

Resolution 59: Amendments to Appendix B of the Student Assembly Charter

Abstract: This resolution seeks to amend Appendix B of the Student Assembly Charter by updating outdated terms and change methods of operation.

Sponsored by: Valeria Valencia '23

Reviewed by: Appropriations Committee, 04/25/2022, 7-0-1

Type of Action: Recommendation

Originally Presented: 04/25/2022

Current Status: New Business

Whereas, Appendix B of the Student Assembly Charter outlines the guidelines that byline funded organizations must adhere to in order to receive funding;

Whereas, for each byline funding cycle, the Appropriations Committee has regularly updated Appendix B to reflect the recommendations of the Appropriations Committee and the Assembly;

Whereas, there was an attempt at updating the funding guidelines outlined in Appendix B in Fall 2021 but this resolution was tabled indefinitely;

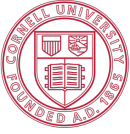
Whereas, the Appropriations Committee has deemed it necessary to update Appendix B in order to better serve the organizations that must abide by its funding guidelines and reduce the likelihood of an Appendix B violation and implement changes set forth in the 2022-2024 Byline Funding Cycle;

Be it therefore resolved, the Student Assembly amend Appendix B of the Student Assembly Charter in accordance with the attached document.

Respectfully Submitted,

Valeria Valencia '23

Vice President for Finance, Student Assembly



562 **APPENDIX B: STUDENT ASSEMBLY GUIDELINES FOR FUNDED**
563 **ORGANIZATIONS**

564 **Section 1: Preamble**

565 Each organization that receives funding from the Student Assembly (SA) through the Student Activity Fee (SAF) is
566 subject to Guidelines set by the Assembly in consultation with the Graduate & Professional Student Assembly
567 (GPSA), these organizations, and the Cornell student body.

568 **Section 2: Student Assembly’s Role and Obligations**

- 569 A. **SA Charge:** As the student-elected governing body at Cornell University, the SA shall seek out and voice
570 effectively the interests and concerns of the student body.
- 571 B. **Notice of Current Governing Documents:** The SA shall provide each by-line funded organization, the
572 Director(s) to Campus Activities, Campus Life, the GPSA, and the Dean of Students with a current copy of
573 these Guidelines, as well as the SA Charter and the SA Appropriations Committee Charge and Guidelines
574 each year.
- 575 C. **Notice of Pending Legislation:** Each by-line funded organization, the Director(s) to Student Activities,
576 Campus Life, the GPSA, and the Dean of Students shall be notified of any SA, SA Appropriations
577 Committee, or other meeting in which legislation concerning or affecting Fee recipients is pending.
- 578 D. **Outreach:** The SA Vice-President for Finance shall, wherever possible and as often as possible, attend
579 meetings of each organization throughout the year.
- 580 E. **Enforcement, Violations & Penalties**
 - 581 i. The SA Vice-President for Finance shall be charged with investigation of all accusations regarding
582 violations of these guidelines and will report such findings to the SA.
 - 583 ii. If the SA determines that an organization has committed a violation, the SA may impose a fine,
584 reduction or revocation of the organization’s by-line funding allocation. In order for a fine,
585 reduction, or revocation of funding to occur, a two-thirds majority of the SA must concur. Reasons
586 for a fine, reduction, or revocation of funding include, but are not limited to, violation of these rules,
587 violation of campus policies, or violation of contract. Any money garnered from a fine on an
588 organization shall be placed in the Special Projects Fund of the Student Assembly. If a reduction or
589 revocation of funding affecting the remainder of the funding cycle occurs, the University shall
590 attempt to reduce the SAF to reflect the lower amount. Excepting that, the money shall revert to the
591 Special Projects Fund.

