

Table of Contents

| | |
|--|--------------|
| Summary of Request | 1 |
| Mission Statement | 3 |
| Organization Profile..... | 5-6 |
| CUTC Membership | 5 |
| Officers..... | 5 |
| Commissioners..... | 5 |
| Advisor | 5 |
| History..... | 6 |
| Description of Programming and Operations | 6-7 |
| Financial Information | 8-23 |
| Explanation of Financial Statements..... | 8 |
| Historical Statements..... | 9-19 |
| Projected Statements | 20-23 |
| Constitution..... | 24-29 |

Summary of Request

The CUTonight Commission (CUTC) requests \$9.50/student in order to continue providing the much needed and requested funding for late-night events on campus that serve the entire Cornell community. There has been consistent demand for CUTC's services over the past byline funding cycle. At the current allocation amount, CUTC is able to fund ~95% of its applicants, which allows for ample programming.

The funding we receive from SAF will go towards two categories:

1. Administrative costs (~1-2%). This includes publicity (advertisements in the Cornell Daily Sun, quarter cards, and flyers) and miscellaneous expenses (commissioner polos and meals for our 4 meetings/year). We are currently upholding last cycle's administrative cost savings from eliminating copying expenses with digital applications.

2. Funding to student groups for late night event programming (~97%). CUTC awards funding twice each semester for a total of four times per year. Student organizations apply for funding in the cycle before their proposed event. In alignment with CUTC's mission, eligible events take place on Thursdays, Fridays, and Saturdays nights between 8:00pm and 3:00am, are alcohol-free, and are open to all undergraduate students. CUTC strives to fund a diverse selection of events in each round in order to appeal to a wide range of student interests. Events range in category from cultural, to performances, to dance parties and even exciting group workouts. Events that attract a large audience and use their funding effectively are given priority, judged by our rigorous rubric. The purpose of CUTC is to provide alternative late-night events that do not involve drinking. Providing students with these fun opportunities gives them an opportunity to attend social events without the pressure to binge drink.

CUTC rigorously evaluates the proposed budget of each applicant. Student organizations are required to submit a detailed funding and expense breakdown with accompanying quotes and justifications. Events that end before 1:00am are awarded at most \$3,000, and events that end after 1:00am are awarded a maximum of \$5,000. We feel these caps are high enough to fund most events completely. This ensures CUTC can fund multiple events per cycle while still providing enough funds for every individual event to be successful. Last academic year, a total of about \$150,000 was requested from student organizations and CUTC was able to allocate \$140,000.

Based on the SA's concern from the previous byline funding cycle of clubs being able to manipulate their start and end times in their applications in order to garner more funds, CUTC has endeavored to implement a better system to determine when an event actually ends. Our more rigorously monitored Post Evaluation Form prompts organizations to report the event's actual start and end times and compare them to the times projected in their application. These Post Evaluation reports are used for reference in future cycles if an organization applies again. If it is seen that their actual figures vary wildly from their application values, or if they failed to submit a Post Event Evaluation, their future funding score (applied in the rubric) is negatively affected, lowering their chances of getting funded. Further, the attendance of a CUTonight commissioner to every event ensures that the figures submitted are valid.

CUTC has carefully considered the thoughts and recommendations proposed by the SA. In Spring 2013, we implemented a voting rubric for selecting events and an event attendance policy for commissioners. These changes were meant to address the SA's recommendation that CUTonight more precisely define its event criteria and establish a method to better verify attendance. Further, the rubric incorporates both objective and subjective voting points to ensure the event is thoroughly planned. In addition, the rubric provides greater transparency and accessibility to student organizations applying for funding. Through the rubric, we judge events based on four

criteria: projected attendance, cost per person (efficiency), the thoroughness of the application and the level of preparation and organization at the hearing.

The CUTonight Commission's funding criteria aligns well with the SA's own criteria for allocating byline funding. We seek to fund the maximum number of events and organizations per cycle, to select events that appeal to a diverse collection of students, and create a stronger sense of community at Cornell. The requested allocation of \$9.50/student will allow us to both support successfully established events and to encourage new late-night programming. We hope to continue to collaborate with the SA to achieve our common goals and maximize byline funding's benefit to undergraduate students. Thank you for your time and consideration.

Since we have 4 funding cycles we do not think that it is necessary to penalize groups that do not spend all of their allocations. Any unspent money in one round carries over to the next. Additionally, we take calculated risks and provide more funding knowing that there is always a percentage of unused funds. We want to be able to fund events for every single weekend of the year.

The reason we have about a \$17,000 surplus from the 2014-2015 academic year is due to an accumulation of various conservative actions taken both on CUTC's behalf as well as the funded groups. First, there are usually an average of one or two funded events in which the event does not happen. Now, this is out of CUTonight's control and it may be too late to re-allocate that money. These events that do not happen account for about \$6,000-\$10,000. Second, some events may not use all of their allocated funds. Although we do stress in our "How to Pay the Bills" session that organizations should use all of their funds, we do also stress that organizations should not surpass their budget. Some organizations do exceed their budget, but more organizations do not use all of their allocated funds. This results in about a \$2,000-\$5,000 surplus. In addition, our 5% residual as well as our True-Up results in about a \$9,000 surplus.

The surplus from the 2014-2015 academic year is about the same as the one from the 2013-2014 year. Since this surplus is about the same we can safely fund 3-5 more events over the year or about one more event per cycle. Of course, this depends on the amount and quality of applicants.

Mission Statement

The purpose of the CUTonight Commission is to provide and increase the number of alcohol-free and diverse late night social/recreational events available on Thursdays, Fridays and Saturday nights between 8 PM and 3 AM. The CUTonight Commission (CUTC) provides financial support through funding to registered undergraduate student organizations who may not otherwise be able to sponsor their own planned social/recreational events and/or may need further funding to expand the number or nature of events they offer.

Organization Profile

CUTC Membership

There are currently 14 members on the commission. All commissioners contribute equally to the application and selection process and vote on any changes in operations. Officers have additional responsibilities necessary for the function of the organization.

Officers:

Co-Chair: Mellissa Chang, mc976

Co-Chair: Leslie Munyao, lwm54

VP Publicity: Carly Gerson, chg59

Interim Treasurer: Eric Lim, ejl99

Commissioners:

Motunrayo Ayodele, maa334

Mary Chen, mhc223

Samari Gilbert, slg272

Aubrey Hiebert, avh32

Lindsay Holman, lth27

Lucy Sola, lds98

David Vakili, dv227

Advisor:

Denice Cassaro, dac11

CUTC History

The CUTonight Commission strives to meet undergraduate student needs on the Cornell campus. The Commission was not the brainchild of just a handful of people, but rather it was created in response to a lack of variety in the social environment of Cornell that students identified. Cornell has a diverse student body; yet, the social avenues presented years ago seemed similar. Cornell students expressed a need for diverse late night entertainment on weekends.

