#### **Mission Statement**

As written in the Slope Day Programming Board (SDPB) Constitution, the organization and its members seek to continually meet the following mission:

The Slope Day Programming Board will work with the Cornell community to plan and promote a Slope Day centered on the Cornell community and its celebration of the past year, working to break down social barriers, building a greater sense of tradition and community, and fostering an environment where students, staff, and faculty can come together as one Cornell. The Board shall promote a day that fosters a safe and healthy environment with multiple social and recreational options."

With Slope Day casting such a wide net on campus, the SDPB has taken every effort to involve all members of the Cornell community in the planning and development of our event. Our recent selections survey received over 9,000 responses, and we analyzed it to determine which artists would please the most Cornellians. We hope to create a day where the largest possible number of students and community members will have a safe and memorable time. As we continue to develop our general body and solicit the opinions of our peers and faculty, the feedback has helped us steer Slope Day away from the unchecked debauchery of Slope Days past and towards a new, positive direction.

It has been our mission to make this a 'free' event (with the obvious exception of the Student Activity Fee allotment) for all registered undergraduate students with a valid Cornell ID, while also giving students the opportunity to bring friends from outside of the community with purchase of guest passes. In an effort to keep the Slope dominated by Cornellians, it has and always will be our policy to limit the purchase of Slope Day guest passes to Cornell students and alumni.

We truly believe that we are continuing to meet our mission statement as well as new goals as this 110-year-old Cornell tradition continues to progress in a positive and responsible direction.

# **Organization Profile**

# **Organization Chart:**

# Campus & Community Engagement

Advisor – Joseph Scaffido (Campus Activities)

Executive Board

General Body

### **Executive Board Officers:**

| SLOPE DAY PROGRAMMING BOARD<br>EXECUTIVE BOARD 2017-2018 |                    |      |        |  |  |  |  |  |  |
|----------------------------------------------------------|--------------------|------|--------|--|--|--|--|--|--|
| <b>Executive Director</b>                                | Adja Toure         | 2018 | aat65  |  |  |  |  |  |  |
| Finance Director                                         | Julia Katz         | 2019 | jek342 |  |  |  |  |  |  |
| Recruitment Director                                     | Shea Belsky        | 2018 | shb95  |  |  |  |  |  |  |
| Artist Selections and Relations Director                 | Pravir Samtani     | 2019 | ps795  |  |  |  |  |  |  |
| SlopeFest Director                                       | Alana Udwin        | 2020 | aju9   |  |  |  |  |  |  |
| Promotions Director                                      | Conner Monsees     | 2018 | cnm44  |  |  |  |  |  |  |
| Volunteer Director                                       | Keshara Senanayake | 2018 | kss245 |  |  |  |  |  |  |
| Advisor/Director of Campus Activities                    | Joe Scaffido       | _    | jss44  |  |  |  |  |  |  |

As stated in our Charter, Executive Board members are elected by a majority vote of the General Body. Elections are held during the spring semester, and Executive Board members assume their roles through the subsequent academic year.

The SDPB holds one additional appointed position for a member of the Undergraduate Student Assembly. The representative serves as the SDPB liaison to the Undergraduate Student Assembly.

Full description of responsibilities for each executive member can be found in the attached Charter.

# Membership:

The Slope Day Programming Board is committed to providing a channel through which Cornell students can gain experience in event and project management by planning one of the largest events in the academic calendar.

Membership to the Slope Day Programming Board is open to all registered undergraduate and graduate students. Students can not only express their ideas and opinions in general body meetings but may also get involved in specific SDPB committees. We have between 25 and 40 students (besides the executive board) attend our biweekly general body meetings. Full membership status affords voting rights and executive eligibility. Full members have attended at least 2 meetings in the current academic year. Full membership is tallied at the meeting before elections are held in the Spring.

