

Spring 2015 Elections Packet

Elections Oversight Committee

Undergraduate Student Government, University of Connecticut



The Declaration of Interest is due February 6, 2015 at 12:00pm to the USG Office (Student Union, Room 219). In order to be eligible to run for President, Vice-President, and Comptroller, you *must* submit The Declaration of Interest form. It is strongly encouraged that all other candidates submit the Declaration of Interest. Its submission is necessary to gain access to candidate resources.

To be eligible to be a candidate in the Spring 2015 USG Elections, this packet must be completed and submitted to the USG Office (Student Union, Room 219) by Friday, February 13th, 2015 at 12:00, **and all other elements of the checklist attached to the back of this packet must be completed by Friday, February 13th, 2015 at 12:00pm.**

A ticket with a candidate for both President and Vice-President may submit a single packet, but *both members of the ticket must sign all required signature lines.*

If you have any questions regarding this packet, or any aspects of the Spring 2015 USG Elections, you may contact the Elections Oversight Committee (EOC) at eoc@usg.uconn.edu.

Candidate Information:

First Name: _____ Last Name: _____

NetID: _____ Peoplesoft Number: _____

Email: _____ Phone Number: _____

Local Address: _____

Semester Standing (By Credit): _____ College or School: _____

Major(s): _____

Position Sought: _____ Constituency: _____

Candidate #2 Information (For Presidential Tickets *Only*):

First Name: _____ Last Name: _____

NetID: _____ Peoplesoft Number: _____

Email: _____ Phone Number: _____

Local Address: _____

Semester Standing (By Credit): _____ College or School: _____

Major(s): _____

Position Sought: _____ Constituency: _____

The Declaration of Interest form is due February 6, 2015 at 12pm to the USG Office (Student Union, 219). Submission is required for all President, Vice-President, and Comptroller candidates. Submission is highly encouraged for all Senator candidates.

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Declaration of Interest

Elections Oversight Committee

Undergraduate Student Government, University of Connecticut



If you intend to run for the position of President, Vice-President, or Comptroller in the Spring 2015 Elections, you must submit this form by Friday, February 6, 2015 at 12:00pm to the USG Office (Student Union, Room 219). Failure to do so may make you ineligible to be on the ballot for the Spring 2015 Elections.

If you intend to run for the position of Senator, you must submit this form by Friday, February 6, 2015 at 12:00pm to the USG Office (Student Union, Room 219) in order to gain access to some resources provided by the Elections Oversight Committee and the Joint Elections Committee. Submission of this form is not required to secure a place on the ballot.

Please fill in all the requested information.

I, _____, intend to run for the position of

Print Name

President / Vice-President / Comptroller / Senator (Circle One) in the Spring 2015 Undergraduate Student Government Elections. I understand that, to secure a place on the ballot, I must submit a complete Elections Packet to the USG Office (Student Union, Room 219) and a copy of my Candidate Statement and an eligible photo to judiciary@usg.uconn.edu by Friday, February 13th, 2015 at 12:00pm.

First Name: _____ Last Name: _____

NetID: _____ PeopleSoft Number: _____

Email: _____ Position you are Seeking: _____

Signature

Date

Campaign Timeline

February 6, 2015 – 12:00pm: Declaration of Interest due to the USG Office (Student Union, Room 219). Submission of this form is required for candidates intending to run for President, Vice-President, and Comptroller, and is strongly encouraged for all other candidates. In addition to being required for candidates to Executive position, the submission of the Declaration Interest is necessary to gain access to candidate resources, such as a paid insert in the Daily Campus and a candidate photo shoot.

February 16-20, 2015: Election and Campaign trainings, candidate photo shoot (organized by the Joint Elections Committee), and other campaign resources provided by the EOC and the Joint Elections Committee. Candidates are only eligible for the resources provided in this period if they have submitted a Declaration of Interest.

February 13, 2015 – 12:00pm: Spring 2015 Elections Packet due to the USG Office (Student Union, Room 219). All elements on the checklist attached to the back of this packet must also be completed by this time.

February 16, 2015: Candidates are confirmed, and posted at usg.uconn.edu and vote.uconn.edu.

February 24, 2015 – 6:30pm-8:30pm: Candidate's Debate (President, Vice-President, and Comptroller candidates only) – North Lobby, Student Union.

March 4, 2015 – 9:00am: Voting Opens at vote.uconn.edu.

March 9, 2015 – 5:00pm: Voting Closes.

March 10, 2015 – 5:00am: Cases alleging violations of USG policy in Spring 2015 are due to the USG Judiciary and Elections Oversight Committee. All petitioners should ensure that filed cases are not frivolous and concern a significant violation of USG policy, and are filed in accordance with Bylaw XIV of the Undergraduate Student Government.

Spring 2015 Election Results will be released by the USG Judiciary and EOC following the conclusion of any cases filed with the Judiciary and after all candidates have been notified of the results individually.

Open Positions in Spring 2015 Elections

The following offices of the Undergraduate Student Government are available for election. Elected officers will be sworn in at the last Student Senate meeting of the Spring 2015 semester and serve for the 2015-2016 Academic Year. The number next to the position indicates the number of open seats for that position.

Open Executive Positions (*Campus-wide Constituency*)

President (1)

Vice-President (1)

Comptroller (1)

Open Senator Positions

ACES

CANR

Business

School of Education

Engineering

Fine Arts

CLAS

Nursing

Pharmacy

Ratcliff Hicks

Undergraduate Student Government Election and Campaign Policies

The following Election and Campaign Policies are an extension of Bylaw XVII of the Undergraduate Student Government. All students interested in running for office are advised to read the Constitution and Bylaws of the Undergraduate Student Government to ensure their understanding of the function, powers, and duties of the organization and its officers, as well as all election policies.

