

The Constitution of the Student Government Association of the University of Connecticut Stamford Campus

Article I. Name

- Section I.1 The name of the organization is “The Student Government Association of the University of Connecticut Stamford Campus.” The organization shall be referred to in the Constitution and the Bylaws as “the Association,” and its Senate as the “Senate.” The University of Connecticut Stamford Campus shall be abbreviated as the “Stamford Campus” or the “Campus.”
- Section I.2 For both official and informal purposes, the Association may be referred to in any way that clearly identifies it, including but not limited to “SGA,” “Stamford SGA,” or “Student Government.”

Article II. Statement of Purpose

- Section II.1 The Senate exists for the following purposes:
- (a) To represent the interests of the undergraduate student body and present them to the administration of the Campus
 - (b) To work in the interest of the Association.
 - (c) To supervise all student activities sponsored by the Association.
 - (d) To oversee the allocation of the Association’s funds to Registered Student Organizations
 - (e) To promote cooperation between all University of Connecticut campuses

Article III. Membership

- Section III.1 The Association shall consist of all those who have paid a student activity fee to the University of Connecticut Stamford Campus as part of the University’s fee bill.
- Section III.2 The Senate shall consist of any member of the Association who has been elected as per the guidelines set forth in the Constitution and Bylaws of the Association.

Article IV. Duties and Powers of the Senate

- Section IV.1 The powers of the Senate are vested in it by the members of the Association.
- Section IV.2 The Senate shall have the following powers:
- (a) To allocate funds for student activities and other activities that allow the Association to fulfill its stated purpose.
 - (b) To allocate funds for Registered Student Organizations and their activities
 - (c) To create and enforce policies and standards that will benefit the Association and the Campus

Article V. Senator Responsibilities and requirements

- Section V.1 Requirements to serve as a Senator are:
- (a) Be a member of the Association
 - (b) Always maintain a minimum GPA of 2.0 (current semester and cumulative) during one’s term.
 - (i) The Student Enrollment and Academic Standing will be confirmed by the University.
 - (c) Regularly attend required meetings of the General Senate

Section V.2 Responsibilities of each Senator are:

- (a) Be available to one's constituents during membership in The Senate
- (b) Participate actively in Senate activities when available and able
- (c) Know and understand Robert's Rules of Order, The Constitution of The Association, and The Bylaws of The Association

Section V.3 Failure to carry out these duties without an official exemption will result in the possible resignation of the Senator.

Article VI. Committee Responsibilities and Requirements

Section VI.1 Committees are established with purposes as defined in the Bylaws.

Section VI.2 The powers and duties of the Association's committees are following:

- (a) Plan, organize and execute initiatives that benefit the undergraduate student body.
- (b) Use the funds allocated to them by the Senate to fulfill their stated purpose.
- (c) Host Committee meetings as required and present a report of progress to the Senate.

Article VII. Committee Member Responsibilities and Requirements

Section VII.1 Requirements to serve as a Committee Member are:

- (a) Be a member of the Association
- (b) Always maintain a minimum GPA of 2.0 (current semester and cumulative) during one's term.
 - (i) The Student Enrollment and Academic Standing will be confirmed by the University.
- (c) Attend scheduled Committee meetings.

Section VII.2 Responsibilities of each Committee Member are:

- (a) Attend and actively participate in at least Committee as required
- (b) Plan, organize, and execute Committee responsibilities for the undergraduate community, and do so with their constituents' interests in mind
- (c) Advertise and promote all activities planned by their respective committees
- (d) Be available to one's constituents, and actively seek and respond to feedback³

Section VII.3 Failure to carry out these duties without an official exemption will result in the possible resignation of the Committee Member.

Article VIII. Officers

Section VIII.1 For both official and informal purposes, Officers may be referred to in any way that clearly identifies it, including but not limited to "Executive Board," "The Board," or "Officer."

Section VIII.2 The Officers of the Association are President, Vice President, Chief Administrative Officer, and The Chief Financial Officer.