The Slope Day Programming Board has taken great strides in the development of general body membership. Input from an accurate cross-sampling of the campus is essential to the event's success. Students are afforded a number of opportunities to get involved as a general body member, subcommittee member, or both. Additionally, the SDPB has worked to extend Slope Day planning to students who may not necessarily attend regular meetings. Initiatives to increase campus-wide participation in Slope Day planning include:

# • Recruitment of new members through Clubfest and on-campus promotion

In the fall, SDPB participates in ClubFest to promote the organization and recruit new members. All general body meetings are open to all registered students and are held biweekly during the fall semester and weekly during the spring semester. This year, we also began tabling in North Campus community centers to increase involvement in the selections process and SDPB more broadly. We plan on hosting more promotional tabling in other locations (West campus and Collegetown) as well.

# • Holding Slope Day Forums open to the entire Cornell Community

Slope Day Programming Board recognizes that the event and the organization that plans it are no stranger to controversy. In an effort to increase awareness as to the way in which Slope Day is planned and to answer questions from those that may not be a member of the general body, the SDPB has welcomed the Cornell Community to one of many Slope Day Open Forums. The forums provide relevant Slope Day planning information with topics ranging from logistics to artist selections.

# • Consistent use of the Slope Day listsery & social media sites

The organization manages an updated listserv of over 1,300 students which is used as our primary means of advertising all general body and committee meetings as well as general SDPB updates. Additionally, the organization's recently created social media pages (Facebook page (3,582 likes) and Twitter (945 followers) provide an additional channel through which Slope Day surveys, schedules, and additional information can be communicated.

# • Availability of online artist selection surveys

In the part years, SDPB has extended student participation in Slope Day planning by utilizing online surveys to gauge the interests of the student body. This year's survey received over 9,000 responses in a few days (up from 3,000 over months last year) thanks largely to our expanded social media presence.

# **History**

On a day that has continuously evolved along with the social, cultural, and legal landscape of the campus during the past century, one common thread persists: celebration. Slope Day, an event students begin anticipating even before arriving at freshman orientation, inherits a century-long tradition as the year-end gathering and celebration of the Cornell Community. Although much of the campus only focuses on the future and who will perform next year, Cornell's time-honored tradition of a springtime celebration, originally called "Spring Day," stretches back to the very beginning of the twentieth century.

From 1960 to 1978, Slope Day was cancelled as student protest plagued the University. In 1979, Cornell Dining sponsored "Spring Fest," a barbeque on Libe Slope held on the last day of classes. Alcohol was served as a vast majority of campus was above the legal drinking age of 18. In 1984, when the federal government passed the National Minimum Drinking Age Act, it was no longer feasible for the university to allow the event.

Slope Day, as it came to be called, became an informal gathering of students on university property. During this time, the focus of Slope Day shifted from food, music and celebration to widespread and uncontrolled alcohol consumption. It was during the late 1980s and throughout the 1990s that Slope Day gained an infamous reputation for risky behavior.

In 1993, Students on the Slope (S.O.S.) (now, People Organizing and Supervising Slope Events or P.O.S.S.E.) was created in order for students, staff, and faculty to provide a "positive presence" on Slope Day. Risk management took another leap forward in 2001, when Hunter R. Rawlings III, then President of Cornell University, issued a charge to the President's Council on Alcohol and Other Drugs to assemble a group of staff, faculty and students to critically assess the role that alcohol and other drugs (AOD) played on Slope Day. Charged with creating "a new kind of Slope Day," the group became known as the Slope Day Steering Committee.

In 2003, a student-administration partnership was created, one where students would take the lead in the direction of the day. The Slope Day Programming Board was created and funded by the Student Assembly to organize the event, return SlopeFest to the Slope, and bring bigger and better entertainment to the event.

In 2014, Slope Day, traditionally held on the last day of classes, was moved to the Thursday after classes ended. The date change was made by the SDPB Steering Committee to accommodate a large overhaul to the academic calendar that took effect. While the date change met controversy and criticism, ticket sales and undergraduate attendance remained strong.

Now in its 14<sup>th</sup> year, the Slope Day Programming Board has evolved into one of the most prominent student organizations.

