



Cornell University Student Assembly

Agenda – August 27, 2015
Cornell University Student Assembly
4:45-6:30pm, Willard Straight Hall

I. Call to Order/Roll Call

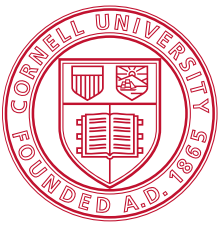
II. Open Microphone

III. Announcements and Reports

- Beijing Send-Off Report – Engineering Representative Liu
- Towards New Destinations – VP for Diversity and Inclusion Chaudhary
- Referenda Process – President Batista
- Attendance – VP of Internal Operations McBride
- Recruitment Events – VP of Outreach Chak

IV. Business of the Day

- R. 1 Approval of the 2015-2016 Standing Rules
- R. 2 Approval of the 2015-2016 Meeting Schedule
- R. 3 Student Assembly Bylaw Change
- R. 4 Approval of 2015-2016 Operating Budget



Cornell University Student Assembly

Originally Presented On	8/27/2015
Type of Action	Internal Policy
Status/Result	Business of the day

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S.A. Resolution #1 Approval of the 2015-2016 Standing Rules

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ABSTRACT: The Student Assembly updates their Standing Rules at the beginning of each semester. This resolution proposes changes to the Standing Rules for the Fall 2015 schedule.

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Sponsored by: Emma Johnston '16

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Whereas, The Student Assembly President and Executive Vice President are charged with the responsibility of updating the Student Assembly's Standing Rules every academic year.

Be it therefore resolved, that the Student Assembly approve and adopt the Standing Rules for the 2014-2015 Academic Year.

Respectfully Submitted,

Emma Johnston '16
Vice President, Student Assembly

Jordan Berger '17
Parliamentarian, Student Assembly

(Reviewed by: Executive Committee, 08/23/2015)

Cornell Student Assembly: Current Standing Rules

Last updated on ~~2/19/15~~ 7/26/15

I. PREAMBLE

- A. The Student Assembly's foremost interest in ~~2014—2015-2016~~ 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 aid 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, and staff.
- B. These Standing Rules shall be utilized with the following prefaces:
 - i. Rule 1: In the event of a conflict, the Charter and Bylaws shall supersede the Standing Rules.
 - ii. Rule 2: The Standing Rules shall be revised at the beginning of each semester by the President, ~~and~~ Executive Vice-President, ~~and the Parliamentarian~~ and submitted for the approval of the Student Assembly by the Executive Vice President. The Standing Rules shall take effect upon their approval by a majority vote of the 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 the Student Assembly members present.

II. ETHICAL STANDARDS AND ATTENDANCE POLICY

- A. Ethical Conduct is expected of all members at all times, as members are representative of their constituencies and those they represent. 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 **informal**, organizational and specially-scheduled meetings is required, when the Executive Committee provides SA members at least 72 hours prior notice of the meeting. Such meetings shall be considered “regularly scheduled meetings,” for the purpose of accruing absences. Ex-officio members will be excused from these meetings unless notified otherwise by the Executive Committee.
- iii. Rule 3: ~~Attendance is required at all committee meetings to which a member has been elected or appointed.~~—All voting members must remain an active member of at least one committee as per the standards established by the chair of their respective committee. This rule shall apply to all committees and bodies in which the Student Assembly or Student Assembly Executive Board has appointed representation, including, but not limited to, the GPSA, the UA, the Faculty Senate, all SA Committees, ad-hoc committees, advisory committees, and by-line funded organizations.
- iv. Rule 4: Any member who fails to attend a required meeting or event shall be considered absent. Any late arrival or early departure from a required meeting will result in a half-absence. The Executive Committee reserves the right to decide what constitutes a late arrival or early departure.
- v. Rule 5: Excused absences may be granted for illness, academic conflict, official Student Assembly business, official University business that would constitute grounds for excuse from academics, obligations from employment (including interviews) that arise after the scheduled time of adjournment, family emergency, and religious observation. To be considered excused, all excuses must be brought to the attention of the Vice-President for Internal Operations at least 24 hours prior to the absence. Any excuses made after this period are up to the discretion of the Executive Committee. (Excused absence shall only count toward the consideration of proxy votes, and do not exonerate members whose absences necessitate the consequences outlined in Articles 3 and 7 of the Student Assembly Charter.)

- vi. Rule 6: Any college or constituency who lacks representation as a result of a seat being vacated or unclaimed may be represented, ~~in the interim, shall be filled by the runner-up in the election. In the event that the seat remains vacant~~ by an interim representative shall be appointed by the President, and confirmed by a majority of SA Members. The interim representative shall have full voting privileges associated with membership on the SA. The interim representative post shall be terminated immediately upon the declaration of a permanent replacement via an election.
- vii. Rule 7: All candidates who are elected to the Student Assembly during Spring Elections are required to attend all Organizational Meetings and the last two SA meetings during the Spring Semester. Absences at these meetings will count toward the member's term total.

III. AGENDA-SETTING POLICIES AND PROCEDURES

- i. Rule 1: The agenda for any informal meetings shall not contain voting on legislation unless ~~they these meetings~~ are held in lieu of regular Thursday meetings or to meet a deadline.
- ii. Rule 2: The Executive Vice President will place under Unfinished Business any item that has previously appeared as New Business; ~~items such as including~~ appropriation requests, SAFC appeals, and committee assignments are to appear under Business of the Day. All other items shall be introduced as New Business, unless otherwise authorized by a majority vote of the Executive Board or by a majority vote by the Student Assembly.
- iii. Rule 3: New Business shall be an opportunity for SA and community members to ask questions of and make suggestions to the author of a piece of legislation. Comments may not be argumentative in nature and questions must seek factual answers.
- iv. Rule 4: Unfinished Business shall be an opportunity for discussion and debate on the legislation.

