Affairs, and the President;
3. Serve as SA correspondent for election matters;
4. Ensure that the Elections Committee is successfully completing the following tasks:
  - a. Making every effort to ensure the greatest number of candidates for each available position,
  - b. Ensuring all candidates are aware of and abiding by elections, campaigning, poster, and other Assembly and University policies,
  - c. Coordinating and advertising an informal "Meet the Candidates Forum",
  - d. Coordinating and advertising opportunities for candidates to make public appearances,
  - e. Coordinating and advertising public forums specifically for candidates to discuss any ballot referenda, if such forums are deemed necessary by the Executive Board,
  - f. Contacting student organizations and informing them of the elections process and encouraging them to send delegates to elections activities in order to report candidates' stances on relevant issues to their organizations,
  - g. Ensuring that candidates have submitted pictures and statements
  - h. Making every effort to achieve the highest possible voter turnout by advertising and assisting the Office of the Assemblies in the coordination of elections days;
5. Make sure, in conjunction with the VP of External Operations, that there are a substantial number of potential ballot referenda to be considered for approval by the SA, and that all approved referenda are advertised along with all elections activities described in #5 above (especially c. and e.).

### Section 8: Parliamentarian

The Parliamentarian need not be an SA member. The office of Parliamentarian holds no special voting privileges. The Parliamentarian also may not hold the President or Executive Vice President positions. The responsibilities of the Parliamentarian are as follows:

1. Advise the President and committee chairs on questions of parliamentary procedure;
2. Consult with the sponsors on new actions brought before the SA into the categories specified in Article III, Section 2, Item A of the SA Charter;
3. Upon a specific request by an SA voting member, the Parliamentarian shall give the Assembly his/her recommendation on a parliamentary inquiry;
4. The Parliamentarian shall present a workshop on parliamentary procedure and this charter to the incoming assembly, preferably before the end of the spring semester but no later than the fourth week of the fall semester;
5. The Parliamentarian shall count a hand vote to discern simple majority from the gallery, where all eligible voters sit in a designated area;
6. The Parliamentarian shall coordinate with the Office of Assemblies to ensure that the SA governing documents are public and reflect the changes made by the SA.

### Section 9: Executive Archivist



# Cornell University Student Assembly

212 The Executive Archivist need not be an SA member. The office of Executive Archivist holds no special voting  
213 privileges. The Executive Archivist also may not hold the President or Executive Vice President positions. The  
214 Executive Archivist shall be responsible for verifying the novelty or precedence of any proposed action or  
215 legislation with Assembly members, or others, bring before the Executive Board.

## 216 **Section 10: Offices of Officers**

- 217 A. Each Office is permitted to develop its own recruitment process. Relevant materials including, but not  
218 limited to, application forms, candidate lists, recruitment methodology, and a list of the selected office  
219 members shall be submitted to the Office of the Assemblies after the recruitment process has been  
220 completed.
- 221 a. Members of the office are not allowed to be ex-officio officers or voting members of the SA.  
222 b. Each roster will be approved by majority vote by the Student Assembly.

## 223 **ARTICLE IV: MEETINGS**

### 224 **Section 1: Regular Meetings**

225 Regular meeting times and places will be publicly announced at least 72 hours-prior to the scheduled meeting  
226 date.

### 227 **Section 2: Special Meetings**

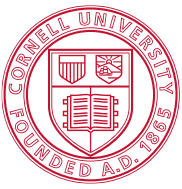
- 228 A. The President may convene special meetings of the SA to consider issues of immediate and pressing  
229 concern. The President will also call a special meeting after being instructed to do so by six of the voting  
230 members of the SA.
- 231 B. SA meeting schedules will be constructed in such a way that SA meetings do not fall on religious  
232 holidays. These schedules will be made by the Executive Committee at the beginning of each semester. In  
233 place of regularly scheduled meetings, special meetings will be held.

### 234 **Section 3: Organizational Meeting**

235 The first meeting of the academic year shall be known as the Organizational Meeting and shall be for the purpose  
236 of adopting the schedule for regular meetings and approving the standing rules.

### 237 **Section 4: Informal meetings**

238 The SA shall hold an informal meeting as events warrant at the discretion of the Executive Board. This meeting  
239 will be reserved for informal discussions between SA members and other interested parties, to set goals and  
240 priorities for the upcoming weeks. No legislation can be decided upon during these informal sessions. The  
241 attendance policy will remain in effect during the meeting.



## Cornell University Student Assembly

### 242 **Section 5: Executive Session**

243 With the concurrence of two-thirds of the voting members in attendance, the SA or any of its committees may go  
244 into executive session during a regularly scheduled meeting only to discuss confidential matters as defined by this  
245 Charter. No policy determinations will be made in executive session. The Student Assembly may also hold  
246 executive sessions for internal elections and planning purposes. Executive session shall be closed to non-voting,  
247 non-executive members of the assembly. Community members may be invited by the assembly to participate in  
248 an executive session. Secret ballot votes shall be reserved for executive sessions.

