

Cornell University Student Assembly

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

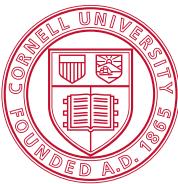
V. Business of the Day

- a. Resolution 1: Approving Appendix B for the 2018-2020 Byline Cycle

VI. New Business

- a. Resolution 2: Approval of the 2018-2019 Standing Rules
- 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



Cornell University Student Assembly

Originally Presented on:	(MM/DD/YYYY)
Type of Action:	Internal Policy
Status/Result:	Business of the Day

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 fo the Spring 2018 semester;

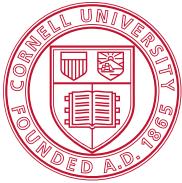
Whereas, President Pollack rejected or returned four of the amendments proposed by the Student Assembly, necessitating the passage of the Appendix B amendments that were not rejected nor returned;

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



Cornell University Student Assembly

APPENDIX B: STUDENT ASSEMBLY GUIDELINES FOR FUNDED ORGANIZATIONS

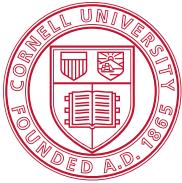
Section 1: Preamble

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



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32 All recipients of the SAF shall adhere to the following guidelines:

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

35 B. **Event Ticketing:** For all events (concerts, lectures, films, etc.) funded by the Fee allocations and for which
36 admission is charged:

- 37 i. Cornell students shall receive a reasonable discount per event to reflect their prior contribution via
38 the SAF.
- 39 ii. Cornell students shall receive the first opportunity to purchase tickets or (otherwise should have a
40 substantial amount of tickets reserved for student use).
- 41 iii. The Appropriations Committee or the Executive Committee shall have the ability to request that
42 organizations publish a report to the SA on the amount of money received for an event, where that
43 money has been allocated, total attendance, and how much money was spent on the event.

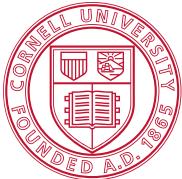
44 C. **Attendance Tracking:** Each By-line Funded Organization shall, whenever possible, provide accurate
45 attendance figures. Such figures may be acquired through a number of measures including swiping Cornell
46 ID's, using a ticketing system, keeping a sign in sheet, or having someone at the door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

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

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

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

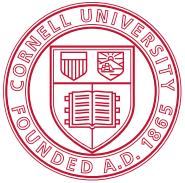
65 G. **Prohibition on Compensation:** No Advisor, President, Treasurer, staff member, other officer, or member of
66 an organization may be compensated from an organization’s SAF account or SAF earned income account.



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- 67 G. **SA Liaisons:** The SA shall have the option of appointing a Student Assembly member to serve as a non-
68 voting liaison to each organization or, where appropriate, to its Executive Board. If an organization feels their
69 liaison is failing in their duty, a new liaison may be appointed.
- 70 H. **Off-Year Reporting:** During the fall of even-numbered calendar years each organization shall provide the
71 Appropriations Committee with a written account of the use of its fee allocation and operations for the
72 previous academic year, and an oral summary of its activities, including usage statistics and future
73 programming plans. The SA Vice President for Finance will conduct an unofficial vote regarding the
74 committee's recommendation on whether or not the organization should receive an increase in funding, a
75 decrease in funding or maintenance of funding at its current level. The SA Vice President for Finance shall
76 then provide a written summary report of these meetings to the SA.
- 77 I. **New Organization Reporting:** Organizations receiving By-Line funding for the first time in the current
78 funding cycle shall report each semester to the Appropriations Committee on their operations and finances.
- 79 J. **Conferences:** Organizations may send Executive Board member(s) to one annual conference, if desired. The
80 Appropriations Committee must approve organization's conference expenditures and each organization must
81 demonstrate to the committee that conference attendance will benefit the Organization's ability to achieve its
82 mission statement. Organizations shall request approval in their annual fall report to the SA. All conferences,
83 teambuilding, banquet, training, and other social expenditures for organization members, in sum, shall be no
84 greater than \$4,000 or 10% of the organization's by-line allocation, whichever is less. This rule shall not apply
85 to SAFC-funded organizations.
- 86 K. **Governing Document Approval:** All organizations must submit any changes in the Organizations' bylaws,
87 constitution, or other governing documents to the SA for its approval.
- 88 L. **Non-discrimination:** All organizations receiving Student Activity Fee funds directly or that receive such
89 funds indirectly from a by-line funded organization shall not discriminate on the basis of actual or perceived
90 age, color, disability, ethnicity, gender identity or expression, marital status, national origin, race, religion, sex,
91 sexual orientation, veteran status, or any combination of these factors when determining its membership and
92 when determining the equal rights of all general members and executive board members, respectively, which
93 shall include, but are not limited to, voting for, seeking, and holding positions within the organization.
94 Additionally, all organizations receiving funding from the Student Activity Fee and that serve as a funding
95 source for other organizations on campus shall not discriminate on the basis of actual or perceived age, color,
96 disability, ethnicity, gender identity or expression, marital status, national origin, race, religion, sex, sexual
97 orientation, veteran status, or any combination of these factors when awarding funding.
- 98 i. Notwithstanding these requirements, a club sport may make requirements based on competitive
99 athletic skill which may result in a club sport of one or predominantly one gender. Organizations may
100 also make requirements based on vocal range or quality which may result in a chorus or choruses of
101 one or predominantly one gender. Organizations that participate in activities with governmental age
102 restrictions may also make appropriate requirements on the basis of age.
- 103 ii. Organizations may also enforce uniform standards of belief or conduct as a prerequisite for obtaining
104 some or all rights of general members and executive board members, respectively, so long as said



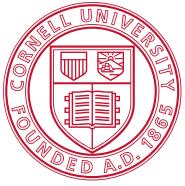
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- 105 standards are protected by the 1st Amendment of the United States Constitution in the context of a
106 public university and do not impede enforcement of Appendix B, Section II, subsection E.
107 iii. Each organization receiving Student Activity Fee funds directly from the Student Assembly shall
108 include a “Non-discrimination Clause” section in its bylaws, constitution or other governing
109 documents reflecting this policy.

110 Section 4: Organization Specific Guidelines

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

- 112 A. ALANA Intercultural Board
113 i. \$2.05 shall be used to fund ALANA’s member organizations as outlined in the ALANA constitution
114 ii. \$3.00 per student per year of the ALANA allocation shall be used to fund the MCFAB program each
115 year.
116 iii. MCFAB shall seek to bring ~~multiple acts to campus representing different musical genres~~diverse programming to campus.
117 iv. \$1.90 per student per year of the ALANA allocation shall be contributed toward funding umbrella
118 organizations as outlined in the ALANA constitution. Umbrella organizations ~~may shall~~ not apply for
119 SAFC funding.
120 v. \$1.10 per student per year of the ALANA allocation shall be contributed towards ALANA’s own
121 administrative costs and programming needs such as general body meetings and other intercultural
122 programming
- 123 B. Athletics & Physical Education
124 i. The Athletics Department shall provide, at no cost, a Big Red Sports Pass (BRSP) to each
125 undergraduate student. ~~\$7.00-\$7.30~~ per student per year of the total annual Athletics allocation may
126 be spent towards providing the BRSP. The BRSP shall provide free admission to all varsity sports
127 excluding Men’s Varsity Ice Hockey.
128 ii. In collaboration with the Sports Marketing Group, the Athletics Department will promote Cornell
129 Athletic events to the entire Cornell community. ~~\$3.00-\$1.78~~ per student per year of the annual
130 Athletics’ allocation may be spent towards providing marketing and promotions. ~~Athletics shall~~
131 ~~further promote increased autonomous student leadership in the Sports Marketing Group during the~~
132 ~~2016-2018 funding cycle.~~
- 133 C. Class Councils
134 i. The Class Councils allocation ~~may shall~~ be divided between the four class years in proportions
135 determined by the organization.
- 136 D. Collegiate Readership Program
137 i. The Collegiate Readership Program shall operate for the 2018-2020 by-line cycle using its accumulated
138 surplus and the activity fee disbursement.