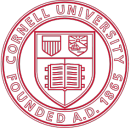
592 **Section 3: General Guidelines**

593 All recipients of the SAF shall adhere to the following guidelines:

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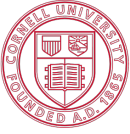
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Cornell University Student Assembly

- 596 A. **Eligibility:** SAF allocations are to be used primarily for the benefit of undergraduate students. Organizations
597 that have the capability to be student run and led shall be primarily student run and led.
- 598 B. **Event Ticketing:** For all events (concerts, lectures, films, etc.) funded by the Fee allocations and for which
599 admission is charged:
- 600 i. Cornell students shall receive a reasonable discount per event to reflect their prior contribution via
601 the SAF.
 - 602 ii. Cornell students shall receive the first opportunity to purchase tickets or (otherwise should have a
603 substantial amount of tickets reserved for student use).
 - 604 iii. The Appropriations Committee or the Executive Committee shall have the ability to request that
605 organizations publish a report to the SA on the amount of money received for an event, where that
606 money has been allocated, total attendance, and how much money was spent on the event.
- 607 C. **Attendance Tracking:** Each By-line Funded Organization shall, whenever possible, provide accurate
608 attendance figures. [Organizations shall conduct a review during each Byline Funding Cycle of the](#)
609 [demographics of students who use and are impacted by their services and shall report to the SA](#)
610 [Appropriations Committee the attendance figures, expenditures, and incomes generated from each event held](#)
611 [during the two previous academic years. Organizations shall record the number of undergraduates who](#)
612 [attend each program and event, utilizing the built-in system in Campus Groups that allows individuals to sign](#)
613 [up for events.](#) Such figures may [also](#) be acquired through a number of measures including swiping Cornell
614 ID's, using a ticketing system, keeping a sign in sheet, or having someone at the door count entrants. For
615 events that are expected to exceed a capacity of 100 attendees, organizations are required to track attendance
616 through a ticketing system or using Cornell ID Scanners. For organizations unable to purchase their own
617 scanners, scanners will be available to rent through the Office of the Assemblies. For events where tracking
618 attendance would provide an unnecessary burden to organizations, a brief written statement explaining why
619 attendance was not taken is required.
- 620 D. **Funds Reporting:** [Organizations shall operate using their accumulated surplus and the Student Activity Fee](#)
621 [disbursement. During each Byline Funding Cycle, organizations are expected to report on the supplemental](#)
622 [cost per-student provided for by the SAF. Organizations shall track both undergraduate and graduate](#)
623 [contributions to events and programming. Organizations shall notify the SA Vice President for Finance if](#)
624 [they are expected to require more than their SAF allocation in a given year.](#)
- 625 E. **Public Promotion & Engagement:** Each organization shall regularly advertise its existence and encourage
626 student participation at its meetings, which shall be open to the public. Each [byline-funded](#) organization [and](#)
627 [its sub-organizations](#) will be required to include the SA logo or the following statement on all fliers, posters,
628 promotions, programs, and literature "Funded in part by the Student Assembly".
- 629 F. **Funds Partitioning:** SAF money will preferably be held in a separate University account for accounting and
630 reporting purposes. Otherwise all expenditures from SAF money shall be authorized by the Organization in
631 accordance with its governing documents. These requirements apply to all organizations unless explicitly
632 exempted in this Appendix or waived by a two-thirds vote of both the Appropriations Committee and the
633 Student Assembly. The waiver shall apply for one by-line funding cycle.

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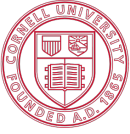
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- G. Prohibition on Compensation: No Advisor, President, Treasurer, staff member, other officer, or member of an organization may be compensated from an organization's SAF account or SAF earned income account.
H. SA Liaisons: The SA shall have the option of appointing a Student Assembly member to serve as a nonvoting liaison to each organization or, where appropriate, to its Executive Board.
I. Off-Year Reporting: During the fall of even-numbered calendar years each organization shall provide the Appropriations Committee with a written account of the use of its fee allocation and operations for the previous academic year...
J. New Organization Reporting: Organizations receiving By-Line funding for the first time in the current funding cycle shall report each semester to the Appropriations Committee on their operations and finances.
K. Sub-Organizations: All organizations that fall under a byline-funded umbrella organization must be registered.
L. Conferences: Organizations may send Executive Board member(s) to one annual conference, if desired.
M. Spending Limitations: All conferences, teambuilding, banquet, training, and other social expenditures for organization members, in sum, shall be no greater than \$4,000 or 10% of the organization's by-line allocation, whichever is less.
N. Governing Document Approval: All organizations must submit any changes in the Organizations' bylaws, constitution, or other governing documents to the SA for its approval.
O. Non-discrimination: All organizations receiving Student Activity Fee funds directly or that receive such funds indirectly from a by-line funded organization shall not discriminate on the basis of actual or perceived age, race, religion, creed color, national origin, ethnicity, sexual orientation, gender identity or expression, military status, sex, disability, predisposing genetic characteristics, familial status, marital status, domestic violence victim status, or any combination of these factors when determining its membership and when determining the equal rights of all general members and executive board members, respectively, which shall include, but are not limited to, voting for, seeking, and holding positions within the organization.

