

Cornell University
Student Assembly

109 Day Hall
Ithaca, NY 14853

t. 607.255.3715
f. 607.255.2182
e. sa@assembly.cornell.edu
w. http://assembly.cornell.edu/SA

2014 - 2016 Undergraduate SAF Application Form

Checklist for Application

	Applicant	Office
Preliminary Items Due 4pm, April 25, 2013		
Eligibility Checklist (reverse side)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dollar request per student per year	\$ <u>13.50</u>	<input type="checkbox"/>
Petition signatures (if new applicant)	_____	<input type="checkbox"/>
Final Attachments Due 4pm, September 13, 2013		
Constitution, Charter, Bylaws	_____	<input type="checkbox"/>
Mission Statement (1 pages)	_____	<input type="checkbox"/>
Group Profile (3 pages)	_____	<input type="checkbox"/>
<ul style="list-style-type: none"> ● Officers ● Number of Members ● History ● Activities, Programming, Events in Current Cycle 		
Summary of request (2 pages)	_____	<input type="checkbox"/>
10-13 Financial Statements	_____	<input type="checkbox"/>
13-16 Projections	_____	<input type="checkbox"/>
Office Use Only		
Received by:	<u>df</u>	
Date Received:	<u>4/25/13</u>	
Sigs Checked:	_____	

Applicant Organization/Program Name: Convocation

Primary Contact

Secondary Contact

Name: Roneal Desai

Name: Jennifer Lee

Address: 211 Linden Ave
Ithaca, NY 14853

Address: 407 College Ave Apt. 4A
Ithaca, NY 14850

Phone: (562) 841-1768 Email: rpd56@cornell.edu

Phone: 201-220-9184 Email: jj1253

A representative must certify that the documents provided in this application are accurate, represent best information available to the organization at this time, and are suitable for public distribution. The documents provided constitute the organization's application for undergraduate byline funding for the 2014-2015 and 2015-2016 fiscal years. The Student Assembly will review the applications in the fall semester of 2013. Organizations may not submit preliminary applications after 4pm on Monday, April 25, 2013 or amend final submissions after 4pm, Friday, September 13, 2013.

Representative: Roneal Desai [Signature] 04/24/13
(print name) (signature) (date)

Student Assembly Byline Funding Eligibility Checklist

To be eligible for consideration for byline funding, the applicant must meet the following criteria:

Applicant Initials

Staff Use Only

Required for All Applicants

Directly and primarily serves/benefits the entire undergraduate Cornell community

RD

Allows all students equal access to services and/or participation

RD

Requests minimum of \$0.50 per student per year and number of cents requested is divisible by two

RD

Required for Applicants Who Are Not Currently Receiving Byline Funding

If applicant is not currently receiving byline funding, has collected petitions with 1,500 distinct signatures of registered Cornell undergraduate students

—

May Be Waived By Student Assembly with Approval of University President

Is registered with the Student Activities Office

RD

Is student-directed and student-led

RD

Has Cornell operating account with internally controlled funds

RD

Has a Cornell-employed advisor with oversight of Cornell funds

RD

Has received funding from a unit at Cornell university in each of the last two semesters

RD

If applicant is a registered student organization, the following officers must sign below. The undersigned acknowledge that they have reviewed the application, and that the organization and its officers agree to all conditions explained on the reverse page of this application.

President: Roneal Desai [Signature] 04/24/13
(name) (signature) (date)

Treasurer: Jennifer Lee [Signature] 4/24/13
(name) (signature) (date)

Advisor: _____
(name) (signature) (date)
(see email)

Fwd: Saf

Roneal Desai [rpd56@cornell.edu]

Sent: Thursday, April 25, 2013 3:23 PM

To: Amy P. Edwards; Jennifer Davis

Please find the email you requested below. Thanks Amy!

--
Roneal Desai

E: rpd56@cornell.edu

C: (562) 841-1768

ILR School 2013

Cornell University

Please excuse mobile brevity.

Begin forwarded message:

From: Jennifer Davis <jd49@cornell.edu>
Date: April 25, 2013 3:10:34 PM EDT
To: "Roneal P. Desai" <rpd56@cornell.edu>
Subject: Saf

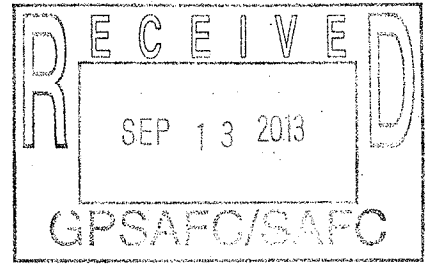
Dear Roneal,

Please accept this email as verification that I am aware and agree with the convocations application for byline funding. I am sorry that I am unable to sign at this time as I am away from the office on Disability.