In the fall of 1999, the grass-roots student organization, Renaissance, distributed surveys to undergraduate students asking them what they would most like to see happen with the Cornell social scene. Responses revealed that students felt there was a lack of activities available on campus during the late-night hours that had the kind of appeal for which students were looking. In Spring of 2000, Renaissance hosted a student forum to get some ideas about possible solutions to this issue. In the Fall of 2000, "Dive- in Movie" became the prototype of the new late-night event, drawing hundreds of students to Helen Newman Hall.

Renaissance members realized that the need for late night programming was one that could be addressed by students. CUTC programming is planned by student organizations whose events are selected and funded by the commission. Vice President for Student and Academic Services Susan Murphy committed funds to run a one time series, Late Nights @ Cornell, to further test the idea of student organized late night programming. Another student forum was held in the fall of 2001, and a campaign for signatures to create a by- line funded commission followed. After receiving funding from the Student Assembly, the first CUTonight Commissioners were selected in the Spring of 2002.

The CUTonight Commission began its funding selection process that spring. Its first sponsored events were held in the fall semester of 2002 and have continued to grow in size quality, and innovation ever since. Currently, CUTonight allocates around \$35,000 each of the four funding cycles focusing on the undergraduate community.

Description of Programming and Operations

Application Process

The CUTonight Commission evaluates students' proposals for late night events held on Thursday, Friday and Saturday nights. The academic school year is broken down into 4 selective cycles. Every cycle, the commission accepts applications with a maximum request of \$5000 for late night events. Once the applications are submitted, the commissioners read each application and meet to evaluate the ideas and organization of the proposals. The commission examines each group's plans carefully, making sure that all funds are allocated efficiently, and that all events are practical. At this point, every event is assigned a liaison that provides feedback on how to improve the event and turn in a stronger application. This helps to level the playing field for organizations that have never applied to the commission before.

Following application reviews, the groups are invited to a hearing. Hearings allow applicants to come and justify their plans as well as to address the flaws that have been identified in their applications during the review process. After hearings, the commission comes together to re-discuss. Every commissioner votes anonymously based on a set of objective and subjective criteria meant to select the most promising events. Once the groups are approved for funding, the liaison is assigned to keep the lines of communication open between the Commission and the funded groups. The commission works closely with the groups, aiding them with paying the bills and advertising their events on campus. In addition, liaisons attend their respective events and provide the commission with details from the event.

Recruitment Process

The CUTonight Commission recruits new members at the beginning of each semester to replace graduating commissioners. We have established a structured recruitment process: an electronic application followed by interviews with the commission. We evaluate applicants on commitment, professional discipline, and passion for late-night programming on campus.

After new commissioners are recruited, we have training sessions to warm them up with basic knowledge of the Commission's application process and commissioners' expected behavior of conduct. New commissioners will also have an opportunity to watch the application review and hearing sessions before they are actively involved in these sessions.

Operational Improvements

CUTC has implemented the following operational changes over the past cycle:

- In 2014 CUTC modified its rubric to encourage and reward groups to have even larger events or lower costs per person, with extra points.

CUTC plans on implementing the following operations changes over the next academic year:

- Stress collaboration between different organizations, with a funding incentive, to increase diversity and community in funded events. We can implement this in our rubric by including extra "points" for organizational collaboration.
- Stress that events are "late night" and go past midnight. Preferably 1 or 2 AM. This too can be implemented in the rubric.
- Work on the commission's morale and culture. This can be done by organizing team-building activities such as a ropes course activity. This too can help with our surplus since only about 1% was used on administrative costs in 2014-2015; a 2% decrease from the last by-line funding cycle.

Events in Current Cycle*

CUTC funded 38 events in the last financial year. We completed Round One of the current year last semester (Spring 2015) and have awarded 6 events funding during the first half of this semester: Thank Goodness It's Friday, Qawaali Night, Mid-Autumn Festival, Dance is the Universal Language, Reel Rock Film 10: Film Screening and Roarin' 20s.

The deadline for events set after Fall Break to end of this semester is September 25th. Application review will be held on Sunday, September 27th and hearings will be held on Sunday, October 4th.

*For a detailed list of events we have funded over the past cycle, please refer to the included financial statements.

Financial Information

The following financial information includes:

- Yearly summaries of CUTC's financial activities from 2013-2015 to date (at the top of each yearly summary)
- A yearly summary of funded events from 2013-2015 to date, including each event's sponsoring organization, total cost, date and cost per person
- A categorized breakdown of each funded event's expenses from the 2014-2015 academic year
- Budget projections for 2015-2018, including administrative costs and the estimated allocation per round

Explanation on budget categories in the categorized breakdown:

We categorized every expense made for all events into major categories for easy interpretation. The category of "food" includes beverages and is overrepresented because some campus establishments combine the facility rental charge with the cost of the food. The "venue" category represents that cost of renting facilities on campus and any other related expenses like custodial charges. "Supplies" include all decorations and minor equipment needed for the event. "Artist" includes honorarium, travel expenses, lodging and meal expenses for hired artists or speakers. "A/V" is for audio/visual equipment. CUPD can include other similar charges like onsite Emergency Medical Services. Publicity includes flyers, printing related expenses and advertising in local newspapers.

CUTONIGHT Financial Activity & Event Summary 2015-2016

INCOME

FY15 Surplus

EXPENSES

\$16,300.26

SA Fee Allocation(1)

\$121,837.50

2015-16 True Up + 5% residual year(1)

\$7,412.50

TOTAL INCOME

\$145,550.26

EXPENSES

\$5,640.50

Surplus/Left to spend

\$139,909.76

Administration Total

\$12.50

Copying

\$12.50

Publicity

\$0.00

Miscellaneous

\$0.00

Last Year's costs and corrections

\$628.00

| Event | Sponsor | Date | Expenses | Attendance(2) | Cost pp |
|--------------|--------------------|-------------|-----------------|----------------------|----------------|
| 1 TGIF | Welcome Weekend | 8.29.14 | \$5,000.00 | 5000 | \$1.00 |

(1) SA Fee Allocation and 2015-16 True Up + 5% residual year are based on projections

