Cornell University Student Assembly
Agenda of the Thursday, August 23, 2018 Meeting
4:45pm-6:30pm in Willard Straight Hall: Memorial Room

I. Call to Order & Roll Call

II. Open Microphone

III. President Pollack and VP Lombardi

IV. Announcements and Reports
   a. EVP Anderson- SA Orientation

V. Business of the Day
   a. Resolution 1: Approving Appendix B for the 2018-2020 Byline Cycle

VI. New Business
   b. Resolution 3: Approval of the 2018-2019 Student Assembly Budget
   c. Resolution 4: Amending the Student Assembly Bylaws for Clarity, Efficiency, and Executive Committee Structure

VII. Adjournment
S.A. Resolution #1
Approving Appendix B for the 2018-2020 Byline Cycle

ABSTRACT: This resolution proposes amendments and makes active the section of the SA Charter that contains guidelines for Byline funded organizations. All attached amendments were proposed in May 2018 and are being resubmitted less those explicitly rejected or returned.

Sponsored by: Dale Barbaria ’19

Whereas, According to Appendix B, Section 5, Sub-Section A of the Student Assembly Charter, “these Funding Guidelines shall take effect on July 1, 2016 and shall expire on June 30, 2018, unless amended or renewed by the SA.”

Whereas, for each by-line funding cycle, the Appropriations Committee has regularly updated Appendix B to reflect the recommendations of the Committee and the Assembly,

Whereas, since June 30, 2018 has passed, every provision in Appendix B is currently expired;

Whereas, the Appropriations Committee and the Student Assembly approved all of the attached changes at the end of the Spring 2018 semester;

Whereas, President Pollack rejected or returned four of the amendments proposed by the Student Assembly, necessitating the passage of the Appendix B amendments that were not rejected nor returned;

Be it therefore resolved, the Student Assembly amends Appendix B of the Student Assembly Charter in accordance with the attached document.

Respectfully Submitted,

Dale Barbaria ‘19
Vice President for Finance, Student Assembly

Reviewed by: Student Assembly, 19-2-1, 05/03/2018
APPENDIX B: STUDENT ASSEMBLY GUIDELINES FOR FUNDED ORGANIZATIONS

Section 1: Preamble

Each organization that receives funding from the Student Assembly (SA) through the Student Activity Fee (SAF) is subject to Guidelines set by the Assembly in consultation with the Graduate & Professional Student Assembly (GPSA), these organizations, and the Cornell student body.

Section 2: Student Assembly’s Role and Obligations

A. **SA Charge**: As the student-elected governing body at Cornell University, the SA shall seek out and voice effectively the interests and concerns of the student body.

B. **Notice of Current Governing Documents**: The SA shall provide each by-line funded organization, the Director(s) of Student Activities, Campus Life, the GPSA, and the Dean of Students with a current copy of these Guidelines, as well as the SA Charter and the SA Appropriations Committee Charge and Guidelines each year.

C. **Notice of Pending Legislation**: Each by-line funded organization, the Director(s) of Student Activities, Campus Life, the GPSA, and the Dean of Students shall be notified of any SA, SA Appropriations Committee, or other meeting in which legislation concerning or affecting Fee recipients is pending.

D. **Outreach**: The SA Vice-President for Finance shall, wherever possible and as often as possible, attend meetings of each organization throughout the year.

E. **Enforcement, Violations & Penalties**

i. The SA Vice-President for Finance shall be charged with investigation of all accusations regarding violations of these guidelines and will report such findings to the SA.

ii. If the SA determines that an organization has committed a violation, the SA may impose a fine, reduction or revocation of the organization’s by-line funding allocation. In order for a fine, reduction, or revocation of funding to occur, a two-thirds majority of the SA must concur. Reasons for a fine, reduction, or revocation of funding include, but are not limited to, violation of these rules, violation of campus policies, or violation of contract. Any money garnered from a fine on an organization shall be placed in the Special Projects Fund of the Student Assembly. If a reduction or revocation of funding affecting the remainder of the funding cycle occurs, the University shall attempt to reduce the SAF to reflect the lower amount. Excepting that, the money shall revert to the Special Projects Fund.

Section 3: General Guidelines
All recipients of the SAF shall adhere to the following guidelines:

A. **Eligibility:** SAF allocations are to be used primarily for the benefit of undergraduate students. Organizations that have the capability to be student run and led shall be primarily student run and led.

B. **Event Ticketing:** For all events (concerts, lectures, films, etc.) funded by the Fee allocations and for which admission is charged:
   
   i. Cornell students shall receive a reasonable discount per event to reflect their prior contribution via the SAF.
   
   ii. Cornell students shall receive the first opportunity to purchase tickets or (otherwise should have a substantial amount of tickets reserved for student use).
   
   iii. The Appropriations Committee or the Executive Committee shall have the ability to request that organizations publish a report to the SA on the amount of money received for an event, where that money has been allocated, total attendance, and how much money was spent on the event.

C. **Attendance Tracking:** Each By-line Funded Organization shall, whenever possible, provide accurate attendance figures. Such figures may be acquired through a number of measures including swiping Cornell ID's, using a ticketing system, keeping a sign in sheet, or having someone at the door count entrants. For events that are expected to exceed a capacity of 100 attendees, organizations are required to track attendance through a ticketing system or using Cornell ID Scanners. For organizations unable to purchase their own scanners, scanners will be available to rent through the Office of the Assemblies. For events where tracking attendance would provide an unnecessary burden to organizations, a brief written statement explaining why attendance was not taken is required.

D. **Public Promotion & Engagement:** Each organization shall regularly advertise its existence and encourage student participation at its meetings, which shall be open to the public. Each organization funded by the SA will be required to include the SA logo or the following statement on all fliers, posters, promotions, programs, and literature “Funded in part by the Student Assembly”.

E. **Capital Expenditures:** SAF allocations are meant to serve as a “current account.” No organization shall use its Fee allocations for major capital equipment purchases costing more than $500 without the express approval of the SA. Organizations shall request approval in their annual fall report to the SA. A major capital equipment purchase shall be defined as anything having a useful life of two years or more.

F. **Funds Partitioning:** SAF money will preferably be held in a separate University account for accounting and reporting purposes. Otherwise all expenditures from SAF money shall be authorized by the Organization in accordance with its governing documents. These requirements apply to all organizations unless explicitly exempted in this Appendix or waived by a two-thirds vote of both the Appropriations Committee and the Student Assembly. The waiver shall apply for one by-line funding cycle.

F. **Prohibition on Compensation:** No Advisor, President, Treasurer, staff member, other officer, or member of an organization may be compensated from an organization’s SAF account or SAF earned income account.
G. **SA Liaisons:** The SA shall have the option of appointing a Student Assembly member to serve as a non-voting liaison to each organization or, where appropriate, to its Executive Board. If an organization feels their liaison is failing in their duty, a new liaison may be appointed.

