



Bylaws

Cornell University Student Assembly

As amended on August 27, 2019

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.

Section 3: Organizational Liaisons

- A. The SA shall grant one member chosen by the Greek Tri-Councils an ex-officio position as an organizational liaison. The liaison chosen by the Tri-Councils shall be selected on a rotating basis from the three councils, beginning with a representative of InterFraternity Council, following with Panhellenic Association, and finishing with Multicultural Greek Letter Council. Each liaison will serve for one semester, and a liaison from the next council in the rotation will be granted membership at the beginning of the following semester.
- 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 organizational liaison from the Cornell Union for Disability Awareness an ex-officio position titled "Students with Disabilities Representative".
- E. The SA will grant one liaison, an undergraduate with an interest in computing and technology an ex-officio position as titled IT Governance Liaison.

Section 4: Shared Governance Liaisons



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

36 **ARTICLE II: OFFICERS**

37 **Section 1: Officers**

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

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

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

55 **Section 3: Terms of office**

56 Officers shall serve for a term of one year or until their successor is elected and is administered the oath of office or
57 until the first of June of the year following the incumbent officer's election, whichever occurs first.

58 **Section 4: Recalling officers**

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

60 **ARTICLE III: OFFICER DUTIES**

61 **Section 1: President**



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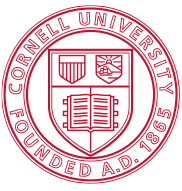
62 The responsibilities of the President are as follows:

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

81 Section 2: Executive Vice President

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

- 83 1. Attend all SA meetings and act as Chair in the absence of the President.
- 84 2. Chair the Executive Committee
- 85 3. Assume the office of President should a vacancy arise.
- 86 4. Serve as Assembly correspondent in the absence of or on behalf of the President.
- 87 5. Attend all Assemblies' leadership meetings and meetings with Executive Staff.
- 88 6. Submit agenda items for leadership meetings after soliciting topics from Assembly members and be
- 89 responsible for the creation of the weekly agenda for Assembly meetings.
- 90 7. Coordinate and assist the undergraduate student UA delegation.
- 91 8. Supervise and assist all ad-hoc committees.
- 92 9. Track actions of the Assembly to ensure final disposition and confirm correspondence with appropriate units
- 93 when Assembly actions impact them.
- 94 10. Help initiate and organize lobby efforts at both the state and federal levels.
- 95 11. Be responsible for responding to questions or comments made during Open Microphone. Issues can be
- 96 delegated to other members of the Assembly.
- 97 12. Be responsible for keeping contact with University Relations and reporting on a regular basis to the SA on
- 98 issues that concern the student body.



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13. 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.
14. Plan fall retreat for committee chairs with the Vice President of Internal Operations.
15. Coordinate and supervise new member orientation with the Vice President of Internal Operations.

Section 3: Vice President of Internal Operations

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

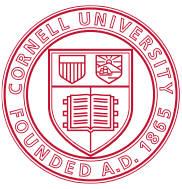
1. Attend all SA meetings and act as Chair in the absence of the President and Executive Vice President.
2. Assume the office of Executive Vice President should a vacancy arise.
3. Chair the SA when the Assembly is in executive session.
4. Chair the Executive Cabinet.
5. Monitor committee membership.
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.
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.

Section 5: Vice President for External Affairs



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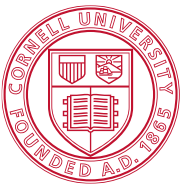
135 The responsibilities of the Vice President of External Affairs are as follows:

