COLLEGE OF AGRICULTURE and APPLIED SENATOR

The role of the Utah State University Student Association (USUSA) Academic Senate is to enhance the quality of academic life for the students of Utah State University. This will be accomplished through legislation initiated from the Academic Senate and through direct advocating to University Administration, College Deans and College Administration.

Charter

The main purpose of the Agriculture and Applied Sciences Senator (hereafter, “the CAAS senator”) is to represent the students in the College of Agriculture and Applied Sciences. Various responsibilities, both outlined in this charter and otherwise, are imposed upon or will be expected from the senator by University and College of Agriculture and Applied Sciences groups; but these matters, if not directly related to College of Agriculture and Applied Sciences students, should be considered secondary in importance.

I. Duties:
   A. The CAAS Senator Shall:
      1. Serve as a member of the USUSA Academic Senate and any appropriate committee, sub-committee.
      2. Actively participate in weekly Academic Senate meetings which will include, but not be limited to:
         1. Discuss current USUSA Legislation
         2. Discuss progress of senator’s legislative priorities
         3. Discuss colleges concerns and issues
         4. The senate shall post its weekly meeting agenda, at least one day in advance, for public viewing.
      3. Direct the College of Agriculture and Applied Sciences Week for the University by:
         1. Working with other USUSA offices specifically STAB, Activities Chair, and the Traditions Chair under the Programming VP.
         2. Provide the University with a week of education and promotions to the agricultural and applied sciences fields and specifically highlighting the traditions of the Land Grant University.
         3. Coordinating the event with the Dean of College of Agriculture and USUSA Calendar.
      4. Represent the College of Agriculture and Applied Sciences Dean, College Administration, and College Faculty.
      5. Meet with the college Associate Dean of Academic at least monthly and with the Dean as needed to discuss:
         1. Academic Issues, student concerns, possible classrooms for the classroom improvement fund, report on phone-a-thon money (if available), and keep informed on college administration issues.
         2. Report on progress to the CAAS Student Council.
6. Inform individuals about funding and other opportunities available to students.
7. Adhere to University, divisional and departmental fiscal policies and procedures.
8. Shall prepare a year-end report of the college Council programs and issues.
9. Appoint a representative from the College of Agriculture and Applied Sciences to sit on the Blue Goes Green grant selection committee.
10. Provide training for next year’s CAAS Officer/Council.
11. Organize and Chair College Council.
12. QPR Training - Officer will ensure that every member of their council or committee be QPR trained during the fall semester of the academic year.
13. The Senator shall meet Fall Semester with the financial officer within Business Services responsible for their college finances. The purpose of the meeting should be to discuss the use of course fees and/or differential tuition within their college. The financial officer within business services has access to how all of these funds were used within the college. A meeting enables the senator to advocate for proper use of funds and alerts the senator to take action should funds be mismanaged.

II. Programs Sponsored:

**CAAS Student Council:**

**CAAS Week:**

III. Committee Assignments:

1. Parking and Transportation Advisory Committee
2. Security Advisory Committee
3. USUSA Academic Opportunity Fund Committee
4. USUSA Academic Senate
5. USUSA Ad Hoc Committee Assignments
6. USUSA Classroom Improvement Committee
7. USUSA Sophomore Scholarship Committee
8. University Student Fee Board (USFB)

IV. Time Expectations:

a. 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.

b. Officer will complete 1 info booth hour weekly.

c. Officer will complete at least 10 myVoice concerns weekly.

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

Printed Name:____________________________
Signed:__________________________________

Date:______________________