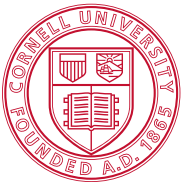


Cornell University Student Assembly

Cornell University Student Assembly Agenda of the Thursday, January 28, 2016 Meeting 4:45pm-6:30pm in Willard Straight Hall Memorial Room

- I. Call to Order & Roll Call
- II. Open Microphone
- III. Forum on the Proposed College of Business
- IV. Announcements and Reports
 - a. Representative Devatha – Extended Dining Hours at RPCC
 - b. Representative Kaufman – Faculty Senate, University Assembly, Committee on Academic Programs and Policies, PCOC
 - c. EVP Johnston – Elections Update
 - d. VP of Outreach Chak – Outreach Requirements
- V. Bystander Trainings for Student Groups – EVP Johnston & UA Representative Indimine
- VI. Business of the Day
 1. Resolution 29: Improving Academic Advising
 2. Resolution 34: Updating the Student Assembly Standing Rules
- VII. Executive Session



Cornell University Student Assembly

Originally Presented on:	11/19/15
Type of Action:	Sense of the Body
Status/Result:	New Business

1 S.A. Resolution #29
2 Improving Academic Advising

3
4 ABSTRACT: This resolution recommends that the Faculty Senate work with the Student Assembly
5 to improve academic advising for undergraduates.

6
7 Sponsors: Katie Zhu '18, Gabriel Kaufman '18

8
9 **Whereas**, the relationship between faculty and students is an integral part of the Cornell experience;

10
11 **Whereas**, faculty-student advising serves the function of fostering closer relationships between
12 faculty and undergraduates at an individual level;

13
14 **Whereas**, according to the 2015 PULSE survey, 34% of overall students at Cornell were either
15 'Generally dissatisfied' or 'Very dissatisfied' with academic advising;¹

16
17 **Whereas**, overall student satisfaction with academic advising is 17% lower than Cornell's
18 overall student satisfaction;²

19
20 **Whereas**, page 84 of the Faculty Handbook reads, "The precise form of this [student] advising
21 varies from one academic unit to another and is ordinarily established by the department chair or
22 dean in consultation with individual faculty members;"

23
24 **Whereas**, the Faculty Senate's Educational Policy Committee is tasked with considering
25 revisions to the Faculty Handbook;

26
27 **Be it therefore resolved**, that Student Assembly recommends that the Faculty Senate
28 Educational Policy Committee consider adding more specific language outlining the precise
29 obligations faculty advisors have to undergraduates to the faculty handbook, and that this
30 language be added at the broad discretion of the EPC.

31
32 Respectfully Submitted,

33
34 Katie Zhu '18

35 *CALS Representative, Student Assembly*

36
37 Gabriel Kaufman '18

¹ See Appendix A

² Ibid.

Satisfaction with Cornell

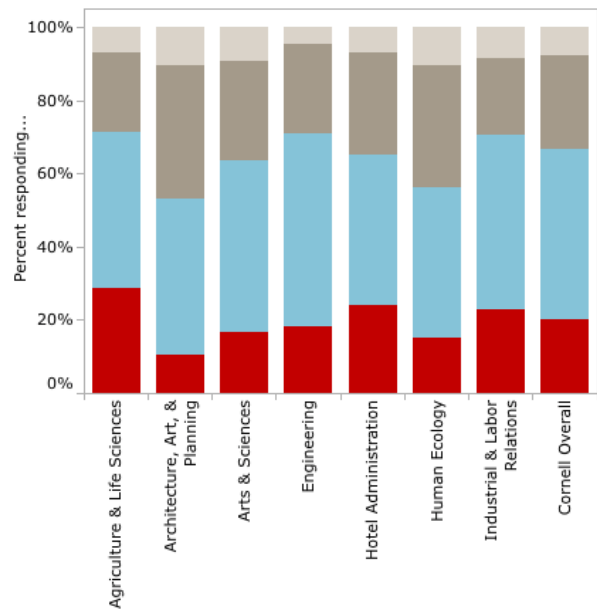
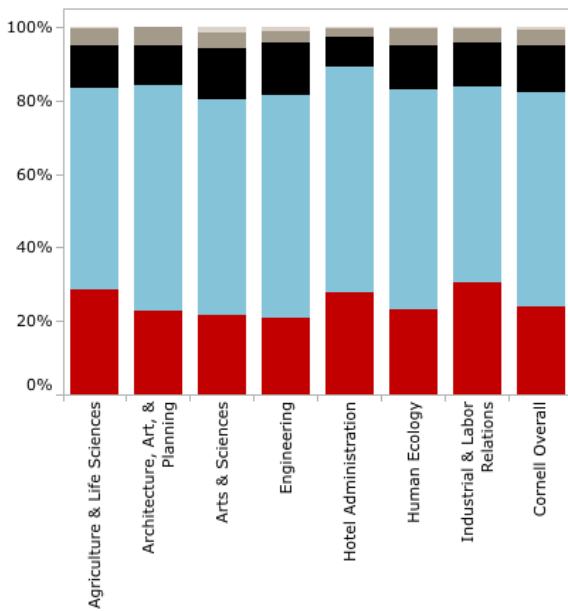
Overall, how satisfied have you been with your undergraduate education so far?