### 249 **Section 6: Quorum**

250 A quorum shall consist of a majority of the voting members of the SA.

### 251 **Section 7: Community Votes**

- 252 A. Should there only be one undergraduate ex-officio non-elected member in attendance, he or she will only  
253 be allocated one vote.
- 254 B. The community clause may only be exercised on final votes of sense-of-body resolutions, which excludes  
255 (1) funding and budgetary decisions, (2) amendments to the SA Charter and Standing Rules, (3) the  
256 ability to make motions, (4) creation/dissolution of committees (5) selection of officers, committee  
257 members, and liaisons from the popularly elected SA (i.e. allocation of the Student Activity Fee, approval  
258 of Parliamentary, Liaison to the Provost, etc.).
- 259 C. Prior to the final vote of a resolution, qualifying undergraduate members of the community will be  
260 permitted to cast their vote. The President will announce to the Assembly the collective vote of the gallery  
261 and liaisons prior to the casting of popularly elected members' votes on any given sense-of-the-body  
262 resolution. Both community votes will be allocated to the side that has a simple majority.
- 263 D. All community votes shall be submitted through a Qualtrics survey to which a Cornell University Web  
264 Authorization Portal has been applied. The link to this survey will be made easily accessible on the  
265 Student Assembly website. The relevant deliberations that occur during the assembly meeting shall be  
266 live-streamed on the same page. The page must also feature a link to the text of the legislation being voted  
267 upon. The voting shall commence at the beginning of the Student Assembly meeting at which the final  
268 vote is conducted. The voting shall end at the commencement of voting for assembly members, at which  
269 point the tally of community votes will be announced to the Student Assembly. It will be the  
270 responsibility of the Parliamentary to work in tandem with the Office of the Assemblies in order to  
271 execute all tasks except those relevant to the live stream, which shall be the responsibility of the Student  
272 Assembly Clerk..

### 273 **Section 8: Regularly Scheduled Meetings for Purposes of the Student Assembly** 274 **Attendance Policy**

- 275 A. Attendance at all organizational and specially scheduled meetings is required, when the Executive  
276 Committee provides SA members at least 72-hours prior notice of the meeting.



## Cornell University Student Assembly

- 277 B. Any member who fails to attend a required meeting or event shall be considered absent. Any late arrival  
278 or early departure from a required meeting will result in a half-absence. This includes Executive Sessions.

### 279 **ARTICLE V: EXECUTIVE BOARD**

#### 280 **Section 1: Composition**

281 The Executive Board shall be composed of the officers of the SA. The Executive Archivist, the Director of  
282 Elections and the Parliamentarian serve as non-voting members of the Executive Board.

#### 283 **Section 2: Duties**

284 The Executive Board of the SA shall coordinate the actions of the SA to ensure its smooth operation, set the  
285 agenda for the Regular Meetings of the SA and inform all relevant parties of Executive Cabinet decisions.  
286 Additionally, the board shall send its minutes to all representatives within 24 hours of its meeting.

#### 287 **Section 3: Meetings**

288 The Executive Board shall hold meetings at least once a week during the academic year. Special meetings of the  
289 Board may be called by the Executive Vice President and shall be called upon the written request of four  
290 members of the board.

### 291 **ARTICLE VI: COMMITTEES**

#### 292 **Section 1: Creation and Maintenance of Committees**

- 293 A. Committees will be established with the adoption of a committee charge to be included in these bylaws. A  
294 committee's charge must be adopted and placed in these Bylaws before its bylaws are to be considered.  
295 Committee bylaws shall be adopted with a majority vote.
- 296 B. Any member of any SA committee or commission (except for the Appropriations committee, Executive  
297 Committee, and Elections committee) who will be an undergraduate for the entirety of the following SA  
298 term and who requests to maintain their membership during the transition from one SA term to the next  
299 may do so at the discretion of the committee's outgoing chair. The chair of the committee or commission  
300 will transmit the names of any returning members or commissioners to both the outgoing and newly  
301 elected Vice Presidents of Internal Operations by the last day of classes in May. The Vice President of  
302 Internal Operations will ensure that all returning committee or commission members are staffed and  
303 included on the appropriate listserv once the new SA term begins on June 1<sup>st</sup> and will inform each chair of  
304 any returning members or commissioners.
- 305 C. For the purposes of communication and collaboration, the President and all Vice Presidents of the Student  
306 Assembly will serve as ex-officio non-voting members of all Student Assembly committees and  
307 commissions on which they do not serve as voting members. This policy does not apply to the  
308 Appropriations Committee, Infrastructure Fund Commission, and Elections Committee.



