

# Bylaws

## Cornell University Student Assembly

*As amended on April 20, 2017*

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### 4 **ARTICLE I: EX-OFFICIO MEMBERS**

#### 5 **Section 1: Ex-officio Membership**

6 Ex-officio membership grants members of the Cornell community (student, alumni, faculty, staff, administrator, etc.)  
7 full-debating privileges but not voting privileges. These positions are granted to community members to either  
8 provide a perspective from another governing body or to enhance the overall operations of the Student Assembly.

#### 9 **Section 2: Ex-Officio Executive Committee Positions**

- 10 A. The SA can grant an ex-officio position to any member of the Cornell community to serve as the  
11 Executive Archivist.  
12 B. The SA can grant an ex-officio position to any member of the Cornell community to serve as the  
13 Parliamentarian.  
14 C. The SA can grant an ex-officio position to any member of the Cornell Community to serve as Director  
15 of Elections.

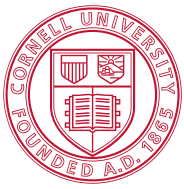
#### 16 **Section 3: Organizational Liaisons**

- 17 A. The SA shall grant one member chosen by the Greek Tri-Councils an ex-officio position as an  
18 organizational liaison. The liaison chosen by the Tri-Councils shall be selected on a rotating basis from  
19 the three councils, beginning with a representative of InterFraternity Council, following with Panhellenic  
20 Association, and finishing with Multicultural Greek Letter Council.  
21 B. The SA will grant one executive member from Residential Student Congress an ex-officio position as an  
22 organizational liaison.

#### 23 **Section 4: Shared Governance Liaisons**

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

### 28 **ARTICLE II: OFFICERS**



# Cornell University Student Assembly

## 29 **Section 1: Officers**

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

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

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

## 47 **Section 3: Terms of office**

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

## 50 **Section 4: Recalling officers**

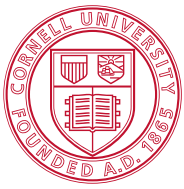
51 Two-thirds vote of the voting membership of the SA may vote to recall any officer of the SA from his or her office.

## 52 **ARTICLE III: OFFICER DUTIES**

### 53 **Section 1: President**

54 The responsibilities of the President are as follows:

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



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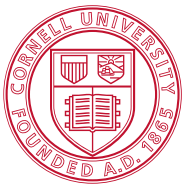
- 59 5. Correspond with the University President following each Assembly meeting enumerating all actions that are  
60 passed and are under the University President's purview and to solicit his or her response.  
61 6. Correspond with the Deans of the College of Agriculture and Life Science; College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

### 73 **Section 2: Executive Vice President**

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

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

### 96 **Section 3: Vice President of Internal Operations**



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

- 98 1. Attend all SA meetings and act as Chair in the absence of the President and Executive Vice President.
- 99 2. Assume the office of Executive Vice President should a vacancy arise.
- 100 3. Chair Staffing Committee.
- 101 4. Monitor committee membership.
- 102 5. Coordinate and supervise all aspects of the SA office in Willard Straight Hall.
- 103 6. Maintain and monitor SA attendance records and send warning notices to members who are in jeopardy of
- 104 violating the Assembly attendance policy.
- 105 7. Enforce committee attendance and Outreach requirements for all voting SA members.
- 106 8. Coordinate and supervise new member orientation with the Executive Vice President.
- 107 9. Supervise SA Liaisons.
- 108 10. Maintain relations with intercollegiate student organizations of which the SA is a member — e.g. Ivy Council,
- 109 SUNY Student Assembly.
- 110 11. Plan fall retreat for committee chairs with the Executive Vice President.

