



Associated Student Government  
*Greater Hartford Campus*

THE ASSOCIATED STUDENT GOVERNMENT CONSTITUTION REVISION:

As ratified by a 2/3 vote of the Senate on March 21, 1979

ARTICLE I. Name

The officially recognized instrument of student government of the University of Connecticut, Hartford Branch student body shall be known as the Associated Student Government.

ARTICLE II. Purpose

The Associated Student Government shall provide for accurate representation of students and student organizations and their views. It shall encourage, coordinate, and support student activities and involvement in the University community and shall bear the responsibility for the expenditure of monies collected and entrusted to it on the students' behalf.

ARTICLE III. Membership

All Student Government Fee-paying students enrolled at the Hartford Branch of the University of Connecticut shall be considered members of the Associated Student Government.

ARTICLE IV. Student Senate

A. The Student Senate at the Hartford Branch shall be authorized to conduct all business of the Associated Student Government in a manner consistent with the articles of this constitution and the By-Laws of the Associated Student Government.

B. The Student Senate shall, except as limited in this constitution:

1. Coordinate, encourage, and sustain the efforts of students and student organizations.
2. Execute and supervise the business of the Associated Student Government including, except as provided elsewhere, the expenditure of monies.
3. Provide spokesman ship for students at the Hartford Branch.

C. Composition of Senate

In order to insure continuity of governance, the Senate shall be composed of fifteen (15) members, fourteen (14) Senators and a President who shall be elected from among the members of the Associated Student Government at the Hartford Branch of the University of Connecticut. Further eligibility requirements shall be established in Article VIII of the Constitution and in the By-Laws of the Associated Student Government.

D. Rules

The Senate may establish rules and procedures for the operation of the Associated Student Government and its component organizations, to govern its affairs and the administration thereof, except as hereinafter provided. In the absence of such rules and procedures meetings of the Senate shall be conducted according to Robert's Rules of Order, Revised.

E. Powers

The Senate shall have the power to establish select committees, direct their activities, and define their responsibilities; to confirm the President's appointments, and except as otherwise limited, to arbitrate disputes among components of the Associated Student Government and to resolve questions arising from this Constitution and the By-Laws or related rules and procedures of the Associated Student Government.

F. Hiring

The Student Senate shall give priority in hiring, to undergraduate students to secure the performance of its responsibilities, including a Treasurer, who shall be the chief financial agent of the Associated Student Government and a secretary.

G. Minutes

The Senate shall be required to keep and publish minutes of all its meetings.

ARTICLE V. Officers

A. Powers and responsibilities of the President.

1. The President shall be the sole and official representative of the student body of the Hartford Branch.
2. The President shall serve as chairperson of the Student Senate.
3. The President shall with confirmation of the Senate, nominate from among the Senate's elected membership a Vice President who shall assume all duties of the President in that officer's absence and carry out other duties as stated below in this Constitution and its By-Laws and procedures.
4. The President shall, with the confirmation of the Senate hire a Secretary and a Treasurer whose duties shall be defined in a job description to be ratified by the Senate.
5. The President shall with the confirmation of the Senate appoint from among the members of the Associated Student Government a chairperson for each primary committee.
6. The President shall with the confirmation of the Senate appoint from among the members of the Associated Student Government a chairperson for each select committee.
7. The President shall with the confirmation of the Senate appoint members of the Associated Student Government to such bodies which require student representation from the Hartford Branch.
8. The President will not vote except in case of a tie, or when his/her vote is needed to constitute a quorum.
9. The President shall be an ex-officio non-voting member of all primary and select committees.
10. In the event of a vacancy on the Senate the President shall with the confirmation of the Senate nominate a member of the Associated Student Government, who is not on academic probation as defined by the University, to fill that vacancy. The person shall take office upon confirmation by the Senate and hold office until the normal term of office expires. Vacancies occurring as a result of a Freshman Senator leaving office to become President or Sophomore Senator shall not be filled.

B. Powers and responsibilities of the Vice-President

1. The Vice President of the Associated Student Government shall be the Vice Chairperson of the Senate.
2. The Vice-President shall assume all duties of the President in that officer's absence. In the event of a vacancy in the office of the President, he/she shall become President, and within one week of his/her assuming office, shall appoint, with approval of the Senate, an elected member of the Senate to serve as Vice President.

