



SGA

STUDENT GOVERNMENT ASSOCIATION

SPRING

ELECTIONS

SGA Senate & Executive Board

Spring 2021 Elections Timeline:



SGA

Elections Paperwork Released	03/05/2021 11:00 A.M.
Completed Elections Packets Due	03/12/2021 by 3:00 P.M.
Campaign Materials Approval Deadline	04/02/2021 by 3:00 P.M.
Campaigning Begins	04/05/2021 at 12:00 A.M.
Voting Begins via VSU Blazer Link	04/13/2021 at 9:00 A.M.
Voting Ends	04/14/2021 at 9:00 P.M.
Results Announced	04/16/2021 by 12:00 P.M.*
Candidate Seminar	The elections committee will determine if a candidate seminar will be held after reviewing all packets

Timeline Passage Info:



SGA

Code Of Elections Section 3, Subsection A:

- The date of the spring election shall be approved by Senate thirty days prior to the election date, but shall occur before the third week of April
 - Exactly 30 days would be Sunday March 14th, 2020
- The Senate may, in the essence of timeliness, pass the elections timeline without consultation with the elections committee, but the elections committee may adjust the timeline when necessary by majority vote of the committee. Changes must be immediately communicated to all candidates and all members of SGA.

Candidate Eligibility Info: Executive Candidates



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Code of Elections Section 3, Subsection A:

- **Executive Candidates**

- Must be registered as a full-time student in good standing with the university and must have a minimum cumulative grade point average of 2.7 on a 4.0 scale prior to the start of the campaign period and throughout the elected term.
- Candidates for President and Vice President must serve a year in SGA to be eligible for candidacy. This includes all individuals added to the SGA before midterm of the Fall Semester.
- Candidates for Treasurer and Secretary must have served at least one semester in SGA to be eligible for candidacy. This includes individuals who began their tenure in January and will complete the current semester in SGA
- Must be able to fulfill the obligations of the position during the term as listed in the SGA Constitution.
- Must submit one letter of recommendation from VSU Faculty/Staff to be eligible for candidacy.
- Each candidate shall file an elections packet including a statement of intent and grade release statement.
- Any person elected as a part of the Executive Branch may not hold more than two Executive Board positions in other student organization, including SGA on campus during their term. This excludes appointed members of the executive branch.
- Must meet all requirements for VSU Student Employment and may not hold other on campus jobs that will interfere with one's ability to complete mandatory office hour requirements. Current on campus jobs candidates plan to maintain should be disclosed in the elections packet.

Candidate Eligibility Info: Senate Candidates



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Code of Elections Section 3, Subsection B:

- Senate Candidates
 - Must be registered as a full-time, VSU student in good standing with the university and must have a minimum cumulative grade point average of 2.5 on a 4.0 scale prior to the start of the campaign period and throughout the elected term.
 - Must be able to fulfill the obligations of the office during the term as listed in the SGA Constitution
 - Each candidate shall file an elections packet including a statement of intent and grade release statement.

Executive Duties and Responsibilities: Student Body President



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Constitution Article III Section 3:

Duties of the SGA President or Student Body President

- Shall serve as the liaison between students, faculty, staff, administration, and the community.
- Shall execute, supervise, and maintain all such policies, regulations, and recommendations as formulated by the Legislative Branch.
- Shall represent the students of VSU at official university functions.
- Shall have full discretion to appoint members to committees and councils of the university as requested by the Faculty, Staff, and Administration.
- Shall have the power to call a special session of the Senate, shall be an ex-officio member of all boards and committees of the SGA, and shall see that all actions taken by the Senate are executed if at all possible.
- Shall serve as the University delegate to the Student Advisory Council of the Board of Regents of the University System of Georgia and shall have the authority to appoint Student Advisory Council delegate.
- May be appointed to any standing university committee or board other than those of the SGA or may appoint a representative to serve in such capacity.
- May create positions, fill positions, and remove appointees from positions within the executive branch.
- The power of vetoing any measure, legislation or otherwise, by the SGA Senate before its passage and before its acceptance by the student body, in part or as a whole, is solely vested in the Office of the SGA President. The President has ten days to issue a veto.
- Shall set the hours and supervise all members of the executive board as it relates to the execution of their duties and fulfillment of work requirements.

Executive Duties and Responsibilities: Student Body President



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Responsibilities

- Represent students at official university functions
- Serve on a variety of committees
- Maintain relationships with students, faculty, staff, and administration
- Constant communication
- External Communications
- Interviews, public remarks, delivering resolutions
- Execute, supervise, and maintain all such policies, regulations, and recommendations as formulated by the Legislative Branch
- Serve as the university delegate to the Student Advisory Council of the Board of Regents of the University System of Georgia

You might be a good candidate for this position if...