H. **Off-Year Reporting:** During the fall of even-numbered calendar years each organization shall provide the Appropriations Committee with a written account of the use of its fee allocation and operations for the previous academic year, and an oral summary of its activities, including usage statistics and future programming plans. The SA Vice President for Finance will conduct an unofficial vote regarding the committee’s recommendation on whether or not the organization should receive an increase in funding, a decrease in funding or maintenance of funding at its current level. The SA Vice President for Finance shall then provide a written summary report of these meetings to the SA.

I. **New Organization Reporting:** Organizations receiving By-Line funding for the first time in the current funding cycle shall report each semester to the Appropriations Committee on their operations and finances.

J. **Conferences:** Organizations may send Executive Board member(s) to one annual conference, if desired. The Appropriations Committee must approve organization’s conference expenditures and each organization must demonstrate to the committee that conference attendance will benefit the Organization’s ability to achieve its mission statement. Organizations shall request approval in their annual fall report to the SA. All conferences, teambuilding, banquet, training, and other social expenditures for organization members, in sum, shall be no greater than $4,000 or 10% of the organization’s by-line allocation, whichever is less. This rule shall not apply to SAFC-funded organizations.

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

L. **Non-discrimination:** All organizations receiving Student Activity Fee funds directly or that receive such funds indirectly from a by-line funded organization shall not discriminate on the basis of actual or perceived age, color, disability, ethnicity, gender identity or expression, marital status, national origin, race, religion, sex, sexual orientation, veteran status, or any combination of these factors when determining its membership and when determining the equal rights of all general members and executive board members, respectively, which shall include, but are not limited to, voting for, seeking, and holding positions within the organization. Additionally, all organizations receiving funding from the Student Activity Fee and that serve as a funding source for other organizations on campus shall not discriminate on the basis of actual or perceived age, color, disability, ethnicity, gender identity or expression, marital status, national origin, race, religion, sex, sexual orientation, veteran status, or any combination of these factors when awarding funding.

i. Notwithstanding these requirements, a club sport may make requirements based on competitive athletic skill which may result in a club sport of one or predominantly one gender. Organizations may also make requirements based on vocal range or quality which may result in a chorus or choruses of one or predominantly one gender. Organizations that participate in activities with governmental age restrictions may also make appropriate requirements on the basis of age.

ii. Organizations may also enforce uniform standards of belief or conduct as a prerequisite for obtaining some or all rights of general members and executive board members, respectively, so long as said...
standards are protected by the 1st Amendment of the United States Constitution in the context of a public university and do not impede enforcement of Appendix B, Section II, subsection E.

iii. Each organization receiving Student Activity Fee funds directly from the Student Assembly shall include a “Non-discrimination Clause” section in its bylaws, constitution or other governing documents reflecting this policy.

Section 4: Organization Specific Guidelines

Furthermore, individual organizations shall adhere to the following additional Guidelines:

A. ALANA Intercultural Board
   i. $2.05 shall be used to fund ALANA’s member organizations as outlined in the ALANA constitution
   ii. $3.00 per student per year of the ALANA allocation shall be used to fund the MCFAB program each year.
   iii. MCFAB shall seek to bring multiple acts to campus representing different musical genres/multiple programming to campus.
   iv. $1.90 per student per year of the ALANA allocation shall be contributed toward funding umbrella organizations as outlined in the ALANA constitution. Umbrella organizations may/shall not apply for SAFC funding.
   v. $1.10 per student per year of the ALANA allocation shall be contributed towards ALANA’s own administrative costs and programming needs such as general body meetings and other intercultural programming

B. Athletics & Physical Education
   i. The Athletics Department shall provide, at no cost, a Big Red Sports Pass (BRSP) to each undergraduate student. $7.00-$7.30 per student per year of the total annual Athletics allocation may be spent towards providing the BRSP. The BRSP shall provide free admission to all varsity sports excluding Men’s Varsity Ice Hockey.
   ii. In collaboration with the Sports Marketing Group, the Athletics Department will promote Cornell Athletic events to the entire Cornell community. $3.00-$1.78 per student per year of the annual Athletics’ allocation may be spent towards providing marketing and promotions. Athletics shall further promote increased autonomous student leadership in the Sports Marketing Group during the 2016-2018 funding cycle.

C. Class Councils
   i. The Class Councils allocation may/shall be divided between the four class years in proportions determined by the organization.

D. Collegiate Readership Program
   i. The Collegiate Readership Program shall operate for the 2018-2020 by-line cycle using its accumulated surplus and the activity fee disbursement.
ii. The SA Vice President for Finance or their designee shall oversee the operations and finances of the
Collegiate Readership Program.
iii. The Collegiate Readership Program shall provide free New York Times and Wall Street Journal access
for undergraduate students.
   iv. Newspapers shall be distributed from the Monday of the week prior to the first full week of classes
to the last day of exam week during each fall semester and from the first day of class to the last day
of exam week during each spring semester. These distribution periods do not include Fall Break,
Thanksgiving Break, or Spring Break.
   v. The CRP liaison, SA Vice President for Finance or their designee shall prepare and present a report to
the Student Assembly at the end of each academic year with information regarding readership and an
analysis of the current distribution locations. Any proposed changes in locations or proportions must
be approved by a two-thirds majority vote of the SA.
i. Projects funded are to be decided by the Board. Those projects are to be included in the annual report
to the SA.
   ii. Convocation shall seek to announce speaker selection first at a Student Assembly meeting.
   iii. Convocation Committee shall notify the SA Vice President for Finance if the Committee is expected
to require more than its SAF allocation to support Convocation.
G. Cornell Cinema
   i. Cornell Cinema shall not increase student ticket prices without the express approval of the SA.
   ii. Cornell Cinema shall strive to promote autonomous student leadership.
H. G. Cornell Concert Commission
   i. The Concert Commission shall seek to produce at least one act each semester in Barton Hall, Lynah
   Rink, or similar venue.
   ii. The Concert Commission shall strive to put on one free concert during the academic year.
iii. The Concert Commission shall strive to do at least one event in the Bears Den every year.

iv. The Cornell Concert Commission shall send a report to the Appropriations Committee any time a concert's subsidy is more than expected and the Cornell Concert Commission should detail loses more money than expected detailing the loss, the shortfall and the impact it will have on future operations.

1. Cornell University Emergency Medical Service

i. CUEMS may save no more than $25,000–$30,000 per each two-year funding cycle toward the purchase of a new vehicle.

ii. CUEMS shall record the number of undergraduates who use their CUEMS services.

2. Cornell University Programming Board

i. The Cornell University Program Board shall use its SAF allocation to bring widely known speakers to campus. Such speakers should have diverse following, within the university, and in the Board’s best opinion, should be able to attract a large attendance by students and community members.

ii. CUPB shall record the number of undergraduates who attend each program.

3. CU Tonight Commission

i. CUTonight shall seek to promote non-alcoholic, late night social programming, on campus, open to the entire Cornell community.

ii. CUTonight shall send at least one representative to every funded event with the intention of reviewing the event

iii. CUTonight shall develop an appeals process whereby student organizations applying for funding have the opportunity to present why they believe the commission overlooked funding provide applicant organizations the opportunity to appeal the decisions of the Committee to the Appropriations Committee.

iv. CUTonight shall develop and adhere to a rubric and written hearing procedures off of which the commission will evaluate applicants. This rubric and these procedures shall be submitted to the SA Vice President for Finance for approval by the Appropriations Committee.

v. CUTonight shall forward the results of the rubric to the SA Vice President for Finance after each CUPB funding cycle.

