

Charter

Cornell University Assembly

As amended on ~~October 6, 2015~~ November 29, 2016

PREAMBLE

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

ARTICLE I: NAME AND DEFINITIONS

Section 1: Name

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

Section 2: Definitions

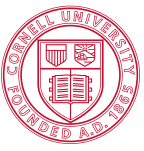
- A. **Campus Community:** The students, staff, and faculty of the Ithaca and Geneva campuses of the university.
- B. **Constituency:** A constituency is a population represented by one of the constituent assemblies.
- C. **Constituent Assembly:** Any one of the following campus governance units of the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

ARTICLE II: OBJECT

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

ARTICLE III: AUTHORITY AND RESPONSIBILITY

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**

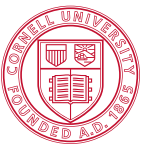
43 To the extent practical and appropriate, the Assembly shall provide public notice of either the terms
44 or the substance of each proposed recommendation or resolution and a meaningful opportunity for
45 community participation in the development of such recommendations and resolutions. Such
46 opportunity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

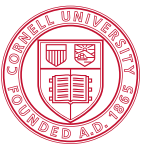
77 **Sub-Section 3.2.1: Confirmation of certain Presidential appointments**

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 Ombudsman, and
80 the Judicial Codes Counselor. In the event of a vacancy in the offices of the University
81 Ombudsman 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 may serve any number of consecutive terms; however, no single term may exceed two years
86 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.

102 **ARTICLE IV: MEMBERSHIP**

103 **Section 4.1: Composition and terms**

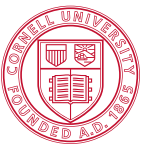
104 ~~A. The Student Assembly may appoint four, the Graduate and Professional Student Assembly,~~
105 ~~two, the Employee Assembly, four, and the Faculty Senate, four, members from their~~
106 ~~respective constituencies to serve staggered terms as voting members of the Assembly~~
107 ~~concurrent with two consecutive sessions of the Assembly. Additionally, the presiding officer~~
108 ~~of each constituent assembly serves as a voting member of the Assembly concurrent with his or~~
109 ~~her term of office.~~

110 ~~B. The Assembly may provide in its bylaws for appointment of additional non-voting members to~~
111 ~~serve ex-officio~~

112
113 A. The total membership of the Assembly shall consist of twenty voting members: five
114 Undergraduate Student Representatives, five Graduate and Professional Student
115 Representatives, five Employee Representatives, and five Faculty Representatives.

116 B. Appointments to the Assembly will be made before the last regularly scheduled meeting of the
117 current session of the Assembly. Seats left unfilled after this time will be considered vacant.
118 Terms shall be served for a duration determined by the constituent assembly at the time of
119 their appointment, and may be for one or two years concurrently.

120 a. For a given session of the Assembly, the Student Assembly, Graduate and Professional
121 Student Assembly, Employee Assembly, and Faculty Senate may appoint four members
122 from their respective constituencies to terms concurrent with that session of the
123 Assembly. Excluding the presiding officers, at least two of the appointed members from



- 124 each constituent assembly at a given time must also serve concurrently as members of
125 the constituent assembly responsible for their appointment.
- 126 b. The presiding officer of each constituent assembly serves as a voting member of the
127 Assembly concurrent with his or her term of office.
- 128 c. Each constituent assembly may appoint members to the Assembly in the manner of its
129 choosing and may fill vacancies as they occur with members who will serve the balance
130 of the term of the vacated member.
- 131 C. The Assembly may provide in its bylaws for appointment of additional non-voting members to
132 serve ex-officio.

133 Section 4.2: Exclusion

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

136 Section 4.3: Removal

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

139

140 ARTICLE V: OFFICERS

141 Section 5.1: Positions

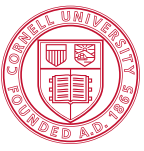
142 The officers of the Assembly are the Chair, the Executive Vice Chair, and the Vice Chair for Operations,
143 who must be of different constituencies. Additionally, a ranking member must be appointed for each
144 constituency not otherwise represented by the officers of the Assembly.

145 Section 5.2: Terms

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

147 Section 5.3: Election

148 ~~A. At the organizational meeting of the Assembly or at the first meeting after a vacancy arises, the~~
149 ~~Assembly must elect officers from its membership by secret ballot in closed session. Elections will~~
150 ~~utilize the exhaustive ballot system; until a candidate receives a majority of votes cast, the~~



- 151 ~~candidate receiving the fewest number of votes will be removed from the ballot and another round~~
152 ~~of votes cast.~~
- 153 ~~B. 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
- 157 A. The organizational meeting for the next session of the Assembly shall occur after the adjournment
158 of the final regularly scheduled meeting of the current session of the Assembly and prior to the
159 beginning of the next session of the Assembly to ensure that the Assembly may organize before
160 the next session begins.
- 161 B. At the organizational meeting of the Assembly or at the first meeting after a vacancy arises, the
162 Assembly must elect officers from its membership by secret ballot in closed session. The highest
163 ranking non-returning member of the current session of the Assembly shall preside over the
164 election of the Chair for following session. Where no such person exists, the longest consecutively
165 serving member of the Assembly shall preside over the election of the Chair.
- 166 C. Elections will utilize the exhaustive ballot system: until a candidate receives a majority of votes
167 cast, the candidate receiving the fewest number of votes will be removed from the ballot and
168 another round of votes cast.
- 169 a. If, after the floor is closed for nominations for specific officer position, only one candidate
170 is nominated to be an officer, he or she will be seated immediately, unless a member of the
171 Assembly opposes the nomination.
- 172 D. As soon as possible after the officers have been elected, seated members of the constituency not
173 represented by the officers must caucus and elect, following the same procedure as provided for
174 the election of officers, a ranking member to represent their constituency.

