



Elected Officer Responsibilities & Duties

Executive Ticket (President & Vice President)

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

Senators

Each Senator will serve to represent a specific 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.
- 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

Committee Breakdown

- **College Council**
 - 8 members; All elected
 - Purpose: Provide recommendations as an advisory council to SGA and act as a liaison between their respective schools/colleges to the governing body
 - Meetings: To be determined based on member availability

- **Events and Planning Committee**
 - 6 members; Chair elected by student body, all others hired
 - Purpose: Promote, plan, and execute a wide variety of events and activities for the benefit of the CU Denver Campus Community
 - Meetings: To be determined based on member availability
- **Finance and Funding Committee**
 - 6 members; All elected
 - 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: Typically Fridays 3-5 PM
- **First Year & Transfer Committee**
 - 4 members-2 first year students, 2 transfer students; All hired
 - Purpose: Advocate for the interests and needs of both transfer and first-year students
 - Meetings: To be determined based on member availability
- **Legislation and Outreach Committee**
 - 6 members; All elected
 - Purpose: Exploring and researching issues pertinent to the CU Denver Student Body and community. This committee works with the Senate to bring forth information, along with the implementation of resolutions and documents to better serve our student and alumni constituents.
 - Meetings: To be determined based on member availability
- **Student Advisory Committee to the Auraria Board (SACAB)**
 - 2 members– Both elected
 - 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
 - Meetings: Typically Fridays from 11 AM-12 PM
- **Student Fee Review Committee**
 - 6 members; chair elected by student body, all others hired
 - Purpose: Review and make recommendations regarding the allocation of student fees to fee-funded university departments, offices, and programs
 - Meetings: Typically Fridays 8:30-11:30 AM

Committee Chairs

- Committee Chairs may work up to 14 hours per week

- Chairs are responsible for assisting with committee member accountability, weekly meeting agenda preparation, meeting facilitation, and attending a weekly chair meeting
- Chairs are responsible for reporting on committee updates at Senate meetings
- E&P and SFRC committee chairs are elected by the student body, all other chair positions are selected by the executives and confirmed by the senate.

Other SGA Positions/Roles

- Non-elected/Non-voting positions are hired by the incoming executive tickets—Applications are typically released in mid to late April.
- Judicial committee (1 Chief Justice and 2 Associate Justices)
- Marketing (1-2 members)
- Elections Commissioners (2-3 members)
- Hired Committee Members
 - E&P (5 members)
 - SFRC (5 members)
 - FYTC (4 members)