3. The Vice President shall coordinate and encourage the activities of the committees of the Senate.
4. The Vice President shall be an ex-officio non-voting member of all primary and select committees.
5. The Vice President shall rule on all parliamentary questions arising at meetings of the Student Senate.
6. The Vice President shall be responsible for representation for the Hartford campus at all Regional campus meetings, and at least, once a month at Undergraduate Student Government meetings at the Storrs campus. If he/she cannot attend any of the above meetings he/she will designate a replacement.

ARTICLE VI. Meetings

- A. The Student Senate shall meet at least bi-weekly while classes are in regular session and at least bi-monthly while classes are not in regular session.
- B. The President may call a special meeting of the Senate and shall be required to do so whenever requested by five (5) of its members or as otherwise provided in the By-Laws. All special meetings of the Senate shall be called for a specific purpose(s). No business other than that for which the meeting was called shall be conducted. A quorum is required for any special meeting.
- C. Not more than one (1) meeting may be held on any given day. All Senators shall be given a reasonable notice prior to any meeting of the Senate.
- D. A simple majority vote of Senators present and voting shall be required for approval of measures that must be voted on by the Senate, unless as otherwise stated.
- E. A quorum (which shall be defined as not less than fifty-one (51) percent of the Senators in office at the time that the meeting is being held) is required in order for business to be transacted.
- F. Mandatory Attendance:
  1. All officials of the ASG are expected to attend all regular meetings-of-the ASG (Excluding officials who only hold the position of a voting committee member) and its committees for which members are appointed. All absences will be considered unexcused if the official does not notify the President, Vice-President, Secretary or Student Activities Coordinator (or Committee Chairperson in the case of a committee) prior to the meeting. In the case of extenuating circumstances (Examples: family death, car accident, sudden sickness), the absence will be considered excused unless there are more than two such absences in a semester- in which case sufficient documentation must be provided for the absence to be excused.
  2. Three unexcused ASG regular meeting absences will automatically result in mandatory impeachment proceedings. Three unexcused committee absences equals one ASG regular meeting absence.
  3. An official of the ASG must be hand delivered a warning notice after two unexcused ASG absences by another ASG officer prior to the next regularly scheduled meeting. In the case of three unexcused ASG absences, the official must be hand delivered a notice of pending impeachment by another ASG official at least one week prior to the impeachment.
  4. Officials shall be defined as any Senator, President, Vice President, Treasurer, Secretary, Voting member or chairperson of a committee.

#### ARTICLE VIII. Elections

There shall be two regular elections during each academic year.

##### A. The Spring Election

In the Spring semester seven Sophomore Senators shall be elected as prescribed in the By-Laws of the Associated Student Government and a President shall be elected as prescribed in the By-Laws of the Associated Student Government.

##### B. The Fall Election

In the Fall seven Freshmen Senators shall be elected as prescribed in the By-Laws of the Associated Student Government.

C. Voting rights shall be extended to all members of the Associated Student Government.

#### ARTICLE IX. Amendments

Amendments to the Associated Student Government Constitution.

This Constitution may be amended as deemed necessary by the Senate. Amendments shall be proposed in writing at a regularly scheduled meeting of the Senate. Voting shall take place at the next regularly scheduled Senate meeting, where a two thirds vote of the full Senate shall be required for passage of the Amendment. The Amendments shall become effective after a favorable vote of the majority of the Fee paying students voting in referendum is secured and approval is granted by the Board of Trustees.

#### ARTICLE X. By-Laws

The By-Laws shall be established and may be amended as deemed necessary by the Senate. The By-Laws shall be proposed in writing at a regularly scheduled meeting of the Senate. The By-Laws shall become effective upon passage by a two thirds majority vote of the full Senate.

#### ARTICLE XI. Interpretation

The Senate of the Associated Student Government shall be charged with the interpretation of this Constitution and its By-Laws and other rules and procedures in the event that a conflict arises which requires interpretation.

