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1. Responsibilities of Senators to their Constituencies
   a. Senators shall establish and maintain frequent contact with their constituent populations.
   b. All Senators shall make known and describe to their constituents any Undergraduate Student Government positions open to all students.

2. Responsibilities of Senators Concerning Senate and Committee Meetings
   a. Senators shall not be absent and unexcused from more than two Undergraduate Student Senate meetings per academic semester.
   b. Excused absences from Student Senate meetings may be granted at the discretion of the Speaker.
   c. All Senators shall serve on at least one Undergraduate Student Government Standing Committee.
   d. The Office of the Speaker of the Senate shall designate which committee Senators shall serve on at the beginning of each semester.
   e. An absence is defined as being 15 minutes late to or as missing a main motion vote in a Senate or Committee Meeting without obtaining consent of the Speaker of the Student Senate or Committee Chairperson respectively.

3. Open Office Hours
   a. President and Vice President
      i. The President and Vice President must each spend at least three hours per week in the Undergraduate Student Government office. These hours must be spread out over at least two days per week.
      ii. During these hours, the President and Vice President should be available to their constituents and should spend their time dealing with affairs pertinent to the Undergraduate Student Government. Internal meetings may not be counted toward this total.
      iii. A schedule of the President and Vice President’s office hours shall be kept on record for the duration of their term.
      iv. The President and Vice President must post their regularly scheduled office hours to the USG website.

4. Constituent Contact
   a. Senators are required to hold one scheduled office hour per week in Student Union Room 219. During this hour, senators shall make themselves available to talk to students, answer questions, and perform any other duties that pertain to USG
   b. Senators shall send times that best suit them for their office hours to the Office of the Speaker of the Senate. The Office of the Speaker of the Senate shall assign their office hour time by the end of the second week of each semester,
or by the second week after they are sworn into office.

c. Each senator’s office hours will be posted on the Undergraduate Student Government website in order to provide their constituents with that information.

d. Office hours shall be mandatory and have the same attendance requirements as senate, caucus, and committee meetings enforced by the Office of the Speaker of the Senate.

5. Manners of Office and Community Conduct

a. Senators, Justices, and the members of the of the Executive Board shall be required to undergo sexual harassment training from an appropriate university entity or outside consultant with the experience in this field.

b. Such training shall take place within four weeks of the fall general elections.

c. The Vice President and The Office of the Speaker of the Senate are responsible for the planning, management and execution of orientation.
BYLAW II
Student Senate Standing Committees

1. After the spring general elections, standing Committee Chairs shall retain their positions and all powers associated with those positions until the President nominates new Committee Chairs, and confirmed by the Student Senate.

2. Membership of the Undergraduate Student Government Student Senate Committees shall consist of appointed Chairs and Senators.

3. The Speaker of the Senate shall serve as a voting member that does not count toward quorum for all standing committees and subcommittees.

4. Committee Chairpeople may appoint prospective members of their committee by a majority vote of that committee unless prohibited in the Bylaws.

5. Committee Chairpeople shall be responsible for keeping attendance for their respective committees and to communicate to the Parliamentarian whether Senators are fulfilling their duties.

6. Committees shall have the power to create Vice Chair positions via their standing rules.
   a. Such rules are subject to the approval of the senate

7. Committee Chairpeople shall have the power to nominate Vice Chairs Positions to assist them in the fulfillment of their duties.
   a. Nominees must receive a two-thirds vote from the Committee in order to be approved.
   b. A Vice Chairperson shall serve for the duration of their Chairperson’s term, unless they are otherwise removed or resign from the position
   i. Votes of No Confidence may be issued against Vice Chairs by their respective committees.
   ii. A Simple Majority is required to pass such a vote

8. At the beginning of each semester, each committee shall design and coordinate a semesterly advocacy agenda which shall be presented to the Senate for approval.
   a. A Two-Thirds Majority vote of the Senate is required to pass this agenda.
   b. In the event a piece of the advocacy agenda must be completed before Senate approval is obtained, the Committees will have the power to do so.
   c. The Student Senate shall have the power to supervise, overrule, remove or replace those to whom this authority has been entrusted.

9. The President, Vice-President, Comptroller, and Justices may serve as ex-officio, non-voting members of all Standing Committees and subcommittees unless otherwise specified.
BYLAW III

Academic Affairs Committee

1. The Academic Affairs Committee shall act to influence any and all issues of an academic nature for the undergraduate student population.

2. The Academic Affairs Committee shall forge connections with university academic organizations and assist in the formation and oversight of undergraduate student academic organizations associated with each school and college.