Thanks!

Jennifer

Jennifer Davis
Director of Cornell Class Councils
Assistant Dean of Students
Cornell University



Cornell Convocation

Byline Funding Application 2014-2016

Convocation

Byline Funding Application 2014-2016

LETTER OF INTENT

TO: Geoff Block
Student Assembly, Vice President of Finance
109 Day Hall

FROM: Cornell Convocation
Willard Straight Hall

Dear Vice President Block,

The Cornell Convocation Committees formally requests continued Byline Funding for the 2014-2015 and 2015-2016 academic years. It is imperative that we receive more support from the students, and hence Convocation is requesting an allocation of \$13.50 per undergraduate student. In accordance with the instructions set forth by the Student Assembly, We have compiled this application complete with an overview of the organization and budget break downs from the past three academic years, as well as projected budgets. Included in these breakdowns are individual expenses and all revenues.

Convocation is a subset of Class Councils, a unit of the Office of the Dean of Students and receives the entirety of its budget from the Student Activity Fee from undergraduate students. Convocation is operated by and completely comprised of Cornell University students. The purpose of Convocation is to provide the campus and general community with a yearend large scale speaker who would be free to listen to for all.

We are requesting an increase of \$3.00 per student to be able to obtain the caliber of speaker that the students of Cornell University want to see speak their graduation weekend. This increase will allow Convocation to extend more offers and stay competitive with the level of speakers other top universities are securing. Cornellians are seeking a prominent Convocation speaker that will instill pride with their parting words which they will hold with them the rest of their lives.

In the past, Convocation has brought nationally popular and widely sought - out speakers, and with increased funding we hope to create a sustainable program that will benefit Cornellians for years to come.

Sincerely,
Jennifer Lee '14
Chair, Class of 2014 Convocation

Rachel Gerber '15
Chair, Class of 2015 Convocation

MISSION STATEMENT

The mission of Cornell University Convocation committee is to foster a sense of unity and pride within the graduating class by selecting and sponsoring a speaker to address the class during Commencement Weekend. The speaker shall instill a sense of unity and shall be selected to appeal to the diverse nature of our campus community.

ORGANIZATIONAL BIOGRAPHY, HISTORY, OFFICERS

Senior Convocation has a complex and rich history. Born as a student initiated program over 25 years ago, Senior Convocation has evolved from a small supplemental student program to a university event that draws thousands of parents, families, friends and graduates each year

In 2001, the senior class adopted the Convocation Medallion, an award that recognizes an individual for their meaningful contributions, success in instilling the desire to learn and dedication to undergraduate achievement and excellence. Support from the University for Senior Convocation has been very encouraging. As the demand and expectations for the program grow, the university has partnered with students to provide an environment and avenue to select, coordinate and support a plethora of speakers.

Throughout the last 8-9 years, the University President and his senior staff have assisted with inviting speakers, producing the event and providing financial support.

For many years, Barton Hall was center stage for a speaker to address the graduating students and their guests the day before graduation. In 2004, President William Jefferson Clinton was our speaker and the demand for the event necessitated the relocation of the event from Barton hall (capacity 5,500) to the university stadium. As a result, the expectations from students, families and our community increased.

In 2005 we held the event back in Barton Hall with overflowing crowds and a hard to manage situation. The estimated attendance for that event was over 7,000 with several hundred people waiting outside the doors for entry. This situation forced us to consider moving the event outdoors for future years.

With the assistance from the VP of Student and Academic Services, we were able to accommodate a larger crowd in 2006 estimated between 10,000 and 15,000 in attendance by having the event in the stadium. Unfortunately, the support from the administration has been under scrutiny due to the economic stress and realigning of university priorities. To secure the outcome of future successful convocations, students must increase and stabilize the funding for this program.

We realize that obtaining top choice speakers will require a substantial increase in our current allocation and we are hopeful to continue partnering with the administration to make offers that are more competitive and attractive.

The Convocation Committee is typically convened in the fall of a class's junior year. The committee is made up of juniors who will be on the Senior Class Council and juniors who will serve in the Student Assembly. This committee has ranged in size over time, but currently both committees have approx 40 members.