(2) Attendance is based on application projection

CUTONIGHT Financial Activity & Event Summary 2014-2015

| INCOME | EXPENSES |
|---------------------|---------------------|
| FY14 Surplus | \$17,271.97 |
| SA Fee Allocation | \$122,117.00 |
| 2014-15 True Up | \$2,765.00 |
| 5% residual year | \$6,427.00 |
| TOTAL INCOME | \$148,580.97 |
| EXPENSES | \$132,280.71 |
| Surplus | \$16,300.26 |

| | |
|---------------------------------------|-------------------|
| Administration Total | \$1,195.67 |
| Copying | \$7.50 |
| Publicity | \$448.00 |
| Miscellaneous | \$740.17 |
| Last Year's costs and corrections | \$6,260.60 |

| Event | Sponsor | Date | Expenses | Attendance | Cost pp |
|----------------------------|-----------------------------------|----------|------------|------------|---------|
| 1 Welcome Weekend | Welcome Weekend | 8.29.14 | \$5,000.00 | 3000 | \$1.67 |
| 2 Midnight Dim Sum | Chinese Students Association | 9.19.14 | \$4,783.27 | 750 | \$6.38 |
| 3 Yoga Remix | Cornell Consciousness Club | 9.19.14 | \$3,000.00 | 300 | \$10.00 |
| 4 Mod @ Museum | Johnson Museum Club | 9.26.14 | \$3,000.00 | 500 | \$6.00 |
| 5 California Knows All | North Campus Program Council | 10.03.14 | \$5,000.00 | 300 | \$16.67 |
| 6 Noche Dorada | LUL | 10.28.14 | \$4,917.87 | 100 | \$49.18 |
| 7 Midnight Autumn Festival | Chinese Students | 10.17.14 | \$2,371.60 | 1000 | \$2.37 |
| 8 Autumn Evening | BWSN | 11.1.14 | \$5,161.26 | 300 | \$17.20 |
| 9 Night Market | Taiwanese-American Society | 11.1.14 | \$1,818.84 | 300 | \$6.06 |
| 10 Celebration of Winter | Coalition of Pan-African Scholars | 11.8.14 | \$1,847.99 | 250 | \$7.39 |
| 11 ECCSF Banquet | MEChA | 10.25.14 | \$2,309.36 | 150 | \$15.40 |
| 12 Engineers Got Talent | CESAC | 11.22.14 | \$2,016.23 | 400 | \$5.04 |
| 13 Queer Rap | Haven | 11.15.14 | \$4,016.62 | 600 | \$6.69 |
| 14 Big Red Bar Mitzvah | Hillel | 11.15.14 | \$4,971.23 | 700 | \$7.10 |
| 15 After Hours | Johnson Museum Club | 11.21.14 | \$780.00 | 850 | \$0.92 |
| 16 Pandora's Boom Box | Pandora Dance | 12.5.14 | \$5,488.65 | 250 | \$21.95 |
| 17 Casino Royale | Operation DEEP | 11.1.14 | \$1,178.52 | 400 | \$2.95 |
| 18 Big Red Carnevale | Catholic Community | 2.6.15 | \$4,749.98 | 250 | \$19.00 |
| 19 Winter Getaway | Caribbean Students | 2.21.15 | \$4,959.08 | 275 | \$18.03 |

| | | | | | | |
|----|-----------------------------------|--------------------------------|---------|------------|------|---------|
| 20 | Eco Fashion Show | Sustainability Hub | 2.21.15 | \$1,565.94 | 250 | \$6.26 |
| 21 | Student Takeover | Johnson Museum Club | 2.27.15 | \$2,745.95 | 1000 | \$2.75 |
| 22 | Lunar New Year | Chinese Students Association | 2.27.15 | \$1,932.49 | 350 | \$5.52 |
| 23 | Men's Appreciation | LFDS | 3.13.15 | \$5,000.00 | 250 | \$20.00 |
| 24 | Norooz | Persian Student's Association | 3.20.15 | \$5,000.69 | 500 | \$10.00 |
| 25 | Reel Rock | Outing Club | 3.20.15 | \$4,215.42 | 200 | \$21.08 |
| 26 | Si Es Latino Tienes Que Ser Bueno | PRSA | 4.10.15 | \$4,623.59 | 250 | \$18.49 |
| 27 | Africa Ball: Kings & Queens | Nigerian | 4.11.15 | \$5,215.57 | 250 | \$20.86 |
| 28 | Filthy Gorgeous | Haven | 4.11.15 | \$4,368.00 | 300 | \$14.56 |
| 29 | So You Think U Can Adobo | Filipino | 4.11.15 | \$356.47 | 250 | \$1.43 |
| 30 | Sushi Night | JUSA | 4.11.15 | \$3,764.73 | 400 | \$9.41 |
| 31 | Phrozen Fortress | Lambda Theta Alpha | 4.17.15 | \$1,082.00 | 250 | \$4.33 |
| 32 | Fashion Gala | Careers in Fashion | 4.18.15 | \$277.92 | 150 | \$1.85 |
| 33 | Ms Black & Gold | Alpha Phi Alpha | 4.18.15 | \$4,990.00 | 250 | \$19.96 |
| 34 | Celebr(asian) | CAPSU | 4.24.15 | \$1,005.15 | 1000 | \$1.01 |
| 35 | Chosen Generation Spring Concert | Chosen Generation Gospel Choir | 5.01.15 | \$3,000.00 | 300 | \$10.00 |
| 36 | Greek Freak | MGLC, OFSIL | 5.01.15 | \$3,000.00 | 400 | \$7.50 |
| 37 | Queer Formal | Haven | 5.01.15 | \$1,182.50 | 200 | \$5.91 |
| 38 | Hope Night | Project Hope | 5.02.15 | \$2,672.82 | 400 | \$6.68 |
| 39 | Black Affair | Black Students United | 5.08.15 | \$1,454.70 | 300 | \$4.85 |

CUTONIGHT Financial Activity & Event Summary 2013-2014

| | |
|---------------------------------------|-------------------------|
| INCOME | AMOUNT |
| FY13 Surplus | \$17,293.85 |
| SA Fee Allocation | \$120,366.00 |
| 2013-14 True Up | \$3,539.00 |
| 5% residual year | \$6,335.00 |
| TOTAL INCOME | \$148,322.81 |
| EXPENSES | \$131,050.84 |
| Applications | \$126,250.79 |
| Administration Total | \$2,407.86 |
| Copying | \$0.00 |
| Publicity | \$1,280.00 |
| Miscellaneous | \$1,127.86 |
| Last Year's costs and corrections | \$2,392.19 |