3. The Academic Affairs Committee shall be a Senate Standing Committee.
BYLAWS OF THE UNDERGRADUATE STUDENT GOVERNMENT

BYLAW IV

Student Services Committee

1. It shall be the duty of the Student Services Committee to address the needs of the undergraduate population by ensuring that students have the appropriate services and support to excel at the university.

2. The Student Services Committee shall establish relationships with the departments primarily responsible for enriching the lives of students and act as a liaison to these departments when necessary.

3. The Student Services Committee shall coordinate events and conduct research for the purpose of improving existing services on campus, as well as identifying where new services may be required. The committee shall make recommendations to the Senate in accordance with their findings.

4. The Student Services Committee shall be a Senate Standing Committee.
BYLAWS OF THE UNDERGRADUATE STUDENT GOVERNMENT

BYLAW V
Student Development Committee

1. The Student Development Committee shall be charged with addressing the cultivation of a positive culture on campus, advocating for diversity and inclusion, increasing social education, and promoting a sense of campus pride.

2. The Student Development Committee shall serve as a liaison to the departments responsible for providing students with the opportunity to lead, serve, congregate and celebrate one another.

3. The Student Development Committee shall host events and conduct research related to student involvement and wellbeing. The committee shall make recommendations to the Senate in accordance with their findings.

4. The Student Development Committee shall be considered a standing Senate committee.
BYLAW VI

External Affairs Committee

1. The External Affairs Chairperson shall serve as the Chief Advisor to the President regarding issues outside the University campus, including all local, state, and national matters.

2. The External Affairs Chairperson shall work to advocate for student opinion in Town of Mansfield affairs, especially on any development that impacts the University community.

3. The External Affairs Chairperson shall be charged with attending the Town-University Relations Committee meetings, sending a representative in their place if they cannot attend.

4. The External Affairs Committee shall be Senate Standing Committee.
BYLAWS OF THE UNDERGRADUATE STUDENT GOVERNMENT

BYLAW VI

Recess Committee

1. A Recess Committee shall be appointed by the Student Senate to represent the interests of the Undergraduate Student Body during the summer break.
2. The Recess Committee shall consist of at least three members.
3. The Recess Committee shall have the authority to open the mail addressed to the Undergraduate Student Government and send proposed legislation to the members of the Senate for a vote by proxy.
4. Any Senator may submit legislation to the Recess Committee for distribution to the Senate as a whole. A response of greater than 50% of the currently-seated Senate shall constitute quorum for a vote by proxy. The vote shall remain open for a period of at least 48 hours to allow sufficient time for Senators to respond.
5. The Chairperson of the Recess Committee shall be appointed by the Student Senate at the last meeting before the recess of the Senate.
6. At the beginning of each fall semester the Chairperson of the Recess Committee shall make a report to the Senate.
7. The Recess Committee shall meet at least once every month during the summer break.
8. The Recess Committee shall assist the Judiciary in coordinating and organizing the fall elections.
9. The Recess Committee shall be considered a non-standing, secondary Senate committee.
BYLAWS OF THE UNDERGRADUATE STUDENT GOVERNMENT

BYLAW VIII
Appeals Board

1. An Appeals Board shall be responsible for hearing all appeals brought forth by a student organization after receiving notice of the Funding Student Staff or Student Affairs Committee’s decision on the application. In the event that the entire application was never considered by the committee due to either the Committee or Committee Chair’s refusal to accept the application, a registered student organization or area council may submit an appeal through this process.

2. The Appeals Board may also hear appeals from parties within the Undergraduate Student Government.

3. The Appeals Board shall consist of three members of the Judiciary including the chief justice. These judicial seats shall be filled on a rotating basis as decided by the Chief Justice.
   a. The Chief Justice shall act as chair of the appeals board
   b. If the Chief Justice is indisposed, surrogate shall be appointed from the remaining six justices for the duration of that meeting.

4. The Comptroller shall act as an Ex Officio member of the Appeals Board.

5. The Appeals Board may only hear appeals based on one or more of the following grounds:
   a. Procedural: The party in question did not follow applicable guidelines, the Undergraduate Student Government Constitution, or parliamentary procedure, and this failure to properly follow procedure significantly affected the final outcome.
   b. Interpretive: One party wishes to challenge another party’s interpretation of guidelines or policies.
   c. Discriminative: One party believes as though it was unfairly treated as a result of, but not limited to, its mission, viewpoint, composition of its membership, or biases of individual or multiple members of the Undergraduate Student Government.
   d. Decisions made solely because of insufficient funds are not subject to an appeal.