### 111 **Section 4: Vice President for Finance**

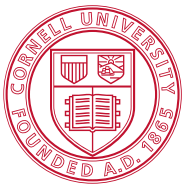
112 The responsibilities of the Vice President for Finance are as follows:

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

### 121 **Section 5: Vice President for External Operations**

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

- 123 1. Coordinate constituency representatives' community outreach efforts (including, but not limited to,
- 124 community forums, meetings with Deans, internal school governments, etc.)
- 125 2. Invite all relevant stakeholders to Student Assembly meetings, when the weekly agenda is released
- 126 3. Devise mechanisms for student organizations to become active members in the decision making process of
- 127 the SA; most importantly, committees.
- 128 4. Oversee the City and Local Affairs Committee and the Technology Committee by assisting and advising the
- 129 committee chair and attending meetings as necessary.
- 130 5. Chair the Communications and Outreach Committee
- 131 6. Consult with the Director of Elections regarding elections' advertising.
- 132 7. Arrange all advertising, postering, banners, social media, etc.



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

### 139 **Section 6: Vice President of Diversity and Inclusion**

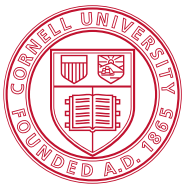
140 The responsibilities of the Vice President of Diversity and Inclusion are as follows:

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

### 158 **Section 7: Director of Elections**

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

- 160 1. Chair the Elections Committee and report all the activities of said committee to the general SA.  
161 2. Assume responsibility for all aspects of the Fall and Spring elections and coordinate all efforts with the  
162 Director of the Office of the Assemblies, the VP of External Operations, and the President.  
163 3. Serve as SA correspondent for election matters.  
164 4. Ensure that the Elections Committee is successfully completing the following tasks:  
165 a. Making every effort to ensure the greatest number of candidates for each available position,  
166 b. Ensuring all candidates are aware of and abiding by elections, campaigning, postering, and other  
167 Assembly and University policies,  
168 c. Coordinating and advertising an informal "Meet the Candidates Forum",  
169 d. Coordinating and advertising opportunities for candidates to make public appearances,



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- 170 e. Coordinating and advertising public forums specifically for candidates to discuss any ballot referenda, if  
171 such forums are deemed necessary by the Executive Board,  
172 f. Contacting student organizations and informing them of the elections process and encouraging them to  
173 send delegates to elections activities in order to report candidates' stances on relevant issues to their  
174 organizations,  
175 g. Ensuring that candidates have submitted pictures and statements  
176 h. Making every effort to achieve the highest possible voter turnout by advertising and assisting the Office  
177 of the Assemblies in the coordination of elections days.  
178 5. Make sure, in conjunction with the VP of External Operations, that there are a substantial number of  
179 potential ballot referenda to be considered for approval by the SA, and that all approved referenda are  
180 advertised along with all elections activities described in #5 above (especially c. and e.).

## 181 **Section 9: Parliamentarian**

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

- 185 1. Advise the President and committee chairs on questions of parliamentary procedure.  
186 2. Classify new actions brought before the SA into the categories specified in Article III, Section 2, Item A  
187 3. Upon a specific request by an SA voting member, the Parliamentarian shall give the Assembly his/her  
188 recommendation on a parliamentary inquiry.  
189 4. The Parliamentarian shall present a workshop on parliamentary procedure and this charter to the incoming  
190 assembly, preferably before the end of the spring semester but no later than the fourth week of the fall  
191 semester.  
192 5. The Parliamentarian shall count a hand vote to discern simple majority from the gallery, where all eligible  
193 voters sit in a designated area.  
194 6. The Parliamentarian shall coordinate with the Office of Assemblies to ensure that the SA governing  
195 documents are public and reflect the changes made by the SA.

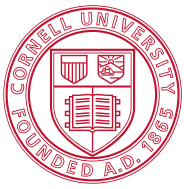
## 196 **Section 10: Executive Archivist**

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

## 201 **ARTICLE IV: MEETINGS**

### 202 **Section 1: Regular Meetings**

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



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## 204 **Section 2: Special Meetings**

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

## 212 **Section 3: Organizational Meeting**

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

## 215 **Section 4: Informal meetings**

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

## 220 **Section 5: Executive Session**

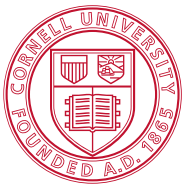
221 With the concurrence of two-thirds of the voting members in attendance, the SA or any of its committees may go into  
222 executive session during a regularly scheduled meeting only to discuss confidential matters as defined by this Charter.  
223 No policy determinations will be made in executive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