309 **Section 2: Review Committees**

- 310 D. Review Committees shall review all policies, programs, and actions and shall aid in the budget/program  
311 planning process of sectors of the University that create policy directly affecting student life.
- 312 E. The Vice President for Student and Campus Life shall appoint a staff member to work with the  
313 chairperson of certain review committee to assure proper functioning of the committee.
- 314 F. Undergraduate members of the review committees will be designated by the appropriate constituency  
315 bodies and by application. All non-Student Assembly members will be subject to the approval of the SA.
- 316 G. Review committees will discuss program assessment/planning documents with the SA during the fall  
317 semester as part of the committee's responsibility for the areas under their jurisdiction.
- 318 H. Review committees will be convened in the beginning of the fall semester by the VP Internal Operations.
- 319 I. Furthermore, the Student Assembly review committees reserve, can, and should exercise at their  
320 discretion legislative authority over residential life policies of the University (i.e. the Department of  
321 Campus Life and the Office of the Dean of Students). When exercising this authority, review committees  
322 are recommended to consult the Residential Student Congress of Cornell.
- 323 J. **Committee on Dining Services** – The Committee on Dining Services will work to represent student  
324 interests in the Cornell food system. The committee will consist of at least one faculty member, two  
325 Dining student workers and/or Dining Student Sustainability Coordinators, two voting SA members, one  
326 graduate/professional student, and at least ten additional students. The VP of Internal Operations for the  
327 Student Assembly will recommend additional students to both the committee Chair and the Executive  
328 Cabinet for their approval. Additionally, the Director of Dining (or a designee) and the Budget Director of  
329 Dining shall serve ex-officio. The Chair, who does not have to be a SA member, will work with the  
330 Director to select relevant administrators and staff to be present at meetings. Members will collectively  
331 review the policies and initiatives of Dining Services, and make recommendations to Student Assembly  
332 and Dining Services leadership for improving existing policies or integrating new ideas.
- 333 K. **Student Health Advisory Committee:** The committee will work in conjunction with Cornell Health to  
334 examine healthcare policies improve student health, wellness, and safety, and act as a form of open  
335 communication between student voices and Cornell Health administration. The committee will consist of  
336 a Steering Committee, which is made up of a SA & GPSA co-chair, committee chairs(s) from each  
337 respective sub-committee, a SHBAC liaison, an SDS liaison, and designated Cornell Health  
338 administration. The recognized subcommittees of the student Health Advisory Committee are: Patient  
339 Care, Sexual Health and Gender Services, Health and Wellness, Student Health Benefits, and the Mental  
340 Health Standing Committee. The SA co-chair will be held by a member of the SA and the committee will  
341 be under the supervision of the SA & GPSA co-chairs.
- 342 L. **Environmental Policy and Planning Commission** – The commission will research issues affecting the  
343 campus and its surrounding area, as well as provide recommendations for reducing Cornell's  
344 environmental impact. The Environmental Policy and Planning Commission will be charged with creating  
345 new legislation and enforcing past environmental legislation. This commission is also charged with  
346 providing environmental education and outreach in order to better inform students and the campus  
347 community about the campus's environmental impact and sustainability issues. The Environmental Policy  
348 and Planning Commission will work closely with students, administrators, student environmental  
349 organizations, the Cornell Sustainability Office, the Campus Planning Committee, the Campus



## Cornell University Student Assembly

Infrastructure Committee, and the City and Town of Ithaca Sustainability to better recognize and address the environmental concerns of the campus and its community as well as to encourage collaboration in working toward the creation of a more sustainable environment. The chair position can be held by any member of the Cornell undergraduate student population and the committee will be under the supervision of the Executive Vice President.

- M. **City and Local Affairs Committee** – This committee will advocate on behalf of students’ interest at the city and county government levels. In addition to its advocacy work, the committee will organize events that foster a sense of engagement in the Ithaca community for Cornell students. The chair position can be held by any member of the Cornell undergraduate student population and the committee will be under the supervision of the Vice President of External Operations.
- N. **Academic Policy Committee** – The committee will advise the Student Assembly on all academic matters at Cornell. Committee members will research, review, recommend, and develop projects to improve academic life for the student body. This committee will work closely with the Dean of Students and the Faculty Senate to ensure that students’ concerns related to academic policy are voiced effectively to university officials. The chair position can be held by any member of the Cornell undergraduate student population and the committee will be under the supervision of Executive Vice President.
- O. **Financial Aid Review Committee** – The committee will examine the financial aid policies of Cornell University. It shall also be responsible for the administration of the Student Helping Students grant. The committee shall consist of a chair, up to two SA members, between five and ten undergraduate students, at least four-fifths of whom receive some form of institutionalized financial aid. The Associate Vice Provost for Enrollment, the Directors of Financial Aid, the Associate Director of Financial Aid for Customer Service and Community Relations, a counselor from the Office of Financial Aid, two faculty members, and the Vice President for Student and Academic Services shall serve as ex-officio non-voting members. This committee will be under the supervision of the Vice President for Finance.

