

December 11, 2024

TO: Members of the Board of Trustees

FROM: Rachel S. Rubin
Executive Secretary

RE: Revision of Student Trustee Election Committee By-Laws

RECOMMENDATION:

Pursuant to Article III.A of the Student Trustee Election Committee (STEC) By-Laws, the recommendation is as follows: That the Board of Trustees approve revisions to the following articles of the Student Trustee Election Committee By-Laws, as indicated in the attached pages:

Article I, Section A
Article I, Section B

Article II, Section A
Article II, Section B
Article II, Section C
Article II, Section D
Article II, Section E
Article II, Section F

BACKGROUND:

The proposed recommendations serve to: 1) clarify the timeline for special elections, 2) add STEC responsibilities regarding candidate eligibility and campaign violations, 3) add additional procedure for candidacy, and 4) reconfirm conduct standards to avoid coercion during any part of the voting process.

These recommendations were made by the Student Trustee Election Committee at its meeting of November 26, 2024, and approved by the Student Life Committee at its meeting of December 5, 2024.

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STUDENT TRUSTEE ELECTION COMMITTEE BY LAWS

Approved April, 2018 by the University of Connecticut Board of Trustees

The position of Student Trustee was created by [State Statute](#).

Article I - The Student Trustee Election Committee

Section A: Statement of Purpose

The purpose of the Student Trustee Election Committee (hereinafter "STEC") is to initiate, administer, and supervise a fair and efficient student trustee election each year or as required.

The term of a Student Trustee is two years. As per Connecticut Public Act 13-128, any vacancies in the elected membership of the Board of Trustees, including the Student Trustees, shall be filled by special election for the balance of the unexpired term [unless the special election would occur three months prior to a regularly scheduled election](#).

Section B: Membership

1. Composition of Committee

The Executive Secretary to the Board of Trustees shall appoint the members of STEC ~~in consultation with recognized student governments~~ in the following manner: the ~~Vice President for Student Affairs~~ Provost or designee shall be appointed chairperson of STEC. The chairperson will recruit members to be appointed to the committee in consultation with recognized student governments. ~~A majority of these appointments shall be members of recognized student governments~~, including the professional schools and regional campuses of the University. The current University of Connecticut Student Trustees shall also be appointed to STEC.

2. Committee Member Responsibilities

a. Attendance

It shall be the duty of each Committee member to participate in all meetings of STEC. Participation through teleconferencing or other electronic means shall be permissible.

b. Duties

STEC, through cooperation and coordination with appropriate University officials, shall be responsible for:

i. Publicizing the availability of the position and actively encouraging participation in the election.

ii. Determining the eligibility of prospective candidates.

iii. Monitoring cCampaigns monitoring.

~~ii. Campaign monitoring.~~

iv. Assuring adequate notice of the election and overseeing the administration of the election.

~~iii-v.~~ Hearing all allegations of campaign violations and making determination of appropriate action.

~~iv-vi.~~ Certifying the results

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c. Resignation

If a STEC representative has formally expressed [his/her/their](#) intention to run for the Board of Trustees, [he/she/they](#) must resign from the STEC immediately. If a STEC representative chooses to resign, the letter of resignation shall be sent to the STEC chairperson.

Section C: Management of the Committee

1. Chairperson

The duties of the Chairperson shall be as follows:

- a. To call all meetings of STEC.
- b. To preside at all meetings.
- c. To be a liaison between the Executive Secretary to the Board of Trustees and the Committee.
- d. To establish and appoint members to sub-committees with the consent of the Committee.
- e. Assure administrative support for the committee.

2. Meetings

a. Rules of Order

Roberts Rules of Parliamentary Procedure, Fourth Edition Revised shall be observed in conducting the business of the committee in session.

b. Quorum

STEC shall conduct no committee business without a quorum. A quorum shall be a majority of members, including the Chairperson.

All members with the exception of the Chairperson are privileged to make motions. All members may discuss and vote on all business before the Committee.

3. Interpretive Rules

STEC has the sole authority to interpret its own By-laws.

Article II - The Student Trustee Election

Section A: Minimum Requirements

1. Full Time Student

The candidate must be a matriculated, registered, full time student at the University during [his/her/their](#) candidacy, at the time of election, and if elected, during [his/her/their](#) term in office.

2. Academic and Conduct Requirements

The candidate may not be on scholastic probation or conduct probation or suspension -as of the date on which [he/she/they](#) declares [his/her/their](#) candidacy, during the campaign, and if elected, during [his/her/their](#) ~~entirety of their~~ term in office.