- (a) Officers are elected by the Association in accordance with the guidelines set forth in the By-laws set forth by the Association
 - (i) A plurality of the voting body will elect the individual to office.
- (b) The term of appointment will begin and end at the last General Senate Meeting of the Spring Semester. An officer of the Association shall not be the President or Treasurer of a Tier-II RSO during their term of appointment.

- (c) To be eligible to run for an officer position, an individual must:
 - (i) Be a member of the Association at the time of nomination and during their term in office.
 - (ii) Maintain a minimum GPA of 2.5 (current semester and cumulative) at all times during their time in office.
 - (iii) Meet the following involvement/leadership criteria:
 - 1) For the positions of President, Vice President, and Chief Financial Officer the individual must be a member of the senate or Stamford Tier-II RSO leader (President, Vice President, Secretary, or Treasurer) for two semesters (including the current semester)
 - a) If the individual is currently in the process of completing their second term in one of the aforementioned offices, they are eligible to run for either of the three positions.
 - b) The two semesters of service do not need to be in the same office.
 - 2) For the positions of Chief Administrative Officer the individual must be a member of the senate or Stamford Tier-II RSO leader (President, Vice President, Secretary, or Treasurer) for one semester (including the current semester)
 - a) If the individual is currently in the process of completing their first term in one of the aforementioned offices, they are eligible to run for the position.
 - (iv) Exceptions to the eligibility requirement may be considered and approved by the Senate if no Senators meet the requirements.
- (d) If an Officer position becomes vacant, it must be filled within a reasonable period of time, which will be defined by the Senate unless otherwise specified in the Bylaws.

Section VIII.3 The officers of the Senate shall be elected from the ranks of the Senate as per the eligibility requirements described above. Officers are members of the Senate but are not considered Senators for official purposes. With the exception of the President, all Officers are entitled to one vote on motions proposed in the General Senate. The President's voting rights are defined in Section 8.03. Each Officer shall have the following duties:

- (a) To interact and communicate frequently and freely with The Campus Administration
- (b) To oversee the recruitment, retention, and training of new Senators
- (c) To meet with the other Officers on a regular basis
- (d) To promote all activities and initiatives of the Association
- (e) To oversee regular and timely publication of Association information
- (f) To publicize, initiate, and react to situations that affect the student body and may be created by outside forces
- (g) To poll the student body to better understand and serve the interests of the Association
- (h) To train the incoming Officers in their respective responsibilities

Section VIII.4 The President shall have the following powers and duties:

- (a) To call regular and special meetings of the Association
- (b) To supervise all elections pertaining to the Association
- (c) To initiate and maintain communication and active discussion with other branches

of the University of Connecticut

- (d) To serve as the Association's primary media contact
- (e) To vote only in case of a tie, or when their vote will result in a tie vote
- (f) To make reasonable efforts to ensure that Officers carry out their designated duties properly, promptly, and fully
- (g) To be one of two students authorized to sign checks for the Association
- (h) To chair regular meetings with the Officers, held at a mutually convenient time
- (i) To serve as a voting member of the Finance Committee
- (j) To work with the Chief Financial Officer in preparing for and presenting at the annual budget hearing to the Student Fee Advisory Committee
- (k) To handle the Association's correspondence with outside organizations.
- (l) Serve as University Senator or appoint a representative of the Association

Section VIII.5 The Vice President shall have the following duties and powers:

- (a) To function in place of the President and assume the duties of the President in their absence
- (b) To oversee all Programming Committees and their Directors, and to attend at least one meeting per month per committee
- (c) To appoint Directors of Programming Committees with approval of the Senate, by the process stated in the Bylaws.
- (d) To hold regular meetings with all Directors at a mutually convenient time
- (e) To initiate and maintain communication and active discussion with other branches of the University of Connecticut
- (f) To ensure that all Programming Committees are adequately staffed
- (g) To make reasonable efforts to ensure that Programming Committees carry out their designated duties properly, promptly, and fully
- (h) To chair the Senate Review Committee

