

# Employee Assembly

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## 1 Resolution R3: Amending the Employee Assembly 2 Bylaws to reflect current operating procedure

3 **Abstract:** Resolution to amend the Employee Assembly Bylaws to reflect minor changes in  
4 operating procedures, update references to leadership roles to current titles, formalize the  
5 Employee Assembly Priority Committee as a standing committee, and clarify non-voting and ex-  
6 officio member status on standing committees.

7 **Sponsored by:** Rose Howard, Employee Representative for Cornell Duffield Engineering and  
8 Cornell Bowers, Employee Assembly Executive Committee Parliamentarian, Wendy Treat,  
9 Exempt Employee Representative At-Large, Employee Assembly Chair, Iván Solís Cruz,  
10 Representative At-Large, Executive Vice Chair

11 **Reviewed by:** Employee Assembly Executive Committee - 03/13/2026, Employee Assembly -  
12 03/18/2026, Employee Assembly – 04/01/2026

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13 **Whereas,** the Employee Assembly is the shared governance body who abides by the officially  
14 documented Bylaws; and

15 **Whereas,** the Employee Assembly Bylaws have not been amended since September 6, 2023,  
16 and;

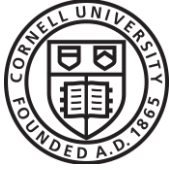
17 **Whereas,** several lines in the Employee Assembly Bylaws refer to out-of-date titles for upper  
18 leadership roles, minor spelling errors, some unclear language around non-voting members vs  
19 ex-officio members, do not contain the newly formed Priority standing committee, and reference  
20 a grant fund that is no longer in existence.

21 **Whereas,** in §Article I, Section 1.3 of the Employee Assembly Bylaws, the organizational  
22 meeting is set to be no later than April 15. Due to constraints of timing, adjusting this date to  
23 May 1 would give the Assembly the needed flexibility to adjust around Slope Day, as well as  
24 religious holidays that shift from year to year. This will allow for greater participation from  
25 elected members of the Assembly.

26 **Whereas,** in §Article II, Section 2.3 of the Employee Assembly Bylaws, there is ambiguity  
27 surrounding the meaning of two consecutive terms. Adding ‘in the same role’ will clarify the  
28 intent as well as current practice.

29 **Whereas,** in §Article II, Section 2.6 of the Employee Assembly Bylaws, there is a duplicate ‘for  
30 the’ which shall be removed.

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31 **Whereas**, in §Article III, Section 3.4 of the Employee Assembly Bylaws, the language regarding  
32 Leadership participation is no longer in line with current Cornell University titles.

33 **Whereas**, in §Article III, Section 3.4 of the Employee Assembly Bylaws, the language regarding  
34 Leadership participation on the Communications, Outreach and Recognition Committee is no  
35 longer in line with current Cornell University titles.

36 **Whereas**, in §Article III, Section 3.4 of the Employee Assembly Bylaws, the language regarding  
37 Leadership participation on the Benefits and Policy Committee is no longer in line with current  
38 Cornell University titles.

39 **Whereas**, in §Article III, Section 3.4 of the Employee Assembly Bylaws, updating non-voting  
40 member to ex-officio non-voting member to be in line with current practice.

41 **Whereas**, in §Article II, Section 3.4 of the Employee Assembly Bylaws, the newly established  
42 Priority Committee is being formally added, to allow for regular priority polls to be conducted in  
43 partnership with HR.

44 **Whereas**, in §Article IV, Section 4.1 of the Employee Assembly Bylaws, the CARE fund is no  
45 longer in the jurisdiction of the Employee Assembly, and should be struck from the Bylaws.

46 **Be it resolved**, that §Article I, Section 1.3A of the Employee Assembly Bylaws be amended as  
47 follows;

48         The Chair sets a date for the organizational meeting to occur as soon as possible after the  
49         conclusion of employee elections, but no later than **May 1st**.

50 **Be it further resolved**, that §Article II, Section 2.3 of the Employee Assembly Bylaws, of the  
51 Employee Assembly Bylaws be amended as follows;

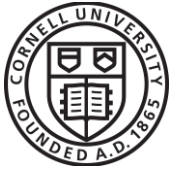
52         The term of office is concurrent with a session of the Assembly. Officers may not serve  
53         more than two consecutive terms **in the same role**.