## 227 **Section 6: Quorum**

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

## 229 **Section 7: Community Votes**

- 230 A. Should there only be one undergraduate ex-officio non-elected member in attendance, he or she will only be  
231 allocated one vote.
- 232 B. The community clause may only be exercised on final votes of sense-of-body resolutions, which excludes (1)  
233 funding and budgetary decisions, (2) amendments to the SA Charter and Standing Rules, (3) the ability to  
234 make motions, (4) creation/dissolution of committees (5) selection of officers, committee members, and



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- 235 liaisons from the popularly elected SA (i.e. allocation of the Student Activity Fee, approval of Parliamentarian,  
236 Liaison to the Provost, etc.).
- 237 C. Prior to the final vote of a resolution, qualifying undergraduate members of the community will be permitted  
238 to cast their vote. The President will announce to the Assembly the collective vote of the gallery and liaisons  
239 prior to the casting of popularly elected members' votes on any given sense-of-the-body resolution. Both  
240 community votes will be allocated to the side that has a simple majority.
- 241 D. Any member of the undergraduate student body can request, at the beginning of a meeting, that the current  
242 status of all students wishing to participate in a community vote be validated. Each member of the  
243 community must then present their Cornell IDs to the Parliamentarian, who will subsequently validate their  
244 status as undergraduates via the Cornell website.

### 245 **Section 8: Regularly Scheduled Meetings for Purposes of the Student Assembly**

#### 246 **Attendance Policy**

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

## 251 **ARTICLE V: EXECUTIVE BOARD**

### 252 **Section 1: Composition**

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

### 255 **Section 2: Duties**

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

### 259 **Section 3: Meetings**

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

## 263 **ARTICLE VI: COMMITTEES**

### 264 **Section 1: Creation of Committees**



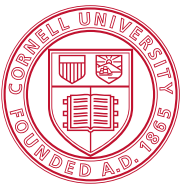


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265 Committees will be established with the adoption of a committee charge to be included in these bylaws. A  
266 committee's charge must be adopted and placed in the charter before its bylaws are to be considered. Committee  
267 bylaws shall be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

## 268 Section 2: Review Committees

- 269 A. Review Committees shall review all policies, programs, and actions and shall aid in the budget/program  
270 planning process of sectors of the University that create policy directly affecting student life.
- 271 B. The Vice President for Student and Academic Services shall appoint a staff member to work with the  
272 chairperson of certain review committee to assure proper functioning of the committee.
- 273 C. Undergraduate members of the review committees will be designated by the appropriate constituency bodies  
274 and will be subject to the approval of the SA.
- 275 D. Review committees will discuss program assessment/planning documents with the SA during the fall  
276 semester as part of the committee's responsibility for the areas under their jurisdiction.
- 277 E. Review committees will be convened in the beginning of the fall semester by the VP Internal Operations.
- 278 F. Furthermore, the Student Assembly review committees reserve, can, and should exercise at their discretion  
279 legislative authority over residential life policies of the University (i.e. the Department of Campus Life and the  
280 Office of the Dean of Students). When exercising this authority, review committees are recommended to  
281 consult the Residential Student Congress of Cornell.
- 282 G. **Committee on Dining Services** – The Committee on Dining Services will work to represent student  
283 interests in the Cornell food system. The committee will consist of at least one faculty member, two Dining  
284 student workers and/or Dining Student Sustainability Coordinators, two voting SA members, one  
285 graduate/professional student, and at least ten additional students. The VP of Internal Operations for the  
286 Student Assembly will recommend additional students to both the committee Chair and the Staffing  
287 Committee for their approval. Additionally, the Director of Dining (or a designee) and the Budget Director of  
288 Dining shall serve ex-officio. The Chair, who does not have to be a SA member, will work with the Director  
289 to select relevant administrators and staff to be present at meetings. Members will collectively review the  
290 policies and initiatives of Dining Services, and make recommendations to Student Assembly and Dining  
291 Services leadership for improving existing policies or integrating new ideas.
- 292 H. **Health and Wellness Committee** – The Committee will develop initiatives and plan events on campus that  
293 promote student health, wellness, and safety. The committee will engage organizations relevant to the  
294 committee's mission including Cornell police, Gannett Health Services, the Skorton Center, CUEMS, Minds  
295 Matter and any other organizations deemed relevant by the committee chair or Executive Vice President. The  
296 committee's chair in collaboration with the Executive Vice President will develop a functional structure for  
297 the committee and any additional positions shall be filled by the chair and Executive Vice President. The  
298 Health and Wellness Committee will also address student concerns with campus safety by coordinating with  
299 the University Assembly when necessary. The chair position can be held by any member of the Cornell  
300 undergraduate student population, and the committee will be under the supervision of the Executive Vice  
301 President
- 302 I. **Environmental Policy and Planning Commission** – The commission will research issues affecting the  
303 campus and its surrounding area, as well as provide recommendations for reducing Cornell's environmental  
304 impact. The Environmental Policy and Planning Commission will be charged with creating new legislation  
305 and enforcing past environmental legislation. This commission is also charged with providing environmental

