



University of Connecticut at Storrs Undergraduate Student Government Special Election Packet - 2018

Thank you for your interest in joining the Undergraduate Student Government at the Storrs Campus of the University of Connecticut. The Undergraduate Student Government (USG) is one of the largest student organizations, with an annual budget of approximately \$1.4 million. The primary duties of USG include allocating that money to different student groups and other initiatives, representing the student body to the administration, town, and state, and assisting in the development of, and spearheading the development of initiatives to benefit the student body.

In this packet, you will find a description of USG as a whole, a description of the different positions that you can run for, rules and regulations governing the elections for those seats, as well as a series of forms that you must complete in order to appear on the ballot. If you have any questions, comments, or concerns, feel free to reach out to the Elections Oversight Committee at eoc@usg.uconn.edu

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Open Positions for Special Election 2018

Calculated based on [Section 1b of the Election and Campaign Policies](#)

Academic Seats (Term ends Spring 2019)

- ACES Senators - 3
- CAHNR Senators - 2
- Education Senators - 1
- Engineering Senators - 1
- Business Senators - 1
- Fine Arts Senators - 2
- CLAS Senators - 1
- Pharmacy Senators - 1
- Ratcliffe Hicks Senators - 1
- Nursing Senators - 2

Residential Seats (Term ends Fall 2019)

- Busby Senators - 2
- Charter Oak Apartments Senators - 2
- Commuter Senators - 6
- Garrigus Senators - 1
- Hilltop Apartments Senators - 3
- Hilltop Halls Senators - 1
- Husky Village Senators - 2
- Mansfield Apartments Senators - 1
- McMahon Senators - 1
- North Senators - 2
- Northwest Senators - 2
- Northwood Senators - 1
- Towers Senators - 3
- Werth Senators - 1
- West Senators - 1

Elections Timeline

Wednesday, October 17th

- Ballot Applications Open

Wednesday, October 31st

- Filing Deadline due at noon
- Judiciary Processes Filings

Tuesday, November 6th

- Voting opens at noon

Thursday, November 8th

- Voting closes at noon

Friday, November 9th

- Deadline for cases sent to the EOC

Monday, November 12th

- Results forwarded to EOC and Judiciary
- Judiciary Certifies Results
- Case Filings and Appeals

The Undergraduate Student Government

The Undergraduate Student Government is broadly organized into three branches - the executive, legislative, and judicial. The executive branch consists of the President, Vice-President, Comptroller, Chiefs of Staff, and any other persons that may be formally recruited to carry out the tasks of the Undergraduate Student Government. The President is responsible for guiding the direction of the organization and nominating persons to fill different positions, including the

student held positions on University administration task forces and committees. The legislative branch is led by the Speaker, Deputy Speaker, Parliamentarian, and any other persons that may be agreed to by senate resolution as a leader of the body. Senators are members of the legislative branch and vote on the most crucial matters that come before the Undergraduate Student Government. Additionally, Senators must each sit on at least one committee, where they assist with the various initiatives that the committee undertakes. The judicial branch is led by the Chief Justice and a number of Associate Justices. The judicial branch is responsible for resolving conflicts within the Undergraduate Student Government.

The standing committees of the Undergraduate Student Government are all charged with advocating for the undergraduate student body. Each committee has a different focus.

Here are the standing committee descriptions:

Academic Affairs: Tuesdays 5 PM - 6 PM

The Academic Affairs Committee is responsible for taking action on academic issues such as advising, textbooks, faculty evaluations, course requirements and academic integrity. The Committee also distributes free study materials to students during final exams in an effort to foster academic achievement. The members of the committee have a close relationship with both administrators and students, making effective change a habit.

External Affairs: Fridays 3 PM - 4 PM

The External Affairs Committee acts as the advocates for students to local, state, and national policy makers. The Committee works on issues such as rising tuition and fees, representing student interest in the Town of Mansfield, and lobbying state legislators.

