

**THE CONSTITUTION OF THE
UNIVERSITY OF UTAH ASIA CAMPUS STUDENT COUNCIL**

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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: Organization and Governing Power

1. The UACSC shall be composed of an Executive Branch, a Judicial Branch and a Council.
2. Eligible students of the UACSC shall elect all elected officials for a term of approximately one (1) year, from inauguration to inauguration. The date of inauguration shall be set each year by the Elections Registrar on a date within two (2) weeks prior to or one (1) week following the day of undergraduate commencement.
3. In order to be inaugurated, each elected UACSC officer certified as the winner, must meet applicable UACSC eligibility requirements and must either:
 - a. Have not violated elections rules; or
 - b. Have satisfied any and all penalties assessed by the UACSC.

Section 2: Qualifications for Membership

1. The members of the UACSC shall be all registered students of the University of Utah Asia Campus who have paid their tuition fee of the current term and will be represented by the UACSC.
2. Current members of the UACSC shall be eligible to vote in the UACSC elections.

Section 3: Eligibility for Offices

1. All elected or appointed officers must be members of the UACSC and maintain eligibility as prescribed in the Bylaws.
2. Members of the UACSC may not hold more than one position in the UACSC unless specifically authorized in the Constitution or Bylaw

3. The UACSC does not discriminate against students on the basis of their race, sex, color, religion, ability, gender identity, sexual orientation, age or national origin.

ARTICLE III: EXECUTIVE BRANCH

Section 1: President

1. Eligibility
 - a. The President shall be elected on a ticket with the Vice President in a campus-wide general election to be held in accordance with the UACSC Bylaws and University Regulations.
 - b. The President must be enrolled at the University of Utah Asia Campus as a full time student prior to the UACSC Elections filing deadline.

2. Power and Duties
 - a. To be the chief executive officer of the UACSC.
 - b. To act in the interest of the University's student body.
 - c. To appoint Directors and Major Representatives from the membership of the UACSC.
 - d. To appoint an administrative staff, as needed.
 - e. To approve or veto any legislation presented by the Council using procedures as outlined in the Bylaws, without the ability to veto constitutional amendments.
 - f. To form Ad Hoc Committees.
 - g. To serve on the University Commencement Committee.
 - h. To reserve the right to dismiss any Council member when deemed appropriate in agreement with UACSC Advisor.
 - i. To serve as a voting member of University committees as necessary.
 - j. To make nominations or appointments, as appropriate, to University Committees.
 - k. To represent the University's student body at University functions.
 - l. To be responsible for such additional duties and powers as expressed herein and as may be requested by the Council or the UAC Executive Leadership.

Section 2: Vice President

1. Eligibility
 - a. The Vice President shall be elected on a ticket with the President in a campus-wide general election to be held in accordance with the UACSC Bylaws and University Regulations.
 - b. The Vice President must be enrolled at the University of Utah Asia Campus as a full time student prior to the UACSC Elections filing deadline.

2. Power and Duties
 - a. To serve as a member of the Executive Branch
 - b. To aid the President in fulfilling their duties.
 - c. To bring the interests of the UAC registered student organizations to the attention of Student Council.
 - d. To serve on the UAC Student Scholarship Committee.

- e. To chair committees or serve on committees as the President may direct.
- f. To carry out other duties as the Council or President may direct.

Section 3: Executive Succession

- 1. The Vice President shall function as the President in the President's absence.
- 2. Should the office of the President be permanently vacated, the Vice President shall become the President.
- 3. Should the offices of the President and the Vice President be permanently and simultaneously vacated, the Chief of Staff shall become the president.
- 4. Should the office of the Vice President become permanently vacated, the President shall appoint a new Vice President from the current Council to fill the unexpired term.

ARTICLE IV: UAC COUNCIL

Section 1: Representation

- 1. Each major, as recognized by the University of Utah Asia Campus Executive Leadership, shall receive representation in the UAC Council.