54 **Be it further resolved**, that §Article II, Section 2. of the Employee Assembly Bylaws, be  
55 amended as follows:

56         i. the chief contact **for the** resolution or committee action being undertaken; and,

57 **Be it further resolved**, that §Article III, Section 3.4 of the Employee Assembly Bylaws, be  
58 amended as follows:

59         A. The committee shall be chaired by the Vice Chair for Communications. **The HR**  
60 **Employee Program Coordinator, HR Communications Manager, and a**  
61 **representative from the Cornell Chronicle, shall be invited to serve as ex-officio**  
62 **non-voting members of the committee.** The committee may propose, review, and



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63 amend resolutions as it deems appropriate. The committee must approve resolutions  
64 referred for its consideration before they can be advanced to the Assembly for debate  
65 and for a vote.

66 **Be it further resolved**, that §Article III, Section 3.4 of the Employee Assembly Bylaws, be  
67 amended as follows:

68 E. **The Vice President and Chief Human Resources Officer, or a delegate, shall be**  
69 **invited to serve as an ex-officio non-voting member of the committee.** The committee  
70 may propose, review, and amend resolutions as it deems appropriate. The committee  
71 must approve resolutions referred for its consideration before they can be advanced to the  
72 Assembly for debate and for a vote. The committee will appoint members, as needed, to  
73 serve on the University Benefits Committee.

74 **Be it further resolved**, that §Article III, Section 3.4 of the Employee Assembly Bylaws, be  
75 amended to add the newly formed CEAPP Committee as follows

## 76 **Section 3.4 Charges of Standing Committees**

77 F. Priority Poll

78 By delegation from the Assembly, the committee will:

79 a. In collaboration with the Office of Human Resources, the Committee shall design and  
80 administer a comprehensive survey intended to inform and strengthen the work of the  
81 Assembly. The survey shall be structured to identify pain points, trends, and patterns  
82 across staff communities. The Committee shall coordinate distribution with consideration  
83 of other surveys administered to the staff population to avoid duplication and survey  
84 fatigue. The survey shall be conducted on a regular basis, and no less frequently than  
85 every other year.

86 b. The committee will uphold institutional best practices, university policy, and HR  
87 recommendations when collecting, storing, analyzing, and presenting employee data,  
88 including the anonymization of individual employee responses.

89 c. The Committee shall analyze survey findings and translate the results into clear,  
90 actionable recommendations for the Assembly and its standing committees. The  
91 Committee shall uphold principles of accountability and transparency in its review and  
92 response to the findings. A summary report of the results and recommended actions shall  
93 be presented at a regularly scheduled public meeting of the Assembly.

94 d. The Committee shall analyze survey findings and translate the results into clear,  
95 actionable recommendations for the Assembly and its standing committees. The



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96 Committee shall uphold principles of accountability and transparency in its review and  
97 response to the findings. A summary report of the results and recommended actions shall  
98 be presented at a regularly scheduled public meeting of the Assembly.

99 e. In addition to compiling and analyzing survey data, the Committee shall produce a formal  
100 report identifying priority areas for improvement. Subsequent annual reporting shall  
101 include a documented update outlining actions taken in response to prior survey findings,  
102 thereby ensuring continuity, transparency, and sustained accountability over time.

103 f. The Committee shall be chaired by any voting-eligible Employee Assembly Member. A  
104 representative of Cornell's Human Resources team will be invited to serve on this  
105 committee. The committee may propose, review, and amend resolutions as it deems  
106 appropriate. The committee must approve resolutions referred to for its consideration  
107 before they can be advanced to the Assembly for debate and for a vote.

108 **Be it finally resolved,** that §Article IV in entirety should be struck from the Employee Assembly  
109 Bylaws, with the following two Articles renumbered accordingly.

110 Respectfully Submitted,

111 Rose Howard

112 Employee Representative for Cornell Duffield Engineering and Cornell Bowers, Employee  
113 Assembly Executive Committee Parliamentarian