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

153 Section 6: Vice President of Diversity and Inclusion

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

- 155 1. Chair the Diversity and Inclusion Committee
- 156 ~~2. Serve as a direct link between the SA and the Office of Academic Diversity Initiatives, as well as the Center~~
157 ~~for Intercultural Dialogue;~~
- 158 ~~3. Undergo a diversity training session provided by Human Resources and/or OADI;~~
- 159 4. Prepare training sessions for the SA on addressing issues of diversity along with the Vice President of
160 External Affairs;
- 161 ~~5. Meet at least monthly with the Associate Vice Provost (OADI) and the Associate Dean of Students/Director~~
162 ~~of Intercultural Programs;~~
- 163 6. Meet on an as-needed basis with other administrators and staff concerning diversity initiatives;
- 164 7. Attend the Diversity Community meetings on a semesterly basis;
- 165 ~~8. Maintain communication with the individual diversity councils of the colleges;~~
- 166 9. Ensure that legislative acts of the SA are culturally inclusive;
- 167 10. Provide updates on the state of diversity at Cornell and work to align the SA with University initiatives;
- 168 11. Work with University-sponsored programs such as the Pre-freshmen Summer Program and Diversity
169 Hosting Month to introduce new students to the governance system of Cornell.
- 170 12. Coordinate with the Vice President of External Affairs to effectively communicate with groups that advocate
171 for underrepresented students on campus.
- 172 ~~1. Maintain communication with the Campus Planning Committee;~~
- 173 ~~2. Provide updates on the state of infrastructure and sustainability at Cornell and work to align the SA with~~



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~~University initiatives;~~

~~3. Provide the assembly updates on the status of the 2035 Carbon Neutrality Campus Initiative;~~

~~4. Coordinate with the Vice President of External Affairs to effectively communicate with groups the progress of various infrastructural projects.~~

Section 8 7: Director of Elections

The responsibilities of the Director of Elections are as follows:

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, postering, 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 10 9: 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. Classify 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.



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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 10: Executive Archivist

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

Section 11: Offices of Officers

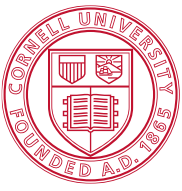
- A. ~~Officers of the Student Assembly will each have independent offices titled respectively: "The Office of the President, The Office of the Executive Vice President, The Office of the Vice President of Internal Operations, The Office of the Vice President for Finance, The Office of the Vice President for Diversity & Inclusion, The Office of the Vice President for External Affairs." Members of each office will aid their respective officer in the execution of any requested tasks and duties. Members of each Office will be appointed by the respective officer's discretion and will not require further Student Assembly approval. Members of each Office will be included in both the general Student Assembly Listserv and the Executive Board Listserv. Chiefs of Staff shall be allowed to sit in on Executive Sessions of the Student Assembly.~~
- B. Each Office is permitted to develop its own recruitment process. Relevant materials including, but not limited to, application forms, candidate lists, recruitment methodology, and a list of the selected office members shall be submitted to the Office of the Assemblies after the recruitment process has been completed. ~~The reporting structure within an Executive Office will be established at the discretion of the Executive Officer to whom the office belongs. If senior roles are established within Executive Offices, the process by which individuals are appointed will be disclosed to the Office of the Assemblies.~~
 - a. Members of the office are not allowed to be ex-officio officers or voting members of the SA
 - b. Each roster will be approved by majority vote by the Student Assembly.

ARTICLE IV: MEETINGS

Section 1: Regular Meetings

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

Section 2: Special Meetings



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- 244 A. The President may convene special meetings of the SA to consider issues of immediate and pressing concern.
245 The President will also call a special meeting after being instructed to do so by six of the voting members of
246 the SA.
247 B. Conflicts- If there is a major conflict that affects a significant portion of the undergraduate student body,
248 such as a religious conflict, any member may direct the SA president to call a special meeting in lieu of the
249 regularly scheduled meeting. The request must be made 2 weeks in advance of the regularly scheduled
250 meeting at issue.

251 **Section 3: Organizational Meeting**

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

254 **Section 4: Informal meetings**

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

259 **Section 5: Executive Session**

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

266 **Section 6: Quorum**

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

268 **Section 7: Community Votes**

- 269 A. Should there only be one undergraduate ex-officio non-elected member in attendance, he or she will only be
270 allocated one vote.
271 B. The community clause may only be exercised on final votes of sense-of-body resolutions, which excludes (1)
272 funding and budgetary decisions, (2) amendments to the SA Charter and Standing Rules, (3) the ability to
273 make motions, (4) creation/dissolution of committees (5) selection of officers, committee members, and
274 liaisons from the popularly elected SA (i.e. allocation of the Student Activity Fee, approval of Parliamentarian,
275 Liaison to the Provost, etc.).