Section 2: Major Representatives

- 1. Membership
 - a. Major Representative shall consist of one (1) representative from each major as defined by UAC.
 - b. All members shall be appointed by the President.
- 2. Powers and Duties
 - a. To transact business with a quorum present.
 - b. To propose all Policies, Procedures, Bylaws, Rules, and Regulations of the UACSC, not in conflict with this Constitution, and pass by a two thirds (2/3rds) vote of the total members of the Council.
 - c. To present all proposed changes in Policies, Procedures, Bylaws, Rules, and Regulations of the UACSC to the President for signature.
 - d. To study, research, question, and voice student opinion on matters brought before the UAC Executive Leadership.
 - e. To propose University Policies, Procedures, Rules, and Regulations.
 - f. To express the Council's position in writing through resolutions.
 - g. To ensure student representation with University administration, faculty, and staff.
 - h. To try and to vote on Articles of Impeachment against all elected officers of the UACSC, consistent with this Constitution.
 - i. To override presidential veto of any action by two-thirds (2/3rds) vote of the total membership of the Council, if the Council so desires.
 - j. To schedule regular meetings each semester as outlined in the UACSC Bylaws.
 - k. To exercise responsibility for all areas of student concern consistent with the purposes of the UACSC.
 - l. To represent the interests of students in their respective major program
 - m. To serve as an information resource to their major program of University and UACSC programs and news.

- n. Shall, at the discretion of the major representative (and any other associated Student Council members), aid with UACSC workload and commitments as deemed fit by both/all parties.

ARTICLE V: JUDICIAL BRANCH

Section 1: Supreme Court

1. Membership
 - a. The Supreme Court shall be composed of three (3) members, which shall consist of one (1) Chief Justice and two (2) Associate Justices, appointed by the Student Council upon nomination by the President.
2. Term of Office
 - a. Justices shall be appointed for an indefinite term of office and may remain in office provided they are members of the UACSC in good standing.
 - b. The Chief Justice shall serve a one (1) year term subject to reappointment.
3. Jurisdiction
 - a. The Supreme Court shall have:
 - i. Jurisdiction to afford substantial justice under the UACSC Constitution, Bylaws, and Regulations; and
 - ii. Jurisdiction delegated to it by UAC Executive Leadership and appropriate University committees.
 - b. Appeals of Supreme Court decisions can only be made to the UAC Dean of Students
 - c. The Supreme Court shall have the power of UACSC constitutional review on any action taken by any and all members, groups, and bodies of the UACSC. The initiation of such action must be by a member of the UACSC.

Section 2: Powers and Duties

1. Chief Justice
 - a. The Chief Justice shall determine the composition of the Elections Committee with the advice of the Elections Chair.
 - b. The Chief Justice shall preside over formal trials arising from Articles of Impeachment. The Chief Justice shall not vote in impeachment hearings. In the absence of the Chief Justice, or if the Chief Justice is the target of the impeachment hearing, one of the other Justices of the Supreme Court shall preside.
2. Supreme Court
 - a. The Supreme Court shall have such powers and authorities as are necessary to afford substantial justice including, but not limited to:
 - b. The power to Subpoena;
 - c. The power to Order;
 - d. The power to Enjoin;
 - e. The power to Compel by sanction or penalty;
 - f. The power to render Findings, and

- g. To propose Judicial Branch Bylaws and procedures, subject to approval of the UAC Student Council.
- h. All Supreme Court injunctions, decisions, Writs, and sanctions must be preceded by a hearing at which all interested parties have the opportunity to be heard, except in extreme extenuating circumstances.
- i. The Supreme Court may impose such non-academic sanctions and penalties upon those found responsible of violating the UACSC Constitution, Bylaws, Policies, Procedures, or Regulations as may be appropriate.
- j. Justices shall not participate in any activities that conflict, or give the appearance of conflicting with, the duties of the Supreme Court.

Section 3: Writ of Mandamus

1. Any member of the UACSC may petition the Supreme Court to issue a Writ of Mandamus to any elected official of the UACSC or its student governing bodies. The Writ may only be issued after a timely hearing by the Supreme Court at which each party has the opportunity to be heard.
2. It is grounds for impeachment for an official or governing body served with a Writ of Mandamus to fail to perform the specified duties enumerated by the Writ within a reasonable period of time.

ARTICLE VI: OATH OF OFFICE

Section 1: Affirmation

1. All appointed officers of the UACSC must be confirmed by the Student Council, and all elected and appointed officers of the UACSC must be affirmed by taking the Oath of Office prior to receiving any form of UACSC compensation, including scholarships. The Oath of Office for all the UACSC officers shall be administered by the Chief Justice of the Supreme Court, or in the absence of the Chief Justice, by one of the other Justices of the Supreme Court or by the UACSC Advisor.

Section 2: Oath of Office

1. The Oath of Office shall be:
I, (name of individual), do solemnly swear that I will support the Constitution of the Associated Students of the University of Utah Asia Campus and all its purposes and procedures; and that I will endeavor to the best of my abilities to fulfill the duties, obligations, and responsibilities of the office to which I have been elected (or appointed).