4. Orientation Steering Committee

i. The Assistant Dean of Students in New Student Programs shall continue to supervise the planning and implementation of all August and January orientation activities.

ii. By the last meeting of the Spring Semester, OSC shall present a report to the SA detailing planned activities for the upcoming Orientation week.

iii. The president of the SA and the senior Student Elected Trustee must be invited to address the new students at the President’s New Students Convocation each year. If the Cornell University President limits the OSC to two speakers, the president of the SA must be invited.

iv. Attendance at Welcome Weekend events shall not be mandatory for Orientation volunteers.

v. OSC shall increase funding for both transfer and January Orientation programming.
vi. OSC shall allocate more than $1.12 of their allocation towards programs designed to educate new students about consent and sexual assault.

vii. OSC shall submit the results of the feedback surveys to the Appropriations Committee.

viii. OSC shall reduce the costs of apparel.

M-L. Outdoor Odyssey

i. Outdoor Odyssey shall maintain their need-based financial aid program for students who apply for pre-orientation trips and shall dedicate no less than $20,000 per year toward this program.

ii. Outdoor Odyssey shall conduct a review during the 2016-2018 Funding Cycle of the demographics of those who attend.

iii. Outdoor Odyssey shall investigate creating trips accessible for the differently abled and shall report their findings to the Student Assembly before the final Student Assembly meeting in the fall of 2018.

N-M. Senior Days

i. SAF-funded Senior Week events will charge no admittance fee and will be open to all seniors and at least 90% of the SAF allocation will go towards free, non-ticketed events.

ii. Before the final Student Assembly meeting in the fall, Senior Days shall report to the Appropriations Committee the attendance, expenditures, and income generated from each event held during the most recent Senior Days.

O-N. Slope Day Programming Board (SDPB)

i. The allocation for the SDPB shall be used exclusively for programming and publicity for an event at the end of the spring semester.

ii. The SDPB shall organize a non-alcoholic Slope Fest event concurrent to Slope Day.

iii. SDPB shall offer all undergraduate students free admission to Slope Day, unless expressly permitted by the SA.

iv. The Slope Day Programming Board shall work with the Cornell Administration to achieve the best possible event for all Cornell students.

v. The Slope Day Programming Board shall collect demographic information from all Slope Day entrants. These statistics shall be reported to the SA and GPSA the Fall Semester following Slope Day.

vi. The Slope Day Programming Board shall set a price floor for non-activity fee paying individuals approximately equal to the total activity fee disbursement divided by projected undergraduate attendance. The price paid by non-activity fee paying individuals shall be no less than the activity fee allocation, except with the explicit consent of the Student Assembly.

P-O. Slope Media Group

i. Slope Media Group shall establish durable goods inventory management procedures, which must include details about anticipated storage locations, authorized persons to possess or handle equipment, device security, and theft.
ii. Slope Media group shall not spend student activity fee funding on any giveaways including but not limited to glassware, clothing, and general accessories, without the explicit approval of the Appropriations Committee.

Q-P Student Activities Funding Commission

i. SAFC shall publish and make publicly available a written account of the organizations requesting funding, the amount requested, the amount rewarded, and the amount spent.

ii. Criteria for funding of undergraduate student organizations may not be altered or waived without the explicit approval of the SA.

iii. The SAFC shall reserve at least 1 dollar per student per year for a special projects fund. Monies held in this fund will be allocated first for appeals of the SAFC’s funding decisions to the SA.

iv. SAFC shall annually review and amend its tier system guidelines to project expenditure growth of approximately 3% per year. SAFC is not required to have actually achieved 3% growth per year. SAFC shall report the outcome of this review to the Appropriations Committee.

R-O Welcome Weekend

i. Welcome Weekend shall seek to hold events during the first two weeks of each semester.

ii. Welcome Weekend shall offer the TGIF Midnight Breakfast, for free only to undergraduates, and shall record undergraduate attendance.

iii. Welcome Weekend shall seek out co-sponsorships where applicable.

S-R Willard Straight Hall Student Union Board

i. All events funded by WSH SUB must either take place in Willard Straight Hall or the surrounding environments and be directly associated with the purpose and mission of WSH.

ii. WSH SUB shall develop and adhere to a yearly budget. By a majority vote, the Appropriations Committee may amend the budget.

iii. WSH SUB shall not purchase and dispense giveaways including but not limited to gold or silver plates and graduation gifts.

T-S Women’s Resource Center (WRC)

i. The Women’s Resource Center shall collaborate with the Student Assembly Women’s Liaison Representative, Community Life on safety, health, and other topics pertinent to women on campus.

ii. $0.50 per student per year of the WRC allocation shall be used for the development and operation of the Big Red Shuttle late night shuttle service. The Women’s Resource Center will be responsible for coordinating the management and operation of the Big Red Shuttle late night shuttle service.

iii. The WRC shall set a two-year budget for Feminism Food for thought not to exceed $10,000.

   i. The WRC shall notify the SA Vice President for Finance of the total SAF spending on Feminism Food for Thought before the final Student Assembly meeting each May.
ii. The Feminism Food for Thought budget for AY 2019-2020 shall not exceed 10,000 less the total SAF spending on Feminism Food for Thought in AY 2018-2019.

iii. When 50% of the two-year budget has been exhausted, the WRC shall notify the SA Vice President for Finance.

iv. The WRC shall strive to maximize and strive to track attendance at this event.

Section 5: Duration and Supersession

A. Once approved by the SA, these Funding Guidelines shall take effect on July 1, 2016 and shall expire on June 30, 2018, unless amended or renewed by the SA. These rules require a two-thirds majority of SA members present to be amended.

B. These Funding Guidelines supersede all previous legislation of the SA and its predecessor bodies, as well as all charters, constitutions, bylaws, and other legislation of all SAF recipients and other student organizations.

C. Guidelines for organizations that also receive funding from the GPSA may be amended only after consultation with the GPSA.
S.A. Resolution #2
Approval of the 2018-2019 Standing Rules

ABSTRACT: The Student Assembly Bylaws state that the first meeting of the academic year must be to approve the Standing Rules. This resolution proposes changes to the Standing Rules for the Fall 2018 Assembly session.