#### ARTICLE XII. The Enabling clause

A. This Constitution shall become binding upon two thirds majority vote of all the members of the Senate, a favorable vote of a plurality of students of the Hartford Branch voting in referendum, and upon approval by the Board of Trustees. The date of approval by the Board of Trustees shall be written into Article XII section B. As of that date all previous Constitutions, By-Laws, and rules and procedures pertaining to the Associated Student Government of the University of Connecticut, Hartford Branch shall become void.

B. Date of approval by the Board of Trustees.

Constitution approved Spring 1993 per Milt Wrobloski.

## Article XIII

## A. Impeachment:

1. Any member of the ASG will become subject to impeachment should he/she fail to perform the duties of his/her office.
2. A motion (passed by a simple majority of voting officials Present) brought under impeachment proceedings may be initiated by any voting official of the ASG, directed at any official(s), for not properly performing his or her duties.
3. A member brought under impeachment proceedings will be tried before the ASG with the President acting as chairman, or if the President is being tried, the Vice-President will act as chairman.
4. Conviction with removal from office requires a 3/4 vote of the Full Senate of the ASG.
5. The official being charged shall have the charges against him/her publicly read at the ASG meeting at which he/she is charged and posted on the ASG bulletin boards one week before the impeachment proceedings.
6. The official being charged shall be given two (2) weeks to prepare his/her defense and shall have the rights to counsel, witnesses, and any other evidence to support his/her case.
7. The impeachment procedure can also be applied to the hired positions of Secretary and Treasurer.



THE ASSOCIATED STUDENT GOVERNMENT BT-LAWS REVISION  
as ratified by a 2/3 vote of the Senate on March 21, 1979

ARTICLE I: Committee on Organizations

- A. The Committee on Organizations shall oversee the operations and progress of all Associated Student Government funded clubs and organizations, and shall report to the Senate when requested to do so on the activities of one (1) or more of these clubs or organizations.
- B. All clubs and organizations who are applying for funding from the Associated Student Government shall be required to submit the following information to the Committee on Organizations, each semester:
  1. A copy of the organization's Constitution and By-Laws.
  2. Proof that they are a University-registered organization.
  3. A projected program for the semester in which funds are being requested.
  4. An Associated Student Government club registration form.
  5. Membership liability waivers, if required by the determination of the Committee on Organizations.
- C. The Committee on Organizations shall:
  1. Accept all the information required in Article I. section B of these By-Laws
  2. Review all information and determine the eligibility of the club for funding by the Associated Student Government.
  3. Submit to the Finance Committee a statement of such determination.
- D. The Committee on Organizations shall be composed of a chairperson and four (4) members appointed from among the Associated Student Government membership by the President and confirmed by the Senate. The President and Vice-President of the Associated Student Government shall be ex-officio, non-voting members of the committee.
- E. The Committee on Organizations shall make such rules as are necessary to the operation of the Committee, to include eligibility criteria for Associated Student Government funding, which shall be based on the principle that an organization:
  1. Must provide benefit to the student body at large, as well as to its membership.
  2. Does not, in the judgment of the Committee, duplicate the purposes and/or programs of any existing group.
  3. Shall be open to all fee-paying undergraduate students at the Hartford Branch.
- F. All clubs shall be required to file a written report showing detail of its programs and the effectiveness of such, to the Committee on Organizations by the last week of classes each semester, or whenever requested to do\_ so by a majority vote of the Committee on Organizations.
- G. Any club or organization may appeal to the Senate any decision of this Committee. The Senate may uphold the decision, modify it, or reverse it. This Committee shall be required to implement the decision of the Senate.

- H. The Committee on Organization shall be required to keep and publish minutes of all its meetings.

#### ARTICLE II. The Social Committee

- A. The Social Committee shall be responsible for operating and/or sponsoring social activities which are funded by the Associated Student Government. It shall promote social activities at the Hartford Branch, set dates for these activities in cooperation with the activities office, and reply for necessary funding.
- B. The Social Committee shall be composed of a chairperson and four (4) members appointed from among the Associated Student Government membership by the President and confirmed by the Senate. The President and Vice-President of the Associated Student Government and the student activities coordinator shall be ex-officio non-voting members of the committee.
- C. The Social Committee shall make such rules as are necessary to the operation of the committee, to include a procedural manual for the conduct of programs which shall include detailed-procedure for running a program and pertinent requirements of the State of Connecticut and the University of Connecticut and the Associated Student Government.
- D. The Social Committee shall be required to keep and publish minutes of all its meetings.

