



Cornell University
Student Assembly

109 Day Hall
Ithaca, NY 14853

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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)	<u>RW</u>	<u>all</u>
Dollar request per student per year	<u>\$ 7.50</u>	<u>BR</u>
Petition signatures (if new applicant)	<u>N/A</u>	<u>_____</u>
Final Attachments Due 4pm, September 13, 2013		
Constitution, Charter, Bylaws	<u>_____</u>	<u>_____</u>
Mission Statement (1 pages)	<u>_____</u>	<u>_____</u>
Group Profile (3 pages)	<u>_____</u>	<u>_____</u>
<ul style="list-style-type: none"> ● Officers ● Number of Members ● History ● Activities, Programming, Events in Current Cycle 	<u>_____</u>	<u>_____</u>
Summary of request (2 pages)	<u>_____</u>	<u>_____</u>
10-13 Financial Statements	<u>_____</u>	<u>_____</u>
13-16 Projections	<u>_____</u>	<u>_____</u>
Office Use Only		
Received by:	<u>AR</u>	
Date Received:	<u>4/22</u>	
Sigs Checked:	<u>_____</u>	

Applicant Organization/Program Name: Cornell University Program Board (CUPB)

Primary Contact
Name: Richmond Wong
Address: 315 Flora Rose House
Cornell Univ., Ithaca, NY 14853

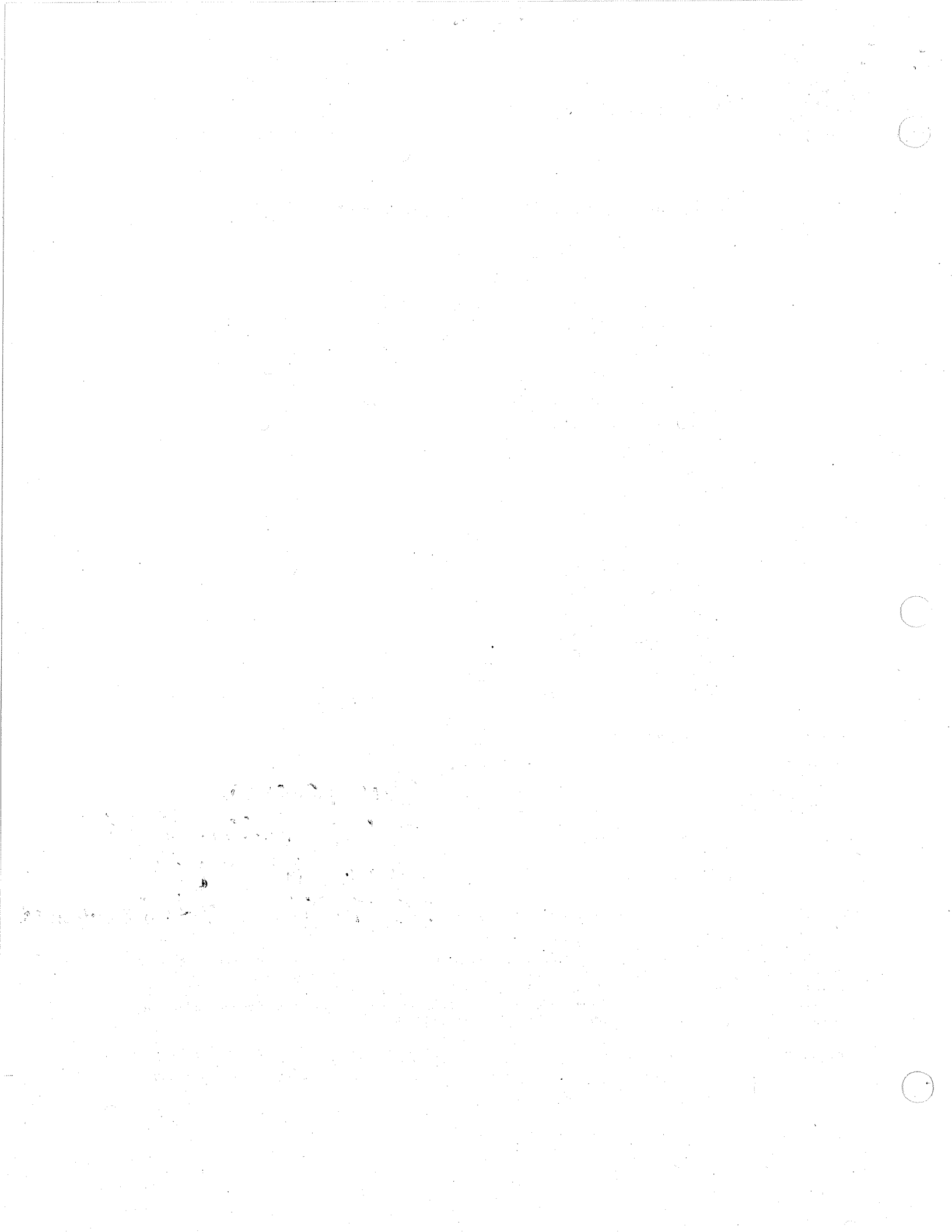
Secondary Contact
Name: Zac Peterson
Address: 705 E Buffalo St. Apt. 4
Ithaca, NY 14850

Phone: 626-589-0535 Email: ryw9@cornell.edu

Phone: 978-380-2817 Email: zdp6@cornell.edu

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: ~~Richmond Wong~~ Richmond Wong (print name) Richmond Wong (signature) 4/22/13 (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

