ARTICLE I: NAME AND PURPOSE

1. The University of Utah Asia Campus Student Council (UACSC), shall serve as an official representative organization for students at the University of Utah Asia Campus (UAC) in order to voice the needs and concerns of UAC students to the administration, faculty, and staff. The UACSC shall coordinate the activities at UAC so as to foster effective student leadership and efficient use of resources. Furthermore, UACSC shall enhance the integration of UAC students into the University of Utah (U of U) community and work closely with the university in order to identify and address pertinent student issues.

2. UACSC fosters communication and cooperation among UAC students by:
   a. Disseminating information to UAC student organizations.
   b. Developing the conditions for greater unity and understanding among UAC students.
   c. Creating an amiable academic atmosphere for the exchange of knowledge among all University of Utah Campuses.
   d. Facilitating better social interaction and events among UAC students and the greater U of U community.

ARTICLE II: ORGANIZATION AND MEMBERSHIP

Section 1: Membership

1. The UACSC does not discriminate against students on the basis of their race, sex, color, religion, disability, age or national region. Any individual who is enrolled at the UAC will be eligible to be a member of the UACSC.

Section 2: Council Members

1. Eligibility requirements for council members - see Article IV.1.
2. All elected and appointed council members shall have a minimum cumulative 2.5 GPA.
   a. This GPA must be obtained throughout their term of office.
3. All appointed council members shall be matriculated UAC students.
4. The President and Vice President shall appoint council members based upon eligibility requirements (see Article IV.1.) and qualifications.
   a. This should also be done without any hints of favoritism toward one specific group (e.g. race, sex, gender expression, color, sexual orientation, religion, disability, age or national region).
5. List of elected and appointed council members:
   a. President - elected
   b. Vice President - elected
   c. Major Representative - elected
   d. Chief of Staff - appointed
e. Finance Director - appointed
f. Events Director - appointed
g. Public Relations Director – appointed

6. All Council members are eligible to vote on issues related to the UAC student body and UACSC.
   a. All voting members shall be full-time students and hold positions on the UACSC.
   b. In case of a tie, the UACSC Advisor will vote.

Section 3: Term of Office

1. The term of office for the President and Vice President shall consist of one year starting in the fifteenth (15th) week of the spring semester and ending in the fifteenth (15th) week of the following spring semester.

2. All appointed UACSC positions shall begin upon appointment by the President and Vice President and shall end of the following spring semester.

Section 4: Duties and Responsibilities

1. Elected Council Members

   a. President
      i. Shall be a full-time student.
      ii. Shall chair the Council meetings.
      iii. Shall prepare, in conjunction with the Vice President, the agenda for the Council meetings.
      iv. Shall conduct all necessary communication on behalf of UACSC to necessary university administration, faculty, and staff.
      v. Shall appoint individuals to accomplish their duties in appointed positions.
      vi. Shall reserve the right to dismiss any council member when deemed appropriate in agreement with UACSC Advisor (see Article V).
      vii. Shall submit an end of the year report at the completion of their term.

   b. Vice President
      i. Shall be a full-time student.
      ii. Shall aid the President in fulfilling their duties.
      iii. In the absence or inability of the President to perform their duties, shall assume the duties of the President.
      iv. Shall bring the interests of the UAC registered student organizations to the attention of Student Council.
      v. Shall chair committees or serve on committees as the President may direct.
      vi. Shall carry out other duties as the Council or President may direct.
      vii. Shall submit an end of the year report at the completion of their term
c. Major Representatives  
   i. Shall be a full-time student.  
   ii. Shall represent the interests of students in their respective major program  
   iii. Shall serve as an information resource to their major program of University, IGC, and UACSC programs and news.

2. Appointed Council Members  
   a. Chief of Staff  
      i. Shall serve as the communication liaison between the President and Vice President and the Council members.  
      ii. Shall aid the development of the UACSC leadership initiatives as well as internal programming and workshops.  
      iii. Shall serve as an information resource for the UACSC.  
      iv. Shall be responsible for taking and distributing minutes of Council meetings.  
      v. Shall be responsible for securing appropriate facilities for Council meetings.  
      vi. Shall submit an end of the year report upon completion of their term.

   b. Finance Director  
      i. Shall be responsible for keeping accurate financial records of UACSC money.  
      ii. Shall be responsible for organizing and leading budget discussions.  
      iii. Shall serve as chair of the Finance Board, which will help decide the money allocated to student organizations.  
      iv. Shall be responsible in preparing the budget for the Fall and Spring semesters.  
      v. Shall submit an end of the year report upon completion of their term.

   c. Events Director  
      i. Shall be in charge of planning and organizing all events organized by the UAC Programs Council (UPC)  
      ii. Shall focus on events that focus on building the UAC community.  
      iii. Shall work in collaboration with appropriate groups on campus.  
      iv. Will carry out other duties as the President may direct.  
      v. Shall submit an end of the year report upon completion of their term.

   d. Public Relations Director  
      i. Shall be in charge of publicizing student news and events to UAC in order to gain awareness and recognition.  
      ii. Shall be in charge of marketing UACSC organized events.  
      iii. Will carry out other duties as the President may direct.  
      iv. Shall submit an end of the year report upon completion of their term.
ARTICLE III: MEETINGS

1. UACSC Council meetings
   a. Shall be held biweekly during the semester and shall be decided by members of student council.
   b. To hold a vote, the Council must have quorum.
   c. Quorum consists of at least two thirds of Council members present at the meeting.