#### ARTICLE III. The Student Concerns Committee

- A. It shall be the responsibility of the Student Concerns Committee to investigate student grievances concerning academic and physical conditions at the Hartford Branch and to report their findings and recommendations to the Senate for action.
- B. The Student Concerns Committee shall be composed of a chairperson and four (4) members appointed from among the Associated Student Government membership by the President and confirmed by the Senate. The President and Vice-President shall be ex-officio non-voting members of the committee.
- C. The Student Concerns Committee shall make such rules as are necessary to the operation of the committee. Such rules shall include a formal grievance procedure.
- D. The Student Concerns Committee shall provide for a reasonable amount of public notice of its purpose and procedure to the at-large student community.
- E. The Student Concerns Committee shall be required to keep and publish minutes of all its meetings.

#### ARTICLE IV. The Finance Committee

- A. It shall be the business of the Finance Committee to review and make recommendations to-the Senate concerning all budget requests and expenditures of funds to be made by the-Associated Student Government according-to-the-procedures and guidelines of the Constitution, and the laws of the Associated Student Government and the State of Connecticut procedural manual for the Hartford Branch Associated Student Government activity fund. It shall have the authority to recommend appropriations to the Senate based on budget requests from-clubs and organizations.
- B. The Finance Committee shall be composed of a chairperson and four (4) members appointed from among the Associated Student Government membership by the President and confirmed by the Senate. The President and Vice-President of the Associated Student Government, the Treasurer of the Associated Student Government, the members of the Committee on Organizations, and the Student Activities Coordinator shall be ex-officio non-voting members of the committee.

- C. In its consideration of recommendations for appropriations and other actions dealing with finance, the Finance Committee shall be guided by the benefit brought to the students of the Hartford Branch' as a result of contemplated action.
- D. The Finance Committee shall make such rules as are necessary to the operation of the committee. Such rules shall include a detailed finance policy, which shall delineate all steps in the procedure prescribed for the appropriation of funds; a procedure for the freezing of expenditures of a funded group considered to be in violation of federal or state statutes or regulations, university regulations and/or the Constitution and By-Laws of the Associated Student Government; and policies necessary to assure the protection of all assets of the Associated Student Government. All rules and/or policies established by this committee must be approved by a majority vote of the Senate.
- E. The Finance Committee shall meet at least weekly when classes are in session and as deemed necessary to the efficient operation of the Associated Student Government during all other periods.
- F. The Chairperson of the Finance Committee shall submit at the next regular meeting of the Senate, all recommendations for appropriations passed since the last Senate meeting. The Senate by majority vote may pass the recommended appropriations in full, reduce or increase the amount requested or attach to the appropriation any provisions or restrictions as the Senate deems necessary.
- G. Upon failure of the Finance Committee to recommend appropriations of funds requested by an approved club or organization, the Senate may by majority vote direct the Finance Committee to recommend the appropriation of a specified amount.
- H. The Finance Committee must give approval for expenditures from appropriations granted by the Senate prior to any legal commitment binding the Associated Student Government to such expenditures. Denial of approval of expenditure by the Finance Committee may be brought for appeal by the funded organization to the Senate. The Senate may uphold the decision of the Finance Committee or may direct the Finance Committee to approve the expenditure.
- I. The Finance Committee shall be required to keep and publish minutes of all of its meetings.
- J. No officer or member of any committee, club or organization receiving any appropriation from the Associated Student Government shall sign any contract involving funds allocated by the Associated Student Government. All contracts shall be signed on behalf of the Associated Student Government by the Treasurer as part of his regularly assigned duties. Prior to signing the contract, the Treasurer must ascertain that such a contract is not in violation of the Associated Student Government's Constitution, By-Laws, or financial policy, or of any State law or regulation, or of any appropriations bill or other legislation of the Senate.
- K. The Associated Student Government shall not be liable for any expenditure made or contract signed in violation of the Associated Student Government Constitution or these By-laws or other legislation of the Senate and shall hold the President or other chief executive officer of the committee, or organization involved liable for any expense arising from such an expenditure or contract. The Associated Student Government will not be held responsible for any unauthorized expenditures, but such responsibility shall rest with the organization head. All purchases must be made within the approved budgets and in accordance with procedures set for the Treasurer's office. This rule is in force at all times, including summer months. In case of emergency, the officers of the organization should consult the Treasurer or the Chairperson, of the Finance Committee to determine the best

