

**Cornell University**  
**University Assembly**

**Cornell University's University Assembly**

Agenda of the April 11, 2023 Meeting

4:45 PM – 6:15 PM

401 Physical Sciences Building | Zoom

- I. Call to Order
  - a. Roll Call
  - b. Land Acknowledgment of the Gayogoho:nq (Cayuga Nation)
  - c. Call for Late Additions to the Agenda
- II. Approval of the Minutes
  - a. [Minutes of March 28, 2023 meeting](#)
- III. Open Forum
  - a. Out of Darkness Walk – Jessica Withers
  - b. [Proposed revisions to the UA Bylaws](#)
  - c. [Proposed revisions to the UA Charter](#)
- IV. Business of the Day
  - a. [UA R8 Awareness, Prevention, and Training \(APT\) Measures Against Opioid Overdose Crises](#)
- V. Assembly Reports
  - a. Student Assembly
  - b. Graduate and Professional Student Assembly
  - c. Employee Assembly
  - d. Faculty Senate
- VI. Committee Reports
  - a. Executive Committee
  - b. Campus Codes Committee
  - c. Campus Welfare Committee
  - d. Campus Committee on Infrastructure, Technology, and the Environment
- VII. Liaison Reports
- VIII. Adjournment

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*If you are in need of special accommodations in order to fully participate, please contact Student Disability Services at (607) 254-4545 or the Office of the Assemblies at (607) 255-3715 or [assembly@cornell.edu](mailto:assembly@cornell.edu) prior to the meeting.*



# Cornell University University Assembly

## Cornell University's University Assembly

Minutes of the March 28<sup>th</sup>, 2023 Meeting

4:45 pm – 6:15 pm

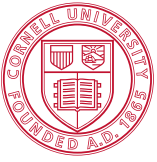
401 Physical Sciences Building | Zoom

- I. Call to Order
  - a. D. Cady called the meeting to order at 4:49 pm.
    - i. *Members Present:* G. Akkan, M. Benda, R. Bensel, D. Cady, K. Carter-Cram, E. DeRosa, A. Haenlin-Mott, I. Hewson, D. Howell, Y. Hua, A. Juan, J. Kruser, M. McEntee, B. Milles, J. Sun, V. Valencia, S. Williams
    - ii. *Members Absent:* O. Akujuo, S. Aysola, M. Heeney, D. Hiner
    - iii. *Also Present:* I. Chasen, B. Fortenberry, E. Kalweit, R. Platt
- II. Land Acknowledgement of the Gayogohono (Cayuga Nation)
  - a. D. Cady stated the UA's acknowledgment of the Cayuga Nation.
- III. Call for Late Additions to the Agenda
  - a. D. Cady called for late additions to the agenda. No late additions were reported.
- IV. Approval of the Minutes from March 21<sup>st</sup>, 2023
  - a. R. Bensel motioned to approve the minutes from the March 21<sup>st</sup>, 2023 meeting.
    - i. M. Benda seconded the motion.
    - ii. The motion **passed** with unanimous consent.
- V. Open Forum
  - a. Introduction of [UA Resolution #8 – Awareness, Prevention, and Training \(APT\) Measures Against Opioid Overdose Crises](#)
    - i. A. Juan introduced the Resolution to the Assembly urging the university to take action on preventing overdoses on campus.
    - ii. Questions for A. Juan led to discussions over how many overdoses have occurred on campus and Narcan availability in residential halls.
    - iii. D. Cady stated that the Resolution would be voted on at the April
- VI. Business of the Day
  - a. Consideration of [UA Resolution #6 – Declaring Cornell University a Purple Heart Facility](#)
    - i. D. Howell stated that the only change to the Resolution made since the last meeting was the addition of two sponsors.



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- ii. R. Bensel motioned to end debate on Resolution #6
  1. J. Kruser seconded the motion.
  2. The motion **passed** by unanimous consent.
  3. The resolution **passed** by a vote of 15-0-1.
- b. Consideration of [UA Resolution #7 – Protecting the Right to Protest](#)
  - i. I. Chasen stated that the Resolution was altered to address shared concerns over accountability and to emphasize the administration’s development of concrete plans to protect free speech.
  - ii. A. Haenlin-Mott put forward a motion to amend the resolution to include “disability status” after “ethnicity” and before “socioeconomic status” on line 41.
    1. J. Kruser seconded the motion.
    2. The amendment **passed** by unanimous consent.
  - iii. R. Bensel put forward a motion to amend the resolution to edit “political preference” on line 46 to read “political opinion”.
    1. D. Howell seconded the motion.
    2. The amendment **passed** by unanimous consent.
  - iv. J. Kruser put forward a motion to amend the resolution to include an additional result clause on line 78 before the final clause to read:  
“Be it therefore resolved that the panel members of the University Hearing Board and University Review Board, as well as the staff of the Office of Student Conduct and Community Standards, shall receive annual training on freedom of speech and peaceful assembly;”.
    1. R. Bensel seconded the motion.
    2. I. Chasen stated his dissent on the amendment and his intent for the line to be broader.
    3. R. Bensel rescinded his second from the motion.
    4. J. Kruser **withdrew** the amendment and stated that the Assembly should work on a subsequent resolution addressing training on free speech and peaceful assembly.
  - v. Discussion ensued over the purpose and structure of lines 69-72 of the resolution in addressing the university’s administration.
  - vi. I. Chasen requested a motion to amend the resolution to change lines 69-72 to read:  
“Be it therefore resolved, the University Assembly’s members, committees, and constituencies will engage in fact-finding in an effort to develop concrete plans to support and engage directly with these constituent-led



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efforts to keep free expression and the right to protest front of mind across the Cornell community;”.