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- 140 ii. The SA Vice President for Finance or their designee shall oversee the operations and finances of the
141 Collegiate Readership Program.
- 142 iii. The Collegiate Readership Program shall provide free New York Times and Wall Street Journal access
143 for undergraduate students.
- 144 iv. Newspapers shall be distributed from the Monday of the week prior to the first full week of classes
145 to the last day of exam week during each fall semester and from the first day of class to the last day
146 of exam week during each spring semester. These distributions periods do not include Fall Break,
147 Thanksgiving Break, or Spring Break.
- 148 v. The CRP liaison SA Vice President for Finance or their designee shall prepare and present a report to
149 the Student Assembly at the end of each academic year with information regarding readership and an
150 analysis of the current distribution locations. Any proposed changes in locations or proportions must
151 be approved by a two-thirds majority vote of the SA.
- 152 vi. The SA Vice President for Finance shall report to the Student Assembly the amount allocated to the
153 New York Times and Wall Street Journal.
- 154 iii. The CRP liaison shall yearly provide a list of publications available through CRP that are deliverable to
155 Ithaca and allow the SA to change the publications that are purchased.

E. Community Partnership Board

- 157 i. The Board shall use Activity Fee money for the funding of projects. Administrative expenses shall be
158 paid by the Board's parent body, the Public Service Center, or other non-activity fee sources of
159 funding.
- 160 ii. Projects funded are to be decided by the Board. Those projects are to be included in the annual report
161 to the SA.

F. Convocation

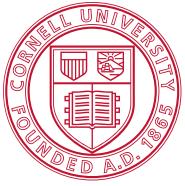
- 163 i. At the time of the selection of Convocation Committee membership, the Convocation Committee
164 Chair shall invite all voting members of the SA, directly-elected undergraduate members of the UA,
165 and student-elected trustee(s) that belong to that class year will be invited to participate as full voting
166 members of the Convocation Committee. The SA Vice President for Finance shall serve as an ex-
167 officio member of the Committee.
- 168 ii. Convocation shall seek to announce speaker selection first at a Student Assembly meeting.
- 169 iii. Convocation Committee shall notify the SA Vice President for Finance if the Committee is expected
170 to require more than its SAF allocation to support Convocation.

G. Cornell Cinema

- 172 i. Cornell Cinema shall not increase student ticket prices without the express approval of the SA.
- 173 ii. Cornell Cinema shall strive to promote autonomous student leadership.

H.G. Cornell Concert Commission

- 175 i. The Concert Commission shall seek to produce at least one act each semester in Barton Hall, Lynah
176 Rink, or similar venue.
- 177 ii. The Concert Commission shall strive to put on one free concert during the academic year.



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178 iii. ~~The Concert Commission shall strive to do at least one event in the Bears Den every year.~~

179 iv-v. ~~The Cornell Concert Commission shall send a report to the Appropriations Committee any time a~~
180 ~~concert's subsidy is more than expected and the Cornell Concert Commission should detail losses~~
181 ~~more money than expected detailing the loss the shortfall~~ and the impact it will have on future
182 operations.

183 *L.H.* Cornell University Emergency Medical Service

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

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

187 *J.I.* Cornell University Programming Board

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

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

192 *K.J.* CU Tonight Commission

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

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

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

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

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

206 *L.K.* Orientation Steering Committee

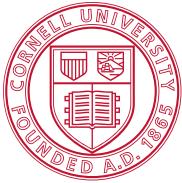
207 i. The Assistant Dean of Students in New Student Programs shall continue to supervise the planning and
208 implementation of all August and January orientation activities.

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

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

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

215 v. OSC shall increase funding for both transfer and January Orientation programming.



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216 vi. OSC shall allocate more than \$1.12 of their allocation towards programs designed to educate new
217 students about consent and sexual assault.

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

219 vii.viii. OSC shall reduce the costs of apparel.

M.L. Outdoor Odyssey

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

222 ii. Outdoor Odyssey shall conduct a review during the 2016-2018-2018-2020 Funding Cycle of the
223 demographics of those who attend.

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

N.M. Senior Days

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

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

O.N. Slope Day Programming Board (SDPB)

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

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

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

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

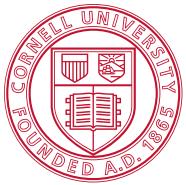
238 v.iv. The Slope Day Programming Board shall collect demographic information from all Slope Day
239 entrants. These statistics shall be reported to the SA and GPSA the Fall Semester following Slope
240 Day.

241 v. The Slope Day Programming Board shall seek to announce artist selection first at a Student Assembly
242 meeting.

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

P.Q. Slope Media Group

247 i. Slope Media Group shall establish durable goods inventory management procedures, which must
248 include details about anticipated storage locations, authorized persons to possess or handle
249 equipment, device security, and theft.



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- 254 ii. Slope Media group shall not spend student activity fee funding on any giveaways including but not
255 limited to glassware, clothing, and general accessories, without the explicit approval of the
256 Appropriations Committee.

257 Q.P. Student Activities Funding Commission

- 258 i. SAFC shall publish and make publicly available a written account of the organizations requesting
259 funding, the amount requested, the amount rewarded, and the amount spent.
260 ii. Criteria for funding of undergraduate student organizations may not be altered or waived without the
261 express explicit approval of the SA.
262 iii. The SAFC shall reserve at least 1 dollar per student per year for a special projects fund. Monies held in
263 this fund will be allocated first for appeals of the SAFC's funding decisions to the SA.
264 iv. SAFC shall annually review and amend its tier system guidelines to project expenditure growth of
265 approximately 3% per year. SAFC is not required to have actually achieved 3% growth per year.
266 SAFC shall report the outcome of this review to the Appropriations Committee.
267 v. Each organization funded by the SAFC will be required to include the following SAF logo or
268 statement on all fliers, posters, promotions, programs, and literature "Funded in part by the Student
269 Activities Funding Commission".

270 R.Q. Welcome Weekend

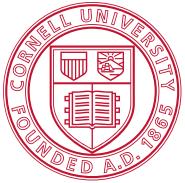
- 271 i. Welcome Weekend shall seek to hold events during the first two weeks of each semester.
272 ii. Welcome Weekend shall offer the TGIF Midnight Breakfast, for free only to undergraduates, and shall
273 record undergraduate attendance.
274 iii. Welcome Weekend shall seek out co-sponsorships where applicable.

275 S.R. Willard Straight Hall Student Union Board

- 276 i. All events funded by WSH SUB must either take place in Willard Straight Hall or the surrounding
277 environments and be directly associated with the purpose and mission of WSH.
278 ii. WSH SUB shall develop and adhere to a yearly budget. By a majority vote, the Appropriations
279 Committee may amend the budget.
280 iii. WSH SUB shall not purchase and dispense giveaways including but not limited to gold or silver plates
281 and graduation gifts.

282 T.S. Women's Resource Center (WRC)

- 283 i. The Women's Resource Center shall collaborate with the Student Assembly Women's Liaison
284 Representative, Community Life on safety, health, and other topics pertinent to women on campus.
285 ii. \$0.50 per student per year of the WRC allocation shall be used for the development and operation of
286 the Big Red Shuttle late night shuttle service. The Women's Resource Center will be responsible for
287 coordinating the management and operation of the Big Red Shuttle late night shuttle service.
288 iii. The WRC shall set a two-year budget for Feminism Food for Thought not to exceed \$10,000.
289 i. The WRC shall notify the SA Vice President for Finance of the total SAF spending on
290 Feminism Food for Thought before the final Student Assembly meeting each May.

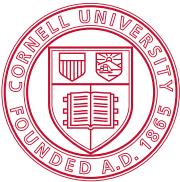


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- 291 ii. The Feminism Food for Thought budget for AY 2019-2020 shall not exceed 10,000 less the
292 total SAF spending on Feminism Food for Thought in AY 2018-2019.
293 iii. When 50% of the two-year budget has been exhausted, the WRC shall notify the SA Vice
294 President for Finance.
295 iv. The WRC shall strive to maximize and strive to track attendance at this event.

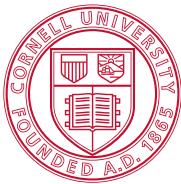
296 **Section 5: Duration and Supersession**

- 297 A. Once approved by the SA, these Funding Guidelines shall take effect on July 1, 2016-2018 and shall expire on
298 June 30, 2018-2020, unless amended or renewed by the SA. These rules require a two-thirds majority of SA
299 members present to be amended.
300 B. These Funding Guidelines supersede all previous legislation of the SA and its predecessor bodies, as well as
301 all charters, constitutions, bylaws, and other legislation of all SAF recipients and other student organizations.
302 C. Guidelines for organizations that also receive funding from the GPSA may be amended only after
303 consultation with the GPSA.