### Section 3: Operational Committees

- A. Operational Committees shall maintain the proper functioning of the internal organization of the SA, and shall therefore facilitate the full expression of the SA’s responsibilities to the Cornell student body.
- B. Operational committees shall be convened in the beginning of the fall semester, or when the committee’s function prescribes, by the Committee on Committee Structure (or its successor body) in coordination with interested SA voting members.
- C. **Appropriations Committee** – The Appropriations Committee of the SA is the financial branch of the SA. It reviews all requests for SA funding as well as the policies and guidelines regarding the Student Activity Fee and those organizations, which receive funding from it. The Committee shall consist of 8 voting members of the SA, to be selected by the Assembly at large during their organizational meetings; the VP Finance, who shall serve as Chair; and 7 undergraduates at-large to be selected by the Executive Cabinet. The Director of the Office of the Assemblies or their designee shall serve as an ex-officio non-voting member. No SAFC Commissioners shall serve as voting members of the Committee. Quorum shall be defined as a simple majority of all voting members. A designee of the chair shall take minutes at all meetings.



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- 389     **D. Student Assembly Infrastructure Fund Commission** – The SAIF Commission (SAIFC) of the SA is  
390     responsible for evaluating applications for funding through the SAIF. The rules governing the operation  
391     of the SAIFC are contained in Appendix C of the SA Charter. The Commission shall consist of at least 12  
392     and no more than 17 commissioners. The commissioners must include five voting members of the SA,  
393     consisting of a Chair, who will be the Vice President of Infrastructure of the SA, three Assembly  
394     members elected during the Assembly’s Spring organizational meetings, and one New Student voting  
395     member of the SA, internally elected by the Assembly following the Fall election. The remaining  
396     commissioners will consist of at least seven and no more than twelve undergraduate students who are  
397     either returning commissioners or are selected from a pool of applicants and approved by the Executive  
398     Cabinet, with the exact number of commissioners to be set at the discretion of the Chair of the  
399     Commission and the Staffing Committee of the SA. No SAFC Commissioners shall serve as voting  
400     members of the SAIFC (with the exception of the Vice President for Finance). No more than 2 of the  
401     voting Student Assembly members on the SAIFC may also be voting members of the Appropriations  
402     Committee and no more than 4 of the total voting members on the committee may be voting members of  
403     the Appropriations Committee. Quorum shall be defined as a simple majority of all staffed voting  
404     members. Upon request, a written summary of the meeting will be provided by the chair. The Vice  
405     President for Finance and Vice President of External Affairs shall serve ex-officio as non-voting members  
406     of the Commission. The Director of the Office of the Assemblies or their designee shall serve as an ex-  
407     officio non-voting member.
- 408     **E. Communications and Outreach Committee** – The Communications and Outreach Committee helps to  
409     bridge the disconnect between campus and the Student Assembly. The Assembly strives to foster  
410     collaborative student activities, as well as inform the student body about the Student Assembly initiatives,  
411     meetings, and resolutions. The committee will ensure a direct and ever present link between students  
412     active in campus government, the administration, and students at-large and will relay student interest to  
413     the SA. The committee will assist in furthering the outreach efforts of the assembly by aiding in the  
414     coordination of SA-sponsored events including, but not limited to conducting polls, referenda, community  
415     outreach forums, designated constituency events, and hearings. The committee will also assist in  
416     coordinating efforts and devising strategies to involve more non-voting members in the decisions and  
417     events of the SA. The Assembly plans recreational events for students. The SA Vice President of External  
418     Affairs will serve as Chair of the Committee.
- 419     **F. Elections Committee** – The committee will coordinate and implement regularly scheduled and special  
420     elections of the SA and directly elected undergraduate representatives to the UA. The SA Director of  
421     Elections shall serve as chair with a vote only in the event of a tie. The committee consists of ten voting  
422     members, of whom less than half may also be members of the SA. At one of the first two SA meetings of  
423     each academic year, the Executive Cabinet will present a slate of proposed members to the SA for  
424     confirmation, which the SA must approve or disapprove in its entirety. The Executive Cabinet may fill  
425     any subsequent vacancies without confirmation by the SA. No person may be a candidate in an election  
426     supervised by the committee in the same academic year when the person served as a voting member of  
427     the committee. All committee meetings will be closed. Only voting members will be permitted to attend  
428     the meetings unless specifically invited by the Director of Elections. This committee will be chaired by  
429     the Director of Elections of the Student Assembly.