Section VIII.6 The Chief Administrative Officer shall have the following duties and powers:

- (a) To preside over the General Senate Meeting in place of the President and Vice President in their absence
- (b) To keep, distribute, and make publicly available to the Association, minutes of all official senate and committee meetings
- (c) To post, in a public place, all major documents pertinent to the functioning of the SGA
 - (i) These include, but are not limited to, the Constitution and the Bylaws.
- (d) To handle the Association's internal correspondence
- (e) To make reasonable efforts to ensure that Senators carry out their designated duties properly, promptly, and fully
- (f) To publish and distribute minutes of General Senate Meetings within 48 hours of adjournment
- (g) To provide supplies for the organization at the beginning of each semester, and as needed throughout the semester

Section VIII.7 The Chief Financial Officer shall have the following duties and powers:

- (a) To oversee all funding provided to and spent by the Association
- (b) To propose motions to authorize or deny requests for money to be drawn from the Association's funds.
- (c) To maintain the Association's financial sources and accounts

- (d) To maintain a record of all expenditures and receipts pertaining to Registered Student Organizations funded by the Association
- (e) To provide access to the Association's financial records to any member of the Association within a reasonable period of time
- (f) To compile a comprehensive budget report at the end of their term of service for review by the Senate
- (g) To submit a bi-weekly report on all pertinent Association expenditures and deposits to the Officers
- (h) To submit a bi-weekly report on the status of the Association's finances to the Senate
- (i) To be one of two students authorized to sign checks for the Association
- (j) To work with the President in preparing for and presenting at the annual budget hearing to the Student Fee Advisory Committee
- (k) To chair the Finance Committee

Article IX. Committee Directors

- Section IX.1 Committee Directors, or Directors, shall oversee all activities planned by their Committees, and lead the Committees in fulfilling their stated purpose.
- Section IX.2 Directors shall be appointed by the Executive Board, by the means stated in Article VI of the Bylaws.
- Section IX.3 To be appointed as a Director, an individual must meet the following criteria:
- (a) Always maintain a minimum GPA of 2.5 (current semester and cumulative) at the time of nomination and during their term of appointment
 - (b) Have served as a Senator or Committee Member for at least one semester.
- Section IX.4 Responsibilities of each Director are:
- (a) Lead their respective committees in planning processes.
 - (b) Delegate tasks to their Committee Members in an efficient manner.
 - (c) Complete necessary financial documentation pertaining to their respective events.

Article X. Compensation of Members

- Section X.1 The Association reserves the right to advocate for and establish compensation for its members for their contributions to the student body.
- (a) The Association may amend its Governing Documents to permit the compensation of some of its members. Attempts to do so through other means shall be void.
 - (b) To be eligible for compensation, the position in question must be outlined in either the Bylaws or the Constitution of the Student Government and be made available to the public.
 - (c) All compensable positions shall have an open, competitive, and transparent hiring process.
 - (d) The Student Government shall reserve the right to suspend compensation for some or all of its members under extraordinary circumstances. Such a motion may be made by the President, the Chief Financial Officer or the Advisor of the Student Government and shall be affirmed by a majority vote of the full Senate before binding in effect.

Article XI. Meetings of the Senate

- Section XI.1 Meetings of the Senate shall be held on a weekly basis on the day and time established by the Officers prior to the semester. All meetings shall be conducted in accordance with the Freedom of Information Statutes and any other rules governing the Senate.
- Section XI.2 A special meeting of the Senate will be called by the President, at the request of any Senator, with 48 hours' notice to the Association. Quorum must be met for any official business to be conducted. Minutes of the Special Meeting will be posted within 48 hours of the conclusion of the meeting.
- Section XI.3 Meeting procedures not addressed in the Constitution or Bylaws of The Association will be dictated by Robert's Rules of Order.