Section One Requirements for Candidacy

1. Undergraduate Standing and Availability
 - a. A candidate must be a registered degree-seeking, undergraduate student at the University of Connecticut, Storrs campus who pays the Student Government fee.
 - b. A candidate must be in good academic standing with the University of Connecticut (as defined in the University Senate By-Laws, Part II, Section E.15), and adhere to the policies set forth in the *Responsibilities of Community Life: The Student Code*.
 - c. A candidate must be a member of the constituency for which he or she seeks to represent. For example, a candidate running for the seat of Engineering Senator must be enrolled in the School of Engineering.
 - d. A candidate must be able to attend all meetings of the Undergraduate Student Government Senate, including informal Senate meetings, during the term of the position that he or she is seeking. Senate meetings are held every week during the Fall and Spring Semesters, on Wednesdays at 6:30pm.
 - e. A student that is, or is seeking to be, a Residential Assistant for the term they are seeking office is ineligible to run for an Executive Position in the Undergraduate Student Government.
 - f. A student that is, or plans to be, on the Executive Board of another Tier III is ineligible to run for an Executive Position in the Undergraduate Student Government.
2. Petition by Peers
 - a. A student seeking candidacy must gain support of the constituency which he or she seeks to serve through a petition by peers.
 - ii. A ticket of two students seeking candidacy for President and Vice President must collect the names, NetIDs, and signatures of two hundred fifty (250) undergraduate students in support of his or her candidacy.
 - iii. A student seeking candidacy for Comptroller must collect the names, NetIDs, and signatures of one hundred fifty (150) undergraduate students in support of his or her candidacy.
 - iv. A student seeking candidacy for Senator must collect the names, NetIDs, and signatures of fifty (50) undergraduate students in support of his or her candidacy.
 1. At least ten (10) of the names, NetIDs, and signatures must come from the constituency the student is seeking to represent. This number shall be equal to one-fifth of the total required signatures.
 - b. A student seeking election as a write-in candidate must demonstrate significant support from the constituency which he or she seeks to serve by receiving a minimum amount of votes.
 - i. A student seeking election as President or Vice President must receive at least two hundred fifty (250) votes in order to be eligible for election as a write-in candidate.
 - ii. A student seeking election as Comptroller must receive at least one hundred fifty (150) votes in order to be eligible for election as a write-in candidate.
 - iii. A student seeking election as Senator must receive at least ten (10) votes in order to be eligible for election as a write-in candidate. This number shall be equal to one-fifth of the required signatures to run as a traditional candidate for Senator.
3. Declaration of Interest
 - a. A student seeking candidacy for President, Vice-President, or Comptroller must submit a Declaration of Interest Form. The declaration must state the student's intention to seek a position, and include the student's name, NetID, Peoplesoft Number, email, and position that he or she is seeking.
4. Pledge to Adhere to Policies
 - a. A student seeking candidacy must read and agree to abide by the Undergraduate Student Government Election and Campaign Policies, and any associated posting policies, by signing the Election and Posting Policy Acceptance Form.

- b. A student seeking candidacy must pledge to not utilize any USG Copy code for campaign purposes, by reading and signing the Copy Code Honor form.
 - c. A student seeking candidacy must read, complete, and sign the Election Packet Checklist.
5. Candidate Statement
- a. A student seeking candidacy must complete and sign the Candidate Statement Form. The Candidate Statement Form requires a campaign statement from the candidate that will be distributed to media outlets and will appear on the official ballot. The Candidate Statement Form also requires any relevant candidate contact information.
6. Proper Submission of Materials
- a. A student seeking candidacy for President, Vice-President, or Comptroller must submit a Declaration of Interest Form no later than Friday, February 6, 2015 at 12:00pm to the Undergraduate Student Government office in the Student Union, Room 219.
 - b. A student seeking candidacy must submit a completed Undergraduate Student Government Elections Packet no later than Friday, February 13, 2015 at 12:00 p.m. to the Undergraduate Student Government office in the Student Union, Room 219.
 - b. A completed packet includes a Petition by Peers, Candidate Statement Form with photograph, completion of the Election and Posting Policy Acceptance Form, completion of the Copy Code Honor Form, completion of a campaign roster (President/Vice President and Comptroller Tickets), and the completion of the Election Packet Checklist.
 - d. A student seeking candidacy must submit an electronic copy of the following materials to the Judiciary of the Undergraduate Student Government at judiciary@usg.uconn.edu no later than Friday, February 13, 2015 at 12:00 p.m. The e-mail subject must be “[Candidate’s Name]/[Position Sought]”.
 - b. The email must contain the Candidate Statement. Formats accepted for the Candidate Statement are .doc, .docx, or .txt, and must be saved as “[Candidate’s Name]”.
 - d. The email must contain an appropriate photograph of the candidate. The photograph must be in the JPEG format, and saved as “[Candidate’s Name]”.
 - f. The Judiciary of the Undergraduate Student Government shall have the power to confirm or deny a student’s candidacy for office, upon the review of all submitted documents within 72 hours of submission.
 - g. A student, seeking candidacy shall be the sole person responsible for the completion and submission of the Undergraduate Student Government Elections packet, as released by the Elections Oversight Committee and USG Judiciary. Any incomplete packets shall be disregarded.
7. Rights and Release
- a. The Undergraduate Student Government shall have the right to use and distribute the Candidate Statement and submitted photograph of a student seeking candidacy for items including but not limited to, the ballot and the media (The Daily Campus, WHUS, UCTV, etc.).
8. Attendance at Election Oversight Committee Sponsored Events.
- a. Candidates seeking office must attend a Campaign Conduct training held by the EOC the week of February 15th, 2015. Failure to attend a training is grounds for ineligibility to be a confirmed candidate.
 - i. There will be separate trainings for Senators and Executive positions
 - ii. Each Presidential/Vice-Presidential ticket is required to have BOTH candidates attend training.
 - b. Candidates seeking President/Vice President and Comptroller must attend the Undergraduate Student Government debate held on February 24th, 2015 at 6:30pm in the Student Union North Lobby.

Section Two Candidate Conduct

1. Candidate Identity

- a. A candidate must campaign under the name he or she is registered with at the University of Connecticut.
 - i. The Judiciary of the Undergraduate Student Government shall have the power to grant permission to candidates to campaign under an alternate name, on a case-by-case basis.