Section B: Procedures for Candidacy

1. Declaration of Intent

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Any person interested in becoming a candidate for the student-elected trustee position shall complete an "Intent to Run" form. This form shall be created by and submitted to the STEC chairperson by a date established by STEC.

2. Additional Materials
The prospective candidate shall submit to the STEC chairperson by a date established by STEC, the following materials:
 - a. A biographic sketch and/or position statement of no more than 175 words shall be submitted electronically. This sketch/statement shall be distributed by STEC at no expense to the candidate. A photograph is requested but not required.
 - b. A petition signed by fifty (50) plus 1% of number of registered students at the ~~student's candidate's~~ home campus. A registered University of Connecticut student is any person who has met all University requirements for registration at any campus of the University. The student may be full or part-time or day or evening division.
 - ~~b.c.~~ A Campaign Roster that lists any current registered University of Connecticut student who will be officially campaigning on behalf of the candidate.
3. Candidate Notification of Eligibility
Any decision that STEC makes about the prospective candidate eligibility shall be communicated to ~~him/her/them~~ and shall be followed by a written notice stating the decision and the reasons for it.

Section C: Withdrawal

Any candidate wishing to withdraw ~~his/her/their~~ candidacy shall send a letter of withdrawal immediately to the STEC chairperson.

If the letter of withdrawal is received by the STEC chairperson prior to the printing of the election materials, ~~his/her/their~~ name will be deleted. Names of candidates who withdraw after the printing of the election materials will appear on the ballot, but a list of their names will be published and votes cast for those candidates will not be counted.

Section D: Campaign Regulations

1. Campaign Spending & Accounting
STEC will determine campaign expenditure limits and accounting procedures and notify candidates prior to the election.
2. Limitations of Campaign
No candidate shall engage in campaign activity, as defined by STEC, except during the period designated by STEC, and shall not coerce nor incentivize a voter to vote for them, campaign directly to a voter while they are in the process of voting, and/or campaign immediately adjacent to an officially designated voting station. An officially designated voting station is one that is clearly identified by STEC. Candidates will be informed of these locations, if there are such locations.
3. STEC Policies
All candidates must adhere to all STEC policies. Failure to adhere may result in disqualification from the election at the discretion of STEC.

Section E: Campaign Violations

Constituents with direct knowledge of alleged violations of Campaign and Election Rules may write to STEC by a deadline established by STEC which will occur before the

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candidates are notified of the numerical results of the election. Candidates will have a chance to respond to violations alleged to their campaigns (referrals shall be redacted before they are sent to the candidates). Review of violations of Campaign and Election Rules shall be at the discretion of STEC. Appropriate action may entail disqualifying a candidate should [he/she/they](#) be found in violation of Campaign and Election rules. The decisions of STEC [related to campaign violations](#) are final.

Section F: Voting Procedures

1. General Regulations
 - a. Only candidates' names and additional materials specified in Article II B 2 a. will be used on the ballots.
 - b. Candidates shall be placed on the ballot in order determined by random drawing conducted by STEC [or by randomization determined by the voting platform](#).
 - c. Any currently registered student at the University of Connecticut is allowed to vote in an election appropriate to their academic standing (undergraduate students vote for Undergraduate Student Trustee, graduate and professional students for Graduate Student Trustee).
 - d. Each person shall vote for no more than one person per position available.
 - e. The candidate receiving the highest number of votes who has not been disqualified will be declared trustee-elect.

2. Election Procedure
 - a. The election shall be conducted in a manner to be approved each year by STEC.
 - b. The voting period designated by the STEC Committee shall last a minimum of two weekdays, shall take place simultaneously on all campuses, and shall be geared toward creating a more visible election that maximizes student voter turnout.
 - c. Within three days of the conclusion of the voting period, STEC shall meet to validate the election.
 - d. The Chairperson of STEC will notify candidates within 24 hours of the certification results.
 - e. A candidate who wishes to appeal the validation of the results as decided by STEC should do so in writing within 24 hours of notification by submitting a written appeal to the Executive Secretary of the Board of Trustees. Only candidates may appeal the validation of the results. Candidate's appeals, redacted if necessary, will be shared with all candidates within 24 hours of submission. The Secretary will consider the appeals and render a decision within 10 working days. The Secretary's decision is final.
 - f. The results will be announced to the University in a timely manner.

Article III: Amendments and Revisions

Section A: Amendments and Revisions

The Executive Secretary to the Board of Trustees, acting upon a motion passed by STEC, shall recommend to the University of Connecticut Board of Trustees amendments and revisions to these By-Laws.

Section B: Ratification

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All amendments and revisions become effective upon ratification by the University of Connecticut Board of Trustees.