Article XII. Amendments

- Section XII.1 Requests for amendments to the Constitution may be made by any member of the Association, and will be reviewed by the Constitution Committee. The Constitution Committee will be created in accordance with Section 2.03 of the Bylaws.
- Section XII.2 Any changes in the Constitution must:
- (a) Be approved and signed for by two-thirds of the Senate
 - (b) Passed with a simple majority vote by the Association
 - (c) Be subsequently posted to the student body and passed with a simple majority vote by The Association
- Section XII.3 In the event that members of the Association who are not members of the Senate wish to amend the Constitution, the following procedure must be followed:
- (a) The concerned members will address the Senate with their concerns and request the changes.
 - (b) The Senate may discuss the proposed changes immediately or at another public meeting designated for that explicit purpose.
 - (c) Approval of the changes will be subject to the process described in Sections 11.01 and 11.02.

Article XIII. Authority of the Constitution

- Section XIII.1 This Constitution and its bylaws shall be in force and effect immediately upon their ratification by the Association.

The Bylaws of the Student Government Association of the Stamford Campus of the University of Connecticut

Article I. Committee Mandate

- Section I.1 The Officers will determine the number of Committees needed for the Association. They may create or dissolve Committees as needed with the approval of the Senate.
- Section I.2 Composition
- (a) Committees will be led by an officer as appointed per Article VI of the Bylaws.
 - (b) Members will be assigned to serve on a Committee by the Chief Administrative Officer. The Committee Member will remain a member of that Committee for the duration of the semester, or until the time he or she is unable to remain a member of the Committee, is relieved of his or her duty as a Committee Member or is granted an exemption by the Chief Administrative Officer.
 - (c) Members of the Association may volunteer to serve on a committee.
 - (d) Graduate students and community members may serve on the Committee, but do not have any voice in the decision-making authority of the Committee.

Article II. Standing Committees

- Section II.1 Programming Committee:
- (a) Programming Committees will be chaired by Director.
 - (b) Host a programming event once a week.
 - (c) Use the funds allocated by the Senate.
- Section II.2 Finance Committee:
- (a) Composition
 - (i) The Finance Committee will be chaired by the Chief Financial Officer.
 - (ii) Members of the Finance Committee shall be appointed by the Chief Financial Officer, and must include the President, at least two Senators, and at least two Undergraduate Committee Members.
 - (b) The Finance Committee shall have the following duties and powers:
 - (i) Receive and review all requests for allocations and funding made by Registered Student Organizations and by the Association at pre-semester meetings
 - (ii) Review and prepare an annual budget for the Association
 - (iii) Develop and review funding guidelines for the Association
 - 1) These guidelines shall be in effect and binding upon a simple majority vote following their presentation to the Senate.
 - (iv) Review and revise these guidelines as necessary
 - (v) Oversee funding and ensure that funding and accounting procedures are followed
 - (vi) Ensure that the Association's budget is balanced at all times
 - 1) If the budget is unbalanced, The Finance Committee shall have the authority to place a moratorium on further spending until the budget is balanced.
 - (c) Guests may sit in on meetings for discussion upon invitation from Finance Committee, but do not have any decision-making authority.
- Section II.3 Student Affairs Committee:

- (a) Advocate on behalf of the Student Body
- (b) Plan and execute service and programing initiatives such as but not limited to: expanding learning, health and wellness, professional and personal development.
- (c) Advice the President on matters pertaining to the undergraduate student body.

Section II.4 Marketing Committee:

- (a) Oversee communications of the Association to the student body.
- (b) Oversee marketing and social media activity of the Association.
- (c) Oversee the website and other communication channels.

Article III. Special Committees

- (a) Special Committees may be created or dissolved as needed at any time.
- (b) The President will charge the Committee with its goal and purpose, with approval from the Senate.
- (c) The Committee may be chaired by an Officer, Senator, Director, Committee Member, or a member of the Association, with approval from the Senate.
- (d) Members of the Committee will be assigned as needed. The Committee may include members of the Senate, the Association, and ad-hoc non-voting members from the Campus, the university faculty/Staff, or community as needed and appropriate for the particular purpose.
- (e) A weekly report of the progress of the Committee will be presented by its chair at the General Senate Meetings while the Committee is in place.