6. The Chief Justice shall act as chairperson of this committee and run the organization according to all applicable guidelines and governing documents. In the absence of the Chief Justice, any one of the six remaining justices may be appointed to serve in the Chief Justice’s place.

7. Any party requesting an appeal must submit the appeal to the Chief Justice within five business days of receipt of the decision of governing entity.
   a. If the Judiciary decides to hear the appeal, they shall be responsible for convening the Appeals Board within a reasonable amount of time.

8. Once notice is obtained, The Judiciary will inform the organization within two business days of their decision on whether or not to hear the appeal.
   a. If the Judiciary decides to hear the appeal, they shall be responsible for convening the Appeals Board within a reasonable amount of time.

9. A majority shall decide the decision made by the Appeals Board, with the Comptroller acting as the deciding vote if necessary.

10. At all hearings, both the party submitting the appeal and the defending party shall have the opportunity to present their case to the Appeals Board and refute any arguments made by the opposing party. The Appeals Board shall be allowed to ask questions of both parties and may limit the total speaking time for each, so long as equal time is given to both. Hearings will be public, though only two members of each party may speak on their behalf.

11. Funding for appeals upheld by the Appeals Board shall be appropriated from funds allocated to the committee from which the appeal originated. If there are insufficient funds in the
originating committee’s budget to fulfill the Appeals Board decision then the Appeal is denied due to lack of funds.

12. Decisions and their rationale by the Appeals Board shall be made in writing and provided to the representative of the organization, committee chairperson, the Speaker of the Senate, and the Office of the Comptroller shall maintain a record of the decisions of the Appeals Board in perpetuity.

13. The verdict made by the Appeals Board shall be the final decision made on the application submitted by the organization. Subsequent appeals cannot be made on the same application.

14. The process by which the Appeals Board uses during its hearings shall be as follows:
   a. Statements
      i. The party who brought forth the grievance shall address the Appeals Board with a statement which includes all evidence to support their appeal. This party shall be referred to as the “Plaintiff.”
      ii. The responsible party for the alleged grievance shall provide the Appeals Board with a statement which includes all evidences that supports their decision. If no members of the responsible party are available, a written statement shall be accepted before the meeting for the consideration of the Appeals Board. This party shall be referred to as the “Defendant.”
   b. Appeals Board Questions
      i. Upon completion of the arguments, the Appeals Board may ask questions of either party.
   c. Deliberation
      i. Deliberation shall be closed. The Appeals Board shall deliberate using all available information concerning the appeal.
   d. The Appeals Board shall come to a majority decision and issue a written opinion within twenty-four hours. The written opinion shall be provided to the student organization, committee chairperson, Speaker of the Senate, and Comptroller.
   e. The Appeals Board has three options for its decision: fund the request completely, remand the request to the original committee, or deny the appeal. If the appeal is denied, subsequent appeals cannot be made for the same application.

15. The Appeals Board shall have the power to direct the need for a change in policy to the Senate through their decisions.
BYLAWS OF THE UNDERGRADUATE STUDENT GOVERNMENT

BYLAW IX

Elections Oversight Committee

1. The Elections Oversight Committee shall be entrusted with the responsibility of overseeing Undergraduate Student Government elections policy.

2. The Elections Oversight Committee is charged with the following:
   a. Sets all policies governing elections to the Undergraduate Student Government.
   b. Shall work to set election policies that are consistent with their findings to the Undergraduate Senate.
   c. Shall work to bring any and all violations of election policy to the Judiciary and/or the Undergraduate Student Senate.

3. The Elections Oversight Committee shall be reconvened prior to every spring election of the Undergraduate Student Government at a minimum.

4. The Chair shall be chosen from the Undergraduate Student Government based on the nomination of the President and confirmed by a two-thirds majority vote of the Student Senate no later than the last Senate of the fall semester.

5. The Chair must then nominate four other members from the Undergraduate Student Government to Senate for approval no later than the last Senate of the fall semester.

6. The Chair of the Elections Oversight Committee shall be required to submit any and all election guidelines to the Senate for approval on or before the Senate meeting prior to elections paperwork being available for that semester.

7. No person currently serving on the Elections Oversight Committee is eligible to run in elections of the Undergraduate Student Government.

8. The Elections Oversight Committee shall conduct all official votes and deliberations in closed sessions. However, in accordance with Undergraduate Student Government policy, the Elections Oversight Committee may accept written recommendations from outside the Committee.

9. To ensure transparency in election policy, the Committee shall keep approved minutes when in both open and closed sessions. These minutes must be submitted to the Undergraduate Student Government Bookkeeper and made available upon request in the Undergraduate Student Government office.