- v. Rule 5: Prior to the introduction of a resolution as New Business, all resolutions shall be reviewed **and approved** by an appropriate SA committee ~~for~~ no more than 30 days before ~~the EVP sends the agenda to the general public. The Executive Vice President or the Vice President for Internal Operations will determine which committee will review the resolution.-A resolution cannot be introduced to the SA without approval by an appropriate SA committee except under extenuating circumstances in which the Executive Board determines that a resolution should be brought to the floor without a committee review. its introduction in the general SA meeting and approved by the appropriate SA committee before the EVP sends the agenda to the general public.~~ Approval by the committee ~~constitutes~~ requires a majority vote of the committee members present ~~at the regularly scheduled committee meeting. The Executive Vice President or the Vice President for Internal Operations will determine which committee will review the resolution.~~ A representative of the committee that reviewed the resolution shall give a brief summary of the committee's thoughts or concerns on the resolution when it is presented at the general SA meeting. ~~Under extenuating circumstances or time pressures, the Executive Board can determine that a resolution should be brought to the floor without committee review.~~
- vi. Rule 6: ~~At its weekly meeting,~~ the Executive Committee ~~(at its weekly meeting)~~ will discuss the agenda for Student Assembly meetings. Items for the agenda must be submitted to the Executive Vice President of the Student Assembly. ~~These items must be~~ in the proper format, as designated by the Executive Vice President.
- vii. Rule 7: The Office of the Assemblies must post the agenda to the Student Assembly website no later than noon on the day of the meeting.
- viii. Rule 8: The Vice President for Public Relations must forward the agenda to The Cornell Daily Sun, The Cornell Chronicle, and all other relevant publications.
- ix. Rule 9: The Vice President of Outreach must ensure that all parties involved or impacted by particular legislative actions are notified and invited to attend the meeting at which the action shall be heard.
- x. Rule 10: A short descriptive abstract of approximately 25 words will be submitted by sponsors of resolutions before committee approval.

IV. ABSTENTIONS AND PROXY VOTING

- i. Rule 1: SA members may abstain from voting at regularly scheduled or special meetings of the Assembly. However, if the total number of abstentions is greater than the total number of votes in favor of a resolution, the resolution fails.
- ii. Rule 2: The tendering of proxy votes shall occur in accordance with the Special Rules or Order, but shall require that an excused absence be noted by the Vice President for Internal Operations.

V. COMMITTEE LEADERSHIP AND OVERSIGHT

- A. The committees of the Student Assembly are essential to the functioning of the shared governance system. Leaders of the Assembly committees are elected to effectively run the Assembly. As a result, members in such a position are charged with these obligations and are required to adhere by as such:
- i. Rule 1: In accordance with Rules 5-8 and Articles 3 and 7 of the Student Assembly Charter, the SA Vice President for Internal Operations has the obligation to be in constant contact with the SA clerk, all committee chairs, and all bodies in which the SA sends representation to keep an accurate log of attendance. The SA Vice President for Internal Operations shall report any pressing matters regarding attendance, such as members in jeopardy of exceeding the allowed number of absences, to the Executive Committee at their weekly meeting.
 - ii. Rule 2: Each SA member must be a voting member of at least one SA committee, the University Assembly, or a UA committee. The Chair of each committee shall maintain public attendance rolls and report absences. ~~but is not limited to serving as ex-officio members of the SAFC and its executive board.~~
 - iii. Rule 3: The President, ~~and~~ Executive Vice President, ~~and Vice President of Internal Operations~~ will be ex-officio members of every committee and taskforce associated with the Student Assembly and whose activities are delineated in the SA charter. ~~This includes but is not limited to serving as ex-officio members of the SAFC and its executive board.~~
 - iv. Rule 4: Committee chairs will report updates necessary regarding upcoming committee meeting dates and times at regularly scheduled meetings, as well as post committee agendas and minutes to the SA website, as appropriate.
 - v. Rule 5: All SA Committee members must be a member of their respective committee listservs. Meeting dates, times, and agendas shall be sent to all committee members 48-24 hours prior to the meeting via the appropriate committee listserv.
 - vi. Rule 6: Any author whose legislation impacts any specific Cornell student, administrator, faculty member, or staff member, or affects the funding and guidelines of a registered student organization, in his or her legislation will contact the leaders of the party or organization before such legislation is introduced as New Business. The aforementioned need not consent to the legislation, but it is highly encouraged that the aforementioned attend the meeting. In the event that the author of said legislation is uncomfortable contacting all interested parties, they may request that the Vice President of Outreach does so on their behalf.
 - vii. Rule 7: Each committee chair is responsible for reaching out to relevant student organizations in order to solicit feedback on ideas and collaborate with student groups on initiatives that the committee is working on.

VI. GENERAL MEETING PROCEDURES

- A. To “voice effectively” these interests which were mentioned above, strict rules must be adhered to when conducting business as an assembly. These rules focus on the efficiency and organization of the tasks at hand:
- i. Rule 1: Speakers will be recognized at the discretion of the Chair and placed on a speaker’s list maintained by the Chair. Each speaker shall have a maximum of two minutes to speak, with the option to yield the balance of his or her time to another single individual at the meeting, including the Chair.
 - ii. Rule 2: All speakers shall address their remarks to the Chair.
 - iii. Rule 3: The Chair shall keep time at any point when such is required.
 - iv. Rule 4: Except for points of order, information, and questions of privilege, no person shall be recognized by the Chair twice before all other members (voting and ex-officio) have had the opportunity to speak.
 - v. Rule 5: Following an affirmative vote for Previous Question, the Chair will recognize the members of the community who wish to speak on the question. Each speaker will limit his or her comments to no more than two minutes, and the Chair may limit the number of speakers due to time constraints. If multiple speakers wish to address the Student Assembly, equal opportunity will be given to those in favor of and those opposed to the question, in such order, to speak.
 - vi. Rule 6: The Chair may call the question, without it requiring a second or vote, when he or she deems that debate has exceeded its time limit or when discussion becomes repetitive.
 - vii. Rule 7: When the vote of the Chair may decide the outcome of a decision (i.e. to make or break a tie), he or she shall be empowered to cast a vote, but shall do so only after all other voting members of the Student Assembly have registered their votes.
 - viii. Rule 8: A Student Assembly member may appeal the decision of the Chair when he or she disagrees with the Chair’s interpretation or application of the Standing Rules or the Charter. The motion shall require a simple majority to pass.
 - ix. Rule 9: Any SA member may attempt to overrule a decision by the Executive Committee by submitting their challenge in the format of a resolution at the next regularly scheduled meeting. A 2/3 majority of the voting membership must be reached to overrule the Executive Committee at any time.
 - x. Rule 10: The Parliamentarian shall administer a short examination on parliamentary procedure to all voting members of the SA within four meetings of a representative taking the oath of office. This examination will cover content from Robert’s Rules of Order and the most recent version of the SA Charter, Bylaws, and Standing Rules. Any member who does not pass (a grade of 70% or higher) will be required to attend an additional review workshop and retake the exam.
 - xi. Rule 11: Student Assembly members shall be permitted to withdraw a motion after it has been seconded and before a vote has been taken on it.
 - xii. Rule 12: Ex-officio members shall be permitted to make motions to amend.

