

**SGA POSITION:** Vice President

**POSITION SUMMARY:**

The SGA vice president presides in the absence of the president and serves as the principal liaison between SGA committees and the executive board.

**ELIGIBILITY REQUIREMENTS:**

- Minimum GPA of 3.2
- Must be enrolled for a minimum of six credits after the official deadline for withdrawal has passed
- Be up to date with payments of tuition and fees
- Be in good academic standing
- Must have completed and earned a passing grade in at least 50% of the credits for which the student was registered after the official deadline for withdrawal in the prior semester
- Able to serve for a full academic year

**DUTIES AND RESPONSIBILITIES:**

- Serves as a signatory on College Association checks when the president is unavailable.
- Attends all regular and special meetings of the SGA.
- Submits a typed monthly report to the president and parliamentarian.
- Serves in at least two standing committees of the Student Government.
- The vice president is responsible for assuming the role of president in case of a permanent vacancy; therefore, it is imperative that the vice president be familiar with the duties and responsibilities associated with that position. Please refer to the description of the SGA president.
- Meets with the parliamentarian on a monthly basis.
- Holds office hours.

**SERVES ON THE FOLLOWING COMMITTEES:**

- Auxiliary Enterprises Board
- Campus Improvement Association (C.I.A.) Committee – chair\*

\*The Campus Improvement Association (C.I.A.) Committee is a committee in which the vice president must serve. This partially satisfies the SGA constitutional requirement that all SGA governors must serve in at least two SGA standing committees. SGA standing committees must meet at least once per month (SGA Constitution, Article X).