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- C. Prior to the final vote of a resolution, qualifying undergraduate members of the community will be permitted to cast their vote. The President will announce to the Assembly the collective vote of the gallery and liaisons prior to the casting of popularly elected members' votes on any given sense-of-the-body resolution. Both community votes will be allocated to the side that has a simple majority.
- D. Any member of the undergraduate student body can request, at the beginning of a meeting, that the current status of all students wishing to participate in a community vote be validated. Each member of the community must then present their Cornell IDs to the Parliamentarian, who will subsequently validate their status as undergraduates via the Cornell website.

Section 8: Regularly Scheduled Meetings for Purposes of the Student Assembly Attendance Policy

- A. Attendance at all organizational and specially scheduled meetings is required, when the Executive Committee provides SA members at least 72-hours prior notice of the meeting.
- B. Any member who fails to attend a required meeting or event shall be considered absent. Any late arrival or early departure from a required meeting will result in a half-absence. This includes Executive Sessions.

ARTICLE V: EXECUTIVE BOARD

Section 1: Composition

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

Section 2: Duties

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

Section 3: Meetings

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

ARTICLE VI: COMMITTEES

Section 1: Creation and Maintenance of Committees



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

Section 2: Review Committees

- D. Review Committees shall review all policies, programs, and actions and shall aid in the budget/program planning process of sectors of the University that create policy directly affecting student life.
- E. The Vice President for Student and Campus Life shall appoint a staff member to work with the chairperson of certain review committee to assure proper functioning of the committee.
- F. Undergraduate members of the review committees will be designated by the appropriate constituency bodies and by application. All non-Student Assembly members will be subject to the approval of the SA.
- G. Review committees will discuss program assessment/planning documents with the SA during the fall semester as part of the committee's responsibility for the areas under their jurisdiction.
- H. Review committees will be convened in the beginning of the fall semester by the VP Internal Operations.
- I. Furthermore, the Student Assembly review committees reserve, can, and should exercise at their discretion legislative authority over residential life policies of the University (i.e. the Department of Campus Life and the Office of the Dean of Students). When exercising this authority, review committees are recommended to consult the Residential Student Congress of Cornell.
- J. **Committee on Dining Services** – The Committee on Dining Services will work to represent student interests in the Cornell food system. The committee will consist of at least one faculty member, two Dining student workers and/or Dining Student Sustainability Coordinators, two voting SA members, one graduate/professional student, and at least ten additional students. The VP of Internal Operations for the Student Assembly will recommend additional students to both the committee Chair and Executive Cabinet for their approval. Additionally, the Director of Dining (or a designee) and the Budget Director of Dining shall serve ex-officio. The Chair, who does not have to be a SA member, will work with the Director to select relevant administrators and staff to be present at meetings. Members will collectively review the policies and initiatives of Dining Services, and make recommendations to Student Assembly and Dining Services leadership for improving existing policies or integrating new ideas.



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- 344 K. **Student Health Advisory Committee** – The committee will work in conjunction with Cornell Health to
345 examine healthcare policies, improve student health, wellness, and safety, and act as a form of open
346 communication between student voices and Cornell Health administration. The committee will consist of a
347 Steering Committee, which is made up of a SA & GPSA co-chair, committee chair(s) from each respective
348 sub-committee, a SHBAC liaison, an SDS liaison, and designated Cornell Health administration. The
349 recognized subcommittees of the Student Health Advisory Committee are: Patient Care, Sexual Health and
350 Gender Services, Health and Wellness, Student Health Benefits, and the Mental Health Standing Committee.
351 The SA co-chair will be held by a member of the SA and the committee will be under the supervision of the
352 SA & GPSA co-chairs.

353 ~~**Health and Wellness Committee** – The Committee will develop initiatives and plan events on campus that~~
354 ~~promote student health, wellness, and safety. The committee will engage organizations relevant to the committee's~~
355 ~~mission including Cornell police, Gannett Health Services, the Skorton Center, CUEMS, Minds Matter and any~~
356 ~~other organizations deemed relevant by the committee chair or Executive Vice President. The committee's chair~~
357 ~~in collaboration with the Executive Vice President will develop a functional structure for the committee and any~~
358 ~~additional positions shall be filled by the chair and Executive Vice President. The Health and Wellness Committee~~
359 ~~will also address student concerns with campus safety by coordinating with the University Assembly when~~
360 ~~necessary. The chair position can be held by any member of the Cornell undergraduate student population, and~~
361 ~~the committee will be under the supervision of the Executive Vice President~~