2. Candidate Etiquette

- a. A candidate and his or her campaign must not encourage anyone to violate the Undergraduate Student Government Election and Campaign Policies, as well as all other applicable policies.
- b. A candidate and his or her campaign must not slander, commit libel or falsely represent any other candidates or parties.
 - i. Slander is defined as: “An oral communication of false statements injurious to a person’s reputation.”
 - ii. Libel is defined as: “A false publication, as in writing, print, signs or pictures that damages a person’s reputation.”

- c. A candidate's personal conduct shall preserve the spirit and integrity of the Undergraduate Student Government.
3. Obligations of Currently Seated Officers
- a. A candidate currently serving in the Undergraduate Student Government is required to fulfill all duties and responsibilities required of his or her current office, including attendance at any meeting of the Undergraduate Student Government that he or she is required to attend.

Section Three Campaign Conduct

1. Campaign Definition
- a. Campaign is defined as: "An operation or series of operations intended to garner support or votes in a substantial way in the upcoming elections."
 - i. This includes, but is not limited to: posters, pamphlets, leaflets, signs, clothing, social media, and e-mail.
2. Undergraduate Student Government Resources
- a. A campaign may not utilize any resource owned, provided, or funded by the Undergraduate Student Government, except for instances outlined in all applicable USG policies.
3. Campaigning Timeline
- a. Candidates may begin campaigning as soon as current election packets are available.
4. Campaign Roster
- a. Candidates may add individuals to their campaign roster up to a week after Elections Packets are due. Additions must be emailed to eoc@usg.uconn.edu.
 - b. A candidate will be held responsible for every individual and their actions both on their campaign roster and any individual endorsing the candidate as outlined in Section 3 Clause 8a.
 - c. Individuals on the campaign roster will be eligible to obtain permission from dining services, event services, and residential life to canvas and table. There must be at least one registered campaigner present at these activities. Candidates will be held responsible for all persons tabling and canvassing on their behalf.
5. Campaign Etiquette
- a. All campaign conduct shall preserve the spirit and integrity of the Undergraduate Student Government.
6. Locations Prohibited to Campaign
- a. Campaigning in any area on the second floor of the Student Union north of the stairs leading to the USG Office, or at a location in which the Undergraduate Student Government conducts official business, is strictly prohibited. The Student Organization Center (SOC) copiers may, however, be used for campaign materials, pursuant to any other applicable policies. Additionally, campaigning may occur at any USG-organized campaign event (i.e. candidate debate), as designated by the Elections Oversight Committee.
 - i. Official Business is defined as: "Any regular or scheduled event that is hosted by the Undergraduate Student Government including, but not limited to, Senate and Committee Meetings, as well as all programs and events hosted by the Undergraduate Student Government."
 - b. Active campaigning of any kind at or within the immediate vicinity of an event funded by the Undergraduate Student Government is only permitted with permission from an event coordinator of the event.
 - i. A candidate can find a full list of events funded by the Undergraduate Student Government, which will be made available at <http://www.usg.uconn.edu>.
 - ii. An event shall be classified as funded by USG whenever a major attraction of the event is supported or funded by USG.
 - iii. It will be the responsibility of the candidate to contact the event coordinator and receive permission to actively campaign at the event. Written proof of permission must be submitted to the Elections Oversight Committee at eoc@usg.uconn.edu no fewer than 24 hours before the event begins. The Elections Oversight Committee will confirm receipt of written proof from the event coordinator for the candidate to campaign at the event.
 - iv. If the candidate actively campaigns at an event without confirmation from the Elections Oversight Committee, the candidate will be found in violation of election policy, even if the event coordinator granted prior permission.
7. Publications
- a.
 - i. Publication is defined as: "written or electronic items including, but not limited to, media, social media, and advertisements."

- ii. All copies made by the Student Organization Center Copiers must contain the dates of the election and the organization's website, usg.uconn.edu.

8. Finances

- a. Each Presidential/Vice-Presidential ticket may spend no more than \$400, all of which can be funded by the Undergraduate Student Government.
- b. Each Comptroller ticket may spend no more than \$200, all of which can be funded by the Undergraduate Student Government.
- c. All candidates for president/vice-president and comptroller must submit a campaign budget to the Election Oversight Committee. Campaign budgets must be submitted when election packets are due.
 - i. Receipts, invoices, and any other proofs of purchase for every campaign expense must be submitted to the Elections Oversight Committee.
 - ii. Spending Undergraduate Student Government funds on any item that is not allowed in Tier III policies is strictly prohibited.
- d. Donations and/or endorsements will count towards the cap of \$400 for Presidential/Vice-presidential candidates and \$200 for Comptroller candidates. If a monetary value is not assigned to the goods, they will be assessed at retail value.

9. Endorsements

- a. A candidate may seek endorsement from any undergraduate student organization or individual.
 - i. Student organizations may not use Undergraduate Student Government funding for the purpose of campaigning.
 - ii. Any organization or individual campaigning on behalf of a candidate is expected and required to follow all procedures and policies outlined here. Candidates will be held responsible for the actions of any and all individuals and organizations reasonably acting on the candidate's behalf.

**Section Four
Canvassing and Posting**

1. General Policies

- a. All applicable posting and canvassing policies shall be made available to candidates at www.usg.uconn.edu.
- b. A candidate must follow the University of Connecticut, Storrs campus Posting Policy for all buildings and areas under its jurisdiction.

2. Residential Areas

- a. A candidate must follow the Canvassing, Posting, and Solicitation Policies mandated by the Department of Residential Life for all buildings under its jurisdiction.

3. The Student Union

- a. A candidate must follow the Canvassing and Posting Policies mandated by the Student Union.
- b. Posting in the Cultural Centers within the Student Union are at the discretion of each individual Cultural Center and each candidate is responsible for adhering to those applicable policies.
- c. Reservation for tables in the Student Union may be made by candidates through the Undergraduate Student Government. Requests for tabling reservations shall be submitted to the Elections Oversight Committee at eoc@usg.uconn.edu. Reservations may also be made by campaigns through other organizations.

