Thank you for your interest in joining the Undergraduate Student Government at the Avery Point Campus of the University of Connecticut. The Associated Student Government (ASG) is one of the largest student organizations on campus, with an annual budget of over $30 thousand dollars. The primary duties of ASG include Events and programs on campus for the student body, allocating money to different student groups and representing the student body to the administration, town, and state. ASG also spearheads and assists in the development of initiatives to benefit the student body.

In this packet, you will find a description of ASG as a whole, a description of the different positions that you can run for, rules and regulations governing the elections for those seats, and 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 Chief Justice at Randall.paterson@uconn.edu
Open Positions for the Spring 2022 Election

• President
• Secretary/Treasurer
• Music Chair
• Special Events Chair
• Comedy Chair
• Public Relations Chair
• Student Relations Chair

Spring 2022 Elections Timeline

Monday, January 31
• Election Packet released
• s.uconn.edu/ASGElections

Monday, February 14
• Sign-ups due
• Sign-up at s.uconn.edu/ASGElections

12 p.m., Tuesday, March 1 to 12 p.m., Thursday, March 3
• Election Voting Period

Sign-up at s.uconn.edu/ASGElections
PREAMBLE:

We, the students of the University of Connecticut, Avery Point Campus, in order to establish and preserve the democratic principles of self-government, do hereby ordain and establish this Constitution.

ARTICLE I: NAME

The name of the organization is "The Associated Student Government of the University of Connecticut at Avery Point:" hereinafter referred to as the "ASG."

II: PURPOSE

SECTION I: PURPOSE
The purposes of the ASG are:
A. To represent the interests of the Student Body with the Administration of the University of Connecticut.
B. To represent the interests of the Student Body with the community.
C. To disburse funds of the ASG.
D. To supervise all student activities funded by the ASG and oversee the finances of organizations receiving funds from the ASG.
E. To promote cooperation between the Avery Point Campus, the main campus, and the other regional campuses.
F. To empower and develop the leadership abilities of both elected members and the student body at large.

ARTICLE III: MEMBERSHIP

SECTION I: ELIGIBILITY
A. All Avery Point students who pay the Student Activities Fee are eligible to join ASG.
B. Any fulltime student in good academic standing (a GPA of 2.0 or higher and has not been on academic probation for the past two semesters) is eligible for election to most ASG leadership positions.
C. Students may not be eligible for Executive Board positions if they have split registration among campuses.

SECTION II: ASG MEMBERSHIP
A. Upon joining, all ASG members must join a committee lead by either the Treasurer/Secretary, Music Events Chair, Comedy Events Chair, Special Events Chair, Public Relations Chair, or Student Relations Chair.
B. Members can only be a part of two committees.

SECTION III: ELECTED BOARD LEADERSHIP POSITIONS
A. There shall be three elected leadership positions within the Executive Board: The President, the Vice-President, and the Secretary/Treasurer.
B. There shall be three elected leadership positions within the Programming Board: The Comedy Events Chair, the Music Events Chair, and the Special Events Chair.
C. There shall be three elected leadership positions within the Relations Board: The Public Relations Chair, the Student Relations Chair, and the Freshman Chair.

ARTICLE IV: ELECTIONS, VACANCIES, AND REMOVAL FROM OFFICE

SECTION I: ELECTIONS
A. There shall be two elections a year.
B. The Spring election shall be held no earlier than the first week of March. All leadership positions shall be elected at this time, besides the Vice President and Freshman Chair.
C. The Fall election shall be held within the first four weeks of classes during the Fall semester. Vice President, Freshman Chair, and any other vacant positions from the Spring shall be elected during this time.
D. At least 25% of the student body must participate in an election to constitute it valid.
E. Elections will be overseen by the current advisor of the ASG.
SECTION II: VACANCIES
A. Vacancies resulting from member’s resignation or removal from office shall be filled by appointment by the President and with a majority vote of approval by the leadership members.
B. Members who have leadership positions must resign in writing.
C. Any position remaining unfilled after the Spring election will be elected in the fall election.
D. Any position that remains unfilled after the fall election shall be appointed by the President and with a majority vote of approval by leadership members.