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679 Additionally, all organizations receiving funding from the Student Activity Fee and that serve as a funding
 680 source for other organizations on campus shall not discriminate on the basis of actual or perceived age, race,
 681 religion, creed, color, national origin, ethnicity, sexual orientation, gender identity or expression, military
 682 violence victim status, or any combination of these factors when awarding funding.

- 683 i. Notwithstanding these requirements, a club sport may make requirements based on competitive
 684 athletic skill which may result in a club sport of one or predominantly one gender. Organizations may
 685 also make requirements based on vocal range or quality which may result in a chorus or choruses of
 686 one or predominantly one gender. Organizations that participate in activities with governmental age
 687 restrictions may also make appropriate requirements on the basis of age.
- 688 ii. Organizations may also enforce uniform standards of conduct as a prerequisite for obtaining some or
 689 all rights of general members and executive board members, respectively, so long as said standards
 690 are protected by the 1st Amendment of the United States Constitution in the context of a public
 691 university and do not impede enforcement of Appendix B, Section II, subsection E.
- 692 iii. Each organization receiving Student Activity Fee funds directly from the Student Assembly shall
 693 include a “Non-discrimination Clause” section in its bylaws, constitution or other governing
 694 documents reflecting this policy.

695 **Section 4: Organization Specific Guidelines**

696 Furthermore, individual organizations shall adhere to the following additional Guidelines:

697 A. ALANA Intercultural Board

- 698 i. ~~13.6%~~ shall be used to fund ALANA’s member organizations as outlined in the ALANA
 699 constitution
- 700 ii. ~~20%~~ per student per year of the ALANA allocation shall be used to fund the MCFAB program each
 701 year.
- 702 iii. MCFAB shall seek to bring diverse programming to campus.
- 703 iv. ~~12.6%~~ per student per year of the ALANA allocation shall be contributed toward funding umbrella
 704 organizations as outlined in the ALANA constitution. Umbrella organizations shall not apply for
 705 SAFC funding. These organizations are:
- 706 i. Black Students United (BSU)
- 707 ii. Native American and Indigenous Students at Cornell (NAISAC)
- 708 iii. The Cornell Asian Pacific Student Union (CAPSU)
- 709 iv. La Asociación Latina (LAL)
- 710 v. Cornell’s South Asian Council (SAC)
- 711 vi. The Multicultural Concert Funding Advisory Board (MCFAB)