4. Other University Areas

- a. A candidate must follow the canvassing, posting, tabling, and all other applicable policies mandated in areas not specified by the aforementioned policies.

**Section Five
Violation of Policies**

1. Grievance Procedure

- a. 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.
 - i. Voting members of the Senate are obligated to report all violations of the Election Policies
- b. 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.

- c. All grievances must be filed no later than twenty four hours after violation was committed and/or twelve hours after polls close.
- d. Grievances must list which provisions of these Election Policies the defendant allegedly violated.
- e. For information on the Judicial procedure, refer to Bylaw XIV of the Undergraduate Student Government.

2. Judicial Action

- a. Pursuant to Article XII of the Constitution of the Undergraduate Student Government, the Judiciary may refuse to hear a filed case.
 - i. 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.
- b. Cases presented to the Judiciary of the Undergraduate Student Government shall be heard by a panel of only three justices, including the Chief Justice.
- c. 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.
- d. For information on the powers and functions of the Judiciary, refer to Article XII of the Constitution of the Undergraduate Student Government.

3. Penalties

- a. The judiciary shall assess and enforce all penalties.
- b. Each violation shall result in one (1) strike
- c. Upon the accumulation of three (3) strikes, the Candidate(s) may be disqualified.
- d. The judiciary has the right to assess a stronger penalty based on the evidence presented.

4. Disqualification

- a. Disqualification must be warranted per the terms of the Election Policies
- b. Upon the accumulation of three (3) strikes, the Judiciary may assess whether a candidate(s) is to be disqualified
- c. The Judiciary shall have the power to disqualify the candidacy of a student should it feel that he or she has acted recklessly negligent or willfully defiant in regards to the Elections and Campaign Policies, or any other applicable USG policy.
- d. A disqualification decision may be overturned by two-thirds of the voting members of senate.

5. Right to Appeal

- a. All parties in a case shall have the right to appeal the decision to a panel consisting of the Chief Justice and two members of the EOC.
 - i. An appeal must be based upon new evidence.
 - ii. An undergraduate student shall have five hours from the time that the Judiciary releases its opinion to file an appeal.
 - iii. 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.

6. Hearing Timeline

- a. No Judicial hearing may be held during the voting period.

Section Six Elections Resources

1. 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.
2. The Student Organization Center shall provide, at no charge to the candidates, 500 copies to each President/Vice-President ticket, 300 copies to each Comptroller candidate, and 100 copies to each Senator candidate. Candidates may purchase more copies from the Student Organization Center at the standard rate. Additional purchases would go towards the previous financial cap stated in Section 2, 8 a-d.
3. The Elections Oversight Committee and Judiciary shall be responsible for preparing and releasing an elections packet containing, but not limited to, the Elections and Campaign Policies, Declaration of Interest Form, Candidate Statement Form, Election and Posting Policy Acceptance Form, Copy Code Honor Form, Petition by Peers Form, Election Packet Checklist,

elections timeline, and relevant position descriptions, pursuant to the aforementioned policies. This elections packet shall be released no later than the start of the semester in which the election is occurring.

**Section Seven
Election Timeline**

1. Polls for the Undergraduate Student Government Spring 2015 Elections shall open on Wednesday, March 4, 2015 at 9:00 a.m.
2. Polls for the Undergraduate Student Government Spring 2015 Elections shall close on Friday, March 6, 2015 at 5:00 p.m.
3. Election Results will be verified by the Advisor of the Undergraduate Student Government as well as the Chair of the EOC. Election results will be withheld until all judicial proceedings have concluded and Senate has had an opportunity to overturn any disqualification decision.

Posting, Tabling, and Canvassing Policies

A document of compiled posting, tabling, and canvassing policies, as defined in Section Four of the Election and Campaign Policies, is available at usg.uconn.edu, vote.uconn.edu, and the USG Office Front Desk (SU 219). The document includes applicable policies for the Storrs Campus, and should be considered part of the Election and Campaign Policies. All candidates and campaigners must follow the policies contained in the available document.

While USG has made an effort to include all applicable policies, the compiled document available online is not necessarily comprehensive. Candidates and their campaigners should adhere to *any* relevant policy, regardless of its inclusion in the document.

USG Funded Event List

A list of USG Sponsored Events is available at usg.uconn.edu and the USG Office Front Desk (SU 219). Pursuant to Section Three of the Election and Campaign Policies, campaigning at any event on this list, or within its immediate vicinity, is strictly prohibited. The list will be updated throughout the semester, so candidates and campaigners should check it regularly.

The list provided by the EOC is intended to be comprehensive, but it may take time for recently scheduled events to be added. Therefore, if a candidate or campaigner thinks an event may be USG Funded, he or she should contact the EOC at eoc@usg.uconn.edu for clarification.

President Position Description

1. General USG Responsibilities
 - a. Represent the needs of the student body in a positive, professional and ethical manner
 - i. Collaborate with students, student organizations and their leaders 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. Student Activities' Policies and Procedures for Tier III and Tier II Organizations
 - iii. USG's Funding Board Policies
 - iv. USG's Financial Operating Policies and Procedures
 - v. Robert's Rules of Order
 - c. Comply with all rules, regulations and procedures of the Department of Student Activities and University of Connecticut, as they relate to the position and to the operation of the organization, including but not limited to:
 - i. Attend and actively participate in all Triad Leadership Program retreats, meetings, and other events
 - ii. Attend USG sponsored training (e.g., sexual harassment training)
 - iii. Meet with USG advisor on a weekly basis
2. Specific Presidential Duties
 - a. Ensure the overall effectiveness of USG and progress towards goals
 - i. Build an Executive Committee to help achieve the vision and mission of USG
 - ii. Maintain appropriate oversight of the fiscal affairs of USG
 - iii. Jointly supervise, train and evaluate professional office staff
 - iv. Mediate and dismantle inter-organizational conflicts
 - v. Appoint student representatives to USG and University committees
 - vi. Chair the Executive Committee and preside over weekly meetings
 - vii. Attend weekly Undergraduate Student Senate meetings held from 6:30pm to adjournment on Wednesdays and report on the activities and projects of the President
 - viii. Attend appropriate USG Committee meetings
 - ix. Serve on the University Senate (monthly 2-hour meetings)
 - x. Serve on the University Senate Executive Committee (biweekly 3-hour meetings)
 - xi. Assist the Comptroller in the creation of semester budgets
 - b. Monitor and support the activities of all USG Committees
 - i. Meet regularly with USG Committee Chairs
 - ii. Organize the reporting of committee activities and goals
 - iii. Mediate and dismantle internal conflicts
 - c. Maintain visibility, transparency, and open communication with the student body
 - i. Schedule, post, and keep weekly office hours (minimum of 3 hours per week)
 - ii. Check presidential email account regularly and promptly reply to all correspondence
 - iii. Deliver a State of the Campus address during each semester
 - iv. Utilize social media and other campus media resources to communicate with students
 - v. Speak at major University events, including the annual Convocation ceremony
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. Elected by the student body
 - e. Excellent leadership, communication, and time management skills