RW

Allows all students equal access to services and/or participation

RW

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

RW

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

N/A

May Be Waived By Student Assembly with Approval of University President

Is registered with the Student Activities Office

N/A RW

Is student-directed and student-led

N/A RW

Has Cornell operating account with internally controlled funds

N/A RW

Has a Cornell-employed advisor with oversight of Cornell funds

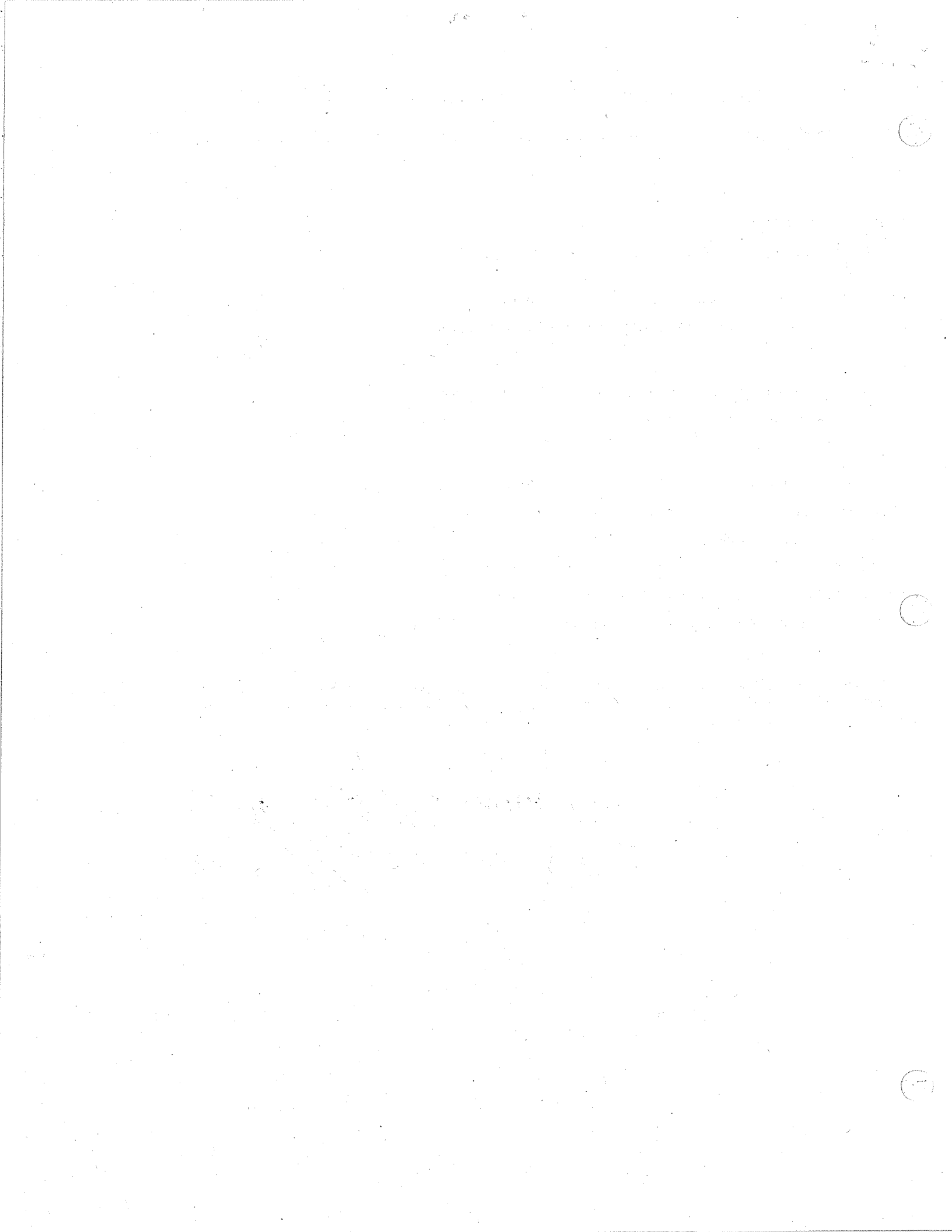
N/A RW

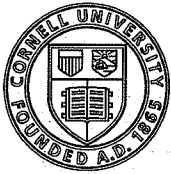
Has received funding from a unit at Cornell university in each of the last two semesters

N/A

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:	Richmond Wong	<i>Richmond Wong</i>	4/15/13
	(name)	(signature)	(date)
Treasurer:	Zachary Peterson	<i>Zachary Peterson</i>	4/15/13
	(name)	(signature)	(date)
Advisor:	Joseph Scuffo	<i>Joseph Scuffo</i>	4/15/13
	(name)	(signature)	(date)

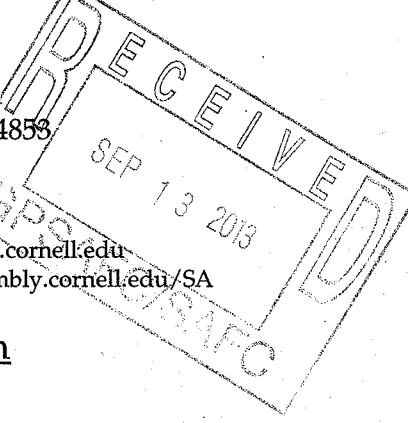




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Dollar request per student per year	\$ 7.50	
Petition signatures (if new applicant)	N/A	
Final Attachments Due 4pm, September 13, 2013		
Constitution, Charter, Bylaws	✓	
Mission Statement (1 pages)	✓	
Group Profile (3 pages)	✓	
<ul style="list-style-type: none"> • Officers • Number of Members • History • Activities, Programming, Events in Current Cycle 		
Summary of request (2 pages)	✓	
10-13 Financial Statements	✓	
13-16 Projections	✓	
Office Use Only		
Received by:	_____	
Date Received:	_____	
Sigs Checked:	_____	

Applicant Organization/Program Name: Cornell University Program Board (CUPB)

Primary Contact

Secondary Contact

Name: Richmond Wong

Name: Katherine Bruce

Address: 304 Flora Rose House
Ithaca, NY 14853

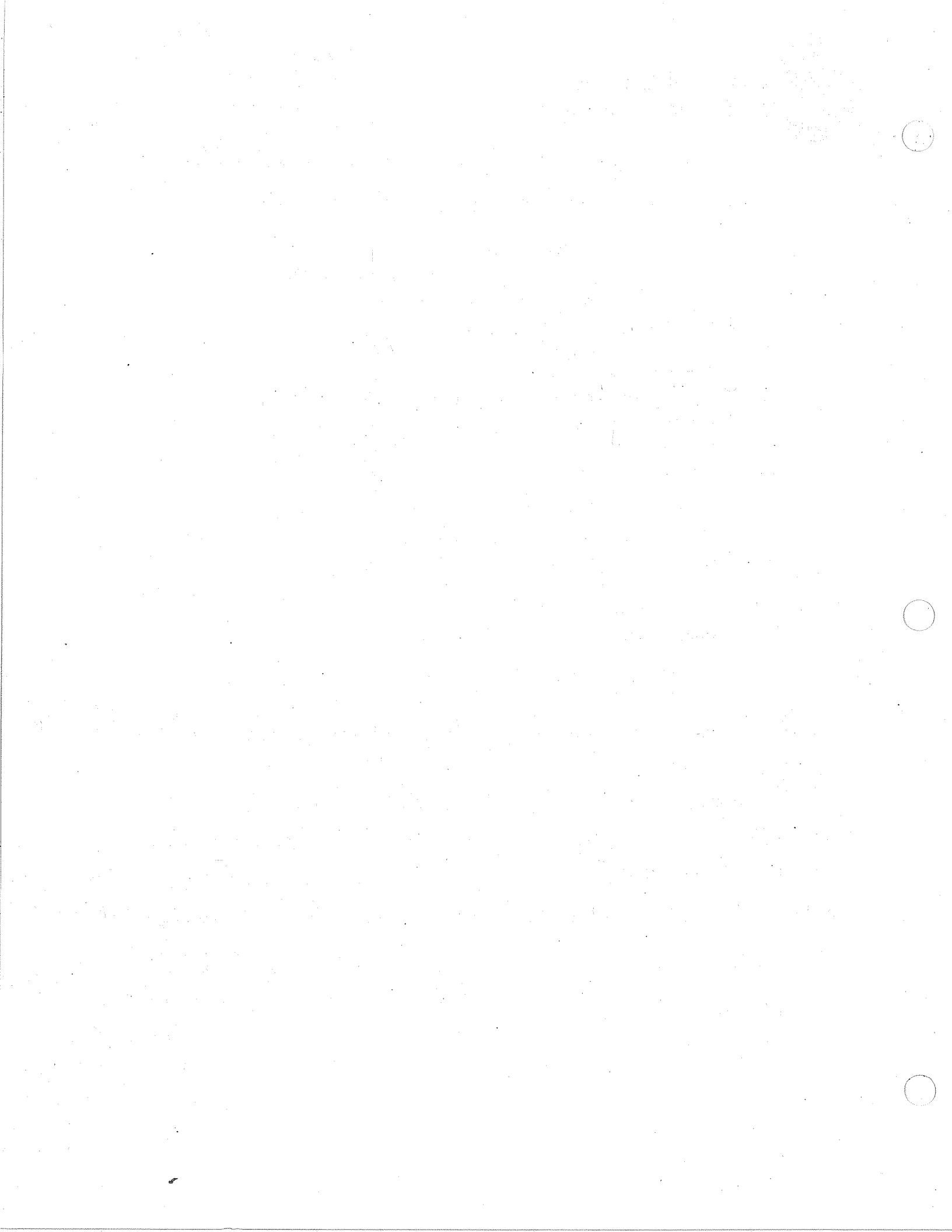
Address: 130 Linden Ave
Ithaca, NY 14850

Phone: 626-549-0535 Email: ryw9@cornell.edu

Phone: 914-391-6411 Email: keb224@cornell.edu

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: Richmond Wong (print name) Richmond Wong (signature) 9/13/13 (date)



Student Assembly Byline Funding Eligibility Checklist

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Applicant Initials

Staff Use Only

Required for All Applicants

Directly and primarily serves/benefits the entire undergraduate Cornell community

