PRESIDENT

The role of the Utah State University Student Association (USUSA) Executive Council is to enhance the quality of student life through academics, student concerns, activities, public relations, athletics, clubs, organizations, extension, graduate, and legislative student representation.

Charter

USUSA President hereafter referred to as the President

1. Duties:
   1. Chair all meetings of the USUSA Executive Council.
   2. Represent Utah State University students at events, including recruitment events, awards, and any other needs.
   3. Appoint the PR director with the input of the Programming VP.
   4. The PR Director and President are to establish communication with the student body. Including campus-wide e-mails, USUSA Statesman articles, and any other available mediums.
   5. Appoint the Administrative Assistant with the input and recommendation from the Executive Vice President.
   6. Oversee the functions of the Administrative Assistant.
   7. Make recommendations to the USUSA EC for all appointments not otherwise provided for by the Constitution, General Laws and charters.
   8. Call all USUSA elections unless otherwise specified.
   9. May be a non-voting member on all USUSA boards, councils, and committees.
   10. Verify that all committees, sub-committees and boards function within their responsibilities.
   11. Verify that all charters of members of the Executive Council are up to date and fulfilled.
   12. Oversee the follow through and implementation of all USUSA legislation.
   13. Serve as a member of the USU Board of Trustees.
   14. Chair, or appoint a chair for, President’s Cabinet.
   15. Serve as a member of Executive Council, and any committees, sub-committees, or boards as identified in the USUSA General Laws and Charters.
   16. During the week of elections, the USUSA President will be the financial auditor for candidates running for that same position. In case of the officer re-running for the same position, a member of the elections committee will be the auditor.
   17. Conduct summer office hours at the discretion of the advisor to assist with New Student Orientation and plan the Aggie Blue Leadership Conference.
   18. Officer will adhere to university, divisional and departmental fiscal policies and procedures.
   19. Officer will ensure that every member of their council or committee receive the opportunity to be QPR trained through an office sponsored training during the fall semester of the academic year.
   20. Officer will ensure that every member of their council or committee receive the opportunity to receive the Upstander training through an office sponsored training.
during the fall semester of the academic year.

21. Officer will ensure during the fall semester that every compensated member of their council or committee will receive the Student Leader Diversity Training (or for uncompensated council/committee members, they will be given the opportunity to receive said training) through the USUSA Organizations and Campus Diversity VP.

II. Programs Sponsored:

1. *Aggie Blue Leadership Conference:* This conference is designed to train student leaders in leadership skills. The President assists in the coordination and development of the annual USUSA Fall Leadership conference. It is the responsibility of the President to select Fall Leadership chairs and facilitators. The President also works with the Student Involvement and Leadership Center staff in programming, organizing, planning, developing, creating, and executing the conference.

2. *Student Hearing Board Pool:* Upon induction of the newly elected student officers in April (or whenever called upon to) the newly elected President (with assistance of outgoing USUSA Executive VP) will appoint new students to the USU Student Hearing Board Pool, confirmed by a majority vote of USUSAEC. The Student Hearing Board Pool needs at least seven students to function and should have twelve possible students at any given point in time. The Hearing Board works with the Chief Conduct Officer to oversee all matters arising from the interpretation of the USUSA Constitution, the interpretation of the USU Student Code, etc.

3. *Presidents’ Cabinet:* The President has the responsibility of being or selecting a chair for the Presidents’ Cabinet and organizing the goals and direction of the group. This cabinet should be used to help the President fulfill goals for the office. This should also give a chance to develop future schools leaders. The following are a few responsibilities the Cabinet should help with:

   a. **Presidential Candidate Debates:** The president along with President’s Cabinet facilitates presidential debates during elections. The current president and cabinet will sponsor one debate during the final election. In the event that an incumbent president is running for re-election, the next EC officer in order of succession of the president will sponsor these two events (using the current president’s budget).

   b. **Aggie Heroes Event:** In partnership with Aggies Think, Care, Act, the President’s Cabinet will assist in the planning and execution of the Aggie Heroes Event. This event is devoted to sharing “Stories that Unite Us,” usually in the form of short, powerful talks about managing adversity. Each Aggie Hero should conclude with a positive call to action.