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

VII. OUTREACH GUIDELINES & MEMBER RESPONSIBILITIES

- i. Rule 1: All voting representatives shall host at least one forum or outreach activity with individuals from their respective constituencies and report all outcomes to the SA at the next regularly-scheduled meeting following such an activity. The four undesignated at-large representatives shall plan at least one Cornell Caring Community, Lift Your Spirits, or large-scale outreach event per semester.
- ii. Rule 2: All elected members must fulfill two assigned outreach requirements per two week time frame. Such events will be designated by the Vice President of Outreach. If the member does not document their outreach as specified by the VP of Outreach, the member will be credited with one whole absence. Any conflicts in schedules or other special circumstances as references in Section 1, Rule 6 of this document must be brought to the attention of the VP of Outreach.
- iii. Rule 3: All voting representatives may communicate regularly with their constituents through e-mail mailing lists and listservs, which may be maintained by their respective college dean's office, the Department of Campus Life, the Office of the Dean of Students, or the Office of the Assemblies.
- iv. Rule 4: Any Student Assembly member, including the Vice President for Public Relations, must submit a mass message (e-mail, advertisement, press release, etc.) to the Executive Board for approval. The Executive Board may approve a message by a majority vote and the vote may be conducted by email. The correspondence must be saved and reported at the next S.A. meeting by the Vice President for Public Relations.
- v. Rule 5: The Executive Committee must update and maintain the internal events calendar that shall be shared with the general membership of the Assembly.
- vi. Rule 6: The Executive Vice President must monitor and respond to any inquiries on the SA website. Such inquiries can be forwarded to the appropriate Assembly member in order to ensure the most accurate answers.
- vii. Rule 7: All ex-officio members acting in liaison positions should report relevant information to the Student Assembly ~~and~~ about their respective organization and report relevant actions of the assembly to their respective organization as they see fit.

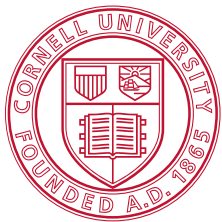
VIII. SPENDING GUIDELINES

- A. Category Spending:

- i. Rule 1: In order for a disbursement of budgeted funds to be made, either the SA President or the Vice President for Finance must approve it. The Vice President for Finance is responsible for classifying the expenditure into a budget category.
- ii. 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.
- iii. Rule 3: Any reallocation of funds between categories of the budget or spending of the budget surplus must be confirmed by a majority vote of the Appropriations Committee followed by a majority vote of the Student Assembly, at large.
- iv. Rule 4: Committee chairs will maintain a record of all expenses of their committee. At the end of each semester, he or she will make public the amount left in the committee's account.

B. Special Projects Funding:

- v. Rule 3-5: The Student Assembly may choose to fund any project, program or service through SA Special Projects that it deems to improve the quality of undergraduate student life or to further the goals of the SA. Special Projects funding is a type of category spending.
- vi. Rule 46: Special Projects funding may be requested by any of the following, but not limited to:
 - a) Any Cornell registered student organization
 - b) SA committee chairs that seek funding for expenditures that exceed their committee's budgeted allocation
 - ~~c) Vendors that are not part of the Cornell community~~
- vii. Rule 5-7: The SA President and Vice president for Finance together may approve any special projects funding request up to \$400 without consultation with the Appropriations Committee. Amounts up to \$400 may also be funded by a majority vote of the Appropriations Committee. Request must be made public at a Student Assembly meeting in the form of an "Announcement/Report" before being approved. Any SA voting member can motion for the request to be sent to the Appropriations Committee if they feel necessary.
- viii. Rule 6-8: The Appropriations Committee shall decide upon special projects requests over \$400 and under \$1500 by a majority vote. The SA, at large, may reverse an Appropriations Committee decision to fund amounts over \$400 by a two-thirds vote.
- ix. Rule 7-9: Requests \$1500 and over shall be decided upon by a majority vote of the Appropriations Committee and confirmed by a majority vote of the Student Assembly, at large. The SA, at large, is only required to confirm requests of \$1500 or greater.
- x. Rule 8-10: The Vice President for Finance shall present a written report to the SA at large, each time a special projects disbursement is made.



Cornell University Student Assembly

Originally Presented On	8/27/2015
Type of Action	Internal Policy
Status/Result	Business of the day

S.A. Resolution #2 Approval of the 2015-2016 Meeting Schedule

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4 **ABSTRACT:** The Student Assembly meets weekly on Thursdays in the Willard Straight Hall
5 Memorial Room. This resolution contains the proposed meeting schedule for the academic
6 year.