course of action. The Finance Committee shall determine the best course of action. The Finance Committee Chairperson and the Treasurer will inform the Senate at its next meeting, as to what they determined to be the best course of action in such cases.

L. No student will receive remuneration of any kind, including monetary or material payment, gifts, or services from any business organization or individual to which contract on behalf of the Associated Student Government or involving funds appropriated by the Senate, has been granted, if that student was involved in any manner, directly, or indirectly, with the negotiation or ratification of that contract.

M. No committee, organization, or person may dispose of any Associated Student Government owned capital equipment in whole or in part without the approval of the Finance Committee prior to such disposal.

#### ARTICLE V. Elections Policy

##### A. The Elections Committee.

1. At the first ASG meeting of the Spring and Fall Terms, The President of the Associated Student Government shall, with the approval of the Senate, appoint five (5) students from the Associated Student Government membership to serve as the Elections committee. These five (5) may not be candidates in the forthcoming elections. In the case where no President is elected in the Spring Semester, the newly elected ASG members shall select, by a motion, an Interim President from among themselves to serve until such time as one is elected.

2. The chairperson of the committee shall be appointed by the President of the Associated Student Government from among the five (5) Election Committee members.

3. The Vice President of the Associated Student Government shall be an ex-officio, non-voting member of the Elections committee.

4. The Student Activities Coordinator, or his designated agent, shall be advisor to this committee. The Elections Committee shall be responsible for coordinating elections for the offices of Senators and President of the Associated Student Government as defined in the Constitution of the Associated Student Government.

5. The President of the Associated Student Government and seven (7) Sophomore Senators, whose qualifications as defined in Article V, Section C, subsection 1-a and subsection 1-b of these By-Laws shall be elected in the Spring term for the Fall term.

6. Seven (7) Freshman Senators, and any positions still open from the Spring term, whose Qualifications as defined in Article V, Section C, subsection 1--a through 1-c of these By-Laws, shall be elected in the beginning of the Fall term.

7. The Elections Committee shall be required to keep and publish minutes of all its meetings.

## B. Petitions

1. The Elections Committee shall announce the opening of petitions a minimum of three (3) weeks in advance of the election in the Spring term and a minimum of two (2) weeks in advance of elections in the Fall term, for candidacy for the elective offices of the Associated Student Government. Such announcement shall include qualifications for each office petition deadline, and the election dates. Petitions shall be made available to candidates by the committee and shall provide space for the candidate's name, residence, office sought, phone number, and student number.

2. Candidates for the seats on the Senate of the Associated Student Government shall present to the Elections Committee petitions signed by 50 fee paying students. All signatures must, without exception, include the student number of all signers. The petition deadline shall be set by the Elections committee for no later than one (1) week prior to the election.

3. Signatures of undergraduates on each petition shall be validated as to the fee paying status of the signer.

4. There will be an information session held by the Elections Committee on two dates, prior to the petition deadline, set by the Elections Committee. All candidates are required to attend one of the two dates or will be ineligible to run in the elections.

## C. Candidacy

1. No later than two (2) days after the deadline date for filing petitions, the chair-person of the Elections Committee shall compile a list of petitioners, including the student number of, and the office sought by each petitioner. Candidate qualifications are as follows:

a) The President of the Associated Student Government shall be an undergraduate, fee paying student at the University of Connecticut, Hartford branch, who has earned at least Twelve (12) credits at the time of election. At the time of election he/she may not be on any type of probation as defined by the University.

b) The Sophomore Senators of the Associated Student Government shall be Undergraduate, fee-paying students at the University of Connecticut, Hartford branch, who will have earned Twenty one (21) or more credits by the end of the semester in which the election is being held. At the time of election they may not be on any type of probation as defined by the University.

c) The Freshmen Senators of the Associated Student Government shall be Undergraduate, fee-paying students at the University of Connecticut, Hartford branch, who have earned less than Twenty one (21) credits at the time of the election. At the time of election they may not be on any type of probation as defined by the University.