10. It shall be the responsibility of the Chair or a designee decided by the Chair and confirmed by Senate to coordinate with the Recess Committee over the summer to ensure that any considerations that occur after the spring elections are ready for the fall elections.

11. The Elections Oversight Committee shall be considered a non-standing, secondary committee to the Senate.

12. In the case of the fall elections, the Elections Oversight Committee reserves the right to release Elections packets to students at the start of the semester, even if pending approval by the Senate. Prospective candidates must be notified of any revisions or amendments.
BYLAWS OF THE UNDERGRADUATE STUDENT GOVERNMENT

BYLAW X
The Funding Student Staff

1. The Funding Student Staff shall be entrusted with the responsibility of appropriating fund to undergraduate student groups in accordance with policies, acts, and regulations set forth by the Undergraduate Student Senate and in accordance with any applicable State laws and University policies.

2. The Funding Student Staff employees shall be hired through the current University of Connecticut student hiring website.
   a. The hiring process will be led by the President, Vice President, and Comptroller with assistance from professional office staff employees.

3. The Funding Student Staff will not exceed nine registered degree-seeking undergraduate students attending the University of Connecticut, with one of the employees serving as a Funding Student Staff Supervisor.
   a. All funding student staff employees will be required to work an average of eight to ten hours week during the academic semester.
   b. The Funding Student Staff Supervisor will be required to work an average of ten to fifteen hours in the Undergraduate Student Government office during the academic semesters.

4. The Funding Student Supervisor will be required to report to the President. The President will include what is reported by the supervisor in their reports to the Senate and the Executive Board.

5. The President and Comptroller will work with the Funding Student Staff Supervisor to ensure all funding responsibilities are met.

6. The Funding Student Staff will hold a weekly funding meeting during the academic semesters to vote on funding requests to maintain a transparent funding process for student groups.

7. The Funding Student Staff shall follow all policies of the Office of the Student Financial Aid-Services Student Employment Guide.

8. The responsibilities and more information regarding the Funding Student Staff and Funding Student Staff Supervisor can be located in the Undergraduate Student Government Standard Operating Policies and Procedures.

9. No student employee on the Funding Board Staff shall be able to serve on the Executive Board or the Student Senate of the Undergraduate Student Government.
BYLAWS OF THE UNDERGRADUATE STUDENT GOVERNMENT

BYLAW XI

Nominations Committee

1. The Nomination Committee is tasked with the assignment of collecting information from parties interested in filling the positions of the Judiciary and nominating parties that meet the expected qualifications of said position to the Undergraduate Student Senate.

2. The Nomination Committee shall be made up of no less than three and no greater than five members.

3. Membership within the Committee is required to have at least two currently sitting Senators at any time. The currently sitting Chief Justice is required to serve in an ex-officio capacity; membership beyond this may include any interested party.

4. The Committee shall meet on an as needed basis in order to fulfill their charge of filling open Judiciary positions.

5. It is not permitted for any person seeking appointment to a Judiciary position to also sit on the Nomination Committee at the time of their Nomination.

6. The Nomination Committee shall be considered a non-standing, secondary committee to the Senate.
BYLAWS OF THE UNDERGRADUATE STUDENT GOVERNMENT

BYLAW XII
Executive Cabinet

1. The Executive Cabinet shall be appointed by executive order of the Undergraduate Student Government President by the first meeting of the Senate in the Fall Semester.

2. The Executive Cabinet shall, at a minimum, consist of the Presidential Chief of Staff, the Public Relations Director as well as any ad hoc members that the President deems necessary to accomplish the goals of the Undergraduate student government.

3. The duties of the Cabinet shall be to maintain the methods of communication of the Undergraduate Student Government, plan all events directly sponsored by the Undergraduate Student Government, and advise the organization in matters of logistics and administrative function.

4. All positions, codified and ad hoc, must have full position descriptions documented for the duration of the term.

5. The Presidential Chief of Staff shall supervise the Executive Cabinet, coordinate Student Government events, and assist the President with their initiatives.
   a. The Public Relations Director shall have authority over all public communications of the organization, including the website, social media, and press releases.