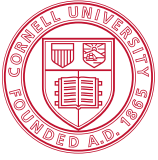
1. S. Williams put forward the motion.
  2. R. Bensel seconded the motion.
  3. The motion to amend **passed** by unanimous consent.
- vii. E. DeRosa put forward a motion to make the resolution available for public comment.
1. J. Kruser seconded the motion.
  2. The motion **passed** by a vote of 15-1-1.

### VII. Assembly Reports

- a. Student Assembly
  - i. V. Valencia stated that the Student Assembly passed Resolution 31, which added content warnings to students for certain classes, and discussed their election rules with two resolutions on slating coming soon.
- b. Graduate and Professional Student Assembly
  - i. K. Carter-Cram stated that the Graduate and Professional Student Assembly is still working on elections.
- c. Employee Assembly
  - i. A. Haenlin-Mott stated that the Employee Assembly is preparing for elections and are looking for candidates. She also stated that the Assembly has prepared an employee forum with Christine Lovely, Vice President and Chief Human Resources Officer, for April 28<sup>th</sup>.
- d. Faculty Senate
  - i. B. Milles stated that the Faculty Senate will be bringing a resolution from the Research Teaching Extension Faculty Task Force at their next meeting.

### VIII. Committee Reports

- a. Executive Committee
  - i. Nothing to report
- b. Campus Codes Committee
  - i. R. Bensel stated that the Campus Codes Committee is working on the best way to revise the University Assembly’s governing documents and requests that Assembly members consider what aspects of the document they would like changed.
- c. Campus Welfare Committee
  - i. A. Juan stated that the Campus Welfare Committee passed Resolution #8.
- d. Campus Committee on Infrastructure, Technology, and the Environment



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i. Nothing to report

IX. Liaison Reports

- a. A. Haenlin-Mott stated that the Campus Planning Committee had a 10-year parking trend and transportation issue update at their last meeting.

X. Adjournment

- a. R. Bensel motioned to adjourn the meeting.  
i. M. Benda seconded the motion.  
ii. The motion **passed** with unanimous consent.

This meeting was adjourned at 6:14 pm.

Respectfully Submitted,  
*P.J. Brown*  
Clerk of the Assembly



## Resolution 8: Awareness, Prevention, and Training (APT) Measures Against Opioid Overdose Crises

**Abstract:** This resolution urges the university to take proactive and preventative measures against opioid overdoses on campus through awareness, prevention, and training (APT) measures.

**Sponsored by:** Claire Ting '25, Andrew Juan '25

**Reviewed by:** Campus Welfare Committee, 3/22/2023, 4-0-1

**Originally Presented:** 3/28/2023

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**Whereas,** Narcan is a life-saving, easily administered, and safe drug that reverses opioid overdoses

**Whereas,** Cayuga Medical Center has recently increased Narcan access in November of 2022, offering Narcan to patients for free<sup>1</sup>

**Whereas,** increasing access to Narcan was done in response to a health alert from the Tompkins County Health Department, highlighting an increase a 32% increase in drug-related deaths which has only risen in 2022<sup>2</sup>

**Whereas,** Cornell University as an academic institution has been a leader in research to stem the opioid epidemic, with Weill Cornell Medicine receiving as much as 8.1 million dollars in national grant funding to do so in November of 2022<sup>3</sup>

**Whereas,** Cornell University is beginning to expand access to overdose awareness education

**Whereas,** Cornell has recently increased access to Narcan but the program is in its nascent stages, and the community is not as knowledgeable in the newest initiatives of Cornell Health

**Whereas,** other colleges in the area, such as Ithaca College, have established opioid overdose prevention programs since August 2019.

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<sup>1</sup>

[https://www.ithaca.com/news/ithaca/cayuga-medical-center-expanding-access-to-naloxone-to-prevent-opioid-overdose/article\\_25a5c9d4-6a79-11ed-bea9-2bb7a8cc3a49.html](https://www.ithaca.com/news/ithaca/cayuga-medical-center-expanding-access-to-naloxone-to-prevent-opioid-overdose/article_25a5c9d4-6a79-11ed-bea9-2bb7a8cc3a49.html)

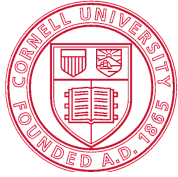
<sup>2</sup>

<https://tompkinscountyny.gov/health/health-alert-nysdoh-warns-increase-opioid-related-deaths-central-ny-naloxone-availabile>

<sup>3</sup>

<https://news.weill.cornell.edu/news/2022/11/weill-cornell-medicine-awarded-nih-grant-to-address-opioid-health-crisis>

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**Whereas**, this program has provided Narcan in every AED cabinet and residential dorm building, as well as provided consistent Narcan and Harm Reduction Workshops<sup>4</sup>

**Whereas**, Cornell University should take proactive measures to prevent overdose-related tragedies from happening to its students, faculty, and employees

**Whereas**, New York State legislature has recognized that the opioid crisis has crept into college campuses, resulting in Governor Hochul signing legislation S.3448A/A.4485B requiring all public colleges in New York to have a supply of opioid antagonists, such as Narcan, in their housing facilities<sup>5</sup>

**Whereas**, this legislation speaks to the magnitude and legitimacy of not only the opioid epidemic but also the need for harm reduction measures to produce safer campuses

**Whereas**, Cornell has previously taken on substance harm-reduction initiatives, including fact sheets to educate students on how to identify and respond to alcohol poisoning, allowing students to access emergency medical care when necessary

**Whereas**, Narcan is available at Cornell University's Pharmacy via prescription and adequate training

**Be it therefore resolved**, that overdose prevention kits with administration instructions are made accessible at various campus locations, including but not limited to: on-campus residential halls, Cornell Health, and other central locations