✓ RW

Allows all students equal access to services and/or participation

✓ RW

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

✓ RW

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

N/A

May Be Waived By Student Assembly with Approval of University President

Is registered with the Student Activities Office

Is student-directed and student-led

Has Cornell operating account with internally controlled funds

Has a Cornell-employed advisor with oversight of Cornell funds

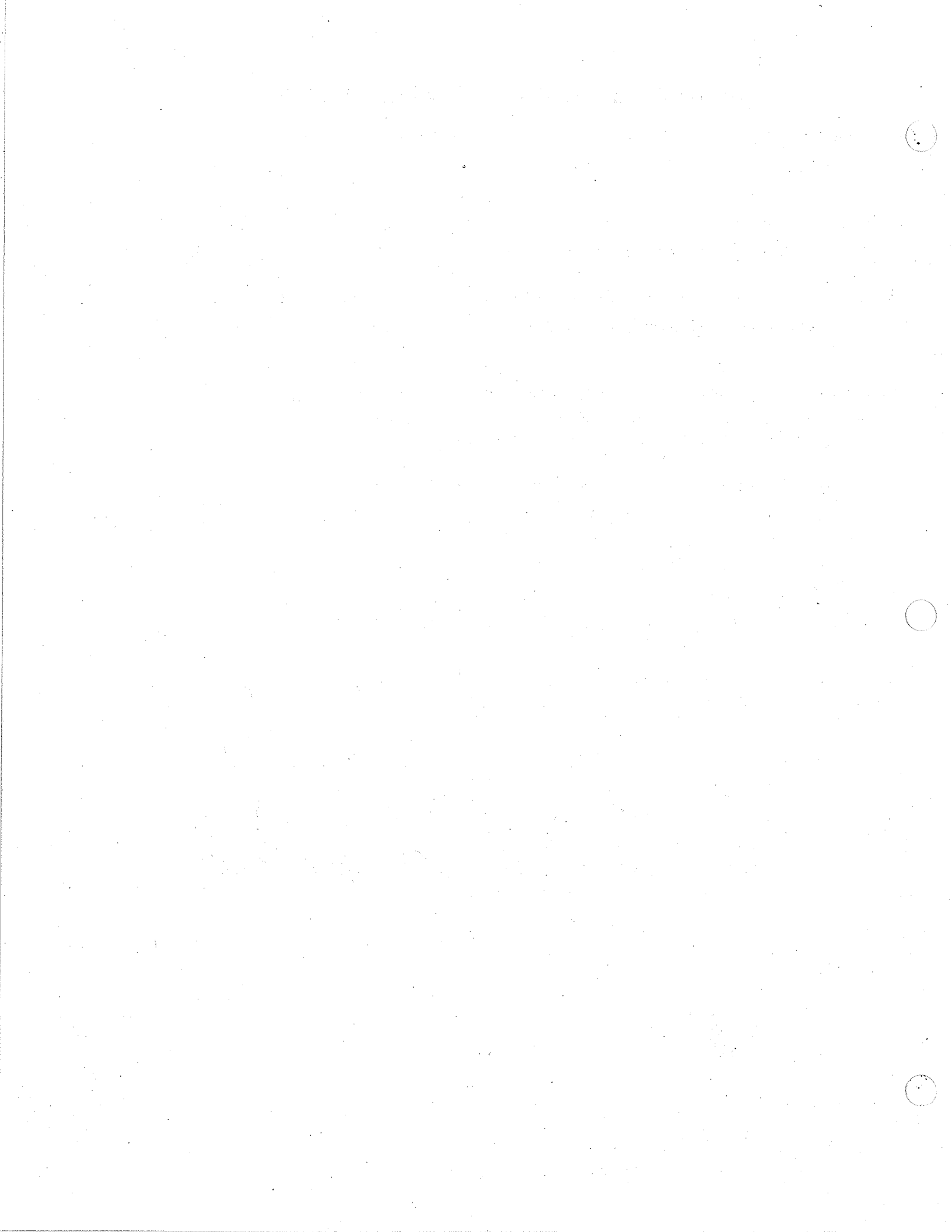
Has received funding from a unit at Cornell university in each of the last two semesters

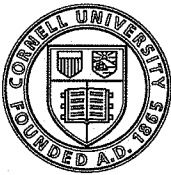
If applicant is a registered student organization, the following officers must sign below. The undersigned acknowledge that they have reviewed the application, and that the organization and its officers agree to all conditions explained on the reverse page of this application.

President: Richard Wong Richard Wong 9/12/13
(name) (signature) (date)

Treasurer: Katherine Bruce Katherine Bruce 9/12/13
(name) (signature) (date)

Advisor: Joseph Scelfo Joseph Scelfo 9/12/13
(name) (signature) (date)





Cornell University

Student Leadership, Engagement &
Campus Activities
Cornell University Program Board
518E Willard Straight Hall
Ithaca, New York 14853-4203
t. 607.255.7132
e. cupb@cornell.edu
<http://www.rso.cornell.edu/cupb>

To the Undergraduate Student Assembly:

The enclosed packet contains a summary of the operations of the Cornell University Program Board (CUPB) from the previous three academic years. In light of our achievements in the past fiscal period, we are asking to maintain our funding of \$7.50 per undergraduate student per year. We feel that this amount will allow us to continue creating and producing high quality programming for the Cornell community to enjoy.

In the past two years, CUPB has put on 12 shows in Statler Auditorium, Bailey Hall, and Barton Hall. We have attracted popular talent to campus with our impeccable track record of professionalism. Our shows in the past three years include Jon Stewart in the fall of 2011, who was featured in our first Barton Hall show in several years, and SNL comedians Seth Meyers, Kenan Thompson (both in the spring of 2012), and Jay Pharoah (fall of 2012). Other comedic performances include TJ Miller in fall 2011, John Oliver in fall of 2012, W. Kamau Bell, and Joel McHale, the both of whom performed in the spring of 2013.

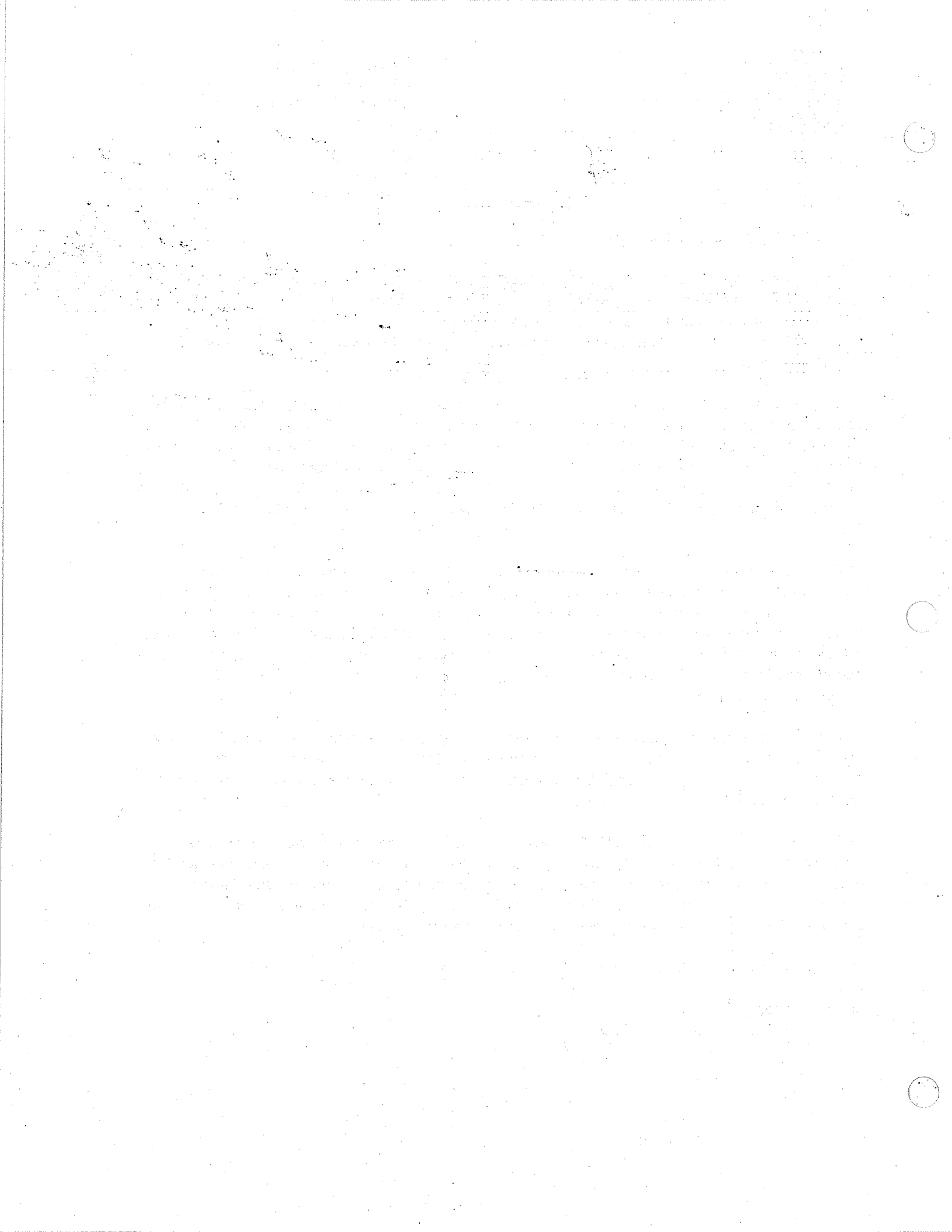
CUPB has also successfully hosted talented and fascinating speakers. On two occasions, CUPB has partnered with Cornell Concert Commission to bring a unique genre of performance to Bailey Hall. Billy Joel in December of 2011 sold out this venue with a fusion of music and questions (even President Skorton himself made an appearance). With the additional help of MCFAB, CUPB successfully produced a show featuring John Legend in the spring of 2013. Other speaking engagements include To Write Love on Her Arms founder Jamie Tworkowski in the spring of 2012 and Joseph Gordon-Levitt's collaborative art project HitRECORD in fall 2012.