Sponsored by: Joe Anderson ’20

Whereas, Article IV Section 3 of the Student Assembly Bylaws state, “The first meeting of the academic year shall be known as the Organizational Meeting and shall be for the purpose of adopting the schedule for regular meeting and approving the standing rules;”

Whereas, the Student Assembly President, the Executive Vice President, and the Parliamentarian are charged with the responsibility of these Standing rules revision at the beginning of each semester;

Be it therefore resolved, that the Student Assembly approve and adopt the attached Standing Rules for the Fall 2018 Session of the 2018-2019 Academic Year/

Respectfully Submitted,

Joe Anderson ’20
Executive Vice President, Student Assembly

Edem Dzodzomenyo ‘20
Parliamentarian, Student Assembly

(Reviewed by: Executive Committee, 5-0-0, 08/21/2018)
Standing Rules
Cornell University Student Assembly

Section 1: Preamble

A. The Student Assembly’s foremost interest in 2018-2019 shall be the undergraduate students of Cornell University. These Standing Rules shall serve as guidelines for specific rules and effective leadership from the Student Assembly that may not specifically be covered in the charter or bylaws, but will aide in the efficiency of a successful Assembly. These Standing Rules shall be adhered to by all Student Assembly members (elected and ex-officio), committee members, community members, and staff.

B. These Standing Rules shall be utilized with the following prefaces:

i. Rule 1: In the event of a conflict, the Charter, Bylaws, and Special Rules of Order shall supersede the Standing Rules.

ii. Rule 2: The Standing Rules shall be revised at the beginning of each semester by the President, the Executive Vice-President, and the Parliamentarian and submitted by the Executive Vice President and Parliamentarian to the Student Assembly for approval. The Standing Rules shall take effect upon a majority vote of approval by the voting membership of the Student Assembly. The Standing Rules can also be edited at any time by a majority vote of the membership of the SA.

iii. Rule 3: A motion to suspend the Standing Rules must be recognized by the Chair and approved by a two-thirds vote of Student Assembly members present.

Section 2: Ethical Standards and Attendance Policy

A. Ethical Conduct is expected of all members at all times, as members are representative of their constituencies. Any member found to be using the name of the SA outside of the bounds of the individual’s described role on the SA, abusing the SA brand to acquire additional benefits or privileges, or any such similar matter shall be in violation of this ethics clause. The appropriate disciplinary action shall be determined by the Executive Board, the Dean of Students, and the Office of Assemblies.

B. The Student Assembly is charged to “seek out and voice effectively the interests and concerns of the student body.” To do this, attendance and participation, as outlined below is imperative for efficiency within the Assembly:

i. Rule 1: Attendance is required at all regularly scheduled meetings for all voting and ex-officio members who serve in a liaison capacity. Absences will not be recorded for ex-officio organizational liaison members, i.e. Tri-Council and Residential Student Congress, if the absence is a result of a conflicting obligation related to their respective organization. Attendance requirements for all operational ex-officio members shall be at the discretion of the executive committee. Absences for shared government liaisons will not be under the discretion of the executive committee. Regularly scheduled meetings are held Thursdays, from 4:45 until 6:30 p.m., while undergraduate colleges are in session. Informal meetings are considered official meetings when held in lieu of regular Thursday meetings or when deemed official by a unanimous vote of the executive committee.

ii. Rule 2: Attendance at all organizational and specially-scheduled meetings is required, when the Executive Committee provides SA members at least 24 hours’ prior notice of the meeting. Such meetings shall
be considered “regularly scheduled meetings,” for the purpose of accruing absences. Ex-officio members will be excused from these meetings unless notified otherwise by the Executive Committee.

iii. Rule 3: All voting members must remain an active member of at least one committee as per the standards established by the chair of their respective committee. Failure to remain an active member of at least one committee can result in vacancy of a seat at the discretion of the Executive Committee.

iv. Rule 4: Any member who fails to attend a required meeting or event shall be considered absent. Any late arrival beyond the first 15 minutes of the meeting will result in a half-absence if there is no notification at least 24 hours in advance to the Vice President of Internal Operations. Any early departure will result in a half-absence if there is no notification at least 24 hours in advance to the Vice President of Internal Operations. The Executive Committee reserves the right to decide what constitutes an early departure.

v. Rule 5: Any member who arrives late to a required meeting or event but within the first 15 minutes after Roll-Call will receive a quarter-absence.

vi. Rule 6: At the discretion of the Vice President of Internal Operations, unavoidable academic conflicts including prelims, final presentations, and field trips but not including office hours, review sessions or professor visits that are in direct conflict with a required Student Assembly meeting will not be counted towards the three cumulative regularly scheduled meetings if they are reported 24 hours before the meeting conflict. Academic conflicts that cannot be reasonably predicted 24 hours before the meeting conflict can be excused by a majority vote of the executive committee.

vii. Rule 7: At the discretion of the Vice President of Internal Operations, unavoidable conflicts as a result of job interviews and scholarship interviews that are in direct conflict with a required Student Assembly meeting will not be counted towards the three cumulative regularly scheduled meetings if they are reported as soon as the conflict arises.

viii. Rule 8: At the discretion of the Vice President of Internal Operations, unavoidable conflicts as a result of religious obligations that are in direct conflict with a required Student Assembly meeting will not be counted towards the three cumulative regularly scheduled meetings if they are reported at least 24 hours before the meeting conflict.

ix. Rule 9: The Vice President of Internal Operations can request documentation for proof of absence.

x. Rule 10: Any college or constituency who lacks representation as a result of a seat being vacated or unclaimed shall be filled by the runner-up in the most recent election for that seat. If the seat remains vacant, an interim representative shall be appointed by the President, and confirmed by a majority of SA Members. The interim representative shall have full voting privileges associated with membership on the SA. The interim representative post shall be terminated immediately upon the declaration of a permanent replacement via an election. The interim position will remain in effect for the remainder of semester if the position becomes vacant following the first 3 weeks of the semester.

xi. Rule 12: All candidates who are elected to the Student Assembly during Spring Elections are required to attend all Organizational Meetings and the last two SA meetings during the Spring Semester. Absences at these meetings will count toward the member’s term total.

xii. Rule 13: All elected members of the Student Assembly will adhere to the Cornell University Student Assembly Oath of Office, which states:

In the view of the trust the Cornell Community has vested in me, as well as my personal sense of honor, I _______, do solemnly affirm to fulfill my responsibilities as a student-elected representative. I will engage in open and honest debate in a process where I am guided by truth and fairness. I will never purposely misrepresent facts in an effort to achieve my goals. If a conflict of interest arises, I will relinquish my right to participate in the decision making process. I will seek out and voice effectively the interests and concerns of the student body, address the issues of my fellow students, and strive to improve the quality of life at Cornell for all students.

Section 3: Agenda-Setting Policies and Procedures
A. Rule 1: The agenda for any informal meetings shall not contain voting on legislation unless these meetings are held in lieu of regular Thursday meetings or to meet a deadline.

B. Rule 2: The Executive Vice President will place under Business of the Day any item that has been previously discussed. Additionally, appropriation requests and committee assignments are to appear under Business of the Day. All other items shall be introduced as New Business, unless otherwise authorized by a majority vote of the Executive Board or a majority vote of the Student Assembly.

C. Rule 3: New Business shall be an opportunity for questions from Student Assembly Members and Community Members and make suggestions to the author of a piece of legislation. Comments may not be argumentative in nature and questions must seek factual answers.