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8 **Sponsored by: Emma Johnston '16**

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10 **Whereas,** one of the purposes of the Organizational Meeting is to adopt the schedule for regular meetings;

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12 **Be it therefore resolved,** that the following schedule be adopted for the fall semester of the 2015-2016 school
13 year:

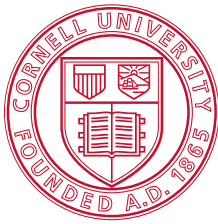
- 14 • Thursday, 27 August 2015
- 15 • Thursday, 3 September 2015
- 16 • Thursday, 10 September 2015
- 17 • Thursday, 17 September 2015
- 18 • Thursday, 24 September 2015
- 19 • Thursday, 1 October 2015
- 20 • Thursday, 8 October 2015
- 21 • Thursday, 15 October 2015
- 22 • Thursday, 22 October 2015 — *Special location 401 Physical Sciences Building
- 23 • Thursday, 29 October 2015
- 24 • Thursday, 5 November 2015
- 25 • Thursday, 12 November 2015
- 26 • Thursday, 19 November 2015
- 27 • Thursday, 3 December 2015
- 28 • Thursday, 28 January 2015
- 29 • Thursday, 4 February 2015
- 30 • Thursday, 11 February 2015
- 31 • Thursday, 18 February 2015
- 32 • Thursday, 25 February 2015
- 33 • Thursday, 3 March 2015
- 34 • Thursday, 10 March 2015
- 35 • Thursday, 17 March 2015
- 36 • Thursday, 24 March 2015
- 37 • Thursday, 7 April 2015
- 38 • Thursday, 14 April 2015
- 39 • Thursday, 21 April 2015
- 40 • Thursday, 28 April 2015
- 41 • Thursday, 5 May 2015

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43 **Respectfully Submitted,**

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45 **Emma Johnston '16**

46 *Vice President, Student Assembly*

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48 *(Reviewed by: EXECUTIVE COMMITTEE, 8/26/15,)*



Cornell University

Student Assembly

Originally Presented On	8/27/2015
Type of Action	Bylaw Change
Status/Result	Business of the day

1 **S.A. Resolution #3**
2 **Student Assembly Bylaw Changes**

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4 **ABSTRACT:** The Student Assembly's Bylaws need to be updated with regards to internal
5 elections, lines of communication with administrators, executive committee
6 responsibilities, meeting procedures, committee structures, and events.

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8 **Sponsored by: Emma Johnston '16**

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10 **Whereas**, the Student Assembly Bylaws should be updated when necessary to reflect the
11 current procedures that the SA currently follows;

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13 **Whereas**, the Student Assembly Bylaws are in need of updates regarding internal
14 elections, lines of communication with administrators, executive committee
15 responsibilities, meeting procedures, committee structures, and events;

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17 **Be it therefore resolved**, that the following changes be made to the Student Assembly
18 Bylaws as reflected in the appendix.

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20 **Respectfully Submitted,**

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22 **Emma Johnston '16**

23 *Vice President, Student Assembly*

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25 **Jordan Berger '17**

26 *Parliamentarian, Student Assembly*

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28 **Matt Indimine '18**

29 *Associate Parliamentarian, Student Assembly*

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31 *(Reviewed by: EXECUTIVE COMMITTEE, 8/26/15)*

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 undergraduate student 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 Inter-Fraternity Council, following with Panhellenic Association, and finishing with Multicultural Greek Letter Council.
- B. The SA will grant one executive member from Residential Student Congress an ex-officio position as an organizational liaison.

Section 4: Shared Governance Liaisons

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

ARTICLE II: OFFICERS

Section 1: Officers

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

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

The SA will, as soon as possible after the spring election, hold an organizational and planning meeting **in executive session**. At this meeting, the voting members will elect from among themselves the offices of Vice President of Internal Operations, Vice President for Finance, Vice President for Public Relations, and Vice President of Diversity and Inclusion, and a Vice President of Outreach. The voting members will elect for either the undergraduate body at large or from among themselves the office of Director of Elections. **Self-nomination will be in order in each of the elected offices. Elected officers should be approved by a majority vote of SA members present at organizational meeting.** Additionally, at this meeting the members will affirm the appointments of Parliamentarian and Executive Archivist. ~~Self-nomination will be in order in each of the elected offices.~~ The offices of Parliamentarian and Executive Archivist will be appointed by the SA President. Each nominee for the respective offices shall be subject to majority approval of the SA voting members. After such internal election, the newly elected officers will undertake the immediate responsibilities of their positions. Elections for officers shall be by secret ballots. SA voting members may have one vote for each position to be filled, but may not vote for any one individual twice on any ballot.

Section 3: Terms of office

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

Section 4: Recalling officers

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

ARTICLE III: OFFICER DUTIES

Section 1: President

The responsibilities of the President are as follows:

1. Attend and chair all SA meetings.
2. Attend all Assemblies' leadership meetings and meetings with Executive staff.
3. Submit agenda items for leadership meetings after soliciting topics from Assembly member.
4. Serve as the primary Assembly correspondent with the administration, the media, and the student body.
5. Correspond with the University President following each Assembly meeting enumerating **all resolutions actions that are passed and are under the University President's purview** and to solicit his response.
6. **Correspond with the Deans of the College of Agriculture and Life Science; College of Architecture, Art, and Planning; College of Arts and Sciences; College of Engineering; School of Hotel Administration; College of Human Ecology; School of Industrial and Labor Relations; following each Assembly meeting enumerating all resolutions that are passed and**

under the purview of each individual college and school and to solicit their responses.

7. Supervise all elected officers and ensure they are discharging their responsibilities.
8. Attend all open sessions of the Board of Trustees and the Board of Trustees Executive Committee held in Ithaca and report back to the Assembly on said meetings.
9. Appoint Assembly Parliamentarian and Executive Archivist.
10. Write and present annual SA report by the ~~end of the term last meeting of the Spring semester~~.
11. Consult with the Director of Elections regarding elections' advertising as long as the President is not eligible for reelection.

Section 2: Executive Vice President

The responsibilities of the Executive Vice President are as follows:

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

Section 3: Vice President of Internal Operations

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

1. Attend all SA meetings and act as Chair in the absence of the President and Executive Vice President.
2. Assume the office of Executive Vice President should a vacancy arise.
3. Chair Staffing Committee and Executive Committee.