ARTICLE VII: IMPEACHMENT

Section 1: Initiation

1. Articles of Impeachment may be brought against any officer of the UACSC for failure to fulfill the duties of office, failure to follow this Constitution and the UACSC Bylaws, or for committing actions unbecoming the holder of that office.
2. Articles of Impeachment may be brought by:
 - a. A two-thirds (2/3rds) vote of all UAC Student Council members; or,

- b. One hundred (100) members of the UAC by signing a formal petition containing Articles of Impeachment, the signatures therein to be verified by the Supreme Court.

Section 2: Trial

1. Procedure
 - a. Any officer against whom an Article of Impeachment has been brought, shall be tried in a formal trial the student members of the Committee on Student Affairs and the Student Behavior Committee together in a formal trial at which the Chief Justice of the Supreme Court shall preside. The combined number of student members of the Committee on Student Affairs and the Student Behavior Committee assembled must equal no less than seven (7) for an Impeachment trial to proceed.
 - b. At trial, the member of the UACSC bringing forth the Article of Impeachment shall have time to present their case to the voting body. The officer against whom Articles of Impeachment have been brought will have equal time to present their defense to the voting body. The voting body will then have time to question both sides before adjourning to deliberate.
2. Conviction
 - a. To be convicted of an impeachment charge, the individual must be found guilty by at least a two-thirds (2/3rds) majority vote of the combined student members of the Committee on Student Affairs and Student Behavior Committee assembled to try the case.
3. Removal
 - a. Any officer who is impeached and convicted shall be immediately removed from office and shall be ineligible to hold other UACSC positions during that academic year.

ARTICLE VIII – RATIFICATION & AMENDMENTS

Section 1: Ratification of the Constitution

1. This Constitution shall become effective upon the approval of the UAC Leadership and a majority vote of the members of UAC members voting in a general UACSC election or referendum.

Section 2: Constitutional Amendments

1. Amendments may be proposed by a two-thirds (2/3rds) majority vote of all members of UAC Student Council; or by a formal petition signed by one hundred (100) members of the UACSC, the signatures therein to be verified by the Supreme Court.
2. The President shall present a properly proposed Amendment to the UAC Leadership for approval. UAC Leadership approval shall be preceded by review and recommendations by such University organizations as they may require.
3. Constitutional amendments must be ratified by fifty percent plus one (50% +1) of the enrolled UAC student body in a referendum of UACSC members. The referendum shall be conducted in accordance with the UACSC Bylaws. The election must be run through the election committee and all votes being concluded within ninety (90) days of the

Amendment's formal proposal. If an Amendment receives a simple majority vote of the fifty percent plus one (50%+1) of the UAC student body, and has received UAC Leadership approval, the Amendment shall be deemed ratified and effective.

ARTICLE IX: PROCEDURES TO ESTABLISH AND AMEND BYLAWS AND POLICIES

Section 1: Proposal

1. The Student Council may propose changes to the general UACSC Bylaws and Policies and Procedures not in conflict with the Constitution by a two-thirds (2/3rds) vote of all Student Council members. All proposed changes with a two-thirds (2/3rds) vote of all student council members shall be presented to the President
2. The Student Council may propose changes to the UACSC Bylaws of the Supreme Court not in conflict with the Constitution by a two-thirds (2/3rds) vote of all Student Council members. All proposed changes with a two-thirds (2/3rds) vote of all student council members shall be presented to the President

Section 2: Presentment

1. Properly proposed changes to the general UACSC Bylaws, Policies, and Procedures shall be presented to the President for executive review. The President shall approve or veto changes to the UACSC Bylaws, Policies, and Procedures within ten (10) business days of presentation. In the absence of Presidential approval or veto, properly presented Bylaw or Policy and Procedure changes shall be enacted on the eleventh (11th) day after presentation to the President.
2. A presidential veto may be overridden by a three-fourths (3/4) vote of all members of the UAC Student Council.

Section 3: Ratification

1. The President must notify the UAC Leadership of all Constitutional Amendments, enacted or rescinded Bylaws, and UACSC Policy and Procedure changes.
2. Changes to the UACSC Bylaws, Policies, and Procedures pertaining to student, faculty, or administration committees shall be subject to the approval of the appropriate University organization or officer as may be required by the UAC Leadership.