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Originally Presented on:	8/23/2018
Type of Action:	Internal Policy
Status/Result:	New Business



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Standing Rules

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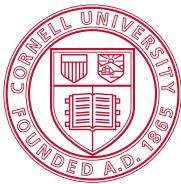
For 2018-2019 ~~2017-2018~~

Section 1: Preamble

- A. The Student Assembly's foremost interest in 2018-2019 ~~2017-2018~~ 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 prefices:
 - 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

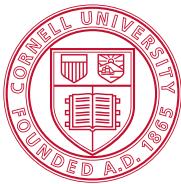
- A. Ethical Conduct is expected of all members at all times, as members are representative of their constituencies. Any member found to be using the name of the SA outside of the bounds of the individual's described role on the SA, abusing the SA brand to acquire additional benefits or privileges, or 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~~ ⁷² hours' prior notice of the meeting. Such meetings shall



Cornell University Student Assembly

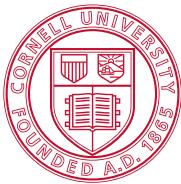
- 40 be considered “regularly scheduled meetings,” for the purpose of accruing absences. Ex-officio members
41 will be excused from these meetings unless notified otherwise by the Executive Committee.
- 42 iii. Rule 3: All voting members must remain an active member of at least one committee as per the standards
43 established by the chair of their respective committee. Failure to remain an active member of at least one
44 committee can result in vacancy of a seat at the discretion of the Executive Committee.
- 45 iv. Rule 4: Any member who fails to attend a required meeting or event shall be considered absent. Any late
46 arrival beyond the first 15 minutes of the meeting will result in a half-absence *if there is no notification at*
47 *least 24 hours in advance to the Vice President of Internal Operations*. Any early departure will result in a
48 half-absence *if there is no notification at least 24 hours in advance to the Vice President of Internal*
49 *Operaitons*. The Executive Committee reserves the right to decide what constitutes an early departure.
- 50 v. Rule 5: Any member who arrives late to a required meeting or event but within the first 15 minutes after
51 Roll-Call will receive a quarter-absence.
- 52 vi. Rule 6: At the discretion of the Vice President of Internal Operations, unavoidable academic conflicts
53 including prelims, final presentations, and field trips but not including office hours, review sessions or
54 professor visits that are in direct conflict with a required Student Assembly meeting will not be counted
55 towards the three cumulative regularly scheduled meetings if they are reported *24 hours 2 weeks* before
56 the meeting conflict. Academic conflicts that cannot be reasonably predicted *24 hours 2 weeks* before the
57 meeting conflict can be excused by a majority vote of the executive committee.
- 58 vii. Rule7: At the discretion of the Vice President of Internal Operations, unavoidable conflicts as a result of
59 job interviews and scholarship interviews that are in direct conflict with a required Student Assembly
60 meeting will not be counted towards the three cumulative regularly scheduled meetings if they are
61 reported as soon as the conflict arises.
- 62 viii. Rule 8: At the discretion of the Vice President of Internal Operations, unavoidable conflicts as a result of
63 religious obligations that are in direct conflict with a required Student Assembly meeting will not be
64 counted towards the three cumulative regularly scheduled meetings if they are reported *at least 24 hours 3*
65 *weeks* before the meeting conflict.
- 66 ix. Rule 9: The Vice President of Internal Operations can request documentation for proof of absence.
- 67 x. Rule 10: Any college or constituency who lacks representation as a result of a seat being vacated or
68 unclaimed shall be filled by the runner-up in the most recent election for that seat. If the seat remains
69 vacant, an interim representative shall be appointed by the President, and confirmed by a majority of SA
70 Members. The interim representative shall have full voting privileges associated with membership on the
71 SA. The interim representative post shall be terminated immediately upon the declaration of a permanent
72 replacement via an election. The interim position will remain in effect for the remainder of semester if
73 the position becomes vacant following the first 3 weeks of the semester.
- 74 xi. Rule 12: All candidates who are elected to the Student Assembly during Spring Elections are required to
75 attend all Organizational Meetings and the last two SA meetings during the Spring Semester. Absences at
76 these meetings will count toward the member’s term total.
- 77 xii. Rule 13: All elected members of the Student Assembly will adhere to the Cornell University Student
78 Assembly Oath of Office, which states:
79 *In the view of the trust the Cornell Community has vested in me, as well as my personal sense of honor, I _____,*
80 *do solemnly affirm to fulfill my responsibilities as a student-elected representative. I will engage in open and honest debate in*
81 *a process where I am guided by truth and fairness. I will never purposely misrepresent facts in an effort to achieve my goals. If*
82 *a conflict of interest arises, I will relinquish my right to participate in the decision making process. I will seek out and voice*
83 *effectively the interests and concerns of the student body, address the issues of my fellow students, and strive to improve the*
84 *quality of life at Cornell for all students.*

85 Section 3: Agenda-Setting Policies and Procedures



Cornell University Student Assembly

- 86 A. Rule 1: The agenda for any informal meetings shall not contain voting on legislation unless these meetings are
87 held in lieu of regular Thursday meetings or to meet a deadline.
88 B. Rule 2: The Executive Vice President will place under Business of the Day any item that has been previously
89 discussed. Additionally, appropriation requests and committee assignments are to appear under Business of
90 the Day. All other items shall be introduced as New Business, unless otherwise authorized by a majority vote
91 of the Executive Board or a majority vote of the Student Assembly.
92 C. Rule 3: New Business shall be an opportunity for SA and community members to ask questions of and make
93 suggestions to the author of a piece of legislation. Comments may not be argumentative in nature and
94 questions must seek factual answers.
95 D. Rule 4 Business of the Day shall be an opportunity for discussion and debate on the legislation.
96 E. Rule 5: Prior to introduction as New Business, all resolutions shall be reviewed and approved by an
97 appropriate SA committee no more than 30 days before the EVP sends the agenda to the general public. The
98 Executive Vice President or the Vice President of Internal Operations will determine which committee will
99 review a resolution. A resolution cannot be introduced to the SA without approval by an appropriate SA
100 committee except under extenuating circumstances in which the Executive Board determines that a
101 resolution should be brought to the floor without a committee review. Approval by a committee requires a
102 majority vote of the committee members present at the committee meeting. A representative of the
103 committee that reviewed the resolution is permitted to give a brief summary of the committee's thoughts or
104 concerns on the resolution when it is presented a regularly scheduled Student Assembly meeting.
105 F. Rule 6: In order for a resolution to be moved to Business of the Day, a Resolution must have been discussed
106 at a prior meeting or be moved to Business of the Day by a $\frac{2}{3}$ vote of members present.
107 G. Rule 7: If the Residential Student Congress needs to pass a formal legislative resolution concerning residential
108 life at Cornell, the Residential Student Congress has the authority to pass resolutions that will be introduced
109 as New Business on the Student Assembly agenda. These resolutions must explicitly pertain to residential life.
110 Any resolutions presented by the Residential Student Congress must have been voted on and approved by a
111 majority vote of the general body members of the Residential Student Congress and the Residential Student
112 Congress liaison to the Student Assembly, who must be the sponsor of the resolution. The resolution must
113 be sent to the Student Assembly EVP at least one week before the Student Assembly meeting where the
114 resolution will appear on the agenda. All resolutions appearing on the SA agenda through this method,
115 without having been passed by an SA committee, will require a vote of two-thirds of SA members present to
116 be passed.
117 H. Rule 8: At its weekly meeting, the Executive Committee will discuss the agenda for Student Assembly
118 meetings. Items for the agenda must be submitted to the Executive Vice President of the Student Assembly
119 in the proper format, as designated by the Executive Vice President.
120 I. Rule 9: The Office of the Assemblies must post the agenda to the Student Assembly website no later than
121 noon on the day of the meeting.
122 J. Rule 10: The Vice President of External Affairs and the sponsors of the resolution must ensure that all
123 parties, including but not limited to any specific Cornell student, administrator, faculty member, or staff
124 member, involved or impacted by particular legislative actions are notified and invited to attend the meeting
125 at which the action shall be heard. Additionally, any registered student organization must be notified if the
126 proposed legislation affects their funding or guidelines. The aforementioned need not consent to the
127 legislation, but it is highly encouraged that the aforementioned attend the meeting. In the event that the
128 author of said legislation is uncomfortable contacting all interested parties, they may request that the Vice
129 President of External Affairs does so on their behalf.
130 K. Rule 11: A short descriptive abstract of approximately 25 words will be submitted by sponsors of resolutions
131 before committee approval.
132 L. Rule 12: Student Assembly Initiatives should be presented as reports to the Student Assembly with an
133 opportunity for questions from Student Assembly Members and Community Members. A summary of



Cornell University Student Assembly

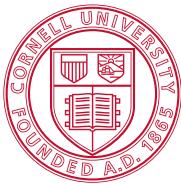
134 the initiative reports will be reported over the Actions Listserv bi-weekly. The following procedures will
135 be followed for initiative reports:
136 i. The Chair announces the initiative and the sponsors have two minutes to present their initiative
137 ii. A moderated Q&A will follow the presentation, the questions can be argumentative in nature as
138 Student Assembly Representatives and community members shall be empowered to express their
139 approval or disapproval
140 iii. The Chair shall be empowered to determine to end the time when the allocated time has expired,
141 conversation has become redundant, or the speaker's list has been exhausted
142 iv. The Executive Vice President shall be empowered to make the determination as to what will be
143 presented as an initiative
144 M. Rule 13: Following the Referenda protocol in Article III §8 of the Student Assembly Charter, the Executive
145 Vice President will present an update on pro and con statements during the Promotional Period. The
146 Executive Vice President will give this presentation at the first regularly scheduled SA meeting after the
147 Office of the Assemblies posts the community statements anonymously to the Assemblies website.