- f. Knowledgeable and passionate about the issues concerning the student body

4. Commitment

- a. Unpaid, volunteer position
- b. The President has a one-year term. The President Elect will shadow the outgoing President
- c. Devote a minimum of 25 hours per week when school is in session as well as the summer break; hours vary as needed during other breaks
- d. Must not hold any other office or employment that constitutes an unavoidable conflict of interest, in the form of scheduling constraints or fiscal responsibility.

Vice-President Position Description

1. General USG Responsibilities
 - a. Represent the needs of the student body in a positive, professional and ethical manner
 - i. Collaborate with students, student organizations and their leaders 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. Student Activities' Policies and Procedures for Tier III and Tier II Organizations
 - iii. USG's Funding Board Policies
 - iv. USG's Financial Operating Policies and Procedures
 - v. Robert's Rules of Order
 - c. Comply with all rules, regulations and procedures of the Department of Student Activities and University of Connecticut, as they relate to the position and to the operation of the organization, including but not limited to:
 - i. Attend and actively participate in all Triad Leadership Program retreats, meetings, and other events
 - ii. Attend USG sponsored training (e.g., sexual harassment training)
 - iii. Meet with USG advisor on a weekly basis
2. Specific Vice-Presidential Duties
 - a. Ensure the overall effectiveness of USG and progress towards goals
 - i. Assist President with all administrative duties and assume duties of President in his/her absence
 - ii. Act as the liaison between the President and Committee Chairs
 - iii. Serve on the Executive Committee and attend the Committee's weekly meetings
 - iv. Attend weekly Undergraduate Student Senate meetings held from 6:30pm to adjournment on Wednesdays and report on the activities and projects of the Vice President
 - v. Attend appropriate USG Committee meetings
 - b. Oversee the daily operations of USG, its office and the Student Organization Center (SOC)
 - i. Establish and maintain office and SOC policies
 - ii. Develop the necessary processes and tools for the Student Organization Center to better support student organizations
 - iii. Supervise, evaluate, hire and terminate all student employees
 - iv. Work to retain current senators, volunteers and student employees
 - c. Maintain visibility, transparency, and open communication with the student body
 - i. Schedule, post, and keep weekly office hours (minimum of 3 hours per week)
 - ii. Check vice presidential email account regularly and promptly reply to all correspondence
 - iii. Utilize social media and other campus media resources to communicate with students
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. Elected by the student body
 - e. Excellent leadership, communication, and time management skills
 - f. Knowledgeable and passionate about the issues concerning the student body
4. Commitment
 - a. Unpaid, volunteer position
 - b. The Vice President has a one-year term. The Vice President Elect will shadow the outgoing Vice President.
 - c. Devote a minimum of 25 hours per week when school is in session; hours vary as needed during breaks

- d. Must not hold any other office or employment that constitutes an unavoidable conflict of interest, in the form of scheduling constraints or fiscal responsibility.

Comptroller Position Description

1. General USG Responsibilities

- a. Represent the needs of the student body in a positive, professional and ethical manner
 - i. Collaborate with students, student organizations and their leaders 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. Student Activities' Policies and Procedures for Tier III and Tier II Organizations
 - iii. USG's Funding Board Policies
 - iv. USG's Financial Operating Policies and Procedures
 - v. Robert's Rules of Order
- c. Comply with all rules, regulations and procedures of the Department of Student Activities and University of Connecticut, as they relate to the position and to the operation of the organization, including but not limited to:
 - i. Attend and actively participate in all Triad Leadership Program retreats, meetings, and other events
 - ii. Attend USG sponsored training (e.g., sexual harassment training)
 - iii. Meet regularly with the Student Activities Business Office Financial Manager and other members of the USG Advising and Resource Team member

2. Specific Comptroller Duties

- a. Oversee USG's financial matters and ensure that all expenditures are in accordance with USG, Student Activities, and University policy and any applicable laws and regulations
 - i. Create USG's semesterly budget with the assistance of the President
 - ii. Prepare timely budget projections and analyses, analyze fiscal impact of various policy options and/or new programs; make recommendations for improved cost effectiveness and budget utilization
 - iii. Supervise the maintenance of all financial records, budget control, inventory control, and internal record keeping and sign financial documents required for normal business activities
 - iv. Prepare and/or approve reports as appropriate to meet USG, Student Activities, and University requirements
 - v. Collaborate with University staff engaged in general accounting and bookkeeping functions
 - vi. Monitor approved budget and authorize expenditures within USG and Student Activity guidelines
 - vii. Serve as a resource regarding fiscal matters and in resolving fiscal problems for USG committees
 - viii. Establish and implement USG's Financial Operating Policies and Procedures and make changes as needed to improve efficiency or effectiveness
 - ix. Serve as Chair of the Appeals Board
- b. Ensure the overall effectiveness of USG and progress towards goals
 - i. Collaborate with the Funding Board Chair on financial and procedural matters pertaining to USG Funding
 - ii. Assist the President in administrative duties
 - iii. Serve on the Executive Committee and attend the Committee's weekly meetings
 - iv. Assist Senators during the Legislative Request process.
 - v. Attend biweekly Undergraduate Student Senate meetings held from 6:00pm to adjournment on Wednesdays and report on the activities and projects of the Comptroller

3. Position Qualifications

- a. Registered degree-seeking, student fee-paying, undergraduate student at Storrs
- b. Remain in good academic standing, defined as not being on academic probation for two consecutive semesters
- c. Elected by the student body
- d. Knowledgeable and passionate about the issues concerning the student body
- e. Excellent leadership, communication, time management skills and pays close attention to detail
- f. Good basic mathematics, accounting, and/or financial skills

4. Commitment

- a. Unpaid, volunteer position
- b. The Comptroller has a one-year term. The Comptroller Elect will shadow the outgoing Comptroller.