Section III.2 Constitution Committee

- (a) The Constitution Committee will have the purpose of reviewing and presenting constitutional changes per the request of the Senate or the Association.
- (b) The Committee may be chaired by an Officer of the Association, with approval from the Senate.
- (c) Members of the Committee will be assigned as needed and may include members of the Association.
- (d) A weekly report of the progress of the committee will be presented by the chair at the General Senate Meetings.

Section III.3 Senate Review Committee

- (a) The Vice President shall establish and chair the Senate Review Committee and will dismiss the Senate Review Committee once completion of committee's mandate.
- (b) The Senate Review Committee shall be comprised of four senators. Members of the Senate Review Committee are elected by the Senate.
- (c) The Senate Review Committee shall address standing issues brought forth by members of the Senate or the Association, make reasonable resolution in coordination with the other standing officers, and inform the Senate of its findings and solutions.

Section III.4 Election Oversight Committee

- (a) The Election Oversight Committee is comprised of a minimum of 3 members, in addition to the Advisor (non-voting), and Chaired by the Election Commissioner. Members of the committee must be current members of the association who are not running in the current election.
- (b) The President shall serve as the Election Commissioner, in the event the President is a candidate in the election, the Senate shall appoint another member of the

Association to serve as the Election Commissioner.

- (c) The members of the committee will be recruited from the association at large. They will be recommended by the Election Commissioner and be officially approved by the Senate. The committee will be formed no later than the close of the officer nomination for the current election cycle.
- (d) The Committee is charged with the following responsibilities:
 - (i) Confirming eligibility of all candidates.
 - (ii) Publicizing the election.
 - (iii) Reviewing any alleged campaign infractions and making appropriate determination of outcome.
 - (iv) Certifying the results of the election.
 - (v) Reviewing and making recommendations for changes to the election rules or process.

Article IV. Senator Elections

Section IV.1 Individuals must meet the requirements and responsibilities of the Senators as stated in the Constitution of the Association. The Chief Administrative Officer will verify that all individuals meet the requirements.

Section IV.2 Individuals will be elected to serve as a Senator by their constituency.

- (a) Elections will occur in conjunction with the University's Joint Elections timeline in the Spring Semester for the following year.
- (b) Constituencies include the school and colleges represented at the Stamford Campus, such as the School of Business, College of Liberal Arts and Science, College of Engineering, School of Fine Arts, as well as student demographics such as ResLife and Commuters.
- (c) The size of the Senate will be determined by the prorating of one seat for every hundred Undergraduate Student in the constituency, rounded to the nearest whole number.
- (d) Vacancy of in Senate seats can filled through special elections in the Spring Semester as defined in Article VI. Section VI.2 (c)(i).

Article V. Code of Ethics

Section V.1 All Senators, Committee Members, Directors, and Officers must read and understand the SGA Code of Ethics included in Appendix A of this document. Each Senator, Committee Member, Director, and Officer must understand that failure to abide by this code of ethics will result in an automatic referral of the situation to the Officers. Accepting a position as a Senator, Committee Member, Director, or Officer is an ipso facto acceptance of this Code of Ethics and agreement to abide by its conditions.

Article VI. Officer Elections

Section VI.1 Regular elections

- (a) Will occur in conjunction with the University's Joint Elections timeline in the Spring semester for the following academic year.
- (b) Election of Officers will be by the Association at large, and by the means set forth by the Senate.
- (c) Officer training/transition will occur immediately following the election, and the

officers elect will officially begin their term at the last regular General Senate Meeting of the spring semester.