**Be it further resolved**, that Cornell Health collaborates with academic units, residential life, and other student-serving populations to determine locations of resources and publicize the program

**Be it further resolved**, that August 31 is officially recognized by the university as National Opioid Overdose Awareness Day

**Be it further resolved**, that training be made available at no cost by Cornell Health and the Skorton Center for Health Initiatives so that Narcan can be effectively used to prevent overdose crises

**Be it further resolved**, that CUEMS, CUPD, EHS and the Division of Public Safety have access to Narcan during any form of emergency response

**Be it further resolved**, all student groups that hold large events (>100 attendees) including but not limited to Greek organizations (IFC, PHC, MGFC), concert-hosting groups, and sporting events have at least one individual or officer trained in administering Narcan and have it easily available during a large event

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<sup>4</sup> <https://www.ithaca.edu/intercom/2019-08-28-naloxone-narcan-now-available-residence-halls>

<sup>5</sup> <https://www.nysenate.gov/legislation/bills/2021/s3448/amendment/a>



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**Be it further resolved,** that the Narcan for large events be subsidized by Cornell Health

**Be it finally resolved,** that harm-reducing information such as how to identify and respond to an opioid overdose crisis is distributed via fact sheet in residential halls

**Respectfully Submitted,**

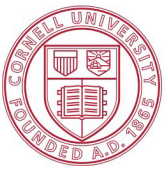
Claire Ting '25

*Representative of the School of Industrial and Labor Relations, Student Assembly*

Andrew Juan '25

*Chair, UA Campus Welfare Committee; Undergraduate Representative, University Assembly*





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# Bylaws

2

## Cornell University Assembly

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As amended on February 21st,  
2023

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

5 The following serve as members of the Assembly ex-officio without vote:

6 1. the chair of each associated committee of the Assembly.

### 7 **ARTICLE II: PROCEDURES**

#### 8 **Section 2.1: Meetings**

9 At the first meeting of the academic year, the Assembly shall adopt a schedule of meetings for the  
10 remainder of the year. These meetings shall be referred to as the regular meetings.

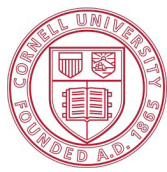
#### 11 **Section 2.2: Special Meetings**

12 Special meetings of the Assembly may be convened to consider issues of immediate and pressing  
13 concern. The Chair of the Assembly, the President or in the President's absence, the Acting President,  
14 may call a special meeting of the Assembly. The Chair shall call a special meeting of the Assembly when  
15 requested to do so by two-thirds of its seated members.

#### 16 **Section 2.3: Quorum**

17 A majority of the seated members of the Assembly constitute a quorum to do business.

#### 18 **Section 2.4: Robert's Rules of Order**



19 The procedures for debate and general conduct of business of the Assembly in all matters not specifically  
20 described in this document are Roberts Rules of Order, latest edition.

## 21 Section 2.5: Executive Session

22 With the concurrence of a majority of the voting members present, the Assembly or any of its committees  
23 may enter executive session to discuss confidential matters. The Assembly must enter into its minutes the  
24 purpose of an executive session. No policy decisions shall be made in executive session.

## 25 Section 2.6: Speaking Privileges

26 Any member of the Cornell community may request speaking privileges through the Chair, provided the  
27 request is made at least 24 hours prior to a meeting. Consultants invited to a meeting by the Chair may  
28 speak regarding the particular topic on which they were invited to present information or answer  
29 questions. During the course of the meeting the Assembly may establish additional procedures for  
30 granting speaking privileges.

## 31 Section 2.7: Agenda

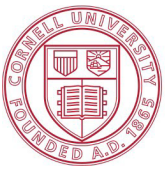
32 The President of the University or any member of the Assembly may ask the Executive Vice Chair to  
33 place of an item of business on the agenda. The Executive Board should place the item at the earliest  
34 possible time that is practical or refer the item to appropriate committees for further review. The  
35 Executive Vice Chair must make the agenda of the Assembly available to members no less than twenty-  
36 four hours prior to a meeting of the Assembly.  
37 Except where explicitly stated by the Executive Board, agendas and associated documents are presumed  
38 to be public documents that may be shared with the campus community.

## 39 Section 2.8: Minutes

40 The minutes of Assembly meetings and those of its committees shall be available to all members of the  
41 University, except for those meetings, or portions thereof, conducted in executive session.

## 42 Section 2.9: Annual Report

43 The Chair of the Assembly, in consultation with its members, presents an annual report to the President  
44 of the University. The report includes a summary of the Assembly's work during the year and describes  
45 any outstanding issues or items of business that are expected to arise in the future. The Assembly must



46 make the report available to all members of the University.

## **47 Section 2.10: Timing of Regular Meetings and Notice of All Meeting Times and 48 Locations**

49 Regular meetings shall occur during the academic year only. The Executive Board must publicize and  
50 allow the campus community to attend and observe all open meetings of the Assembly.

## **51 Section 2.11: Attendance Policy for Elected Members Not Yet Seated**

52 Newly selected members of the Assembly must make every effort to attend any meetings that occur before  
53 such members are seated.

## **54 Section 2.12: Attendance Policy for Seated Members**

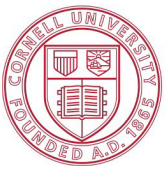
55 Seated and ex-officio members must attend all regular meetings of the Assembly. Members must:  
56 A. notify the Chair of the Assembly at least twenty-four hours prior to any scheduled meeting they  
57 are unable to attend, if possible; and,  
58 B. not miss more than two regular meetings in any session of the Assembly.

