



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 Committee of the Employee Assembly Priority Poll Ad Hoc committee charge, and add the option
6 for ex-officio members to join standing committees.

7 **Sponsored by:** Rose Howard, Employee Representative for Cornell Duffield Engineering and
8 Cornell Bowers, Employee Assembly Executive Committee Parliamentarian

9 **Reviewed by:** Employee Assembly Executive Committee, 03/13/2026

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

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

14 **Whereas,** several lines in the Employee Assembly Bylaws refer to out-of-date titles for upper
15 leadership roles, minor spelling errors, some incorrect language around non-voting members vs
16 ex-officio members, and a grant fund that is no longer in existence.

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

22 **Whereas,** in §Article II, Section 2.3 of the Employee Assembly Bylaws, there is ambiguity
23 surrounding the meaning of two consecutive terms. Adding 'in the same role' will clarify the
24 intent as well as current practice.

25 **Whereas,** in §Article II, Section 2.6 of the Employee Assembly Bylaws, there is a duplicate 'for
26 the' which shall be removed.

27 **Whereas,** in §Article II, Section 3.3 of the Employee Assembly Bylaws, the newly established
28 Ad-Hoc Committee of the Employee Assembly's Priority Poll is being formally added.

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



Employee Assembly

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

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

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

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

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

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

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

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

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

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

52 **Be it further resolved**, that §Article III, Section 3.3 of the Employee Assembly Bylaws, be
53 added as follows, with the following Section 3 articles renumbered accordingly:

54 **Section 3.3 Charges of Ad-Hoc Committees**

55 A. Committee of the Employee Assembly's Priority Poll

56 By delegation from the Employee Assembly ("Assembly"), the Priority Poll
57 Committee ("Committee") is hereby established and charged with the following
58 responsibilities:

59 i. In collaboration with the Office of Human Resources, the Committee shall
60 design and administer a comprehensive survey intended to inform and
61 strengthen the work of the Assembly. The survey shall be structured to



Employee Assembly

62 identify pain points, trends, and patterns across staff communities. The
63 Committee shall coordinate distribution with consideration of other
64 surveys administered to the staff population to avoid duplication and
65 survey fatigue. The survey shall be conducted on a regular basis, and no
66 less frequently than every other year.

67 ii. The Committee shall analyze survey findings and translate the results into
68 clear, actionable recommendations for the Assembly and its standing
69 committees. The Committee shall uphold principles of accountability and
70 transparency in its review and response to the findings. A summary report
71 of the results and recommended actions shall be presented at a regularly
72 scheduled public meeting of the Assembly.

73 b. In addition to compiling and analyzing survey data, the Committee shall produce
74 a formal report identifying priority areas for improvement. Subsequent annual
75 reporting shall include a documented update outlining actions taken in reponse to
76 prior survey findings, thereby ensuring continuity, transparency, and sustained
77 accountability over time.

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

84

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

87 A. The committee shall be chaired by the Vice Chair for Communications. **The HR**
88 **Employee Program Coordinator, HR Communications Manager, and a**
89 **representative from the Cornell Chronicle, shall be invited to serve as ex-officio**
90 **members of the committee.** The committee may propose, review, and amend
91 resolutions as it deems appropriate. The committee must approve resolutions
92 referred for its consideration before they can be advanced to the Assembly for
93 debate and for a vote.



Employee Assembly

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

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

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

104 Respectfully Submitted,

105 Rose Howard

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