Section VI.2 Vacancy of office, Special elections and Succession

- (a) In the event of resignation, removal or death of an Officer, the President has the authority to appoint an Interim Officer until such time that an Elected Officer is elected with two-thirds vote of the Senate.
- (b) In the event of resignation, removal or death, the order of succession to the Student Body Presidency shall be the Vice President, the Chief Administrative Officer, the and the Chief Financial Officer.
- (c) Special Election:
 - (i) Special Elections may be called by the President to fill a vacancy of a office. The Chief Administrative Officer is authorized to call for Special Elections in the event of vacancy in the Senate.
 - (ii) Nomination and election will be held by the Association at the earliest opportunity. The Association will receive notification of at least one week of the special election.
 - (iii) To be eligible to run for an Officer position, an individual must meet the requirements as set in Article VI of the Constitution of the Association

Article VII. Director Selection

- Section VII.1** Halfway through each semester, the Vice President will begin the selection of Directors for the following semester.
- Section VII.2** The term of appointment will be for one semester.
- Section VII.3** To be eligible to serve as a Director, the student must have served as a UConn Stamford Senator or Committee Member for one academic semester, maintain a minimum GPA of 2.5 (current semester and cumulative) throughout their term, and complete an application by the deadline set by the Senate.
- Section VII.4** The Vice President will announce the Director appointments and will be confirmed by the Senate.
- Section VII.5** If any Director relinquishes or is relieved of their position and interim Director will be appointed by the Vice President.

Article VIII. Officer and Director Removal

- Section VIII.1** To remove an Officer or Director from their position, the individual must have committed at least one of the following misconducts:
- (a) Exhibited behavioral misconduct unbecoming of a leader, including but not limited to violations of the Student Code of the University of Connecticut
 - (b) Repeated failure to complete duties or responsibilities of positions
 - (c) Failure to maintain minimum standards for membership in the Senate
- Section VIII.2** The process to remove an Officer or Director from their position for a violation of Section 6.01a or b is:
- (a) A motion to investigate the alleged violation is brought to the Senate and approved with at least one-third of the vote.
 - (b) If the vote to investigate is approved, a committee is immediately formed to investigate the alleged violation. The committee is appointed by the President, or Vice President if the allegation is against the President. The committee appointments

are confirmed by a vote of the senate.

- (c) The committee has one week to investigate the allegations, and report back to the senate their findings.
- (d) The senate hears the findings of the committee, and the Officer or Director in question has an opportunity to respond. A motion to remove the Officer or Director is made to the Senate, and a secret ballot vote is taken. The motion passes with a two-thirds majority.

Section VIII.3 The process to remove an Officer or Director from their position for a violation of Section 6.01c is:

- (a) If an Officer violates 6.01c, the advisor will notify the Officers and the Officer in violation will resign. A special election will be held to fill the vacant seat per the Bylaws.
- (b) If a Director violates 6.01c, the advisor will notify the Officers and the Director in violation will resign. The Vice President will appoint an interim Director to complete the term.

Article IX. Compensation of Members

- (a) The Compensation structure includes both monetary and/or academic credit depending on qualifications, financial aid, work authorization and work study.
- (b) Compensation structure and rates shall be set at the joint discretion of the President and Chief Financial Officer

Section IX.2 The following roles are eligible for monetary compensation:

- (a) Officers of the Association i.e., President, Vice President, Chief Financial Officer and Chief Administrative Officer.
- (b) Additional Officers of the Association i.e., Directors/Committee Chairs.

Section IX.3 Monetary Compensation structure:

- (a) The rate of pay of these positions is determined by the responsibilities at the student employment level.
- (b) The wage and pay scale shall be based on the rate classes established by the University of Connecticut and will be adhered to as such.
 - (i) <https://payroll.uconn.edu/student-pay-scales/>
- (c) Effective Rates for Monetary Compensation
 - (i) Officers of the Association will be subject to the rate of One Dollar above the lower bound of Class III rate as established by the University.
 - (ii) Additional Officers of the Association will be subject to the pay rate of the Lower Bound of Class II rate as established by the University.

