USUSA POSITION DESCRIPTION

USUSA Quinney College of Natural Resources Senator

Overview
Utah State University Student Association (USUSA) is established for the betterment of each student’s academic experience, student life, and the University community by providing academic representation, uplifting activities, and ensuring a voice in addressing the reasonable needs and wants of their constituents and stakeholders to the administration.

All officers must adhere to the USUSA Inclusion Statement which reads:

“You belong here. The Utah State University Student Association includes every USU student — we support the principles of diversity, equity, and inclusion. Demonstrating our commitment to these principles, we support and advocate for every student regardless of race, ethnicity, nationality, sex, gender identity and expression, sexual orientation, age, disability, religion, language, worldview, education, socioeconomic background, family structure, veteran status, and other identities and backgrounds. We condemn and stand up against social injustice in all forms. Our commitment to building a more inclusive environment in our organizations, events, campuses, and communities is ongoing — each of us has a role to play in realizing this vision.”

Required Trainings
1. USUSA Officer Canvas Course
2. Upstander/Title IX
3. Utah Leadership Academy (strongly encouraged)

The main purpose of the S.J. and Jessie E. Quinney College of Natural Resources Senator (hereafter, “the senator”) is to represent the undergraduate and graduate students in the Quinney College of Natural Resources (QCNR). Various responsibilities, both outlined in this charter and otherwise, are imposed upon or will be expected from the senator by University and QCNR groups; but these matters, if not directly related to QCNR students, should be considered secondary in importance.

Duties & Oversight
1. The senator shall serve as a member of the USUSA Academic Senate and any appropriate committee, sub-committee, or board.
2. The senator will adhere to university, divisional and departmental fiscal policies and procedures.
3. The senator shall have the opportunity to run for the Senator Pro Tempore.
4. The senator shall actively participate in weekly Academic Senate meetings, which will include, but not be limited to:
   a. Discussion of current USUSA Legislation
   b. Discussion of progress of senator’s legislative priorities
c. Discussion of constituent concerns and issues

5. Make substantial efforts to bring pertinent USUSA legislation to the QCNR student body, gather students’ opinions and feedback on such legislation. Represent those opinions and feedback to USUSA and committees.

6. Attend meetings with the QCNR Dean or Associate Dean, respective Department Heads and other members to:
   a. Discuss academic issues relating to the student body
   b. Inform of college council activities
   c. Gather input and advice for continuing the quality of student life in the QCNR
   d. Give student feedback to council proposals and input on students ideas and concerns

7. Work with College Dean, Associate Dean, Department Heads, faculty members, and the QCNR Academic Service Center in providing adequate college orientation for new students (e.g., Opening Social and QCNR Welcome, Leadership Retreat, etc).

8. Shall choose to appoint students to sit on the Quinney College of Natural Resources Student Council. The may choose to appoint students to the following Student Council positions:
   * Council President
   * Vice President
   * ENVS Representative
   * WILD Representative
   * WATS Representative
   * Photographer
   * Advocacy Head
   * Social Media Head
   * Administrative Assistant

9. Prepare a year-end report of the QCNR Student Council (hereafter, “Council”) activities and issues as a guide for the following year senator. Include:
   a. Minutes to Council meetings
   b. A candid year-end report of QCNR and pertinent University administrative happenings from the perspective of the senator
   c. Complete assessment dashboards as assigned by the Academic Senate Advisor

10. Accompany new senator to that senator’s first QCNR Executive Committee meeting and provide introductions and background

11. Work with incoming senator on revising and updating council office charters. Supply Council background and make personal introductions where appropriate.

12. Appoint a representative from the Quinney College of Natural Resources to sit on the Blue Goes Green grant selection committee.

13. Work with incoming senator in preparing their goals for the following year

14. During the week of elections, the USUSA Natural Resources Senator 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.

15. Work to further any environmental or natural resource-related initiatives at Utah State University by representing students on committees, educating the student body and the Executive Council of current efforts, and proposing future actions.

16. Officer will adhere to university, divisional and departmental fiscal policies and procedures.
17. Council Training- Officer will ensure that every member of their council or committee have the opportunity to be trained on suicide prevention, Upstander/Title IX, and diversity & inclusion during the fall semester of the academic year.

18. Quinney College of Natural Resources Student Council: The senator will assume the primary role of being an active Council member and advisor, focusing on being the Council’s liaison with USUSA and other USU entities. Organize College council in a way that the following areas will be highlighted throughout the year:
   a. Semesterly service
   b. Equal department representation through activities
   c. Furthering student careers in natural resources
   d. Recruitment of high school and college students into the QCNR
   e. Provide opportunities for faculty and student interactions
   f. Representation on graduate, academic, ombudsmen, councils and others as needed or desired
   g. Special events and various academic programming as the need and opportunity arises
   h. Conduct at least bi-monthly college council meetings
   i. Discuss current USUSA legislation and academic issues
   j. Develop academic programs, speakers and activities that will provide for the expansion and growth of knowledge for the students in the QCNR (i.e. NR Week)
   k. Work closely with Deans and Department Heads to provide quality activities to accomplish joint goals and promote student and faculty relations

Committee Assignments
1. QCNR Ad Hoc Search Committees (e.g., new faculty, teacher of the year, etc.)
2. QCNR Dean’s Executive Committee
3. QCNR Student Council
4. Parking and Transportation Advisory Committee: This advisory committee considers policies for the management of available parking space on campus. The committee meets quarterly and reports to the President.
5. University Student Fee Board (USFB)
6. USUSA Academic Opportunity Fund Committee
7. USUSA Academic Senate
8. USUSA Ad Hoc Committee Assignments
10. USUSA Sophomore Scholarship Committee
11. Tuition Review Committee or Facility Enhancement Committee, as assigned by the Executive Vice President

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.
   a. Complete a minimum of 2 hours weekly in a Quinney College of Natural Resources space.
2. Attend all mandatory retreats, trainings and events.
3. Officer will respond to all assigned myVoice submissions weekly.
I hereby agree that I fully understand my position description and accept full responsibility for my duties as the USUSA President. I understand that failure to fulfill these responsibilities may result in disciplinary action as outlined in Article III Section 6 of the USUSA Constitution.

Printed Name: _______________________________

Signed: _________________________________

Date: _________________________________