62 If the Chair determines a member has failed to meet any of these requirements, the Chair must call for a  
63 vote on unseating the member at the next regular meeting. If the Assembly votes to unseat the member,  
64 the unseated member has not vacated the seat, but does not count for quorum and cannot vote until they  
65 have been reseated. As soon as possible after a member has been unseated, the Chair must notify the  
66 member and their constituent assembly that they have been unseated.

68 If an unseated member of the Assembly desires to be reseated, the member may call for a simple majority  
69 vote of the Assembly to be reseated. The motion may not be postponed until after an agenda item  
70 requiring a vote without the unseated member's consent. If the Assembly votes to reseat the member, the  
71 member is reseated immediately with all rights restored.

## **72 Section 2.13: Reporting Responsibilities of Members of the Assembly**

73 Presiding officers of each constituent assembly serve as liaisons between the Assembly and their  
74 respective constituent assemblies, reporting the activities of the Assembly to their constituent assemblies  
75 and the activities of their constituent assemblies to the Assembly.



## 76 **Section 2.14: Sense-of-the-Community Referendum**

- 77 The Assembly may call for a Sense-of-the-Community Referendum provided that it:  
78 A. can be completed in the current session; and,  
79 B. addresses a concern relevant to the entire University community in which all employees, faculty,  
80 and students may vote.

## 81 **ARTICLE III: COMMITTEES**

### 82 **Section 3.1: Ad hoc Committees**

- 83 The Assembly, the Executive Board, and the Assembly's standing committees may establish such ad hoc  
84 committees or subcommittees as are necessary for the proper performance of their functions. Any  
85 alteration to the charge of such committees and subcommittees or to their membership must be reported  
86 to the Vice Chair for Operations before being put into effect.

#### 87 **Sub-Section 3.1.1: Composition and Terms**

- 88 A. The standing committee may recommend a specific prescription as to the membership of an ad  
89 hoc subcommittee, including provisions for the appointment of members who are not  
90 members of the standing committee or the Assembly.  
91 B. No ad hoc committee may have fewer than three voting members. Each ad hoc committee  
92 must disband at the end of a session of the Assembly.

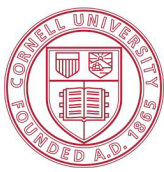
#### 93 **Sub-Section 3.1.2: Appointment and removal of ad hoc committee members and chairs**

- 94 Except where otherwise provided, the Vice Chair for Operations, in consultation with the Executive  
95 Board, may appoint members. The Executive Board may remove members. A standing committee may  
96 appoint members to or remove members from the subcommittees it establishes at its own discretion.

### 97 **Section 3.2: Standing Committees**

#### 98 **Sub-Section 3.2.1: Standing Committee Responsibilities**

- 99 Each standing committee must:  
100 A. hold and publicize at least one meeting per semester that is open to the campus community



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- 101 where it receives and discusses items of business relevant to its charge;  
102 B. submit, in a timely fashion, minutes of each meeting to the Vice Chair for Operations;  
103 C. submit, before May 1, an annual report to the Vice Chair for Operations including a  
104 summary of unfinished business of the committee;  
105 D. make every reasonable attempt to ensure that members of the University community  
106 affected by its recommendations are informed of the agenda of its meetings and of its  
107 recommendations;  
108 E. request that the Chair of the Assembly place on the agenda of the Assembly those matters,  
109 which in its opinion require discussion by the Assembly; and,  
110 F. respond to any requests from the Assembly for information or reconsideration of  
111 recommendations.

### **112 Sub-Section 3.2.2: Standing committee composition and terms**

- 113 Unless otherwise specified in its charge, each committee will consist of eleven voting members:  
114 A. three appointed by and from the voting membership of the Assembly;  
115 B. one appointed by each constituent assembly from its voting membership; and,  
116 C. one appointed by each constituent assembly from the constituency it represents.  
117 The officers of the assembly serve as non-voting, ex-officio members of the standing committees.

### **118 Sub-Section 3.2.3: Appointment and removal of standing committee members and 119 chairs**

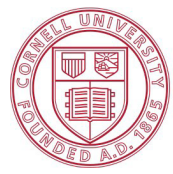
- 120 A. The Vice Chair for Operations, in consultation with the Executive Board, may appoint  
121 members on behalf of the voting membership of the Assembly. The Executive Board may  
122 remove members.  
123 B. Except for compelling circumstances, no person should serve more than two consecutive  
124 terms in a given committee.

## **125 Section 3.3: Procedures for policy development and legislative actions**

- 126 The responsibilities articulated in this section apply only to committee business related to the Assembly's  
127 authority in policy development or legislative actions.

### **128 Sub-Section 3.3.1: Mandatory Procedures**

- 129 Each committee must:  
130 A. issue a public notice on the Assembly's website of each motion related to a substantive



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131 policy change, which includes:

- 132 1) a contact to whom inquiries and written comments may be directed,  
133 2) period of time during which written comments will be accepted, and,  
134 3) times and locations of any public hearings, if hearings are conducted; and,  
135 B. issue a report based on its deliberations and any comments received, which the Assembly  
136 will incorporate as supporting documentation into any related motion is subsequently  
137 adopts.

### 138 **Sub-Section 3.3.2: Normative [Normal] Procedures**

139 To the extent practical and appropriate, each committee must ~~÷A.~~ solicit written comments from  
140 campus constituencies for a public comment period of at least two weeks in duration.

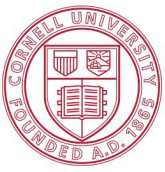
### 141 **Sub-Section 3.3.3: Discretionary Procedures**

- 142 Each committee may:
- 143 A. request reports and information from responsible administrative units;  
144 B. extend, with public notice, the period of time when written comments are accepted; and,  
145 C. conduct public hearings, in collaboration with responsible administrative units, to receive  
146 oral comments from community members and experts.