# **Activities, Programming and Events**

Since the Slope Day Programming Board's inception in 2003, the organization has organized an annual celebration that draws thousands of Cornellians onto Libe Slope to celebrate the end of the academic year. The past two years for the SDPB have been no exceptions; both events have drawn increasingly more students, alumni, and guests to SlopeFest, a carnival-style event held on Ho Plaza, and the Slope Day concert on Libe Slope.

| Slope Day   Attendance Figures |                   |          |                   |                  |             |  |  |  |  |  |
|--------------------------------|-------------------|----------|-------------------|------------------|-------------|--|--|--|--|--|
| Year                           | 2013              | 2014     | 2015              | 2016             | 2017        |  |  |  |  |  |
| Attendance                     | 17,700            | 16,000   | 16,200            | 16,785           | 14,500      |  |  |  |  |  |
| Headliner                      | Kendrick<br>Lamar | Ludacris | Chance the Rapper | Walk the<br>Moon | Misterwives |  |  |  |  |  |

In February of 2013, the SDPB was proud to announce that up-and-coming hip hop artist Kendrick Lamar would headline the year's concert with hip hop artist Hoodie Allen and DJ 5 & A Dime. The event drew 17,700 attendees to Libe Slope, making Slope Day 2013 the second most well-attended Slope Day in the event's history while marking the highest number of guest pass sales in SDPB's history (\$108,782.80).

Slope Day 2014 brought Hip Hop star Ludacris with indie artist Matt and Kim and DJ 3Lau opening. The event had record attendance and continued high guest ticket sales (\$107,680.50).

In an effort to provide a further "greener" experience, additional initiatives, particularly in area of dining, were implemented that year. Cornell Dining moved toward using a completely compostable product line (beer cups, utensils, and plates) on both Ho Plaza at SlopeFest and on the Slope at the beer sales area. Moreover, all water bottles distributed on the Slope and later collected by student volunteers were recycled, setting precedent for Slope Days to come. The SDPB hopes to continue providing compostable or recyclable products for future Slope Days.

As shown, Slope Day has grown significantly in even just the past two years, and the SDPB hopes to continue to build upon this 110-year-old tradition to further develop and enhance the experience for all Cornellians and guests.

# **Financial Information**

At the end of 2016, SDPB was left with a deficit of \$2,198.63 which has been transferred to FY18. This deficit is due, in part, to the following:

- Funding the 2016 pre-Slope Day breakfast
- Resurfacing the sidewalk below Libe Slope
- Running conduit up Libe Slope to connect the production with Ho Plaza for video
- Logistic expenses for placing fire equipment and hoses behind the stage
- Purchasing updated scanners and iPods
- Tech expenses (wifi hotspots) for bracelet distribution and Dining

For Slope Day 2017, additional funds were needed to keep the event running. The SA provided SDPB \$12,000 of 'other' income. \$10,000 was allocated to Slope Day breakfast, which we would like to continue to promote as it has made a substantial impact on the event by decreasing the number of EMS assistances. \$2,000 of the SA's donation funded the Alternative Slope Day. Cornell Dining paid for all the water which without this donation would have come out of our Artist Selections budget. It is not guaranteed that Cornell Dining will do this every year, and with the rising costs of artists in the music industry, we hope to receive additional funding to, again, have this event contribute to the overarching safety and enjoyment of attendees.

Our projected expenses and revenue for the 2018 fiscal year are as follows. We have also included the calculations if we were to undergo a 10%, 25%, or 35% reduction.