## Cornell University Student Assembly

- G. **Executive Cabinet** – The committee shall staff any vacant committee positions the Student Assembly (SA) is empowered to staff during meetings in early fall. The committee shall re-evaluate the committee application outreach plan at the end of every spring term. The committee shall also evaluate SA committees' end of the year report and determine if the SA committee and/or their composition need to be changed. The committee shall be charged with creating and enforcing an attendance policy for all committees. The membership of this committee shall include the SA's President, Executive Vice President, Vice President for Finance, Vice President of External Affairs, Vice President of Internal Operations, Vice President of Diversity and Inclusion, and all SA committee chairs. Ex-officio membership shall be granted to the Director of the Office of Assemblies. The VP Internal of Operations shall serve as chair. The VP of Internal Operations shall be responsible for consulting with chairpersons of committees and recommending candidates for vacant committee positions to the Executive Cabinet. The Executive Cabinet shall assume the duties and responsibilities of the Student Assembly Staffing Committee, as referred to in other documents.
- H. **Research & Accountability Committee** – The committee will pursue any necessary accountability and research concerns of SA members and directly elected undergraduate representatives to the UA. Research and accountability concerns consist of, but are not limited to: general body attendance, resolution voting, liaison role accountability, committee attendance, committee conduct, and general representative accountability. The committee will also evaluate all requests submitted by community members that are against any SA member, SA committees, or directly elected undergraduate representatives to the UA. The Chair position can be held by any non-Student Assembly member of the Cornell undergraduate student population and the committee will be under the supervision of Executive Vice President. The committee shall consist of ten voting members, two of which are current SA members and/or directly elected undergraduate representatives to the UA and eight undergraduate community members. The chair shall only vote in the event of a tie. The composition of the committee can change for specific meeting types in which members of the SA Executive Committee or other student representatives can be given an ex-officio status – this is to be voted on by the RE committee as a whole and only when initially decided on by the Chair. The committee has the obligation, if decided upon, to conference any SA member, directly elected undergraduate representative to the UA, SA affiliated committees, or Committee Chair if they have received a notice from any member of the Cornell Community. The committee is restricted from passing resolutions due to the necessary impartial nature of the committee. However, after a full inquiry or fact finding action – a written report may be presented to the SA, which will include a brief summary of the situation being investigated and any necessary actions the committee recommends. The requester's name and others who are not SA members or directly elected undergraduate representatives to the UA shall be redacted from the report if permission from any of the individual(s) is not given. Adoption of the (possible) recommendation(s) requires a three quarters majority vote of SA voting members. Rejection of the (possible) recommendation(s) require three quarters of SA voting members. If recommendation or report are not approved or rejected, it will be tabled indefinitely. The committee chair shall present reports to the SA at both the requestor(s), RA Committee's, and Chair's discretion

### Section 4: Diversity



## Cornell University Student Assembly

- 469     **A. Diversity and Inclusion Committee** – The committee shall serve as the body through which the SA, the  
470     diversity councils of the undergraduate schools and colleges, the Office of Academic Diversity Initiatives  
471     (OADI), and the Center for Intercultural Dialogue coordinate their efforts to promote awareness and  
472     understanding of the increasing importance of diversity and create an environment that brings together  
473     diverse perspectives and fosters diversity of thought. The charge of the Diversity and Inclusion committee  
474     will be to:
- 475         a. To be a meeting grounds for interested students to meet members of the administration to  
476         brainstorm, formulate and lead implementable policies in the field of diversity and inclusion.
  - 477         b. To review the efforts of the Diversity Committee and diversity councils of the colleges.
  - 478         c. To provide a brief report of its progress to be presented by the Vice President of Diversity &  
479         Inclusion to the SA General Body by the final meeting in the fall semester, as well as a full report  
480         to include (but not limited to) the goals of the academic year, the strategies devised for  
481         achievement of these goals, the progress of UDC initiatives, college- specific initiatives,  
482         obstacles, and potential goals for the next academic year to be presented in the same manner at  
483         the final meeting of the spring semester.
  - 484         d. Composition
    - 485             i. The Diversity and Inclusion Committee will aim to be a collective voice of the diversity  
486             of backgrounds, cultures, ethnicities, gender identities, races, religions, and sexual  
487             orientations represented at Cornell.
    - 488             ii. Non-SA student representation: student members of the committee may be recruited from  
489             institutions and organizations such as the diversity councils of the colleges, Women’s  
490             Resource Center, Center for Intercultural Dialogue, ALANA, Haven Executive board,  
491             Cornell Outdoor Education, International Student Union and any member of the Cornell  
492             student body who is interested in diversity initiatives.
    - 493             iii. Student Assembly representation: SA LGBTIA+ Liaison at-large, Women’s  
494             representative, International representative, both Minority Liaisons, First Generation  
495             Students Representative, Students with Disabilities Representative, and the Vice  
496             President of External Affairs are required to be members of the committee.
  - 497         e. Structure
    - 498             i. The Vice President of Diversity and Inclusion of the Student Assembly will chair the  
499             Diversity and Inclusion committee.

## 500     **Section 5: External Committees**

- 501     **A. Office of the Student Advocate**
- 502         a. Roles and Responsibilities
    - 503             i. Student Advocate – the responsibilities of the Student Advocate are as follows:
      - 504                 1. Attend and chair all office meetings
      - 505                 2. Correspond with Student Assembly to affect office priorities
      - 506                 3. Create training programs for caseworkers and staff
      - 507                 4. Monitor the collection of data in the office