## 148 **ARTICLE IV: CHARGES OF STANDING COMMITTEES**

### 149 **Section 4.1: Campus Codes Committee**

150 By delegation from the Assembly, the Committee will review any proposed motion related to:  
151 The Student Code of Conduct; and  
152 Solicitation of applications from interested faculty, students and staff for service on the University  
153 Hearing and Review Boards as specified in section "II C" of the Cornell Student Code of Conduct  
154 Procedures; and  
155 Issues involving academic freedom and freedom of speech for all members of the Cornell University  
156 community, including faculty, students, and staff on the Ithaca campus and those  
157 located outside the United States.  
158 The Committee may propose, review, and amend resolutions as it deems appropriate. The Committee  
159 must approve resolutions referred for its consideration before they can be advanced to the Assembly for  
160 a vote and for debate.



## **161 Section 4.1: Campus Welfare Committee**

162 By delegation from the Assembly, the Committee will review any proposed motion related to:  
163 diversity and inclusion;  
164 family support;  
165 health services; and,  
166 any other topic deemed relevant to campus welfare by the Executive Board.  
167 The Committee may propose, review, and amend resolutions as it deems appropriate. The Committee  
168 must approve resolutions referred for its consideration before they can be advanced to the Assembly for a  
169 vote and for debate.

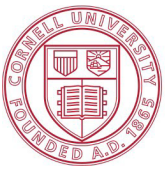
## **170 Section 4.1: Campus Infrastructure Committee**

171 By delegation from the Assembly, the Committee will review and approve any proposed motion related 172 to:  
173 environmental impact and sustainability;  
174 information technology;  
175 transportation and commuter policies; and,  
176 any other topic deemed relevant to campus infrastructure by the Executive Board.  
177 The Committee may propose, review, and amend resolutions as it deems appropriate. The Committee  
178 must approve resolutions referred for its consideration before they can be advanced to the Assembly for a 179  
vote and for debate.

## **180 ARTICLE V: ASSOCIATED COMMITTEES**

### **181 Section 5.1: Definition and General Specifications**

182 A. The Assembly may, with the approval of the responsible administrative unit, identify associated  
183 committees of the Assembly. Such committees are chartered and managed by the responsible  
184 administrative unit, but report additionally to the Assembly and possess the same responsibilities  
185 as standing committees of the Assembly.  
186 B. Each committee's charge must:  
187 1) identify of the administrative unit responsible for the committee;  
188 2) specify responsibilities of the committee; and,  
189 3) specify composition and terms of the committee.  
190 C. The following requirements hold except where otherwise provided:  
191 1) Both the Assembly and the responsible administrative unit must approve changes to the  
192 charges of associated committees.



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193 2) The chairs of associated committees serve ex-officio as non-voting members of the  
194 Assembly and are expected to attend all regularly scheduled meetings of the Assembly.  
195 D. Except where otherwise provided, the constituent assemblies may appoint and remove the  
196 members of each associated committee assigned to represent their respective constituencies. The  
197 Vice Chair for Operations, in consultation with the Executive Board, may appoint members to fill  
198 any vacancies that remain after September 1 provided the term of appointment does not run  
199 beyond the current session of the Assembly.

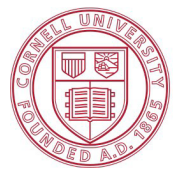
### **200 Section 5.2: Campus Planning Committee**

201 The Campus Planning Committee (the "Committee") supports comprehensive and clear planning 202 processes  
across campus in stewardship of the physical plant at Ithaca.

#### **203 Sub-Section 5.2.1: Responsibilities**

204 A. The Committee's charge is to review and make recommendations to the President regarding  
205 physical planning for the Ithaca campus including:  
206 1) master planning;  
207 2) land use and physical development;  
208 3) landscape and environmental planning and design;  
209 4) transportation planning;  
210 5) circulation and parking;  
211 6) infrastructure;  
212 7) new construction; and;  
213 8) renovations as they relate to the overall planning and character of the Ithaca campus.  
214 B. Among campus issues that the CPC shall review and advocate on behalf of, are 'university' and  
215 'enabling' projects as identified in the Cornell Master Plan and other strategic planning  
216 opportunities.  
217 C. Furthermore, the CPC shall review in consultation with (and with the consultation of) the  
218 appropriate committees of the University Assembly, all plans for alterations of or additions to  
219 roads and parking lots on the Ithaca campus and all sustainability matters related to land and  
220 campus development.  
221 D. The CPC shall seek advice and comments from non-members including Cornell and non-  
222 Cornell affiliates, while discussing a specific issue or design. The CPC strives to enhance  
223 communications, social inclusion, and accountability regarding physical planning and  
224 development of the Ithaca campus.





## 225 Sub-Section 5.2.2: Composition

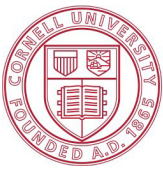
- 226 A. The CPC shall consist of four Presidential appointments, eight position appointments, nine  
227 additional at-large members, and ex-officio members.
- 228 B. The presidential appointments are made by the President of the University, and those  
229 individuals are to serve three-year terms on a staggered basis.
- 230 C. The position appointments or designees should be individuals with professional and technical  
231 expertise in a design or planning related field. These positions consist of the chairs of the  
232 following departments or their designees: Department of Architecture, Department of Natural  
233 Resources, Department of Landscape Architecture, Department of City and Regional  
234 Planning, and the Art Department as well as the directors of the following units or their  
235 designees: the Cornell Plantations, Graduate Program in Historic Preservation, and the Vice  
236 President for Facilities Services.
- 237 D. The nine at large members consist of one University Assembly liaison, two  
238 graduate/professional students, two undergraduate students, two employees, and two faculty  
239 members, each named by his or her respective Assembly for a two-year term.
- 240 E. The ex-officio members are added by virtue of their administrative positions at the University  
241 and their connection to planning at the University.

