



Office of Student Life

Student Senate: Vice President

DUTIES AND POWERS OF EXECUTIVE OFFICERS:

All Executive Officers shall:

1. Check office e-mail regularly
2. Maintain a binder record of duties and documents concerning their time as a member of the Associated Students Organization

Eligibility:

1. Executive Board officers must have a minimum of a 2.0 GPA in order to hold an office.
2. Executive Board officers shall be currently enrolled at Folsom Lake College and shall have completed or have in progress at least five (5) units during their tenure.

The Vice President shall:

1. Attend all Clubs and Events Board meetings, and serve as liaison between the Student Senate and the Clubs and Events Board by presenting a report at each Student Senate meeting.
2. Assume the responsibilities of the President in the absence of the President.
3. Be responsible for the organization and dissemination of relevant information to Senate members.
4. Monitor and maintain the suggestion box and bring suggestions to the Senate for discussion.
5. Organize and run the elections in conjunction with the Student Life Coordinator and Clubs and Events Board Vice Commissioner.