6. To assist with their duties, the Comptroller shall be empowered to choose up to two Deputy Comptrollers. The Deputy Comptroller(s) shall assist the Comptroller on Financial Matters and Appeals, as well as advise the Comptroller in financial matters.
   a. A two-thirds vote of the Senate shall be required to approve each deputy comptroller
   b. In cases where the Comptroller is unable to attend a meeting of the Appeals Board, a Deputy Comptroller shall serve in their place.
BYLAW XIII

Forms of Legislation

1. The Legislation of the Senate of the Undergraduate Student Government shall be composed of three types of legislation:
   a. Bills
      i. The principal vehicle employed by Senators for introducing their proposals in the Senate. Bills are passed by the Senate and shall be submitted to the President of the Undergraduate Student Government. Once enacted, Bills become Acts which shall be enforced by the executive branch of the Undergraduate Student Government.
      ii. Bills shall require two sponsors, who shall be voting members of the Senate, unless the legislation is forwarded by a committee.
      iii. The date of passage, author(s), and sponsor(s) shall be recorded on the Act.
   b. Resolutions
      i. Resolutions do not have to be submitted to the president and thus are not enforceable by the executive branch of the Undergraduate Student Government. They are used to express non-binding positions of the Senate or to deal with the Senate's internal affairs, such as the creation of a special committee or the adoption of Standing Rules of the Senate.
      ii. Resolutions shall require one sponsor, who shall be a voting member of the Senate, unless the legislation is forwarded by a committee.
      iii. The date of passage, author(s), and sponsor(s) shall be recorded on the Resolution.
   c. Joint Resolutions
      i. Joint resolutions shall be submitted to the president of the Undergraduate Student Government, but are not enforceable. They are used to express non-binding positions of the entire Undergraduate Student Government.
      ii. Joint resolutions shall require one sponsor, who shall be a voting member of the Senate, unless the legislation is forwarded by a committee.
      iii. The date of passage, author(s), and sponsor(s) shall be recorded on the Joint Resolution.

2. The Senate may, by ⅔ majority vote, repeal any legislation previously enacted.
BYLAW XIV
Legislation Addressing University Administration

1. All decisions of the Undergraduate Student Government that address the University administration shall be reported to the administrative offices of the University affected by the legislation. A representative of the Undergraduate Student Government shall notify the appropriate University administration within seventy-two hours of passage. The Speaker shall determine the most appropriate party to act as the representative at the time that the legislation is passed.

2. When the President of the University or his/her representative raises objections, it shall be the responsibility of that person to submit a written statement of objection in order to further act on the matter at the following meeting of the Student Senate.
BYLAW XV

Filing a Case to the Judiciary

1. All cases brought to the Judiciary must be typewritten and contain the following:
   a. The name of the Petitioner(s),
   b. The name of the Defendant(s),
   c. The nature of the complaint,
   d. The dated signature of the Petitioner(s),
   e. The date of submission of the complaint.

2. An electronic copy must be placed in the Chief Justice’s mailbox.
BYLAWS OF THE UNDERGRADUATE STUDENT GOVERNMENT

BYLAW XVI
Budget Allocations

1. Each semester, the Senate shall consider and enact a preliminary budget for the following semester. The preliminary budget for the fall semester shall be proposed by the Comptroller of the previous spring semester while the preliminary budget for the spring semester shall be proposed by the Comptroller of the previous fall semester. The Senate must approve the preliminary budget by the first Senate meeting of each semester.

2. During each semester, the Senate shall consider and enact a finalized budget for that semester. The Comptroller shall propose the finalized budget for the fall semester and spring semester. The Senate must approve the finalized budget by the third Senate of each semester.

3. The Undergraduate Student Government Comptroller may transfer an amount not to exceed two hundred fifty dollars between line items of a budget. This authority shall be limited to four transfers per semester for each budget. Each such transfer shall be reported to the Student Senate.

4. There shall be an Undergraduate Student Government Administrative Coordinator/Bookkeeper's Office headed by the Administrative Coordinator/Bookkeeper that shall keep the accounts of the Undergraduate Student Government. Such accounts shall be kept in accord with the directives and regulations of the State Comptroller.

5. The Bookkeeper shall notify the Comptroller, and the Funding Board without delay of any financial transaction significantly at variance with approved procedures. Any disbursement of the Undergraduate Student Government funds without an appropriation shall be deemed significantly at variance with approved procedure.

6. The Comptroller shall advise the Senate of any instance in which budgetary legislation shall cause the Senate's appropriations to exceed student activities fee revenues.

7. The Comptroller shall ascertain any changes in student residency in order to keep Student Affairs funding and the election districts up-to-date. These figures shall be examined concurrently with the Judiciary at the beginning of every fall semester.

8. The veto of the Comptroller shall remain in effect after their succession by requiring that the funding initiative that was vetoed shall need re-approval by the newly elected Senate for its execution, regardless of the succeeding Comptroller’s willingness or refusal to sign.