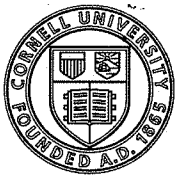
To further its collaborative efforts with other campus organizations, CUPB has co-sponsored a diverse collection of groups and events, including the Amber Dance Troupe, MCFAB, Haitian Student Association, the Cornell Republicans, History of Art Majors Society, the Rick Santorum and Howard Dean Debate, CIAS, and the Whistling Shrimp.

In the previous two academic years, CUPB produced numerous excellent programs, increased its membership, and collaborated with other organizations on campus. Based on the financial demands of producing high quality programming, we are asking for continued support from the Undergraduate Student Assembly. With this funding, the board will keep to its mission statement, selecting, promoting, and producing programs to entertain and enrich the Cornell community.

Thank you all for your continued support,

Richmond Wong, Chairperson
Katherine Bruce, Administrative Chair





Cornell University

Student Leadership, Engagement &
Campus Activities
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Ithaca, New York 14853-4203
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2014-2016 SAF Application

Cornell University Program Board

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Summary of Request

The Cornell University Program Board requests the previously allocated amount of \$7.50 per undergraduate student per year from the Student Activity Fee. We feel this amount will allow us to continue to bring popular talent to the Cornell campus. Furthermore, this funding will facilitate the production of high quality shows that are affordable and accessible to the Cornell and greater Ithaca communities.

CUPB has a history of proving the community with enriching performances from a wide variety of speakers and comedians. We are capable of bringing well-known talent and making access to their performances accessible and affordable as a direct result of the by-line funding we receive. Talent costs have continued to rise at least as fast as student capability to pay for attendance, so in order to keep ticket prices low, it is essential that CUPB maintains the allocation. Our funding also allows us to put on a number of free to the public performances, including comedian W. Kamau Bell and creator of the non-profit organization To Write Love on Her Arms, Jamie Tworkowski. Such diverse performances, accessible to all members of the community, enrich the campus culture and are a direct result of CUPB's commitment to use our SAF funding to universally benefit the community.

With our allocation, we have the ability to put on shows in a variety of venues, thus serving a variety of audiences. We have sold out the 1250 seats in Bailey Hall on numerous occasions: John Oliver and Joseph Gordon Levitt in the fall of 2012, Billy Joel (along with Cornell Concert Commission) in the fall of 2011, Seth Meyers in the spring of 2012, and John Legend (with CCC and MCFAB) in the spring of 2013. We feature smaller, up-and-coming names in Statler Auditorium, like SNL comedian Jay Pharoah in the fall of 2012. In the past fiscal period, we had the pleasure and challenge of hosting John Stewart in Barton Hall for two shows during First Year Parents' Weekend of 2011. Barton Hall proposes a particular challenge to the Board, as we have learned from experience that only very high profile names can lead to success in Barton Hall. It remains our goal, and one which we have proven we can achieve, to attract such talent to Cornell and host more Barton Hall shows to supplement our highly successful Bailey and Statler productions.

CUPB prides itself on the co-sponsorships we have facilitated with other campus groups. We have worked with a diverse range of campus groups, including the Amber Dance Troupe, MCFAB, Haitian Student Association, the Cornell Republicans, History of Art Majors Society, CIAS, and the Whistling Shrimp. In the co-sponsorship process, groups present their project to CUPB and the general body votes as to whether or not we co-sponsor and how much financial aid we grant (see Appendices A and B for the application information). As co-sponsors, we also often help promote and produce their events. Highlights of CUPB co-sponsored events include the Rick Santorum and Howard Dean debate in fall 2012 with the Cornell Republicans and the Cornell Democrats, Pao Bhangra XII with Cornell Bhangra and comedian KVON for Norooz 1392: A Celebration of Spring with the Cornell Persian Students Organization, both in spring 2013.

Continuing to foster positive relationships with other campus groups and enriching the community through co-sponsorships is something very important to CUPB and something we will continue to do through the next fiscal period.

As we look to the future, CUPB will use our allocation to continue to bring high-quality and affordable programming to the community. This semester, we already have planned a performance by popular comedian and actor Demetri Martin in Bailey Hall for October 25th. In future years, we hope to capitalize on certain high-volume dates at Cornell, like First Year Parent's Weekend, Homecoming, or Orientation Weekend. CUPB feels that affordable performances those weekends will augment and add variety to the programming Cornell already provides; the two highly successful performances by Jon Stewart during fall of 2011 testify to that fact. We hope to once again execute a Barton show in the next two years by selectively and deliberately picking a popular name we feel confident will sell well in the large venue. However, we will continue to host smaller, highly interest-generating shows in Bailey Hall and Statler Auditorium by attracting talented performances with our organization's high level of professionalism. We will continue to implement selections with a critical eye towards talented speakers and comedians who we feel confident we can promote effectively. Furthermore, we hope to bring innovation and creativity to our shows in the next two years by utilizing the Bear's Den and facilitating more late night programming. We are including in our budget a target of at least one late night event per semester in that venue.

We feel the financial demands of the goals laid out herein as well as the records of our spending in the past fiscal period highly support our request for a continued \$7.50 per undergraduate student per year. We appreciate the continued support of the Student Assembly and hope you will continue to support our mission of selecting, promoting, and producing programs to entertain and enrich the Cornell community. We are proud to say that in the past two years, we have achieved our mission as an organization. With the funding we are requesting, we feel confident we can continue to do so in the future.

Mission Statement and Organization Profile

Mission Statement

The Cornell University Program Board (CUPB) is a student organization located within the Dean of Students Office and the Student Leadership, Engagement & Campus Activities Office at Cornell University. CUPB is responsible for organizing major lecture and entertainment events for the entire Cornell community. Our Mission Statement is *to inspire and enrich the experience of Cornellians by bringing events that involve, excite and entertain the Cornell and Ithaca communities*. CUPB strives to produce up to six events per academic year. CUPB also works with other campus organizations to co-sponsor various activities and events.