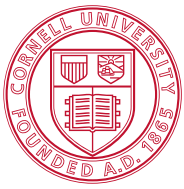


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- 306 education and outreach in order to better inform students and the campus community about the campus's  
307 environmental impact and sustainability issues. The Environmental Policy and Planning Commission will  
308 work closely with students, administrators, student environmental organizations, the Cornell Sustainability  
309 Office, the Campus Planning Committee, the Campus Infrastructure Committee, and the City and Town of  
310 Ithaca Sustainability to better recognize and address the environmental concerns of the campus and its  
311 community as well as to encourage collaboration in working toward the creation of a more sustainable  
312 environment. The chair position can be held by any member of the Cornell undergraduate student population  
313 and the committee will be under the supervision of the Executive Vice President.
- 314 J. **City and Local Affairs Committee** – This committee will advocate on behalf of students' interest at the city  
315 and county government levels. In addition to its advocacy work, the committee will organize events that  
316 foster a sense of engagement in the Ithaca community for Cornell students. The chair position can be held  
317 by any member of the Cornell undergraduate student population and the committee will be under the  
318 supervision of the Vice President of External Operations.
- 319 K. **Academic Policy Committee** – The committee will advise the Student Assembly on all academic matters at  
320 Cornell. Committee members will research, review, recommend, and develop projects to improve academic  
321 life for the student body. This committee will work closely with the Dean of Students and the Faculty Senate  
322 to ensure that students' concerns related to academic policy are voiced effectively to university officials. The  
323 chair position can be held by any member of the Cornell undergraduate student population and the  
324 committee will be under the supervision of Executive Vice President.
- 325 L. **Financial Aid Review Committee** – The committee will examine the financial aid policies of Cornell  
326 University. It shall also be responsible for the administration of the Student Helping Students grant. The  
327 committee shall consist of a chair, up to two SA members, between five and ten undergraduate students, at  
328 least four-fifths of whom receive some form of institutionalized financial aid. The Associate Vice Provost for  
329 Enrollment, the Directors of Financial Aid, the Associate Director of Financial Aid for Customer Service and  
330 Community Relations, a counselor from the Office of Financial Aid, two faculty members, and the Vice  
331 President for Student and Academic Services shall serve as ex-officio non-voting members. This committee  
332 will be under the supervision of the Vice President for Finance.