Student Development: Thursdays 5 PM - 6 PM

The Student Development Committee is dedicated to the cultures brought to campus by students and the overarching spirit of UConn. In order to cultivate a deep sense of pride that extends beyond a student's tenure at this University, Student Development works to help students realize the importance of diversity, sports and interest clubs, and continued work for social education on campus. Advocacy work concentrates on increased visibility of the students associated with these groups and issues as well as campaigns for university consciousness in relation to them.

Student Services: Mondays 6 PM - 7 PM

The Student Services Committee is responsible for the advocacy of student quality of life issues relating to health, dining, recreation, housing, transportation, and safety. The Committee has previously worked to get Wi-Fi installed in the Student Recreation Center and adjusted dining hall hours to better fit students' schedules.

Position Descriptions

Senator

1. General USG Responsibilities
 - a. Represent the needs of the student body in a positive, professional and ethical manner
 - i. Collaborate with students and student organizations to seek input for informed decision making
 - ii. Maintain effective working relationships with administrators, staff and faculty
 - iii. Build external relationships (e.g., state and local officials) to further student interests
 - b. Have a thorough understanding of the following documents:
 - i. Undergraduate Student Government Constitution and Bylaws
 - ii. USG's Funding Board Policies
 - iii. Robert's Rules of Order
2. Senator Specific Duties
 - a. Represent the interests and advocate on behalf of the specific represented constituency or council, as well as the student body as a whole:
 - i. Actively seek the views and input of the student constituents
 - ii. Be available and accessible to constituents
 - iii. Establish and maintain frequent contact with constituent population using at least one of the following methods:
 1. Operating a page on a social media website, or
 2. Holding regular constituency meetings
 - iv. Motivate and involve constituents on issues pertinent to students' quality of education and quality of life at UConn
 - v. Select a specific area of interest, and work tirelessly on advancing that focus for the benefit of the student body
 - vi. Work with fellow Senators to advance legislation reflecting the interests of their constituents and the entire student body
 - b. Be an active and enthusiastic member of Senate and USG as a whole
 - i. Attend and actively participate in weekly Senate meetings held from 6:30pm to adjournment on Wednesdays (classes and work shall be planned accordingly)
 - ii. Passionately advocate for constituent concerns in Senate deliberations
 - iii. Schedule and attend regular office hours in the USG Office
 - iv. Serve on at least one standing USG Committee (weekly one-hour meeting)
 - v. Read the agenda, minutes and legislation prior to all Senate meetings and be prepared to discuss and vote on pertinent issues
 - vi. Attend and actively participate in all required USG training and development programs, including:
 1. Senator Orientation in the beginning of each semester organized by the Speaker
 2. USG Retreats in the beginning of each semester organized by the elected officers and USG's advisor
 - vii. Be actively involved in USG sponsored programs and events

3. Position Qualifications
 - a. Currently enrolled as an undergraduate student at the Storrs Campus and consequently, be subject to paying the Student Government Fee (a subset of the Student Activity Fee).
 - b. Must not be on any form of probation related to conduct, including University Probation, University Suspension, or University Expulsion, pursuant to The Student Code of Conduct
 - c. Must not be on any form of academic probation (including, but not limited to being subject to dismissal) during the time that they are seeking or holding this position. Academic probation is defined by the University Senate (University Senate Bylaws, Part II, Section E.15).
 - d. Must reside in their respective constituency, be a member of their college or school, or be a member of their class at the time of election (i.e., Alumni Senator must live in Alumni)
 - e. Elected by the constituents they are representing
 - f. Ability to relate effectively with a variety of individuals
 - g. Excellent leadership, communication, and time management skills
 - h. Knowledgeable and passionate about the issues concerning the student body
4. Commitment
 - a. Unpaid, volunteer position
 - b. Serve a one-year term. Residential and Commuter Senators will be elected in the fall semester, and begin their term at that time. Open College Senator seats will be up for election in fall, but those elected and sworn-in must run again in the spring.
 - c. Devote approximately 7-10 hours per week when school is in session, including at least one office hour per week;
5. Learning Opportunities
 - a. Develop skills in parliamentary procedure, decision making/critical analysis, goal setting, communication, delegation, dealing with adversity, budgeting and programming
 - b. Interact with diverse groups on campus
 - c. Interact with UConn Board of Trustees, administration, faculty and other committees
 - d. Participate in leadership seminars
 - e. Improve public speaking skills
 - f. Gain understanding of the structure of a public university