Cornell University Program Board Membership

2011-2012 Membership Total: 50

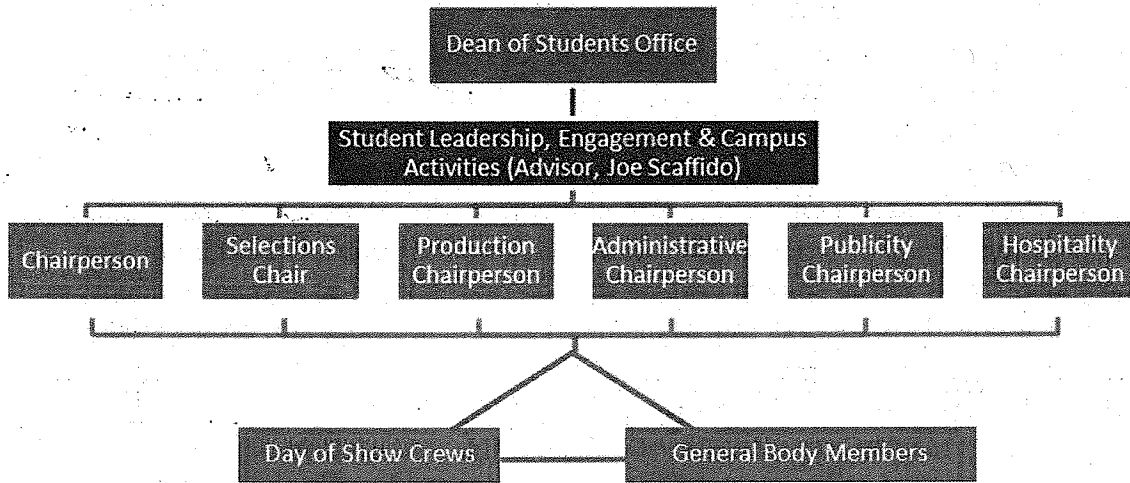
2012-2013 Membership Total: 55

2013-2014 Membership Projected Total: 50

The general membership consists solely of Cornell students. Membership is open to both undergraduate and graduate students. General body members aid in selection and serve as volunteers who help with the promotion, production and execution of CUPB events. These members fill a variety of roles leading up to each event, and they also assist in day-of-show operations. To become a member, one must be a registered Cornell student and attend three consecutive general body meetings. To become a member in good standing, a member must attend at least two meetings per month thereafter.

The CUPB Executive Board consists of elected members of the general body. The Board serves a one-year term, whose timeline coincides with the calendar year. The Executive Board manages the more involved operations of the events and maintains the organization's daily activities. Further details regarding CUPB operations are discussed in the by-laws.

Organizational Chart



Day of show crews include Ushering, Security, Ticket Taking, Box Office, and Hospitality. Each crew is headed by an Executive Board member or by a general body member selected by the Production Chairperson. Each crew varies in size and consists of general body members.

CUPB 2013 Executive Board

Chairperson Richmond Wong, ryw9
Selections Chair Connor McMurty, dwm234
Production Chair Lee Singer, lks65
Administrative Chair Katherine Bruce, keb224
Publicity Chair Katherine White, khw42
Hospitality Chair Julia Moser, jhm347
Advisor Joseph Scaffido, jss44

History and About CUPB

The Cornell University Program Board has been “bringing the world to Cornell” since 1979 by hosting numerous entertainment and educational acts on campus each year. CUPB’s mission is to inspire and enrich the Cornell community by staging events that involve, excite, and entertain the Cornell community. Similarly, we assist other Cornell groups with both finances and production in their attempts to bring additional entertainment or educational events.

The diversity of programs that CUPB brings to Cornell ranges from comedians to leading political figures and commentators. We additionally aim to provide at least one event each year free of charge to all attendees. In the past year, CUPB hosted Jay Pharoah and W. Kamau Bell in Statler Hall, and John Oliver, Joseph Gordon Levitt, Joel McHale, and John Legend (co-produced with CCC) in Bailey Hall. The Cornell University Program Board offers students subsidized ticket prices as well as the opportunity to purchase the best seats available at performance venues. To do this, tickets are sold exclusively to Cornell students at least one day before being sold to

the general public. Ticket prices for both students and for the general public always remain lower than comparable shows at both local venues and larger cities.

Among student organizations, as well as compared to local events available for the Cornell community, few entities rival CUPB's capability to bring this unique type of production to the area. CUPB is consistently praised for its professionalism and its resources in bringing top-quality national talents to campus. Our student volunteers are among the best in promoting and producing shows as well as interacting with celebrity clients. CUPB additionally considers itself the top student group at producing shows in Bailey Hall and Statler Auditorium. As is always the goal of CUPB, in the coming year we plan on reaching out to as many students as possible to solicit selections ideas as well as members to help promote and produce our events.

CUPB additionally aims to designate approximately 5% of our production budget for co-sponsorships in order to alleviate the costs for other Cornell organizations. In the past years, CUPB used its experience in production and local connections to benefit the Cornell community. In the past two years, CUPB has teamed up with Cornell Republicans, MCFAB, Haitian Student's Association, and numerous other diverse campus groups to bring other, unique programming to the Cornell campus.

CUPB is committed to enriching every student's Cornell experience through quality, affordable programs. Please see the following page for a comprehensive list of our events from the past 15 years.

Summary of Events

Events from the last funding cycle are underlined and highlighted.

- Demetri Martin (October 2013, upcoming)
- John Legend (March 2013)
- Joel McHale (March 2013)
- W. Kamau Bell (March 2013)
- HitRECORD with Joseph Gordon-Levitt (November 2012)
- Jay Pharoah (November 2012)
- John Oliver (September 2012)
- Kenan Thompson (April 2012)
- Seth Meyers (March 2012)
- To Write Love on Her Arms, with Jamie Tworkowski (February 2012)
- Billy Joel (December 2011)
- Jon Stewart (2 shows) (October 2011)
- TJ Miller (September 2011)
- Dan Savage (April 2011)
- The Fighter (April 2011)
- Keith Olbermann (March 2011)
- Aziz Ansari (2 shows) (February 2011)
- Louie C.K (October 2010)
- Frank Warren (October 2010)
- Donald Glover (September 2010)
- Elie Wiesel (April 2010)
- Luis Fortuno (March 2010)
- Bo Burnham (September 2009)
- George Pataki (April 2009)
- Kathleen Madigan (April 2009)
- Josh Blue (February 2009)
- Howie Mandel (October 2008)
- Bill Maher (September 2008)
- Frank Warren (April 2008)
- Tracy Morgan (April 2008)
- BJ Novak (March 2008)
- Stephan Colbert (October 2007)
- Kevin Smith (September 2007)
- *Comedy Central on Campus* – Christian Finnegan, Greg Giraldo, and Nick Thune (April 2007)
- George McGovern (April 2007)
- Bob Saget (November 2006)
- *An Evening of James Taylor* – Dave Binder (October 2006)
- Michael Ian Black (February 2006)
- Whoopi Goldberg (October 2005)
- *Back to School With Mr. Belding* - Dennis Haskins (September 2005)
- Jon Stewart (2 shows) (March 2005)
- Morgan Spurlock (October 2004)
- John Cleese (October 2004)
- *Face Off: an Election 2004 Debate* – David Corn and Richard Lowry (September 2004)
- Dr. Drew Pinsky (April 2004)
- *A Debate On Gay Marriage* – Robert H. Knight and Elizabeth Birch (April 2004)
- Stephen Lynch (March 2004)
- Margaret Cho (December 2003)
- Bill Cosby (October 2003)
- Step Afrika (August 2003)
- Sarah Weddington (April 2003)
- Scott Ritter (March 2003)
- *Civil Liberties Post 9/11* – A Debate Between Nadine Strossen and Pat Buchanan (March 2003)
- Tracy Morgan (February 2003)
- James Earl Jones (October 2002)
- Dave Barry (September 2002)
- Rob Siegel of *The Onion* (April 2002)
- Bob Woodward (March 2002)
- Dave Chappelle (March 2002)
- Kevin Smith (October 2001)
- Jim Lovell (April 2001)
- Mike Luckovich (April 2001)
- Jon Stewart (February 2001)
- *80's Rock – Music in the Video Age* (November 2000)
- Sister Helen Prejean (October 2000)
- Chuck D (September 2000)
- Jay Mohr (April 2000)
- Judy Shepard (March 2000)
- David Breashears (February 2000)
- Elie Wiesel (November 1999)
- *60's Rock -- When the Music Mattered* (October 1999 & 2001)
- Gloria Steinem (April 1999)
- F.W. de Klerk (March 1999)
- Joycelyn Elders (February 1999)
- Paula Poundstone (February 1999)
- Second City Comedy (October 1998)
- William B. Davis (October 1998)
- John Douglas (May 1998)
- Earvin "Magic" Johnson (February 1998)
- *Bye Bye Birdie - A Musical Comedy featuring Troy Donahue* (February 1998)
- Second Hand Dance (October 1997)
- Adam Sandler (October 1997)
- Oliver Stone (September 1997)
- Spike Lee
- Jesse Jackson
- Maya Angelou
- Billy Joel

Financial Summaries for the 10-11, 11-12, and 12-13 Academic Years (CONFIDENTIAL)

2010-2011 Summary Income Statement

2010-2011 Income

SA and GPSA Allocation
2009 - 2010 Rollover

TOTAL INCOME

REDACTED
AS PER
ORGANIZATIO
N REQUEST

2011- 2012 Summary Income Statement

2011-2012 Income

SA and GPSA Allocation
2011-2012 Rollover

TOTAL INCOME

REDACTED AS
PER
ORGANIZATION
REQUEST

Fall 2010 Expenditures

Performance
Donald Glover
Frank Warren
Louis C.K.