- Willingness to take advice and learn from your mistakes
- Confident, yet humble
- Leadership
- Committed and dedicated to the position
- People skills
- Maintain existing relationships, make new ones
- Ability to balance academics with the responsibilities of SGA
- Time Management
- Adaptability
- Communication skills

Executive Duties and Responsibilities: Student Body Vice President



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Constitution Article III Section 4:

Duties of the Vice President or Student Body Vice-President

- Shall preside over meetings of the entire Senate.
- Shall assist in the coordination of meetings between senators and university personnel.
- Shall coordinate with university committee appointees to ensure efficiency and fulfillment of duties.
- Shall communicate information and concerns of the President to the Senate outside of Senate meetings in coordination with the Director of Communication.
- Shall serve in any capacity that will assist the SGA President in the execution of actions taken by the SGA.
- Shall assume the duties and responsibilities of the President in the event that the President of the SGA is vacated for any reason.
- Shall assume any duties that may be delegated by the President.
- Shall ensure that academic verifications of grade point averages of all of the members of SGA are conducted at the beginning of each semester to ensure all individuals are qualified.
- Shall work in conjunction with the SGA Secretary and Senate Officers to ensure Senators fulfill their duties.

Executive Duties and Responsibilities: Student Body Vice President



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- Presiding Officer: President of the Senate
- Coordinate all Senate activities (Events, tabling, meetings, etc....)
- Appoint Committee Chairs and place Senators into Committees
- Maintain FYS Program by conducting interviews and selecting First Year Senators with Executive Team
- Serve on and make appointments to University Committees within the University structure
- Oversee academic grade verification each semester and new "probation" (Bill to be proposed soon)
- Meet with Senators as needed to discuss membership and other needs
- Attend official university events with President when possible

Executive Duties and Responsibilities: SGA Secretary



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Constitution Article III Section 5:

Duties of the SGA Secretary

- Shall be the recorder of the Senate, unless deemed otherwise by two-thirds (2/3) vote of the Senate, and will assume any other duties delegated by the presiding officer of the Senate.
- Shall oversee communication efforts of the organization.
- Shall maintain attendance records of Senate members and guests to meetings, and inform the SGA members of their official attendance related expulsion from the SGA.
- Shall organize all business to be conducted on the Senate meeting agendas and disseminate in a timely fashion.
- Shall disseminate Senate meeting minutes to all members of the Senate as well as the student body through the designated communication channels in a timely fashion.
- Shall be responsible for dispatching all legislation requiring executive action to the President of the SGA.
- Shall be responsible for establishing and maintaining all records and files that pertain to the SGA.
- Shall coordinate supply orders and event reservations on behalf of the SGA.
- Shall assume any duties that may be delegated by the President and Vice President.
- Shall oversee mandated Senator work hours in coordination with the Vice President.

Executive Duties and Responsibilities: SGA Secretary



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- Agenda + Meeting Minutes
- Maintain Attendance Records + inform SGA members of their attendance
- Keeping up with all records of SGA (bills, resolutions, gov docs)
- Work with SGA VP about Senate Participation (point system)
- Engage with the Senate!
- Setting up Monday Meetings (Microsoft TEAMS, nameplates, etc)
- Event Reservations + Planning

Executive Duties and Responsibilities: SGA Treasurer



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Constitution Article III Section 6:

Duties of the SGA Treasurer

- Shall lead meetings of the Blazer Allocation Committee and vote only in the instance of a tie.
- Shall supervise the proper expenditure of all monies of the SGA and shall give a monthly report on these expenditures.
- Shall maintain records of all business transactions which involve the SGA funds.
- Shall have the responsibility of informing the members of the SGA of all actions taken by the university that involve the student activity fee.
- Shall be responsible for the preparation of the budget for the SGA funds.
- Shall coordinate meetings with students and organizations wishing to gain funds from the SGA.
- Shall monitor the business conducted by the Planning and Budget Council of the University.
- Shall assume any other duties delegated by the President and Vice President.

Executive Duties and Responsibilities: SGA Treasurer



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- On a weekly basis, the SGA Treasurer 'wears' two main hats.
- Executor of SGA budget, and delegated purchaser on behalf of Student Government Activities
- Ex-Officio member and director of Blazer Allocation Process
- The position also includes smaller duties such as:
 - Recording SGA expenditures, contacting vendors, working with Procurement and Accounts Payable departments, advising the Executive team on financial decisions, being a student representative on SAFAC, and working with absolute cooperation in coordinating and participating in SGA events.
- Overall, the SGA Treasurer position holds many responsibilities, and is rewarding for those who value organization, discipline, and can practice adaptability.

More Info:



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- President and Vice President candidates shall be elected together
- Senate Candidates must receive at least fifty votes to be certified. The top thirty Senate candidates shall be allowed into the Senate.
- Executive positions are paid, and it is recommended that you do not hold another university job due to max hours (20).



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QUESTIONS?

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