**BYLAWS, POLICIES AND PROCEDURES OF THE
ASSOCIATED STUDENTS OF THE UNIVERSITY OF UTAH**

ARTICLE I: EXECUTIVE BRANCH BYLAWS

Section 1: Qualification of Executive Officers

1. Any appointed or elected officer of the Executive Branch must be a member, in good standing, of the UACSC.
 - a. Factors that could prevent a student from being in good standing include, but are not necessarily limited to:
 - i. Being impeached from an UACSC position within one (1) year; and
 - ii. Being fired from an UACSC position within one (1) year.
 - iii. All students who are not in good standing may serve in positions in the UACSC Government that are not normally compensated.
2. Resignation
 - a. In the event that a member of the Executive Branch wishes to resign for any reason, they shall submit a letter of resignation to the Chief of Staff.
 - b. This letter of resignation shall:
 - i. State the officer's intention to resign;
 - ii. State the effective date of their resignation;
 - iii. State their acknowledgement that they may not receive compensation for work performed thus far.
 - iv. Include the signature of the resigning officer.

Section 2: The Executive Cabinet

1. Purpose
 - a. To facilitate coordination within the Executive Branch, there shall be an Executive Cabinet.
 - b. The Executive Cabinet shall meet weekly.
2. Membership
 - a. The members of the Executive Cabinet shall be:
 - i. The President;
 - ii. The Vice President;
 - iii. The Chief of Staff;
 - iv. All Executive Branch Directors; and
 - v. The Attorney General.

ARTICLE I.A: APPOINTED OFFICERS

Section 1: All Appointed Officers

1. Officers of the Executive Branch shall be appointed by the President or designee and shall perform such duties as may be requested by the President.
2. All appointed officers of the Executive Branch who are normally compensated must be confirmed by the UAC Student Council.
3. Directors of the Executive Branch shall attend weekly meetings of the Executive Cabinet.

4. Appointed officers of the Executive Branch shall serve a term ending on the date of the next inauguration.
5. All appointed officers of the Executive Branch serve at the pleasure of the President and may be dismissed from office with or without cause upon 10 days' written notice from the President. Any officer who is dismissed more than thirty (30) days prior to the final day of that academic semester shall not be compensated for that semester.
6. If an officer resigns from office, they shall forfeit all compensation for the semester in which they resign.

Section 2: Chief of Staff

1. Chief of Staff
 - a. Shall serve as the communication liaison between the President and Vice President and the Council members.
 - b. Shall aid the development of the UACSC leadership initiatives as well as internal programming and workshops.
 - c. Shall serve as an information resource for the UACSC.
 - d. Shall be responsible for taking and distributing minutes of Council meetings.
 - e. Shall be responsible for securing appropriate facilities for Council meetings.

Section 3: Finance Director

1. Finance Director
 - a. Shall be responsible for keeping accurate financial records of UACSC money.
 - b. Shall be responsible for organizing and leading budget discussions.
 - c. Shall serve as chair of the Finance Board, which will help decide the money allocated to student organizations.
 - d. Shall be responsible in preparing the budget for the Fall and Spring semesters.

Section 4: Events Director

1. Events Director
 - a. Shall be in charge of planning and organizing all events organized by the IGC Foundation
 - b. Shall focus on events that focus on building the UAC community with other universities within the IGC Campus.
 - c. Shall work in collaboration with appropriate groups on campus.
 - d. Will carry out other duties as the President may direct.
 - e. Shall submit an end of the year report upon completion of their term.

Section 5: Club Director

1. Club Director
 - a. Shall serve as the main information provider regarding student organizations
 - b. Shall be responsible for organizing and planning necessary meetings for club funding and other club events
 - c. Shall update the UAC Student Council members and the students about the club information
 - d. Shall work with the Finance Director on the club funding and distributions

Section 6: Public Relations Director

1. Public Relations Director
 - a. Shall be in charge of publicizing student news and events to UAC in order to gain awareness and recognition.
 - b. Shall be in charge of marketing UACSC organized events.
 - c. Will carry out other duties as the President may direct.

Section 7: Elections Board

2. Purpose
 - a. To oversee and coordinate, with UACSC Professional Staff, all elections of the UACSC Government.
 - b. The Elections Director shall be appointed by the President but must be impeached to be removed from office.
3. Duties
 - a. In addition to those other powers and responsibilities vested in the Elections Director by these Bylaws, the Elections Director shall have the duty and responsibility to:
 - b. Ensure and administer fair elections, in accordance with the Constitution and Bylaws;
 - c. File and record all candidate and party registrations;
 - d. Determine details of the voting process which are neither specified nor implied by the Constitution or the Bylaws;
 - e. Remain impartial to all candidates and parties during their tenure;
 - f. Enforce and uphold Article II of the Bylaws;
 - g. Investigate all violations of Article II of the Bylaws in coordination with the Attorney General and Supreme Court;
 - h. Enforce the rulings of the Supreme Court which concern voting, elections and campaigns; and
 - i. Issue rules regarding campaigning and elections, which elaborate and clarify, but do not contradict, the Constitution, the Bylaws, and the rulings of the Supreme Court.