4. Monitor committee membership.
5. Coordinate and supervise all aspects of the SA office in Willard Straight Hall.
6. Maintain and monitor SA attendance records and send warning notices to members who are in jeopardy of violating the Assembly attendance policy.
7. Enforce committee attendance and Outreach requirements for all voting SA members.
8. Coordinate and supervise new member orientation with the Executive Vice President.
9. Supervise SA Liaisons.
10. Maintain relations with intercollegiate student organizations of which the SA is a member – e.g. Ivy Council, SUNY Student Assembly.
11. Plan fall retreat for committee chairs with the Executive Vice President.

Section 4: Vice President for Finance

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

1. Serve as SA treasurer and report to the Assembly regarding Assembly balances.
2. Chair Appropriations Committee.
3. Coordinate and chair meetings of Student Activity Fee recipients and draft proposal to SA regarding establishing new fee, biannually.
4. ~~Review SAFC guidelines.~~
5. Work collaboratively with GPSA members when making changes to the Student Activity Fee Guidelines, which appear as Charter appendices.
6. Oversee the Financial Aid Review Committee, and the Student Assembly Infrastructure Fund Committee by assisting and advising the committee chairs, and attending meetings as necessary.

Section 5: Vice President for Public Relations

The responsibilities of the Vice President for Public Relations are as follows:

1. Serve as editor of SA newsletter to be sent over email to the entire undergraduate student body at least **two times/semester**. The newsletter should include the current month's accomplishments and next month's plans, accompanied by the name of a contact person to whom comments and questions may be addressed. ~~Maintain contact with Student Assembly alumni through distribution of the biannual Student Assembly newsletter to any interested alumni.~~
2. Consult with the Director of Elections regarding elections' advertising.
3. Co-Chair Communications and Outreach Committee. Propose communication yearly budget by last meeting in September.
4. Arrange all advertising, postering, banners, etc.
5. Serve as a liaison to the Cornell Daily Sun including: ensure all SA meetings, forums, committee meetings, etc. are listed in Sun Daybook; respond with letters to the editor, etc. to inaccurate editorials, articles, and letters published in the Sun. Remain in contact with Sun beat reporters.
6. Advertise all resolutions to the general student community.
7. Promote student advocacy role that the SA can play on campus.

8. Establish and maintain relations with college newsletters, other University publications and CUINFO, and provide copy for placement therein.
9. Oversee the Technology Committee by assisting and advising the committee chairs and attending meetings as necessary.

Section 6: Vice President of Diversity and Inclusion

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

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

Section 7: Vice President of Outreach

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

1. Coordinate constituency representatives' community outreach efforts (including, but not limited to, speak up events, community forums, meetings with Deans, internal school governments, etc.)
2. Devise mechanisms for student organizations to become active members in the decision-making process of the SA; most importantly, committees.
3. Maintain student organization outreach directory.
4. Oversee the City and Local Affairs Committee by assisting and advising the committee chair and attending meetings as necessary.
5. Co-chair the Communications and Outreach Committee.

Section 8: Director of Elections

The responsibilities of the Director of Elections are as follows:

1. Chair the Elections Committee and report all the activities of said committee to the general SA.

2. Assume responsibility for all aspects of the Fall and Spring elections and coordinate all efforts with the Director of the Office of the Assemblies, the VP for Public Relations, and the President.
3. Serve as SA correspondent for election matters.
4. Ensure that the Elections Committee is successfully completing the following tasks:
 - i. making every effort to insure the greatest number of candidates for each available position,
 - ii. ensuring all candidates are aware of and abiding by elections, campaigning, postering, and other Assembly and University policies,
 - iii. coordinating and advertising an informal "Meet the Candidates Forum",
 - iv. coordinating and advertising opportunities for candidates to make public appearances,
 - v. coordinating and advertising public forums specifically for candidates to discuss any ballot referenda, if such forums are deemed necessary by the Executive Board,
 - vi. contacting student organizations and informing them of the elections process and encouraging them to send delegates to elections activities in order to report candidates' stances on relevant issues to their organizations,
 - vii. ~~ensuring that candidates have submitted pictures and statements for publication in the Sun,~~
 - viii. making every effort to achieve the highest possible voter turnout by advertising and assisting the Office of the Assemblies in the coordination of elections days.
5. Make sure, in conjunction with the VP for Public Relations, that there are a substantial number of potential ballot referenda to be considered for approval by the SA, and that all approved referenda are advertised along with all elections activities described in #5 above (esp. c and e).

Section 9: Parliamentarian

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

1. Advise the President on questions of parliamentary procedure.
2. Classify new actions brought before the SA into the categories specified in Article III, Section 2, Item A
3. Upon a specific request by an SA voting member, the Parliamentarian shall give the Assembly his/her recommendation on a parliamentary inquiry.
4. The Parliamentarian shall present a workshop on parliamentary procedure and this charter to the incoming assembly, preferably before the end of the spring semester but no later than the fourth week of the fall semester.
5. ~~The Parliamentarian shall administer The Community Clause of the Student Assembly charter.~~

6. The Parliamentarian shall count a hand vote to discern simple majority from the gallery, where all eligible voters sit in a designated area.
7. The Parliamentarian shall ~~send resolutions detailing changes to SA governing documents to the Office of the Assemblies as soon as they are passed by the SA~~ coordinate with the Office of Assemblies to insure that the SA governing documents are public and reflect the changes made by the SA -

Section 10: Executive Archivist

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

ARTICLE IV: MEETINGS

Section 1: Regular Meetings

Regular meeting times and places will be publicly announced at least one week prior to the scheduled meeting date.

Section 2: Special Meetings

- A. The President may convene special meetings of the SA to consider issues of immediate and pressing concern. The President will also call a special meeting after being instructed to do so by six of the voting members of the SA.
- B. Religious Conflict - If there is a religious conflict with a regularly scheduled SA meeting, any member may direct the SA president to call a special meeting in lieu of the regularly scheduled meeting. The request must be made 2 weeks in advance of the regularly scheduled meeting at issue.