- 362
363 L. **Environmental Policy and Planning Commission** – The commission will research issues affecting the
364 campus and its surrounding area, as well as provide recommendations for reducing Cornell's environmental
365 impact. The Environmental Policy and Planning Commission will be charged with creating new legislation
366 and enforcing past environmental legislation. This commission is also charged with providing environmental
367 education and outreach in order to better inform students and the campus community about the campus's
368 environmental impact and sustainability issues. The Environmental Policy and Planning Commission will
369 work closely with students, administrators, student environmental organizations, the Cornell Sustainability
370 Office, the Campus Planning Committee, the Campus Infrastructure Committee, and the City and Town of
371 Ithaca Sustainability to better recognize and address the environmental concerns of the campus and its
372 community as well as to encourage collaboration in working toward the creation of a more sustainable
373 environment. The chair position can be held by any member of the Cornell undergraduate student population
374 and the committee will be under the supervision of the Executive Vice President.
- 375 M. **City and Local Affairs Committee** – This committee will advocate on behalf of students' interest at the city
376 and county government levels. In addition to its advocacy work, the committee will organize events that
377 foster a sense of engagement in the Ithaca community for Cornell students. The chair position can be held
378 by any member of the Cornell undergraduate student population and the committee will be under the
379 supervision of the Vice President of External Operations.
- 380 N. **Academic Policy Committee** – The committee will advise the Student Assembly on all academic matters at
381 Cornell. Committee members will research, review, recommend, and develop projects to improve academic
382 life for the student body. This committee will work closely with the Dean of Students and the Faculty Senate
383 to ensure that students' concerns related to academic policy are voiced effectively to university officials. The



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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.

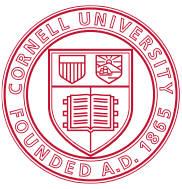
~~**P. Student Assembly Committee on IT Governance** – The Student Assembly Committee on IT Governance (SACIG) is charged with the responsibility of exercising oversight over Cornell University's information technology services and policies that affect student life. SACIG shall function to represent student interests in the university IT governance process by conducting reviews of existing and future policies set by Cornell Information Technologies (CIT), the Office of the Chief Information Officer (CIO), college and unit IT service groups, and any other relevant university authorities, as empowered by provisions in Article III, Section 1 of the Student Assembly Charter. This committee shall be governed by its bylaws, approved following Article VI, Section 1, Clause A of the Student Assembly Bylaws at the beginning of each Student Assembly term. The committee bylaws may be amended as necessary when requested by its chair and the amendments have been approved following the aforementioned Clause A. Should this committee fail to approve its bylaws at the beginning of a Student Assembly Term, its most recently approved bylaws shall take effect until new amendments are approved. The Student Assembly, when appointing liaisons and delegations to other shared governance bodies or the administration to represent students regarding matters of IT governance, should make reasonable efforts to nominate them from the members of SACIG.~~

~~SACIG shall consist of no more than 5-1 voting members, with the chair:~~

- ~~• A chair, an undergraduate student with an interest in computing and technology, elected by the voting members of the Student Assembly~~
- ~~• Two computing and information science (CIS) representatives – voting members representing the interests of the CIS community at Cornell – consisted of one appointed by the Association of Computer Science Undergraduates (ACSU) and another by Women in Computing at Cornell (WICC), from among students planning to major in, or majoring in the fields of computer science, information science, or statistical science, and~~
- ~~• Two general representatives – voting members representing the general interests of undergraduates – appointed by the chair from among undergraduate students and confirmed by the Student Assembly Executive Cabinet~~

~~During the staffing process of this committee, it shall be the chair's duty to publicize the appointment process and schedule to CIS student organizations at Cornell to ensure that groups without organizational representative positions on this committee are equally represented.~~