## Cornell University Student Assembly

- 508 5. Develop relationships with University offices and coordinate informational  
509 material
  - 510 ii. Chief of Staff – the responsibilities of the Chief of Staff are as follows:  
511 1. Supervise office staff and ensure cohesion  
512 2. Ensure that all cases are met with an appropriate and timely response  
513 3. Create training programs for caseworkers and staff  
514 4. Develop relationships with University offices and coordinate informational  
515 materials  
516 5. Write and present an office report at the end of each semester
  - 517 iii. Director for Student and Campus Life – the responsibilities of the Director for Student  
518 and Campus Life are as follows:  
519 1. Oversee caseworkers handling student issues pertaining to residency,  
520 discrimination, harassment and student-related conduct violations.  
521 2. Create informational material relating to these issues.
  - 522 iv. Director for Academic Affairs – the responsibilities of the Director for Academic Affairs  
523 are as follows:  
524 1. Oversee caseworkers handling student issues pertaining to professor-related  
525 conduct violations, grade and enrollment disputes.  
526 2. Create informational materials relating to these issues.
  - 527 v. Director for Student Finance – the responsibilities of the Director for Student Finance are  
528 as follows:  
529 1. Oversee caseworkers handling student issues pertaining to financial aid disputes  
530 and student-employment.  
531 2. Create informational materials relating to these issues.
  - 532 vi. Caseworkers – the responsibilities of Caseworkers shall be as follows:  
533 1. Follow the supervision of their Director  
534 2. Participate in the office’s training process  
535 3. Respond to questions and inquiries sent via email by students or in person in a  
536 timely manner  
537 4. Refer students to the appropriate office within the University to handle their  
538 complaint
  - 539 b. Recruitment of the Student Advocate Members  
540 i. The outgoing Office of the Student Advocate shall nominate a new Student Advocate as  
541 well as staff members each year, to be discussed and approved by the Student Assembly  
542 before the end of the academic year. The first student advocate shall be appointed by the  
543 SA President and confirmed by the Student Assembly and begin staffing the remainder of  
544 the office to be confirmed again by the Student Assembly.
- 545 **B. Office of Student Government Relations**
- 546 a. Name, Mission, and Affiliation  
547 i. Name – the name of the office shall be the Office of Student Government Relations  
548 (abbreviated to OSGR).



# Cornell University

## Student Assembly

ii. Mission – the mission of OSGR shall be to advocate on behalf of current and future students for the accessibility, affordability, and quality of Cornell University.

iii. Affiliation – The Office of Student Government Relations shall be affiliated as an external executive office of the Cornell Student Assembly.

### b. Roles and Responsibilities

i. Director of the Office of Student Government Relations – the responsibilities of the Director of the Office of Student Government Relations are as follows:

1. Chair all Office meetings and attend all SA executive board meetings
2. Correspond with the Student Assembly to affect office priorities
3. Create training programs for directors and other office members
4. Appoint additional members of the office as appropriate
5. Oversee the budget of the office

ii. Director of Local Relations – the responsibilities of the Director of Local Relations are as follows:

1. Understand and act upon student needs and requests
2. Maintain and foster communications with appropriate institutions, entities, and individuals

iii. Director of State Relations – the responsibilities of the Director of State Relations are as follows:

1. Understand and act upon student needs and requests
2. Maintain and foster communications with appropriate institutions, entities, and individuals

iv. Director of Federal Relations – the responsibilities of the Director of Federal Relations are as follows:

1. Understand and act upon student needs and requests
2. Maintain and foster communications with appropriate institutions, entities, and individuals

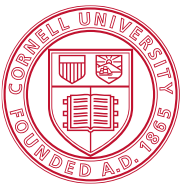
v. Voting Members of OSGR – the responsibilities of Voting Members of OSGR are as follows:

1. Understand and act upon student needs and requests
2. Collaborate and support the Directors of Local, State, and Federal Relations as needed

### c. Recruitment of Office of Student Government Relations members

i. The outgoing Office of Student Government Relations shall nominate a new Director of the office as well as new Directors of Local, State, and Federal Relations to be discussed and approved by the Student Assembly before the end of each calendar year. Nominations for the Director of State Relations are encouraged to have lived in New York State prior to becoming a student at Cornell. The first Director of the Office shall be appointed by the SA President and confirmed by the Student Assembly and shall staff the remainder of the office to be confirmed again by the Student Assembly.

### d. Funding



# Cornell University Student Assembly

- i. Funding for the OSGR shall be appropriated during byline funding years from the Student Assembly. OSGR funds shall be used for trips to local offices, Albany and Washington, DC. Additionally, funds will be used for the upkeep and maintenance of administrative expenses and the implementation of lobbying and advocacy events. The Director of the office shall control the budget of OSGR. In preparation for byline funding years, the Director shall work with the Student Assembly's Vice President of Finance to provide updates and calibrate the appropriations asks of the Student Assembly.

## **ARTICLE VII: COMMUNITY RIGHTS AND CONFIDENTIALITY**

### **Section 1: Community Rights**

The SA and its committees shall respect and protect the rights of individual members of the Cornell community. All members of the community, who do not otherwise have an appointed or elected position on the student assembly, have the right to add a resolution to the Student Assembly Agenda as a sponsor (without the requirement of having a member of the assembly being a sponsor) after gaining the approval of a Student Assembly committee through a majority vote or after procuring the written signature of at least a majority of seated SA members and presenting it to the SA President or their designee for verification at least 48 hours before the meeting at which the resolution is to be introduced. Resolutions that appear on the agenda using either of these methods may not have more than 3 sponsors who are not Student Assembly members of Student Assembly committee chairs.