| EXPENSES        | 2018          | 2019          | 2020          |  |
|-----------------|---------------|---------------|---------------|--|
| Admin           | \$ 10,000.00  | \$ 10,000.00  | \$ 10,000.00  |  |
| Logistics       | \$ 75,000.00  | \$ 75,000.00  | \$ 75,000.00  |  |
| Volunteers      | \$ 10,000.00  | \$ 10,000.00  | \$ 10,000.00  |  |
| Concert         | \$ 190,000.00 | \$200,000.00  | \$210,000.00  |  |
| SlopeFest       | \$ 5,000.00   | \$ 5,000.00   | \$ 5,000.00   |  |
| Promo           | \$ 4,000.00   | \$ 4,000.00   | \$ 4,000.00   |  |
| Safety/Security | \$ 43,000.00  | \$ 43,000.00  | \$ 43,000.00  |  |
| Tickets         | \$ 30,000.00  | \$ 30,000.00  | \$ 30,000.00  |  |
| Breakfast       | \$ 10,000.00  | \$ 10,000.00  | \$ 10,000.00  |  |
| Alt Slope Day   | \$ 5,000.00   | \$ 5,000.00   | \$ 5,000.00   |  |
| Total Expenses  | \$ 382,000.00 | \$392,000.00  | \$402,000.00  |  |
|                 |               |               |               |  |
|                 |               |               |               |  |
| REVENUE/INCOME  |               |               |               |  |
| SA Funds        | \$ 250,000.00 | \$270,000.00  | \$270,000.00  |  |
| Ticket Income   | \$ 115,000.00 | \$125,000.00  | \$125,000.00  |  |
| Other           | \$ 10,000.00  | \$ 1,500.00   | \$ 1,500.00   |  |
| Total Revenue   | \$ 375,000.00 | \$396,500.00  | \$396,500.00  |  |
|                 |               |               |               |  |
| Net (+/-)       | \$ (7,000.00) | \$ 4,500.00   | \$ (5,500.00) |  |
| Rollover        | \$ 4,566.80   | \$ (2,433.20) | \$ 2,066.80   |  |
| Est. Rollover   | \$ (2,433.20) | \$ 2,066.80   | \$ (3,433.20) |  |

| Allocation Reduction | 2018         | 10%           | 25%            | 35%            |
|----------------------|--------------|---------------|----------------|----------------|
| EXPENSES             |              |               |                |                |
| Admin                | \$ 12,000.00 | \$ 10,000.00  | \$ 10,000.00   | \$ 10,000.00   |
| Logistics            | \$ 80,000.00 | \$ 75,000.00  | \$ 75,000.00   | \$ 75,000.00   |
| Volunteers           | \$ 10,000.00 | \$ 10,000.00  | \$ 10,000.00   | \$ 10,000.00   |
| Concert              | \$160,000.00 | \$160,000.00  | \$ 140,000.00  | \$ 125,000.00  |
| SlopeFest            | \$ 6,000.00  | \$ 5,000.00   | \$ 5,000.00    | \$ 5,000.00    |
| Promo                | \$ 4,000.00  | \$ 3,000.00   | \$ 2,000.00    | \$ 1,000.00    |
| Safety/Security      | \$ 45,000.00 | \$ 43,000.00  | \$ 43,000.00   | \$ 43,000.00   |
| Tickets              | \$ 20,000.00 | \$ 30,000.00  | \$ 30,000.00   | \$ 30,000.00   |
| Breakfast            | \$ 10,000.00 | \$ 10,000.00  | \$ 10,000.00   | \$ 10,000.00   |
| Alt Slope Day        | \$ 5,000.00  | \$ 5,000.00   | \$ 5,000.00    | \$ 5,000.00    |
| Total Expenses       | \$352,000.00 | \$351,000.00  | \$ 330,000.00  | \$ 314,000.00  |
|                      |              |               |                |                |
|                      |              |               |                |                |
| REVENUE/INCOME       |              |               |                |                |
| SA Funds             | \$250,000.00 | \$225,000.00  | \$ 187,500.00  | \$ 162,500.00  |
| Ticket Income        | \$115,000.00 | \$110,000.00  | \$ 100,000.00  | \$ 90,000.00   |
| Other                | \$ 10,000.00 | \$ 10,000.00  | \$ 10,000.00   | \$ 10,000.00   |
| Total Revenue        | \$375,000.00 | \$345,000.00  | \$ 297,500.00  | \$ 262,500.00  |
|                      |              |               |                |                |
| Net (+/-)            | \$ 23,000.00 | \$ (6,000.00) | \$ (32,500.00) | \$ (51,500.00) |
| Rollover             | \$ 4,566.80  | \$ 4,566.80   | \$ 4,566.80    | \$ 4,566.80    |
| Est. Rollover        | \$ 27,566.80 | \$ (1,433.20) | \$ (27,933.20) | \$ (46,933.20) |

For FY19 and FY20, SDPB is requesting a \$2.00 increase to cover increased expenses as outlined above. In addition, costs of production, local facility costs, and other programming expenses have all increased over the past few years. Though SDPB has had significant rollovers in the past, rollover funds are not consistent, and cannot be expected from year-to-year. Artist costs have also increased. Unfortunately, one of the only (and perhaps highest) expense that is adjustable is the talent fee. As the SDPB expenses increase, the amount allocated to the artist will need to decrease, which will result in lesser-known artists as headliners.