Fall 2012 Total

REDACTED AS
PER
ORGANIZATION
REQUEST

Fall 2011 Expenditures

Performance
TJ Miller
Jon Stewart
Billy Joel*

Fall 2011 Total

REDACTED AS PER
ORGANIZATION
REQUEST

Spring 2011 Expenditures

Performance
Aziz Ansari (2 Shows)
Keith Olbermann
The Fighter
Dan Savage

Spring 2013 Total

REDACTED AS PER
ORGANIZATION
REQUEST

Spring 2012 Expenditures

Performance
To Write Love on Her Arms
Seth Meyers
Kenan Thompson

Spring 2012 Total

REDACTED AS PER
ORGANIZATION
REQUEST

Year-round Expenditures

Co-sponsorships
NACA Conference
General Expenses

Year-round Total

REDACTED AS
PER
ORGANIZATIO
N REQUEST

Year-round Expenditures

General Expenses
Co-Sponsorships

Year-Round Total

REDACTED AS
PER
ORGANIZATION
REQUEST

TOTAL EXPENSES

Summary of 2010-2011 Budget

Income
Expenses
Rollover for 2011-2012

REDACTED AS
PER
ORGANIZATIO
N REQUEST

Summary of 2011-2012 Budget

Income
Expenses
Rollover for 2012-2013

REDACTED AS
PER
ORGANIZATION
REQUEST

TOTAL EXPENSES

2012-2013 Summary Income Statement

2012-2013 Income

SA and GPSA Allocation
2011-2012 Rollover

REDACTED AS PER
ORGANIZATION
REQUEST

TOTAL INCOME

Fall 2012 Expenditures

Performance

John Oliver
Jay Pharoah
Joseph Gordon-Levitt (HitRECORD)

REDACTED AS PER
ORGANIZATION
REQUEST

Fall 2012 Total

Spring 2013 Expenditures

Performance

W. Kamau Bell
Joel McHale
John Legend**

REDACTED AS PER
ORGANIZATION
REQUEST

Spring 2013 Total

Year-round Expenditures

General Expenses
Co-Sponsorships

REDACTED AS PER
ORGANIZATION
REQUEST

Year-round Total

TOTAL EXPENSES

<u>Summary of 2012-2013 Budget</u>
Income
Expenses
Rollover for 2013-2014

REDACTED AS
PER
ORGANIZATION
REQUEST

REDACTED AS PER ORGANIZATION REQUEST

Historical Event Breakdowns (CONFIDENTIAL)

Event Summary

Event	Date	Venue	Approx Number of Tickets Sold	Total Expenses (details next page)	Ticket Income	Co-Sponsor Contribution**	NET COST (TOTAL SUBSIDY)
<i>2010-2011</i>							
Donald Glover	9/25/2010	Statler	REDACTED AS PER ORGANIZATION REQUEST				
Frank Warren*	10/19/2010	Bailey					
Louis C.K.	10/24/2010	Bailey					
Aziz Ansari (2 shows)	2/5/2011	Bailey					
Keith Olbermann*	3/29/2011	Bailey					
The Fighter	4/3/2011	Statler					
Dan Savage	4/11/2011	Statler					
TJ Miller	9/15/2011	Statler					
Jon Stewart (2 shows)	10/28, 10/29/2011	Barton					
Billy Joel	12/2/2011	Bailey					
TWLOHA	2/22/2012	Statler					
Seth Meyers	3/27/2012	Bailey					
Kenan Thompson	4/15/2012	Bailey					
John Oliver	9/8/2012	Bailey					
Jay Pharoana	11/4/2012	Statler					
JGL HitRECORD	11/18/2012	Bailey					
W. Kamryn Bell*	3/6/2013	Statler					
Joel McHale	3/10/2013	Bailey					
John Legend	3/29/2013	Bailey					

* Indicates a free show

REDACTED AS PER ORGANIZATION REQUEST

Event Expense Details

Event	Date	Venue	Production	Promotion	Hospitality	Ticketing	Talent	Total Expenses
<i>2010-2011</i>								
Donald Glover	9/25/2010	Statler	REDACTED AS PER ORGANIZATION REQUEST					
Frank Warren (Free)	10/19/2010	Bailey						
Louis C.K.	10/24/2010	Bailey						
Aziz Ansari (2 shows)	2/5/2011	Bailey						
Keith Olbermann (Free)	3/29/2011	Bailey						
The Fighters (Free)	4/3/2011	Statler						
Dan Snierson (Free)	4/11/2011	Statler						
TJ Miller	9/15/2011	Statler						
Jon Stewart (2 shows)	10/28, 10/29/2011	Barton						
Billy Joel	12/2/2011	Bailey						
TWLOHA (Free)	2/22/2012	Statler						
Seth Meyers	3/27/2012	Bailey						
Kenan Thompson	4/15/2012	Bailey						
John Oliver	9/8/2012	Bailey						
Jay Pharoah	11/4/2012	Statler						
JGL HitRECORD	11/18/2012	Bailey						
W. Kamat Bell (Free)	3/6/2013	Statler						
Joel McHale	3/10/2013	Bailey						
John Legend	3/29/2013	Bailey						

- Production Expenses include: Room Rental, Sound, Cornell Police, EMS, EH&S, etc.
- Promotion Expenses include: Quarter cards, Posters, Daily Sun ads, etc.
- Hospitality Expenses include: Green room set up, gifts, etc.
- Ticketing Expenses include: Credit card fees, CornellCard fees, ticket scanner fees, etc.
- Talent Expenses include: Talent honorariums, etc.

Projected Financial Statements (CONFIDENTIAL)

2013-2014 Projected Finances

2013-2014 Income

SA Allocation
GPSA Allocation
2012-2013 Rollover

Details

REDACTED AS PER ORGANIZATION

REDACTED AS PER ORGANIZATION REQUEST

TOTAL INCOME

Fall 2013 Expenditures

Performance

Show 1 (Free Show) Statler
Demetri Martin Bailey
Show 3 Bailey

Subsidy

REDACTED AS PER ORGANIZATION REQUEST

Fall 2013 Total

Spring 2014 Expenditures

Performance

Show 4 Bailey
Show 5 Statler
Show 6 Bailey

Subsidy

REDACTED AS PER ORGANIZATION REQUEST

Spring 2014 Total

Year-round Expenditures

General Expenses
NACA Conference
Bear's Den Late Night Programs
Co-Sponsorships

REDACTED AS PER ORGANIZATION REQUEST

Year-round Total

TOTAL EXPENSES

Summary of 2013-2014 Projected Budget

Income
Expenses
Rollover for 2014-2015

REDACTED AS PER ORGANIZATION REQUEST

2014-2015 Projected Finances

2014-2015

SA Allocation
GPSA Allocation
2011-2012 Rollover

Details

REDACTED AS PER ORGANIZATION

REDACTED AS PER ORGANIZATION REQUEST

TOTAL INCOME

Fall 2014 Expenditures

Performance

Show 1 Bailey
Show 2 Barton
Show 3 Statler

Subsidy

REDACTED AS PER ORGANIZATION REQUEST

Fall 2014 Total

Spring 2015 Expenditures

Performance

Show 4 Statler
Show 5 Statler
Show 6 Bailey

Subsidy

REDACTED AS PER ORGANIZATION REQUEST

Spring 2015 Total

Year-round Expenditures

General Expenses
Bear's Den Late Night Programs
Co-Sponsorships

REDACTED AS PER ORGANIZATION REQUEST

Year-round Total

REDACTED AS PER ORGANIZATION REQUEST

TOTAL EXPENSES

Summary of 2014-2015 Projected Budget	
Income	REDACTED AS PER ORGANIZATION REQUEST
Expenses	
Rollover for 2015-2016	