2. The list of petitioners shall be forwarded to the office of the Registrar , or a list of eligible students shall be obtained from the Registrar's office, to verify eligibility. In addition, the candidates' probation status shall be checked with the Student Affairs office for eligibility. The Chairperson of the Elections Committee shall announce the names of those candidates eligible to run at least three (3) days prior to the election.

D. Withdrawal

Any candidate wishing to withdraw his/her name from the ballot, shall submit a written statement to that effect to the Elections Committee no later than 4-00 p.m. on the day following the announcement of candidates. Should such an announcement be made on a Friday, the deadline for withdrawal shall be 4:00 p.m. on the following Monday, Thereafter, if a candidate wishes to withdraw from the elections, he/she must submit to the committee a written statement expressing his/her desire to withdraw and his/her understanding that though his/her name will appear on the ballot, it will not appear on any election material released by the Elections Committee. Upon receiving a statement of withdrawal, the Elections Committee shall release to the campus media all information pertinent to that withdrawal.

E. Elections.

1. The election dates for the Spring shall fall within the last four (4) weeks of the semester prior to exam week. For the Fall Semester, the elections will fall within four (4) weeks after the first ASG meeting within the fall semester. The dates will be set by the elections committee. All undergraduate, Fee-paying students at the University of Connecticut, Hartford branch are eligible to vote for all offices. All offices shall be filled by the candidate(s) receiving the plurality of votes cast.

2. Ballots shall list candidates for each office in an order determined by a random drawing conducted by the Elections Committee not later than two (2) days following the withdrawal dead-line. Voting instructions shall be printed on each ballot.

3. The Senate may, by majority vote, direct the Elections Committee to include on the ballot any referenda item(s).

4. If the number of candidates (for a given position) does not exceed the number of positions open, then the candidates will automatically be elected without an election. However, an election may still be held if so decided by the Elections Committee.

F. Polling arrangements for fee-paying students:

1. The elections Committee shall designate a person(s) to supervise each polling place for voters, and shall ensure that each supervisor receives an accurate print-out listing all of the fee-paying students in his/her jurisdiction.
2. Voting shall take place on two (2) consecutive school days, the first of which may not be a Friday, Saturday or Sunday. polls shall not be open for less than six (6) hours and not more than eight (8) hours on each day. The hours shall be set by the Elections Committee and shall take place during regular classroom hours. No votes may be accepted before the polls have opened or after they have closed.
3. Ballots shall be counted in a manner to be determined by the Elections Committee.
4. The Elections Committee shall set up rules and procedures as are necessary to facilitate the elections process; however, all exceptions to this elections policy must be decided by at least a four-fifth (4/5) affirmative vote of the-Elections Committee.
5. Polling place shall be defined as any area within fifty (50) feet, of a ballot box. There shall be no election ring within, the polling place, electioneering being defined as any activity intended to or having the effect of, influencing a student's vote. No campaign materials shall be displayed in any polling place.

G. Results and Validation

1. As soon as possible after the election, the Elections Committee shall prepare and submit to the President of the Associated Student Government a report which shall include vote totals for all candidates, and itemized list of money expended on the elections by the Elections Committee, and an accounting by polling place of the distribution and disposition of all ballots. In preparing this report, the committee shall count as null and without effect votes cast for persons, real or imaginary, not previously certified as eligible to appear on the ballot and hold office. Ballots so marked need not be declared invalid for the purpose of recording votes properly cast. The report should identify the winners for each elective office of the Associated Student Government. All offices shall be filled by the candidates receiving the plurality of votes cast.

2. The Senate shall validate the results of the elections for all elective offices of the Associated Student Government at a regularly scheduled meeting of the Senate no sooner than one (1) week and no later than two (2) weeks following the election. Should no Senate meeting fall within these limits, a special meeting shall be called by the President of the Associated Student Government for the purpose of validating the election results and accepting the report of the Elections Committee. Elections may be invalidated only by the Senate, and only on grounds of a violation of this policy or of the Constitution of By-Laws of the Associated Student Government.

