



Cornell University Student Assembly

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S.A. Resolution #40 Improving Event Planning at Cornell

Sponsored by: Yamini Bhandari '17, Emma Johnston '16

Whereas, several student organizations utilize the Event Registration (Formerly known as Use of University Property) process to host events at variety of venues,

Whereas, many event planners have expressed concerns with the Event Registration process,

Whereas, currently no mechanism for providing feedback to the Event Registration process exists post event-planning,

Whereas, event planners are required to describe how they plan to reduce the environmental impact of their event and accommodate guests who may require accessibility related to their disabilities but no contact is listed on the Event Registration Form to assist people with sustainability or accessibility planning

Be it therefore resolved, that sustainableevent@cornell.edu be added to the Event Registration Form as a contact for event planners looking for advice on how to make their events sustainable,

Be it further resolved, that the Campus Sustainability Office gain access to submitted Event Registration Forms in order to be able to contact groups hosting large events on campus and provide sustainability assistance,

Be it further resolved, that accessibility@cornell.edu be added to the Event Registration Form as a contact for event planners looking for advice on how to make their events accessible,

Be it finally resolved, that the SA encourages the university to support the appointment of staff members to a task force composed of students and staff, charged with revising the Event Registration Form and identifying a mechanism to elicit feedback from current Event Registration Form users.

Respectfully Submitted,

Yamini Bhandari '17
Vice President for Outreach, Student Assembly

43 **Emma Johnston '16**
44 *Chair of the Community Life Committee, Student Assembly*
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47 *(Reviewed by: Executive Committee 4-0-0, 1/27/15)*
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