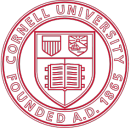
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- 716 v. ~~14%~~ per student per year of the ALANA allocation shall be contributed towards ALANA's own
- 717 administrative costs and programming needs such as general body meetings and other intercultural
- 718 programming
- 719 B. Athletics & Physical Education
- 720 i. The Athletics Department shall provide, at no cost, a Big Red Sports Pass (BRSP) to each
- 721 undergraduate student. ~~At least \$5.23~~ per student per year of the total annual Athletics allocation may
- 722 be spent towards providing the BRSP. The BRSP shall provide free admission to all varsity sports
- 723 excluding Men's Varsity Ice Hockey.
- 724 ii. In collaboration with the Sports Marketing Group, the Athletics Department will promote Cornell
- 725 Athletic events to the entire Cornell community. ~~At most, \$1.40~~ per student per year of the annual
- 726 Athletics' allocation may be spent towards providing marketing and promotions.
- 727 C. Class Councils
- 728 i. Provide a semesterly budget report for all Class Councils Events.
- 729 ~~ii. The Class Councils allocation shall be divided between the four class years in proportions determined~~
- 730 ~~by the organization.~~
- 731 ~~iii. An amount determined by the SA Appropriations Committee during the fall semester of a Byline~~
- 732 ~~Funding Year shall be allocated to Senior Days~~
- 733 ~~i. Senior Days intends to maintain a series of events that all Cornellians look forward to at the~~
- 734 ~~end of their four years at Cornell during Senior Week, one of the most looked forward to~~
- 735 ~~series of events for Cornellians. Due to the high demand for programs and events just for~~
- 736 ~~seniors, Senior Days fills that void by planning events throughout the month of May and the~~
- 737 ~~entirety of Senior Days to the last few days before Commencement.~~
- 738 ~~ii. SAF-funded events offered by Senior Days will be open to all seniors and at least 90% of the~~
- 739 ~~SAF allocation will go towards free, non-ticketed events.~~
- 740 D. Club Sports Council
- 741 ~~i. Club Sports Council must send two officers each academic year to the Safety Training provided by~~
- 742 ~~Campus Activities and facilitated by the Club Sports Council. This requirement must be completed~~
- 743 ~~before the club can access funds.~~
- 744 ~~ii. Sports Clubs members must sign electronic waivers each academic year via CampusGroups. This~~
- 745 ~~requirement must be completed before the club can access funds.~~
- 746 ~~iii. Sports Clubs must send two officers each academic year to a Diversity and Inclusion workshop~~
- 747 ~~sponsored by the Club Sports Council.~~
- 748 ~~iv. Sports Clubs must send at least one officer to each monthly meeting held by the Council.~~
- 749 E. Collegiate Readership Program
- 750 i. The SA Vice President for Finance or ~~a Student Assembly member appointed by the SA~~ shall
- 751 oversee the operations and finances of the Collegiate Readership Program ~~and liaise with the Cornell~~
- 752 ~~Library.~~

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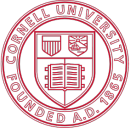
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The Collegiate Readership Program shall operate for the 2018-2020 by-line cycle using its accumulated surplus and the activity fee disbursement.

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- 763 ii. The Collegiate Readership Program shall provide free New York Times and Wall Street Journal
- 764 access for undergraduate students.
- 765 iii. The SA Vice President for Finance or [a Student Assembly member appointed by the SA](#) shall
- 766 prepare and present a report to the Student Assembly at the end of each academic year with
- 767 information regarding readership and an analysis of the current distribution locations. Any proposed
- 768 changes in locations or proportions must be approved by a majority vote of the SA.
- 769 iv. The SA Vice President for Finance shall report to the Student Assembly the amount allocated to the
- 770 New York Times and Wall Street Journal.
- 771 F. Community Partnership [Funding](#) Board
- 772 i. The Board shall use Activity Fee money for the funding of projects. Administrative expenses shall be
- 773 paid by the Board's parent body, the Public Service Center, or other non-activity fee sources of
- 774 funding.
- 775 ii. Projects funded are to be decided by the Board. Those projects are to be included in the annual
- 776 report to the SA [Appropriations Committee and the Community Partnership Funding Board](#)
- 777 [website](#).
- 778 G. Convocation [Committee](#)
- 779 i. At the time of the selection of Convocation Committee membership, the Convocation Committee
- 780 Chair shall invite [at least six](#) voting members of the SA that belong to that class year to participate as
- 781 full voting members of the Convocation Committee. [SA members are expected to abide by the same](#)
- 782 [attendance rules as all other Convocation Committee members](#). The SA Vice President for Finance
- 783 shall serve as an ex-officio member of the Committee.
- 784 ii. Convocation shall announce speaker selection first at a Student Assembly meeting.
- 785 H. Cornell Concert Commission
- 786 i. The Concert Commission shall seek to produce at least one act each semester in Barton Hall, Lynah
- 787 Rink, or similar venue.
- 788 ii. The Concert Commission shall put on [at least one](#) free concert during the academic year.
- 789 I. Cornell University Emergency Medical Service
- 790 i. CUEMS may save no more than \$30,000 per each two-year funding cycle toward the purchase of a
- 791 new vehicle.
- 792 ii. CUEMS [will provide the Student Assembly statistics in terms of call responses, community](#)
- 793 [education, and event standbys on an annual basis](#).
- 794 J. CU Tonight Commission
- 795 i. CUTonight shall promote non-alcoholic, late night social programming, on campus, open to the
- 796 entire Cornell community.
- 797 ii. CUTonight shall send at least one representative to every funded event with the intention of
- 798 reviewing the event
- 799 iii. CUTonight shall provide applicant organizations the opportunity to appeal the decisions of the
- 800 Committee to the Appropriations Committee.