### **Section 2: Confidentiality**

When a subject under discussion or examination requires the use of personal confidential information, all reasonable efforts shall be made to safeguard the confidentiality of this information. Confidential information is meant to include any and all information that, if publicly exposed, would endanger the privacy, safety, or security of any member of the Cornell community (students, faculty, and staff), or constitute a breach of any individual right guaranteed by the University, the State of New York, or the federal government.

### **Section 3: Infringement of Confidentiality**

If any member or group of the University feels that any action of the SA or its committees is infringing upon that person's or that group's rights under this Article, then that person or group may appeal to the Judicial Codes Counselor (JCC) to determine whether probable grounds exist for a complaint. By majority vote, the SA may suspend any actions related to an appeal to the JCC until the JCC makes a final ruling on the appeal.

## **ARTICLE VIII: PROGRAMS AND ACTIVITIES**

### **Section 1: Public Events and Campus Forums**



## Cornell University Student Assembly

621 The SA shall conduct at least one public event or forum per semester at alternating locations on campus. These  
622 public events or forums shall include administrators related to a particular topic of current student interest.

### 623 **ARTICLE IX: PARLIAMENTARY AUTHORITY**

624 The rules contained in the current edition of Roberts Rules of Order Newly Revised shall govern the SA in all  
625 cases to which they are applicable and in which they are not inconsistent with the Charter, Bylaws, Standing  
626 Rules, and any special rules of order the SA may adopt.

### 627 **ARTICLE X: AMENDMENTS**

628 These bylaws may be amended at any regular meeting of the assembly by a two-thirds vote of the members  
629 present, provided that the amendment has been submitted in writing at the previous regular meeting. Amendments  
630 may be presented to the assembly by voting members and by community petition with at least 100 Cornell  
631 undergraduate student signatures.



# Resolution 22: Dissolving the Research and Accountability Committee and Creating the Office of Ethics

**Abstract:** This resolution is intended to dissolve the Research & Accountability Committee and create the Office of Ethics to preserve accountability measures.

**Sponsored by:** Morgan Baker '23, Duncan Cady '23, Lucas Smith '22

**Reviewed by:** Executive Committee, 09/07/2021

**Type of Action:** Internal Policy

**Originally Presented:** 09/09/2021

**Current Status:** New Business

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**Whereas,** the Vice President of Research and Accountability position and its respective committee were created in January 2020 in an effort to increase accountability amongst members of the Student Assembly and its committees;

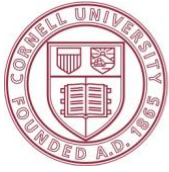
**Whereas,** the Vice President of Research and Accountability and the Research and Accountability Committee served necessary and important roles at the time of their creation, as they created an unbiased arm of the Student Assembly tasked with handling matters of internal Student Assembly affairs and general representative accountability;

**Whereas,** the Vice President of Research and Accountability position was dissolved in December 2020, and the Research and Accountability Chair position was thereafter reserved for a community member;

**Whereas,** the Research and Accountability Committee fulfilled its purpose of holding Student Assembly members accountable during its first few months of existence, directly preceding the onslaught of the pandemic;

**Whereas,** there is no longer a shared sense amongst current Student Assembly members that this committee must continue to exist in its current form;

**Whereas,** current Student Assembly members have largely adopted a new guided philosophy to refrain from outsourcing research to a committee;



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**Whereas**, Student Assembly members have the Executive Archivist as a resource to research historic Student Assembly legislation to support current legislative efforts;

**Whereas**, each committee and Student Assembly member practices research and accountability individually or in collective ways;

**Whereas**, any necessary accountability and research concerns of SA members and directly elected Undergraduate representatives to the UA should be brought forward to an independent body;

**Be it therefore resolved**, that the Research and Accountability Committee will be dissolved effective immediately and replaced with the Office of Ethics to preserve accountability measures;

**Be it further resolved**, that “Section 3: Operational Committees” of “Article VI: Committees” lines 435-459 of the Student Assembly Bylaws be amended as follows:

H. Research & Accountability Committee – The committee will pursue any necessary accountability and research concerns of SA members and directly elected undergraduate representatives to the UA. Research and accountability concerns consist of, but are not limited to: general body attendance, resolution voting, liaison role accountability, committee attendance, committee conduct, and general representative accountability. The committee will also evaluate all requests submitted by community members that are against any SA member, SA committees, or directly elected undergraduate representatives to the UA. The Chair position can be held by any non-Student Assembly member of the Cornell undergraduate student population and the committee will be under the supervision of Executive Vice President. The committee shall consist of ten voting members, two of which are current SA members and/or directly elected undergraduate representatives to the UA and eight undergraduate community members. The chair shall only vote in the event of a tie. The composition of the committee can change for specific meeting types in which members of the SA Executive Committee or other student representatives can be given an ex-officio status – this is to be voted on by the RE committee as a whole and only when initially decided on by the Chair. The committee has the obligation, if decided upon, to conference any SA member, directly elected undergraduate representative to the UA, SA affiliated committees, or Committee Chair if they have received a notice from any member of the Cornell Community. The committee ~~is restricted from passing resolutions due to the necessary impartial nature of the committee. However, after a full inquiry or fact finding action—a written report may be presented to the SA, which will include a brief summary of the situation being~~