| Event | Sponsor | Date | Expenses | Attendance | Cost pp |
|-------------------------|--|-------------|-----------------|-------------------|----------------|
| 1 Street Fair | Welcome Weekend | 8.31.13 | \$5,000.00 | 1000 | \$5.00 |
| 2 North Fest | Beta Theta Pi | 9.17.13 | \$3,898.00 | 250 | \$15.59 |
| 3 Mid-Autumn Festival | Chinese Students Association | 9.19.13 | \$3,698.90 | 1000 | \$3.70 |
| 4 Ballroom Dance Social | Cornell Ballroom Dance Club | 9.24.13 | \$4,102.47 | 300 | \$13.67 |
| 5 This is She | Sigma Lambda Upsilon | 9.28.13 | \$5,254.38 | 225 | \$23.35 |
| 6 Barktoberfest | Guiding Eyes for the Blind | 10.24.13 | \$233.18 | 200 | \$1.17 |
| 7 Casino Royale | Operation DEEP | 10.26.13 | \$4,668.88 | 350 | \$13.34 |
| 8 Masque-Rave | Risley Kommittee | 10.26.13 | \$3,195.99 | 400 | \$7.99 |
| 9 Autumn Evening | The Black Women's Support Network | 11.02.13 | \$4,624.43 | 250 | \$18.50 |
| 10 After Hours | Johnson Museum Club | 11.08.13 | \$4,983.00 | 1000 | \$4.98 |
| 11 Lunar Eclipse | Lambda Theta Alpha | 11.09.13 | \$955.95 | 200 | \$4.78 |
| 12 Big Red Bar Mitzvah | Hillel | 11.15.13 | \$4,607.25 | 400 | \$11.52 |
| 13 Veritas Forum | Bailey Hall | 11.15.13 | \$2,638.50 | 1000 | \$2.64 |
| 14 Condom Couture | SA AIDS Wk Ad Hoc Comm, Haven | 12.06.13 | \$2,392.60 | 200 | \$11.96 |
| 15 Company | Flexible Theatre Company | 12.07.13 | \$2,032.21 | 420 | \$4.84 |
| 16 Lunar New Year | Chinese Students Association | 2.01.14 | \$1,398.81 | 500 | \$2.80 |
| 17 Asia Night | Cornell Asian Pacific Islander Student Union | 3.01.14 | \$4,531.65 | 800 | \$5.66 |
| Black History Month | | | | | |
| 18 Closing Ceremony | Black Students United | 3.01.14 | \$4,533.40 | 250 | \$18.13 |
| 19 Sushi Night | JUSA | 3.07.14 | \$4,084.18 | 400 | \$10.21 |
| 20 Ritmo Del Caribe | Puerto Rican Students Association | 3.08.14 | \$4,836.38 | 250 | \$19.35 |

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|----|-----------------------|-------------------------------|---------|------------|------|---------|
| 21 | Treasures of Africa | Nigerian Students Association | 3.08.14 | \$5,307.89 | 250 | \$21.23 |
| 22 | Men's Appreciation | Les Femmes de Substance | 3.14.14 | \$4,649.61 | 250 | \$18.60 |
| 23 | Apollo's Theater | Delta Sigma Theta | 3.21.14 | \$3,678.27 | 150 | \$24.52 |
| 24 | A Night in Vegas | Operation DEEP | 3.22.14 | \$2,403.96 | 350 | \$6.87 |
| 25 | Overnight Celebrity | Black Women's Support Network | 4.18.14 | \$1,527.37 | 250 | \$6.11 |
| 26 | A Night at the Kotton | Kappa Alpha Psi | 4.25.14 | \$4,972.54 | 101 | \$49.23 |
| 27 | Family Feud | Lambda Theta Alpha | 4.24.14 | \$633.48 | 250 | \$2.53 |
| 28 | Frame | Johnson Museum Club | 4.25.14 | \$3,000.00 | 1000 | \$3.00 |
| 29 | Soiree Creole | Haitian Student Association | 4.29.14 | \$5,000.00 | 150 | \$33.33 |
| 30 | Hope Night | Project Hope | 5.02.14 | \$5,585.10 | 400 | \$13.96 |
| 31 | Miss Black and Gold | Alpha Phi Alpha | 5.03.14 | \$5,103.43 | 275 | \$18.56 |
| 32 | Red Ideas Festival | Red Ideas | 5.03.14 | \$3,004.96 | 2000 | \$1.50 |
| 33 | Absolute Zero | Absolute Zero | 5.02.14 | \$1,989.16 | 250 | \$7.96 |
| 34 | Silent Disco | North Campus Program Council | 5.09.14 | \$2,770.00 | 250 | \$11.08 |
| 35 | Black Affair | Black Student Union | 5.09.14 | \$4,954.86 | 250 | \$19.82 |

CUTonight 2014-2015 Funded Events Detailed Budget

| Event | Sponsor | Date | Location | Expenses |
|-----------------------------|-------------------------------------|-----------------|----------------------------|-------------------|
| TGIF | Welcome Weekend | 8.29.14 | WSH/Ho Plaza | \$5,000.00 |
| Sound and Lights | | | | \$1,000.00 |
| Stage | | | | \$3,050.00 |
| Cornell Cinema 2 Movies | | | | \$950.00 |
| Midnight Dim Sum | Chinese Student Association | 9.19.14 | Okenshields | \$4,783.27 |
| CUPD | | | | \$319.20 |
| Facility Rental Fee | | | | \$132.00 |
| Food and Beverage | | | | \$3,761.40 |
| Supplies | | | | \$460.24 |
| Quarter Cards | | | | \$110.43 |
| Yoga Remix | Cornell Consciousness Club | 9.19.14 | WSH - Memorial Room | \$3,000.00 |
| Artist Fee/Honorarium | | | | \$1,000.00 |
| Food and Beverage | | | | \$500.00 |
| Sound Technician | | | | \$250.00 |
| A/V | | | | \$750.00 |
| Decorations | | | | \$100.00 |
| Printing | | | | \$100.00 |
| Publicity | | | | \$120.00 |
| Supplies | | | | \$30.00 |
| Other | | | | \$150.00 |
| Mod @ the Museum | Johnson Museum Club | 9.26.14 | Johnson Museum | \$3,000.00 |
| Facility Rental Fee | | | | \$740.00 |
| Food and Beverage | | | | \$2,260.00 |
| California Knows All | North Campus Program Council | 10.03.14 | WSH - Memorial Room | \$5,000.00 |
| Artist Fee/Honorarium | | | | \$5,000.00 |
| Mid Autumn Festival | Chinese Students Association | 10.17.14 | Ho Plaza | \$2,371.60 |
| Food and Beverage | | | | \$2,068.00 |
| Posters | | | | \$95.04 |
| Quarter Cards | | | | \$208.56 |
| ECCSF Banquet | MEChA | 10.25.14 | Statler Ballroom | \$2,309.36 |
| Facility Rental Fee | | | | \$214.20 |
| Food and Beverage | | | | \$1,250.00 |
| CUPD Fee | | | | \$402.80 |