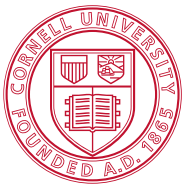
### 333 Section 3: Operational Committees

- 334 A. Operational Committees shall maintain the proper functioning of the internal organization of the SA, and  
335 shall therefore facilitate the full expression of the SA's responsibilities to the Cornell student body.
- 336 B. Operational committees shall be convened in the beginning of the fall semester, or when the committee's  
337 function prescribes, by the Committee on Committee Structure (or its successor body) in coordination with  
338 interested SA voting members.
- 339 C. **Appropriations Committee** – The Appropriations Committee of the SA is the financial branch of the SA. It  
340 reviews all requests for SA funding as well as the policies and guidelines regarding the Student Activity Fee  
341 and those organizations, which receive funding from it. The Committee shall consist of 8 voting members of  
342 the SA, to be selected by the Assembly at large during their organizational meetings; the VP Finance, who  
343 shall serve as Chair; and 7 undergraduates at-large to be selected by the Staffing Committee. The Director of  
344 the Office of the Assemblies or their designee shall serve as an ex-officio non-voting member. No SAFC  
345 Commissioners shall serve as voting members of the Committee. Quorum shall be defined as a simple  
346 majority of all voting members. A designee of the chair shall take minutes at all meetings.



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- 347 D. **Student Assembly Infrastructure Fund Commission** – The SAIF Commission (SAIFC) of the SA is  
348 responsible for evaluating applications for funding through the SAIF. The Commission shall consist of 8  
349 voting members of the SA, to be selected by the Assembly at-large during their organizational meetings,  
350 which must include the Vice President for Finance, the Vice President of External Affairs of the Student  
351 Assembly and one new student, a chair, which cannot be either the Vice President for Finance or the  
352 President of the Assembly, and 7 undergraduate at-large voting members to be selected by the Staffing  
353 Committee. No SAIFC Commissioners shall serve as voting members of the SAIFC (with the exception of the  
354 Vice President for Finance). No more than 2 of the voting Student Assembly members on the SAIFC may  
355 also be voting members of the Appropriations Committee and no more than 4 of the total voting members  
356 on the committee may be voting members of the Appropriations Committee. Quorum shall be defined as a  
357 simple majority of all staffed voting members. Upon request, a written summary of the meeting will be  
358 provided by the chair. The Director of the Office of the Assemblies or their designee shall serve as an ex-  
359 officio non-voting member.
- 360 E. **Communications and Outreach Committee** – The Communications and Outreach Committee helps to  
361 bridge the disconnect between campus and the Student Assembly. The Assembly strives to foster  
362 collaborative student activities, as well as inform the student body about the Student Assembly initiatives,  
363 meetings, and resolutions. The committee will ensure a direct and ever present link between students active in  
364 campus government, the administration, and students at-large and will relay student interest to the SA. The  
365 committee will assist in furthering the outreach efforts of the assembly by aiding in the coordination of SA-  
366 sponsored events including, but not limited to conducting polls, referenda, community outreach forums,  
367 designated constituency events, and hearings. The committee will also assist in coordinating efforts and  
368 devising strategies to involve more non-voting members in the decisions and events of the SA. The Assembly  
369 plans recreational events for students. The SA Vice President of External Affairs will serve as Chair of the  
370 Committee.
- 371 F. **Technology Committee** – The Technology Committee will coordinate with Student Assembly  
372 representatives to create websites as needed for initiatives that improve campus life and require online  
373 platforms, and will work with CIT when possible to update existing websites for the benefit of the Cornell  
374 community. The chair or co-chair position can be held by any member of the Cornell undergraduate student  
375 population and the committee will be under the supervision of VP of External Affairs.
- 376 G. **Elections Committee** – The committee will coordinate and implement regularly scheduled and special  
377 elections of the SA and directly elected undergraduate representatives to the UA. The SA Director of  
378 Elections shall serve as chair with a vote only in the event of a tie. The committee consists of ten voting  
379 members, of whom less than half may also be members of the SA. At one of the first two SA meetings of  
380 each academic year, the Staffing Committee will present a slate of proposed members to the SA for  
381 confirmation, which the SA must approve or disapprove in its entirety. The Staffing Committee may fill any  
382 subsequent vacancies without confirmation by the SA. No person may be a candidate in an election  
383 supervised by the committee in the same academic year when the person served as a voting member of the  
384 committee. All committee meetings will be closed. Only voting members will be permitted to attend the  
385 meetings unless specifically invited by the Director of Elections. This committee will be chaired by the  
386 Director of Elections of the Student Assembly.
- 387 H. **Staffing Committee** – The committee shall staff any vacant committee positions the Student Assembly (SA)  
388 is empowered to staff during meetings in early fall. The committee shall re-evaluate the committee application  
389 outreach plan at the end of every spring term. The committee shall also evaluate SA committees' end of the