D. Rule 4 Business of the Day shall be an opportunity for discussion and debate on the legislation.

E. Rule 5: Prior to introduction as New Business, all resolutions shall be reviewed and approved by an appropriate SA committee no more than 30 days before the EVP sends the agenda to the general public. The Executive Vice President or the Vice President of Internal Operations will determine which committee will review a resolution. A resolution cannot be introduced to the SA without approval by an appropriate SA committee except under extenuating circumstances in which the Executive Board determines that a resolution should be brought to the floor without a committee review. Approval by a committee requires a majority vote of the committee members present at the committee meeting. A representative of the committee that reviewed the resolution is permitted to give a brief summary of the committee’s thoughts or concerns on the resolution when it is presented a regularly scheduled Student Assembly meeting.

F. Rule 6: In order for a resolution to be moved to Business of the Day, a Resolution must have been discussed at a prior meeting or be moved to Business of the Day by a 2/3 vote of members present.

G. Rule 7: If the Residential Student Congress needs to pass a formal legislative resolution concerning residential life at Cornell, the Residential Student Congress has the authority to pass resolutions that will be introduced as New Business on the Student Assembly agenda. These resolutions must explicitly pertain to residential life. Any resolutions presented by the Residential Student Congress must have been voted on and approved by a majority vote of the general body members of the Residential Student Congress and the Residential Student Congress liaison to the Student Assembly, who must be the sponsor of the resolution. The resolution must be sent to the Student Assembly EVP at least one week before the Student Assembly meeting where the resolution will appear on the agenda. All resolutions appearing on the SA agenda through this method, without having been passed by an SA committee, will require a vote of two-thirds of SA members present to be passed.

H. Rule 8: At its weekly meeting, the Executive Committee will discuss the agenda for Student Assembly meetings. Items for the agenda must be submitted to the Executive Vice President of the Student Assembly in the proper format, as designated by the Executive Vice President.

I. Rule 9: The Office of the Assemblies must post the agenda to the Student Assembly website no later than noon on the day of the meeting.

J. Rule 10: The Vice President of External Affairs and the sponsors of the resolution must ensure that all parties, including but not limited to any specific Cornell student, administrator, faculty member, or staff member, involved or impacted by particular legislative actions are notified and invited to attend the meeting at which the action shall be heard. Additionally, any registered student organization must be notified if the proposed legislation affects their funding or guidelines. The aforementioned need not consent to the legislation, but it is highly encouraged that the aforementioned attend the meeting. In the event that the author of said legislation is uncomfortable contacting all interested parties, they may request that the Vice President of External Affairs does so on their behalf.

K. Rule 11: A short descriptive abstract of approximately 25 words will be submitted by sponsors of resolutions before committee approval.

L. Rule 12: Student Assembly Initiatives should be presented as reports to the Student Assembly with an opportunity for questions from Student Assembly Members and Community Members. A summary of
the initiative reports will be reported over the Actions Listserv bi-weekly. The following procedures will
be followed for initiative reports:

i. The Chair announces the initiative and the sponsors have two minutes to present their initiative

ii. A moderated Q&A will follow the presentation, the questions can be argumentative in nature as
     Student Assembly Representatives and community members shall be empowered to express their
     approval or disapproval

iii. The Chair shall be empowered to determine to end the time when the allocated time has expired,
     conversation has become redundant, or the speaker's list has been exhausted

iv. The Executive Vice President shall be empowered to make the determination as to what will be
     presented as an initiative

M. Rule 13: Following the Referenda protocol in Article III §8 of the Student Assembly Charter, the Executive
    Vice President will present an update on pro and con statements during the Promotional Period. The
    Executive Vice President will give this presentation at the first regularly scheduled SA meeting after the
    Office of the Assemblies posts the community statements anonymously to the Assemblies website.

Section 4: Abstentions and Proxy Voting

A. Rule 1: As per the Cornell University Student Assembly Oath of Office, members shall abstain from voting if
   a conflict of interest arises.

B. Rule 2: SA members may abstain from voting at regularly scheduled or special meetings of the Assembly.
   However, if the total number of abstentions is greater than the total number of votes in favor of a resolution
   or motion, the resolution or motion fails.

C. Rule 3: The tendering of proxy votes shall occur in accordance with the Special Rules or Order, but shall
   require that an excused absence be noted by the Vice President of Internal Operations.

D. Rule 4: All members of the Appropriations Committee and the Student Assembly shall abstain from voting if
   they have a conflict of interest. A member shall be deemed to have a conflict of interest if they hold an
   executive board position in the organization. Additionally, a member shall be considered to have a conflict of
   interest if they have requested funding or financial co-sponsorship from the organization in the previous 3
   months or intend to request in the next 3 months.

E. Rule 5: The previous rule shall not apply to the Student Assembly's determination of the Student Assembly's
   Byline Funding Allocation; however, all representatives shall hold the Student Assembly to the same or higher
   standards as all other applicants.

Section 5: Committee Leadership and Oversight

A. The committees of the Student Assembly are essential to the functioning of the shared governance system.
   Leaders of the Assembly committees are elected to effectively run the Assembly. As a result, members in
   such a position are charged with these obligations and are required to adhere by as such:

   i. Rule 1: In accordance with Rules 5–8 and Articles 3 and 7 of the Student Assembly Charter, the SA
      Vice President of Internal Operations has the obligation to be in constant contact with the SA clerk,
      all committee chairs, and all bodies in which the SA sends representation to keep an accurate log of
      attendance. The SA Vice President of Internal Operations shall report any pressing matters regarding
      attendance, such as members in jeopardy of exceeding the allowed number of absences, to the
      Executive Committee at their weekly meeting.

   ii. Rule 2: Each SA member must be a voting member of at least one SA committee, the University
       Assembly, or a UA committee. The Chair of each committee shall inform the SA VP of Internal
       Operations of any SA members who are in jeopardy of violating the committee's attendance policy.
Additionally, the committee chair shall inform the VP of Internal Operations if an SA member has violated the committee's attendance policy and has been removed from the committee.

**Rule 3**: The President, Executive Vice President, and Vice President of Internal Operations will be ex-officio members of every committee, except the Elections Committee, and taskforce associated with the Student Assembly and whose activities are delineated in the SA charter.

**Rule 4**: Committee chairs will report updates as necessary regarding upcoming committee meeting dates and times at regularly scheduled meetings, as well as post committee agendas and minutes to the SA website, as appropriate.

**Rule 5**: All SA Committee members must be a member of their respective committee listservs. Meeting dates, times, and agendas shall be sent to all committee members 24 hours prior to the meeting via the appropriate committee listserv. By a two-thirds vote of committee members present, the committee may amend their agenda.

**Rule 6**: Each committee chair is responsible for reaching out to relevant student organizations in order to solicit feedback on ideas and collaborate with student groups on initiatives that the committee is working on.

### Section 6: General Meeting Procedures

**A.** To “voice effectively” these interests which were mentioned above, strict rules must be adhered to when conducting business as an assembly. These rules focus on the efficiency and organization of the tasks at hand:

**i.** **Rule 1**: Speakers will be recognized at the discretion of the Chair and placed on a speaker's list maintained by the Chair. Each speaker shall have a maximum of two minutes to speak, with the option to yield the balance of his, her, or their time to another single individual at the meeting, including the Chair. It is at the Chair's discretion to place additional limitations on speaking time.