## 242 Section 5.3: Transportation Hearing and Appeals Board

- 243 The Transportation Hearing and Appeals Board (THAB) shall review decisions that have been denied in  
244 whole or in part by Transportation and Mail Services administrative staff on matters relating to violation  
245 appeals, requests for special parking grants for those claiming financial hardship, and exceptions to  
246 parking rules and regulations and/or normal permit eligibility criteria.

## 247 Sub-Section 5.3.1: Responsibilities

- 248 Violation appeals must each be decisioned separately, considering all relevant facts and  
249 circumstances brought to the board's attention. The board shall only review cases for which it is  
250 deemed an error in judgment or procedure was made in the original decision. In cases of requests  
251 for special parking grants based on financial hardship, appellants must fully explain why they are  
252 unable to use the transportation options available. In cases of requests related to exceptions to



## Cornell University University Assembly

253 parking rules and regulations and/or normal permit eligibility criteria, the board's decision shall  
254 be based on demonstrated need and are subject to space and other limitations.

### **255 Sub-Section 5.3.2: Composition**

256 THAB shall consist of twelve members nominated by their respective Assemblies and approved by  
257 those bodies and one ex-officio member representing the administrative staff of Transportation  
258 and Mail Services. Members shall be constituted as follows: four students (two  
259 graduate/professional, two undergraduate), four faculty, and four employees. No employee of  
260 Transportation and Mail Services or Cornell Police may serve on THAB. The term of membership  
261 shall be two years, except that initially, so that terms may be staggered, two faculty, two students  
262 and two employees shall serve terms of one year. THAB shall annually elect its own chairperson.  
263 Hearings shall require a quorum of three members. In case of a tie vote, the decision shall be  
264 recorded in favor of the appellant.

## **265 ARTICLE VI: LIAISONS TO OTHER ORGANIZATIONS**

### **266 Section 6.1: Liaisons**

267 At its annual organizational meeting, as soon as is practical thereafter, or whenever a vacancy arises, the  
268 Assembly will appoint a liaison, or liaisons, as appropriate to serve as its representative on the following  
269 bodies:

270 Policy Advisory Group  
271 Council on Sexual Violence Prevention  
272 Student Insurance Advisory Committee Liaison  
273 Student Health Fee Advisory Committee Liaison

### **274 Section 6.2: Appointment and Removal**

275 Each liaison may be appointed or removed by the same procedure as for appointing or removing a 276 member  
of a standing committee.



# Charter

## Cornell University Assembly

### As amended on May 14th, 2021

1  
2  
3

#### 4 PREAMBLE

5 After consultation with members of the campus community, and to effect more extensive involvement in  
6 campus governance ~~through a University Assembly and~~ [by the representatives of the] constituent assemblies  
~~representatives~~ of faculty,  
7 students, and employees, the President, through the authority granted them by the Board of Trustees,  
8 hereby establishes this Charter for the University Assembly of Cornell University.

#### 9 ARTICLE I: NAME AND DEFINITIONS

##### 10 Section 1: Name

11 The name of this organization is the University Assembly of Cornell University, hereinafter referred to as  
12 the Assembly or the UA.

##### 13 Section 2: Definitions

- 14 A. **Campus Community:** The students, staff, and faculty of the Ithaca and Geneva campuses of the  
15 university.  
16 B. **Constituency:** A constituency is a population represented by one of the constituent assemblies.  
17 C. **Constituent Assembly:** Any one of the following campus governance units of the university may  
18 be considered a constituent assembly: Student Assembly, Graduate and Professional Student  
19 Assembly, Employee Assembly, or Faculty Senate.  
20 D. **Session of the Assembly:** A session of the Assembly begins June 1 and continues through May 31  
21 of the next year.

#### 22 ARTICLE II: OBJECT

23 The object of the Assembly is to improve and sustain the involvement of the campus community in the  
24 governance of campus affairs affecting the broad campus community by establishing open, effective, and  
25 efficient channels of communication between and amongst the community and university administration.



## 26 **ARTICLE III: AUTHORITY AND RESPONSIBILITY**

27 The Assembly, by delegation from the President, has the following authority and responsibilities:

### 28 **Section 3.1: Authority in policy development**

29 The Assembly may examine, on its own initiative, matters which involve the interests or concern the  
30 welfare of a substantial segment of the campus community and may make recommendations or  
31 resolutions thereon to the President or to other appropriate officers or decision-making bodies of the  
32 University. Such matters include, but are not necessarily limited to:

- 33 common standards of conduct,
- 34 campus planning,
- 35 diversity and inclusion,
- 36 environmental impact and sustainability,
- 37 family support,
- 38 health services,
- 39 information technology,
- 40 public safety, and,
- 41 transportation and commuter policies.

#### 42 **Sub-Section 3.1.1: Assembly responsibilities**

43 To the extent practical and appropriate, the Assembly shall provide public notice of either the terms  
44 or the substance of each proposed recommendation or resolution [.] ~~and a meaningful opportunity for~~  
45 ~~community participation in the development of such recommendations and resolutions. Such~~  
46 ~~opportunity may include:~~

- 47 ~~A. a comment period of at least one calendar month during which any member of the community~~  
48 ~~may submit written information or opinions for the Assembly's consideration;~~
- 49 ~~B. at least one public hearing during which any member of the community may submit~~  
50 ~~information or opinions to the Assembly in person for its consideration, and;~~
- 51 ~~C. solicitation of pertinent information from appropriate University officials.~~

#### 52 **Sub-Section 3.1.2: Recipient responsibilities**

- 53 A. To the extent practical and appropriate, University officials will provide pertinent information  
54 as the Assembly requests.
- 55 B. Recipients of recommendations and resolutions shall reply in writing, either accepting them or  
56 explaining why they will not be implemented. When circumstances prevent recipients'  
57 response within [~~seven days~~] ~~one calendar month~~, they shall inform the Assembly of such circumstances  
58 and a date by which it can expect a response.