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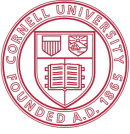
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Convocation Committee shall notify the SA Vice President for Finance if the Committee is expected to require more than its SAF allocation to support Convocation.

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The Cornell Concert Commission shall send a report to the Appropriations Committee any time a concert's subsidy is more than expected and the Cornell Concert Commission should detail the shortfall and the impact it will have on future operations.

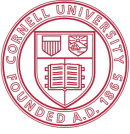
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Cornell University Programming Board ¶
The Cornell University Program Board shall use its SAF allocation to bring widely known speakers to campus. ¶
CUPB shall record the number of undergraduates who attend each program.



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- 824 iv. CUNight shall develop and adhere to a rubric and written hearing procedures off of which the
- 825 commission will evaluate applicants. This rubric and these procedures shall be submitted to the SA
- 826 Vice President for Finance for approval by the Appropriations Committee.
- 827 v. CUNight shall forward the results of the rubric to the SA Vice President for Finance after each
- 828 CUNight funding cycle.
- 829 K. Gender Justice Advocacy Coalition
- 830 i. The Gender Justice Advocacy Coalition shall collaborate with the Student Assembly Womxn's
- 831 Liaison Representative on safety, health, and other topics pertinent to women on campus.
- 832 ii. GJAC shall set a two-year budget for Feminism Food for Thought not to exceed \$10,000.
- 833 iii. GJAC shall notify the SA Vice President for Finance of the total SAF spending on Feminism Food
- 834 for Thought before the final Student Assembly meeting each May.
- 835 iv. When 50% of the two-year budget has been exhausted, GJAC shall notify the SA Vice President for
- 836 Finance.
- 837 v. GJAC shall strive to maximize and strive to track attendance at this event.
- 838 L. Interfaith Council [at Cornell](#)
- 839 i. [The Interfaith Council](#) shall provide a description of how funds are allocated to each organization
- 840 under their umbrella.
- 841 ii. [Each organization under The Interfaith Council](#) shall receive funding for at least one event open to
- 842 the public, every academic year.
- 843 iii. [Organizations under Interfaith Council at Cornell shall not apply for SAFC funding.](#)
- 844 M. Orientation Steering Committee
- 845 i. The Assistant [Director/Director in the Tatkon Center for New Students](#) shall continue to supervise
- 846 the planning and implementation of all August and January orientation activities.
- 847 ii. By the last meeting of the Spring Semester, OSC shall [present a tentative report, subject to change,](#)
- 848 [about initial OSC student-led late-night programming plans for the upcoming Orientation week.](#)
- 849 iii. OSC shall [continue to contribute funding and planned programming for new transfer students](#)
- 850 [during August and January Orientation and new students during January Orientation.](#)
- 851 iv. OSC shall submit the results of the [Student Volunteer Feedback](#) surveys to the Appropriations
- 852 Committee.
- 853 v. OSC shall [work to](#) reduce the costs of apparel.
- 854 N. Outdoor Odyssey
- 855 i. Outdoor Odyssey shall maintain their need-based financial aid program for students who apply for
- 856 pre-orientation trips and shall dedicate no less than \$20,000 per year toward this program.
- 857 ii. Outdoor Odyssey shall investigate creating trips accessible for the differently abled and shall report
- 858 their findings to the Student Assembly before the final Student Assembly meeting in the fall [of each](#)
- 859 [even year.](#)
- 860 O. Slope Day Programming Board (SDPB)