**ii.** **Rule 2**: All speakers shall address their remarks to the Chair.

**iii.** **Rule 3**: The Chair shall keep time at any point when such is required.

**iv.** **Rule 4**: Except for points of order, information, and questions of privilege, no person shall be recognized by the Chair twice before all other members (voting, community, and ex-officio) have had the opportunity to speak.

**v.** **Rule 5**: The Chair will recognize the members of the community who wish to speak on the question. The Chair will have discretion as to when community members are recognized. Each speaker will limit his, her, or their comments to no more than two minutes. If multiple speakers wish to address the Student Assembly, equal opportunity will be given to those in favor of and those opposed to the question, in such order, to speak.

**vi.** **Rule 6**: The Chair may call the question, without it requiring a second or vote, when he or she deems that debate has exceeded its time limit or when discussion becomes repetitive.

**vii.** **Rule 7**: When the vote of the Chair may decide the outcome of a decision (i.e. to make or break a tie), he or she shall be empowered to cast a vote, but shall do so only after all other voting members of the Student Assembly have registered their votes.

**viii.** **Rule 8**: A voting Student Assembly member may appeal the decision of the Chair when he or she disagrees with the Chair’s interpretation or application of the Standing Rules, Bylaws, or the Charter. The motion shall require a simple majority to pass.

**ix.** **Rule 9**: Any voting SA member may attempt to overrule a decision by the Executive Committee by submitting their challenge in the format of a resolution at the next regularly scheduled meeting. A 2/3 majority of the voting membership must be reached to overrule the Executive Committee at any time.
Rule 10: The Parliamentarian shall administer a short examination on parliamentary procedure to all voting members of the SA within four meetings of a representative taking the oath of office. This examination will cover content from Robert’s Rules of Order and the most recent version of the SA Charter, Bylaws, and Standing Rules. Any member who does not pass (a grade of 70% or higher) will be required to attend an additional review workshop and retake the exam.

Rule 11: Student Assembly members shall be permitted to withdraw a motion after it has been seconded and before a vote has been taken on it.

Rule 12: Ex-officio members as defined in the by-laws shall be permitted to make motions to amend.

Rule 13: Ex-officio members as defined in the bylaws shall also be permitted to sponsor resolutions, without a voting SA member, if the content relates directly to their position.

Rule 14: By a ⅔ vote of SA members present, Robert’s Rules of Order can be suspended.

Rule 15: Discussion can be closed by a 60% vote of SA members present.

Rule 16: All meeting attendees are expected to be respectful to other meeting attendees and to maintain proper meeting decorum.

Section 7: Outreach Guidelines & Member Responsibilities

A. Rule 1: All voting representatives shall host at least one forum or outreach activity with individuals from their respective constituencies and report all outcomes to the SA at the next regularly-scheduled meeting following such an activity. The four undesignated at-large representatives shall plan at least one Cornell Caring Community, Lift Your Spirits, or large-scale outreach event per semester.

B. Rule 2: All elected members must fulfill two assigned outreach requirements per two-week time frame. Such events will be designated by the Vice President of External Affairs. If the member does not document their outreach as specified by the VP of External Affairs, the member will be credited with one whole absence. Any conflicts in schedules or other special circumstances as references in Section 1, Rule 6 of this document must be brought to the attention of the VP of External Affairs.

C. Rule 3: All voting representatives may communicate regularly with their constituents through e-mail mailing lists and listservs, which may be maintained by their respective college dean’s office, the Department of Campus Life, the Office of the Dean of Students, or the Office of the Assemblies.

D. Rule 4: Any Student Assembly member, including the Vice President for External Affairs, must submit a mass message (e-mail, advertisement, press release, etc.) to the Executive Board for approval. The Executive Board may approve a message by a majority vote and the vote may be conducted by email. The correspondence must be saved.

E. Rule 5: The Vice President for External Affairs and the President will give final approval for the Student Assembly newsletter. No amendments or additions to the newsletter will be distributed without the approval of both officers.

F. Rule 6: The Executive Vice President must monitor and respond to any inquiries on the SA website. Such inquiries can be forwarded to the appropriate Assembly member in order to ensure the most accurate answers.

G. Rule 7: All ex-officio members acting in liaison positions should report relevant information to the Student Assembly about their respective organization and report relevant actions of the assembly to their respective organization as they see fit.

Section 8: Spending Guidelines

A. Category Spending:

Standing Rules of the Cornell University Student Assembly as amended August 24th, 2017
Page 6 of 7
Rule 1: In order for a disbursement of budgeted funds to be made, either the SA 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.

Rule 2: The Student Assembly budget must be reviewed and approved by the SA by the conclusion of the second meeting of the academic year.

Rule 3: 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, at large.

Rule 4: The Vice President for Finance will maintain a record of all expenses of their committee. At the end of each semester, he or she will make public the amount left in the committee’s account.

B. Special Projects Funding:

Rule 5: The Student Assembly may choose to fund any project, program or service through SA Special Projects that it deems to improve the quality of undergraduate student life or to further the goals of the SA. Special Projects funding is a type of category spending.

Rule 6: Special Projects funding may be requested by any of the following, but not limited to:

i. Any Cornell registered student organization

ii. SA committee chairs that seek funding for expenditures that exceed their committee’s budgeted allocation

Rule 7: The SA President and Vice President for Finance together may approve any special projects funding request up to $400 without consultation with the Appropriations Committee. Amounts up to $400 may also be funded by a majority vote of the Appropriations Committee. Request must be made public at a Student Assembly meeting in the form of an “Announcement/Report” before being approved. Any SA voting member can motion for the request to be sent to the Appropriations Committee if they feel necessary.

Rule 8: The Appropriations Committee shall decide upon special projects requests over $400 and under $1500 by a majority vote. The SA, at large, may reverse an Appropriations Committee decision to fund amounts over $400 by a two-thirds vote. The request should be presented to the Student Assembly in the form of a resolution.

Rule 9: Requests $1500 and over shall be decided upon by a majority vote of the Appropriations Committee and confirmed by a majority vote of the Student Assembly, at large. The SA, at large, is only required to confirm requests of $1500 or greater. The request should be presented to the Student Assembly in the form of a resolution.

Rule 10: The Vice President for Finance shall present a written or oral report to the SA at large, each time a special projects disbursement is made.
S.A. Resolution #3
Approving the 2018-2019 Student Assembly Budget

ABSTRACT: This resolution approves the Student Assembly Operating Budget for the 2018-2019 Academic Year and sets aside part of the SA surplus into a reserve account.

Sponsored by: Dale Barbaria ‘19

Whereas, the Student Assembly Vice President for Finance must propose an operating budget for the Student Assembly each academic year;

Whereas, According to the Student Assembly Standing Rules, Section 8, Sub-Section A, Rule 2, The Student Assembly budget must be reviewed and approved by the SA by the conclusion of the second meeting of the academic year.”

