



ELECTION RULES

I. ELIGIBILITY:

- A. All full-time students enrolled at the Waterbury Campus who have a GPA of not less than 2.30, and all full time first semester Freshman and Transfer shall be eligible for membership.
- B. Officers and Senators with less than a 2.30 shall be automatically disqualified.

II. ELECTIONS

A. Time

1. Spring elections for voting members of the ASG shall be held on Tuesday, Wednesday, and Thursday of the third week of April.
2. Fall elections for voting members of the ASG shall be held on Wednesday of the fourth week of September.

B. Nominations

1. For a student to be nominated, s/he must submit a petition to a member of the ASG Election Committee signed by fifteen (15) students eligible to vote in the next election. No student shall sign more than one petition for each office to be filled. (Each senator is considered one office.)

C. Voting

1. Those voting in the Spring election shall be full and part time students who have registered for the Fall Semester at Waterbury.
2. Those voting in the Fall election shall be all full and part time students entering the University at Waterbury.
3. Elections for each office shall be by a plurality of those voting.

D. Supervision

1. Two members of the ASG and the Advisor of the ASG shall supervise all phases of the election. It shall be their duty to provide petition forms, a place for balloting, ballots, and a receptacle for ballots, and to personally oversee the counting and tabulation of the results of the voting by the full and part time student body.
2. They shall also provide for posting the names of those elected to office.

E. Responsibility

1. Attendance at the summer meeting are expected, but exceptions can be made.

THE ASSOCIATED STUDENT GOVERNMENT

E-Board/Senate Elections

Spring 2023 ELECTIONS

March 5, 2025 **PETITIONS AVAILABLE from the Student Activities Office.**
April 2, 2025 **PETITIONS DUE to the Student Activities Office**
April 15-17, 2025 **ELECTIONS (Voting will take place on UConntact)**
April 18, 2025 **RESULTS POSTED**

VERY IMPORTANT

ONLY students currently enrolled at the Waterbury Campus for the Spring semester are eligible to sign petitions. Do not let anyone sign your petition if they are not a student.

Please read CAREFULLY the ASG Election Rules and the Poster Policy.

Elections will be held online.

POSTER POLICY

No poster will be hung on glass surfaces (windows, doors, etc.). All posters must be hung on bulletin Boards.

PETITION FOR ELECTION TO THE ASG

I, (Name) _____, of (Address) _____ (City) _____, CT, (Phone Number) _____, (e-mail address) _____ hereby petition to be placed on the ballot for the election to the Associated Student Government for the office of:

(Circle all that apply)

Senator

President

Vice President

Treasurer

Secretary

You may run for an e-board position, and as a senator. Your election to e-board supersedes your election to senator.

I am aware that a sitting senator must fulfill the following responsibilities to the best of their ability:

- a. Properly and accurately, to the best of their ability, represent the Undergraduate Fee-Paying Student body.
- b. Discuss and vote on funds for student club activities and other activities that allow ASG to fulfill its stated purpose.
- c. Attend and participate in any and all ASG's standing or ad hoc committees.
 - a. A minimum of one (1) required.
- d. Attend and participate in all ASG meetings.
 - a. No more than three (3) unexcused absences are allowed.
- e. Attend and assist at all ASG events.
- f. Discuss and vote on President appointments of Members, Senators and Ad Hoc Committee Chairs.
- g. Each appointment requires a 2/3 vote.
- h. Reserve the power to solely motion and vote during ASG meetings on all matters pertaining to the ASG.
- i. Understand and use Robert's Rules of Order to conduct ASG meetings.
- j. Only discuss and vote on what is presented on the agenda.

(Name) _____ has been approved and is eligible to be placed on the ballot for election to the ASG .

Signature of the ASG President Date

Signature of the Advisor to ASG Date

Candidates must be full time and have a GPA of not less than 2.30

In addition to the responsibilities of a sitting senator, e-board positions must fulfill the following responsibilities to the best of their ability:

President

- a. The President shall be the official leader, chief position, and prime representative of the student body.
- b. Chair all ASG meetings unless he/she designates someone else to chair.
- c. Ensure the Organization is running effectively and working cohesively as one
- d. Create meeting agendas for the ASG with collaboration from all Officers, standing and ad hoc chairpersons.
- e. Shall appoint from among members and senators a chairperson for each standing and ad hoc committee.
- f. Shall maintain communication with all regional campuses' student governments.
- g. Shall maintain a relationship with the Director of the Campus.
 - a. If possible, meet regularly.
- h. Make responsible efforts to ensure that officers carry out designated duties properly, promptly and fully.
- i. Shall hold weekly office hours according to the officer's availability.
 - a. These office hours must be made public to all on campus.
 - b. A minimum of one (1) hour.

Vice President

- a. Represent the student body in a positive and effective manner.
- b. In the event of a vacancy of the office of the president, the Vice-President will assume the position and cannot decline and in one week he or she will appoint an elected member of the senate to serve as their vice president.
- c. Assume duties in the physical absence of the president.
- d. Is the second level of appeal of excused absences?
- e. To initiate and maintain communication and active discussion with other branches of The University of Connecticut.
- f. To make reasonable efforts to ensure that Senators and Committees carry out their designated duties properly, promptly, and fully.
- g. Shall hold weekly office hours according to the officer's availability.
 - a. Office hours must be made public to all on campus.
 - b. A minimum of one (1) hour.

Treasurer

- a. To maintain a record, in congruence with the Tier Three Trustee Regional Campuses Account Policies and Procedures, of all expenditures and receipts of the ASG and all other recognized student organization, which are allotted funds by the ASG.
- b. To supervise the handling of any and all monetary currencies and inform immediately of all monetary receiving's to the President and Advisor and follow suit with the Tier Three Trustee Regional Campuses Account Policies and Procedures.
 - a. This includes but not limited to:
 - i. Be the only member to mail all payments.
 - ii. To be the only member to receive all documents of finance personally unless otherwise noted.
- c. To provide access to ASG's financial records to any member of ASG and students upon request.
- d. To make a weekly Treasurer's report that is to be presented to the Senate body at all ASG Meetings. This includes, but not limited to:
 - a. Checking balance.
 - b. Budget problems (under or over).
 - c. Budget reports on each event.

- d. Any problems monetarily.
- e. To be one of two students to sign checks on behalf of ASG.
- f. Shall be chairperson of the Finance Committee.
- g. Shall ensure all proper forms are filled out and filed in their respective location.
- h. Shall hold weekly office hours according to the officer's availability.
 - a. These office hours must be made public to all on campus.
 - b. A minimum of one (1) hour.

Secretary

- a. The secretary is the recording officer of the assembly and the custodian of the records.
- b. Be the central hub of all contact for the ASG.
- c. To keep a record of all business conducted at every ASG meeting - more formally called Minutes.
 - a. Post minutes to public on ASG bulletin board, the ASG website and/or any other University approved medium.
 - b. These records become permanent upon approval of the Senate.
- d. To have minutes available for students and members upon request.
- e. In the absence of the President and Vice-President, the Secretary will preside over an ASG meeting.
- f. Shall e-mail all minutes, agendas, meeting times and other announcements to all members, senators and officers.
- g. Shall e-mail minutes to the club advisor before e-mailing the designated accounting supervisor from UConn Storrs.
- h. Shall make an official member list and update when needed.
- i. The Secretary oversees all correspondence of the ASG.
- j. To notify the President if any senators break the absence quota.
 - a. The secretary reserves the power to define excused and unexcused absences.
- k. Shall hold weekly office hours according to the officer's availability.
 - a. These office hours must be made public to all on campus.
 - b. A minimum of one (1) hour per week.