9. Any Undergraduate Student Government Entity that desires an allocation from the Undergraduate Student Government Proposed Budget shall be required to submit a budget request to the Comptroller.
BYLAWS OF THE UNDERGRADUATE STUDENT GOVERNMENT

BYLAW XVII
Oath of Office

1. The Oath of Office shall be administered to each member at the member’s first meeting of the Student Senate.

2. The Oath for Senators shall read:
   I, (state your name), do solemnly promise to uphold the Constitution, Bylaws, and Rules of the Undergraduate Student Government at the University of Connecticut in Storrs. I promise that I shall consistently and faithfully earn the vote of the constituents whom I have been elected to serve and represent. Finally, I shall maintain a vigilant eye on the welfare of the entire student government, that we may all diligently work together to successfully advocate for, represent, and serve the entire student body.

3. The Oath for the President shall read:
   I, (state your name), do solemnly promise to uphold and defend the Constitution, Bylaws, and Rules of the Undergraduate Student Government at the University of Connecticut in Storrs. As President, I promise to execute all duties and responsibilities vested in me, and shall faithfully champion the general interests and concerns of the student body, by whom I have been granted this authority.

4. The Oath for the Vice President shall read:
   I, (state your name), do solemnly promise to uphold the Constitution, Bylaws, and Rules of the Undergraduate Student Government at the University of Connecticut in Storrs. As Vice President, I promise to execute all duties and responsibilities vested in me, and shall work diligently to ensure the successful and efficient operation of the administration to which I have been elected.

5. The Oath for the Comptroller shall read:
   I, (state your name), do solemnly promise to uphold the Constitution, Bylaws, and Rules of the Undergraduate Student Government at the University of Connecticut in Storrs. As Comptroller, I promise to execute all duties and responsibilities vested in me, and shall work diligently to make ethically sound financial decisions to the very best of my abilities.

6. The Oath for the Justices shall read:
   I, (state your name), do solemnly promise to uphold the Constitution, Bylaws, and Rules of the Undergraduate Student Government at the University of Connecticut in Storrs. As Justice, I promise to execute all duties and responsibilities vested in me, and shall wisely and cautiously adjudicate any and all matters that challenge the ethical and lawful foundation on which our government is based.

7. The Oath for Committee Chairs shall read:
   I, (state your name), do solemnly promise to uphold and defend the Constitution, Bylaws, and Rules of the Undergraduate Student Government at the University of Connecticut in Storrs. As an executive member, I promise to execute all duties and responsibilities vested in me, and shall faithfully champion the general interests and concerns of the student body.

8. The Oath of Office may be read on an individual basis should there not be a large number of members required to take the Oath of Office in order to expedite business at the Chief Justice’s discretion. If the Oath is taken in such a manner a representative from the
BYLAWS OF THE UNDERGRADUATE STUDENT GOVERNMENT

Legislative and a separate representative from the Executive are required to be present.

BYLAW XVIII

Election Policies

1. Election districts shall be reapportioned each year prior to the holding of the fall elections.
2. For the purpose of Academic Senate seats, each of the following shall be considered a division in and of itself: Academic Center for Exploratory Students, Agriculture (School and College separately), Business, Education, Engineering, Fine Arts, Liberal Arts & Sciences, Nursing, and Pharmacy.
3. For the purpose of Residential Senate Seats, each of the following shall be considered a residential area: Alumni, Busby Suites, Charter Oak Apartments, Commuter (off-campus residence), East, Greater Hillside (Connecticut Commons & West), Hilltop Apartments, Hilltop Halls & Garrigus, Husky Village, Mansfield Apartments, McMahon, North, Northwest, Northwood Apartments, South, Buckley & Shippee, and Towers.
4. The Judiciary shall publicize the details for spring elections no later than March 1 and for fall elections no later than the first day of classes of the fall semester.
5. All candidates shall be required to submit a petition signed by a predetermined number of degree-seeking, undergraduate students at Storrs. The Election Oversight Committee shall determine the appropriate number of signatures corresponding to each position annually.
6. In the case of a tie election in any Undergraduate Student Government election, a runoff election is to be held in the constituency of the tied election. This must be done under the guidance of the Judiciary.
7. The Undergraduate Student Government must publicize the deadline to submit all necessary paperwork to run in any Undergraduate Student Government Senate election at least one week before said deadline and have that paperwork readily available throughout that time.
8. Senators may run for election to executive positions. Should a senator be elected to an executive position, they forfeit membership in the Senate.
9. No person shall run for more than one elected office at any given time.
10. No vote cast that is the result of coercion via physical force or authority of position shall count in an Undergraduate Student Government election or referendum.
11. No vote cast via falsification of information shall be taken into account in an Undergraduate Student Government election or referendum.
12. Justices shall not be permitted to campaign for a candidate running for an elected office in the Undergraduate Student Government; the only exception is campaigning for themselves should they be running for a position, unless they resign their position as Justice. Justices running for an elected position in the Undergraduate Student Government shall not be permitted to be involved in the elections process with regards to any situation in which the Justice could be reasonably seen to have a conflict of interest.
13. Neither the President, the Vice President, nor the Comptroller shall be permitted to campaign for a candidate running for an elected office in the Undergraduate Student Government., The only exception - is campaigning for themselves or for a Presidential/Vice Presidential ticket they are on, unless they resign from their respective office. Likewise, if they are running for an elected office, they are not permitted to participate in the elections process.
14. Other than items explicitly funded by the Undergraduate Student Government for personal campaign use and specifically labeled for such use (e.g. campaign flyers/photocopies), all items funded to
promote the organization of the Undergraduate Student Government or its functions shall not be used for promoting personal campaigns.