Be it therefore resolved, that the Student Assembly approves and adopts the attached Operating Budget and reserve allocations for the 2018-2019 Academic Year as outlined in Appendix A.

Respectfully Submitted,
Dale Barbaria ‘19
Vice President for Finance, Student Assembly

(Reviewed by: Executive Committee, 5-0-0, 08/21/2018)
# 2018-2019 Operating Budget

## Income

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<td>FY18 Student Activity Fee Disbursement (estimate)</td>
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<tr>
<td>Beginning Cash Balance (Surplus rollover)</td>
<td>$ 92,975.47</td>
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## FY18 Expense Category

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<td>TOTAL Budget w/o Special Projects, SEG, 19-20</td>
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## 2019-2020 Projections

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S.A. Resolution #4
Amending the Student Assembly Bylaws For Clarity, Efficiency, and Executive Committee Structure

ABSTRACT: These amendments to the Student Assembly Bylaws seek to add a Vice President of Infrastructure and a Subcommittee of Student Organization Registration to Appropriations Committee and clarifies the role of the Greek Tri-Council Representative

Sponsored by: Joe Anderson ’20 and Dale Barbaria ’18

Whereas, Article X of the Student Assembly Bylaws state, “These bylaws may be amended at any regular meeting of the assembly by a two-thirds vote of the members present, provided that the amendment has been submitted in writing at the previous regular meeting. Amendments may be presented to the assembly by voting members and by community petition with at least 100 Cornell undergraduate student signatures;”

Be it therefore resolved, that the Student Assembly approve and adopt the attached Bylaw Amendments.

Respectfully Submitted,

Joe Anderson ’20
Executive Vice President, Student Assembly

Dale Barbaria ‘18
Vice President for Finance, Student Assembly

(Reviewed by: Executive Committee, 5-0-0, 08/21/2018)
Bylaws of the Cornell University Student Assembly as amended on March 19, 2017

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.

Section 4: Shared Governance Liaisons

A. Student Trustees. The SA will grant the Student Trustees ex-officio positions as shared governance liaisons for the duration of their terms.

B. Undergraduate University Assembly Members. The SA will grant both student-elected University Assembly members ex-officio positions for the duration of their terms.

ARTICLE II: OFFICERS
Section 1: Officers

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

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

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

Section 3: Terms of office

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

Section 4: Recalling officers

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

ARTICLE III: OFFICER DUTIES

Section 1: President

The responsibilities of the President are as follows:

1. Attend and chair all SA meetings.
2. Attend all Assemblies’ leadership meetings and meetings with Executive staff.
3. Submit agenda items for leadership meetings after soliciting topics from Assembly members.
4. Serve as the primary Assembly correspondent with the administration, the media, and the student body.
5. Correspond with the University President following each Assembly meeting enumerating all actions that are passed and are under the University President’s purview and to solicit his or her response.

6. Correspond with the Deans of the College of Agriculture and Life Science; College of Architecture, Art, and Planning; College of Arts and Sciences; College of Engineering; School of Hotel Administration; College of Human Ecology; School of Industrial and Labor Relations, College of Business; following each Assembly meeting enumerating all resolutions that are passed and under the purview of each individual college and school and to solicit their responses.

7. Supervise all elected officers and ensure they are discharging their responsibilities.

8. Attend all open sessions of the Board of Trustees and the Board of Trustees Executive Committee held in Ithaca and report back to the Assembly on said meetings.

9. Appoint Assembly Parliamentarian and Executive Archivist.

10. Write and present annual SA report by the end of the term.

11. Consult with the Director of Elections regarding elections’ advertising as long as the President is not eligible for reelection.

Section 2: Executive Vice President

The responsibilities of the Executive Vice President are as follows:

1. Attend all SA meetings and act as Chair in the absence of the President.

2. Chair the Executive Committee.

3. Assume the office of President should a vacancy arise.

4. Serve as Assembly correspondent in the absence of or on behalf of the President.

5. Attend all Assemblies’ leadership meetings and meetings with Executive Staff.

6. Submit agenda items for leadership meetings after soliciting topics from Assembly members and be responsible for the creation of the weekly agenda for Assembly meetings.

7. Coordinate and assist the undergraduate student UA delegation.

8. Supervise and assist all ad-hoc committees.

9. Track actions of the Assembly to ensure final disposition and confirm correspondence with appropriate units when Assembly actions impact them.

10. Help initiate and organize lobby efforts at both the state and federal levels.

11. Be responsible for responding to questions or comments made during Open Microphone. Issues can be delegated to other members of the Assembly.

12. Be responsible for keeping contact with University Relations and reporting on a regular basis to the SA on issues that concern the student body.

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 Staffing Committee-Executive Cabinet.
5. Monitor committee membership.
6. Coordinate and supervise all aspects of the SA office 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 Operations

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

1. Coordinate constituency representatives’ community outreach efforts (including, but not limited to, community forums, meetings with Deans, internal school governments, etc.)
2. Invite all relevant stakeholders to Student Assembly meetings, when the weekly agenda is released
3. Devise mechanisms for student organizations to become active members in the decision making process of the SA; most importantly, committees.
4. Oversee the City and Local Affairs Committee and the Technology Committee by assisting and advising the committee chair and attending meetings as necessary.

5. Chair the Communications and Outreach Committee

6. Consult with the Director of Elections regarding elections’ advertising.

7. Arrange all advertising, posting, banners, social media, etc.

8. Serve as a liaison to relevant news sources

9. Serve as editor of SA newsletter to be sent over email to the entire undergraduate student body at least two times/semester. The newsletter should include the current month’s accomplishments and next month’s plans, accompanied by the name of a contact person to whom comments and questions may be addressed. Maintain contact with Student Assembly alumni through distribution of the biannual Student Assembly newsletter to any interested alumni.


Section 6: Vice President of Diversity and Inclusion

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

1. Chair the Diversity and Inclusion Committee

2. Serve as a direct link between the SA and the Office of Academic Diversity Initiatives, as well as the Center for Intercultural Dialogue;

3. Undergo a diversity training session provided by Human Resources and/or OADI;

4. Prepare training sessions for the SA on addressing issues of diversity along with the Vice President of External Affairs;

5. Meet at least monthly with the Associate Vice Provost (OADI) and the Associate Dean of Students/Director of Intercultural Programs;

6. Meet on an as-needed basis with other administrators and staff concerning diversity initiatives;

7. Attend the Diversity Community meetings on a semesterly basis;

8. Maintain communication with the individual diversity councils of the colleges;

9. Ensure that legislative acts of the SA are culturally inclusive;

10. Provide updates on the state of diversity at Cornell and work to align the SA with University initiatives;

11. Work with University-sponsored programs such as the Pre-freshmen Summer Program and Diversity Hosting Month to introduce new students to the governance system of Cornell.

12. Chair the Diversity and Inclusion committee in conjunction with the leaders of the two task forces.

13. Coordinate with the Vice President of External Affairs to effectively communicate with groups that advocate for underrepresented students on campus.

