Elected Officer Responsibilities & Duties
Spring 2022

Executive Ticket (President & Vice President of Senate)
The SGA President is responsible for the SGA budget and SGA member accountability, and non-elected/non-voting members of the SGA team (for example: judicial branch, marketing, sustainability, etc.) The SGA Vice President oversees Senate meeting including schedule, agenda, and running the meeting.

- Typically around 20-25 hours per week; includes weekly Senate meeting (Friday afternoons), chair meeting, and advisor check in meetings, etc.
- Meet with CU system leadership, CU Denver Chancellor and Vice Chancellors
- Guide and direct members of SGA in strategic initiatives and projects

Vice President of Graduation Affairs
Provide recommendations to SGA and act as a liaison between the graduate student experience and governing body. Serve as a member of the executive team along with President and Vice President.

- Typically around 20 hours per week
- Attend weekly SGA Meetings. Meetings will occur on Fridays in the timeframe between 12:00 PM and 3:00 PM.
- Meets with CU Denver Chancellor and Vice Chancellors, along with Council of Deans.

Senators
Each Senator will serve on a committee within SGA. Their responsibilities and duties are outlined below but may also include other projects or assignments from their committee. All senators must:

- Attend weekly SGA Meetings. Meetings will occur on Fridays in the timeframe between 12:00 PM and 3:00 PM.
- Attend weekly committee meetings. Meetings time and dates vary by committee.
  - Finance and Funding Committee
    - Purpose: Allocates student fee funds to recognized student organizations with the intent of enhancing the quality of campus life through cultural, educational, and recreational activities.
    - Meetings: Friday morning or afternoon (after the SGA Senate Meeting)
  - Civic Engagement Committee
    - Purpose: Exploring and researching issues pertinent to the CU Denver Student Body and community, coordinating campus outreach, and community service for
the Student Government Association.

- Meetings: To be determined based on member availability
- Complete additional 2-4 office hours per week, depending on committee meeting length.
- Senators are generally expected to work around 7 hours per week, which includes a 2-hour senate meeting and their 1-2 hour committee meetings.
- Attend and complete all required trainings including all trainings required of CU Denver employees and trainings specifically for SGA members

**College Council**
Provide recommendations as an advisory council to SGA and act as a liaison between their respective schools/colleges to the governing body

- 7 members; All elected
- Meetings: To be determined based on member availability
- Gather student feedback and provide to the College/ School. Meet with their College Dean/Associate Dean on a regular basis to share student feedback

**SACAB Representative (Student Advisory Committee to the Auraria Board)**
Purpose: Serve as voting student representatives to the AHEC Board of Directors on all matters pertaining to tri-institutional shared governance and liaison between AHEC and the CU Denver student body. Attend various AHEC meetings to provide student feedback.

- 2 members— Both elected
- Attend SACAB Meetings : Typically Fridays from 11 AM-12 PM
- Serve as the Chair of 1-2 SACAB committees
- May work 15-20 hours a week

**Director, Student Fee Review Committee**
Purpose: Manage process for student review and input on student services inside the Student Success unit, DEI unit, and tri-institutional shared student services.

- Responsible for reporting on student service updates at Senate meetings
- May work up to 20 hours a week

**Chair, Events and Planning**
Purpose: Promote, plan, and execute a wide variety of events and activities for the benefit of the CU Denver Campus Community

- Lead event planning committees throughout the academic year
- Responsible for reporting on committee updates at Senate meetings
- Meetings: To be determined based on member availability

**Other SGA Positions/Roles**
- Various non-elected/non-voting positions are hired by the incoming executive tickets based on their needs. Applications are typically released in mid to late April.
  - Judicial committee (1 Chief Justice and 2 Associate Justices)
  - Marketing (1-2 members)
  - Elections Commissioners (1-3 members)
  - Chief of Staff
  - Senate Secretary
  - Parliamentarian