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|---|---|-----------------|------------------------------------|-------------------|
| Supplies | | | | \$442.36 |
| Noche Dorada | LUL | 10.28.14 | WSH - Memorial Room | \$4,917.87 |
| Food and Beverage | | | | \$3,300.00 |
| CUPD Fee | | | | \$228.00 |
| Facility Rental Fee | | | | \$90.00 |
| Artist Fee | | | | \$150.00 |
| A/V | | | | \$49.00 |
| Other | | | | \$1,100.87 |
| Autumn Evening | Black Women's Support Network | 11.1.14 | Carrier Ballroom in Statler | \$5,161.26 |
| Food and Beverage | | | | \$4,637.83 |
| Decorations | | | | \$523.43 |
| Casino Royale | Operation Deep | 11.1.14 | Willard Straight Hall | \$1,178.52 |
| Facility Rental Fee | | | | \$120.00 |
| Food and Beverage | | | | \$694.27 |
| CUPD | | | | \$342.00 |
| Supplies | | | | \$22.25 |
| Night Market | Cornell Taiwanese American Society | 11.1.14 | Clark Atrium PSB | \$1,818.84 |
| Food and Beverage | | | | \$1,818.84 |
| 10th Anniversary Celebration of Winter | Coalition of Pan-African Scholars | 11.8.14 | BioTech G10 | \$1,847.99 |
| Facility Rental Fee | | | | \$650.00 |
| Food and Beverage | | | | \$184.22 |
| Sound and Lights | | | | \$750.00 |
| Supplies | | | | \$45.30 |
| Other | | | | \$218.47 |
| Engineers Got Talent | Cornell Engineering Student Activities Committee (CESAC) | 11.21.14 | Duffield | \$2,038.59 |
| Facility Rental | | | | \$250.00 |
| Food and Beverage | | | | \$1,498.50 |
| AV Rental | | | | \$125.00 |
| Printing Costs | | | | \$39.42 |
| Publicity | | | | \$44.72 |
| Prizes | | | | \$80.95 |
| Big Red Bar Mitzvah | Hillel | 11.15.14 | Duffield | \$4,971.23 |
| Artist Fee | | | | \$200.00 |
| Food and Beverage | | | | \$1,630.51 |
| Sound and Lights | | | | \$600.00 |

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|-----------------------------|---|-----------------|--|-------------------|
| Supplies | | | | \$50.28 |
| Decorations | | | | \$403.92 |
| Printing Costs | | | | \$187.25 |
| Poster Design | | | | \$281.25 |
| Giveaways | | | | \$1,018.02 |
| Photo Booth | | | | \$600.00 |
| Queer Rap Formal | Haven | 11.15.14 | Bear's Den | \$4,016.62 |
| Artist Fee | | | | \$4,016.62 |
| After Hours | Johnson Museum Club | 11.21.14 | Johnson Museum | \$780.00 |
| Facility Rental Fee | | | | \$780.00 |
| Pandora's (Boom) Box | | | | \$5,488.65 |
| Facility Rental Fee | | | | \$400.00 |
| A/V | | | | \$763.00 |
| Food and Beverage | | | | \$4,169.00 |
| Printing | | | | \$156.65 |
| Big Red Carnevale | Cornell Catholic Community | 2.16.15 | Willard Straight Hall Memorial Room | \$4,749.98 |
| Food and Beverage | | | | \$2,130.07 |
| Artist Fees | | | | \$1,150.00 |
| CUPD | | | | \$380.00 |
| Printing | | | | \$121.25 |
| T-shirts | | | | \$719.16 |
| Decorations | | | | \$249.50 |
| Winter Getaway | Caribbean Students Association | 2.21.15 | Appel Multipurpose Room | \$4,959.08 |
| Artist fee | | | | \$400.00 |
| Food and Bev | | | | \$3,200.00 |
| Decorations | | | | \$332.48 |
| Printing | | | | \$60.00 |
| Photo Booth | | | | \$966.60 |
| Eco Fashion Show | Sustainability Hub | 2.21.15 | Clark Atrium PSB | \$1,565.94 |
| Facility Rental | | | | \$1,200.00 |
| Supplies | | | | \$216.36 |
| Decorations | | | | \$149.58 |
| Lunar New Year | Chinese Students Association | 2.27.15 | Willard Straight Hall Memorial Room | \$1,932.49 |

| | | | | |
|--|--------------------------------------|----------------|---------------------------------------|-------------------|
| CUPD | | | | \$326.80 |
| Food and Beverage | | | | \$1,365.69 |
| Publicity | | | | \$132.36 |
| Supplies | | | | \$107.64 |
| Student Takeover | Johnson Museum Club | 2.27.15 | Johnson Museum | \$2,745.95 |
| Venue Rental | | | | \$1,100.00 |
| Food and Beverage | | | | \$1,625.00 |
| Printing | | | | \$20.95 |
| Men's Appreciation | Les Femmes de Substance | 3.13.15 | Appel Multipurpose Room | \$5,000.00 |
| Food and Beverage | | | | \$4,000.00 |
| Custodial | | | | \$200.00 |
| Sound and Lights | | | | \$600.00 |
| Decorations | | | | \$200.00 |
| Norooz | Persian Students Association | 3.20.15 | Willard Straight Memorial Room | \$5,000.69 |
| Food and Beverage | | | | \$4,000.00 |
| Decorations | | | | \$772.69 |
| Other | | | | \$228.00 |
| Reel Rock | Cornell Outing Club | 3.20.15 | Bartels Hall | \$4,215.42 |
| Artist Fee | | | | \$750.00 |
| Facility Rental | | | | \$120.00 |
| Food and Beverage | | | | \$1,071.73 |
| Sound and Lights | | | | \$864.00 |
| Publicity | | | | \$54.70 |
| Supplies | | | | \$724.76 |
| Prizes | | | | \$185.44 |
| Other | | | | \$444.79 |
| Si Es Latino Tienes Que Ser Bueno | PRSA | 4.10.15 | Statler Carrier Ballroom | \$4,623.59 |
| Food and Beverage | | | | \$4,239.89 |
| Decorations | | | | \$383.70 |
| Africa Ball | Nigerian Students Association | 4.11.15 | Duffield Hall | \$5,092.87 |
| Artist Fee | | | | \$400.00 |
| Facility | | | | \$2,860.00 |
| Food and Beverage | | | | \$1,341.09 |
| Sound and Lights | | | | \$225.00 |
| Decorations | | | | \$266.78 |