Section 7: Vice President of Infrastructure

The responsibilities of the Vice President of Infrastructure are as follows:

1. Chair the Infrastructure Fund Commission

2. Serve as a direct link between the SA and all relevant Cornell offices relating to planning and infrastructure;

3. Meet at least monthly with the Campus Planner;
4. Meet on an as-needed basis with other administrators and staff concerning infrastructure initiatives;
5. Maintain communication with the individual infrastructure;
6. Provide updates on the state of diversity at Cornell and work to align the SA with University initiatives;
7. Coordinate with the Vice President of External Affairs to effectively communicate with groups the progress of various infrastructural projects.

**Section 7.8: 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 Operations 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, posterling, 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 9.10: 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.
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 11: 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 before the Executive Board.

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

A. The President may convene special meetings of the SA to consider issues of immediate and pressing concern. The President will also call a special meeting after being instructed to do so by six of the voting members of the SA.

B. Conflicts - If there is a major conflict that affects a significant portion of the undergraduate student body, such as a religious conflict, any member may direct the SA president to call a special meeting in lieu of the regularly scheduled meeting. The request must be made 2 weeks in advance of the regularly scheduled meeting at issue.

Section 3: Organizational Meeting

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

Section 4: Informal meetings

The SA shall hold an informal meeting as events warrant at the discretion of the Executive Board. This meeting will be reserved for informal discussions between SA members and other interested parties, to set goals and priorities for the upcoming weeks. No legislation can be decided upon during these informal sessions. The attendance policy will remain in effect during the meeting.
Section 5: Executive Session

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

Section 6: Quorum

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

Section 7: Community Votes

A. Should there only be one undergraduate ex-officio non-elected member in attendance, he or she will only be allocated one vote.

B. The community clause may only be exercised on final votes of sense-of-body resolutions, which excludes (1) funding and budgetary decisions, (2) amendments to the SA Charter and Standing Rules, (3) the ability to make motions, (4) creation/dissolution of committees (5) selection of officers, committee members, and liaisons from the popularly elected SA (i.e. allocation of the Student Activity Fee, approval of Parliamentarian, Liaison to the Provost, etc.).

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 Staffing Committee, 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

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 the charter 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 Academic Services, 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 the **Staffing Committee 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.

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

L. **Environmental Policy and Planning Commission** – The commission will research issues affecting the campus and its surrounding area, as well as provide recommendations for reducing Cornell’s environmental impact. The Environmental Policy and Planning Commission will be charged with creating new legislation and enforcing past environmental legislation. This commission is also charged with providing environmental education and outreach in order to better inform students and the campus community about the campus’s environmental impact and sustainability issues. The Environmental Policy and Planning Commission will work closely with students, administrators, student environmental organizations, the Cornell Sustainability Office, the Campus Planning Committee, the Campus Infrastructure Committee, and the City and Town of Ithaca Sustainability to better recognize and address the environmental concerns of the campus and its community as well as to encourage collaboration in working toward the creation of a more sustainable environment. The chair position can be held by any member of the Cornell undergraduate student population and the committee will be under the supervision of the Executive Vice President.

M. **City and Local Affairs Committee** – This committee will advocate on behalf of students’ interest at the city and county government levels. In addition to its advocacy work, the committee will organize events that
foster a sense of engagement in the Ithaca community for Cornell students. The chair position can be held
by any member of the Cornell undergraduate student population and the committee will be under the
supervision of the Vice President of External Operations.

N. Academic Policy Committee – The committee will advise the Student Assembly on all academic matters at
Cornell. Committee members will research, review, recommend, and develop projects to improve academic
life for the student body. This committee will work closely with the Dean of Students and the Faculty Senate
to ensure that students’ concerns related to academic policy are voiced effectively to university officials. The
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.

Section 3: Operational Committees

A. Operational Committees shall maintain the proper functioning of the internal organization of the SA, and
shall therefore facilitate the full expression of the SA’s responsibilities to the Cornell student body.

B. Operational committees shall be convened in the beginning of the fall semester, or when the committee’s
function prescribes, by the Committee on Committee Structure (or its successor body) in coordination with
interested SA voting members.

C. Appropriations Committee – The Appropriations Committee of the SA is the financial branch of the SA. It
reviews all requests for SA funding as well as the policies and guidelines regarding the Student Activity Fee
and those organizations, which receive funding from it. The Committee shall consist of 8 voting members of
the SA, to be selected by the Assembly at large during their organizational meetings; the VP Finance, who
shall serve as Chair; and 7 undergraduates at-large to be selected by the Staffing Committee.

D. Student Assembly Infrastructure Fund Commission – The SAIF Commission (SAIFC) of the SA is
responsible for evaluating applications for funding through the SAIF. The rules governing the operation of
the SAIFC are contained in Appendix C of the SA Charter. The Commission shall consist of at least 12 and
no more than 17 commissioners. The commissioners must include five voting members of the SA, consisting
of a Chair, who will be the Vice President of Infrastructure of the SA, three Assembly members elected
during the Assembly’s Spring organizational meetings, and one New Student voting member of the SA,
internally elected by the Assembly following the Fall election. The remaining commissioners will consist of at
least seven and no more than twelve undergraduate students who are either returning commissioners or are
selected from a pool of applicants and approved by the Executive Cabinet, with the exact number of
commissioners to be set at the discretion of the Chair of the Commission and the Staffing Committee of the
SA. The Commission shall consist of 8 voting members of the SA, to be selected by the Assembly at large during their organizational meetings, which must include the Vice President for Finance, the Vice President of External Affairs of the Student Assembly and one new student, a chair, which cannot be either the Vice President for Finance or the President of the Assembly, and 7 undergraduate at-large voting members to be selected by the Staffing Committee. No SAFC Commissioners shall serve as voting members of the SAIFC (with the exception of the Vice President for Finance). No more than 2 of the voting Student Assembly members on the SAIFC may also be 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. Technology Committee – The Technology Committee will coordinate with Student Assembly representatives to create websites as needed for initiatives that improve campus life and require online platforms, and will work with CIT when possible to update existing websites for the benefit of the Cornell community. The chair or co-chair position can be held by any member of the Cornell undergraduate student population and the committee will be under the supervision of VP of External Affairs.

G. 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 Staffing Committee 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 Staffing Committee 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.

H. Staffing Committee-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 report, 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 Staffing Committee—Executive Cabinet. The Executive Cabinet shall assume the duties and responsibilities of the Student Assembly Staffing Committee, as referred to in other documents.

442 Section 4: Diversity

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, 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 in coordination with the Directors, who will head two task forces: Initiatives Task Force and United Student Body Task Force. Ad-hoc task forces and leadership positions can be created as the leadership of the committee sees fit. Task forces will be encouraged to work together towards common goals.

ii. Initiatives Task Force: this will be in-charge of collecting ideas, issues and concerns in the area of diversity and inclusion; and working on implementable related policies.

iii. United Student Body Task Force: this will be in-charge of implementing United Student Body and subsequently reviewing it during the process of implementation.

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 of 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

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

ARTICLE X: AMENDMENTS

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