3. Any disputes or claims related to any election must be submitted in writing to the chairperson of the Elections Committee within forty eight hours of the election. The Elections Committee shall have full authority to resolve any such claims, except that a decision to deny election to a candidate after the election must be approved by the Senate.

4. The Elections Committee shall be terminated upon validation of the election results and acceptance of the Elections Committee report by the Senate.

#### H. Term of Office:

Each newly elected official of-the Senate shall serve as; an ex-officio, non-voting official of the office to which he/she has been elected until he/she assumes office. The President elect, of the Associated Student Government shall serve as administrative assistant to the incumbent until such time as he/she takes office.

1. The President of the Associated Student Government and the Sophomore Senators shall officially begin their terms of office -on the day following the validation of election results. Their terms shall end the following year when their successors take office. Should there be no President elected, an Interim President shall replace the President as stated in Article V. Section A of the By-Laws.

2. The Freshman Senators shall officially take office on the day following the validation of election results. Their terms shall end the following year when their successors take office. Any Senator that is elected President or Sophomore Senator must resign their position as Senator before taking office as President or Sophomore Senator. Any vacancies created may be filled by a majority vote of the current senators.

3. The terms of all committee chairpersons, committee members, and other appointed persons who hold office in the Associated Student Government shall expire on a date to be set by the Senate.

I. This Elections Policy, as an article of the By-Laws of the Associated Student Government, is binding upon all officers and members of the Associated Student Government, upon all candidates for office in the Associated Student Government, and upon all persons employed by the Elections Committee or the Senate in election-related capacities. A violation of this policy by an individual candidate may lead to a declaration by the Senate of his/her ineligibility to be elected to office that semester.

J. This policy may be amended as provided for in the Constitution and By-Laws of the Associated-Student Government.

ARTICLE VI. The Concessions Committee

A. Definitions as they apply:

Concessions: Consists of selling an article or service of material value by an individual or organization.

Registered organizations:

Consist of University groups which have formally filed a list officers, constitution, the signature of a faculty advisor, and their financial plans with the A.S.G. and meet all of the requirements of the University for this classification. Approval to operate a concessions by a registered organization or club must be requested in writing and presented to the select committee.

Non-registered organization:

Includes all groups, clubs or individuals who have not met the above conditions. This classification would include commercial organizations as well as private individuals and clubs acting on their own interests. Approval to operate a concessions by a non-registered organization does not require a written request.

B. Policy and Regulations of Concessions:

1. Vending organization must submit a written tabulation of profits after the vending period is over.
2. The A.S.G. shall retain ten percent of the concession's profits and a receipt for the ten percent commission shall be issued to the vendor by the Concessions Committee. Registered organizations and clubs are to be exempt from the ten percent commission.
3. Committee chairperson must be notified at least forty-eight hours prior to the vending period.
4. In the case of fund raisers, an explicit statement as to the purpose(s) of the concession must be open and visible to the contributor. Fund raiser concessions are exempt from the ten percent commission fee from the A.S.G.
5. Vendors may be allowed to advertise in the form of flyers, Posters, announcements, etc. within the Undergraduate Building with the approval of the Select Concessions Committee.
6. Vendors must be made fully aware of committee policies and regulations prior to the vending period.

C. The Select Concessions Committee shall consist of a chairperson and a number of members (as seen fit by the chairperson) appointed

from among the Associated Student Government membership by the chairperson. The President and Vice-President, the Treasurer and the Student, Activities Coordinator shall be ex-officio non-voting members of the committee.

D. Select Concession Committee is granted the power to refuse to allow a vendor to conduct business at the Undergraduate school if it feels such action is warranted.

E. Select Concession Committee is not required to meet on a regular scheduled basis but meetings will be called when deemed necessary by the committee chairperson.

F. Committee chairperson is responsible to keep in contact with the Student Activities Coordinator in order to receive vendor requests.

G. At least one committee member will be required to greet the vendor upon arrival and assist the vendor with any set-up and be present to answer any questions.