175 **Section 5.4: Responsibilities**

176 **Sub-Section 5.4.1: Responsibilities of the Chair**

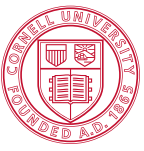
177 The Chair:

- 178 A. presides over meetings of the Assembly;
- 179 B. serves as the spokesperson of the Assembly; and,
- 180 C. transmits any formal recommendations, resolutions, or reports issued by the Assembly to
181 the appropriate recipients.

182 **Sub-Section 5.4.2: Responsibilities of the Executive Vice Chair**

183 The Executive Vice Chair:

- 184 A. presides over meetings of the Executive Board;



- 185 B. receives and tracks reports, resolutions, and other items of business from members of the
186 Assembly and the chairs of its committees;
187 C. prepares and distributes the agenda for each meeting of the Assembly to all members of
188 the Assembly and to the Office of the Assemblies at least twenty four hours prior to the
189 meeting;
190 D. assists the Chair in compiling reports and materials as needed; and,
191 E. fulfills the responsibilities of the Chair in his or her absence or if the position is vacant.

192 **Sub-Section 5.4.3: Responsibilities of the Vice Chair for Operations**

193 The Vice Chair for Operations:

- 194 A. reviews and approves expenses under the discretionary budget of the Assembly;
195 B. monitors the activities of each committee of the Assembly;
196 C. assures that each committee of the Assembly is properly staffed, consulting with the
197 Executive Board, the committee's chair, and the appropriate officers of the constituent
198 assemblies as needed; and,
199 D. fulfills the responsibilities of the Executive Vice Chair in his or her absence or if the
200 position is vacant.

201 **Sub-Section 5.4.4: Responsibilities of the Ranking Member**

202 The ranking member:

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

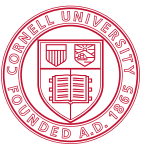
207 **Section 5.5: Removal**

208 The Assembly may remove any of its officers upon an affirmative vote of two-thirds of the seated
209 membership of the Assembly. Immediately thereafter, a new officer must be elected from among the
210 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.

232 Article 7: Changes in the Charter and Bylaws of the University Assembly

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.



Bylaws

Cornell University Assembly

As amended on ~~October 6, 2015~~ November 1, 2016

ARTICLE I: EX-OFFICIO MEMBERSHIP

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

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

ARTICLE II: PROCEDURES

Section 2.1: Meetings

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

Section 2.2: Special Meetings

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

Section 2.3: Quorum

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

Section 2.4: Robert's Rules of Order

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

Section 2.5: Executive Session

With the concurrence of a majority of the voting members present, the Assembly or any of its committees may enter executive session to discuss confidential matters. The Assembly must enter into its minutes the 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.

59 ~~If the Chair determines a member has failed to meet any of these requirements, he or she must call for a~~
60 ~~vote on removal of the member at the next regular meeting of the Assembly.~~

61

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 resealed. 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.

67

68 If an unseated member of the Assembly desires to be resealed, the member may call for a simple majority
69 vote of the Assembly to be resealed. 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 resealed 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
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 insure 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

118 *The officers of the assembly serve as non-voting, ex-officio members of the standing committees.*

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

121 A. The Vice Chair for Operations, in consultation with the Executive Board, may appoint
122 members on behalf of the voting membership of the Assembly. The Executive Board may
123 remove members.

124 B. Except for compelling circumstances, no person should serve more than two consecutive
125 terms in a given committee.

126 **Section 3.3: Procedures for policy development and legislative actions**

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

129 **Sub-Section 3.3.1: Mandatory Procedures**

130 Each committee must:

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

139 **Sub-Section 3.3.2: Normative Procedures**

140 To the extent practical and appropriate, each committee must:

- 141 A. solicit written comments from campus constituencies for a public comment period of at
142 least two weeks in duration.

143 **Sub-Section 3.3.3: Discretionary Procedures**

144 Each committee may:

- 145 A. request reports and information from responsible administrative units;



- 146 B. extend, with public notice, the period of time when written comments are accepted; and,
147 C. conduct public hearings, in collaboration with responsible administrative units, to receive
148 oral comments from community members and experts.

149 **ARTICLE IV: CHARGES OF STANDING COMMITTEES**

150 **Section 4.1: Codes and Judicial Committee**

151 By delegation from the Assembly, the Committee will review any proposed motion related to:

- 152 • Campus Code of Conduct; and
- 153 • recruitment and appointment of members to the University Hearing and Review Boards.

