

Cornell University Student Assembly

Student Assembly Special Meeting

AGENDA

July 23, 2023

6:30 - 7:30 p.m.

Zoom Only

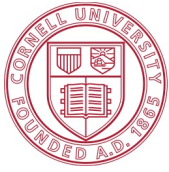
[ZOOM](#)

Meeting ID: 927 5625 4940 | Passcode: 411537

1. Call to Order
 2. Reading of the Land Acknowledgment
 3. Open Microphone
 4. Approval of the [Minutes](#)
 5. Consent Calendar
 6. Reports of Officers, Committees and Liaisons
 7. Announcements
 8. Presentations
 9. Old Business Calendar
 10. Resolutions Calendar
 1. [Resolution 9](#): Amending the Student Assembly Charter
 2. [Resolution 10](#): Permitting Committees to Convene Prior to the Academic Year
 1. Legislative Memorandum
 3. Resolution 11: To Appoint Committee Chairs and Members
 4. [Resolution 12](#): Electronic Voting
 11. Appointments and Vacancies Calendar
 12. Adjournment
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If you are in need of special accommodations, contact the Office of the Assemblies at (607) 255-3715 or Student Disability Services at (607) 254-4545 prior to the meeting.





Resolution 9: Amending the Student Assembly Charter

Abstract: This resolution amends the current Student Assembly Charter to allow mobility in addressing the current financial reporting completed by organizations as a part of the SAF final application process. Additionally, this resolution removes the requirement to submit a written final application to the Office of Assemblies and instructs organizations to bring 17 printed copies to their appropriations meeting hearings. Finally, this resolution adds qualitative questions to the final application, allowing for members of the Appropriations Committee and Student Assembly to better understand what the applicant does and the struggles they are currently facing.

Sponsored by: Rocco DeLorenzo '24

Reviewed by: Executive Committee, 07/15/2023, 6-0-0

Type of Action: Internal Policy

Originally Presented: 07/16/2023

Current Status:

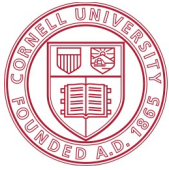
Whereas, after vetting the contents with the stakeholders of the previous Resolution 4 updates to Appendix A: Guidelines for the Allocation of the Student Activity Fee, Section 4: Procedure, multiple issues concerning financial reporting were brought up.

Whereas, according to the current charter, no amendments may be adopted to Appendix A during the fall semester of a fee-setting year.

Appendix A, Section 11: "Appendix A may be amended by a two-thirds (2/3) vote of the Student Assembly. In order to ensure consistency and fairness to the applicants and student body at large, no amendments to this appendix may be adopted during the fall semester of a fee-setting year."

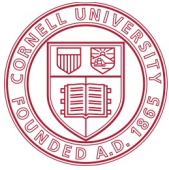
Whereas, to ensure these changes to reporting financial, programming, and/ or organizational information are sorted out by the first day, it is necessary to amend lines 384-405 of the Student Assembly Charter, Appendix A: Guidelines for the Allocation of the Student Activity Fee, Section 4: Procedure.

Whereas, lines 384-405 of the SA Charter, Appendix A: Guidelines for the Allocation of the Student Activity Fee, Section 4: Procedure, will be struck from the current SA Charter.



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- 37 **Be it therefore resolved**, the following will be inserted in line 384 of the SA Charter;
- 38 iii. Each applicant must bring 17 printed copies of all final application materials
39 submitted to their scheduled hearing with the Appropriations Committee.
- 40 iv. Each applicant must digitally submit all final application materials by the deadline
41 through Campus Groups, which will include:
- 42 a. name of applicant,
43 b. mission statement, of the organization or program,
44 c. all meeting minutes from executive board and general body meetings,
45 d. current primary contact information for the organization including email
46 and phone numbers
47 e. number and names of all members currently a part of the organization
48 f. description of activities, programming, and events conducted in the
49 present cycle,
50 g. checklist statement regarding eligibility criteria that includes,
51 i. being a registered organization,
52 ii. being student-directed and student-led,
53 iii. possessing a University operating account with internally
54 controlled funds,
55 iv. directly and primarily serve/benefit the entire undergraduate
56 Cornell community,
57 v. allowing all students equal access to services and/or participation,
58 vi. requesting as part of their annual operating budget at least \$0.50
59 per student, per year, from the SAF,
60 vii. having a Cornell-employed advisor with oversight of its account,
61 viii. being of university status and have an advisor who is provided by
62 the university to advise the operations of the organization,
63 ix. having been a pre-registered university organization and be in
64 good standing with Campus Activities, and,
65 1. been previously funded by either the SAFC, the Student
66 Assembly, or a University department/unit, or
67 2. being in the top tier of their current primary funding board
68 (they have outgrown the primary funding board model and
69 thus seeking a higher level of recognition and funding on
70 campus), or,
71 3. if a new applicant, present a petition of fifteen hundred
72 (1500) registered undergraduates to the Student Assembly.
- 73 h. a requested amount in dollars per student per year compared to the
74 previous allocation amount in the last funding cycle,
75 i. a description of the reason for asking for an increase, decrease, or the
76 same funding from the previous funding cycle,
77 j. answers to the following qualitative questions,
78 i. what is one issue or struggle consistently faced by your



