ORGANIZATIONS AND CAMPUS DIVERSITY VICE 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 Organizations and Campus Diversity Vice President hereafter referred to as the Organizations and Diversity Vice President

I. Duties:

1. Be responsible for the Council of Student Clubs and Organizations:
   a. Act as the official liaison between diverse students and student groups, USUSA Executive Council, and University Administration.

2. Service and represent the following students and student groups:
   a. Disabled students
   b. Students with diverse gender identities, sex identities, and sexual orientation identities
      i. Women’s Center
      ii. Queer Student Alliance (QSA)
      iii. Sexual Assault and Anti-Violence Information (SAAVI)
   c. International Students
      i. The International Student Council
      ii. Chinese Student Association
      iii. Indian Student Association
      iv. Iranian Student Association
      v. Korean Student Association
      vi. Palestinian Student Association
      vii. Saudi Arabian Student Association
   d. Multicultural Students
      i. Asian Student Association (ASA)
      ii. Black Student Union (BSU)
      iii. LatinX Student Union (LXU)
      iv. Native American Student Council (NASC)
      v. Polynesian Student Union (PSU)
   e. Religiously diverse students
      i. Interfaith Student Association (IFSA)
   f. Non-traditional students
   g. Veteran students
   h. Any other student or student group that may be considered diverse

3. Enhance, improve, and create programming events to enrich the cultural experience of each member of the USUSA.
4. Work cohesively with all members of the USUSA Executive Council in programming efforts toward diversity promotion.
5. Serve as a member of the Executive Council and any committees, sub-committees or boards as identified in the USUSA General Laws and Charters.
6. The VP shall act as a liaison between his office and each Senator to help coordinate club activities.
7. Diversity Week
8. Co-Plan with USUSA Student Events Vice President an Involvement fair that takes place during Traditions Week.
9. Actively work and coordinate with the following groups and individuals:
   a. The Director and Coordinators of the Access and Diversity Center (ADC)
   b. The Advisor and Program Coordinator over the International Student Council (ISC), housed within the Office of Global Engagement
   c. The Director of the LatinX Cultural Center (LCC)
   d. The Multicultural Recruitment Specialist in the Office of Admissions
   e. The International Student Coordinator in the office of New Student Orientation and Transition Services
   f. The Fraternity and Sorority Life (FSL) Advisor in the office of Student Involvement and Leadership (SILC)
10. During the week of elections, the USUSA Organizations and Campus Diversity Vice 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.
11. 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.
12. Officer will adhere to university, divisional and departmental fiscal policies and procedures.

II. Programs Sponsored:
1. **Council of Student Clubs and Organizations:** This council shall serve as the coordinating body for all clubs and organizations comprised of USU students, this includes, but is not limited to: USUSA Clubs and Organizations, Fraternity and Sorority Life, Campus Recreation, and Departmental Clubs where it is appropriate. The Organizations and Diversity Vice President shall be required to hold a monthly (or more as needed) meeting with the Presidents (or in the case where the club President is unable to attend, the advisor for the club and/or a representative from the club) of the USUSA clubs and organizations. This meeting will be held for the purpose of communication, to avoid scheduling conflicts, and maximize efficiency for all clubs and organizations. The Organizations and Diversity Vice President shall chair this council, along with the USUSA Clubs and Organizations Director, hereafter referred to as the Clubs Director, acting as co-chair. The Organizations and Diversity Vice President shall meet weekly with the Clubs Director and the USUSA Clubs and Diversity Liaison to attend to all Clubs and Organizations matters. The Council of Student Clubs and Organizations shall also provide information, trainings, and resources to enhance the success of each individual organization. The Council of Student Clubs and Organizations will also assist USUSA clubs and organizations in calendaring events to avoid conflict and maximize efficiency to their individual programs. Furthermore, the members of this council shall oversee the enforcement of the mandatory minimum requirements to act and operate as an official USUSA or USUSA affiliated club. This
council shall serve as a representative liaison for each club or organization to student
government and act as a possible lobbying body for any and all concerns.