148 **Section 4: Abstentions and Proxy Voting**

149 A. Rule 1: As per the Cornell University Student Assembly Oath of Office, members shall abstain from voting if
150 a conflict of interest arises.
151 B. Rule 2: SA members may abstain from voting at regularly scheduled or special meetings of the Assembly.
152 However, if the total number of abstentions is greater than the total number of votes in favor of a resolution
153 or motion, the resolution or motion fails.
154 C. Rule 3: The tendering of proxy votes shall occur in accordance with the Special Rules or Order, but shall
155 require that an excused absence be noted by the Vice President of Internal Operations.
156 D. Rule 4: All members of the Appropriations Committee and the Student Assembly shall abstain from voting if
157 they have a conflict of interest. A member shall be deemed to have a conflict of interest if they hold an
158 executive board position in the organization. Additionally, a member shall be considered to have a conflict of
159 interest if they have requested funding or financial co-sponsorship from the organization in the previous 3
160 months or intend to request in the next 3 months.
161 E. Rule 5: The previous rule shall not apply to the Student Assembly's determination of the Student Assembly's
162 Byline Funding Allocation; however, all representatives shall hold the Student Assembly to the same or higher
163 standards as all other applicants.

164 **Section 5: Committee Leadership and Oversight**

165 A. The committees of the Student Assembly are essential to the functioning of the shared governance system.
166 Leaders of the Assembly committees are elected to effectively run the Assembly. As a result, members in
167 such a position are charged with these obligations and are required to adhere by as such:
168 i. Rule 1: In accordance with Rules 5–8 and Articles 3 and 7 of the Student Assembly Charter, the SA
169 Vice President of Internal Operations has the obligation to be in constant contact with the SA clerk,
170 all committee chairs, and all bodies in which the SA sends representation to keep an accurate log of
171 attendance. The SA Vice President of Internal Operations shall report any pressing matters regarding
172 attendance, such as members in jeopardy of exceeding the allowed number of absences, to the
173 Executive Committee at their weekly meeting.
174 ii. Rule 2: Each SA member must be a voting member of at least one SA committee, the University
175 Assembly, or a UA committee. The Chair of each committee shall inform the SA VP of Internal
176 Operations of any SA members who are in jeopardy of violating the committee's attendance policy.

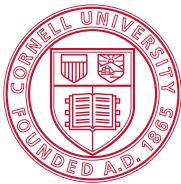


Cornell University Student Assembly

- 177 Additionally, the committee chair shall inform the VP of Internal Operations if an SA member has
178 violated the committee's attendance policy and has been removed from the committee.
179 iii. Rule 3: The President, Executive Vice President, and Vice President of Internal Operations will be
180 ex-officio members of every committee, except the Elections Committee, and taskforce associated
181 with the Student Assembly and whose activities are delineated in the SA charter.
182 iv. Rule 4: Committee chairs will report updates as necessary regarding upcoming committee meeting
183 dates and times at regularly scheduled meetings, as well as post committee agendas and minutes to
184 the SA website, as appropriate.
185 v. Rule 5: All SA Committee members must be a member of their respective committee listservs.
186 Meeting dates, times, and agendas shall be sent to all committee members 24 hours prior to the
187 meeting via the appropriate committee listserv. By a two-thirds vote of committee members present,
188 the committee may amend their agenda.
189 vi. Rule 6: Each committee chair is responsible for reaching out to relevant student organizations in
190 order to solicit feedback on ideas and collaborate with student groups on initiatives that the
191 committee is working on.

192 Section 6: General Meeting Procedures

- 193 A. To "voice effectively" these interests which were mentioned above, strict rules must be adhered to when
194 conducting business as an assembly. These rules focus on the efficiency and organization of the tasks at hand:
195 i. Rule 1: Speakers will be recognized at the discretion of the Chair and placed on a speaker's list
196 maintained by the Chair. Each speaker shall have a maximum of two minutes to speak, with the
197 option to yield the balance of his, her, or their time to another single individual at the meeting,
198 including the Chair. It is at the Chair's discretion to place additional limitations on speaking time.
199 ii. Rule 2: All speakers shall address their remarks to the Chair.
200 iii. Rule 3: The Chair shall keep time at any point when such is required.
201 iv. Rule 4: Except for points of order, information, and questions of privilege, no person shall be
202 recognized by the Chair twice before all other members (voting, community, and ex-officio) have had
203 the opportunity to speak.
204 v. Rule 5: The Chair will recognize the members of the community who wish to speak on the question.
205 The Chair will have discretion as to when community members are recognized. Each speaker will
206 limit his, her, or their comments to no more than two minutes. If multiple speakers wish to address
207 the Student Assembly, equal opportunity will be given to those in favor of and those opposed to the
208 question, in such order, to speak.
209 vi. Rule 6: The Chair may call the question, without it requiring a second or vote, when he or she deems
210 that debate has exceeded its time limit or when discussion becomes repetitive.
211 vii. Rule 7: When the vote of the Chair may decide the outcome of a decision (i.e. to make or break a
212 tie), he or she shall be empowered to cast a vote, but shall do so only after all other voting members
213 of the Student Assembly have registered their votes.
214 viii. Rule 8: A voting Student Assembly member may appeal the decision of the Chair when he or she
215 disagrees with the Chair's interpretation or application of the Standing Rules, Bylaws, or the Charter.
216 The motion shall require a simple majority to pass.
217 ix. Rule 9: Any voting SA member may attempt to overrule a decision by the Executive Committee by
218 submitting their challenge in the format of a resolution at the next regularly scheduled meeting. A
219 2/3 majority of the voting membership must be reached to overrule the Executive Committee at any
220 time.



Cornell University Student Assembly

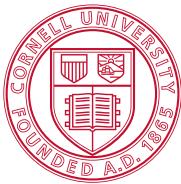
- 221 x. Rule 10: The Parliamentarian shall administer a short examination on parliamentary procedure to all
222 voting members of the SA within four meetings of a representative taking the oath of office. This
223 examination will cover content from Robert's Rules of Order and the most recent version of the SA
224 Charter, Bylaws, and Standing Rules. Any member who does not pass (a grade of 70% or higher) will
225 be required to attend an additional review workshop and retake the exam.
226 xi. Rule 11: Student Assembly members shall be permitted to withdraw a motion after it has been
227 seconded and before a vote has been taken on it.
228 xii. Rule 12: Ex-officio members as defined in the by-laws shall be permitted to make motions to amend.
229 xiii. Rule 13: Ex-officio members as defined in the bylaws shall also be permitted to sponsor resolutions,
230 without a voting SA member, if the content relates directly to their position.
231 xiv. Rule 14: By a $\frac{2}{3}$ vote of SA members present, Robert's Rules of Order can be suspended.
232 xv. Rule 15: Discussion can be closed by a 60% vote of SA members present.
233 xvi. Rule 16: All meeting attendees are expected to be respectful to other meeting attendees and to
234 maintain proper meeting decorum.