   c. **USUSA Awards Banquet:** Two separate USUSA awards banquets are held. One banquet recognizes those who have worked on USUSA committees or have otherwise assisted USU students. The other banquet will be a banquet to honor USUSA EC members. The President, Administrative Assistant, and President’s Cabinet sponsor the USUSA awards banquet for those that served
4. **USUSA Inaugural Reception**: The President and outgoing executive council will sponsor a reception for the induction of the incoming president and executive council. The President will also oversee the induction ceremony, which is to be held on the second Friday in April.

5. **Elections**: The president calls the regular USUSA elections at the beginning of spring semester, and any special elections as necessary.

6. **Student Representative on Board of Trustees**: The President shall represent the students at Utah State University to the Board of Trustees, report on the actions of USUSA through comments at the Board of Trustees meetings and a monthly written report, note student accomplishments, select a student for a Resolution of Commendation (student recognition for academic excellence) for each meeting, and relay student concerns.

7. **Utah Student Association (USA)**: The President shall be a member of the USA and shall represent the students of Utah State University statewide to the Student Body Presidents in the state of Utah, State Board of Regents, State Commissioner’s office staff, and State Legislators. The president shall be a member of and may chair committees on USA and be committed to working on issues facing students throughout the state.

8. **Tuition Review Committee**: The President shall be or appoint a chair for the Tuition Review Committee. This committee acts with direction from the University Presidents office to make recommendations for programs to sponsor through tuition. See general laws for more information on this committee.

9. **Stater’s Council**: The President shall chair Stater’s Council. The President will be responsible for coordinating arrangements through USUSA Administrative Assistant, Director of Student Involvement and Leadership Center and Vice President for Student Affairs to provide an effective liaison with the Executive Council and the administration. The President sees those presenting legislation and others as invited are in attendance.

10. **USUSA Student Activity Fee Committee**: The President shall chair the USUSA Student Activity Fee Committee. The primary function of this committee is to review the student activity fee and recommend changes to the Student Fee Board. This committee is made up of the USUSA Executive Council and is the governing body of the student activity fee.

### III. Committee Assignments:

1. Administrative Council
2. Aggies Think, Care, Act Steering Committee
3. Alumni Association Executive Board
4. Architectural Review Committee
5. Athletic Budget & Administration Subcommittee
6. Athletic Council
7. Board of Trustees
8. Education Policies Committee
9. Faculty Senate
10. General Education Subcommittee
11. Honorary Degrees and Awards Screening Committee
12. Learning Resources Program Council
13. Mental Health Week Committee
14. Stater’s Council (Chair)
15. Student Advisory Council
16. Taggart Student Center Policy Board
17. Tuition Review Committee
18. University Physical Resources Planning Committee Meeting (UPRPC)
19. University Student Fee Board (USFB)
20. USUSA Activity (Service/Activities) Administrative Fee Committee (Chair)
21. USUSA Ad Hoc Committee Assignments
22. USUSA Executive Council (Chair)
23. USUSA President’s Cabinet (Chair or appoint chair)
24. USUSA Tier II Tuition Student Initiative Committee (Chair or appoint chair)

IV. Appointed Positions
   1. President’s Cabinet members
   2. Fall Leadership Conference Chairperson(s)
   3. Student Hearing Board Pool
   4. Administrative Assistant
   5. Public Relations Director
   6. Stater’s council attendees (For each Stater’s meeting)

V. Time Expectations:
   1. Officer will complete at least 2 hours daily in assigned office, for 10 hours a week unless approved by two SILC advisors and the USUSA Student Body President by 2/3 majority.
   2. Officer will complete 1 info booth hour weekly.
   3. Officer will respond to all assigned myVoice submissions weekly.

I hereby agree that I fully understand my charter and accept full responsibility for my duties as the USUSA President.

Printed Name: ________________________________

Signed:_____________________________________

Date:______________________________________