Section 8 - Ad Hoc Committees

1. Shall be organized/dissolved as deemed necessary by Council members
2. Shall be assigned tasks by Council members.
3. Committees will give regular reports of progress to the Council members

ARTICLE II: ELECTIONS

Section 1: Qualifications

1. UACSC President, Vice President, Major Representatives and Council Members Candidates must be a matriculated UAC student.
2. Candidates must complete two semesters in full before running for UACSC President or Vice President.

3. Candidates must have a cumulative GPA of at least 2.5 to be eligible for nomination.
 - a. This GPA must be maintained throughout their term of office.
 - b. The UACSC Advisor must approve proof of the above GPA requirement.

Section 2: Election Chair

1. The Election Chair
 - a. Shall be a student in good academic standing.
 - b. Shall not be a candidate for President, Vice President, or Major Representative
 - c. Shall be impartial to all candidates

Section 3: Calendar

1. Prior to Election
 - a. By April 15, the Election Chair will be selected by Student Council, with approval from UACSC advisor, and will organize the election process.
 - b. Nomination materials will be decided by Election Chair and the UACSC Advisor.
 - c. Duties and responsibilities of UACSC President and Vice President, and nomination materials will be distributed to the students of UAC at the discretion of the Public Relations Director.
 - d. Campaign and election procedures will be decided by Election Chair and Advisor.
 - e. Speech procedures will be decided by Election Chair and UACSC Advisor.
 - f. The position of President and Vice President will run as a joint ticket.
2. 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 and timestamp the filing form once submitted.
3. Second Monday of May - Election Meeting
 - a. The President, and Vice President 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 via Qualtrics. 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.

Section 4: Special Elections

1. The creation of a student program that mandates the payment of additional student tuition be determined by the UAC Student Council and the student body. $\frac{2}{3}$ of the Student Council votes is required to process the program proposal.
2. If supported, the general vote from student body will take place which requires a majority vote to pass the measure.
3. The UAC Student Body President will appoint the individual to chair the general vote. The voting will take place through Qualtrics that is maintained by the Student Council. If the establishment of the program is supported, then the UAC student body and the Dean of Students will be notified within 24 hours.
4. The date of the referendum must be announced to the student body 7 days prior to the voting process.

Section 5: Campaign Finance

1. Campaign Finance Limits
 - a. No campaign may spend more than two thousand dollars (\$2,000).
2. Campaign Budgets
 - a. All candidates are required to provide their detailed budget to the Elections Director for all campaign expenditures.
 - b. No candidate's campaign expenditures may exceed the finance limit amount.
 - c. All candidates must use their own finances or fundraise the dollars.

Section 6: Campaign Penalties

1. If a candidate violates the Constitution, Bylaws, University policy, state or federal law, or any election rules or guidelines, a grievance may be filed for review by the Supreme Court.
2. If a candidate is found to have made any such violation, they may be penalized or sanctioned.
3. Penalties and sanctions may include but are not limited to restrictions on campaigning, reduction in campaign budget, disqualification from an election, or referral to the Office of the Dean of Students.
4. Votes may not be taken away from a candidate or political party as a penalty, and no unreasonable sanctions may be levied against a candidate.
5. Candidates must remove all campaign materials, including but not limited to posters and lawn signs, from campus no later than three days after the conclusion of the election. Any candidate who fails to do so may be subject to penalties including but not limited to academic holds.

ARTICLE III: REMOVAL APPOINTED OFFICIALS

Section 1: Appointed Official

1. Appointed UACSC members can be removed from office for neglect of duties at President's discretion with the approval of the UACSC Advisor.
2. Evidence of neglect of duties must be provided in written form to the UACSC advisor prior to the Official being removed from office.
3. The Appointed Official has the right to appeal this decision to the Dean of Students following the Student Code of Conduct appeal process.

ARTICLE VI: VACANCIES OF APPOINTED POSITIONS

Section 1: Appointed Official

1. Appointed position vacancies are to be filled at the discretion of the President and Vice President.
2. Process of appointing a replacement:
 - a. The President and Vice President must decide who to nominate as a replacement candidate,
 - b. If there are no objections by the Council, the Council will vote to instate the nominated candidate. Majority must be reached to instate the new candidate.
 - c. If a member of the Council objects to the nomination of a candidate, the objecting member must nominate a different candidate, or state that they have no eligible candidate in mind,
 - d. Upon proposal of a counter-motion, the Council will enter discussion regarding currently eligible nominated candidates for the position, followed by a vote,
 - e. If no other alternative candidate is proposed, the Council will begin discussion about the nominated candidate, or enter into a vote for instatement of the initial candidate, with majority required to instate the candidate.

