

CHAPTER 3.

Executive Branch.1

Article 1. Executive Branch.

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§3-1.1. **Definitions and Conventions.**

Within this Chapter, the following definitions and conventions shall apply:

(a) “**President**” refers to the Student Body President.

(b) The “**Executive Council**” or simply “**EC**” refers to the panel comprised of the President and his principle advisors, as defined in statute.

Part I. Executive Council.

§3-1.2. **Executive Council Power and Duties.**

The Executive Council shall exist solely as an advisory board to the Student Body President. The EC shall hear reports from its members regarding entities under their supervision. The EC shall be chaired by the President, and shall meet at his or her call, every Monday before the SGA meeting schedule that week.

§3-1.3. **Presidential Cabinet Members.**

The following Student Government Officials shall be members of the Executive Council:

(a) Student Body President;

(b) Executive Vice President;

(c) Vic President of Administration;

(d) Vice President of Academic Life;

(e) Vice President of Campus Life;

(f) Vice President of Religious Life;

(g) Vice President of Athletic Life;

(h) Vice President of Programming;

(i) Class Presidents (Senior, Junior, Sophomore, and Freshman).

Part II. Executive Officers.

§3-1.4. **Student Body President.**

The President shall:

a. Represent the student body of Chowan University.

b. Convene and preside over meetings of the Executive Council and SGA, which shall meet regularly or when deemed necessary.

c. Appoint individual members of the SGA, with their consent, to standing committees which function under the jurisdiction of the SGA.

d. Appoint members to ad hoc committees as deemed necessary.

e. Make appointments to fill vacancies in the Executive Council which occur between elections. Such appointments must be approved by the Executive Council.

f. Chair the SGA Constitution Committee.

g. Administer and enforce regulations enacted by the SGA.

h. Veto an act of the SGA within seven days after approval of a recommendation.

i. Require oral reports from student committees which function under the SGA.

j. Call and preside over meetings of the student body at such that have been approved by a voting majority of the SGA and the Vice President for Student Affairs.

- k. Make a report to the Board of Trustees of Chowan University when and if requested to do so by the President of Chowan University or his/her designee.
- l. Attend, at his/her pleasure, meeting of SGA standing committees.
- m. Present a written report to the student body at the beginning in the Student Handbook and end of the academic year in the last SGA meeting.
- n. Keep at least two office hours per week.
- o. Perform other duties incident to the office.
- p. Must be of junior status in the academic year becoming the SGA President.
- q. Chair the SGA Programming Committee
- r. Chair the Elections Committee
- s. Must have been involved in the previous year of SGA through being a club representative, committee member, student court, or executive council. They also must have had a 80% or better attendance record in the previous year.
- t. Shall receive a stipend of \$800 per semester upon completion of each.

§3-1.5. **Executive Council Members.**

1. The **Executive Vice President** shall:
 - a. Serve as a non-voting member of all SGA committees except when there is a tie vote among members of the SGA.
 - b. Exercise the duties and assume the responsibilities of the SGA President in his/her absence.
 - c. Assume the office of President in the event the position becomes vacant between elections.
 - d. Keep at least two office hours per week.
 - e. Perform all other duties incident to the office.
 - f. Chair the Finance Committee and report when asked on business matters of the SGA.
 - g. Shall forward copies of SGA financial reports to the SGA President and SGA advisor.
 - h. Shall forward budgets to the EC for approval.
 - i. Assist in the handling of business transactions of the SGA.
 - j. Shall receive a stipend of \$400 per semester upon completion of each.
2. The **Vice President of Administration** shall:
 - a. Take minutes of all SGA and Executive Council meetings.
 - b. Send out emails and ads campus-wide regarding SGA meetings and Executive Council meetings.
 - c. Update and maintain the TV student reminder screen in the Thomas Cafe
 - d. Keep at least two office hours per week.
 - e. Perform all other duties incident to the office.
 - f. Shall receive a stipend of \$200 per semester upon completion if each.
3. The **Vice President of Academic Life** shall:
 - a. Be the chair of Academic Life committee.
 - b. Address issues concerning academic policies and in-class occurrences.
 - c. Offer a report of committee activities at each SGA and Executive Council meeting.
 - d. Perform duties incident to the office.
 - e. Appoint students for the Plagiarism Committee when asked by the Faculty Senate and get approval from the SGA President.
4. The **Vice President of Campus Life** shall:
 - a. Be the chair of the Campus Life committee.
 - b. Be a Resident Assistant or Resident Director for at least one year prior to taking office and will still be a RA going into the next year.
 - c. Address issues such as food service, residence halls, campus improvements, and other issues concerning students.
 - d. Offer a report of committee activities at each SGA and Executive Council meeting.
 - e. Perform duties incident to the office.
5. The **Vice President of Religious Life** shall:
 - a. Be the chair of the Religious Life committee.
 - b. Address issues concerning religious life such as campus worship, community service, and mission-based activities.
 - c. Offer a report of committee activities at each SGA and Executive Council meeting.
 - d. Perform duties incident to the office.
5. The **Vice President of Athletic Life** shall:
 - a. Be the chair of the Athletic Life committee.

- b. Address issues concerning University athletics and athletic clubs, teams, and events.
 - c. Offer a report of committee activities at each SGA and Executive Council meeting.
 - d. Perform duties incident to the office.
 - e. Be involved with the Faculty Athletics Committee.
 - f. Shall be a Chowan University Athlete.
6. The **Vice President of Programming** shall:
 - a. Address on-campus programming and organize events sanctioned by the CPB.
 - b. Offer a report of committee activities at each SGA and Executive Council meeting.
 - c. Perform duties incident to the office.
 - d. Shall receive a stipend of \$800 per semester upon completion of each
 7. The **Senior Class President** shall:
 - a. Chair the Senior 48 Committee.
 - b. Advise the Freshman Class President.
 - c. Represent his or her fellow class members.
 - d. Offer a report of committee activities at each SGA and Executive Council meeting.
 - e. Perform duties incident to the office.
 8. The **Junior Class President** shall:
 - a. Chair the Snowball Committee.
 - b. Represent his or her fellow class members.
 - c. Offer a report of committee activities at each SGA and Executive Council meeting.
 - d. Perform duties incident to the office.
 9. The **Sophomore Class President** shall:
 - a. Chair the Harvestfest Committee.
 - b. Represent his or her fellow class members.
 - c. Offer a report of committee activities at each SGA and Executive Council meeting.
 - d. Perform duties incident to the office.
 10. The **Freshman Class President** shall:
 - a. Be advised by the Senior Class President.
 - b. Represent his or her fellow class members.
 - c. Offer a report of committee activities at each SGA and Executive Council meeting.
 - d. Perform duties incident to the office.