| EXPENSES        | 2013             | 2014             | 2015             |    | 2016       | 2017             | 2  | 018 (Forecast) |
|-----------------|------------------|------------------|------------------|----|------------|------------------|----|----------------|
| Admin           | \$<br>10,278.04  | \$<br>12,464.39  | \$<br>16,188.39  | S  | 17,046.16  | \$<br>11,711.03  | \$ | 12,000.00      |
| Logistics       | \$<br>79,759.71  | \$<br>76,146.11  | \$<br>77,550.64  | \$ | 102,618.50 | \$<br>78,185.44  | \$ | 80,000.00      |
| Volunteers      | \$<br>11,899.32  | \$<br>14,141.87  | \$<br>9,588.91   | \$ | 16,438.54  | \$<br>10,804.81  | \$ | 10,000.00      |
| Concert         | \$<br>128,649.94 | \$<br>198,932.25 | \$<br>192,753.84 | \$ | 197,563.11 | \$<br>161,772.55 | \$ | 160,000.00     |
| SlopeFest       | \$<br>16,536.01  | \$<br>20,064.67  | \$<br>16,515.74  | S  | 13,326.88  | \$<br>5,095.91   | S  | 6,000.00       |
| Promo           | \$<br>2,331.16   | \$<br>4,093.78   | \$<br>6,281.36   | \$ | 4,984.57   | \$<br>1,081.97   | \$ | 4,000.00       |
| Safety/Security | \$<br>37,279.88  | \$<br>43,988.80  | \$<br>42,019.45  | S  | 45,569.06  | \$<br>43,576.82  | \$ | 45,000.00      |
| Tickets         | \$<br>10,779.70  | \$<br>19,006.45  | \$<br>14,691.29  | \$ | 18,461.54  | \$<br>31,669.63  | \$ | 20,000.00      |
| Breakfast       |                  |                  |                  | s  | 12,000.00  | \$<br>10,000.00  | \$ | 10,000.00      |
| Alt Slope Day   |                  |                  |                  |    |            | \$<br>4,643.21   | S  | 5,000.00       |
| Total Expenses  | \$<br>297,513.76 | \$<br>388,838.32 | \$<br>375,589.62 | \$ | 416,008.36 | \$<br>358,541.37 | \$ | 352,000.00     |

| REVENUE/INCOME |                  |                   |                   |                   |                  |                  |
|----------------|------------------|-------------------|-------------------|-------------------|------------------|------------------|
| SA Funds       | \$<br>243,879.00 | \$<br>246,772.00  | \$<br>248,797.00  | \$<br>247,645.00  | \$<br>251,469.00 | \$<br>243,000.00 |
| Ticket Income  | \$<br>119,562.50 | \$<br>107,680.50  | \$<br>109,852.00  | \$<br>126,400.50  | \$<br>101,336.00 | \$<br>110,000.00 |
| Other          | \$<br>2,399.35   | \$<br>300.00      | \$<br>25.00       | \$<br>260.00      | \$<br>12,500.00  | \$<br>-          |
| Total Revenue  | \$<br>365,840.85 | \$<br>354,752.50  | \$<br>358,674.00  | \$<br>374,305.50  | \$<br>365,305.00 | \$<br>353,000.00 |
|                |                  |                   |                   |                   |                  |                  |
| Net (+/-)      | \$<br>68,327.09  | \$<br>(34,085.82) | \$<br>(16,915.62) | \$<br>(41,702.86) | \$<br>6,763.63   | \$<br>1,000.00   |
| Rollover from  |                  |                   |                   |                   |                  |                  |
| previous FY    | \$<br>-          | \$<br>68,327.09   | \$<br>34,241.27   | \$<br>17,325.65   | \$<br>(2,196.83) | \$<br>4,566.80   |
|                |                  |                   |                   |                   |                  |                  |
| Est. Rollover  | \$<br>68,327.09  | \$<br>34,241.27   | \$<br>17,325.65   | \$<br>(24,377.21) | \$<br>4,566.80   | \$<br>5,566.80   |

| Artists | Kendrick Lamar | Ludacris   | Chance the Rapper | Walk the Moon | MisterWives         |  |
|---------|----------------|------------|-------------------|---------------|---------------------|--|
|         | Hoodie Allen   | Matt & Kim | Magic             | Cash Cash     | Big Gigantic        |  |
|         | K-Os           | 3Lau       | Salva             | R. City       | Brasstracks/S'Natra |  |

