Student Assembly Meeting
AGENDA
March 21, 2024
4:45 - 6:30 p.m.
Memorial Room, Willard Straight Hall/Zoom
ZOOM
Meeting ID: 927 5625 4940 | Passcode: 411537

1. Call to Order
2. Reading of the Land Acknowledgment
3. Announcements
4. Open Microphone
5. Approval of the Minutes
6. Consent Calendar
7. Presentations
8. Reports
9. Old Business Calendar
   1. Resolution 64: Establishing the Processes for the Appointment of Vacant Representative Seats
10. Resolutions Calendar
11. Appointments and Vacancies Calendar
12. Adjournment

If you are in need of special accommodations, contact the Office of the Assemblies at assembly@cornell.edu or Student Disability Services at (607) 254-4545 prior to the meeting.
Resolution 64: Updating the Legislative Process
Provisions of the Standing Rules of Order

Abstract: This resolution updates the legislative process provisions of the Standing Rules of Order to define the submission deadline for resolutions, create a two-step process for review of resolutions by the Assembly, and clarify language in the Order of Business for regular meetings.

Sponsored by: Nicholas Maggard ’26, Agnes Coleman ’26, Clyde Lederman ’26

Reviewed by: Internal Operations, 03/08/2024, 6-0-0

Type of Action: Internal Policy

Originally Presented: 03/14/2024

Current Status: Referred to the Assembly

Whereas, proper provisions do not currently exist to govern the legislative process of the Student Assembly.

Whereas, although in rare circumstances resolutions may need to be quickly written and passed by the Student Assembly, new procedures should be implemented in order to allow adequate time for:

- Members to review resolutions, ask questions, and determine their voting position;
- Officers to review resolutions to determine congruence with the governing documents and the overall resolution validity;
- The Office of the Assemblies to include resolutions in the virtual and printed versions of the agenda;
- Undergraduate students to read resolutions and attend a meeting to comment or contact their elected representatives.

Whereas, the new legislative process has been carefully written by the Internal Operations Committee to ensure that all resolutions are treated with the same standard of efficiency and transparency.

Be it therefore resolved, the attached copy of the Standing Rules of Order be adopted as the true and correct copy of the Standing Rules of Order and remain in order until amended.

Respectfully Submitted,
30 Nicholas Maggard ’26
31 *Parliamentarian, Student Assembly*
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33 Agnes Coleman ’26
34 *Executive Archivist, Student Assembly*
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36 Clyde Lederman ’26
37 *Vice President of Internal Operations, Student Assembly*
The Standing Rules of the Student Assembly

Adopted by the Student Assembly on
[Insert Date]

§ 100. Purpose and Suspension.

A. These rules shall remain in effect from term to term and may be amended by a majority vote; it shall be the responsibility at the beginning of each term for the President, Executive Vice President, Parliamentarian, and Chair of the Office of Ethics to submit amendments as they see fit to the Student Assembly for approval; these rules shall take effect immediately upon adoption, unless otherwise specified.

B. It shall be the responsibility of each Assembly to amend these standing rules as necessary. Should thirty (30) days pass following the first organizational meeting of a subsequent term of the Assembly without amendments to the standing rules, these rules shall automatically be adopted by the Assembly.

C. In the event of a conflict, in the following order, the Charter, Bylaws, Special Rules of Order, Election Rules, and Code of Ethics shall supersede these rules.

D. These rules may be suspended by two-thirds vote of Student Assembly members present; and motions to suspend shall be privileged.

§ 101. Meetings and Absences.

A. Attendance shall be required at all regularly scheduled meetings for each voting member and officer; it shall be the prerogative of the President to designate other meetings as required for members and officers.

B. Attendance at meetings of the Assembly shall be determined by the first call of the roll at each meeting; absences may be excused by the Vice President for Internal Operations.

C. Regularly scheduled meetings shall be held on Thursdays, from 4:45 until 6:30 p.m., while undergraduate colleges are in session, or when called by the President, provided notice of three (3) days is given.

D. An informal meeting shall be held on Thursdays, from 4:00 until 4:45 p.m., on days in which the Student Assembly is meeting in person pursuant to Rule 2, Section D. This informal meeting is to provide representatives and members of the community the opportunity to discuss the business of the Assembly before the meeting. Attendance will not be taken and members are not required to be present. Food shall be provided at these meetings.
E. All voting members must remain an active member of at least one committee. Failure to remain an active member of at least one Student Assembly or University Assembly committee can result in vacancy of a voting member seat at the discretion of the Student Assembly.