2015-2016 Projected Finances

2015-2016

Details

SA Allocation	\$7.50 x 13,500
GPSA Allocation	\$3.50 x 6000
2011-2012 Rollover	

REDACTED AS
PER
ORGANIZATION
REQUEST

TOTAL INCOME

Fall 2015 Expenditures

Performance

Show 1	Bailey
Show 2	Barton

REDACTED AS PER
ORGANIZATION
REQUEST

Fall 2015 Total

Spring 2016 Expenditures

Performance

Show 4	Statler
Show 5	Bailey
Show 6	Statler

REDACTED AS PER
ORGANIZATION
REQUEST

Spring 2016 Total

Year-round Expenditures

General Expenses
NACA Conference
Bear's Den Late Night Programs
Co-Sponsorships

REDACTED AS
PER
ORGANIZATION
REQUEST

Year-round Total

TOTAL EXPENSES

Summary of 2015-2016 Projected Budget

Income
Expenses
Rollover for 2016-2017

REDACTED AS PER
ORGANIZATION
REQUEST

Constitution and Bylaws

Cornell University Program Board Constitutional By-Laws

(September 1979 with April 1983, April 1991, April 1994, March 1997, February 1999, October 2003, April 2005 revisions and 1987 name change)

ARTICLE I - NAME

The name of this Organization shall be the Cornell University Program Board, hereinafter referred to as CUPB.

ARTICLE II - MISSION

The mission of CUPB is to inspire and enrich by bringing events that involve, excite and entertain.

ARTICLE III - MEMBERSHIP

3.1. Membership shall be open only to registered students at Cornell University.

3.2 CUPB shall consist of two (2) types of members: voting and non-voting.

3.3 Voting Members

All voting members are required to assist in the preparation and execution of CUPB events. Failure to fulfill these duties shall lead to revocation of voting rights. At the recommendation of any Executive Board member, the Executive Board may revoke voting rights with a majority vote.

(a) There shall be no limit on the number of voting members

(b) The chairperson of CUPB shall exercise his/her voting rights only if there is a tie in the original vote and in the re-vote.

(c) In order to become a voting member of CUPB, a person must attend three consecutive CUPB meetings.

(d) In order to maintain voting membership, a person must attend at least two meetings per month and all CUPB events, unless previously excused by the Chairperson.

3.4 Non-voting Members

(a) Any person who attends multiple meetings throughout the semester, but does not fulfill the requirements to become a voting member shall be considered a non-voting member.

(b) The staff advisor to CUPB shall not be a voting member.

ARTICLE IV - PROGRAMMING POLICY

4.1 All activities of CUPB shall be dependent upon the consent of a majority vote of the voting members, provided there is a quorum. A quorum shall consist of half the voting members of CUPB.

4.2 Activities sponsored by CUPB may not involve discrimination in attendance within the Cornell community.

4.3 All CUPB events and receptions must be widely available to Cornell students with efforts to provide transportation when deemed necessary

4.4 CUPB shall select each program based in its quality and value to the greater Cornell community, regardless of its political statement.

4.5 CUPB shall reserve the right to offer a discount on admission prices to registered Cornell University students.

4.6 Allocation of Funds

(a) Funds shall not be directly appropriated for charity or to any candidate running for political office.

(b) Funds shall not be allocated for the personal benefit of individual students.

(c) For those events directly subsidized by the Student Activities Fee, funds shall be allocated in accordance with the Student Assembly Guidelines.

4.7 CUPB shall be required to provide at least four events per academic year to the Cornell community. CUPB will attempt to make two of the minimum four events lectures and at least two of the minimum four events must be entertainment events. CUPB will strive to make at least one event free.

4.8 CUPB may co-sponsor events with other Cornell University organizations. CUPB shall make an effort to spend up to 5% of annual budget for co-sponsorship.

ARTICLE V - OFFICERS

5.1 The officers of CUPB shall be as follows:

- (a) Chairperson
- (b) Selection Chairperson
- (c) Production Chairperson
- (d) Administrative Chairperson
- (e) Publicity Chairperson
- (f) Hospitality Chairperson

5.2 In Executive Board votes, each office may cast only one vote.

5.3 The duties of the officers shall be as follows:

(a) Chairperson

1. To conduct all Executive and General Board meetings of CUPB;
2. To prepare an agenda for those meetings and to make it available to all members at the meetings;
3. To moderate all discussion during meetings;
4. To appoint an acting chairperson for any meeting which he/she cannot attend;
5. To call special meetings as he/she deems necessary;
6. To appoint ad hoc teams;
7. To appoint CUPB representatives to other organizations;
8. To coordinate incoming requests for co-sponsorships.
9. To recruit new members for CUPB;
10. To excuse members from Executive Board and General Board meetings;
11. To issue warnings to those members whose voting rights are in jeopardy for three (3) unexcused absences from General Board meetings in one (1) semester;
12. To promote the existence of CUPB to the greater Cornell community.

(b) Selection Chairperson

1. To organize and lead a selection team that shall recommend lectures and entertainment events to the voting membership and conduct surveys of the Cornell community;
2. To present the recommendations of the Selection Team and all relevant information to the voting membership;
3. To serve as the liaison between CUPB and the agents representing the performers;
4. To arrange for the reservation of venues for CUPB events;
5. To prepare detailed program information, including budget, for the presentation to the voting membership;
6. To write thank-you letters to performers and to all those individuals and organizations outside CUPB that contributed to the execution of an event.

(c) Production Chairperson

1. To serve as the liaison between CUPB and Environmental Health and Life Safety, Cornell Police, Risk Management and Insurance, the staffs of venues, and other relevant organizations for the execution of CUPB events;
2. To coordinate Board members' participation at events;
3. To arrange for the light, sound, and other equipment that may be necessary for the execution of events;
4. To ensure that all aspects of technical riders in contracts entered into by CUPB are fulfilled;

(d) Administrative Chairperson

1. To order tickets for events, place tickets on sale through the various venues prior to the events, and to sell tickets at the venue on the days of the events when deemed appropriate;
2. To monitor CUPB financial accounts, bills, receipts, and expenses;
3. To transfer funds to those activities that the voting membership of CUPB has decided to co-sponsor and to keep track of the amount of funds available for co-sponsorship;
4. To keep attendance records of both Executive Board and General Board meetings and maintain a file of attendance in the office;
5. To inform members of canceled or additional meetings and any other irregularities in the meeting schedule;
6. To maintain an e-mail list to keep membership informed
7. To present financial reports to the voting memberships at least once a month;
8. To keep accurate and complete minutes at Executive and General Board meetings, to post them, in a timely manner, outside the CUPB office and to maintain a file of these minutes in the office and to provide a copy for the advisor.

(e) Publicity Chairperson

1. To work with a publicity team to develop publicity strategies, and design, coordinate, and distribute publicity for events sponsored by CUPB;
2. To contact and serve as liaison between CUPB and the mass media

(f) Hospitality Chairperson

1. To arrange for the ground transportation, accommodations, and meals for all CUPB guests;
2. To organize dinners and receptions for CUPB events when appropriate;
3. To arrange CUPB social events

5.4 Officer Elections

- (a) In order to qualify to run in an election, a candidate must have attended CUPB meetings in both the Fall and Spring semesters prior to the election, unless not on campus during one of the semesters. If no qualified candidate is nominated for a given position, the CUPB executive members may vote to extend nominations to all voting members.
- (b) In order to vote in an election, a person must be a voting member who has attended at least 75% of the meetings in the fall semester up until the election.
- (c) The election of all officers shall be by a majority vote of all voting members of CUPB present at the designated General Board meeting. Primary elections may take place if more than two candidates are running for an office to ensure a majority vote;
- (d) Proxy votes will be permitted and should be submitted to any present officer prior to the designated General Board meeting.
- (e) Candidates may run in absentia by leaving statement of intent with the Chairperson.
- (f) Nominations will be accepted at any time during the one (1) week period preceding elections and shall be open to all qualified voting members of CUPB. Candidates may be nominated and run for more than one office but can only hold one office.
- (g) Officers should be elected in the order designated in Article 5.1.
- (h) Elections for new officers shall be held at least four weeks before the last day of classes in the fall semester. The newly elected officers shall assist the current officers as part of training for the remainder of spring semester.
- (i) Our future election process will no longer center around the academic calendar. Newly elected officers' terms will be spring to fall.
- (j) If an officer is unable to complete his/her term, he/she shall immediately inform the Executive Board. A special election will be held to fill the office.

