Department of Campus Activities

Policy 11: Concert Committee

Guidelines

a. In an effort to be good stewards of our resources, any recognized student organization, affiliate group or department using in part or in total Campus Activities’ funds for a concert with a total budget of more than $20,000.00 must consult with the Student Affairs Concert Committee before selecting performers.
b. Any recognized student organization, affiliate group or department sponsoring a concert in Campus Activities operated spaces must follow university and Campus Activities’ policies.
c. The concert committee consists of one student representative from the Department of Intercultural Affairs, one student representative from Last Minute Productions, one student representative from the Student Government Association, one student representative from the Resident Student Association, and one representative from Residential Living. A non-voting representative of the venue and/or UPD may also be included at the discretion of the chair. (If the sponsoring organization is not already represented on the committee, they may provide one student representative for this specific event.)
d. The Director of Campus Activities or his/her designee will chair the committee.
e. The responsibilities of the committee include but are not limited to the following:
   1. Provide recommendations for performances based on feedback from their individual units/groups.
   2. Provide recommendations for performance date and time.
   3. Assist with advertising the event.
f. Marketing for the concert (posters, WCU website, social media campaigns, etc.) must go through the Assistant Director for UC Marketing & Business Operations as well as the Student Affairs Visual Arts Specialist.
g. After consulting with the committee, the committee chair will communicate with the sponsoring organization as to input about performance, date, time, etc. The sponsoring organization will then determine whether to proceed with recommendations or find alternate funding sources.