235 **Section 7: Outreach Guidelines & Member Responsibilities**

- 236 A. Rule 1: All voting representatives shall host at least one forum or outreach activity with individuals from their
237 respective constituencies and report all outcomes to the SA at the next regularly-scheduled meeting following
238 such an activity. The four undesignated at-large representatives shall plan at least one Cornell Caring
239 Community, Lift Your Spirits, or large-scale outreach event per semester.
240 B. Rule 2: All elected members must fulfill two assigned outreach requirements per two-week time frame. Such
241 events will be designated by the Vice President of External Affairs. If the member does not document their
242 outreach as specified by the VP of External Affairs, the member will be credited with one whole absence.
243 Any conflicts in schedules or other special circumstances as references in Section 1, Rule 6 of this document
244 must be brought to the attention of the VP of External Affairs.
245 C. Rule 3: All voting representatives may communicate regularly with their constituents through e-mail mailing
246 lists and listservs, which may be maintained by their respective college dean's office, the Department of
247 Campus Life, the Office of the Dean of Students, or the Office of the Assemblies.
248 D. Rule 4: Any Student Assembly member, including the Vice President for External Affairs, must submit a
249 mass message (e-mail, advertisement, press release, etc.) to the Executive Board for approval. The Executive
250 Board may approve a message by a majority vote and the vote may be conducted by email. The
251 correspondence must be saved.
252 E. Rule 5: The Vice President for External Affairs and the President will give final approval for the Student
253 Assembly newsletter. No amendments or additions to the newsletter will be distributed without the approval
254 of both officers.
255 F. Rule 6: The Executive Vice President must monitor and respond to any inquiries on the SA website. Such
256 inquiries can be forwarded to the appropriate Assembly member in order to ensure the most accurate
257 answers.
258 G. Rule 7: All ex-officio members acting in liaison positions should report relevant information to the Student
259 Assembly about their respective organization and report relevant actions of the assembly to their respective
260 organization as they see fit.

261 **Section 8: Spending Guidelines**

- 262 A. Category Spending:



Cornell University Student Assembly

- 263 i. Rule 1: In order for a disbursement of budgeted funds to be made, either the SA President or the
264 Vice President for Finance must approve it. The Vice President for Finance is responsible for
265 classifying the expenditure into a budget category.
266 ii. Rule 2: The Student Assembly budget must be reviewed and approved by the SA by the conclusion
267 of the second meeting of the academic year.
268 iii. Rule 3: Any reallocation of funds between categories of the budget or spending of the budget surplus
269 must be confirmed by a majority vote of the Appropriations Committee followed by a majority vote
270 of the Student Assembly, at large.
271 iv. Rule 4: The Vice President for Finance will maintain a record of all expenses of their committee. At
272 the end of each semester, he or she will make public the amount left in the committee's account.
273 B. Special Projects Funding:
274 i. Rule 5: The Student Assembly may choose to fund any project, program or service through SA
275 Special Projects that it deems to improve the quality of undergraduate student life or to further the
276 goals of the SA. Special Projects funding is a type of category spending.
277 ii. Rule 6: Special Projects funding may be requested by any of the following, but not limited to:
278 i. Any Cornell registered student organization
279 ii. SA committee chairs that seek funding for expenditures that exceed their committee's budgeted
280 allocation
281 iii. Rule 7: The SA President and Vice President for Finance together may approve any special projects
282 funding request up to \$400 without consultation with the Appropriations Committee. Amounts up
283 to \$400 may also be funded by a majority vote of the Appropriations Committee. Request must be
284 made public at a Student Assembly meeting in the form of an "Announcement/Report" before
285 being approved. Any SA voting member can motion for the request to be sent to the Appropriations
286 Committee if they feel necessary.
287 iv. Rule 8: The Appropriations Committee shall decide upon special projects requests over \$400 and
288 under \$1500 by a majority vote. The SA, at large, may reverse an Appropriations Committee decision
289 to fund amounts over \$400 by a two-thirds vote. The request should be presented to the Student
290 Assembly in the form of a resolution.
291 v. Rule 9: Requests \$1500 and over shall be decided upon by a majority vote of the Appropriations
292 Committee and confirmed by a majority vote of the Student Assembly, at large. The SA, at large, is
293 only required to confirm requests of \$1500 or greater. The request should be presented to the
294 Student Assembly in the form of a resolution.
295 vi. Rule 10: The Vice President for Finance shall present a written or oral report to the SA at large, each
296 time a special projects disbursement is made.



Cornell University Student Assembly

Originally Presented on:	08/23/2018
Type of Action:	Internal Policy
Status/Result:	New Business

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.”

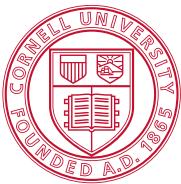
Be it therefore resolved, that the Student Assembly approves and adopts the attached Operating Budget and reserve allocations for the 2018-2019 Academic Year as outlined in Appendix A.

Respectfully Submitted,

Dale Barbaria '19

Vice President for Finance, Student Assembly

(Reviewed by: Executive Committee, 5-0-0, 08/21/2018)



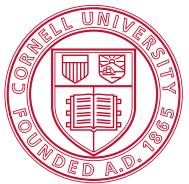
Cornell University Student Assembly

2018-2019 Operating Budget

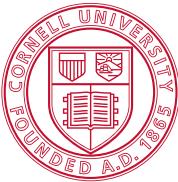
Income	Source	
	FY18 Student Activity Fee Disbursement (estimate)	\$ 12,969.09
	Beginning Cash Balance (Surplus rollover)	\$ 92,975.47
	TOTAL	\$ 105,944.56

FY18 Expense Category	2018-2019 Budget
10000 Administrative	\$ 3,000.00
10001 Executive	\$ 1,000.00
10002 Communications	\$ 1,000.00
10003 Internal Operations	\$ 1,000.00
10003 Initiatives	\$ 2,000.00
10004 Appropriations	\$ 2,500.00
10006 Elections	\$ 2,500.00
20003 Dining	\$ 250.00
20005 Diversity	\$ 2,500.00
20012 Infrastructure Fund Commission	\$ 250.00
20013 Environmental	\$ 250.00
20014 Academic	\$ 250.00
20015 Health and Wellness	\$ 250.00
20016 City and Local Affairs	\$ 250.00
30001 Special Projects	\$ 15,000.00
30005 Summer Experience Grant (Activity Fee Allocation)	\$ 12,969.09
TOTAL Budget w/o Special Projects, SEG, 19-20	\$ 17,000.00
TOTAL Budget w/SP but without SEG	\$ 32,000.00
TOTAL Budget	\$ 44,969.09
TOTAL 2018-2019 Allocated	\$ 44,969.09
RESERVE	\$ 60,975.47

	2019-2020 Projections	
Income	FY19 Student Activity Fee Disbursement (estimate)	\$ 13,137.00
	Beginning Cash Balance (estimated rollover)	\$ 60,975.47
	TOTAL	\$ 74,112.47
Budget	Projected 2019-2020 Expenditures	\$ 45,137.00
Reserve	Projected Surplus Rollover to 2020-2021	\$ 28,975.47



Cornell University Student Assembly



Cornell University Student Assembly

Originally Presented on:	8/23/2018
Type of Action:	Internal Policy
Status/Result:	New Business

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;”

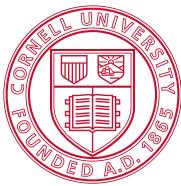
Be it therefore resolved, that the Student Assembly approve and adopt the attached Bylaw Amendments.

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)



Cornell University Student Assembly

Bylaws

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.

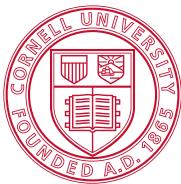
Section 3: Organizational Liaisons

- 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



Cornell University Student Assembly

31 Section 1: Officers

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

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

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

49 Section 3: Terms of office

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

52 Section 4: Recalling officers

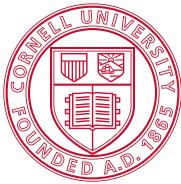
53 Two-thirds vote of the voting membership of the SA may vote to recall any officer of the SA from his or her office.

54 ARTICLE III: OFFICER DUTIES

55 Section 1: President

56 The responsibilities of the President are as follows:

- 57 1. Attend and chair all SA meetings.
- 58 2. Attend all Assemblies' leadership meetings and meetings with Executive staff.
- 59 3. Submit agenda items for leadership meetings after soliciting topics from Assembly members.
- 60 4. Serve as the primary Assembly correspondent with the administration, the media, and the student body.