2013 COMMITTEE MEMBERS

Abby Robinson	Adam Gitlin	Ali Yazdi	Alisha Vimawala
Amanda Chan	Angela Lu	Anisha Chopra	Ankur Bajaj
Annabel Fowler	Annie (Yijing) Gu	Casey Sweeney	Christina OConnell
Cody Martinez	Colby Heiman	Cynthia Vella	Dan Kuhr
Danica Gredona	Esther Hoffman	Fiona Ismail	Gabrielle Fernandez
George Hornedo	Gila Belsky	Grace Kaminer	Gregory Hoffman
Haeyeon Yoon	Harisen Kardon	Helene Beauchemin	Hollis Hanley
James Feld	Jason Kowalski	Jeff Stein	Jesella Zambrano
Jessica Testa	Jessica L. Powers	John Mueller	John Paul Couce
Jonathan Weinberg	Jordan Goldstein	Josephine Chen	Julia Krauss
Julio Cabral	Kai Tan	Katerina Athanasiou	Kristen Archibald
Kristen Jenkins	Lindsay Rosenstein	Lucas Policastro	Maddie Scollick
Mariyah Ahmad	Matthew Seward	Matthew Rosenspire	Matthew Trusdail
Megan Buckley	Nadia Raynes	Nicholar St. Fleur	Peter Jacobs
Rachael Schuman	Ramsey Ataya	Robin Simpson	Ryan Yeh
Samir Doshi	Shawn Malloy	Sooyeon Kim	Whitney Holman

2014 COMMITTEE MEMBERS

Kwesi Acquay	Geoffrey Block	Steven Bowker	Gregory Braciak
Stephen Breedon	Robert Callahan	Cheryl Cho	Shannon Cohall
Alex Cooper	Jacqueline Crews	Kayla DeLeon	Ashley Dimond
Lee Do	Christina Eng	Andrew Freiman	Selam Gebre
David Guhl	Nia Hall	Richard Horgan	Ihsan Kabir
Jennifer Kay	Aasir Khan	Julia Kosineski	Cristina Lara
Jay Lee	Robert Long	Melissa Lukasiewicz	April Manhertz
Simeon Markind	Dylan McNally	Justin Morant	Andrew Newman
Sadev Parikh	Michael Perry	Daniel Pinga	Harlan Pittell
Juliana Rivera	Kevin Tobin	Adam Wolford	Richmond Wong

CORNELL UNIVERSITY CLASS COUNCILS CONSTITUTION
APPENDIX A
SENIOR CLASS COUNCIL CHAIRS AND COMMITTEES

ARTICLE 1.
ELIGIBILITY AND REQUIREMENTS

Section 1. Eligibility

- Applicants must be a member of the Junior Class at time of selection.
- Applicants must be available on campus throughout the entirety of their term in office in order to fulfill their duties.

Section 2. Requirements

- All chairpersons are required to attend their respective Class Council meetings immediately after the selection process.
- All chairpersons are required to attend their respective Class Council events and be active members (as outlined in Article III) for the entirety of their term in office.
- All committees are required to give an update of their respective committee's progress at Class Council meetings.
- All chairpersons are required to submit any incurred expenses, with receipts, or revenues collected to the Vice President of Finance. This should be done within 24 hours of its occurrence.

DUTIES OF CONVOCATION CHAIR

- Convene a meeting of Class representatives to serve as a Selection Committee. This committee is to be comprised of: All active members of Class Council at the time the committee is formed, elected members on the Student Assembly at the time the committee is formed and those fifteen members selected by the Convocation Chair and Class President.
- Other individuals may be appointed by the Dean of Students or the Vice President for Student and Academic Services with consultation of the Convocation Chair.
- Invite, via email, members of the class to be part of the Convocation committee.
- Fifteen members from the class will be selected, by the Convocation Chair and Class President, from the pool who show intent by responding to the emailed invitation.
- Selection of these fifteen members from the class will be based on representing the diverse interests of the class. The selection process shall be transparent to all members of the Cornell community, with the Convocation Chair and Class President directly accountable for those selected.
- The Selection Committee meetings shall be conducted in confidentiality and any member of the committee who breaches this confidentiality shall be removed from the committee.
-

- Responsible for organizing the Convocation Ceremony, including the following:
 - Working with the Selection Committee to establish a list of potential speakers and make initial contacts with agents during the fall semester of Junior year.
 - Confirm with the Special Events office that a room at the Statler Hotel has been reserved for the Convocation speaker.
 - Have a confirmed acceptance of our invitation by the end of Junior year to insure a speaker for Convocation.
 - After the speaker has been confirmed, make reservations and travel arrangements for his/her arrival.
 - Work closely with the Vice President for Publicity and the Cornell News Service to ensure timely, accurate, and adequate publicity of the ceremony and biographical information on the speaker.
 - Make arrangements for a breakfast with the speaker and a news conference before Convocation for just the Executive Board and the speaker, as well as, a reception following Convocation for the speaker, the Class Council, the Selection Committee, their families, and invited guests (appropriate administrators and faculty based on the speaker.)
 - Make all arrangements for the speaker after Convocation until his/her departure.
 - Send a personal thank you to the speaker after Convocation from the Class Council.
 - Make a reservation for next year's Convocation Reception.