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~~investigated and any necessary actions the committee recommends. The requester's name and others who are not SA members or directly elected undergraduate representatives to the UA shall be redacted from the report if permission from any of the individual(s) is not given. Adoption of the (possible) recommendation(s) requires a three quarters majority vote of SA voting members. Rejection of the (possible) recommendation(s) require three quarters of SA voting members. If recommendation or report are not approved or rejected, it will be tabled indefinitely. The committee chair shall present reports to the SA at both the requestor(s), RA Committee's, and Chair's discretion.~~

**Be it further resolved**, that "Section 5: External Committees" of "Article VI: Committees" line 586 of the Student Assembly Bylaws be amended as follows:

### C. Office of Ethics

#### a. Name, Mission, and Affiliation

- i. Name – the name of the office shall be the Office of Ethics
- ii. Mission – the mission of the Office of Ethics shall be to pursue any necessary ethics concerns of SA members and directly elected undergraduate representatives to the UA. The Office will evaluate all requests submitted by community members that are against any SA members, SA committees, or directly elected undergraduate representatives to the UA.
- iii. Affiliation – The Office of Ethics shall be affiliated as an external executive office of the Cornell Student Assembly.

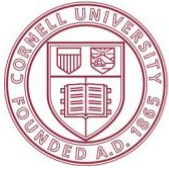
#### b. Roles, Responsibilities, and Restrictions

##### i. Director of the Office of Ethics

1. The Director of the Office of Ethics will chair all Office of Ethics meetings.
2. The Director of the Office of Ethics shall only vote in the event of a tie.

##### ii. Voting Members of the Office of Ethics

1. The Office of Ethics shall consist of seven voting members
2. All voting members shall serve for the duration of one academic year unless their term is renewed by the incoming Director of the Office of Ethics.
3. Voting members can be removed before their term expires by a two-thirds (2/3) vote of the entire voting membership of the Office.
4. All voting members shall be non-Student Assembly and non-University Assembly members of the Cornell undergraduate student population.



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5. Voting members may not seek SA or UA office for the academic year following their term of service in the Office of Ethics.

### c. Recruitment of the Office of Ethical Conduct Members

- i. The first seven voting members shall be appointed individually by any SA member and confirmed by a two-thirds (2/3) vote of the entire voting membership of the Student Assembly.
  1. A week-long period in-between nominations and appointments shall be dedicated to giving SA voting members the opportunity to speak one-on-one with each nominee.
- ii. The first slate of voting members must select the Director of the Office of Ethics internally by a simple majority vote of the entire voting membership of the Office before the end of the semester.
- iii. Before the conclusion of each academic year, the outgoing voting membership of the Office of Ethics must select the Director of the Office of Ethics internally by a simple majority vote of the entire voting membership of the Office.
- iv. The Director of the Office of Ethics shall decide upon the voting membership of the incoming Office before the conclusion of each academic year.

### d. Vote of Confidence

- i. The Student Assembly will assess the work of the Office of Ethics during the previous academic year and conduct a vote of confidence by one of the first three general assembly meetings of each SA term.
- ii. In the event of a failed vote of confidence, steps (i) and (ii) outlined in the Recruitment of the Office of Ethical Conduct Members section shall be repeated.
- iii. In addition to the annual vote of confidence, an additional vote of confidence can be called at any point during the academic year.

### e. The Student Assembly Code of Ethics

- i. Before the conclusion of the 2021-2022 academic year, the Office of Ethics will be charged with creating a Student Assembly Code of Ethics that must be approved by a two-thirds (2/3) vote of the entire voting membership of the Student Assembly.
- ii. The SA Code of Ethics should include, but is not limited to including:
  1. An expansion of the language outlined in the Student Assembly Standing Rules, Section 2: Ethical Standards and Attendance Policy, Section A
  2. An overview of possibly ethical conduct offenses
  3. The process of determining a violation of ethics
  4. The process of recommending the appropriate disciplinary action to a third party



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iii. The Office of Ethics will be charged with interpreting and applying the guidelines set forth in the SA Code of Ethics.

**Be it further resolved**, that before the conclusion of the 2021-2022 academic year, the Office of Ethics will be charged with creating a Student Assembly Code of Ethics that must be approved by a two-thirds (2/3) vote of the entire voting membership of the Student Assembly.

**Be it finally resolved**, that in the Fall 2021 semester, the Student Assembly must approve the membership of the Office of Ethics by a two-thirds (2/3) vote of the entire voting membership of the Student Assembly.

Respectfully Submitted,

Morgan Baker '23  
*Vice President for Finance, Student Assembly*

Duncan Cady '23  
*Students with Disabilities Representative At-Large, Student Assembly*

Lucas Smith '22  
*Undesignated At-Large Representative, Student Assembly*