- c. Devote a minimum of 15-20 hours per week when school is in session; hours vary as needed during breaks

5. Learning Opportunities

- a. Interact with diverse groups on campus
- b. Learn and practice leadership skills such as verbal and written communication, delegation, goal setting, dealing with adversity, budgeting and programming
- c. Develop an understanding of finances as it pertains to organizations or small business
- d. Interact with UConn Board of Trustees, administration, faculty and other committees
- e. Participate in leadership seminars
- f. Improve public speaking skills
- g. Gain understanding of the structure of a public university

Senator Position Description

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:
 - c. Undergraduate Student Government Constitution and Bylaws
 - d. USG's Funding Board Policies
 - e. Robert's Rules of Order
2. Senator Specific Duties
 - a. Represent the interests and advocate on behalf of the specific represented constituency and 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 USG training and leadership 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
 3. USG Mentoring Program
 - 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 his/her respective constituency, be a member of his/her college or school, or be a member of his/her 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, Commuter and Class Senators will be elected in the Fall 2015 Election, and begin their term at that time.
- c. Devote approximately 7-10 hours per week when school is in session, including at least one office hour per week; hours vary as needed during breaks

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

Standing Committee Description

All Senators must serve on a standing committee. Descriptions of the committees can be found below. Committee Assignments will be made following the inauguration of the Senators for 2015-2016 academic year.

Note: You do not have to be elected to serve on a committee. If you wish to join a committee, just show up to one of their meetings, or go to usg.uconn.edu for more information.

Academic Affairs

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

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.

Funding Board

The Funding Board is the committee that handles appropriating funds to undergraduate student groups. This committee works closely with all of the student groups on campus. The members find ways to help students acquire funds in accordance with USG policies, acts, and regulations, as well as any applicable State laws and University policies.

Student Development

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

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 Wifi installed in the Student Recreation Center and adjust dining hall hours to better fit students' schedules.

Election and Posting Policy Acceptance Form

By signing this document, you accept that all campaign conduct and paraphernalia is subject to the rules presented in the Election and Campaign Policies (included in this packet), all applicable posting, tabling, and canvassing policies (available at usg.uconn.edu), and any other relevant policies or procedures of the Undergraduate Student Government, including the USG Constitution and By-Laws. Any campaign conduct and paraphernalia that you think may be questionable should be presented to a member of the Judiciary or Elections Oversight Committee to ascertain its appropriateness. All rules shall be enforced as per the policies in this packet with consequences as laid out in the same.

By signing this document, you also acknowledge that you understand the description and commitments of the position that you seek.

I agree to and understand the Undergraduate Student Government Election and Campaign Policies, and associated posting, tabling, and canvassing policies.

I acknowledge that I have kept a copy of the aforementioned policies for my personal reference.

I have read and understand the description and commitments of the position that I am seeking.

Printed Name: _____

Signature: _____

Date: _____

Candidate #2 (For Presidential Tickets Only):

Printed Name: _____

Signature: _____

Date: _____

Copy Code Honor Form

Per the Undergraduate Student Government Election and Campaign Policies, it is illegal to use your own or any other person's USG Copy Code for the copy machine in the USG Office to benefit your own or any other person's campaign. It is also illegal to use your own or any other person's or group's USG Computer Account for the benefit of your own or any other person's campaign. All campaign copying funded by USG must be conducted in the Student Organization Center, by the SOC Staff. In order to be in compliance with these rules, all candidates must sign this honor code.

I agree not to use a USG Copy Code or USG Computer Account for any purpose related to campaigning in the Undergraduate Student Government Spring 2015 Election.

Printed Name: _____

Signature: _____

Date: _____

Candidate #2 (For Presidential Tickets *Only*):

Printed Name: _____

Signature: _____

Date: _____

Candidate Statement Form

Use the space below to compose, in 100 words or less, a candidate statement. This statement will be shown on the election ballot, and is most commonly used to convince your constituents to vote for you.

To be eligible to appear on the ballot, you must also send an electronic copy of this statement and an appropriate photo of yourself to judiciary@usg.uconn.edu by February 13, 2015, at 12:00pm. The statement must be in the .doc, .docx, or .txt format, and the photo must be in the .jpg format. Both files must have a filename of “[Candidate’s Name]”. The email should have a subject line of “[Candidate’s Name]/[Position Sought]”.

You must also sign a statement below to formally affirm your wish to seek an elected position in the Undergraduate Student Government.

Place Candidate Statement here:

I hereby declare my candidacy for the position in the Undergraduate Student Government, University of Connecticut that is listed below.

Position Sought: _____ Constituency: _____

Printed Name: _____

Signature: _____

Date: _____

Candidate #2 (For Presidential Tickets *Only*):

Position Sought: _____ Constituency: _____

Printed Name: _____

Signature: _____

Date: _____

Election Packet Checklist

- I have completed all required elements in this packet and understand that a failure to do so may result in my disqualification as a candidate.
- I have sent an e-mail to judiciary@usg.uconn.edu with my Candidate Statement and photograph attached, and have followed the guidelines for correct file extensions and subject name.
- I have completed and signed the Candidate Statement Form.
- I have collected the minimum number of signatures for the position I am seeking, have ensured that there is a valid NetID associated with each signature, and have attached all signature pages to this packet.
- I have read and signed the Election and Posting Policy Acceptance Form.
- I have read and signed the Copy Code Honor Form.
- I have read, completed and signed the Election Packet Checklist.
- I have a copy of the Election and Campaign Policies and its associated posting, tabling, and canvassing policies for reference.