Section 3: Organizational Meeting

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

Section 4: Informal meetings

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

Section 5: Executive Session

With the concurrence of two-thirds of the voting members in attendance, the SA or any of its committees may go into executive session only to discuss confidential

matters as defined by this Charter. No policy determinations will be made in executive session. Executive session shall be closed to non-voting, non-executive members of the assembly. Community members may be invited by the assembly to participate in an executive session. **Secret ballot votes shall be reserved for executive sessions.**

Section 6: Quorum

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

Section 7: Community Votes

- A. Should there only be one undergraduate ex-officio non-elected member in attendance, he or she will only be allocated one vote.
- B. The community clause may only be exercised on final votes of sense-of-body resolutions, which excludes (1) funding and budgetary decisions, (2) amendments to the SA Charter and Standing Rules, (3) the ability to make motions, (4) creation/dissolution of committees (5) selection of officers, committee members, and liaisons from the popularly elected SA (i.e. allocation of the Student Activity Fee, approval of Parliamentarian, Liaison to the Provost, etc.).
- C. ~~At the beginning of each Student Assembly meeting, members of the community will present their Cornell IDs to the Parliamentarian, who will subsequently validate their status as undergraduates via the Cornell website. The Parliamentarian will record all undergraduate community members present within 15 minutes of the meeting's call to order.~~ Prior to the final vote of a resolution, **qualifying undergraduate** members of the community will be permitted to cast their vote. The **Parliamentarian-President** will announce to the Assembly the collective vote of the gallery and liaisons prior to the casting of popularly elected members' votes on any given sense-of-the-body resolution. Both community votes will be allocated to the side which has a simple majority.

Any member of the undergraduate student body can request, at the beginning of a meeting, that the current status of all students wishing to participate in a community vote be validated. Each member of the community present their Cornell IDs to the Parliamentarian, who will subsequently validate their status as undergraduates via the Cornell website.

ARTICLE V: EXECUTIVE BOARD

Section 1: Composition

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

Section 2: Duties

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

Section 3: Meetings

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

ARTICLE VI: COMMITTEES

Section 1: Creation of Committees

Committees will be established with the adoption of a committee charge to be included in ~~this charter and appropriate bylaws these bylaws~~. A committee's charge must be adopted and placed in the charter before its bylaws are to be considered. Committee bylaws shall be adopted with a majority vote.

Section 2: Review Committees

- A. Review Committees - shall review all policies, programs, and actions and shall aid in the budget/program planning process of sectors of the University that create policy directly affecting student life.
- B. The Vice President for Student and Academic Services shall appoint a staff member to work with the chairperson of the review committee to assure proper functioning of the committee.
- C. Undergraduate members of the review committees will be designated by the appropriate constituency bodies and will be subject to the approval of the SA.
- D. Review committees will discuss program assessment/planning documents with the SA during the fall semester as part of the committee's responsibility for the areas under their jurisdiction.
- E. Review committees will be convened in the beginning of the fall semester by the VP Internal Operations.
- F. **Committee on Dining Services** - The committee will review the policies, budgets and sustainability initiatives for Dining Services. The committee will make recommendations to the Assembly and Dining regarding changes in existing policies or establishment of new policies. The committee will consist of one graduate/professional student, two faculty members, one non-management employee, one management employee, and at least two Dining student workers and or Dining student sustainability coordinators, two voting SA members one of whom has to be a freshmen representative and seven undergraduate students. The VP of Internal Operations will recommend additional students to both the committee chair and the Staffing Committee for their approval. The Chair's decision may be overturned by a majority of appointed voting members present. Members shall serve one-year, and may reapply to serve a second term. One-half of the seated voting membership shall constitute a quorum. The Director of Dining or a designee and the Budget Director of Dining shall serve ex-officio. This chair position can be held by any member of the undergraduate student population, and the committee is under the supervision of the Executive Vice President.
- G. **Residential Life Committee**- The Committee will serve to build and foster a greater sense of community in residential life at Cornell by promoting communication between organizations representing the interests of undergraduate students living both on and off-campus. The Committee will deal with matters of concern in residence halls and the cooperative learning residences; will make and

review policies that directly affect student life on campus; and maintain legislative authority over these areas (i.e. the Department of Campus Life and the Office of the Dean of Students). The chair position can be held by any member of the Cornell undergraduate student population and the committee will be under the supervision of the Executive Vice President.

- H. **Health and Wellness Committee**- The Committee will develop initiatives and plan events on campus that promote student health and wellness. The committee will work with Cornell police. The committee will organize at least two mental health outreach events a year: the CUnique Neurodiversity Conference, which should focus on raising awareness of how mental health affects different communities on campus; and the Lift Your Spirits Festival to communicate about various mental health and wellness services available to students. The Health and Wellness Committee will also address student concerns with campus safety by coordinating with the University Assembly when necessary. The chair position can be held by any member of the Cornell undergraduate student population and the committee will be under the supervision of the Executive Vice President.
- I. **Environmental Policy and Planning Commission**- The commission will research issues affecting the campus and its surrounding area, as well as provide recommendations for reducing Cornell's environmental impact. The Environmental Policy and Planning Commission will be charged with creating new legislation and enforcing past environmental legislation. This commission is also charged with providing environmental education and outreach in order to better inform students and the campus community about the environment and relevant issues. The Environmental Policy and Planning Commission will work closely with students, administrators, student environmental organizations, the Cornell Sustainability Office, the Campus Planning Committee, the Campus Infrastructure Committee, and the City and Town of Ithaca Sustainability to better recognize and address the environmental concerns of the campus and its community as well as to encourage collaboration in working toward the creation of a more sustainable environment. The chair position can be held by any member of the Cornell undergraduate student population and the committee will be under the supervision of the Executive Vice President.
- J. **City and Local Affairs Committee**- This committee will advocate on behalf of students' interest at the city and county government levels. In addition to its advocacy work, the committee will organize events that foster a sense of engagement in the Ithaca community for Cornell students. The chair position can be held by any member of the Cornell undergraduate student population and the committee will be under the supervision of the VP of Outreach.
- K. **Academic Policy**- The committee will advise the Student Assembly on all academic matters at Cornell. Committee members will research, review, recommend, and develop projects to improve academic life for the student body. This committee will work closely with the Dean of Students and the Faculty Senate to ensure that students' concerns related to academic policy are voiced effectively to university officials. The chair position can be held by any member of the Cornell undergraduate student population and the committee will be under the supervision of Executive Vice President.
- L. **Financial Aid Review Committee** - The committee will examine the financial aid policies of Cornell University. It shall also be responsible for the administration of the Student Helping Students grant. The committee shall consist of one SA member serving as chair, one additional SA member, five undergraduate students, at least

four of whom receive some form of institutionalized financial aid, two faculty members, and one counselor from the Office of Financial Aid, totaling to ten voting members. The Associate Vice Provost for Enrollment, the Directors of Financial Aid, the Associate Director of Financial Aid for Customer Service and Community Relations, and the Vice President for Student and Academic Services shall serve as ex officio non-voting members. **This chair position can be held by any member of the undergraduate student population and the committee will be under the supervision of the Vice President of Finance.**