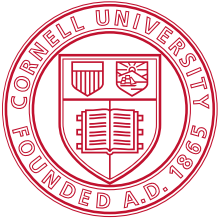
Satisfaction with:

Academic advising

Very satisfied
Generally satisfied
Ambivalent
Generally dissatisfied
Very dissatisfied

Very satisfied
Generally satisfied
Generally dissatisfied
Very dissatisfied





Cornell University Student Assembly

Originally Presented On	1/28/16
Type of Action	Internal Policy
Status/Result	Business of the Day

1 S.A. Resolution # 34
2 Updating the Student Assembly Standing Rules
3
4 Sponsored by: Emma Johnston '16
5
6 **Whereas**, the Student Assembly President, the Executive Vice President, and the Parliamentarian are
7 charged with the responsibility of updating the Student Assembly's Standing Rules every
8 semester.
9
10 **Be it therefore resolved**, that the Student Assembly must approve and adopt the Standing Rules for the
11 2015-2016 Academic Year.
12
13 Respectfully Submitted,
14
15 Emma Johnston '16
16 *Executive Vice President, Student Assembly*
17
18 Jordan Berger '17
19 *Parliamentarian, Student Assembly*
20
21 *(Reviewed by: Executive Committee, 1/28/2016)*

Standing Rules

Cornell University Student Assembly

Section 1: Preamble

The Student Assembly's foremost interest in 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 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.

These Standing Rules shall be utilized with the following prefaces:

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

Rule 2: The Standing Rules shall be revised at the beginning of each semester by the President, 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.

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.

Section 2: Ethical Standards and Attendance Policy

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.

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:

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.

Rule 2: Attendance at all organizational and specially-scheduled meetings is required, when the Executive Committee provides SA members at least 72 hours prior notice of the meeting. 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.

Rule 3: All voting members must remain an active member of at least one committee as per the standards established by the chair of their respective committee. ~~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.~~

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.

Rule 5: At the discretion of the Vice President for Internal Operations, unavoidable academic conflicts including prelims, final presentations, field trips but not including office hours, review sessions or professor visits that are in direct conflict with a required Student Assembly meeting will not be counted towards the three consecutive regularly scheduled meetings or for the six cumulative regularly scheduled meetings if they are reported 3 weeks before the meeting conflict. Academic conflicts that cannot be reasonably predicted 3 weeks before the meeting conflict can be excused by a majority vote of the executive committee.

Rule 6: At the discretion of the Vice President for Internal Operations, unavoidable conflicts as a result of job interviews and scholarship interviews that are in direct conflict with a required Student Assembly meeting will not be counted towards the three consecutive regularly scheduled meetings or for the six cumulative regularly scheduled meetings if they are reported as soon as the conflict arises.

Rule 7: At the discretion of the Vice President for Internal Operations, unavoidable conflicts as a result of religious obligations are in direct conflict with a required Student Assembly meeting will not be counted towards the three consecutive regularly scheduled meetings or for the six cumulative regularly scheduled meetings if they are reported 3 weeks before the meeting conflict.

Rule ~~5-6~~: Additionally, 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. (These 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.)

Rule ~~6~~ 7: Any college or constituency who lacks representation as a result of a seat being vacated or unclaimed may be represented shall be filled by the runner-up in the election. In the event that the seat remains vacant an interim representative shall be appointed by the President, and confirmed by a majority of SA Members. The interim representative shall have full voting privileges associated with membership on the SA. The interim representative post shall be terminated immediately upon the declaration of a permanent replacement via an election. The interim representative post shall be terminated immediately upon the declaration of a permanent replacement via an election. **The interim position will remain in effect for the remainder of semester if the position becomes vacant following the first 3 weeks of the semester.**

Rule ~~7~~-8: 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.

Rule-9: All elected members of the Student Assembly will adhere to the Cornell University Student Assembly Oath of Office, which states:

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

Section 3: Agenda-Setting Policies and Procedures

Rule 1: The agenda for any informal meetings shall not contain voting on legislation unless these meetings are held in lieu of regular Thursday meetings or to meet a deadline.

Rule 2: The Executive Vice President will place under ~~Unfinished Business~~ **Business of the Day** any item that has **been** previously ~~discussed~~ ~~appeared as New Business~~. ~~Additionally 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.

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.

Rule 4: ~~Unfinished~~ **Business of the Day** shall be an opportunity for discussion and debate on the legislation.