| | | | | |
|---|---|----------------|--|-------------------|
| So You Think You Can Adobo | Filipino Students Association | 4.11.15 | Biotech | \$356.47 |
| Facility Rental Fee | | | | \$350.00 |
| Publicity | | | | \$6.47 |
| Sushi Night | JUSA | 4.11.15 | BioTech Building | \$3,764.73 |
| Facility Rental Fee | | | | \$540.00 |
| Transportation | | | | \$122.39 |
| CUPD | | | | \$326.80 |
| Food and Beverage | | | | \$2,241.24 |
| Custodial Charges | | | | \$179.40 |
| Supplies | | | | \$161.31 |
| Publicity | | | | \$193.59 |
| Phrozen Fortress | Lamda Theta Alpha Latin Sorority In. | 4.17.15 | WSH - Memorial Room | \$1,082.00 |
| Artist Fee | | | | \$550.00 |
| CUPD | | | | \$532.00 |
| Fashion Speaks Gala | Careers in the Fashion Industry | 4.18.15 | Human Ecology Commons | \$277.92 |
| Decorations | | | | \$277.92 |
| Filthy Gorgeous | Haven | 4.18.15 | Arts Quad | \$4,215.00 |
| Artist Fee | | | | \$4,215.00 |
| Miss Black and Gold | Alpha Phi Alpha Fraternity Inc. | 4.18.15 | Memorial Room | \$4,990.00 |
| Food and Beverage | | | | \$910.00 |
| Sound and Lights | | | | \$4,080.00 |
| Celebr(asian) | CAPSU | 4.24.15 | Johnson Museum Appel Lobby | \$1,005.15 |
| Sound and Lights | | | | \$1,005.15 |
| Chosen Generation Spring Concert | Chosen Generation Gospel Choir | 5.01.15 | Appel Multipurpose Room | \$3,000.00 |
| Artist Fee | | | | \$700.00 |
| Travel | | | | \$235.04 |
| Sound and Lights | | | | \$1,863.00 |
| Other | | | | \$201.96 |
| Queer Formal | Haven | 5.01.15 | Willard Straight Hall Memorial Room | \$1,182.50 |
| CUPD | | | | \$152.00 |
| Food and Beverage | | | | \$805.68 |
| Decorations | | | | \$224.82 |

| | | | | |
|----------------------------|---------------------|----------------|-----------------------------------|-------------------|
| Greek Freak | MGLC, OFSIL | 5.01.15 | CKB Quad | \$3,000.00 |
| Stage Equipment | | | | \$1,000.00 |
| Other | | | | \$2,000.00 |
| | | | | |
| Hope Night | Project Hope | 5.02.15 | Physical Sciences Building | \$2,672.82 |
| Food and Beverage | | | | \$797.90 |
| Supplies | | | | \$112.00 |
| Decorations | | | | \$574.28 |
| Publicity | | | | \$69.93 |
| Raffle prizes | | | | \$1,118.71 |
| | | | | |
| It's a Black Affair | BSU | 5.08.15 | WSH - Memorial Room | \$1,454.70 |
| Food and Beverage | | | | \$488.10 |
| Other - Photography Booth | | | | \$966.60 |

CUTONIGHT Byline Funding Projections

| | 2015-2016 | 2016-2017 | 2017-2018 |
|--|---------------------|---------------------|---------------------|
| INCOME | | | |
| Previous Year Surplus | \$16,300.26 | \$8,932.50 | \$4,702.50 |
| Previous Year Costs/Corrections ⁽¹⁾ | \$(4,637.76) | (\$500.00) | (\$500.00) |
| SA Fee Allocation | \$121,837.50 | \$121,837.50 | \$121,837.50 |
| True Up/5% Residual ⁽²⁾⁽³⁾ | \$7,412.50 | \$7,412.50 | \$7,412.50 |
| TOTAL INCOME | <u>\$140,912.50</u> | <u>\$137,682.50</u> | <u>\$133,452.50</u> |
| EXPENSES | | | |
| Administration | | | |
| Publicity | \$1,500.00 | \$1,500.00 | \$1,500.00 |
| Postage | \$0.00 | \$0.00 | \$0.00 |
| Miscellaneous | \$2,100.00 | \$2,100.00 | \$2,100.00 |
| Total Administration | <u>\$3,600.00</u> | <u>\$3,600.00</u> | <u>\$3,600.00</u> |
| Events | | | |
| Round One | \$21,000.00 | \$22,000.00 | \$22,000.00 |
| Round Two | \$35,000.00 | \$35,000.00 | \$35,000.00 |
| Round Three | \$35,000.00 | \$35,000.00 | \$35,000.00 |
| Round Four | \$42,000.00 | \$42,000.00 | \$42,000.00 |
| Returned Allocations ⁽⁴⁾ | (\$4,620.00) | (\$4,620.00) | (\$4,620.00) |
| Total Events | <u>\$128,380.00</u> | <u>\$129,380.00</u> | <u>\$129,380.00</u> |
| TOTAL EXPENSES | <u>\$131,980.00</u> | <u>\$132,980.00</u> | <u>\$132,980.00</u> |
| Surplus/(Deficit) | \$8,932.50 | \$4,702.50 | \$472.50 |

CUTONIGHT Byline -10% Funding Projections

| | 2015-2016 | 2016-2017 | 2017-2018 |
|---------------------------------------|---------------------|---------------------|---------------------|
| INCOME | | | |
| | \$ | | |
| Previous Year Surplus | 16,300.26 | \$4,508.75 | \$615.00 |
| Previous Year | \$ | | |
| Costs/Corrections ⁽¹⁾ | (4,637.76) | (\$500.00) | (\$500.00) |
| SA Fee Allocation | \$109,653.75 | \$109,653.75 | \$109,653.75 |
| True Up/5% Residual ⁽²⁾⁽³⁾ | \$7,412.50 | \$7,412.50 | \$7,412.50 |
| TOTAL INCOME | <u>\$128,728.75</u> | <u>\$121,075.00</u> | <u>\$117,181.25</u> |
| EXPENSES | | | |
| Administration | | | |
| Publicity | \$1,500.00 | \$1,500.00 | \$1,500.00 |
| Postage | \$0.00 | \$0.00 | \$0.00 |
| Miscellaneous | \$2,100.00 | \$2,100.00 | \$2,100.00 |
| Total Administration | <u>\$3,600.00</u> | <u>\$3,600.00</u> | <u>\$3,600.00</u> |
| Events | | | |
| Round One | \$21,000.00 | \$21,000.00 | \$19,000.00 |
| Round Two | \$31,000.00 | \$31,000.00 | \$35,000.00 |
| Round Three | \$31,000.00 | \$31,000.00 | \$30,000.00 |
| Round Four | \$42,000.00 | \$38,000.00 | \$32,000.00 |
| Returned Allocations ⁽⁴⁾ | (\$4,380.00) | (\$4,140.00) | (\$3,720.00) |
| Total Events | <u>\$120,620.00</u> | <u>\$116,860.00</u> | <u>\$112,280.00</u> |
| TOTAL EXPENSES | <u>\$124,220.00</u> | <u>\$120,460.00</u> | <u>\$115,880.00</u> |
| Surplus/(Deficit) | \$4,508.75 | \$615.00 | \$1,301.25 |

As can be seen from the differences in the Round One, Two, Three and Four allocations if events are averaged to be \$4,000 **about 10 events would be cut** per academic year if funding were decreased by 10%. This is with sustaining the current projected administration fees.