- M. **Student Assembly Finance Commission (SAFC)** – The SA determines the policies for the allocation and use of funds for undergraduate student organizations. The SA SAFC liaison shall serve as a full voting member of the Commission and a member of the Executive Board of the SAFC. The co-chairs of this commission will be internally elected and approved by a majority vote of the Student Assembly.

Section 3: Operational Committees

- A. **Operational Committees** - shall maintain the proper functioning of the internal organization of the SA, and shall therefore facilitate the full expression of the SA's responsibilities to the Cornell student body.
- B. Operational committees shall be convened in the beginning of the fall semester, or when the committee's function prescribes, by the Committee on Committee Structure (or its successor body) in coordination with interested SA voting members.
- C. **Appropriations Committee** - The Appropriations Committee of the SA is the financial branch of the SA. It reviews all requests for SA funding as well as the policies and guidelines regarding the Student Activity Fee and those organizations, which receive funding from it. The Committee shall consist of 8 voting members of the SA, to be selected by the Assembly at large during their organizational meetings; the VP Finance, who shall serve as Chair; and 7 undergraduates at-large to be selected by the Staffing Committee. The Director of the Office of the Assemblies or their designee shall serve as an ex-officio non-voting member. 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.
- D. **Student Assembly Infrastructure Fund Commission** - The SAIF Commission (SAIFC) of the SA is responsible for evaluating applications for funding through the SAIF. The Commission shall consist of ~~8~~4 voting members of the SA, to be selected by the Assembly at-large during their organizational meetings which must include the Vice President of Finance and the Vice President of Public Relations of the Student Assembly, **and one new student**; one additional member of the Assembly serving as chair which cannot be either the Vice President of Finance or the President of the Assembly; and 7 undergraduates at-large voting members to be selected by the Staffing Committee. No SAFC Commissioners shall serve as voting members of the SAIFC (with the exception of the Vice President of Finance). No more than **4** 2 of the voting Student Assembly members on the SAIFC may also be voting members of the Appropriations Committee and no more than ~~8~~ 4 of the total voting members on the committee may be voting members of the Appropriations Committee. Quorum shall be defined as a simple majority of all staffed voting members. A designee of the chair shall take minutes at all meetings. The Director of the Office of the Assemblies or their designee shall serve as an ex-officio non-voting member.
- E. **Communications and Outreach Committee** - The Communications and Outreach Committee helps to bridge the disconnect between campus and the Student

Assembly. The Assembly strives to foster collaborative student activities, as well as inform the student body about the Student Assembly initiatives, meetings, and resolutions. The committee will ensure a direct and ever present link between students active in campus government, the administration, and students at-large and will relay student interest to the SA. The committee will assist in furthering the outreach efforts of the assembly by aiding in the coordination of SA-sponsored events including, but not limited to conducting polls, referenda, community outreach forums, designated constituency events, and hearings. The committee will also assist in coordinating efforts and devising strategies to involve more non-voting members in the decisions and events of the SA. The Assembly plans recreational events for students. The SA VP Public Relations will serve as the Chair of the Committee.

- F. **Technology Committee**- The committee will consist of two working groups: one on Technology Policy and one on Website Design. The Technology Policy working group will advocate for student technology needs on campus and will maintain communication with the University's Chief Information Officer regarding the University's technology strategic plan and other salient and current issues. The committee will collaborate with CIT and academic departments to improve technology infrastructure on campus and will be charged with developing innovative technological methods to strengthen communication between the aforementioned groups. The Website Design working group will coordinate with Student Assembly representatives to create websites as needed for initiatives that improve campus life and require online platforms, and will work with CIT when possible to update existing websites for the benefit of the Cornell community. The committee will be led by two co-chairs, one for the Technology Policy working group and one for the Website Design working group. Both positions can be held by any member of the Cornell undergraduate student population and the committee will be under the supervision of VP of Public Relations.
- G. **Elections Committee** - The committee will coordinate and implement regularly scheduled and special elections of the SA and directly elected undergraduate representatives to the UA. The SA Director of Elections shall serve as chair with vote. The committee consists of ten voting members, of whom less than half may also be members of the SA. At the first SA meeting of each academic year, the Staffing Committee will present a slate of proposed members to the SA for confirmation, which the SA must approve or disapprove in its entirety. The Staffing Committee may fill any subsequent vacancies with confirmation by the SA. No person may be a candidate in an election supervised by the committee in the same academic year when the person served as a voting member of the committee. This committee will be chaired by the Director of Elections of the Student Assembly.
- H. **Staffing Committee** - The committee shall staff any vacant committee positions the Student Assembly (SA) is empowered to staff during meetings in early fall. The committee shall re-evaluate the committee application outreach plan at the end of every spring term. The committee shall also evaluate SA committees' end of the year report, and determine if the SA committee and/or their composition need to be changed. The membership of this committee shall include the SA's President, Executive Vice President, Vice President of Finance, Vice President of Public Relations, and Vice President of Internal Operations, Vice President of Outreach, Vice President of Diversity and Inclusion, and all SA committee chairs. Ex-officio membership shall be granted to the Director of the Office of Assemblies. The VP Internal of Operations shall serve as chair. The VP of Internal Operations shall be

responsible for consulting with chairpersons of committees and recommending candidates for vacant committee positions to the Staffing Committee. This committee will be chaired by the VP of Internal Operations.