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- 79 organization?
- 80 ii. aside from financial contributions, in what aspect can the
- 81 Appropriations Committee and the SA support the organization?
- 82 iii. how will the organization be impacted if the SAF allocation is
- 83 decreased or not increased (remaining the same) for the current
- 84 allocation cycle?
- 85 v. fulfillment of all additional specific requirements for reporting financial,
- 86 programming, and organizational information, determined at the discretion of the
- 87 current Vice President of Finance, which will be made a part of the final
- 88 application one week prior to the start of the fall semester during a fee-allocating
- 89 year.
- 90

91 **Be it further resolved,** that the Student Assembly Vice President of Finance disseminate these

92 specific additional requirements to currently funded byline organizations by no later than one

93 week before the first day of the fall semester, and as soon as these additional requirements are

94 determined.

95

96 **Be it finally resolved,** the Student Assembly adopts these changes to enhance and specify the

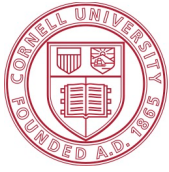
97 reporting of financial, programming, and organizational information of the Student Activity Fee

98 final application.

99 **Respectfully Submitted,**

100 Rocco DeLorenzo '24

101 *VP Finance, Student Assembly*



Resolution 10: Requiring the VP of Finance to be granted full Admin Access on Campus Groups

Abstract: This resolution reinstates the VP of Finance admin-level access on the CampusGroups platform to ensure efficient operations throughout the 2023-2024 Academic Year.

Sponsored by: Rocco DeLorenzo '24

Reviewed by: Executive Committee, 08/23/2023, 4-0-2

Type of Action: Internal Policy

Originally Presented: 08/24/2023

Current Status: Approved, 16-0-4

Whereas, in the Fall of 2019, Cornell University switched from OrgSync to CampusGroups as the new Organization Management system moving forward.¹

Whereas, Cornell University, the Department of Student and Campus Life, and Campus Activities still utilize the Campus Groups as the primary platform to house information about organizations (IT, EO, and Department) on campus.²

Whereas, the CampusGroups platform houses important information about campus organizations such as emails, lists of membership, events schedules, surveys & forms, accounting books, website links, files uploaded, and revenue money.³

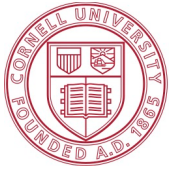
Whereas, on August 2nd, 2023, the current VP of Finance received an email from the CORE CampusGroups team at Cornell, indicating that after conducting their annual review of admin users, the VP of Finance would no longer have admin access to the platform effective immediately, despite the VP of Finance having admin access in the 2022-2023 AY.

Whereas, since all information related to campus organizations is housed in the CampusGroups platform, and an overwhelming number of these organizations are tied back to the Student Assembly in some way, the VP of Finance often needs to reference admin-level information to perform their role.

¹ Cornell Daily Sun Article: <https://cornellsun.com/2019/09/04/cornell-switches-organization-management-system-from-orgsync-to-campusgroups/#:~:text=As%20the%20new%20semester%20started,contract%20expired%20on%20June%202014.>

² Big Red Guidebook: https://docs.google.com/presentation/d/e/2PACX-1vTJ7pOkabClwoaF3qm7HbeFMWr98DemZs_aaVuEAfzSPGPsbyYtaj0Ocl39B3G3UTTnKuvu0c77cMY4H/pub?start=false&loop=false&delayms=3000&slide=id.p

³ Cornell Campus Groups: https://cornell.campusgroups.com/web_app?id=24335&menu_id=55594&if=0&



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31 **Whereas**, since the 2024-2026 Student Activity Fee (SAF) allocation cycle will be completed in
32 the Fall 2023 semester, the VP of Finance will need to use their admin-level access on the
33 platform to perform the following;

- 34 a) access updated rosters of byline organization officers to contact the correct students,
- 35 b) email officers or members of campus organizations to provide updates on their
36 application status,
- 37 c) verify if emails sent via the CampusGroups platform have been opened by the
38 recipients,
- 39 d) review a byline organization's previous year's accounting books to verify the validity
40 of their reporting in the SAF application,
- 41 e) quickly access updated governing documents of byline organization
- 42 f) send out the SAF Final Application (housed as a CampusGroups form) and relevant
43 materials to byline organizations so they have adequate time to complete it by the
44 September 8th deadline,
- 45 g) access SAF Final Application form responses from byline organizations, and,
- 46 h) provide updates on meeting locations, times, and topics to be discussed with the
47 relevant byline organization recipients.