I understand that I am responsible for turning in a complete Spring 2015 Elections Packet and completing all tasks on this checklist no later than February 13, 2015 at 12:00 p.m., and that the completed Elections Packet should be turned into the Undergraduate Student Government Office (Student Union, Room 219) by that time.

I understand that it is my responsibility to ensure that all items have been submitted following the guidelines laid out in this Elections Packet and that failure to submit all items will prohibit my entry into the Spring 2015 Elections.

I agree to and understand the stated rules, including the Election and Campaign Policies, relevant sections of the USG Constitution and Bylaws, and any other applicable USG, University, state, or national policy or law.

Printed Name: _____

Signature: _____

Date: _____

Candidate #2 (For Presidential Tickets Only):

Printed Name: _____

Signature: _____

Date: _____

ELIGIBILITY POLICY

Per Article XV Section I of the University By-Laws, and consistent with said article, the following policy is established to ensure that students are appropriately eligible to hold leadership positions in student organizations and programs and initiatives supported by the Department of Student Activities (DSA). Effective implementation and enforcement of these policies is intended to place primacy on a student's educational success and help ensure that student leaders meet minimum eligibility criteria while participating in meaningful co-curricular learning opportunities.

Policy Statement:

In support of the University's Academic Mission, the Department of Student Activities at the University of Connecticut reserves the right to limit a student's leadership in Tier III student organizations and programs and initiatives under its purview if that student is determined to be ineligible pursuant to the following. *NOTE: This policy supersedes any related policy internally developed/enforced by the organization/program in question, if such policies include lower standards than those described this policy.*

Definitions:

Student Leaders: For the purposes of this policy, 'student leaders' shall mean:

For Tier III Organizations: a student who has been elected or appointed to serve in a leadership position, including, but not limited to, executive officers, board members, committee chairs, and department heads. *A detailed list of Tier III Organization Student Leader positions subject to this policy for the 2015-2016 academic year – beginning with the eligibility of 2015 office seekers - is contained at the end of this document.*

For programs and initiatives: any student leader/volunteer whose responsibilities include the supervision or direction of other students (University or otherwise) as it relates to a department program or initiative; any student leader/volunteer who has primary/significant responsibilities related to a department program or initiative.

Tier III Student Organization: for the purposes of this policy, 'Tier III Student Organization' shall mean: those student organizations supported by student fees with high visibility on campus, high accountability to a large constituency of students, moderate to high risk activities, regular interaction with University staff, and reliance on the University for funding, financial support, facilities and event planning support.

2015-2016 Tier III organizations include: Undergraduate Student Government (USG), Graduate Student Government (GSS), Student Union Board of Governors (SUBOG), Residence Hall Association (RHA), The Daily Campus, WHUS, UCTV, Nutmeg Yearbook, UConn Public Interest Research Group (UConn-PIRG)

Programs and Initiatives: for the purpose of this policy, 'programs and initiatives' shall mean: any experience, service initiative, leadership/involvement program, or other initiative (paid or unpaid) involving students supported or co-sponsored by the Department of Student Activities.

2015-2016 Programs Include: Community Outreach Executive Board members and Community Outreach Leaders; Cheerleaders, Dance Team, and Mascots

Ineligible: for the purposes of this policy, ‘ineligible’ shall mean: not meeting/fulfilling the Minimum Eligibility Requirements set forth herein.

Academic Probation: for the purposes of this policy, ‘academic probation’ shall mean: any academic status other than in good standing as determined by the University Senate [University Senate By-Laws (Section II.E.15)], and recorded by the Office of the Registrar.

Minimum Eligibility Requirements

Enrollment Status Eligibility

Student leaders must be currently enrolled at the Storrs Campus and consequently, be subject to paying the ‘General University Fee’, a portion of which supports student organizations and Department of Student Activities programs.

In the case of student organization leaders, eligible students must also be subject to paying the fee for the group for which they are seeking/holding office. For example, a student who wants to run for USG must be subject to paying the USG fee.

Academic Eligibility

All student leaders 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 a student leadership position as defined in this policy.

Intention to Seek or Hold Office/Position

Student Organizations and Programs intending to hold elections or appoint individuals to an office or position that is subject to this policy are required to notify the Department of Student Activities PRIOR to holding such elections or making such appointments with the names of individual candidates and their peoplesoft numbers.

Consequences

If a student is determined to be ineligible for their leadership position s/he will be restricted from seeking/holding such a leadership position as outlined below. Students will have the opportunity to appeal restrictions pursuant to the procedures below.

Procedure for Enforcement and Appeals of Eligibility Requirements

The Department of Student Activities will periodically (at least: when applications for positions are due, and within 10 days of the end of each semester) review the eligibility of student leaders.

If a student’s grades result in an ineligible status, the following will occur:

- 1) The student leader will be sent an e-mail, to their University email address, alerting them of their ineligible status and a link to the appeals process.

- 2) If the student chooses to appeal, the student will have one week from notification to appeal the decision.
NOTE: Students who are interested in running for office who know they are not eligible may initiate the appeals process prior to receiving any sort of notification from the Department of Student Activities.
- 3) The Student Leader Eligibility Committee may request an in-person meeting with the Student to discuss the appeal.
- 4) Possible outcomes of the appeal may include, but not be limited to:
 - a) Removal of the student from his/her leadership position,
 - b) Re-instatement of a student's leadership position and responsibilities,
 - c) Restricting the student from seeking such a leadership position, or
 - d) Requiring student to provide evidence of steps taken to address the issue(s) that led to the ineligible status, be they related to enrollment, academics, or conduct.
- 5) The student will be notified of the final outcome via University e-mail within two weeks of receipt of the completed appeal packet.
- 6) If the sanction includes resignation/removal from her or his office/position, the remaining officers/program director will be notified by either the student him/herself (required within 7 calendar days of the initial notification date (if not appealed) or within 7 calendar days of the appeal decision notification date) or by Student Activities (if the student has not notified the officers/program director), with no reason given for the resignation/removal.