15. Each student may write in one candidate per ballot position in any Undergraduate Student Government election.

16. After the general elections, standing Committee and subcommittee Chairs shall retain their positions and all the powers associated with those positions until the President nominates new Committee Chairs and confirmed by the Senate.

17. The Elections Oversight Committee shall hold potential and confirmed candidates to the elections policies previously passed through the Senate.

18. In the event that a candidate resigns or forfeits an elected seat before being sworn in, the runner-up in the candidate’s election shall assume the seat.

   a. A runner-up that is established by write-in votes must reach the minimum write-in vote threshold to be considered a viable candidate.

<table>
<thead>
<tr>
<th>Min Percentage</th>
<th>Max Percentage</th>
<th>Percentage Difference</th>
<th>Number of Senators Assigned (Same as Tier Number)</th>
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BYLAW XIX

Impeachment Procedures

1. Definitions:
   a. Herein, the hearing at which the Judiciary determines whether or not to bring Articles of Impeachment before the Senate shall be called “the impeachment hearing.”

2. Procedures:
   a. Any undergraduate student may file a petition for impeachment following the guidelines for submission of cases given Bylaw VI.
   b. The Judiciary shall hear impeachment cases on a case-by-case basis.
   c. The Chief Justice shall preside over each impeachment hearing. This hearing shall include no fewer than three justices.
   d. The petitioner shall act as the plaintiff at the impeachment hearing. The accused shall act as the defendant. At the impeachment hearing, the plaintiff shall present the case for impeachment in no more than five minutes. The defendant shall have the opportunity to rebut the arguments of the plaintiff for no more than five minutes. This shall be followed by a question and answer session led by the panel.
   e. In its decision, the Judiciary may use any information available at the impeachment hearing. The Judiciary shall render the decision within 48 hours of the impeachment hearing. As per the Undergraduate Student Government Constitution, Articles of Impeachment may only be brought before Senate in the event that a majority of the Judiciary approves. In the event that the Judiciary sees fit to bring Articles of Impeachment to the Senate, the Articles shall be brought to the next Senate meeting.

3. Court Procedure
   a. “Petitioner” shall refer to the person that filed the original complaint.
   b. “Defendant” shall refer to Respondent.
   c. The procedure for Judiciary hearings shall be as follows:
   d. Petitioner has two minutes to present an opening overview. During this time, petitioner may not be interrupted.
   e. Defendant has two minutes to present an opening overview. During this time, Defendant may not be interrupted.
   f. The evidentiary presentation begins. Each participant, starting with the Petitioner, may present any evidence relevant to the hearing or call any witnesses. Each participant may challenge the validity of any evidence or cross-examine any witnesses.
   g. Total time used by each participant (including presentation of evidence, direct examination of witnesses, cross examination of opposing witnesses, challenging opposing evidence) may not exceed fifteen minutes. During this time, Justices may interrupt participants at any time.
   h. Petitioner has five minutes to sum up. During this time, Petitioner may not introduce new evidence or make any new
arguments. Except for violations of this rule, Petitioner may not be interrupted during this time.

1. Defendant has five minutes to sum up. During this time, Respondent may not introduce new evidence or make any new arguments. Except for violations of this rule, Defendant may not be interrupted during this time.

**BYLAW XX**

**Code of Conduct**

1. All members shall be held to high standards of impartiality when it comes to decisions involving the financial involvement of the Undergraduate Student Government. Any organization that a member of the Undergraduate Student Government may have personal connections with, or have a direct personal benefit returned to them in the process.

