Issue Resolution Decision Tree

Either someone has approached you, or you have an issue you would like to work on.

Search the bound volumes of the GAA

Search for a legislative history surrounding the issue

Engage Stakeholders for information, content, background:
- Administrators
- Staff colleagues
- Assembly Committees
- Community

Determine if there is enough information to move ahead with initiative.

Yes

1. Present the issue to a Committee (What is the issue, who is being impacted, for how long has this been an issue, etc.)
2. Does a solution exist currently or is anyone else working on resolving this issue?
3. Should the Committee move forward with work on this issue?

Re-engage Stakeholders for further information

No

Is there a committee already addressing the issue?

Yes

1. Refer to EA Contact List for Committee Chairs
2. Contact Committee Chair and discuss plan to discuss issue with the broader Committee

Does this resolve the issue?

Yes

Well done! Great work advocating for staff at Cornell! Thank you!

No

Proceed with gathering the information, background and stakeholder input, to begin drafting a resolution:
- Draft your initial resolution
- Work with and through an assembly committee

Once drafted, solicit feedback on written resolution from:
- Administrators
- Stakeholders
- Your constituents
- Campus Community

With all of the necessary information and outreach collected, draft your final resolution, and seek approval from a committee

Once approved, submit to Executive Vice Chair for inclusion on an agenda:
- Attach any supporting documents or information

Present resolution at a meeting for discussion and vote by EA members

If approved by the EA, the resolution will be conveyed to the president of the university, either for her approval, and/or acknowledgment.

Is issue still unresolved? Begin again...

Continue partnership and collaboration: Stay in contact with units across campus to continue discussions and work together to resolve this issue and establish a partnership.

No

Check with the Office of the Assembly for resources and contacts

Is there an office on campus which deals with the issue?

Yes

If the issue is not appropriate for a specific committee or you are uncertain of which committee to work with then contact the Executive Committee to discuss the issue.

No

Work with units across campus to collaborate on possible issue resolution. This can come in the form of:
1. Official Resolution to be presented to Cornell President
2. Continued Partnership and Collaboration with units to explore future solutions and combined efforts