# Constitution, Charter & Bylaws

# **Article 1: Organization Name**

The Slope Day Programming Board (SDPB) shall be a registered student organization. The Programming Board shall represent the student aspect of a partnership between the student body and the administration to plan an event of music, food, and other activities that will benefit and interest the Cornell student body as a celebration of the last day of classes, hereafter referred to as "Slope Day". It will be an independent commission of the Student Assembly.

### **Article 2: Mission and Purpose**

#### 2.1: Mission

To plan and program a Slope Day centered on the Cornell community and its celebration of the past year, through working to break down social barriers, build a greater sense of tradition and community, and foster an environment where students, staff, and faculty can come together as one Cornell.

# 2.2: Purpose

The Slope Day Programming Board will serve as an organization through which students can work with faculty, staff, and other community members in all colleges, departments, and divisions to plan and promote Slope Day. The Board shall promote a day that fosters a safe and healthy environment with multiple social and recreational options. The group will recruit and train students for Slope Day to assist with monitoring, entertainment, food and beverage distribution, and other activities. The group will be responsible for use of appropriated student funds, pursuant to guidelines established by the Student Assembly through Appendix B of their Charter, and partake in the University's efforts through cooperation and coordination with its departments through the Slope Day Steering Committee. The Board shall work with the administration and the Student Assembly in the development of policy for the day.

# 2.3: Policy Regarding Alcoholic and Non-Alcoholic Activities

The Slope Day Programming Board will not use any of their appropriated funds for the procurement or distribution of alcohol. Funds appropriated will be forfeited in such an instance.

# **Article 3: Membership**

# 3.1: Student Membership

The membership of the Slope Day Programming Board and its subcommittees is open to all currently registered undergraduate and graduate students at Cornell University. The Slope Day Programming Board will seek and actively solicit the input and participation of representatives from other on-campus student leadership and service organizations including, but not limited to, the Student Assembly (SA), byline funded organizations of the SA, fraternities and sororities respectively, SOS, Renaissance, and the Residence Hall Association (RHA).

# 3.2: Administration Participation

With the cooperation of the Office of Campus and Community Engagement and other University Departments, the Slope Day Programming Board and its subcommittees will be guided by staff members who will serve as advisors.

#### **Article 4: Structure and Function**

#### 4.1: Executive Powers

The executive powers herein granted shall rest with the officers of the Slope Day Programming Board, who shall oversee and coordinate the actions of the general membership and subcommittees. The officers shall be responsible for fulfilling reporting activities to the Student Assembly. Please refer to Article V for a comprehensive description of the officers' roles.

#### 4.2: The Board

The Board, made up of the 7 SDPB officers, will meet together at least three times during the fall semester and once a week on an agreed upon day during the spring semester and as otherwise needed in order to plan for Slope Day.

One to two members of the Student Assembly shall be designated as official liaisons between the SA and the SDPB. One assembly member shall be a full member of the Board's Executive Committee. The second, the VP of Finance, will be an ex-officio member.

### 4.3: Subcommittees

Slope Day Programming Board subcommittees shall be established for the purpose of assuring that the business of the Board is conducted and that the individual aspects of the events of the day are executed smoothly. All members shall be eligible for membership on the subcommittees and will be selected based on individual interests and needs of the group.

Each subcommittee's chairperson will serve as a liaison between the subcommittee and the Board. Each subcommittee will function with a staff advisor assigned in cooperation with University Health Services, Campus Life, and the Office of Campus and Community Engagement.