Section 3: Operational Committees



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- 425 A. Operational Committees shall maintain the proper functioning of the internal organization of the SA, and
426 shall therefore facilitate the full expression of the SA's responsibilities to the Cornell student body.
- 427 B. Operational committees shall be convened in the beginning of the fall semester, or when the committee's
428 function prescribes, by the Committee on Committee Structure (or its successor body) in coordination with
429 interested SA voting members.
- 430 C. **Appropriations Committee** – The Appropriations Committee of the SA is the financial branch of the SA. It
431 reviews all requests for SA funding as well as the policies and guidelines regarding the Student Activity Fee
432 and those organizations, which receive funding from it. The Committee shall consist of 8 voting members of
433 the SA, to be selected by the Assembly at large during their organizational meetings; the VP Finance, who
434 shall serve as Chair; and 7 undergraduates at-large to be selected by the Executive Cabinet. The Director of
435 the Office of the Assemblies or their designee shall serve as an ex-officio non-voting member. No SAFC
436 Commissioners shall serve as voting members of the Committee. Quorum shall be defined as a simple
437 majority of all voting members. A designee of the chair shall take minutes at all meetings.
- 438 ~~a. Organizational Finance Review Committee – The Financial Organization Review Committee~~
439 ~~(FORC) operates as a subcommittee of the Appropriations Committee. The Committee will be~~
440 ~~responsible for working with the Student Activities Finance Commission (SAFC) to review all~~
441 ~~organizations receiving SAFC funding and all organizations that apply for first time SAFC funding.~~
442 ~~The Committee will consist of 3 members of the SA Appropriations Committee and 2 SAFC~~
443 ~~commissioners. FORC will meet regularly on an as-needed basis but will hold at least one meeting~~
444 ~~each Spring semester that will include a full audit of all existing SAFC funded organizations. FORC~~
445 ~~will review new organizations applying for SAFC funding to determine (1) if there is an existing~~
446 ~~SAFC funded organization that fulfills the new organization's purpose and mission, (2) if there is an~~
447 ~~existing club that has identical or overlapping officers and/or advisor, and (3) whether the~~
448 ~~organization needs funding from SAFC to function or can significantly benefit from access to SAFC~~
449 ~~funding. FORC will audit organizations currently funded by SAFC to check (1) if any organizations~~
450 ~~have identical or multiple overlapping officers and advisor, and (2) if there are any organizations that~~
451 ~~receive funding from multiple Orgsync profiles but represent the same group. If an organization is~~
452 ~~found to clearly fall into any of these categories, FORC can by majority vote declare that the~~
453 ~~organization in question is no longer in good standing with SAFC, making the organization not~~
454 ~~eligible for SAFC funding. Any FORC decisions can be appealed to the Appropriations Committee~~
455 ~~and overruled by a majority vote of the Appropriations Committee.~~
- 456 D. **Student Assembly Infrastructure Fund Commission** – The SAIF Commission (SAIFC) of the SA is
457 responsible for evaluating applications for funding through the SAIF. The rules governing the operation of
458 the SAIFC are contained in Appendix C of the SA Charter. The Commission shall consist of at least 12 and
459 no more than 17 commissioners. The commissioners must include five voting members of the SA, consisting
460 of a Chair, who will be the Vice President of Infrastructure of the SA, three Assembly members elected
461 during the Assembly's Spring organizational meetings, and one New Student voting member of the SA,
462 internally elected by the Assembly following the Fall election. The remaining commissioners will consist of at
463 least seven and no more than twelve undergraduate students who are either returning commissioners or are
464 selected from a pool of applicants and approved by the Executive Cabinet, with the exact number of
465 commissioners to be set at the discretion of the Chair of the Commission and the Executive Cabinet of the
466 SA. No SAFC Commissioners shall serve as voting members of the SAIFC (with the exception of the Vice
467 President for Finance). No more than 2 of the voting Student Assembly members on the SAIFC may also be



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voting members of the Appropriations Committee and no more than 4 of the total voting members on the committee may be voting members of the Appropriations Committee. Quorum shall be defined as a simple majority of all staffed voting members. Upon request, a written summary of the meeting will be provided by the chair. The Vice President for Finance and Vice President of External Affairs shall serve ex-officio as non-voting members of the Commission. The Director of the Office of the Assemblies or their designee shall serve as an ex-officio non-voting member.