F. For any item of business sponsored by the presiding officer of the Assembly, the presiding officer can delegate the chair of the Assembly to any member of the Cornell community, in order to allow the presiding officer to present and debate on the item of business. The chair of the Assembly shall revert back to the presiding officer automatically upon adoption or rejection of the item of business.

§ 102. Oath of Office.

A. All elected members of the Student Assembly will adhere to the Cornell University Student Assembly Oath of Office.

B. The Cornell University Student Assembly Oath of Office shall read: 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.

§ 103. Order of Business.

A. The Order of Business for all regular meetings of the Assembly shall be as follows:

(1) Call to Order  
(2) Reading of the Land Acknowledgment  
(3) Approval of the Minutes  
(4) Consent Calendar  
(5) Reports of Officers, Committees, and Liaisons  
(6) Announcements  
(7) Presentations  
(8) Public Comment  
(9) Second Reading Calendar  
(10) Third Reading Calendar  
(11) Filling of Appointments and Vacancies  
(12) Adjournment
B. The Call to Order shall be made by the President of the Assembly or their
designee.

C. Unapproved minutes of previous meetings held during the same term shall be
considered during the Approval of the Minutes section of the Regular Order of
Business.

D. Business may be placed on the Consent Calendar by the President, Executive
Board, or by a petition containing the signatures of two-thirds (2/3) of the
elected members of the Assembly filed no fewer than three days prior to the
meeting at which the item is to be considered; all business on the Consent
Calendar shall be non-debatable and only considered in whole.

E. During the Reports of Committees and Liaisons section of the regular Order of
Business, all officers, committee chairs, liaisons or their designees shall be
required to make a report of the activities of their committee or relevant
portfolio.

F. During the Announcements section of the regular Order of Business, members,
officers, and liaisons shall be required to make announcements relevant to the
work of the Assembly and inquiries related to such announcements.

G. The Presentations section of the regular Order of Business shall be reserved for
presentations by invited presenters; business may be placed on the Presentations
section by Executive Board or by a petition bearing the signatures of no fewer
than ten (10) members of the Assembly filed three (3) days prior to the meeting
at which the presentation is to be made.

H. The Public Comment section of the regular Order of Business shall be reserved
for members of the Cornell Community who wish to express their views to the
Assembly; no speaker during this section shall speak for more than three (3)
minutes or more than once.

I. The Second Readings Calendar shall include all business having been read once
and filed with the Office of the Assemblies and President no later than the
Monday night at 11:59 PM immediately preceding a regular meeting.

J. The Third Readings Calendar shall include, in the following order:

   (1) Each resolution read for a second time not yet disposed of from a
       previous regular or special meeting;

   (2) Each resolution containing an appropriations request referred by the
       Vice President for Finance; and

   (3) Each resolution having previously been read twice and reported
       favorably by a committee, provided the resolution is filed with the
Office of the Assemblies and the President no later than Tuesday night at 11:59 PM immediately preceding a regular meeting;

(4) Each resolution having previously been read twice and not otherwise corresponding with paragraphs 1, 2, or 3 of this subsection.

K. All business to be placed on the Second Readings, Third Readings or Appointments and Vacancies Calendars shall be filed with the Office of the Assemblies and the President no fewer than two (2) days prior to the meeting at which such business shall be considered, unless otherwise specified.

L. During the Filling of Appointments and Vacancies section of the regular Order of Business, any member may move to fill a vacancy.

§ 104. Legislative Process.

A. Readings of Resolutions.

(1) Approval of each resolution shall only occur once read three times, unless otherwise specified in these rules.

(2) The first reading of a resolution shall occur upon the filing of a resolution with the President and Office of the Assemblies.

(3) The second reading of a resolution shall occur once, at a regular meeting of the Assembly during consideration of business on the Second Reading Calendar, the Chair has read the title of the resolution to the Assembly and declared the resolution read for the second time.

(a) During the second reading, it shall be in order for each member of the Assembly question the sponsor of the resolution under consideration;

(b) Amendments shall not be in order during the consideration of business on the Second Readings Calendar.