Cornell University Student Assembly

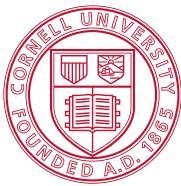
- 61 5. Correspond with the University President following each Assembly meeting enumerating all actions that are
62 passed and are under the University President's purview and to solicit his or her response.
- 63 6. Correspond with the Deans of the College of Agriculture and Life Science; College of Architecture, Art, and
64 Planning; College of Arts and Sciences; College of Engineering; School of Hotel Administration; College of
65 Human Ecology; School of Industrial and Labor Relations, [College of Business](#); following each Assembly
66 meeting enumerating all resolutions that are passed and under the purview of each individual college and
67 school and to solicit their responses.
- 68 7. Supervise all elected officers and ensure they are discharging their responsibilities.
- 69 8. Attend all open sessions of the Board of Trustees and the Board of Trustees Executive Committee held in
70 Ithaca and report back to the Assembly on said meetings.
- 71 9. Appoint Assembly Parliamentarian and Executive Archivist.
- 72 10. Write and present annual SA report by the end of the term.
- 73 11. Consult with the Director of Elections regarding elections' advertising as long as the President is not eligible
74 for reelection.

75 **Section 2: Executive Vice President**

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

- 77 1. Attend all SA meetings and act as Chair in the absence of the President.
- 78 2. Chair the Executive Committee
- 79 3. Assume the office of President should a vacancy arise.
- 80 4. Serve as Assembly correspondent in the absence of or on behalf of the President.
- 81 5. Attend all Assemblies' leadership meetings and meetings with Executive Staff.
- 82 6. Submit agenda items for leadership meetings after soliciting topics from Assembly members and be
83 responsible for the creation of the weekly agenda for Assembly meetings.
- 84 7. Coordinate and assist the undergraduate student UA delegation.
- 85 8. Supervise and assist all ad-hoc committees.
- 86 9. Track actions of the Assembly to ensure final disposition and confirm correspondence with appropriate units
87 when Assembly actions impact them.
- 88 10. Help initiate and organize lobby efforts at both the state and federal levels.
- 89 11. Be responsible for responding to questions or comments made during Open Microphone. Issues can be
90 delegated to other members of the Assembly.
- 91 12. Be responsible for keeping contact with University Relations and reporting on a regular basis to the SA on
92 issues that concern the student body.
- 93 13. Oversee the Committees on Health and Wellness, Academic Affairs, the Environment, and Residential Life
94 by assisting and advising the committee chairs, attending meetings as necessary, and holding monthly
95 executive sessions with all committee chairs.
- 96 14. Plan fall retreat for committee chairs with the Vice President of Internal Operations.
- 97 15. Coordinate and supervise new member orientation with the Vice President of Internal Operations.

98 **Section 3: Vice President of Internal Operations**



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

- 100 1. Attend all SA meetings and act as Chair in the absence of the President and Executive Vice President.
- 101 2. Assume the office of Executive Vice President should a vacancy arise.
- 102 3. **Chair the SA when the Assembly is in executive session.**
- 103 4. Chair the ~~Staffing Committee~~ Executive Cabinet.
- 104 5. Monitor committee membership.
- 105 6. Coordinate and supervise all aspects of the SA ~~office~~ cabinet in Willard Straight Hall.
- 106 7. Maintain and monitor SA attendance records and send warning notices to members who are in jeopardy of
- 107 violating the Assembly attendance policy.
- 108 8. **Oversee all SA committees by assisting and advising the committee chairs, attending meetings as necessary, and ensuring that any vacancies are filled**
- 109 9. Enforce committee attendance and outreach requirements for all voting SA members.
- 110 10. Coordinate and supervise new member orientation with the Executive Vice President.
- 111 11. Supervise SA Liaisons.
- 112 12. Maintain relations with intercollegiate student organizations of which the SA is a member — e.g. Ivy Council,
- 113 SUNY Student Assembly.
- 114 13. Plan fall retreat for committee chairs with the Executive Vice President.

116 Section 4: Vice President for Finance

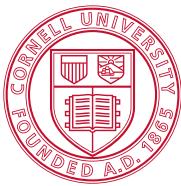
117 The responsibilities of the Vice President for Finance are as follows:

- 118 1. Serve as SA treasurer and report to the Assembly regarding Assembly balances in December and May.
- 119 2. Chair **the Appropriations Committee.**
- 120 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.**
- 121 4. Coordinate and chair meetings of Student Activity Fee recipients and draft proposal to SA regarding establishing new fee, biannually.
- 122 5. Meet with GPSA members to discuss the Student Activity Fee Guidelines, which appear as Charter
- 123 appendices, at least once per semester.
- 124 6. Oversee the Financial Aid Review Committee and the Student Assembly Infrastructure Fund Commission by
- 125 assisting and advising the committee chairs and attending meetings as necessary.

128 Section 5: Vice President for External Operations

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

- 130 1. Coordinate constituency representatives' community outreach efforts (including, but not limited to, community forums, meetings with Deans, internal school governments, etc.)
- 131 2. Invite all relevant stakeholders to Student Assembly meetings, when the weekly agenda is released
- 132 3. Devise mechanisms for student organizations to become active members in the decision making process of
- 133 the SA; most importantly, committees.



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- 135 4. Oversee the City and Local Affairs Committee and the Technology Committee by assisting and advising the
136 committee chair and attending meetings as necessary.
137 5. Chair the Communications and Outreach Committee
138 6. Consult with the Director of Elections regarding elections' advertising.
139 7. Arrange all advertising, posterizing, banners, social media, etc.
140 8. Serve as a liaison to relevant news sources
141 9. Serve as editor of SA newsletter to be sent over email to the entire undergraduate student body at least two
142 times/semester. The newsletter should include the current month's accomplishments and next month's plans,
143 accompanied by the name of a contact person to whom comments and questions may be addressed. Maintain
144 contact with Student Assembly alumni through distribution of the biannual Student Assembly newsletter to
145 any interested alumni.
146 10. **Monitor and maintain all aspects of the Student Assembly website at <http://cornellsa.com>.**

147 **Section 6: Vice President of Diversity and Inclusion**

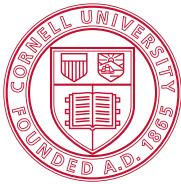
148 The responsibilities of the Vice President of Diversity and Inclusion are as follows:

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

167 **Section 7: Vice President of Infrastructure**

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

- 169 1. **Chair the Infrastructure Fund Commission**
170 2. Serve as a direct link between the SA and all relevant Cornell offices relating to planning and infrastructure;
171 3. Meet at least monthly with the Campus Planner;



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

177 **Section 7 8: Director of Elections**

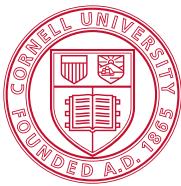
178 The responsibilities of the Director of Elections are as follows:

- 179 1. Chair the Elections Committee and report all the activities of said committee to the general SA.
180 2. Assume responsibility for all aspects of the Fall and Spring elections and coordinate all efforts with the
181 Director of the Office of the Assemblies, the VP of External **Operations** Affairs, and the President.
182 3. Serve as SA correspondent for election matters.
183 4. Ensure that the Elections Committee is successfully completing the following tasks:
184 a. Making every effort to ensure the greatest number of candidates for each available position,
185 b. Ensuring all candidates are aware of and abiding by elections, campaigning, posterizing, and other
186 Assembly and University policies,
187 c. Coordinating and advertising an informal “Meet the Candidates Forum”,
188 d. Coordinating and advertising opportunities for candidates to make public appearances,
189 e. Coordinating and advertising public forums specifically for candidates to discuss any ballot referenda, if
190 such forums are deemed necessary by the Executive Board,
191 f. Contacting student organizations and informing them of the elections process and encouraging them to
192 send delegates to elections activities in order to report candidates’ stances on relevant issues to their
193 organizations,
194 g. Ensuring that candidates have submitted pictures and statements
195 h. Making every effort to achieve the highest possible voter turnout by advertising and assisting the Office
196 of the Assemblies in the coordination of elections days.
197 5. Make sure, in conjunction with the VP of External Operations, that there are a substantial number of
198 potential ballot referenda to be considered for approval by the SA, and that all approved referenda are
199 advertised along with all elections activities described in #5 above (especially c. and e.).

200 **Section 9 10: Parliamentarian**

201 The Parliamentarian need not be an SA member. The office of Parliamentarian holds no special voting privileges. The
202 Parliamentarian also may not hold the President or Executive Vice President positions. The responsibilities of the
203 Parliamentarian are as follows:

- 204 1. Advise the President and committee chairs on questions of parliamentary procedure.
205 2. Classify new actions brought before the SA into the categories specified in Article III, Section 2, Item A **of**
206 **the SA Charter**
207 3. Upon a specific request by an SA voting member, the Parliamentarian shall give the Assembly his/her
208 recommendation on a parliamentary inquiry.