2. **Appoint 3 Diversity and Organizations Directors:**
   a. USUSA Diversity Director
   b. USUSA Clubs and Organizations Director
   c. USUSA Clubs and Diversity Liaison

3. **Appoint a USUSA Ambassador to International Students**

4. **USUSA Diversity Cabinet:** The Diversity Cabinet will be a place to discuss the issues facing
   minority and marginalized students at Utah State University and create initiatives under the
direction of the USUSA Organizations and Diversity Vice President. It will also serve as a
centralized communication, scheduling, and training venue for all Access and Diversity Center
(ADC) clubs, International Student Council (ISC) clubs, and any other invested parties. The
Organizations and Diversity Vice President shall chair this cabinet, along with the USUSA
Diversity Director, hereafter referred to as the Diversity Director, acting as co-chair. It shall be
the responsibility of the USUSA Organizations and Diversity Vice President, the Diversity
Director, the Clubs and Diversity Liaison, and the members of the Diversity Cabinet (where
appropriate) to assist in the training and implementation of Diversity Trainings to all student
leaders on campus, and any other interested parties.

5. **USUSA Diversity Training:** Diversity Trainings shall serve for the purpose of effectively
   implementing an hour-long training for student leaders across campus in order to increase
understanding of what diversity means, improve student leaders’ communicative proficiency
with diverse students, and educate them as to the available resources for those students.
Diversity Trainings shall be distributed to all identified student leaders on campus, and any
other interested parties, under the direction of the USUSA Organizations and Diversity Vice
President. These trainings may be adaptable, as it is appropriate from each differing student
leader group to another. Diversity Trainings may also change in general structure and layout
over time so as to allow any needed flexibility to the ever-changing demographics of the
general student population at Utah State University. It is the responsibility of the USUSA
Organizations and Diversity Vice President to train their Diversity Cabinet first and foremost,
and then implement the assistance of that cabinet in the further distribution of Diversity
Trainings for each identified student leader group from one academic school year to another.

III. Committee Assignments:

1. **University Committees**
   a. Administrative Diversity Council
   b. Affirmative Action Advisory Council
   c. International Student Council
   d. Scheduling Committee
   e. Selected Search Committees
   f. Student Activities Administrative Fee Committee
   g. Taggart Student Center Student Administration Fee Committee
   h. Athletic Gender/Minority Subcommittee
   i. Student Health Advisory Committee
   j. University Student Fee Board (USFB)
   k. Campus Recreation Fee Committee (Chair)
   l. TSC Policy Board
m. Aggies Think Care Act (ATCA)

2. Student Committees
   a. USUSA Programming Board
   b. USUSA Executive Council
   c. USUSA Student Government (USUSASG) Ad Hoc Committee Assignments
   d. Student Advisory Council Co-Chair
   e. USUSA Website Committee
   f. USUSA Diversity Cabinet (Chair)
   g. USUSA Council of Student Clubs and Organizations (Chair)

3. Programs
   a. Student Association Clubs
   b. The Organizations and Diversity Vice President shall head up the portal system in which the office organizes clubs. This system needs to be taught to all members of the USUSA Council of Student Clubs and Organizations, who will then train each clubs and organizations president, as it relates to their responsibilities and stewardship.
   c. The portal will be the system for communication with clubs
   d. Clubs and Organizations will renew each year via the portal
   e. Diversity Training

4. USUSA Diversity Cabinet
   a. Chair of the USUSA Diversity Cabinet
   b. Comprised of the following members:
      1. USUSA Organizations and Campus Diversity Vice President (Chair)
      2. USUSA Diversity Director (Co-Chair)
      3. USUSA Clubs and Diversity Liaison (Secretary)
      4. USUSA Student Advocate Vice President
      5. USUSA Graduate Studies Senator
      6. The USUSA Ambassador to International Students
      7. Presidents or chosen representative from each Access & Diversity organization
      8. International Student Council President
      9. Presidents or chosen representative from each International Student Club
      10. Fraternity & Sorority Life Vice President of Public Relations
      11. RHA Representative
      12. Diversity Ambassador Representative

IV. Financial Responsibility:
1. Allocate part of the allotted budget toward maintaining and enhancing large-scale diversity events (i.e. NASC Pow-Wow, PSU Luau, Diversity Week, etc.)
   a. Allotment of funds shall be determined by the Diversity VP based on the need for the event
   b. Additional funds for large-scale events may be considered through USUSA Capital and Support
2. Allocate part of the allotted budget toward supporting and funding of clubs and organizations upon receipt of funding requests from those organizations.

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 Organizations and Campus Diversity Vice President.

Printed Name:__________________________________________________

Signed:________________________________________________________

Date:______________________