5.5 Impeachment of Officers

- (a) Officers may be impeached for either of the following:

1. Failure to properly execute their duties as specified in Article 5.3;
2. Misuse of authority as granted by these By-Laws.

(b) Impeachment proceedings may be initiated by either the Chairperson or by any three (3) voting members of CUPB.

(c) At the time of the initiation of impeachment proceedings, reasons for impeachment must be presented in writing to the voting members of CUPB at a General Board meeting. The officer in question shall have one (1) week to prepare and submit to the voting membership of CUPB a written defense of his/her position.

(d) An impeachment vote shall be taken one (1) week after the charges have been presented and will require a two-thirds (2/3) majority vote of the voting members of CUPB present at a General Board meeting.

(e) The question of voting rights shall be referred to the Executive Board as per Article 3.3.

ARTICLE VI - MEETINGS

6.1 Meetings of CUPB Executive Board shall be held at least once (1x) a week except when Cornell University is not in regular session.

6.2 Meetings of CUPB General Board shall be held at least one (1x) a week except when Cornell University is not in regular session.

6.3 Additional Board meetings may be called as needed by the Chairperson or the Associate Dean of Students for Student Activities or the staff advisor of CUPB.

6.4 All meetings are open to interested members of the Cornell community.

ARTICLE VII - OPERATIONAL PROCEDURES

7.1 CUPB and its teams shall be governed by the same rules of parliamentary procedure as that of the Student Assembly except where it may be inconsistent with these By-Laws.

7.2 All CUPB proceedings shall follow the guidelines set forth in the Official Operating Procedures outlined by CUPB.

ARTICLE VIII - RATIFICATION AND AMENDMENTS

8.1 Approval by a two thirds (2/3) majority vote of voting members present at a General Board meeting shall be required to amend these By-Laws.

8.2 The proposed amendment has been submitted to the General Board in writing at least one (1) week in advance of the meeting at which it is to be considered.

8.3 These By-Laws and any amendments to them must be approved by the Student Assembly.

ARTICLE IX - CO-SPONSORSHIPS

9.1 Any Cornell University organization is eligible to request a co-sponsorship from CUPB to assist in their events.

9.2 Procedure

(a) A representative from the requesting organization must present information about their event at an Executive Board meeting. This presentation must include an itemized list of expected expenses and a CUPB co-sponsorship form. The executive board is the first hearing board and, based on co-sponsorship guidelines, decides if the proposal goes to the general board.

(b) If the proposal goes before the General Board, after discussion, a CUPB member must make a motion to either grant or dismiss the request, and representatives of the requesting organizations may not be present for the procedures. If the request was for financial assistance, then a motion to grant the request must specify a dollar amount.

(c) This motion must then be seconded by another CUPB member. A simple majority is required to pass or to deny the motion.

(d) The Chairperson has the responsibility of notifying the requesting organization of the Board's decision within one (1) week of the vote.

ARTICLE X - VOTING PROCEDURES

10.1 Events, co-sponsorship requests and Grant Events shall be voted on by all voting members present at any given General Board meeting, with the exception of the Chairperson. A simple majority is required for an event or a co-sponsorship request to pass.

10.2 Prior to any vote that would entail the spending of CUPB funds, the Administrative Chairperson should present the current financial status of CUPB.

10.3 Anyone may abstain from voting at any time for any reason, but no one may vote twice unless there is a re-vote. The Chairperson shall record the number of ayes, nays, and abstentions.

10.4 In the event of a tie, the Chairperson will vote to break the tie.

ARTICLE XI - NON-DISCRIMINATION CLAUSE

11.1 CUPB shall not discriminate on the basis of actual or perceived age, color, disability, ethnicity, gender identity or expression, marital status, national origin, race, religion, sex, sexual orientation, veteran 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 CUPB.

Appendix A: List of Co-Sponsorships

In addition to our own programming, we help other student groups by providing funding for their events through our Co-Sponsorship process. We fund non-musical acts that are performing at a venue on campus. This includes, but is not limited to, comedians, lecturers, speakers, and dance troupes. We only provide funds to help bring acts from off-campus. Below is a list of our co-sponsorships over the past funding cycle.

Month Billed	Group Name	Amount
2011-2012		
October 2011	International Health Conference	\$750
October 2011	IEEA	\$200
November 2011	International Affairs Society	\$400
April 2012	Amber Dance	\$400
April 2012	APAA	\$150
April 2012	Haitian SA	\$250
April 2012	Innovative Design	\$250
April 2012	MCFAB	\$250
April 2012	History of Art Majors	\$300
June 2012	Cornell Republicans: Ron Paul	\$500
June 2012	Haitian SA	\$250
TOTAL	11 Events	\$3,700

Month Billed	Group Name	Amount
2012-2013		
October 2012	CIAS	\$300
October 2012	Cornell Republicans: Santorum/Dean Debate	\$1,000
October 2012	Whistling Shrimp	\$500
October 2012	Students of Color	\$80
December 2012	Farmers' Market	\$150
March 2013	Persian Students Association:	\$500
March 2013	Women of Color Conference	\$150
March 2013	Japan – US Association	\$100
May 2013	Cornell Republicans: Herman Cain	\$600
May 2013	Cornell Republicans: S.E. Cupp	\$215
May 2013	Muslim Education and Cultural Association	\$300
May 2013	Pao Bhangra	\$500
May 2013	Quisqueya: Carnaval de las Islas	\$200
TOTAL	13 Events	\$4,595

Appendix B: CUPB Co-Sponsorship Application Instructions

To apply for co-sponsorship funds, please fill out this form and e-mail it as an attachment to Cornell University Program Board: cupb@cornell.edu.

After submission of this form, a representative of the organization will contact you within one week to request any additional materials and schedule a hearing. You must then attend consecutive Executive Board and General Body meetings and be prepared to discuss your application and your event. Executive Board meetings are held on Mondays at 4:30pm in Loft II of Willard Straight Hall. General Body meetings are held on Wednesdays at 5:00pm in the International Lounge of Willard Straight Hall.

Co-Sponsorship Guidelines:

1. Only registered student organizations are eligible for co-sponsorships.
2. We will only fund non-musical acts that are performing at a venue on campus. This includes, but is not limited to, comedians, lecturers, speakers, and dance troupes. We can not provide funds to Cornell students.
3. We will not vote on events that do not yet have a date, venue and approximate budget, unless there are extenuating circumstances.
4. If you are receiving funding from the Student Assembly Finance Commission (SAFC) or Graduate and Professional Student Assembly Finance Commission (GPSAFC), we will not vote to approve funds until we know how much you are receiving from them.
5. To allocate money to as many different campus organizations as possible, we will rarely give more than \$500 per co-sponsorship. Our guideline in determining how much funding to allocate is approximately \$1 per expected attendee.
6. We can only transfer funds to on-campus accounts.
7. The application process should be finished at least 4 weeks before the event, but exceptions can be made in unique circumstances. We will not accept applications for events that have already passed.
8. Events funded by Cornell University Program Board must have our name (Cornell University Program Board or CUPB) listed as a co-sponsor on all publicity materials, including posters, Facebook events, and event programs.
9. Cornell University Program Board reserves the right to deny funding (or approve an amount less than the request) to any group or event if it does not meet the above criteria.