H. Committee shall decide upon the location of the set-up of the concession.

I. Committee Treasurer is responsible to review concessions tabulation of profits and collect the ten-percent commission from the vendor. The Treasurer shall then issue a receipt to the vendor for the ten percent commission collected. The Treasurer must then report directly to the A.S.G. treasurer to deposit the commission. A record of commissions must be kept by the committee treasurer.

J. Select committee chairperson must notify campus security on order to enable the vendor's vehicle (if any) to be parked on campus.

K. After each vending period, a Select Concessions Committee report must be made and presented to the senate. This report shall consist of the name of the organization or vendor materials or services sold, purpose of the concession, quote of the profits by the vendor, the amount of the ten percent commission and any other feedback pertaining to the concession.

L. The Concessions Committee shall, be required to keep and publish minutes of all its meetings.

#### ARTICLE VII: Ways and Means Committee

A. The Ways and Means Committee shall be responsible for operating and/or sponsoring fund raising activities, events, and programs in order to raise supplementary funds for the Associated Student Government. It shall set-up fund raising events in cooperation with the other programming committees and the activities office.

B. The Ways and Means Committee, in order to carry out an event, must formally appeal to the senate for permission and overhead funds for the event. A list of perspective overhead costs and revenues must be

presented to the senate before approval..

C. The Ways and Means Committee shall be composed of a chairperson and a number of members (as seen fit by the chairperson) appointed from among the Associated Student Government membership. The President and Vice-President, the Treasurer, and the Student Activities Coordinator shall be ex-officio not voting members of the committee.

D. The Ways and Means Committee shall make such rules as are necessary to the operation of the committee, to include a procedural manual for the conduct of programs which shall include detailed procedure for running a program and pertinent requirements of the State of Connecticut and the University of Connecticut and the Associated Student Government.

E. The Ways and Means Committee shall be required to keep and publish minutes of all its meetings.

ARTICLE VIII: The Education and Cultural Affairs Committee

A. The Education and Cultural Affairs Committee shall be responsible for operating and/or sponsoring educational and cultural events or activities which are found by the Associated Student Government. It shall promote set up dates for, and apply for funds for these events and activities at the Hartford Branch.

B. The Education and Cultural Affairs Committee shall be composed of a chairperson and a number of members (as seen fit by the chairperson) to be appointed from among the Associated Student Government membership by the chairperson. The President and vice-President and the Student Activities Coordinator shall be ex-officio, non-voting members of the committee.

C. The Education and Cultural Affairs Committee shall make such rules as are necessary to the operation of the committee, to include a procedural manual for the conduct of programs which shall include detailed procedure for running a program and pertinent requirements of the State of Connecticut and the University of Connecticut and this Associated Student Government.

D. The Education and Cultural Affairs Committee shall be required to keep and publish minutes of all its meetings.

ARTICLE IX: The Communications and External Affairs Committee

A. The Committee on Communications shall be responsible for the advertisement and promotion requested by all other committees. The committee shall act as a liaison to the surrounding community and shall be concerned with public relations outside the Hartford Branch.

B. The Committee on Communications shall be composed of a chairperson, a correspondence secretary, and a number of members (as seen fit by the chairperson) appointed by the chairperson from among the Associated Student Government membership. The President and Vice-President shall be ex-officio non-voting members of the committee.

ARTICLE X. Added on January 4, 1990

Article X: The Interim Vice-president

The President shall designate a senator with two-thirds approval of the senate to take over in the event of the President and Vice-President's absence from an A.S.G. meeting, function, or event. This person shall serve as a decision maker during their absence. If the President were to remove the designated senator from such position, he or she will need a two-thirds approval by the senate to do so. In the event of a vacancy and subsequent elevation of a vice-president to president, the designated senator (described in this by-law) will serve as an interim vice-president until the new president chooses a definite vice-president.

ARTICLE XI added on May 3, 1990

ARTICLE XI: Organizations Committee

A. A member of the Organizations Committee shall be designated to act as a liaison representing the ASG, to meet with the club representatives once a month. The purpose of this is to improve communications between the ASG and clubs and to help coordinate each other's events.

B. If the clubs fulfill their obligations, as stated above in part A, and their respective constitutions, their money will not be revoked.