



2022-2023 ASUM Business Manager Candidate Registration Form

Any currently enrolled UM student taking 1 credit or more with a cumulative GPA of at least 2.0 may run for the office of Business Manager.



Kaimin Questionnaire Forms are optional and only need to be completed if a candidate wishes to be written about in the Kaimin during the pre-election coverage.

After completing this form, every candidate **must** read through Article V of the ASUM Bylaws. Then, bring this form (*along with the Kaimin Questionnaire Form*) to the front desk of the ASUM Office (UC104) no later than 11:59PM on Sunday, April 3rd 2022. Candidates **must** also send an email to Elections Chair Ethan Hanley (ethan.hanley@umconnect.umt.edu) affirming they have turned in their candidate paperwork. Candidates filling out the Qualtrics form are not required to send this email.

ASUM Business Manager Role Description: The Business Manager is required to carry out the duties for that office as outlined in the Constitution, Bylaws and Fiscal Policy. The Business Manager shall: uphold all expressed policies, Fiscal Policy, Personnel Policy, Bylaws, and the Constitution of ASUM; shall establish and post office hours; should serve as chief officer of the accounting of ASUM and set policy for that office; be responsible for reporting all Budget and Finance recommendations to the Senate as well as reporting the fiscal affairs of ASUM upon request of any member of ASUM; facilitate and chair the member organization recognition and disciplinary process; oversee the Montana Kaimin and KBGA without infringing on free speech; The minutes of Budget and Finance meetings should be kept on record in the Business Manager's office; have the additional duty of advising the organizations funded by ASUM as well as oversee their budgets along with the Accountant and Office Manager; submit a budget for ASUM Administration in consultation with the President and Vice President for consideration by the Senate during the annual budget process. (*Section 4.12 of ASUM Personnel Policy*)

Filling out this registration form affirms your intent to run for office.

Name: _____ Pronouns: _____

Email: _____ Phone #: _____

Expected Graduation Semester: _____ 790#: _____

Major(s): _____ Minors(s): _____

Will you be able to attend the April 4th forum? (*circle one*): Yes No

Will you be able to attend the April 19th debate? (*circle one*): Yes No

Have you received a copy of Article V of the ASUM Bylaws? (*circle one*): Yes No

If you have any questions, please contact ASUM Elections Chair Ethan Hanley.
Email: ethan.hanley@umconnect.umt.edu
Phone: (406)579-8708

2022 ASUM Elections Timeline

ASUM Elections Committee 2022/2023

- **ASUM Candidate Registration Forms, Campaign Expense Report Forms, and Kaimin Questionnaires. (3.14.22)**
 - o Forms Available: March 14th 2022 at 9:00am (Available as physical copies in the office, to print off the ASUM website and fill out, or as a Qualtrics form)
- **ASUM Elections Information Sessions (3.14.22-3.18.22) and (3.27.22-4.2.22)**
 - o First Session: March 17th at 7:00pm in UC 225
 - o Second Session: March 27th at 8:00pm in UC 225
 - o Third Session: March 30th at 7:00pm in UC 327
 - o Fourth Session: March 31st at 3:30pm in UC 225
- **Candidate Registration Forms, Referendum Information, & Kaimin Questionnaires Due (4.3.22)**
 - o Deadline: Sunday, April 3rd 2022 at 11:59PM (turn in at the ASUM Office or email to ethan.hanley@umconnect.umt.edu)
- **First UC Window Lottery (4.3.22)**
 - o Random Drawing: Sunday, April 3rd 2022 at 11:59PM in the ASUM Office. Candidates do not have to come to the ASUM Office, candidates will receive their window assignment(s) at this time via email
 - o Posters **MUST** be up by 5:00PM on Friday, April 8th 2022 or those spots will be forfeited.
- **Elections Campaigning Begins (4.4.22)**
 - o Campaigning Begins: Monday, April 4th 2022 at 12:00AM
- **First ASUM Candidate Forum (4.4.22) from Noon to 3:00pm in the UC Atrium**
 - o Senate Candidates: 2:00pm to 3:00pm
 - o Business Manager Candidates: 1:00pm to 1:55pm
 - o Presidential/Vice Presidential Candidates: Noon to 12:55pm
- **Campaign Expense Reports & Receipts Due (4.18.22)**
 - o Deadline: Monday, April 18th 2022 at 5:00PM (turn in at the ASUM Office or email to ethan.hanley@umconnect.umt.edu)
- **Second ASUM Candidate Debates (4.19.22) from 6:00 to 10:00pm in the UC Theater**
 - o Senate Candidates:
 - o Business Manager Candidates:
 - o Presidential Candidates:
 - o Vice Presidential Candidates:
- **ASUM Primary Election (4.20.22) (If Necessary)**
 - o Polls Open: Wednesday, April 20th 2022 at 12:01AM on the UMontana App and at m.umt.edu
 - o Polls Close: Thursday, April 21st 2022 at 12:01AM on the UMontana App and at m.umt.edu
- **Publish Expense Reports (4.26.22)**
 - o Deadline to publish expense reports filed by candidates.
- **ASUM General Election (4.27.22–4.28.22)**
 - o Polls Open: Wednesday, April 27th 2022 at 12:01AM on the UMontana App and at m.umt.edu
 - o Polls Close: Thursday, April 28th 2022 at 8:00PM on the UMontana App and at m.umt.edu
- **All Campaign Receipts & Write-In Candidate Expense Reports Due (5.2.22)**
 - o Deadline: Monday, May 2nd 2022 at 5:00PM (turn in at the ASUM Office or email to ethan.hanley@umconnect.umt.edu)

If you have any questions, please contact ASUM Elections Chair Ethan Hanley.

Email: ethan.hanley@umconnect.umt.edu

Phone: (406)579-8708