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- 209 4. The Parliamentarian shall present a workshop on parliamentary procedure and this charter to the incoming
210 assembly, preferably before the end of the spring semester but no later than the fourth week of the fall
211 semester.
212 5. The Parliamentarian shall count a hand vote to discern simple majority from the gallery, where all eligible
213 voters sit in a designated area.
214 6. The Parliamentarian shall coordinate with the Office of Assemblies to ensure that the SA governing
215 documents are public and reflect the changes made by the SA.

216 **Section 10 11: Executive Archivist**

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

221 **ARTICLE IV: MEETINGS**

222 **Section 1: Regular Meetings**

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

224 **Section 2: Special Meetings**

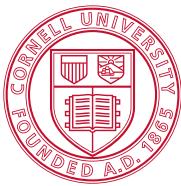
- 225 A. The President may convene special meetings of the SA to consider issues of immediate and pressing concern.
226 The President will also call a special meeting after being instructed to do so by six of the voting members of
227 the SA.
228 B. Conflicts- If there is a major conflict that affects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

232 **Section 3: Organizational Meeting**

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

235 **Section 4: Informal meetings**

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



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240 Section 5: Executive Session

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

247 Section 6: Quorum

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

249 Section 7: Community Votes

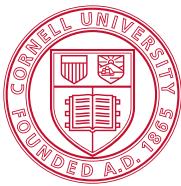
- 250 A. Should there only be one undergraduate ex-officio non-elected member in attendance, he or she will only be
251 allocated one vote.
- 252 B. The community clause may only be exercised on final votes of sense-of-body resolutions, which excludes (1)
253 funding and budgetary decisions, (2) amendments to the SA Charter and Standing Rules, (3) the ability to
254 make motions, (4) creation/dissolution of committees (5) selection of officers, committee members, and
255 liaisons from the popularly elected SA (i.e. allocation of the Student Activity Fee, approval of Parliamentarian,
256 Liaison to the Provost, etc.).
- 257 C. Prior to the final vote of a resolution, qualifying undergraduate members of the community will be permitted
258 to cast their vote. The President will announce to the Assembly the collective vote of the gallery and liaisons
259 prior to the casting of popularly elected members' votes on any given sense-of-the-body resolution. Both
260 community votes will be allocated to the side that has a simple majority.
- 261 D. Any member of the undergraduate student body can request, at the beginning of a meeting, that the current
262 status of all students wishing to participate in a community vote be validated. Each member of the
263 community must then present their Cornell IDs to the Parliamentarian, who will subsequently validate their
264 status as undergraduates via the Cornell website.

265 Section 8: Regularly Scheduled Meetings for Purposes of the Student Assembly 266 Attendance Policy

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

271 ARTICLE V: EXECUTIVE BOARD

272 Section 1: Composition



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

275 **Section 2: Duties**

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

279 **Section 3: Meetings**

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

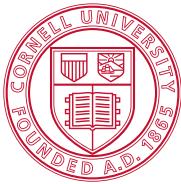
283 **ARTICLE VI: COMMITTEES**

284 **Section 1: Creation and Maintenance of Committees**

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

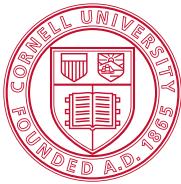
301 **Section 2: Review Committees**

- 302 D. Review Committees shall review all policies, programs, and actions and shall aid in the budget/program
303 planning process of sectors of the University that create policy directly affecting student life.
- 304 E. The Vice President for Student and ~~Academic Services~~ Campus Life shall appoint a staff member to work
305 with the chairperson of certain review committee to assure proper functioning of the committee.



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- 306 F. Undergraduate members of the review committees will be designated by the appropriate constituency bodies
307 and [by application](#). All non-Student Assembly members will be subject to the approval of the SA.
- 308 G. Review committees will discuss program assessment/planning documents with the SA during the fall
309 semester as part of the committee's responsibility for the areas under their jurisdiction.
- 310 H. Review committees will be convened in the beginning of the fall semester by the VP Internal Operations.
- 311 I. Furthermore, the Student Assembly review committees reserve, can, and should exercise at their discretion
312 legislative authority over residential life policies of the University (i.e. the Department of Campus Life and the
313 Office of the Dean of Students). When exercising this authority, review committees are recommended to
314 consult the Residential Student Congress of Cornell.
- 315 J. **Committee on Dining Services** – The Committee on Dining Services will work to represent student
316 interests in the Cornell food system. The committee will consist of at least one faculty member, two Dining
317 student workers and/or Dining Student Sustainability Coordinators, two voting SA members, one
318 graduate/professional student, and at least ten additional students. The VP of Internal Operations for the
319 Student Assembly will recommend additional students to both the committee Chair and the [Staffing](#)
320 [Committee](#)-Executive Cabinet for their approval. Additionally, the Director of Dining (or a designee) and the
321 Budget Director of Dining shall serve ex-officio. The Chair, who does not have to be a SA member, will
322 work with the Director to select relevant administrators and staff to be present at meetings. Members will
323 collectively review the policies and initiatives of Dining Services, and make recommendations to Student
324 Assembly and Dining Services leadership for improving existing policies or integrating new ideas.
- 325 K. **Health and Wellness Committee** – The Committee will develop initiatives and plan events on campus that
326 promote student health, wellness, and safety. The committee will engage organizations relevant to the
327 committee's mission including Cornell police, Gannett Health Services, the Skorton Center, CUEMS, Minds
328 Matter and any other organizations deemed relevant by the committee chair or Executive Vice President. The
329 committee's chair in collaboration with the Executive Vice President will develop a functional structure for
330 the committee and any additional positions shall be filled by the chair and Executive Vice President. The
331 Health and Wellness Committee will also address student concerns with campus safety by coordinating with
332 the University Assembly when necessary. The chair position can be held by any member of the Cornell
333 undergraduate student population, and the committee will be under the supervision of the Executive Vice
334 President
- 335 L. **Environmental Policy and Planning Commission** – The commission will research issues affecting the
336 campus and its surrounding area, as well as provide recommendations for reducing Cornell's environmental
337 impact. The Environmental Policy and Planning Commission will be charged with creating new legislation
338 and enforcing past environmental legislation. This commission is also charged with providing environmental
339 education and outreach in order to better inform students and the campus community about the campus's
340 environmental impact and sustainability issues. The Environmental Policy and Planning Commission will
341 work closely with students, administrators, student environmental organizations, the Cornell Sustainability
342 Office, the Campus Planning Committee, the Campus Infrastructure Committee, and the City and Town of
343 Ithaca Sustainability to better recognize and address the environmental concerns of the campus and its
344 community as well as to encourage collaboration in working toward the creation of a more sustainable
345 environment. The chair position can be held by any member of the Cornell undergraduate student population
346 and the committee will be under the supervision of the Executive Vice President.
- 347 M. **City and Local Affairs Committee** – This committee will advocate on behalf of students' interest at the city
348 and county government levels. In addition to its advocacy work, the committee will organize events that

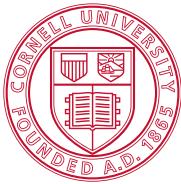


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- 349 foster a sense of engagement in the Ithaca community for Cornell students. The chair position can be held
350 by any member of the Cornell undergraduate student population and the committee will be under the
351 supervision of the Vice President of External Operations.
- 352 N. **Academic Policy Committee** – The committee will advise the Student Assembly on all academic matters at
353 Cornell. Committee members will research, review, recommend, and develop projects to improve academic
354 life for the student body. This committee will work closely with the Dean of Students and the Faculty Senate
355 to ensure that students' concerns related to academic policy are voiced effectively to university officials. The
356 chair position can be held by any member of the Cornell undergraduate student population and the
357 committee will be under the supervision of Executive Vice President.
- 358 O. **Financial Aid Review Committee** – The committee will examine the financial aid policies of Cornell
359 University. It shall also be responsible for the administration of the Student Helping Students grant. The
360 committee shall consist of a chair, up to two SA members, between five and ten undergraduate students, at
361 least four-fifths of whom receive some form of institutionalized financial aid. The Associate Vice Provost for
362 Enrollment, the Directors of Financial Aid, the Associate Director of Financial Aid for Customer Service and
363 Community Relations, a counselor from the Office of Financial Aid, two faculty members, and the Vice
364 President for Student and Academic Services shall serve as ex-officio non-voting members. This committee
365 will be under the supervision of the Vice President for Finance.