48
49 **Whereas**, due to the tight and fast-paced timeline of the 2024-2026 SAF Allocation cycle in Fall
50 2023, the VP of Finance is becoming concerned that their ability to effectively oversee the
51 allocation cycle will be significantly hindered if admin-level access is not granted back to them.

52
53 **Whereas**, if the VP of Finance is not granted their admin-level access back, they have identified
54 on numerous occasions that there will be a significant delay in sending out the 2024-2026 SAF
55 Final Application to relevant officers of byline organizations.

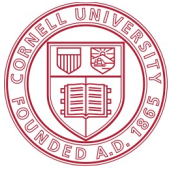
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57 **Whereas**, due to a large number of byline organizations the Appropriations Committee is
58 required to meet with, and other timeline elements for the Student Assembly to approve the
59 Appropriations Committees recommendations, the 2024-2026 SAF Final Application deadline of
60 September 8th, 2023, cannot be moved to a later date.

61
62 **Whereas**, after reaching out to the relevant individuals within Campus Activities, they refuse to
63 grant admin-level access back to the VP of Finance for the 2023-2024 AY.

64
65 **Whereas**, within Cornell University, the Campus Activities office is housed under the
66 Department of Student and Campus Life.⁴

67
68
69

⁴ The Department of Student and Campus Life: <https://scl.cornell.edu/>



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70 **Whereas**, Article III, Section 1, lines 18-20 of the Student Assembly Charter states that the
71 Student Assembly will have legislative authority over the policies of the Department of Campus
72 Life.

73 "The SA will have legislative authority over the policies of the Department of Campus
74 Life and the Office of the Dean of Students, and will have the authority to review the
75 budgets and actions of said departments. Additionally, the SA will have authority over its
76 own policies and operations."
77

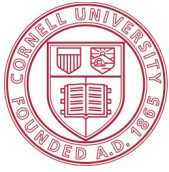
78 **Be it therefore resolved**, the Student Assembly will exercise its right to have legislative
79 authority over the policies of the Department of Campus Life, and by extension, the Campus
80 Activities office, to reinstate the current VP of Finances admin-level access on the
81 CampusGroups platform effective immediately.

82
83 **Be it finally resolved**, the Student Assembly recognizes the stress of the SAF Allocation process
84 and is doing everything in its power to ensure students and advisors have adequate time to
85 complete the Final Application before the September 8th, 2023, deadline.
86

87 **Respectfully Submitted,**

88 Rocco DeLorenzo '24

89 *VP Finance*, Student Assembly



Resolution 11: Approving the 2023-2024 Student Assembly Budget

Abstract: This resolution approves the Student Assembly Operating Budget for the 2023-2024 Academic Year.

Sponsored by: Rocco DeLorenzo '24

Reviewed by: Executive Committee, 08/23/2023, 5-0-1

Type of Action: Recommendation

Originally Presented: 08/24/2023

Current Status: Approved, 10-4-6

Whereas, “Sub-Section A: Category Spending” of “Rule 12 – Spending Guidelines” of the Student Assembly Standing read as follows:

a. In order for a disbursement of budgeted funds to be made, either the 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.

b. The Assembly’s budget must be reviewed and approved by the Assembly by the conclusion of the second meeting of the academic year.

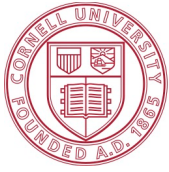
c. Any reallocation of funds between categories of the budget or spending of the budget surplus must be confirmed by a majority vote of the Appropriations Committee followed by a majority vote of the Student Assembly.

Be it therefore resolved, that the Student Assembly approves and adopts the attached Operating Budget and reserve allocations for the 2023-2024 Academic Year as outlined in Appendix A;

Respectfully Submitted,

Rocco DeLorenzo '24

VP Finance, Student Assembly



Resolution 12: Amendments to the Community Partnership Funding Board governing documents

Abstract: This resolution affirms the changes that were made to the Community Partnership Funding Board governing documents.

Sponsored by: Rocco DeLorenzo '24

Reviewed by: Executive Committee, 08/23/2023, 4-0-2

Type of Action: Byline Report

Originally Presented: 08/24/2023

Current Status: Approved, 18-0-2

Whereas, the Community Partnership Funding Board has requested to change their governing documents;

Whereas, amendments to the governing documents of byline funded organizations must be approved by the Student Assembly;

Whereas, lines 702-703 under "Section 3: General Guidelines" of the Student Assembly Charter's Appendix B read as follows:

N. Governing Document Approval: All organizations must submit any changes in the Organizations' bylaws, constitution, or other governing documents to the SA for its approval.

Be it therefore resolved, that the Student Assembly approve the attached changes.

Respectfully Submitted,

Rocco DeLorenzo '24

VP Finance, Student Assembly