CUTONIGHT Byline Funding -25% Projections

| | 2015-2016 | 2016-2017 | 2017-2018 |
|--|---------------------|--------------------|---------------------|
| INCOME | | | |
| Previous Year Surplus | \$16,300.26 | \$693.12 | \$1,903.75 |
| Previous Year Costs/Corrections ⁽¹⁾ | \$(4,637.76) | (\$500.00) | (\$500.00) |
| SA Fee Allocation | \$91,378.13 | \$91,378.13 | \$91,378.13 |
| True Up/5% Residual ⁽²⁾⁽³⁾ | \$7,412.50 | \$7,412.50 | \$7,412.50 |
| TOTAL INCOME | \$110,453.13 | \$98,983.75 | \$100,194.38 |
| EXPENSES | | | |
| Administration | | | |
| Publicity | \$1,500.00 | \$1,500.00 | \$1,500.00 |
| Postage | \$0.00 | \$0.00 | \$0.00 |
| Miscellaneous | \$2,100.00 | \$1,000.00 | \$1,000.00 |
| Total Administration | \$3,600.00 | \$2,500.00 | \$2,500.00 |
| Events | | | |
| Round One | \$16,000.00 | \$16,000.00 | \$18,000.00 |
| Round Two | \$30,000.00 | \$25,000.00 | \$25,000.00 |
| Round Three | \$30,000.00 | \$25,000.00 | \$25,000.00 |
| Round Four | \$34,000.00 | \$32,000.00 | \$32,000.00 |
| Returned Allocations ⁽⁴⁾ | (\$3,840.00) | (\$3,420.00) | (\$3,420.00) |
| Total Events | \$106,160.00 | \$94,580.00 | \$96,580.00 |
| TOTAL EXPENSES | \$109,760.00 | \$97,080.00 | \$99,080.00 |
| Surplus/(Deficit) | \$693.12 | \$1,903.75 | \$1,114.37 |

As can be seen from the differences in the Round One, Two, Three and Four allocations if events are averaged to be \$4,000 more than 25 events would be cut per academic year if funding were decreased by 25%.

This is also with a \$1,100 reduction in miscellaneous administration costs in the 2016-2017 and 2017-2018 academic years.

CUTONIGHT Byline Funding -35% Projections

| | 2015-2016 | 2016-2017 | 2017-2018 |
|--|--------------------|--------------------|--------------------|
| INCOME | | | |
| Previous Year Surplus | \$16,300.26 | \$5,069.37 | \$2,736.25 |
| Previous Year Costs/Corrections ⁽¹⁾ | \$(4,637.76) | (\$500.00) | (\$500.00) |
| SA Fee Allocation | \$79,194.38 | \$79,194.38 | \$79,194.38 |
| True Up/5% Residual ⁽²⁾⁽³⁾ | \$7,412.50 | \$7,412.50 | \$7,412.50 |
| TOTAL INCOME | \$98,269.38 | \$91,176.25 | \$88,843.13 |
| EXPENSES | | | |
| Administration | | | |
| Publicity | \$800.00 | \$800.00 | \$800.00 |
| Postage | \$0.00 | \$0.00 | \$0.00 |
| Miscellaneous | \$1,000.00 | \$1,000.00 | \$1,000.00 |
| Total Administration | \$1,800.00 | \$1,800.00 | \$1,800.00 |
| Events | | | |
| Round One | \$11,000.00 | \$10,000.00 | \$10,000.00 |
| Round Two | \$24,000.00 | \$24,000.00 | \$24,000.00 |
| Round Three | \$24,000.00 | \$24,000.00 | \$24,000.00 |
| Round Four | \$36,000.00 | \$32,000.00 | \$32,000.00 |
| Returned Allocations ⁽⁴⁾ | (\$3,600.00) | (\$3,360.00) | (\$3,360.00) |
| Total Events | \$91,400.00 | \$86,640.00 | \$86,640.00 |
| TOTAL EXPENSES | \$93,200.00 | \$88,440.00 | \$88,440.00 |
| Surplus/(Deficit) | \$5,069.37 | \$2,736.25 | \$403.12 |

As can be seen from the differences in the Round One, Two, Three and Four allocations if events are averaged to be \$4,000 **more than 35 events would be cut** per academic year if funding were decreased by 35%.

This is also with a 50% reduction in overall administration costs for all years.

CONSTITUTION

CUTonight Commission

Article I NAME

The CUTonight Commission will be a registered student organization. The commission will provide other registered undergraduate student organizations (those having 61% or more undergraduate student members) with financial support for hosting late-night weekend events open to the entire Cornell University campus. This program and service shall here after be called the CUTonight Commission. It will be a committee housed under the Office of the Dean of Students.

Article II MISSION AND PURPOSE

Section 1: Mission

To improve the quality of social life on campus by breaking down social barriers that often exist between groups by building a greater sense of community and by reducing stress and the problems associated with high-risk behaviors through the funding of late night social events..

Section 2: Purpose

The purpose of the CUTonight Commission is to increase the number and diversity of open late-night social/recreational events available on Thursday, Friday and Saturday nights between 8 PM to 3 AM. The CUTonight Commission provides financial support to registered undergraduate student organizations that might not otherwise be able to sponsor open social/recreational events and/or that need further funding to expand the number or nature of events they offer.

In addition, the CUTonight Commission will work to promote diversity and multiculturalism on campus by ensuring that all groups can equally benefit and actively participate in its activities.

Article III MEMBERSHIP

Section 1: Eligibility and Composition

The Commission will consist of a diverse and multicultural group of no less than 7 regular commissioners, 56 executive board members, one SAFC Liaison and one Student Assembly liaison who will both serve as full commissioners. In addition, the Student Assembly liaison shall serve as a voting member and the Student Assembly Vice President of Finance shall serve as an ex-officio member of the executive board. To be eligible for membership a person must be a registered undergraduate student at Cornell.

Section 2: Application Process

Regular commissioners shall be chosen through an application and interview process on a rolling basis each year, and once selected shall remain on the Commission for the course of their

undergraduate enrollment, unless the situation warrants resignation. The commission will submit its slate of members and officers for SA approval.

Section 3: Emergency Selection

Emergency selection of members may take place at the discretion of the Executive Board.

Section 4: Member Duties and Responsibilities

The duties and responsibilities of the CUTonight Commissioners shall consist of, but not necessarily be limited to, attending regular meetings;; considering and conducting administrative business; serving as liaisons to organizations sponsoring events; attending and reporting on selected funded events, revising and amending the Constitution; approving guidelines; acting on petitions submitted by members; and approving event applications and the disbursement of funds.

All members will sign and adhere to the Conflict of Interest Statement. All members, after selection and prior to assuming regular duties, shall complete a training process to become acquainted with the internal operations of the Commission and to increase awareness of bias activity.

Section 5: Attendance Policy

If a commissioner misses three meetings per semester, s/he will present to the executive board the reasons for her/his absence. S/he will be notified that there will be a vote taken by the executive board on whether or not to remove the said commissioner from the CUTonight Commission. A majority vote is required. Before a vote is taken, the commissioner in question will have the opportunity to justify the absences to the executive board.