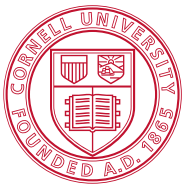
# Cornell University

## Student Assembly

390 year report, and determine if the SA committee and/or their composition need to be changed. The  
391 committee shall be charged with creating and enforcing an attendance policy for all committees. The  
392 membership of this committee shall include the SA's President, Executive Vice President, Vice President for  
393 Finance, Vice President of External Affairs, Vice President of Internal Operations, Vice President of  
394 Diversity and Inclusion, and all SA committee chairs. Ex-officio membership shall be granted to the Director  
395 of the Office of Assemblies. The VP Internal of Operations shall serve as chair. The VP of Internal  
396 Operations shall be responsible for consulting with chairpersons of committees and recommending  
397 candidates for vacant committee positions to the Staffing Committee.

### 398 **Section 4: Diversity**

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



# Cornell University Student Assembly

- 431 e. Structure
- 432 i. The Vice President of Diversity and Inclusion of the Student Assembly will chair the
- 433 Diversity and Inclusion committee in coordination with the Directors, who will head two
- 434 task forces: Initiatives Task Force and United Student Body Task Force. Ad-hoc task forces
- 435 and leadership positions can be created as the leadership of the committee sees fit. Task
- 436 forces will be encouraged to work together towards common goals.
- 437 ii. Initiatives Task Force: this will be in-charge of collecting ideas, issues and concerns in the
- 438 area of diversity and inclusion; and working on implementable related policies.
- 439 iii. United Student Body Task Force: this will be in-charge of implementing United Student
- 440 Body and subsequently reviewing it during the process of implementation.

## 441 **ARTICLE VII: COMMUNITY RIGHTS AND CONFIDENTIALITY**

### 442 **Section 1: Community Rights**

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

444 members of the community have the right to add a resolution to the Student Assembly Agenda after procuring the

445 written signature of at least a majority of seated SA members, and presenting the signatures to the SA President or

446 their designee for verification, at least 48 hours before the meeting at which the resolution is to be introduced.

### 447 **Section 2: Confidentiality**

448 When a subject under discussion or examination requires the use of personal confidential information, all reasonable

449 efforts shall be made to safeguard the confidentiality of this information. Confidential information is meant to include

450 any and all information that, if publicly exposed, would endanger the privacy, safety, or security of any member of the

451 Cornell community (students, faculty, and staff), or constitute a breach of any individual right guaranteed by the

452 University, the State of New York, or the federal government.

### 453 **Section 3: Infringement of Confidentiality**

454 If any member or group of the University feels that any action of the SA or its committees is infringing upon that

455 person's or that group's rights under this Article, then that person or group may appeal to the Judicial Codes

456 Counselor (JCC) to determine whether probable grounds exist for a complaint. By majority vote, the SA may suspend

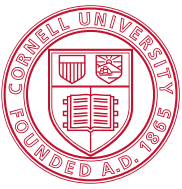
457 any actions related to an appeal to the JCC until the JCC makes a final ruling on the appeal.

## 458 **ARTICLE VIII: PROGRAMS AND ACTIVITIES**

### 459 **Section 1: Public Events and Campus Forums**

460 The SA shall conduct at least one public event or forum per semester at alternating locations on campus. These

461 public events or forums shall include administrators related to a particular topic of current student interest.



# Cornell University Student Assembly

## 462 **ARTICLE IX: PARLIAMENTARY AUTHORITY**

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

## 466 **ARTICLE X: AMENDMENTS**

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