Election and Campaign Policies

1. General
 - a. Each campaign shall make every effort to follow the letter and spirit of these policies.
 - b. The number of seats for each position shall be calculated using the following system:

Min Percentage	Max Percentage	Percentage Difference	Number of Senators Assigned (Same as Tier Number)
0.0%	1.5%	1.5	1

1.5%	4.0%	2.5	2
4.0%	7.5%	3.5	3
7.5%	12.0%	4.5	4
12.0%	17.5%	5.5	5
17.5%	24.0%	6.5	6
24.0%	31.5%	7.5	7
31.5%	40.0%	8.5	8
40.0%	49.5%	9.5	9
49.5%	--	--	10

2. Requirements for Candidacy

a. Undergraduate Standing and Availability

- i. Candidates must be registered, degree-seeking undergraduate students at the University of Connecticut, Storrs Campus.
- ii. Candidates must pay the Student Government Fee (within the Student Activities Fee).
- iii. Candidates must be a member of the constituency for which they seek to represent.
- iv. Candidates should be able to attend meetings of the Undergraduate Student Government Senate during the term of the position that they are seeking. Senate meets every other Wednesday at 6:30pm while school is in session.

b. Petition by Peers

- i. Students seeking candidacy for the position of Senator and who wish to appear on the ballot must collect the names, NetIDs and Peoplesoft numbers of 50 undergraduate students in support of their appearance on the ballot.
 1. At least one-fifth (ten) of those names and associated university identification numbers must come from the constituency from which the student seeks to represent.
- ii. These names and associated university identification numbers shall be submitted through the proper forms as posted in the “Forms” section of this election packet.

c. Proper Submission of Materials

- i. Students seeking to appear on the ballot must complete and submit the required forms by Wednesday, October 31st at noon.
 1. The forms that must be completed include (items b-d are now consolidated within one form):

- a. Petition by Peers
 - b. Candidate Statement Form
 - c. Election and Posting Policy Acceptance Form
 - d. Copy Code Honor Form
 - e. Election Packet Checklist
 - ii. The Judiciary shall process the submissions and forward eligible candidates for posting on the ballot within 72 hours of the deadline for filing.
 - iii. Candidates with any questions should reach out to the Election Oversight Committee at the following email: eoc@usg.uconn.edu
- 3. Campaign Conduct
 - a. A campaign activity is an activity that is executed on behalf of a candidate for a position.
 - b. No campaign may utilize resources owned, provided, or funded by the Undergraduate Student Government, including the physical space of the Undergraduate Student Government and events that are funded by the Undergraduate Student Government, and except for those resources that are clearly defined below:
 - i. Campaign financing that is provided to the presidential and comptroller campaigns by the Undergraduate Student Government
 - ii. Free copies that are provided to senate campaigns by the Undergraduate Student Government
 - c. Active campaigning within the immediate vicinity of an event funded by the Undergraduate Student Government is prohibited
 - i. A full list of events that are funded by the Undergraduate Student Government will be available at usg.uconn.edu and upon request at the USG office in room 219 of the Student Union (SU219).
 - d. No campaign may provide any device to a student for the purposes of having that student vote on that device.
 - e. No Tier II organization may utilize funding from the Undergraduate Student Government to campaign for a candidate.
 - f. No campaign may encourage any person to violate any Undergraduate Student Government policy, university policy, or any local/state/federal law on behalf of the candidate.
 - g. No campaign may slander, libel, or falsely represent other candidates or students.
 - h. No campaign may utilize an email list for the purposes of campaigning without first obtaining written permission from the owning organization or individual of the list.

