**UNIVERSITY OF CONNECTICUT Hartford campus**

**Hartford Undergraduate Student Government**

Undergraduate Student Government Election Spring 2021

● Open positions: The President, Vice President and six Senator positions are open for election this spring.

● The person elected will serve a one (two semesters) year term not including the semester they are elected.

* Terms do not officially begin until the final Senate meeting (unless needed) of the Spring semester where you, if elected, will be sworn in. However, it will be beneficial to be active until then if elected.

January 20, 2021

Dear Candidate,

 We are glad to know about your interest in this position at UConn Hartford. This opportunity is a great way to challenge yourself and work with others to build collaborating and leadership skills. Below, you will find instructions and guidelines for the election for your convenience. If you have any other questions or concerns please contact Senator Karishma Rentia (karishma.rentia@uconn.edu).

**Intent to run form due:**

* This form ( <https://forms.gle/LraXbnTyKT4PWzby9> ) will be due by Wednesday, February 10th. Please email Senator Karishma Rentia (karishma.rentia@uconn.edu )

**Voting Period:**

* Voting by the UConn Hartford student body will occur on March 2nd till March 4th allowing for two days of voting.

**Eligibility Requirements:**

* Full time fee paying student at UConn Hartford during and throughout the term
* Must maintain a minimum GPA of 2.5 - to be eligible to run and during the term
* Each senator is required to be on a committee
* Available Mondays from 1:30 - 3:30PM (meeting times will vary per semester)
* Candidates will be required to attend a informational session facilitated by the elections committee and will be determined based of off the schedules provided in the application

**Responsibilities (Senator)**

* Senators must attend all weekly senate meetings.
* Senators must have 2 hours committed to office hours (amount of hours per semester subject to change at President’s discretion)
* Senators must be part of one of the committees under USG
* Senators must look over budget requests sent in by campus clubs and organizations,
* Senators must vote upon whether or not budget requests should be passed.
* Senators must complete advocacy issues that are relevant today and turn in a weekly report on the progress of their work to the board.
* Senators will advocate as the voice of the student body.

**Responsibilities (President)**

* The role of the President is to empower, guide, and advise the committee to achieve the overall vision.
* The President will be a spokesperson on behalf of the committee to the Undergraduate Student Government and the UConn Community.
* The President is responsible for facilitating the weekly meetings.
* The President must have office hours during the week for their members and the community at large.
* The President must have weekly 1:1s with members of the Executive Board (advisor and committee chairs).
* The President shall attend additional committee meetings when possible.

**Responsibilities (Vice President)**

* The Vice President shall assist the President in fulfilling all duties and responsibilities of the Executive Board which is currently (members may be added at the President's discretion) composed of the President, Vice President, and Committee Chairs.
* The Executive Board shall be responsible for carrying out the daily operations of the student government and implementing the Constitution, Bylaws, and legislation of the Undergraduate Student Government.
* The Executive Board shall discuss issues of primary significance to the Student Body and may delegate or recommend a course of action to a standing or ad-hoc committee or to the Student Senate.
* The Executive Board shall provide interpretation of the Undergraduate Student Government Constitution, Bylaws, policies, and procedures and shall address and resolve ethical disputes and alleged violations of the Constitution, Bylaws, policies and procedures related to the Senate and the Executive.
* The Vice President shall oversee the daily operation of the Undergraduate Student Government and its office, including establishing and maintaining office policy. Changes to office policy must be reported to the Senate.
* In the event of the President’s absence, the Vice President shall chair Senate meetings.
* The Vice President shall attend all meetings of the Student Senate and in the absence of the President, if Quorum is needed, is permitted to vote.
* The Vice President shall serve as the primary liaison to all Hartford Campus Registered Student Organizations (RSOs) and their advisor(s).

**Candidate statement:**

* This is where you will be allowed to express yourself.
* Take this as an opportunity to voice why you are interested in taking on this leadership opportunity.
* Express your passion for the Undergraduate Student Government.
* How you plan on improving USG if elected as senator, president, or vice president.
* Statements should be 500 words or less.

**Voting:**

* Voting will be done through an online form that will be activated during the voting period. Only the student body at UConn Hartford will be able to vote through this system where they will be asked for their Net IDs. The form will be on vote.uconn.edu.

**Campaigning:**

 Due to Covid-19, campaign measures are quite limited as the usual interactive opportunity to do so in person is no longer an option. With that being said, campaigning can be done in other ways such as the following:

* Through social media
* The USG instagram will also provide the opportunity to post your candidacy on their page
* You will also be provided the opportunity to advertise through the UConn Hartford Daily digest
* For those with in person classes, advertising on campus is also an option
* If you have any other forms of campaign in mind please notify us for approval