#### **Article 5: Officers**

### 5.1: Elections

Nominations for officer positions will be made during the first meeting of the spring semester. These officers make up the Executive Board of the Slope Day Programming Board:

- Executive Director
- Finance Director
- Recruitment Manager
- Artist Selections and Relations Manager

- Marketing and Promotions Director
- Slope Fest Director
- Volunteer Director

The Slope Day Programming Board officers will be selected by a majority vote of the membership. Members may be nominated for officer positions by group members or they may nominate themselves. One to two SA Liaisons shall serve as officers selected by the Student Assembly.

### 5.2: Elected Officers

All elected officers will serve a two-semester term beginning after the Slope Day immediately following elections. Outgoing officers are expected to train their successors. All officers are expected to attend meetings, perform the duties assigned to them by the Board, and notify the other officers of their progress.

All officers are subject to removal from office if they fail to perform the duties of their office by a 2/3 majority vote of the general membership. In this event, the remaining officers will share the duties of the removed officer until an election is held within two weeks.

# 5.3: Elected Officer Responsibilities

The **Executive Director** shall be vested with the Executive authority of the board, and shall run and oversee the function of the Slope Day Programming Board, and the delegation of responsibilities to the officers following.

The **Finance Director** shall be responsible for the finances and administration of the Board and its various subcommittees. He or she shall submit a bi-annual proposed budget; initiate all requests for funds from the Student Assembly; keep accurate and up-to-date records of all financial matters; and regularly present and interpret financial reports at meetings.

The **Recruitment Director** shall take minutes at all meetings and will submit them for approval and keep an archive of all Slope Day related documents. He or she shall be responsible for keeping the membership directory, control of the list-serve, registration of the organization with the Student Activities Office, and/or other duties as delegated by the Executive Chairperson. The main purpose of this role is to maintain general body recruitment, engagement, and retention.

The **Promotions Director** shall be responsible for designing and coordinating the promotion via various mediums, including our website. He or she shall be responsible for informing the student body and the University community of the relevant rules and procedures surrounding the day, as well as increasing student interest in the event.

The Artist Selections and Relations Director shall be responsible for organizing the selection effort for the performers on Slope Day. He or she shall solicit feedback from the student body and various student organizations and shall strive to choose acts that will maximize students' interest in the event. He or she shall submit a list of recommendations to the Executive Board, whom with the input of the membership, will put out initial offers for performers. This officer will also be responsible for managing the hospitality team on the day of the event.

The **Slope Fest Director** shall be responsible for planning, coordination, and promotion of Slope Fest, a festival within the Slope Day event. He or she shall maintain close contact with the Slope Fest supervisors, and solicit student feedback to generate ideas for safe and engaging activities for Slope Fest. He or she shall manage a budget dedicated to activities and attractions, and shall manage all logistics associated with Slope Fest.

The **Volunteer Director** shall recruit, train, and schedule volunteers for Slope Day. He or she shall be responsible for meeting the number of volunteers necessary for eah Slope Fest attraction, and for sufficient aid on the slope.

The **SA Liaison(s)** shall report activities of the Board to the Student Assembly, as agreed upon by the Board.

Subcommittees may be formed per the needs of any of the Executive officers.

### **Article 6: Oversight**

As an independent commission of the Student Assembly, the Board will have sole autonomy over its internal operations, and sole discretionary control over its programming, outreach, and logistical decisions, excepting circumstances dictated by Appendix A and Appendix B of the Student Assembly Charter and circumstances herein outlined:

- A. The Assembly shall be responsible for approving changes to the Board's Charter and governing documents by 2/3 majority vote.
- B. Changes to the proposed structure, nature, and function of the event will be proposed to the designated supervisors of the University and Student Assembly. The representatives of the Slope Day Programming shall debate and submit recommendations to the Student Assembly and the President, or designee. The Assembly shall negotiate on behalf of the student body with the Administration, should they so desire. The Board shall abide by the guidelines established by University policy, as negotiated between the SA and the University.

#### **Article 7: Amendments**

Amendments may be recommended by members and will be implemented upon approval by a 2/3 majority vote of the Slope Day Programming Board Executive Board. Final approval of amendments will be voted upon by the Student Assembly.

# **Article 8: Adoption**

This document shall be adopted as the Charter of the Slope Day Programming Board. Upon ratification by majority vote of the Student Assembly, the provisions of this Charter shall become binding for the Slope Day Programming Board.