PAST CONVOCATION SPEAKERS

- 2014: ???
- 2013: Cory Booker, Mayor of Newark, NJ
- 2012: Michael Bloomberg, Mayor of New York City
- 2011: Rudy Guliani, Former Mayor of New York City
- 2010: Speaker Nancy Pelosi, Speaker of the House of Representatives
- 2009: David Plouffe, Campaign Manager
- 2008: Maya Angelou, poet
- 2007: Soledad O'Brien, newscaster
- 2006: Martin Luther King the III
- 2005: General Wesley Clark
- 2004: President Bill Clinton
- 2003: James Carville, political strategist
- 2002: Danny Glover, actor and human rights activist
- 2001: Janet Reno '60, former US Attorney General
- 2000: US Senator Charles E. Schumer
- 1999: Samuel (Sandy) Berger '67, national security advisor
- 1998: Keith Obermann '79, sports/newscaster
- 1997: Dr. Bertice Berry, TV personality
- 1996: Robert Kennedy, Jr., environmental lawyer
- 1995: Morris Dees, chief trial lawyer for the Southern Poverty Law
- 1994: Dr. Mae Jenninson, M.D., '81, astronaut
- 1993: Matthew Ruff '87, novelist
- 1992: Geraldine Ferraro, first woman nominated for US Vice President
- 1991: David Drinkwater, former Cornell University Dean of Students
- 1990: Kenneth Blanchard '61
- 1989: Ambassador Sol Linowitz '38
- 1988: Dr. Joyce Brothers '47
- 1987: Mario Cuomo, New York Governor
- 1986: US Senator Daniel Patrick Moynihan
- 1985: Stephen H Weiss & Kenneth Williams

PAST FINANCIAL STATEMENTS

CONFIDENTIAL

<u>Starting Balance</u>	2010-11	2011-12	2012
	\$ 18,800.61	\$ 3,195.24	\$
<u>Revenues</u>			
Category	2010-11	2011-12	2012-13
SAF Funding	\$ 111,657.00	\$ 102,306.00	\$ 133,035.00
Administrative Support	\$ -	\$ -	\$ -
Co-Sponsorship Grant	\$ 15,000.00	\$ -	\$ -
True-up & 5%	\$ 4,466.28	\$ 5,115.30	\$ 9,227.00
Total Revenues:	\$ 131,123.28	\$ 107,421.30	\$ 133,035.00

- Expenses**
- Category
 - Travel
 - Tickets and Letter reproduction
 - Sign Language
 - Campus Transportation
 - Flowers
 - Invites and Programs
 - Receptions/catering (all Statler fo
 - Committee
 - Postage
 - Security Issues
 - EMS/ Ambulance
 - Schoellkopf Set-up & Sound
 - Wind Ensemble
 - Hotel/Accommodations
 - Copying/supplies/admin costs
 - Medallion
 - Usher tickets/support
 - Photography
 - Honorarium/Gifts
 - Media
 - Advance
 - Red Jackets

REDACTED AS PER ORGANIZATION REQUEST

Total Expenses:

Ending Balance:

CURRENT AND PROPOSED USAGE OF FUNDS

CONFIDENTIAL

	2013-14	2014-15	2015-16
<u>Starting Balance</u>	\$ 56,226.69	\$ 1,461.69	1623.38
<u>Revenues</u>			
Category	2013-14	2014-15	2015-16
SAF Funding	\$ 133,035.00	\$ 175,500.00	\$ 175,500.00
Administrative Support	\$ -	\$ -	\$ -
Co-Sponsorship Grant	\$ -	\$ -	\$ -
True-up & 5%			\$ -
Total Revenues:	\$ 133,035.00	\$ 176,961.69	\$ 176,123.38

- Expenses**
- Category
 - Travel
 - Tickets and Letter reproduction
 - Sign Language
 - Campus Transportation
 - Flowers
 - Invites and Programs
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Total Expenses:
Ending Balance:

