

Anderson University Student Government Association

President Job Description

The Student Government Association (SGA) is an organization designed to foster student interests, concerns and activities, to encourage high standards of scholarship and honor among students, to aid in administering regulations, and to transact business pertaining to the student body.

The primary responsibility of the President is to represent the wishes and interests of the Student Government Association and the student body to the administration. He/she will chair the Executive Branch and be responsible for providing leadership and vision to the Student Government Association. The President is not a member of the Senate, and as such, does not have the right to vote as a Senate member. However, the President does have the power to veto. The President will meet regularly with the Vice President of Student Development and other administrators as invited. He/she will be available to represent the student body at University functions.

Eligibility:

- Candidates must be in good standing with the University and may not be on disciplinary or academic probation.
- Candidates must have at least a 2.7 GPA from the previous fall semester and must maintain a 2.7 GPA.
- Candidates must complete a Declaration of Intent form and be approved by the Director of Student Activities prior to running for office.
- Candidates must have completed at least two semesters at Anderson University prior to running for office.
- Candidate must have served in SGA for a minimum of two semesters.

Responsibilities:

- Maintain scheduled office hours in the SGA Office (minimum of five hours per week).
- Act as the representative of the student body.
- Serve as Chair of the Executive Branch and be responsible for facilitating all Executive Branch meetings.
- Meet with the Administration and Board of Trustees of Anderson University as invited.
- Participate in weekly meetings with the Vice President of Student Development and regular meetings with the SGA Advisor.
- Provide Presidential Reports at Senate meetings as necessary.
- Follow proper procedure to fill vacant positions within SGA in accordance with the SGA bylaws.
- Meet monthly with each class president.
- Meet as needed with committee chairmen.
- Serve as ex-officio member to all committees related to SGA.
- Participate in both spring and fall parliamentary procedure training events.
- Meet with executive officers one-on-one as needed.

Duties of the Executive Branch:

- Meet weekly or at the request of the SGA Advisor.
- Form and implement the goals of SGA.
- Plan and implement the annual SGA Retreat.
- Revise the SGA Bylaws as needed
- Participate in campus events as invited.

Compensation: \$1,300.00 Scholarship

Updated March 2013