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i. The Feminism Food for Thought budget for AY 2020-2021 shall not exceed 10,000 less the total SAF spending on Feminism Food for Thought in AY 2019-2020. ¶
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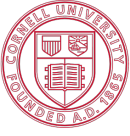
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- 958 i. The allocation for the SDPB shall be used exclusively for programming and publicity for an event at
- 959 the end of the spring semester.
- 960 ii. The SDPB shall organize a non-alcoholic Slope Fest event concurrent to Slope Day.
- 961 iii. SDPB shall offer all undergraduate students free admission to Slope Day, unless expressly permitted
- 962 by the SA.
- 963 iv. The Slope Day Programming Board shall collect demographic information from all Slope Day
- 964 entrants. These statistics shall be reported to the SA and GPSA the Fall Semester following Slope
- 965 Day.
- 966 v. The Slope Day Programming Board shall announce artist selection first at a Student Assembly
- 967 meeting.
- 968 vi. The Slope Day Programming Board shall set a price floor for non-activity fee paying individuals
- 969 approximately equal to the total activity fee disbursement divided by projected undergraduate
- 970 attendance. The price paid by non-activity fee paying individuals shall be no less than the activity fee
- 971 P. Student Activities Funding Commission
- 972 i. SAFC shall publish and make publicly available a written account of the organizations requesting
- 973 funding, the amount requested, the amount rewarded, and the amount spent.
- 974 ii. Criteria for funding of undergraduate student organizations may not be altered or waived without the
- 975 explicit approval of the SA.
- 976 iii. SAFC shall develop and adhere to the guidelines off of which the commission will fund
- 977 undergraduate student organizations. These guidelines shall be submitted and presented to the
- 978 Appropriations Committee (and other committees by request).
- 979 Q. Willard Straight Hall Student Union Board
- 980 i. All events funded by WSH SUB must either take place in Willard Straight Hall or the surrounding
- 981 environments and be directly associated with the purpose and mission of WSH.
- 982 ii. WSH SUB shall not purchase and dispense giveaways including but not limited to gold or silver
- 983 plates and graduation gifts.
- 984 iii. An amount determined by the SA Appropriations Committee during the fall semester of a Byline
- 985 Funding Year shall be allocated to the Welcome Weekend
- 986 i. Welcome Weekend shall seek to hold events during the first two weeks of each semester
- 987 ii. Welcome Weekend shall offer the TGIF Midnight Breakfast, for free only to
- 988 undergraduates, and shall record undergraduate attendance
- 989 iii. Welcome weekend shall seek out co-sponsorships where applicable

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 Welcome Weekend ¶
 Welcome Weekend shall seek to hold events during the first two weeks of each semester. ¶
 Welcome Weekend shall offer the TGIF Midnight Breakfast, for free only to undergraduates, and shall record undergraduate attendance. ¶
 Welcome Weekend shall seek out co-sponsorships where applicable.

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 WSH SUB shall develop and adhere to a yearly budget. By a majority vote, the Appropriations Committee may amend the budget. ...

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1008 **Section 5: Duration and Supersession**

- 1009 A. ~~These Funding Guidelines require a two-thirds majority of the SA members present to be amended,~~
1010 B. These Funding Guidelines supersede all previous legislation of the SA and its predecessor bodies, as well as
1011 all charters, constitutions, bylaws, and other legislation of all SAF recipients and other student organizations.
1012 C. Guidelines for organizations that also receive funding from the GPSA may be amended only after
1013 consultation with the GPSA.

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Deleted: shall take effect on July 1, 2018 and shall expire on June 30, 2020, unless amended or renewed by the SA. These rules require a two-thirds majority of SA members present to be amended.