2014-2016 APPLICATION FORM



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2014 - 2016 Undergraduate SAF Application Form

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Preliminary Items Due 4pm, April 25, 2013		
Eligibility Checklist (reverse side)	<u> JL </u>	_____
Dollar request per student per year	<u> \$ 1350 </u>	_____
Paid-off signatures (if new applicant)	<u> - </u>	_____
Final Attachments Due 4pm, September 13, 2013		
Constitution, Charter, Bylaws	<u> JL </u>	_____
Mission Statement (1 page)	<u> JL </u>	_____
Group Profile (3 pages)	<u> JL </u>	_____
<ul style="list-style-type: none"> • Officers • Number of Members • History • Activities, Programming, Events in Current Cycle 		
Summary of Budget (2 pages)	<u> JL </u>	_____
10-13 Financial Statements	<u> JL </u>	_____
13-16 Projections	<u> JL </u>	_____
Office Use Only		
Received by: _____		
Date Received: _____		
Sigs Checked: _____		

Applicant Organization/Program Name: Convocation Committee

Primary Contact

Name: Jennifer Lee
Address: 407 College Ave Apt 4A
Ithaca, NY 14850
Phone: 201-280-9184 Email: jlee53

Secondary Contact

Name: Rachel Gerber
Address: 408 College Ave Apt 1
Ithaca, NY 14850
Phone: 651-338-4095 Email: rpg44

A representative must certify that the documents provided in this application are accurate, represent best information available to the organization at this time, and are suitable for publication. The documents provided constitute the organization's application for undergraduate bylaw funding for the 2014-2015 and 2015-2016 fiscal years. The Student Assembly will review the applications in the fall semester of 2013. Organizations may not submit preliminary applications after 4pm on Monday, April 25, 2013 or amend final submissions after 4pm, Friday, September 13, 2013.

Representation: Jennifer Lee [Signature] 4/25/13
(print name) (signature) (date)

STUDENT ASSEMBLY BYLINE FUNDING ELIGIBILITY CHECKLIST

Student Assembly Byline Funding Eligibility Checklist

To be eligible for consideration for byline funding, the applicant must meet the following criteria:

	Applicant Initials	Staff Use Only
Required for All Applicants		
Directly and primarily serves/benefits the entire undergraduate Cornell community	JL	___
Allows all students equal access to services and/or participation	JL	___
Requests minimum of \$0.50 per student per year and number of seats requested is divisible by two	JL	___
Required for Applicants Who Are Not Currently Receiving Byline Funding		
If applicant is not currently receiving byline funding, has collected petitions with 1,500 distinct signatures of registered Cornell undergraduate students	JL	___
May Be Waived By Student Assembly with Approval of University President		
Is registered with the Student Activities Office	JL	___
Is student-directed and student-led	JL	___
Has Cornell operating account with internally controlled funds	JL	___
Has a Cornell-employed advisor with oversight of Cornell funds	JL	___
Has received funding from a unit at Cornell university in each of the last two semesters	JL	___

If applicant is a registered student organization, the following officers must sign below. The undersigned acknowledge that they have reviewed the application, and that the organization and its officers agree to all conditions explained on the reverse page of this application.

President:	<u>Jennifer Lee</u> <small>(name)</small>	<u>[Signature]</u> <small>(signature)</small>	<u>4/12/13</u> <small>(date)</small>
Treasurer:	<u>Rachel Gerner</u> <small>(name)</small>	<u>[Signature]</u> <small>(signature)</small>	<u>4/12/13</u> <small>(date)</small>
Adviser:	<u>Jennifer Davis</u> <small>(name)</small>	<u>[Signature]</u> <small>(signature)</small>	<u>4/12/13</u> <small>(date)</small>

APPENDIX A: Challenges Facing Cornell Convocation

SPEAKER	REQUESTED SPEAKING FEE
Will Ferrell	150K
Bill Gates	200K
Tina Fey	125-150K
Morgan Freeman	85-100K
Stephen Colbert	100K
Bono	250K
JK Rowling	150K
Anderson Cooper	100-125K
Tom Hanks	100-150K
Al Gore	150K
Colin Powell	125-150K
Robert Downey Jr	200K+
Neil Patrick Harris	100-150K
Dalia Lama	Production well over 100K
Oprah Winfrey	200K
Steven Spielberg	100K +

Additional Challenges:

- Ithaca (remote)
- Memorial Day Weekend
- No Honorary Degrees
- Not Speaking at "Graduation"