Section 4: ~~Student Interests Diversity~~

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

be created as the leadership of the committee sees fit. Task forces will be encouraged to work together towards common goals.

- b. Initiatives Task Force: this will be in-charge of collecting ideas, issues and concerns in the area of diversity and inclusion; and working on implementable related policies.
- c. United Student Body Task Force: this will be in-charge of implementing United Student Body and subsequently reviewing it during the process of implementation.

ARTICLE VII: DELEGATIONS

Section 1: SUNY Student Assembly

The SUNY Student Assembly is comprised of representatives from the statutory units of New York State higher educational system which discuss matters of importance to the SUNY system and provide a unified voice for SUNY student governments. The membership of the Cornell delegation shall be two voting members who are enrolled in a statutory program to be selected in the organizational meetings. Additional provisions for the delegation are as specified in the SUNY Student Assembly Charter.

Section 2: Ivy Council

The Ivy Council is comprised of representatives from all eight Ivy League school's undergraduate student governments whose delegates meet biannually to discuss matters of importance to the member schools, to facilitate effective communication between the student governments of the member institutions, to provide a unified voice for the Ivy League student governments, and to further students' initiative in making a positive impact on the global community. The membership of the Cornell delegation shall include a policy liaison who shall be selected at the organizational meetings and introduce themselves to the Executive Board members of the Cornell delegation of Ivy Council before the fall semi-annual conference. Additional provisions for the delegation are as specified in the Constitution of the Ivy Council.

ARTICLE VIII: COMMUNITY RIGHTS AND CONFIDENTIALITY

Section 1: Community Rights

The SA and its committees shall respect and protect the rights of individual members of the Cornell community

Section 2: Confidentiality

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

Section 3: Infringement of Confidentiality

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

~~ARTICLE IX: Programs and Activities~~

~~Section 1: Speak Up Events~~

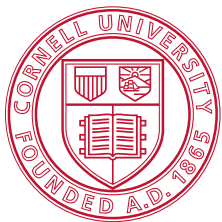
~~The SA will have the responsibility to conduct at least one public 'Speak Up' event per semester at alternating locations on campus. The 'Speak Up' events are to be conducted as a round table discussion and shall include administrators related to a particular topic of current student interest.~~

ARTICLE X: PARLIAMENTARY AUTHORITY

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

ARTICLE XI: AMENDMENTS

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



Cornell University

Student Assembly

Originally Presented On	8/27/2015
Type of Action	Internal Policy
Status/Result	Business of the day

1 **S.A. Resolution # 4**
2 **Approval of 2015-2016 Operating Budget**
3

4 **Sponsored by: Matthew Stefanko '16, Emma Johnston '16**

5
6 **Whereas**, The Student Assembly Vice President of Finance is charged with the responsibility of
7 updating the Student Assembly's Operating Budget every academic year
8

9 **Be it therefore resolved**, that the Student Assembly approve and adopt the Operating Budget
10 for the 2015–2016 Academic Year attached as an appendix to this resolution
11

12
13 **Respectfully Submitted,**

14
15 **Matthew Stefanko '16**
16 *Vice President for Finance*

17
18 *Emma Johnston '16*
19 *Executive Vice President*

20
21 (*Approved by: Executive Committee, 8/25, 5-0-0*)

FY 2015 Student Assembly Operating Budget

G943702

Income/Expense

Summary	
Total Income	\$69,666.79
Total Expenses	\$27,797.46
Income/Expense	\$41,869.33

Income Categories

FY15 Student Activity Fee Disbursement	\$24,423.00
Transfer In from Current Operating (FY14)	\$39,390.09
SAF "true up" and 5% Reserve allocation	\$1,838.00
Transfers in (monthly)	\$4,015.70

TOTAL Income **\$69,666.79**

Expense Categories	2013-14 Budget	2013-14 Actual	2014-15 Budget
10000 Administrative	\$5,200.00	\$4,167.43	\$4,000.00
10001 Executive	\$100.00	\$398.86	\$500.00
10002 Communications	\$4,000.00	\$775.07	\$2,800.00
10003 Internal Operations	\$1,600.00	\$1,187.39	\$1,400.00
10004 Appropriations	\$2,000.00	\$2,689.23	\$2,350.00
10005 Finance Commission	\$5,500.00	\$4,599.48	\$5,000.00
10006 Elections	\$10,300.00	\$1,931.77	\$4,000.00
20002 Community Life	\$900.00	\$388.66	\$1,200.00
20003 Dining	\$100.00	\$0.00	\$100.00
20005 Diversity & Inclusion Initiatives	\$900.00	\$1,554.94	\$600.00
20011 Diversity Affairs Coalition	\$200.00	\$89.94	\$100.00
30001 Special Projects	\$5,000.00	\$155.00	\$3,000.00
30002 SUNY Student Assembly	\$500.00	\$388.78	\$500.00
30003 Ivy Council	\$400.00	\$444.00	\$500.00
TOTAL Expenses	\$36,700.00	\$18,770.55	\$26,050.00

Note: Despite spending more in 2014-2015 than originally budgeted, planned transfers totaling \$4,015.70 from other student organizations to repay costs incurred by the Student Assembly ensured that the Student Assembly achieved a \$2,479.24 surplus.

2014-2015 Actual	2015-2016 Expense Categories	Projected Budget
\$1,923.95	Administrative	\$2,000.00
\$3,607.36	Executive	\$1,800.00
\$1,109.12	Communications	\$2,500.00
\$2,323.94	Appropriations	\$2,750.00
\$1,373.99	Elections	\$3,000.00
\$4,964.73	Diversity	\$2,000.00
\$2,272.40	Special Projects	\$5,000.00
\$1,328.43	Initiatives	\$4,000.00
\$71.00	Technology	\$3,000.00
\$502.23		
\$0.00		
\$5,325.93		
\$0.00		
\$627.02		
\$27,797.46		\$26,050.00