Rule 5: Prior to the introduction of a resolution as New Business, all resolutions shall be reviewed and approved by an appropriate SA committee no more than 30 days before the EVP sends the agenda to the general public. The Executive Vice President or the Vice President 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. Approval by the committee 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 is permitted to give~~ a brief summary of the committee's thoughts or concerns on the resolution when it is presented at the general SA meeting.

Rule 6: At its weekly meeting, the Executive Committee will discuss the agenda for Student Assembly meetings. Items for the agenda must be submitted to the Executive Vice President of the Student Assembly in the proper format, as designated by the Executive Vice President.

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.

~~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.~~

Rule 9: The Vice President of Outreach ~~and the sponsors of the resolution~~ must ensure that all parties, ~~including but not limited to any specific Cornell student, administrator, faculty member, or staff member,~~ involved or impacted by particular legislative actions are notified and invited to attend the meeting at which the action shall be heard. ~~Additionally any registered student organization must be notified if the proposed legislation affects their funding or guidelines. The aforementioned need not consent to the legislation, but it is highly encouraged that the aforementioned attend the meeting. In the event that the author of said legislation is uncomfortable contacting all interested parties, they may request that the Vice President of Outreach does so on their behalf.~~

Rule 10: A short descriptive abstract of approximately 25 words will be submitted by sponsors of resolutions before committee approval.

Rule 11: Student Assembly Initiatives should be presented as reports to the Student Assembly with an opportunity for questions from Student Assembly Members and Community Members. A summary of the initiative reports will be reported over the Actions List Serv bi-weekly. The following procedures will be followed for initiative reports:

- The Chair announces the initiative and the sponsors have two minutes to present their initiative
- A moderated Q&A will follow the presentation, the questions can be argumentative in nature as Student Assembly Representatives and community members shall be empowered to express their approval or disapproval
- The Chair shall be empowered to determine to end the time when the allocated time has expired, conversation has become redundant, or the speaker's list has been exhausted
- The Executive Vice President shall be empowered to make the determination as to what will be presented as an initiative

Section 4: Abstentions and Proxy Voting

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

~~Rule 1:~~ Rule 2: SA members may abstain from voting at regularly scheduled or special meetings of the Assembly. However, if the total number of abstentions is greater than the total number of votes in favor of a resolution **or motion**, the resolution **or motion** fails.

Rule ~~2-3~~: The tendering of proxy votes shall occur in accordance with the Special Rules or Order, but shall require that an excused absence be noted by the Vice President for Internal Operations.

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

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

Section 5: Committee Leadership and Oversight

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:

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.

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

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

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

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

Rule ~~7~~ 6: Each committee chair is responsible for reaching out to relevant student organizations in order to solicit feedback on ideas and collaborate with student groups on initiatives that the committee is working on.

Section 6: General Meeting Procedures

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

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. **It is at the Chair’s discretion to place additional limitations on speaking time.**

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

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

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

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. **The Chair will have discretion as to when community members are recognized.** 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.

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.

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.

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

Rule 9: Any **voting** SA member may attempt to overrule a decision by the Executive Committee by submitting their challenge in the format of a resolution at the next regularly

scheduled meeting. A 2/3 majority of the voting membership must be reached to overrule the Executive Committee at any time.

Rule 10: The Parliamentarian shall administer a short examination on parliamentary procedure to all voting members of the SA within four meetings of a representative taking the oath of office. This examination will cover content from Robert's Rules of Order and the most recent version of the SA Charter, Bylaws, and Standing Rules. Any member who does not pass (a grade of 70% or higher) will be required to attend an additional review workshop and retake the exam.

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

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

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

Rule 14: By a $\frac{2}{3}$ vote of SA members present, Robert's Rules of Order can be suspended.

Rule 15: All meeting attendees are expected to be respectful to other meeting attendees and to maintain proper meeting decorum.

Section 7: Outreach Guidelines & Member Responsibilities

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.

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.

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.

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.~~

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

~~Rule 5: The Executive Committee must update and maintain the internal events calendar that shall be shared with the general membership of the Assembly.~~

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.

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

Section 7: Spending Guidelines

Category Spending:

Rule 1: In order for a disbursement of budgeted funds to be made, either the SA President or the Vice President for Finance must approve it. The Vice President for Finance is responsible for classifying the expenditure into a budget category.

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

Rule 3: Any reallocation of funds between categories of the budget or spending of the budget surplus must be confirmed by a majority vote of the Appropriations Committee followed by a majority vote of the Student Assembly, at large.

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

B. Special Projects Funding:

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

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

- i. Any Cornell registered student organization
- ii. SA committee chairs that seek funding for expenditures that exceed their committee's budgeted allocation

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

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

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

Rule 10: The Vice President for Finance shall present a written **or oral** report to the SA at large, each time a special projects disbursement is made.