2. All members are held to complete the responsibilities inherent in their respective position as laid out by the Constitution, Bylaws, or respective document that gives the position its purpose.

3. Abuse or misuse of the power of any position for personal benefit or malicious intent shall be strictly prohibited.

4. Neglecting of duties in any matter shall be strictly prohibited.
BYLAW XXI
Freedom of Speech

1. All members of the Undergraduate Student Government shall have the absolute right to express their opinions in any and all venues, physical and electronic, including but not limited to letters to the editor such as that of the Daily Campus, social networking websites such as Facebook, communications to members of the press, communications to constituents, and communications to other members of the Undergraduate Student Government.

2. No member of the Undergraduate Student Government shall be punished, censured, censored, or stripped of their position as a Chairperson or member of a committee for exercising their constitutionally guaranteed right to freedom of speech.
BYLAWS OF THE UNDERGRADUATE STUDENT GOVERNMENT

BYLAW XXII
Office of the Speaker of the Senate

1. The Office of the Speaker of the Senate shall consist of the Speaker of the Senate and all the following positions:
   a. The Parliamentarian of the Undergraduate Student Government Senate shall serve as the supervisor of the Senate Body.
      i. The Parliamentarian will ensure senators' compliance with the organization's governing documents by monitoring attendance of Office Hours, Committees, and Senate in accordance with Student Government regulations.
      ii. The Parliamentarian shall enforce these aforementioned regulations by recommending punitive measures against Senators which have violated their responsibilities to the Office of the Speaker of the Senate.
      iii. Such recommendations will include the name of the senator, their offense, and the recommended punitive measure.
      iv. The Parliamentarian shall be responsible for maintaining a productive and welcoming atmosphere within the Senate Body.
      v. The Parliamentarian shall be elected by and from the Senate Body at the first meeting of the new senate, following the election of the Speaker.
   b. The Deputy Speaker(s) shall serve as the secondary leader(s) of the Senate.
      i. The Deputy Speaker(s) shall serve to assist the Speaker of the Senate in the fulfilling of the duties of the Speaker.
      ii. The Deputy Speaker(s) may be granted the powers of the Speaker via a written order from the Speaker.
      iii. The Deputy Speaker(s) shall be nominated from the Senate by the Speaker to be approved of by a 2/3rds vote from Senate.
   c. The Legislative Coordinator shall serve as the primary resource for the Senate Body while creating legislation.
      i. The Legislative Coordinator shall assist senators in formulating their ideas into proper legislation.
      ii. The Legislative Coordinator shall ensure legislation passed by the Senate Body is enacted and, in the case of Joint Resolutions, follow up with the authors to ensure the spirit of the legislation is enacted.
      iii. The Legislative Coordinator shall be nominated from the Senate by the Speaker to be approved by a 2/3rd majority vote from the Senate Body.

2. The Office of the Speaker of the Senate shall ensure that all Senators are properly trained and informed throughout the duration of their administration.
3. The Office of the Speaker of the Senate shall be responsible for creating guidelines to bring forward to Senate that shall outline expectations and standards that are not specified within the Constitution and its Bylaws.

4. Upon receiving recommendations from the Parliamentarian on punitive measures, all members of the Office of the Speaker of the Senate shall vote on whether or not to enforce the recommended measure.

5. Such a vote shall require a 2/3rds majority of all members of the Office of the Speaker to enact the recommended punitive measures.

6. In the event that punitive measures are enacted, they shall be announced to the Senate Body at its next meeting by the Speaker of the Senate.

7. The Senate shall have the ability to overturn the decision of the Office of the Speaker of the Senate with a 2/3rds majority vote.

8. In the case the Speaker is indisposed, The Office of the Speaker of the Senate shall maintain a line of succession for the chair of the Senate, which shall be as follows:
   a. Deputy Speaker
   b. Parliamentarian
   c. Legislative Coordinator
BYLAW XXIII
Ex Officio Seat Allotment

1. Ten Ex Officio Seats shall be part of the Undergraduate Student Government Senate.
2. Each one of the five Cultural Centers shall have the Right of First Refusal to one ex officio seat. These Cultural Centers are defined as follows:
   a. African American Cultural Center
   b. Asian American Cultural Center
   c. Puerto Rican/Latin American Cultural Center
   d. Rainbow Center
   e. Women's Center
3. The Veteran's Oasis shall have the Right of First Refusal to one ex officio seat.
4. The remaining four ex officio seats may be distributed at the pleasure of the President upon confirmation by the Senate.