



Employee Assembly

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 Poll Committee as a standing committee, and clarify non-voting
6 and ex-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

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

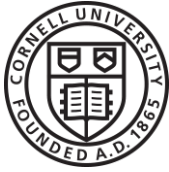
15 **Whereas,** the Employee Assembly Bylaws have not been amended since September 6, 2023,
16 and;

17 **Whereas,** several lines in the Employee Assembly Bylaws refer to out-of-date titles for upper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 CEAPP 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.



Employee Assembly

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 Ad-Hoc Committee of the Employee Assembly's Priority Poll is being formally added, to allow
43 for regular priority polls to be conducted in 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;

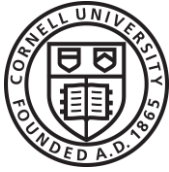
52 The term of office is concurrent with a session of the Assembly. Officers may not serve
53 more than two consecutive terms **in the same role**.

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



Employee Assembly

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.

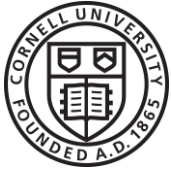
66 **Be it further resolved**, that §Article III, Section 3.4 of the Employee Assembly Bylaws, be
67 amended as follows:

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. Committee of the Employee Assembly's Priority Poll
78 By delegation from the Assembly ("Assembly"), the Priority Poll Committee
79 ("Committee") is hereby established and charged with the following responsibilities:
- 80 a. In collaboration with the Office of Human Resources, the Committee shall design and
81 administer a comprehensive survey intended to inform and strengthen the work of the
82 Assembly. The survey shall be structured to identify pain points, trends, and patterns
83 across staff communities. The Committee shall coordinate distribution with consideration
84 of other surveys administered to the staff population to avoid duplication and survey
85 fatigue. The survey shall be conducted on a regular basis, and no less frequently than
86 every other year.
 - 87 b. The Committee shall analyze survey findings and translate the results into clear,
88 actionable recommendations for the Assembly and its standing committees. The
89 Committee shall uphold principles of accountability and transparency in its review and
90 response to the findings. A summary report of the results and recommended actions shall
91 be presented at a regularly scheduled public meeting of the Assembly.
 - 92 c. In addition to compiling and analyzing survey data, the Committee shall produce a formal
93 report identifying priority areas for improvement. Subsequent annual reporting shall
94 include a documented update outlining actions taken in response to prior survey findings,
95 thereby ensuring continuity, transparency, and sustained accountability over time.



Employee Assembly

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

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

103 Respectfully Submitted,

104 Rose Howard

105 Employee Representative for Cornell Duffield Engineering and Cornell Bowers, Employee
106 Assembly Executive Committee Parliamentarian