ARTICLE V: FINANCIAL POLICIES AND PROCEDURES

Section 1: Finance Allocation

1. The UACSC will be funded through the Dean of Students' budget each semester as a portion of the fees that are 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.

Section 2: Administration

1. The Finance Director of the Student Council of the University of Utah Asia Campus has the power and responsibility of administering UACSC funds and acting as the financial administrator for UAC student organizations. It is responsible for all UACSC accounts and supervises these accounts for each fiscal year beginning July 1 and ending June 30.

Any organization receiving funds from UACSC must abide by the Financial Policy and Procedures.

2. The Finance Director shall be given the authority to establish additional funding guidelines as deemed necessary by the Finance Director. These guidelines will only apply to all student organizations.
3. All references to UACSC funds in this Article are intended to reference only the specific line-items on the UACSC Annual Budget.

Section 3: UACSC Annual Budget

1. The UACSC Annual budget originates from the UAC Dean of Students and therefore shall be announced at the beginning of each fiscal year from the UAC Dean of Students.

Section 4: General Financial Policies and Procedures

1. All UACSC funds are held by the University of Utah Asia Campus and may be managed by the University in accordance with existing policies and Korean law.
2. The registered student organization leaders of each entity that receives funds from UACSC agree to abide by the UACSC Financial Policies and Procedures, as developed by the UACSC Director of Finance. Failure to follow the policies and procedures will make the organization leaders personally responsible for any UACSC funds committed.
3. The UACSC Finance Director will be responsible for keeping an inventory of significant items of value, as defined by University Policy, purchased with UACSC funds. The inventory must be updated annually and provided to the Dean of Students
4. Tuition will not be funded by student activity fees.
5. UACSC will not fund budgetary requests for events if the members of the requesting student organization would receive University extra course credit for attending the requested event.
6. UACSC will not fund travel requests for students if the requesting student would receive University course credit for participating the requested travel.
7. University of Utah faculty salaries may not be paid using student activity fees.
8. It is generally the policy of UACSC that no University Departments, building repairs, building operations or building maintenance will be funded with UACSC funds. This general policy may only be overcome by a showing of substantial justification.
9. In accordance to University policies, UACSC will not fund any alcoholic beverages.

Section 5: Student Organizations

1. Definitions
 - a. "Student organizations" shall refer to all sponsored, affiliated, and registered student organizations, which are not a part of UACSC that are devoted to promoting the academic development and extra-curricular activities. The term "student organization" does not include University departments with student-led initiatives and outreach programs. Members of student organizations may not be paid, and student organization leaders must be selected by the organization's membership.
2. Recognition Process
 - a. Student organizations may be established for any lawful purpose. The names and contact information of the members are required by the University as a condition

for registration or access to University funds, or enjoyment of University privileges. Any organization whose recognition has been withdrawn by the Committee on Student Affairs is not eligible to register with UACSC.

- b. Each student organization granted recognition by the University of Utah through UACSC may be listed on the UACSC's online student organization management system (Campus Connect) and may apply for funding from UACSC.
 - c. All student organizations are required to submit the following to UACSC on an annual basis:
 - i. The names and contact information of at least three currently registered, matriculated University of Utah students who are active officers or representatives of the student organization.
 - ii. A constitution that clearly outlines the purpose, membership, responsibilities, and organization of the group.
 - iii. Proof, as stated in the constitution, that the organization does not discriminate based upon race, color, religion, national origin, sex, age, status as a disabled individual, sexual orientation, gender identity/expression, genetic information or protected veteran status.
 - iv. Exceptions: In a few circumstances, United States federal law permits a club to select members based in part upon gender (e.g., social fraternities and sororities). A student club that wishes to select members based in part upon gender must receive advanced approval.
3. Qualifications
- a. Those organizations that are consistent with the mission and culture of the University and student affairs and primarily present events limited to their membership.
 - b. These organizations typically focus on a specific issue or activity and function with minimal support from or interaction with the University.
4. Registered organizations are required to select an advisor who may be a faculty member, professional or associate staff member, or graduate assistant.
5. Registered organizations are eligible to receive a maximum of KRW150,000 per semester, (KRW 300,000 per year) from UACSC funds
6. In order to maintain "active" status, student organizations need to have at least one member attend Student Council open meetings.
7. Eligibility
- a. Funding to student organizations is available through the UACSC in the form of semester funding proposals and program proposals
 - b. Student organizations be registered with UACSC prior to submitting a semester funding or program proposal.
 - c. Major representatives shall have access to the same amount of funding other student organizations.