**59 Sub-Section 3.1.3: Policies and actions subject to Assembly review**

- 60 A. Responsible University officials shall consider designating the Assembly, or one of its  
61 constituent assemblies, as a stakeholder in each impact statement, prepared under the terms of  
62 University Policy 4.1, Policy on the Formulation and Issuance of University Policies, which  
63 involves the interests or concerns the welfare of a substantial segment of the campus  
64 community. If the Assembly is not identified as a stakeholder, the impact statement should  
65 incorporate a brief explanation for this determination.
- 66 B. Where circumstances permit, the Assembly shall be allowed a period of at least one calendar 67 month to  
review and respond to proposed changes of the following policies:
- 68 a. the Campus Code of Conduct, and
  - 69 b. the Rules and Regulations for the Control of Traffic and Parking on the Grounds of  
70 Cornell University.
  - 71 c. Officers of the university should consider consultation with the Assembly before  
72 implementing other significant actions or policies which involve the interests or  
73 concern the welfare of a substantial segment of the campus community.
- 74 C. The Assembly may review or recommend specific policies and actions on its own initiative or  
75 in response to a petition from members of its constituencies.

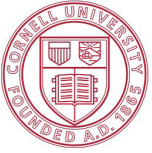
**76 Section 3.2: Appointments to certain administrative offices**

**77 Sub-Section 3.2.1: Confirmation of certain Presidential appointments**

78 The Assembly must approve each appointment or reappointment by the President of the  
79 University to the following offices: ~~the Judicial Administrator~~, the University Ombuds, and  
80 ~~the Judicial Codes Counselor~~. In the event of a vacancy in the offices of the University  
81 Ombuds ~~or Judicial Codes Counselor~~, the President or a designee will appoint a search  
82 committee to which the Assembly may appoint a representative. ~~In the event of a vacancy in the~~  
83 ~~Judicial Administrator's office, the procedure laid out in Article II, Section A, Subsection 3 of~~  
84 ~~Campus Code of Conduct for constituting a search will be followed. Incumbent occupants of each~~  
85 ~~office [the University Ombuds] may serve any number of consecutive terms; however, no single term may~~  
86 ~~exceed two years in duration.~~

~~**87 Sub-Section 3.2.2: Appointment of members to the University Hearing and Review 88**~~  
~~**Boards**~~

~~89 The Assembly may appoint members to and remove members from service on the University 90 Hearing and~~  
~~Review Boards convened under the Campus Code of Conduct as needed to assure 91 the effective operation of~~  
~~those panels.~~



## 92 **Section 3.3: Internal operations**

93 The Assembly has authority in matters concerning its internal operation and maintenance, including  
94 provisions for the creation of bylaws and procedures.

## 95 **Section 3.4: Establish committees**

96 The Assembly establishes standing committees and ad hoc committees as needed to perform its duties.

## 97 **Section 3.5: Reservation of authority**

98 Nothing contained herein shall be construed to limit or constrain the President or other officers of the  
99 University in the exercise of their delegated authority. The Assembly shall also defer to the advisory  
100 authority of the Faculty Senate and the college and school faculties regarding matters of educational  
101 policy within their purview pursuant to the University Bylaws.

# **ARTICLE IV: MEMBERSHIP**

## 103 **Section 4.1: Composition and terms**

104 A. The total membership of the Assembly shall consist of twenty voting members: five  
105 Undergraduate Student Representatives, five Graduate and Professional Student  
106 Representatives, five Employee Representatives, and five Faculty Representatives.  
107 B. Appointments to the Assembly will be made before the last regularly scheduled meeting of the  
108 current session of the Assembly. Seats left unfilled after this time will be considered vacant.  
109 Terms shall be served for a duration determined by the constituent assembly at the time of  
110 their appointment, and may be for one or two years concurrently.  
111 a. For a given session of the Assembly, the Student Assembly, Graduate and Professional  
112 Student Assembly, Employee Assembly, and Faculty Senate may appoint four members  
113 from their respective constituencies to terms concurrent with that session of the  
114 Assembly. Excluding the presiding officers, at least two of the appointed members from  
115 each constituent assembly at a given time must also serve concurrently as members of  
116 the constituent assembly responsible for their appointment.  
117 b. The presiding officer of each constituent assembly serves as a voting member of the  
118 Assembly concurrent with his or her term of office.  
119 c. Each constituent assembly may appoint members to the Assembly in the manner of its  
120 choosing and may fill vacancies as they occur with members who will serve the balance  
121 of the term of the vacated member.  
122 C. The Assembly may provide in its bylaws for appointment of additional non-voting members to  
123 serve ex-officio.



## 124 Section 4.2: Exclusion

125 A voting member of the Assembly may not serve concurrently as a member of the Board of Trustees of  
126 the University.

## 127 Section 4.3: Removal

128 Any member may be removed by affirmative vote of two-thirds of seated members of the assembly and  
129 consent of the constituent assembly responsible for his or her appointment.

## 130 ARTICLE V: OFFICERS

### 131 Section 5.1: Positions

132 The officers of the Assembly are the Chair, the Executive Vice Chair, and the Vice Chair for Operations,  
133 who must be of different constituencies. Additionally, a ranking member must be appointed for each  
134 constituency not otherwise represented by the officers of the Assembly.