(4) The third reading of a resolution shall occur once, at a regular meeting of the Assembly during consideration of business on the Third Reading Calendar, the Assembly approves a motion to read the pending resolution for a third time; approval of the motion to read the pending resolution for a third time shall constitute approval of the resolution.

(a) Immediately upon the consideration of a resolution to be read for the third time, the Chair shall recognize the sponsor of the pending resolution to move an amendment in the nature of a substitute, if requested by the sponsor. This amendment shall be non-debatable.
B. Consent Calendar.

(1) A resolution may be designated for consideration on the Consent Calendar by the President; upon this designation, a resolution shall be considered read for the second time.

(2) Approval of the Consent Calendar shall constitute the third reading of each resolution placed on the Consent Calendar.

§ 105. Committees.

A. Committee referrals for resolutions will be determined by the Executive Vice President. The sponsor of a resolution may appeal this decision to the Executive Board.

B. There shall be a Committee of the Whole; during consideration of business placed on the Old Business and Resolutions Calendars, the presiding officer can dissolve the Assembly into Committee of the Whole; the presiding officer of the Assembly may choose to designate any member of the Cornell Community to serve as chair of meetings of the Committee of the Whole; consideration of the report of the Committee of the Whole shall immediately follow its dissolution and be non-debatable and non-amendable.

C. Meetings of Assembly Committees shall be open to members of the Cornell Community, except when in Executive Session.

D. Committee members may be recalled by a two-thirds majority vote of committee members present.

E. The chair of each committee shall transmit the minutes of meetings of their committee’s meeting to the Executive Committee within seven (7) days of their meeting.

F. It shall be the responsibility of the Executive Cabinet to appoint members to vacant positions on committees.

G. The President, Executive Vice-President, and Vice President for Internal Operations shall be ex officio members of all committees.

§ 106. General Meeting Procedures.

A. Speakers will be recognized at the discretion of the Chair and placed on a speaker’s list maintained by the Chair. Each speaker shall have a maximum of two minutes to speak, with the option to yield the balance of his, her, or their time to another single individual at the meeting, including the Chair. It is at the Chair’s discretion to place additional limitations on speaking time.
B. The Chair may call the question at his or her discretion.

C. Actions of the Executive Committee may be overruled by the adoption of a motion to *Appeal*.

D. Motions may be withdrawn by the mover after being seconded, but prior to the vote on approval of the motion.

§ 107. Proxies.

A. Members of the Assembly may designate any member of the Cornell Community to serve as their proxy; such proxies shall, for the duration of the meeting in which they are designated, possess the same privileges as the voting member whose proxy they hold.

B. No member shall designate a proxy to vote on their behalf more than twice in one semester; and no person shall hold more than one proxy.


A. Business that contains the signatures of \( \frac{2}{3} \) of members may be voted on by electronic means outside of a regularly scheduled meeting; such business shall only be considered approved if a quorum of the Assembly casts votes.

§ 109. Meeting Minutes.

A. Minutes of meetings of the Assembly shall be published following their approval, except for portions relating to business conducted in Executive Session.

B. The Clerk of the Assembly shall be responsible for drafting minutes of meetings of the Assembly.

§ 110. Spending Guidelines.

A. Category Spending.

(1) In order for a disbursement of budgeted funds to be made, either the 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.

(2) The Assembly’s budget must be reviewed and approved by the Assembly by the conclusion of the second meeting of the academic year.
(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.

(4) The Vice President for Finance will maintain a record of all expenses of each 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.

(1) The Student Assembly may choose to fund any project, program or service through the Assembly Special Projects that it deems to improve the quality of undergraduate student life. Special Projects funding is a type of category spending.

(2) Special Projects funding may be requested by any of the following, but not limited to:

(a) Any Cornell registered student organization; or

(b) Assembly committee chairs that seek funding for expenditures that exceed their committee’s budgeted allocation

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

(4) The Executive Committee shall decide upon special projects requests over $400 and under $1,500 by a majority vote. The Assembly, at large, may reverse an Executive 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.

(5) Requests $1,500 and over shall be decided upon by a majority vote of
the Executive Committee and confirmed by a majority vote of the
Student Assembly, at large. The Assembly, at large, is only required to
confirm requests of $1,500 or greater. The request should be presented
to the Student Assembly in the form of a resolution.

(6) The Vice President for Finance shall present a written or oral report to
the Assembly at-large, each time a special project disbursement is made.

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