SECTION III: REMOVAL FROM OFFICE
A. Officers shall be removed from office if they violate University law, laws set forth in this Constitution, fall out of good academic standing, or fail to meet attendance standards.
B. Procedure is as follows: (1) Executive Board shall give formal, written notice to specified member for not being in accordance with ASG requirements (2) The Executive Board will meet with the member in a formal setting with the advisor to discuss why they are being removed from office (3) The executive board will vote as to whether the member shall be officially removed from office.
C. If the officer to be removed is an Executive Board member, the current advisor will take the place as the third vote in the Executive Board
D. If majority votes to remove, the officer will have to resign without right to re-election or to hold any office in this government.

ARTICLE VI: EXECUTIVE BOARD

SECTION I: OVERVIEW
A. The Executive Board shall consist of the President, the Vice-President, the Secretary/Treasurer.
B. The Executive Board shall review matters such as: attendance, academic standing, student government elections, possible amendments to this Constitution, and other pressing matters.

SECTION II: ELECTED LEADERSHIP POSITIONS WITHIN THE EXECUTIVE BOARD
The President
A. Shall oversee all areas of the Student Government.
B. Shall preside over, prepare agenda, and maintain order during weekly meetings.
C. Shall reserve the right to veto any passed legislation; a two thirds vote of the leadership chairs shall be required to override a Presidential veto.
D. Shall sign all enacted bills within seven days unless he or she exercises his or her right to veto.
E. Shall preside over office removal charges.
F. Shall work in conjunction with the advisor of the ASG.

The Vice-President
A. Shall assist the President in the performance of his or her duties.
B. Shall mediate problems or concerns of members of ASG.
C. Shall perform moral exercises within the ASG.
D. Shall record attendance during each meeting and report it to the Secretary/Treasurer.
E. Shall review all rules required by this constitution and University of Connecticut Policy.
F. Shall prepare office removal charges.
G. Shall perform the duties of the President in the President’s absence; and shall assume the office of the President in the event the President is no longer able to perform his or her duties, is impeached, or resigns from office.
H. Reserves the right to bring forth his or her own agenda at any meeting.
I. Shall work in conjunction with the advisor of the ASG.
J. Shall work with the current advisor and regional accounting manager to propose projected budgets and oversee semester budget meetings.

The Secretary/Treasurer
A. Shall record weekly meeting minutes and publish them online in less than 24 hours of each meeting.
B. Shall maintain a record of all meeting minutes and ASG members’ contact information.
C. Shall handle all correspondence concerning the ASG.
D. Shall maintain a record of all expenditures and receipts of ASG and of all recognized student organizations which are allotted funds by the ASG.
E. Shall inform the ASG of its financial status at every meeting.
F. If both the President and Vice President leave office for any reason, the Secretary/Treasurer shall assume the office of President and call for elections for either a new President and Vice President or for a new Vice President and Secretary/Treasurer.
G. Shall work in conjunction with the advisor of ASG and the regional financial manager.

ARTICLE VI: PROGRAMMING BOARD

SECTION I: OVERVIEW
A. The Programming Board will consist of the Comedy Events Chair, the Music Events Chair, and the Special Events Chair.

SECTION II: ELECTED LEADERSHIP POSITIONS WITHIN THE PROGRAMMING BOARD

The Music Events Chair
A. Shall find and propose potential musical performers for the ASG.
B. Shall complete Voucher Requests and Event Proposals for musicians as necessary in a timely manner.
C. Shall contact potential musicians and their agents and negotiate their contracts in conjunction with the ASG advisor.
D. Shall actively work to ensure the campus is an exciting and welcoming place for all students and the community at large.
E. Shall organize and oversee musical performances; responsible for collecting attendance at music events.
F. Shall work in conjunction with the advisor of ASG.
G. Shall lead the Music Committee and manage its members.

A. The Comedy Events Chair
A. Shall propose and find potential comedy performers for the ASG.
B. Shall complete Voucher Requests and Event Proposals for comedians as necessary in a timely manner.
C. Shall contact potential comedians and their agents and negotiate their contracts in conjunction with the ASG advisor.
D. Must actively work to ensure the campus is an exciting and welcoming place for all students and the community at large.
E. Shall organize and oversee comedy performances; responsible for collecting attendance at comedy events.
F. Shall work in conjunction with the advisor of ASG.
G. Shall lead the Comedy Committee and manage its members.