154 The Committee may propose, review, and amend resolutions as it deems appropriate. The Committee
155 must approve resolutions referred for its consideration before they can be advanced to the Assembly for a
156 vote and for debate. [The Judicial Administrator and Judicial Codes Counselor serve as non-voting, ex-](#)
157 [officio members of the Committee.](#)

158 **Section 4.1: Campus Welfare Committee**

159 By delegation from the Assembly, the Committee will review any proposed motion related to:

- 160 • diversity and inclusion;
- 161 • family support;
- 162 • health services; and,
- 163 • any other topic deemed relevant to campus welfare by the Executive Board.

164 The Committee may propose, review, and amend resolutions as it deems appropriate. The Committee
165 must approve resolutions referred for its consideration before they can be advanced to the Assembly for a
166 vote and for debate.

167 **Section 4.1: Campus Infrastructure Committee**

168 By delegation from the Assembly, the Committee will review and approve any proposed motion related
169 to:

- 170 • environmental impact and sustainability;
- 171 • information technology;
- 172 • transportation and commuter policies; and,
- 173 • any other topic deemed relevant to campus infrastructure by the Executive Board.

174 The Committee may propose, review, and amend resolutions as it deems appropriate. The Committee
175 must approve resolutions referred for its consideration before they can be advanced to the Assembly for a
176 vote and for debate.



177 **ARTICLE V: ASSOCIATED COMMITTEES**

178 **Section 5.1: Definition and General Specifications**

- 179 A. The Assembly may, with the approval of the responsible administrative unit, identify associated
180 committees of the Assembly. Such committees are chartered and managed by the responsible
181 administrative unit, but report additionally to the Assembly and possess the same responsibilities
182 as standing committees of the Assembly.
- 183 B. Each committee's charge must:
- 184 1) identify of the administrative unit responsible for the committee;
 - 185 2) specify responsibilities of the committee; and,
 - 186 3) specify composition and terms of the committee.
- 187 C. The following requirements hold except where otherwise provided:
- 188 1) Both the Assembly and the responsible administrative unit must approve changes to the
189 charges of associated committees.
 - 190 2) The chairs of associated committees serve ex-officio as non-voting members of the
191 Assembly and are expected to attend all regularly scheduled meetings of the Assembly.
- 192 D. Except where otherwise provided, the constituent assemblies may appoint and remove the
193 members of each associated committee assigned to represent their respective constituencies. The
194 Vice Chair for Operations, in consultation with the Executive Board, may appoint members to fill
195 any vacancies that remain after September 1 provided the term of appointment does not run
196 beyond the current session of the Assembly.

197 **Section 5.2: Campus Planning Committee**

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

200 **Sub-Section 5.2.1: Responsibilities**

- 201 A. The Committee's charge is to review and make recommendations to the President regarding
202 physical planning for the Ithaca campus including:
- 203 1) master planning;
 - 204 2) land use and physical development;
 - 205 3) landscape and environmental planning and design;
 - 206 4) transportation planning;
 - 207 5) circulation and parking;
 - 208 6) infrastructure;
 - 209 7) new construction; and;
 - 210 8) renovations as they relate to the overall planning and character of the Ithaca campus.



- 211 B. Among campus issues that the CPC shall review and advocate on behalf of, are ‘university’ and
212 ‘enabling’ projects as identified in the Cornell Master Plan and other strategic planning
213 opportunities.
214 C. Furthermore, the CPC shall review in consultation with (and with the consultation of) the
215 appropriate committees of the University Assembly, all plans for alterations of or additions to
216 roads and parking lots on the Ithaca campus and all sustainability matters related to land and
217 campus development.
218 D. The CPC shall seek advice and comments from non-members including Cornell and non-
219 Cornell affiliates, while discussing a specific issue or design. The CPC strives to enhance
220 communications, social inclusion, and accountability regarding physical planning and
221 development of the Ithaca campus.

222 **Sub-Section 5.2.2: Composition**

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

239 **Section 5.3: Transportation Hearing and Appeals Board**

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

244 **Sub-Section 5.3.1: Responsibilities**



245 Violation appeals must each be decisioned separately, considering all relevant facts and
246 circumstances brought to the board's attention. The board shall only review cases for which it is
247 deemed an error in judgment or procedure was made in the original decision. In cases of requests
248 for special parking grants based on financial hardship, appellants must fully explain why they are
249 unable to use the transportation options available. In cases of requests related to exceptions to
250 parking rules and regulations and/or normal permit eligibility criteria, the board's decision shall
251 be based on demonstrated need and are subject to space and other limitations.

252 **Sub-Section 5.3.2: Composition**

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

262 **ARTICLE VI: LIAISONS TO OTHER ORGANIZATIONS**

263 **Section 6.1: Liaisons**

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

- 267 • Policy Advisory Group
- 268 • Council on Sexual Violence Prevention
- 269 • Student Insurance Advisory Committee Liaison
- 270 • Student Health Fee Advisory Committee Liaison³

271 **Section 6.2: Appointment and Removal**

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