Section IX.4 Academic Compensation Structure:

- (a) Members of the Senate shall be eligible to receive academic credit for their service to the Undergraduate Student Body and the Association.
 - (i) The Structure for academic credit will be established through UNIV Course led by the Association's Advisor and the Chief Administrative Officer
 - 1) Syllabus and Class Structure
- (b) Special Circumstances under the Catch-all clause under Article XII can establish compensation for Additional Officers or Officers, who can opt in for monetary compensation through a fellowship program.

Section IX.5 Reporting and Supervisory Structure:

- (a) The President shall review and approve time for the Vice President.
- (b) The Vice President shall review and approve time for the Chief Financial Officer.
- (c) The Chief Financial Officer shall review and approve time of all members not outlined in Section IX.5 (a) and (b).
- (d) To comply with Article IV. of the Code of Ethics, an officer may take an expectation to approve time in the event of the approver's inability to review time.

Article X. Meetings of the Senate

Section X.1 Meetings will be held once a week during the fall and spring semesters that UConn classes are in session.

Section X.2 A special meeting of the Senate will be called at the request of any Senator within 48 hours' notice to the Association. Quorum must be met for any official business to be conducted. Minutes of the special meeting will be posted within 48 hours of the conclusion of the meeting.

Section X.3 The format of the meetings will be as follows:

- (a) The President will call the meeting to order.
- (b) Attendance will be taken and minutes will be approved as read, or amended, by the Senate.
- (c) Officer reports will be given.
- (d) The advisor will give a report.
- (e) Committee reports will be given.
- (f) Old business will be discussed.
- (g) New business will be discussed.
- (h) An open forum will be held.
- (i) The meeting will adjourn.

Section X.4 Meeting procedures shall reflect guidelines set forth in Robert's Rules of Order.

Article XI. Senate Voting

Section XI.1 A super majority of the voting Senate (one-half plus one) is required to constitute a quorum.

Section XI.2 Each Member of the voting Senate is entitled to one vote.

- (a) The President may only vote in case of a tie, or when their vote would result in a tie (in order to defeat a motion.)

Section XI.3 A vote will be conducted by secret ballot at the request of any member.

Section XI.4 Absentee votes may be accepted provided that the member notifies the Chief Administrative Officer that they would like to submit an absentee vote prior to the beginning of the General Senate Meeting. They must be cast within 24 hours of the vote and can be confirmed by the Senate.

Section XI.5 Votes requiring a simple majority approval shall be conducted by voice vote, if the outcome is not clear a show of hands will suffice.

Section XI.6 The Senate shall have the power to grant one vote to any outside individual or representative of a group when a vote held by the Senate will affect that individual or group.

Section XI.7 In the case that a member of the Senate disagrees with the voting majority, he or she may, within 48 hours of the meeting, provide the Chief Administrative Officer with a written dissenting opinion outlining their concerns and disagreement with the decision; if received within this time period, the text of this dissenting opinion must be included with the minutes of that meeting as an appendix for further reference. This must be included in addition to any comments that the senator made during discussion that were included in the minutes.

Article XII. Attendance

Section XII.1 Members of the Senate who miss any two required meetings in any one semester without being excused by the Chief Administrative Officer shall be notified, and in the case of an additional unexcused absence, the senator will be resigned from the Senate at the next regular meeting.

Section XII.2 Committee Members who fail to attend their required meeting for two weeks without being excused by the Chief Administrative Officer shall be notified, and in the case of an additional unexcused absence, shall be removed from the roster as a Committee Member.

Article XIII. Catch-all Clause

Section XIII.1 Any situation or rules not covered in these Bylaws, the Constitution, or Robert's Rules of Order shall be dealt with fairly and justly by the Senate whenever these issues arise.

Article XIV. Amendments

Section XIV.1 A request for a change in the Bylaws can be made by anyone.

Section XIV.2 Any changes in the Bylaws must:

- (a) Be passed by a two-thirds favorable vote of the Senate
- (b) Be posted publicly to the student body for five consecutive days.

Section XIV.3 When the Constitution and Bylaws Committee is established it must consist of at least two members of the Senate, and be instated by the President

- (a) The above-mentioned members must consist of an Officer and a Senator.