Valid excuses are: an illness or death in the family, a prelim the day following the event, personal illness, religious observances, a prelim the same day as the event, or conflict with a job or job interviews, and any other excuse deemed appropriate at the discretion of the Executive Board.

Section 6: Voting Privileges

All CUTonight commissioners and officers, with the exception of ex officio members, shall be entitled to vote in the decisions of the CUTonight Commission. The chair will vote in a situation where no majority vote exists.

Section 7: Non-Voting Participation

The advisor and Student Assembly Vice President of Finance shall be ex officio members of the CUTonight Commission. No other staff or faculty representative shall be eligible for membership. Others may be invited, however, to meet with the general membership when appropriate.

Section 8: Meetings

The CUTonight Commission will meet weekly or as needed during the fall and spring semesters in order to prepare the "Call for Events," to review event applications, to select events for the fall and spring semesters, to review final event reports and to oversee ongoing publicity for the CUTonight Events.

Article IV OFFICER DUTIES AND RESPONSIBILITIES

Section 1: Elections

Commission officers shall be elected by a majority of the CUTonight Commissioners before the end of the fall semester. The officers should have at least one semester's term of experience to serve in the position. The election meeting shall be well publicized to all Commission members. Nominations will be taken on the day of the election. Absentee ballots shall be permitted. To be eligible to vote, a member must not be in violation of the attendance policy. In the event that the Chair chooses to step down, the Vice Chair of Internal Operations shall serve in his or her place until an election to fill the vacancy can be scheduled.

Section 2: Elected Officers

All elected officers will serve a two-semester term beginning after the election in January and ending after the election the following January. Outgoing officers will train their successors. All officers are expected to attend meetings, perform the duties assigned to them by the Commission 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 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.

Section 3: Officer Responsibilities

All officers are members of the Executive Board and will have the following duties:

A. The Commission Chair shall:

1. Register the CUTonight Commission as a Student Organization each fall.
2. Establish the agenda and facilitate all meetings of the commission.
3. Chair Executive Board meetings.
4. Update the website with the appropriate dates and funding documents.
5. Copy applications before distribution to commissioners.
6. Communicate/Greet student groups during hearings
7. Tally votes after hearing process.
8. Send out templates for each funding cycle (invitations, decision letters, contracts).
9. Schedule and manage appeal hearings during the appeals process.
10. Ensure that all correspondence is sent in a timely fashion to groups.

- B. The Vice Chair of Internal Operations shall:
1. Notify all members, via email, of the meeting times and location.
 2. Keep and enforce the attendance policy.
 3. Take minutes at all meetings.
 4. Make room reservations for general body meetings, application review meetings and hearings.
 5. Work with Denice Cassaro and Marie Roller to order meals for CUTonight meetings.
- C. The Vice Chair of Finance shall:
1. Oversee the CUTonight Commission account.
 2. Coordinate fund disbursements to departmental accounts held by the organizations who have received funding.
 3. Prepare budget reports for review by the Student Assembly each semester.
 4. Reconcile final budget reports submitted by funded organizations upon the completion of their events.
 5. Work with Denice Cassaro to run a "How to Pay Bills Workshop" during each funding cycle.
 6. During by-line funding year, prepare materials and present in front of the SA regarding CUTonight funding.
- D. The Vice Chair of Publicity shall:
1. Oversee the production and placement of all media promotions for CUTonight. Promotions will include a cyclical listing of all events and other media strategies to publicize late-night events.
 2. Prepare and disseminate "Calls for Events" at least twice each semester.
 3. Work in ordering novelties for the commission.
- E. The Vice Chair of Public Relations shall:
1. Communicate with student groups that contact CUTonight regarding application questions throughout the semester.
 2. Meet with student groups to answer the questions of potential applicants.
- F. The Student Assembly Liaison shall:
1. Serve as a member of the executive board and also as a full commissioner.
 2. Assist the VP Finance with his/her duties.
 3. Report to the Student Assembly on the activities of the CUTonight Commission.
- G. The Student Assembly Vice President of Finance shall
1. Serve as an ex-officio member of the executive board.
 2. Remain up-to-date regarding funds allocated, funds remaining, over-expenditures, and unspent funds.
 3. Help develop policies to ensure proper expenditure of funds

Article V SUBCOMMITTEES

Subcommittees may be established for the purpose of assuring that the business of the committee is conducted and that the individual aspects and 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 will appoint a chairperson who will serve as a liaison between the subcommittee and the CUTonight Commission.

Article VI CONCERNS REGARDING FUNDING PROCESS

Section 1. Preliminary Meeting with the CUTonight Commission

A group may appeal the CUTC decision not to award funding based on grounds of discrimination only. Discrimination includes the act of discriminating with regard to race, color, creed, religion, national or ethnic origin, sex, sexual preference, age, marital status, citizenship or handicap. The Organization shall communicate with the Executive Board and arrange a meeting to air their concerns regarding the behaviors and/or decisions of the Commission within 3 days upon receiving a funding decision

Section 2. Procedure for Appeals before the Student Assembly

Following this meeting, should the organization feel the need to further pursue an appeal for funding, the organization's executive board must meet with the SA liaison and SA VP Finance within 3 days upon receiving notification from the Commission to determine if their grievances constitute an appropriate appeal. An appeal must meet the following criteria:

- 1.The organization may present the same information regarding their event proposal that was present during the Commission's application and hearing process.
- 2.The organization must demonstrate that their event, upon the time of the CUTonight funding decision, met all the objective criteria for funding as detailed in the CUTonight funding application.
- 3.The organization must provide evidence of grounds for the belief that one or more CUTonight Commissioner(s) demonstrated discrimination against the organization's membership or application. For example, a derogatory comment made during the hearing.

The SA Liaison or VP Finance shall arrange for the presentation of an appeal to the Student Assembly should he or she find that the organization with grievances has grounds for an appeal. If the Student Assembly grants the organization's appeal, the original funding amount requested, as listed on the organization's application for CUTonight funding, will be disbursed to the organization from the CUTC budget if adequate funding remains in the budget for that fiscal year. The CUTC will set aside \$5000 per funding cycle/\$20,000 per fiscal year to cover up to one event per funding cycle. If no appeal is upheld for a cycle, the \$5000 for that cycle can be used for future events during that fiscal year.

The SA Liaison shall be responsible for communicating with the CUTonight Executive Board any corrective measures, as the Student Assembly deems appropriate, to prevent future instances of the bias activity in question. The SA Liaison shall be responsible for communicating the Commission's progress on completing these measures to the Student Assembly.

Article VII AMENDMENTS

Amendments may be recommended by members and will be implemented upon approval by a 2/3rd majority vote of the CUTonight Commission and approval from the Student Assembly.

Note: Cat Holmes is no longer our advisor so her name was replaced by Denice Cassaro in the Constitution.