B. The Special Events Chair
A. Shall propose and find potential special events for the ASG.
B. Shall complete Voucher Requests and Event Proposals for events as necessary in a timely manner.
C. Shall contact potential performers and their agents and negotiate their contracts in conjunction with the ASG advisor.
D. Shall actively work to ensure the campus is an exciting and welcoming place for all students and the community at large.
E. Shall organize and oversee special events; responsible for collecting attendance at special events.
F. Shall work in conjunction with the advisor of ASG.
G. Shall lead the Special Events Committee and manage its members.
SECTION I: OVERVIEW
A. The Relations Board shall consist of the Public Relations Chair, the Student Relations Chair, the Freshman Relations Chair.

SECTION II: Elected Leadership Positions Within the Relations Board
A. The Public Relations Chair
   A. Shall maintain and update website regularly with upcoming events, ideas, current board leadership, and their pictures.
   B. Shall maintain a calendar of events.
   C. Shall maintain and oversee all ASG-affiliated social media.
   D. Shall create and design advertisements needed by the Programming and Executive Boards.
   E. Shall take pictures of all campus events for use on ASG website or posters.
   F. Shall advocate for marketable campus events.
   G. Shall work in conjunction with the advisor of ASG.
   H. Shall lead the Public Relations Committee and manage its members.

B. The Student Relations Chair
   A. Shall be the official liaison on student organization fund requests and other related matters.
   B. Shall keep an updated list of all campus organizations president's, advisors, and/or captains.
   C. Shall be in regular contact with all on campus organizations and athletic programs.
   D. Shall review student club or organizations’ constitutions.
   E. Shall report on the affairs of campus staff, students, athletic teams as necessary.
   F. Shall prepare and conduct surveys that inquire information that the student government needs.
   G. Shall work in conjunction with the advisor of ASG and Freshman Relations Chair.
   H. Shall lead the Student Relations Committee and manage its members.

C. The Freshman Relations Chair
   A. Shall be the official liaison for the entire Freshman Class
   B. Shall report on the affairs and issues of Freshmen students
   C. Shall prepare and conduct surveys that inquire reaction or response of Freshmen to the student government.
   D. Work in conjunction with the advisor of ASG and Student Relations Chair.

ARTICLE VIII: CLUB INTERACTION

SECTION I: INTERACTIONS
A. Clubs funded by ASG budget shall have officer report to ASG meetings at least once a month.
B. The Student Relations chair will oversee communications with clubs. This duty is previously written in Article VII, Section I, Clause B.
C. With the exception of certain circumstances, clubs shall propose an overall budget of no more than $1,000 per academic year. It is not guaranteed every club will receive the maximum budget.
D. Any allotted funds that aren't used in the respective academic year will not roll over for the next academic year.

**ARTICLE IX: MEETINGS**

**SECTION I: OVERVIEW**
A. All meetings will be conducted in accordance with the Freedom of Information Statutes and any other rules governing the ASG.

**SECTION II: WEEKLY MEETINGS**
B. Meetings shall be held weekly, unless noted otherwise, at the discretion of the President and Student Government advisor.
C. A quorum equal to the majority of leadership members shall be necessary to convene a weekly meeting.
D. Robert’s Rules of Orders is the general authority of matters not specifically covered in the Constitution and its bylaws.
E. All matters put to a vote or approval shall be voted on by only leadership position members, with the exception of the president. Only in the case of a tie or the need to constitute a quorum (5 out of 9) may the President may cast a vote.
F. Only during such meetings may funds be distributed.
G. All members may not miss more than 3 meetings unless granted special permission by the Executive Board.

**SECTION III: MONTHLY OFFICERS MEETINGS**
A. Must be scheduled monthly at the discretion of the President
B. Attendance of all leadership board members is mandatory, unless excused by the Executive board.
C. Non-elected members attendance is not mandatory
D. Meetings shall serve the purpose of discussing upcoming agendas, discussing specific problems, preparing elections, and other pressing matters

**ARTICLE X: AMENDMENTS**

**SECTION I: PROCESS**
A. Requests to amend the constitution may be made by any member of the student body to the Executive Board.
B. Any proposed changes to the Constitution must:
   a. Be passed by a two-thirds majority of the leadership positions.
   b. If approved, be posted to the student body for five consecutive days.
   c. Be ratified by a majority of total votes cast by the student body.
ARTICLE XI: REFERENDUMS

SECTION I: PROCESS
A. The student body shall have the right to demand a referendum on the actions of the ASG already initiated, or to impel the ASG to a specific action.
B. At least 20% of the student body must sign a petition to make a referendum valid.
C. A majority of total votes cast shall be required for passage, which in turn shall effect the reversal of ASG action or cause the ASG to take specific action.