Article XV. Acceptance of the Bylaws

Section XV.1 These Bylaws shall be in force and in effect immediately upon their ratification and approval by the Senate.

Section XV.2 These Bylaws can in no way infringe or usurp the rules and powers that are set forth in the present and acknowledged Constitution governing the actions of the Student Government Association of the Stamford Campus of the University of Connecticut.

Section XV.3 During the first month of each semester, these bylaws must be reviewed in full by the standing Senate and officers, and any proposed revisions must be considered and discussed during a Regular meeting of the SGA, especially the amounts of money set aside for certain purposes.

Article XVI. Responsible Spending of SGA Funds and Funding of Registered Student Organizations

Section XVI.1 During the first 8 weeks of each semester, one third of the SGA budget must be reserved for the funding of registered student organizations.

- (a) In order for a group to be eligible for funding, they must be a Registered Student

Organization with the Stamford Student Activities Office.

- (b) The Registered Student Organization must present an itemized budget with estimated expenses and the number of participants to the finance committee.
- (c) The Finance Committee and the Senate have the power to reduce or increase the amount of funding that is requested before voting on a budget as they see fit. After the 8-week point, SGA cannot guarantee that any club will receive funding and all reserved money will be available to SGA for normal use.

Section XVI.2 In order for a committee to spend funds other than as allocated, the Senate must approve of the re-allocation.

Section XVI.3 Under no conditions are ex post facto allocations guaranteed to be approved by the Senate.

APPENDIX A

SGA Code of Ethics

Article I. Responsibilities to the Students of the University of Connecticut's Stamford Campus

1. I will serve as a liaison between the students of the University and its Administrative Staff
2. I will consider every action I take on behalf of the SGA and while acting as its representative and think about how these actions reflect on the University and how these actions affect the Students. I will take into account the best interests of the students and base my actions on these interests in order to help to provide the most positive and effective experience for each and every student.
3. I will seek to provide equal opportunities for all students regardless of race, gender, age, nationality, religion, or sexual orientation
4. I will work consciously to uphold the SGA Statement of Purpose as described in the Constitution of the organization.
5. I will frequently poll my constituents, whether formally or informally, on the general needs and concerns regarding the University and the educational experience of the Students, and actively work to keep them informed about the various issues affecting them.

Article II. Responsibilities to the Student Government Association of the University of Connecticut's Stamford Campus

1. I will work to promote a positive image of the SGA, encouraging unity and cooperation.
2. I will present myself at University and SGA meetings and functions, or at any meeting or function at or in which I appear as a representative of the University or SGA, in a professional manner of physical appearance and mental preparedness, and I will strive to follow the principles of parliamentary procedure as defined by Robert's Rules of Order.
3. I will make decisions that affect the SGA only after all facts bearing on a question have been presented and discussed.
4. I will respect the opinions of others and will graciously accept the principle of "majority rule."
5. As a representative of the University of Connecticut's Stamford Campus, the SGA of the University Of Connecticut's Stamford Campus, and the University Of Connecticut as a whole, I will act in a trustful manner and honor all agreements, obligations, and promises I make.
6. I will use the SGA office and other resources as necessary to fulfill my obligations and duties as an SGA member. I will not abuse the SGA office or SGA resources, nor will I take resources for personal use in a way that is detrimental to the goal and purpose of SGA.

Article III. Responsibilities to Myself as a Member of the Student Government Association of the University of Connecticut's Stamford Campus

1. I will take advantage of all opportunities and experiences for improvement, making a great effort to understand my duties and enhance my knowledge, leadership skills, and representation of the student body.
2. I will respect and follow the SGA Constitution, By-Laws, and Code of Ethics
3. I will remember that I am a student first and as such I will fulfill my responsibility in the classroom seriously and strive to achieve academic excellence

Article IV. Compensation

1. No officer of the association shall approve their own time and no two officers shall approve each other's time.