Section 6: Student Organization Funding Guidelines

1. No student organization may receive more than its prescribed maximum per year of UACSC funds from any source.
2. At the start of their term following the annual election cycle, the Dean of Students and UACSC advisor shall determine financial guidelines that provide maximum funding

amounts for the different categories. Student organizations are to receive no more than the maximum amount provided in each category in each fiscal year unless the relevant legislative body votes to overrule these financial guidelines by a supermajority vote of three-fourths (3/4) of its members plus one (3/4+1).

3. Program proposal funding
 - a. If a club wishes to implement a program for all members of the club, Student Council can provide limited funding in addition to the club's budget. Funding guidelines shall be announced at the beginning of each academic year.
 - b. Program proposal funding should be proposed at Student Council's open meetings.
 - c. Funding requests shall be submitted to the UACSC Finance Director by 6pm on the day before the day before the open meeting.
 - d. Semester funds:
 - i. Student Council provides limited semester funds for purchasing necessary tools, equipment, musical instruments, and other non-perishable items that will contribute to the sustained growth of the club. Funding guidelines shall be announced at the beginning of each academic year.
 - ii. Semester funding proposals should be proposed by Student Council's second open meeting of each semester.
4. UACSC may fund student sport teams and sport clubs. Student sport teams and clubs will be required to sign appropriate waivers and to conform to the guidelines of the Finance Board.
5. UACSC shall not provide funds for the use of a motor vehicle.
6. UACSC will not fund food or entertainment expenses incurred while at or traveling to or from conferences, conventions, educational or social activities or the like. UACSC will not fund any per diem amounts.
7. Airfare must be arranged in accordance with the University of Utah Asia Campus travel policy.
8. UACSC will not fund weapons, ammunition, or firearms.
9. Each entity receiving UACSC funds will only spend funds according to the specific line items enumerated in its budgeted account. However, the Finance Board may approve reallocation of funds within the particular entity's approved budget.
10. UACSC will not fund student organizations that are sub-groups within a larger umbrella organization. Determination of such will be dependent on whether the members of the sub-group are all members of the umbrella organization and whether the mission of the subgroup contributes substantially to the mission of the umbrella group.
11. Classified sub-groups may appeal their classification to the UACSC Dean of Students with substantial evidence of a misclassification.
12. Funding may not be denied to a student organization because of any perceived political affiliation, except to the extent that a proposed activity involves campaigning for a candidate for a political office on any level.
13. UACSC is committed to following all of the University of Utah's nondiscrimination policies. Please refer to University of Utah policy 5-106.

Section 7: Travel Funding Guidelines

1. UACSC travel funding outside of Official UACSC Business will be funded through an application basis outline below:
 - a. An application will be used to fund travel for academic conferences, student conferences, competitions, and other travel as deemed appropriate by the UACSC Travel Review Committee.
 - b. Applications will be awarded on a first-come, first-served basis differentiated by month.
2. A registered individual student or student organization of UAC can request up to 50% of their eligible travel costs be covered by UACSC, up to a \$200 cumulative total per fiscal year per student.
3. The total amount funded per student is not to exceed \$200 per fiscal year.
4. Eligible costs include airfare, car rental, taxi, lodging price during conference (including one night prior to conference and one night following the conference), conference registration, and poster printing.
5. Signed Assumption of Risk Waivers and signed Field Trip Statements of Understanding are required from each traveler per trip.
6. Travel awards associated with student organizations will be attributed to their overall prescribed maximum per fiscal year.
7. All travel applications submitted by students or sponsored student group must be approved by and forwarded to the Dean of Students and advisors.
8. The UACSC Dean of Students for Student Travel
 - a. Powers and Duties:
 - i. To oversee funding allocation from the UACSC funds.
 - ii. To review travel applications and disburse funding aligned with UACSC rules and procedures

Section 8: Specific Policy Governing UACSC Cabinet Expenditures

1. Members of UACSC may not enter into contracts, which bind or purport to bind UACSC or the University. Any contracts signed by a member of UACSC in the name of UACSC or the University of Utah Asia Campus will be null and void.
2. Upon appointment by UACSC, all Executive and General Cabinet members will sign an agreement with UACSC agreeing:
 - a. To comply with the contracting procedures set forth herein, and
 - b. In the event of their failure to so comply, to reimburse the University for any funds expended pursuant to contracts not in compliance with the procedures, if the Finance Board finds such expenditures to be inappropriate.
3. All contracts must be notified and concurrently agreed by the Dean of the Students and UACSC advisors . When the Dean of Students signs a contract in the name of UACSC, the appropriate board director will submit to the UACSC Financial Advisor an expenditure request to cover the cost of the contract.
4. UACSC boards may transfer funds, with the Finance Board's approval, to University Departments to co- sponsor events following the guidelines herein.