- E. **Communications and Outreach Committee** – The Communications and Outreach Committee helps to bridge the disconnect between campus and the Student Assembly. The Assembly strives to foster collaborative student activities, as well as inform the student body about the Student Assembly initiatives, meetings, and resolutions. The committee will ensure a direct and ever present link between students active in campus government, the administration, and students at-large and will relay student interest to the SA. The committee will assist in furthering the outreach efforts of the assembly by aiding in the coordination of SA-sponsored events including, but not limited to conducting polls, referenda, community outreach forums, designated constituency events, and hearings. The committee will also assist in coordinating efforts and devising strategies to involve more non-voting members in the decisions and events of the SA. The Assembly plans recreational events for students. The SA Vice President of External Affairs will serve as Chair of the Committee.
- F. **Elections Committee** – The committee will coordinate and implement regularly scheduled and special elections of the SA and directly elected undergraduate representatives to the UA. The SA Director of Elections shall serve as chair with a vote only in the event of a tie. The committee consists of ten voting members, of whom less than half may also be members of the SA. At one of the first two SA meetings of each academic year, the Executive Cabinet will present a slate of proposed members to the SA for confirmation, which the SA must approve or disapprove in its entirety. The Executive Cabinet may fill any subsequent vacancies without confirmation by the SA. No person may be a candidate in an election supervised by the committee in the same academic year when the person served as a voting member of the committee. All committee meetings will be closed. Only voting members will be permitted to attend the meetings unless specifically invited by the Director of Elections. This committee will be chaired by the Director of Elections of the 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 reports; 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.

Section 4: Diversity



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- A. **Diversity and Inclusion Committee** – The committee shall serve as the body through which the SA, the diversity councils of the undergraduate schools and colleges, the Office of Academic Diversity Initiatives (OADI), and the Center for Intercultural Dialogue coordinate their efforts to promote awareness and understanding of the increasing importance of diversity and create an environment that brings together diverse perspectives and fosters diversity of thought. The charge of the Diversity and Inclusion committee will be to:
- a. To be a meeting grounds for interested students to meet members of the administration to brainstorm, formulate and lead implementable policies in the field of diversity and inclusion.
 - b. To review the efforts of the Diversity Committee and diversity councils of the colleges.
 - c. To provide a brief report of its progress to be presented by the Vice President of Diversity & Inclusion to the SA General Body by the final meeting in the fall semester, as well as a full report to include (but not limited to) the goals of the academic year, the strategies devised for achievement of these goals, the progress of UDC initiatives, college- specific initiatives, obstacles, and potential goals for the next academic year to be presented in the same manner at the final meeting of the spring semester.
 - d. Composition
 - i. The Diversity and Inclusion Committee will aim to be a collective voice of the diversity of backgrounds, cultures, ethnicities, gender identities, races, religions, and sexual orientations represented at Cornell.
 - ii. Non-SA student representation: student members of the committee may be recruited from institutions and organizations such as the diversity councils of the colleges, Women’s Resource Center, Center for Intercultural Dialogue, ALANA, Haven Executive board, Cornell Outdoor Education, International Student Union and any member of the Cornell student body who is interested in diversity initiatives.
 - iii. Student Assembly representation: SA LGBT Liaison at-large, Women’s representative, International representative, both Minority Liaisons, First Generation Students Representative, and the Vice President of External Affairs are required to be members of the committee.
 - ~~iv. Administrative representation: this committee shall consist of at least one staff representative from each of the diversity councils of the colleges; an OADI staff member; a staff representative from the Mario Einaudi Center for International Studies and a staff representative of the Center for Intercultural Dialogue. The committee is required to meet its staff representatives at least once every month in the academic year.~~
 - e. Structure
 - i. The Vice President of Diversity and Inclusion of the Student Assembly will chair the Diversity and Inclusion committee

~~Section 5: Special Committees~~

- ~~A. **Student Health Advisory Committee** – This committee shall be jointly established between the Student Assembly, Graduate and Professional Student Assembly, and Cornell Health. It shall be chaired by one member from the SA and one member from the GPSA. Cornell Health will retain three standing members. Student Membership shall consist of 15 seats, 8 members selected from the~~



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~~SA, with 3 being SA voting members and 5 being non-SA voting members, and 7 from the GPSA. Additional staff from Cornell Health will be brought to the committee on an ad-hoc basis. Areas of focus for the committee will include, but are not limited to, physical health, mental health, and outreach and communication. Necessary communication between the Student Health Benefits Advisory Committee will occur on an ad-hoc basis.~~

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 or 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

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

ARTICLE IX: PARLIAMENTARY AUTHORITY



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

585 **ARTICLE X: AMENDMENTS**

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