

HIGH POINT UNIVERSITY

THE PREMIER LIFE SKILLS UNIVERSITY

Student Government Association

These excerpts come from the Student Government Association Constitution.

Article VI: Executive Cabinet

Section I. Members. The Executive Cabinet of the Student Government Association shall be composed of the following members:

Elected Members. The following members of the Executive Cabinet of the Student Government

Association shall be elected by the students of High Point University:

1. Executive President
2. Executive Vice President
3. Executive Secretary
4. Executive Treasurer

The Executive President, Executive Secretary, and Executive Treasurer shall be elected individually by popular vote of the student body of High Point University. The Vice President, Speaker of the Senate, shall be elected alongside the President. Duties and Powers of Elected Members. The members of the Executive Cabinet of the Student

Government shall have duties and powers, as indicated:

Executive President. The Executive President shall:

1. schedule weekly meetings and call special meetings of the Executive Cabinet;
2. preside over meetings of the Executive Cabinet;
3. report all activities and decisions of the Executive Cabinet at all meetings of the Student Senate;
4. appoint, in collaboration with the SGA Advisor, Elections Committee, and current Chief Justice the new Chief Justice, who must already be a Student Justice;
5. appoint, in collaboration with the SGA Advisor, Elections Committee, and current Attorney General, the new Attorney General, who must already be a Student Justice;
6. appoint, in collaboration with the elected members of the Executive Cabinet SGA Advisor and subject to confirmation by the Student Senate, all remaining appointed members of the Executive Cabinet;
7. appoint, in collaboration with the Chief Justice and subject to confirmation by the Student Senate, Student Justices to any open Associate Justice seat on the Supreme Court;
8. have veto power over bills and resolutions, except that only a veto of a bill or resolution may be overturned by three-fourths override vote of the Student Senate;
9. present an Annual Report to the High Point University Administration detailing the activities of the Student Government before leaving office in the Spring;
10. plan an Executive Cabinet retreat to be held before the start of or during the fall semester to plan for the year;
11. meet with the Student Government Advisor(s) weekly;
12. ensure that all of the Student Government Association and its Boards be listed on University calendars, major activities for the fall semester shall be planned before members of the Executive Cabinet;
13. Serve as Speaker of the Senate in the event the current Speaker of the Senate is absent;
14. appoint ad hoc committees of the Student Senate and the Student Government Association in collaboration with the Speaker of the Senate and respected Executive Cabinet members;
15. Serve as the voice and liaison to university administration on behalf of SGA, Student Body, and Executive Cabinet;
16. Lead a Student Government Association Training at the beginning of each academic year

Executive Vice President. The Executive Vice President shall:

1. be elected on a ticket with the Executive President
2. serve as the Speaker of the Student Senate;
3. preside over meetings of the Student Senate;
4. maintain a history of all legislative action and forward a copy of bills involving appropriation of funds to the Treasurer and Advisor of the Student Government Association,
5. appoint, in collaboration with the full Executive Cabinet, SGA Advisor, and subject to confirmation by the Student Senate, all chairs of all standing committees, including Executive Cabinet Vice Presidents: Campus Health and Wellness, University Engagement, Community and Belonging, Finance, Academic Affairs, and Service and Civic Engagement;
6. attend all Student Affairs Committee meetings;
7. enforce Robert's Rules of Order;
8. review attendance within the Senate;
9. serve as a proxy for the President when designated;
10. attend Disciplinary Committee meetings;
11. assist the President with the planning of Executive Cabinet retreat;
12. assist the President with the preparation of the Annual Report.

Executive Secretary. The Executive Secretary shall:

1. record all the actions and minutes of the Executive Cabinet;
2. record all the actions and minutes of the Student Senate;
3. distribute these minutes to the Executive Cabinet following each meeting;
4. file a copy of each successful bill and each successful resolution in the files of the Student Government Association and deliver to the SGA Advisor at the end of each semester;
5. attend all Student Affairs Committee meeting;
6. report and maintain the standing of all clubs and organizations to the Executive Cabinet;
7. assist the President with the preparation of the Annual Report.

Executive Treasurer. The Executive Treasurer shall:

1. monitor all funds of the Student Government Association;
2. keep official records of all receipts and expenditures;
3. keep a record of all organizations in financial bad standing;
4. make financial reports at meetings of the Executive Cabinet and Student Senate;
5. organize and administer all income-generating activities;
6. update and administer the Finance Codes and rules set within;
7. publish any update to Finance Codes once approved by the Finance Committee and present it to the Senate;
8. submit all bills which have been either passed by the Senate and approved by both the Student Government Association President and Advisor(s) or overridden by the Senate to the University Business Office no later than 3 academic business days (business days in which classes are in session) after the bill is passed or overridden;
9. track After Action Report deadlines and amounts and file requisition forms for money to return to SGA;
10. coordinate the Budget Defenses at the desired time with the President and Secretary;
11. review and approve, in collaboration with appropriate University officials, all contracts entered into by the Student Government Association, the Executive Cabinet, or the separate Boards;
12. maintain oversight of club/organization account balances
13. assist the Vice President of Finance in the preparation of Senate bill packet;
14. assist the President with the preparation of the Annual Report.