Section 9: Accounting Policies and Procedures

1. Each organization president or committee chair must submit to the UACSC Director of Finance the name or names of people who are authorized to make expenditures of money.
2. All expenditures made by UACSC, and supported organizations will be generated within UACSC according to Financial Policies and Procedures, i.e. Expenditure Request Forms. These forms require the signatures of an authorized representative of the organization, the Finance Director, and the UACSC Leadership Consultant hired by the UAC. The Finance Board is to keep a current account of the money spent by each organization to make sure that budgets are not exceeded.
3. Any UACSC committee organization dealing with apportioned student funds must use UACSC accounting for those apportioned funds and any funds generated from those apportioned funds. Revenues generated in any other way do not apply.
4. The Administration and the UACSC Financial Advisor will be responsible for supplying to the UACSC Finance Board a financial statement containing information on assets and expenditures whenever requested.

Section 10: Bribery and Graft

1. Definition
 - a. As used in this section, "affected private interest" shall mean a thing of substantial personal value to an individual, an individual's family member, an individual's business, or an individual's friend.
2. Bribery
 - a. Whoever, being an executive officer, directly or indirectly, corruptly demands, seeks, receives, accepts, or agrees to accept anything of value personally or for any other person or entity, in return for being influenced in the performance of any official act shall be committing the act of bribery, and may be impeached and expelled from office, in accordance with the Constitution of UACSC.
3. Graft
 - a. Whoever, being an executive officer of UACSC, has an affected private interest which may influence, or appear to influence, the impartial and objective execution of their official duties, does not:
 - i. Report the same affected private interest to the Chief of Staff
 - ii. Shall be committing the act of graft and may be impeached and expelled from office, in accordance with the Constitution of UACSC,
4. Prevention of the use of UACSC funds in the act of bribery or graft.
 - a. Whenever the Director of Finance may have reason to believe that any funds of UACSC are being spent by an executive officer to commit bribery or graft, or will be spent to commit bribery or graft, by an executive officer who is conspiring to commit bribery or graft, then the first party named in this clause:
 - b. May freeze the same funds, for a period which shall not exceed twenty (20) days without the consent of the Supreme Court, pending the completion of an investigation of the alleged act of bribery or graft,
 - c. Shall investigate the alleged act of bribery or graft and, as necessary, recommend disciplinary measures to all necessary parties, and
 - d. Shall inform the officer who is suspected of committing bribery, graft, conspiring to commit bribery or conspiring.

ARTICLE VI: UACSC ADVISOR

Section 1: Advisor

1. The UACSC Advisor will be the Assistant Director of the Student Leadership and Involvement Center, who is hired by the UAC with input from students.

Section 2: Authority of the UACSC Advisor

1. The UACSC Advisor is hired by the university is to serve as the official advisor to the Associated Students of the University of Utah Asia Campus in matters pertaining to student life, budgets, risk management, and other duties in relationship to the University.
2. The purpose of the UACSC Advisor is:
3. To serve in an advisory capacity to the UACSC Finance Board in all matters relating to UACSC funds;
4. To see that all financial agreements between UACSC and student organizations, departments, etc., are carried out according to the terms established;
5. To make recommendations to the Dean of Students regarding amendments to the Constitution and bylaws of UACSC;
6. To provide feedback to the UACSC Administration at the beginning of their term of office based on their platform intentions; and
7. The UAC Dean of Students and UACSC Advisors shall:
8. Consider for approval during Spring Semester the UACSC Annual Budget for the following fiscal year.
9. Approve or reject any changes in the UACSC Annual Budget after the budget has been approved
10. Review and approve or reject any increases or new types of financial remuneration for all the branches of UACSC.
11. Approve or reject any codified UACSC Financial Policy and Procedures Change.
12. Provide feedback to the incoming UACSC Administration regarding their platform goals.
13. To adjudicate all UACSC decisions that are appealed to the Dean of Students and/or advisors.