FOR STUDENT ORGANIZATIONS ONLY:

- a. At this point, the student organization will have 3 weeks to elect/appoint a new student leader and have that student leader complete his or her required training.
- b. If the student organization has not completed this process within three weeks, the student organization will be unregistered by the Department of Student Activities and will not be deemed fully registered until the election and training process is completed.

This policy will be reviewed annually by the Department of Student Activities and amended as necessary.

Presented to University Senate: January, 2012

~ELIGIBILITY POLICY END~

APPEAL POLICY & PROCEDURES

These policies and procedures have been established to ensure that students whose grades render them ineligible to seek or hold a designated leadership position per the University's Student Leader Eligibility Policy, have the opportunity to have the specific individual circumstances affecting their status as a (potential) student leader reviewed and considered.

1. If the student chooses to appeal, the student will have one week from notification to appeal the decision via the form located here:
<https://uconncontact.uconn.edu/organization/SOS/DocumentLibrary>
 - a. *Note: Students who are interested in running for office who know they are not eligible may initiate the appeals process at any time.*
2. The following document(s) must be submitted to the Associate Director of Student Activities (Student Union Room 302) as part of the appeals submission:
 - a. Student Leader Eligibility Appeal Form (available on-line here: <https://uconncontact.uconn.edu/organization/SOS/DocumentLibrary>)
 - b. Copy of current official transcript
 - c. Class schedule for the current semester
 - d. Students may submit any other documentation they believe is relevant
3. The Student Leader Eligibility Committee may request an in-person meeting with the Student to discuss the appeal.
4. Possible outcomes of the appeal may include, but not be limited to:
 - a. Removal of the student from his/her leadership position,
 - b. Re-instatement of a student's leadership position and responsibilities
 - c. Restricting the student from seeking such a leadership position, or
 - d. Requiring student to provide evidence of steps taken to address the issue(s) that led to the ineligible status, be they related to enrollment, academics, or conduct.
5. The Student Leader Eligibility Committee will review the case and will notify the student of the final outcome via e-mail within two weeks of receipt of the appeal.

NOTE: During elections time, the Committee will convene in a manner that seeks to ensure quick review of appeals.

~APPEAL POLICY & PROCEDURES END~

**TIER III ORGANIZATION STUDENT LEADER POSITIONS SUBJECT TO THE
ELIGIBILITY POLICY**

Applicable Policy Period: 2015-2016 Academic Year
(beginning with the eligibility of Fall 2015 office seekers)

Daily Campus

Editor-in-Chief
Managing Editor
Business Manager

GSS

President
Vice President
Secretary
Treasurer
Parliamentarian

Nutmeg Yearbook

Editor-in-Chief
Assistant Editor-in-Chief
Business Manager

PIRG

President
Vice President
Secretary
Treasurer

RHA

President
Chief Financial Officer
Vice President
Secretary
Director of Programming
Director of Promotions
Director of Advocacy
Nat'l Comm. Coordinator

SUBOG

President
VP Finance & Admin
VP Outreach
VP Policy
VP Programming

UCTV

General Manager
Productions Manager
Finance Manager
Operations Manager
Advertising Director
Entertainment Director
Human Resources Director
Marketing Director
News Director
Sports Director
UCSPAN Director

USG

President
Vice President
Comptroller
Academic Affairs Chair
External Affairs Chair
Funding Board Chair
Student Development Chair
Student Services Chair
Speaker of the Senate
Chief Justice
Chief of Staff

WHUS

General Manager
Comptroller
Music Director*
Production Director*
Promotions Director*
Public Affairs Director*
Sports Director*
News Director*
Program Director*
Training Director*

*In the case of a non-student being elected to this position, the academic & enrollment eligibility requirements do not apply



**Department of Student Activities
Leadership Office
Triad Leadership Program**

The Triad Leadership Program is a year-long program established to train and develop a cohort of capable, creative, and ethical Tier III student leaders whose management of fee-funded organizations is grounded in the core principles of integrity, stewardship, and community.

Like the SOLID program for Tier II organizations, the Triad Leadership Program is a **requirement** for Tier III student organizations. Each component is different, and the requirements are described below. Your organization **will not be considered “registered” as a Tier III Organization** if officers fail to participate in certain components of the Triad Leadership Program. The program is also available to other members of Tier III student organizations, and it is recommended that students interested in pursuing leadership positions participate whenever possible.

Triad Leadership Program 2014-2015 Calendar

April Retreat – Required for at least three officers, including the COO and CFO
Sunday, April 12, 2015, 9am-4pm; Ellington Cottage, Depot Campus

August Retreat – Required for at least three officers, including the COO and CFO
Tuesday, August 25, 2015 to Wednesday, August 26, 2015; overnight; off campus

January Leadership Conference – Open to all members and officers. Each organization is required to send at least three members, including at least one officer
Saturday, January 23, 2016 9am-4pm; Student Union

FERPA & Sexual Harassment Prevention Workshop – Required for all officers
Week of August 24th, date, time, location TBD

Bi-Weekly Dinner Meetings – Come one, come all; every organization is required to send at least two members. This is your opportunity to discuss specific issues or topics of interest, seek and give advice, or work together on projects and ideas
Approximately every other Tuesday from 5pm-7pm, location TBD

Specific dates are: September 1, September 15, September 29, October 13, October 27, November 10, December 1, January 26, February 9, February 23, March 8, March 22, April 4, April 12 (Stewardship Awards Banquet), April 19

Experiences – Varies by size and scope of the activity
Once or twice each semester, we'll leave campus and dive into an experience completely outside our day-to-day work. We'll engage in community service, navigate our way through the woods, cook a delicious meal...the possibilities are endless.

***In addition to the components above, all officers must take the **online SOLID: Pertinent Policies workshop** and successfully complete the quiz in HuskyCT by **Wednesday, September 2nd**.

Each Tier III organization has a different structure. For information about which positions are considered “officers” in your organization, please e-mail Becca.herman@uconn.edu.