### 135 Section 5.2: Terms

136 The term for each office is concurrent with a session of the Assembly.

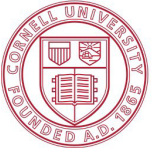
### 137 Section 5.3: Election

138 A. The organizational meeting for the next session of the Assembly shall occur after the adjournment  
139 of the final regularly scheduled meeting of the current session of the Assembly and prior to the  
140 beginning of the next session of the Assembly to ensure that the Assembly may organize before  
141 the next session begins.

142 B. At the organizational meeting of the Assembly or at the first meeting after a vacancy arises, the  
143 Assembly must elect officers from its membership by secret ballot in closed session. The highest  
144 ranking non-returning member of the current session of the Assembly shall preside over the  
145 election of the Chair for following session. Where no such person exists, the longest consecutively  
146 serving member of the Assembly shall preside over the election of the Chair.

147 C. Elections will utilize the exhaustive ballot system: until a candidate receives a majority of votes  
148 cast, the candidate receiving the fewest number of votes will be removed from the ballot and





Cornell University  
University Assembly

149 another round of votes cast.

150 a. If, after the floor is closed for nominations for specific officer position, only one candidate

151 is nominated to be an officer, he or she will be seated immediately, unless a member of the  
152 Assembly opposes the nomination.

153 As soon as possible after the officers have been elected, seated members of the constituency not  
154 represented by the officers must caucus and elect, following the same procedure as provided for  
155 the election of officers, a ranking member to represent their constituency.

## 156 Section 5.4: Responsibilities

### 157 Sub-Section 5.4.1: Responsibilities of the Chair

157 The Chair:

158 A. presides over meetings of the Assembly;

159 B. serves as the spokesperson of the Assembly; and,

160 C. transmits any formal recommendations, resolutions, or reports issued by the Assembly to  
161 the appropriate recipients.

### 162 Sub-Section 5.4.2: Responsibilities of the Executive Vice Chair

163 The Executive Vice Chair:

164 A. presides over meetings of the Executive Board;

165 B. receives and tracks reports, resolutions, and other items of business from members of the  
166 Assembly and the chairs of its committees;

167 C. prepares and distributes the agenda for each meeting of the Assembly to all members of  
168 the Assembly and to the Office of the Assemblies at least twenty four hours prior to the  
169 meeting;

170 D. assists the Chair in compiling reports and materials as needed; and,

171 E. fulfills the responsibilities of the Chair in his or her absence or if the position is vacant.

### 172 Sub-Section 5.4.3: Responsibilities of the Vice Chair for Operations

173 The Vice Chair for Operations:

174 A. reviews and approves expenses under the discretionary budget of the Assembly;

175 B. monitors the activities of each committee of the Assembly;

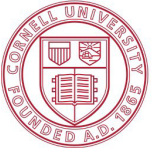
176 C. assures that each committee of the Assembly is properly staffed, consulting with the  
177 Executive Board, the committee's chair, and the appropriate officers of the constituent  
178 assemblies as needed; and,

179 D. fulfills the responsibilities of the Executive Vice Chair in his or her absence or if the 180 position is  
vacant.

### 181 Sub-Section 5.4.4: Responsibilities of the Ranking Member

182 The ranking member:





- 183 A. serves as a voting member of the Executive Board;
- 184 B. represents the interest of his or her constituency in meetings of the Executive Board; and,
- 185 C. resigns from office in the event that another member of his or her constituency becomes an
- 186 officer of the Assembly.

## 187 Section 5.5: Removal

- 188 The Assembly may remove any of its officers upon an affirmative vote of two-thirds of the seated
- 189 membership of the Assembly. Immediately thereafter, a new officer must be elected from among the
- 190 voting members of the Assembly for the balance of the term of office.

## 211 ARTICLE VI: EXECUTIVE BOARD

- 212 The Assembly has an Executive Board (the Board) to manage its daily operation and to provide continuity
- 213 of operation outside of the academic year.

## 214 Section 6.1: Membership

- 215 The Board consists of the officers and the ranking members of the Assembly.

## 216 Section 6.2: Authority during the academic year

- 217 The Board:
- 218 A. prepares the agenda for each meeting of the Assembly;
- 219 B. calls special meetings of the Assembly as needed; and,
- 220 C. removes members from committees in cases where behavior or absence disrupts the sound
- 221 operation of those committees.

## 222 Section 6.3: Emergency Authority

- 223 During periods between academic semesters and during university holidays, the Board may additionally:
- 224 A. speak on behalf of the Assembly on matters where, in the opinion of the Board, a delay would
- 225 prevent effective exercise of the Assembly's authority or hinder the efficient operation of
- 226 institutional functions for which the Assembly is responsible; and,
- 227 B. convene any ad hoc committees as needed to fulfill its responsibilities
- 228 In taking any such actions, the Board must make a reasonable effort to involve all of its members,
- 229 including those absent from campus, and to consult the chairs of any committees that the Assembly
- 230 would ordinarily consult. The Chair must report such actions, including the results of any votes, at the
- 231 first meeting of the Assembly that occurs after the actions are taken.



233 **ARTICLE VII: CHANGES IN THE CHARTER AND BYLAWS OF THE**  
234 **UNIVERSITY ASSEMBLY**

235 A. An affirmative vote of a majority of the seated members of the Assembly is required to amend the  
236 Bylaws of the Assembly, and an affirmative vote of two-thirds of the seated membership is  
237 required to amend the Charter.

238 B. Proposed amendments to the Bylaws or the Charter of the Assembly must be publicized at least  
239 one week before any meeting where they are discussed or adopted. The Assembly may not adopt  
240 amendments to the Charter at the same meeting where they are introduced or modified, and the  
241 President of the University must approve such amendments before they may be implemented.