- i. Candidates that currently hold a position in the Undergraduate Student Government must continue to fulfill all duties and responsibilities required of that office.
 - j. Campaigns must adhere to the posting and canvassing policies of the respective locations in which they would like to post and/or canvass.
 - i. Posting and canvassing policies may be found here: <http://solid.uconn.edu/guide-to-advertising-on-campus-student-edition/>
4. Violation of Policies
- a. Grievance Procedure
 - i. Any undergraduate student at the University of Connecticut shall have the right to file a grievance case with the EOC and Judiciary of the Undergraduate Student Government in the event of a perceived violation of the Election and Campaign Policies, or any other relevant USG policy.
 - 1. Members of the Undergraduate Student Government are obligated to report all violations of the Election Policies
 - ii. Any undergraduate student at the University of Connecticut wishing to present a case must file a letter to the Judiciary of the Undergraduate Student Government at judiciary@usg.uconn.edu and the Elections Oversight Committee at eoc@usg.uconn.edu. The letter must outline the perceived violation and reference the sections of the Election and Campaign Policies and other relevant USG policies allegedly violated.
 - iii. All grievances must be filed no later than 24 hours after violation was committed and/or 12 hours after polls close.
 - iv. Grievances must list which provisions of these Election Policies the defendant allegedly violated.
 - v. For information on the Judicial procedure, refer to Bylaw XIV of the Undergraduate Student Government.
 - b. Judicial Action
 - i. Pursuant to Article XII of the Constitution of the Undergraduate Student Government, the Judiciary may refuse to hear a filed case.
 - 1. The Elections Oversight Committee shall reserve the right to make recommendations to the Judiciary regarding the decision to hear a case, based on any relevant Elections Oversight Committee investigations and interpretations of applicable Undergraduate Student Government policy. This recommendation shall be made before the Judiciary makes the decision to hear a case.
 - ii. Cases presented to the Judiciary of the Undergraduate Student Government shall be heard by a panel of only 3 justices, including the Chief Justice.
 - iii. Judgments of the Judiciary are to be in the form of reasonable expectations where the Election and Campaign Policies do not provide strict accommodations in its scope.
 - iv. For information on the powers and functions of the Judiciary, refer to Article XII of the Constitution of the Undergraduate Student Government.

- c. Penalties
 - i. The judiciary shall assess and enforce all penalties.
 - ii. Each violation shall result in one strike
 - iii. Upon the accumulation of 3 strikes, the Candidate(s) may be disqualified.
 - iv. The judiciary may impose a stronger penalty for an action if malicious intent may be proven.
- d. Disqualification
 - i. Disqualification must be warranted per the terms of the Election Policies
 - ii. Upon the accumulation of 3 strikes, the Judiciary may assess whether a candidate(s) is to be disqualified
 - iii. The Judiciary shall have the power to disqualify the candidacy of a student should it feel that the candidate has acted recklessly negligent or willfully defiant in regards to the Elections and Campaign Policies, or any other applicable USG policy.
 - iv. A disqualification decision may be overturned by two-thirds of the voting members of senate.
- e. Right to Appeal
 - i. All parties in a case shall have the right to appeal the decision to a panel consisting of the Chief Justice and 2 members of the EOC.
 - 1. An appeal must be based upon new evidence.
 - 2. An undergraduate student shall have 5 hours from the time that the Judiciary releases its opinion to file an appeal.
 - 3. The decision of the panel of Chief Justice and two members of the EOC is final and is not allowed to be appealed or overturned.
- f. Hearing Timeline
 - i. No Judicial hearing may be held during the voting period.
- 5. Campaign Resources
 - a. The Undergraduate Student Government reserves the right to arrange campaign events, including, but not limited to, debates, candidate “meet-and-greets”, and candidate trainings. All such events shall be overseen by the Elections Oversight Committee.
 - b. The Student Organization Center shall provide, at no charge to the candidates, 100 copies to each Senator candidate. Candidates may purchase more copies from the Student Organization Center at the standard rate.
 - c. The Elections Oversight Committee and Judiciary shall be responsible for preparing and releasing an elections packet.

Forms

You can find the forms that you need to fill out at this website:

<https://goo.g/20N8111/forms/KhrUMKGaD2d9OsHI2>



Petition by Peers

You can find a sample copy of the Petition by Peers and upload your copy at this website:

<https://goo.gl/forms/4FRP0wWseoCyrZ6E3>