2. Council meetings are open to the UAC community.

3. Ad Hoc Committees
   a. Shall be organized/dissolved as deemed necessary by Council members
   b. Shall be assigned tasks by Council members.
   c. Committees will give regular reports of progress to the Council members.

ARTICLE IV: ELECTIONS

Section 1: Qualifications

1. UACSC President, Vice President, and Major Representatives Candidates
   a. Candidates must be a matriculated UAC student.
   b. Candidates must have a cumulative GPA of at least 2.5 to be eligible for nomination.
   c. The UACSC Advisor must approve proof of the above GPA requirement.

Section 2: Election Timeline

2. Prior to Election
   a. Election Chair will be selected by student council, with approval from SC advisor, and will organize the election process.
   b. The Election Chair
      i. Shall be a student in good academic standing.
      ii. Shall not be a candidate for President, Vice President, or Major Representative
   c. Nomination materials will be decided by Election Chair and the UACSC Advisor.
   d. Duties and responsibilities of UACSC President, Vice President, and Major Representatives and nomination materials will be distributed to the students of UAC at the discretion of the Public Relations Director.
   e. Campaign and election procedures will be decided by Election Chair and Advisor.
   f. Speech procedures will be decided by Election Chair and Advisor.
   g. UAC students will be informed that the position of President and Vice President will run as a joint ticket.

3. First Monday of May - Nomination Meeting
a. The meeting will be as followed in this order:
   i. The Election Chair will conduct the meeting.
   ii. Duties and responsibilities of elected offices will be again outlined at this meeting.
   iii. Once someone is nominated they are given the chance to accept or decline the nomination.
   iv. After all nominations have been submitted the nominees will check in with the advisor at the close of the meeting.
   v. Once the form has been submitted the nominees will be considered candidates.
   vi. After nominations have been made the UACSC Advisor will check eligibility requirements (see Article IV.1) and timestamp the filing form once submitted.

4. Second Monday of May - Election Meeting
   a. The President, Vice President, and Major Representative election meeting will be as followed in this order:
      i. The Election Chair shall conduct the meeting.
      ii. An overview report of the last year’s affairs of UACSC will be presented.
      iii. Presidential and Vice Presidential candidates will be given an opportunity to voice their candidacy as determined by election chair and advisor.
      iv. After all speeches have been made, voting will commence. Candidates will be voted by any registered UAC student by instant run-off voting.
      v. After all votes have been counted, candidates will be informed first before the announcement is made.
      vi. After the newly elected UACSC President and Vice President have been determined the meeting will close and congratulations can be given.

ARTICLE V: REMOVAL PROCESS OF ELECTED & APPOINTED OFFICIALS

Section 1: Elected Official

1. Elected official being brought for removal/impeachment shall have no vote in these procedures.
   a. Process of removal:
      i. A voting member of Council must make motion for removal.
      ii. At that time, reason for motion must be stated.
      iii. A voting member of Council must second motion.
      iv. At this time, said elected official will have the opportunity to speak on their behalf then leave the room.
      v. A two-thirds vote of Council is required for removal.
      vi. Voting shall be conducted by secret ballot.

Section 2: Appointed Official
2. Appointed UACSC members can be removed from office for neglect of duties at President’s discretion with the approval of the UACSC Advisor.

**ARTICLE VI: VACANCIES OF ELECTED POSITIONS**

1. Filling of vacancies will follow the events set forth below.
   a. In the event there is a vacancy in the President's position, the Vice President shall become President and the Chief of Staff shall become Vice President.
   b. In the event that there is a vacancy in the Vice President's position, the Chief of Staff shall become Vice President.
   c. In the event that there is a vacancy of both President and Vice President, the Executive Assistant shall become President and Council shall conduct an election from the remainder of its members for the Vice President position.
   d. All vacated positions must be filled no later than the next Council meeting.

**Article XII – Bylaws**

1. Rules and regulations specific to UACSC shall be added, edited, or removed as deemed necessary by UACSC.

**Article VIII: Amendments**

1. The UACSC Constitution may be amended during council meetings for all members by holding a two-thirds (2/3) vote by the council with quorum.

**Article IX: Ratification**

1. The UACSC Constitution may be ratified during council meetings for all members by holding a two-thirds (2/3) vote by the council with quorum.
   a. Upon approval of this Constitution, the previous Constitution shall be void.

**ARTICLE X: FEE STRUCTURE**

1. The UACSC will be funded through a 100,000 ₩ UAC student fee each semester that is included in the tuition costs at the university. All UACSC expenditure decisions will be made by the majority vote of the council, and the President and Finance Director will make final approval of purchases or reimbursements. Revenue will be given to the Finance Director to put into the UACSC account. All members of the council have the right to see the club accounting records.

2. Funds collected from the student fee will only be used for UACSC purposes.

**Article XI: Advisor**
1. The UACSC Advisor will be the Student Leadership and Involvement Specialist who is hired by the UAC with input from students.