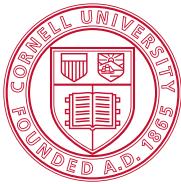
366 Section 3: Operational Committees

- 367 A. Operational Committees shall maintain the proper functioning of the internal organization of the SA, and
368 shall therefore facilitate the full expression of the SA's responsibilities to the Cornell student body.
- 369 B. Operational committees shall be convened in the beginning of the fall semester, or when the committee's
370 function prescribes, by the Committee on Committee Structure (or its successor body) in coordination with
371 interested SA voting members.
- 372 C. **Appropriations Committee** – The Appropriations Committee of the SA is the financial branch of the SA. It
373 reviews all requests for SA funding as well as the policies and guidelines regarding the Student Activity Fee
374 and those organizations, which receive funding from it. The Committee shall consist of 8 voting members of
375 the SA, to be selected by the Assembly at large during their organizational meetings; the VP Finance, who
376 shall serve as Chair; and 7 undergraduates at-large to be selected by the [Staffing Committee-Executive Cabinet](#).
377 The Director of the Office of the Assemblies or their designee shall serve as an ex-officio non-voting member.
378 No SAFC Commissioners shall serve as voting members of the Committee. Quorum shall be defined as a simple majority of all voting members. A designee of the chair shall take minutes at all meetings.
- 379 D. **Student Assembly Infrastructure Fund Commission** – The SAIF Commission (SAIFC) of the SA is
380 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



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- 390 SA. ~~The Commission shall consist of 8 voting members of the SA, to be selected by the Assembly at large~~
391 during their organizational meetings, which must include the Vice President for Finance, the Vice President
392 of External Affairs of the Student Assembly and one new student, a chair, which cannot be either the Vice
393 President for Finance or the President of the Assembly, and 7 undergraduate at large voting members to be
394 selected by the Staffing Committee. No SAFC Commissioners shall serve as voting members of the SAIFC
395 (with the exception of the Vice President for Finance). No more than 2 of the voting Student Assembly
396 members on the SAIFC may also be voting members of the Appropriations Committee and no more than 4
397 of the total voting members on the committee may be voting members of the Appropriations Committee.
398 Quorum shall be defined as a simple majority of all staffed voting members. Upon request, a written
399 summary of the meeting will be provided by the chair. **The Vice President for Finance and Vice President of**
400 **External Affairs shall serve ex-officio as non-voting members of the Commission.** The Director of the Office
401 of the Assemblies or their designee shall serve as an ex-officio non-voting member.
- 402 E. **Communications and Outreach Committee** – The Communications and Outreach Committee helps to
403 bridge the disconnect between campus and the Student Assembly. The Assembly strives to foster
404 collaborative student activities, as well as inform the student body about the Student Assembly initiatives,
405 meetings, and resolutions. The committee will ensure a direct and ever present link between students active in
406 campus government, the administration, and students at-large and will relay student interest to the SA. The
407 committee will assist in furthering the outreach efforts of the assembly by aiding in the coordination of SA-
408 sponsored events including, but not limited to conducting polls, referenda, community outreach forums,
409 designated constituency events, and hearings. The committee will also assist in coordinating efforts and
410 devising strategies to involve more non-voting members in the decisions and events of the SA. The Assembly
411 plans recreational events for students. The SA Vice President of External Affairs will serve as Chair of the
412 Committee.
- 413 F. ~~**Technology Committee** – The Technology Committee will coordinate with Student Assembly
414 representatives to create websites as needed for initiatives that improve campus life and require online
415 platforms, and will work with CIT when possible to update existing websites for the benefit of the Cornell
416 community. The chair or co-chair position can be held by any member of the Cornell undergraduate student
417 population and the committee will be under the supervision of VP of External Affairs.~~
- 418 G. **Elections Committee** – The committee will coordinate and implement regularly scheduled and special
419 elections of the SA and directly elected undergraduate representatives to the UA. The SA Director of
420 Elections shall serve as chair with a vote only in the event of a tie. The committee consists of ten voting
421 members, of whom less than half may also be members of the SA. At one of the first two SA meetings of
422 each academic year, the ~~Staffing Committee~~ Executive Cabinet will present a slate of proposed members to
423 the SA for confirmation, which the SA must approve or disapprove in its entirety. The ~~Staffing Committee~~
424 Executive Cabinet may fill any subsequent vacancies without confirmation by the SA. No person may be a
425 candidate in an election supervised by the committee in the same academic year when the person served as a
426 voting member of the committee. All committee meetings will be closed. Only voting members will be
427 permitted to attend the meetings unless specifically invited by the Director of Elections. This committee will
428 be chaired by the Director of Elections of the Student Assembly.
- 429 H. ~~**Staffing Committee** Executive Cabinet~~ – The committee shall staff any vacant committee positions the
430 Student Assembly (SA) is empowered to staff during meetings in early fall. The committee shall re-evaluate
431 the committee application outreach plan at the end of every spring term. The committee shall also evaluate
432 SA committees' end of the year report; and determine if the SA committee and/or their composition need to

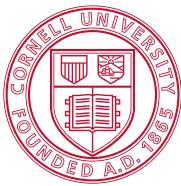


Cornell University Student Assembly

433 be changed. The committee shall be charged with creating and enforcing an attendance policy for all
434 committees. The membership of this committee shall include the SA's President, Executive Vice President,
435 Vice President for Finance, Vice President of External Affairs, Vice President of Internal Operations, Vice
436 President of Diversity and Inclusion, and all SA committee chairs. Ex-officio membership shall be granted to
437 the Director of the Office of Assemblies. The VP Internal of Operations shall serve as chair. The VP of
438 Internal Operations shall be responsible for consulting with chairpersons of committees and recommending
439 candidates for vacant committee positions to the ~~Staffing Committee~~ Executive Cabinet. The Executive
440 Cabinet shall assume the duties and responsibilities of the Student Assembly Staffing Committee, as referred
441 to in other documents.

442 Section 4: Diversity

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



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- 473 representative of the Center for Intercultural Dialogue. The committee is required to meet
474 its staff representatives at least once every month in the academic year.
475 e. Structure
476 i. The Vice President of Diversity and Inclusion of the Student Assembly will chair the
477 Diversity and Inclusion committee in coordination with the Directors, who will head two
478 task forces: Initiatives Task Force and United Student Body Task Force. Ad-hoc task forces
479 and leadership positions can be created as the leadership of the committee sees fit. Task
480 forces will be encouraged to work together towards common goals.
481 ii. Initiatives Task Force: this will be in-charge of collecting ideas, issues and concerns in the
482 area of diversity and inclusion; and working on implementable related policies.
483 iii. United Student Body Task Force: this will be in-charge of implementing United Student
484 Body and subsequently reviewing it during the process of implementation.

485 **ARTICLE VII: COMMUNITY RIGHTS AND CONFIDENTIALITY**

486 **Section 1: Community Rights**

487 The SA and its committees shall respect and protect the rights of individual members of the Cornell community. All
488 members of the community, who do not otherwise have an appointed or elected position on the student assembly,
489 have the right to add a resolution to the Student Assembly Agenda as a sponsor (without the requirement of having a
490 member of the assembly being a sponsor) after gaining the approval of a Student Assembly committee through a
491 majority vote or after procuring the written signature of at least a majority of seated SA members and presenting it to
492 the SA President or their designee for verification at least 48 hours before the meeting at which the resolution is to be
493 introduced. Resolutions that appear on the agenda using either of these methods may not have more than 3 sponsors
494 who are not Student Assembly members of Student Assembly committee chairs.

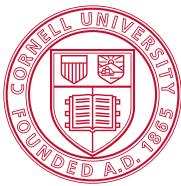
495 **Section 2: Confidentiality**

496 When a subject under discussion or examination requires the use of personal confidential information, all reasonable
497 efforts shall be made to safeguard the confidentiality of this information. Confidential information is meant to include
498 any and all information that, if publicly exposed, would endanger the privacy, safety, or security of any member of the
499 Cornell community (students, faculty, and staff), or constitute a breach of any individual right guaranteed by the
500 University, the State of New York, or the federal government.

501 **Section 3: Infringement of Confidentiality**

502 If any member or group of the University feels that any action of the SA or its committees is infringing upon that
503 person's or that group's rights under this Article, then that person or group may appeal to the Judicial Codes
504 Counselor (JCC) to determine whether probable grounds exist for a complaint. By majority vote, the SA may suspend
505 any actions related to an appeal to the JCC until the JCC makes a final ruling on the appeal.

506 **ARTICLE VIII: PROGRAMS AND ACTIVITIES**



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507 Section 1: Public Events and Campus Forums

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

510 ARTICLE IX: PARLIAMENTARY AUTHORITY

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

514 ARTICLE X: AMENDMENTS

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