A. Purpose.

a. The Student Body Vice President shall be responsible for assisting the President by serving as chief legislative coordinator as Chair of the Student Government Board and being responsible for the internal and staff administration of Student Government. The Vice President shall be directly responsible to the President.

B. Executive Authority.

- a. The Vice-President shall ultimately be responsible for the execution of internal Student Government activity. As such, the Vice-President is primarily responsible for overseeing elections, managing the cabinet, and running meetings.
 - i. <u>Government Appointments.</u> The Vice President shall assist the President in Student Government appointments.
 - ii. <u>Committee Powers.</u> The Vice President shall chair all meetings of the Government and serve as chair of the Student Government Board. As such s/he shall chair all meetings of the Board and shall serve as an ex-officio member of all Board Committees. They shall serve as a resource to all Board members and committees in the drafting of any proposals and recommendations and be ultimately responsible for the development of Board and Committee policy.
 - iii. Retreat Planning. The Vice President shall work with the President in organizing the Fall Orientation and the Winter Retreat.
 - iv. <u>Constitutional Updating.</u> The Vice President shall make any approved Constitutional Amendments or Bylaw changes.
 - v. <u>Power of Succession.</u> The Vice President shall assume the position of the President when a vacancy occurs in that office and shall perform the duties of the President during a temporary absence.

C. Representational Authority.

- a. The Vice President shall establish and maintain relationships with members of the student body, faculty, administration, alumni, and trustees. Specific relationships are as follows:
 - i. Representation to the Faculty.
 - 1. The Vice President shall be responsible for attending all faculty business meetings and shall give the Student Government report in the President's absence.
 - 2. The Vice President shall sit on the Faculty Development Committee.
 - ii. Representation to the Administration

- 1. The Vice President shall join the President in meeting with the College President on a regular basis.
- 2. The Vice President shall join the President in regularly meeting with the Vice President of Student Development.
- 3. The Vice President shall establish and maintain contact with other members of the administrative and staff structure of the College as the need arises.

iii. Representation to the Board of Trustees

1. The Vice President shall serve as the student representative to the Advancement Committee of the Board of Trustees.