Article I. The Executive Branch Structure

Section 1. All executive powers shall be vested in the Executive Branch of the Student Government Association of Texas A&M University at Galveston.

Section 2. Members of the Executive Cabinet

(a) The members of the Executive Cabinet of the Student Government Association shall consist of: The Student Body President, the Student Body Executive Vice President, the Assistant Vice President of Student Affairs, the Assistant Vice President of Academic Affairs, the Assistant Vice President of Diversity, the Student Government Treasurer, and the Student Government Secretary.

(b) The Student Body President shall have the authority to establish any other position deemed necessary.

Section 3. The Student Body President

The chief executive officer shall be the Student Body President who shall be elected from the student body by a plurality vote during the Spring Student Government Elections.

(a) Duties and Powers of the Student Body President

1. Serve as the official representative of the Student Government Association.
2. Act as the ceremonial representative of the student body.
3. Present a specific presidential agenda to the Student Senate at the first meeting of the fall semester.
4. Administer and enforce the Student Government Constitution, Statutes, and By-Laws.
5. Sign or veto all bills passed by the Student Senate within five (5) class days. Any bill not signed or vetoed within five (5) class days shall be considered signed or approved. This veto power shall not extend to resolutions, or measures approved in an initiative or general election.
6. Appoint all persons to student positions on University Committees.
7. Call and preside over all general meetings of the Student Body.
8. Convene special sessions of the Student Senate when deemed necessary, providing at least 48 hours notice to the Student Senate.
9. Enter into a contractual agreement with agencies and organizations outside the University community subject to the majority approval of the Student Senate.
10. Approve all disbursements of Student Government Association funds.
11. Appoint any extraneous members to the Executive Staff.
12. Abide by all attendance requirements of Senators in regards to all Senate meetings.
13. Give weekly reports to the Student Senate regarding presidential matters.
14. Oversee all activity of the Executive Branch.
15. Implement policy that is beneficial to the Student Government Association and the student body.
16. Sit as a Texas A&M University at Galveston representative on the Chancellor Student Advisory Board.
17. Sit as an executive member of the Big Event Committee.

Section 4. The Student Body Executive Vice President

There shall be a Vice-President of the Student Government Association who will be elected on the same ticket as the President. This person shall assist in the fulfillment of the President’s responsibilities.

(a) Duties and Powers of the Executive Vice President

1. Serve as chief administrative assistant to the President.
2. Perform the duties of the President upon his/her request, absence, or incapacity.
4. Chair the Big Event Committee.
5. Run the Senate meetings upon the absence of the Speaker of the Senate.
6. Abide by all attendance requirements of the Senators in regards to all Senate meetings.
7. Give weekly reports to the Student Senate regarding Vice Presidential matters.
8. Submit a weekly report to the President on executive matters.
9. Oversee all activity of the Assistant Vice Presidents.
10. Upon approval from the Student Body President, implement policy that is beneficial to the Student Government Association and the student body.
Section 5. The Assistant Vice President of Academic Affairs

There shall be an Assistant Vice President for Academic Affairs who will be appointed by President and confirmed by the Senate.

(a) Duties and Powers of the Asst. V.P. of Academic Affairs.

1. Act as the Student Government liaison to the various academic departments of the university.
2. Be concerned with the policies and legislation affecting academics and academic fee.
3. Attend the University Academic Council
4. Report to the Executive Vice President and the Senate on academic affairs and items deemed beneficial to the work of the Student Government.
5. Submit a weekly report to the Executive Vice President and the Senate on academic matters.
6. Abide by all attendance requirements of the Senators in regards to all Senate meetings.
7. Attend all executive meetings called by the President and/or the Executive Vice President.
8. Chair the Senate Academic Affairs Committee.

Section 6. The Assistant Vice President of Student Affairs

There shall be an Assistant Vice President of Student Affairs who will be appointed by the President and confirmed by the Senate.

(a) Duties and Powers of the Asst. VP of Student Affairs

1. Be concerned with the quality of student life, student services, club activities, and any other matters concerning student affairs.
2. Submit a calendar of Student Government events to the Office of Student Life.
3. Address issues of student life to the University Administration.
4. Abide by all attendance requirements of the Senators in regards to all Senate meetings.
5. Attend all executive meetings called by the President and/or the Executive Vice President.
6. Submit a weekly report to the Executive Vice President and the Senate of Student Affair matters.
7. Chair the Senate Student Affairs Committee.
Section 7. The Assistant Vice President of Diversity

There shall be an Assistant Vice President of Diversity who will be selected by the Student Body President, the President of Students Encouraging Ethnic Diversity (SEED), and the SEED advisor. The chosen nominee shall be appointed by the President and approved by a two-thirds (2/3) vote by the Senate.

(a) Duties and Powers of the Asst. VP of Diversity

1. Act as student government liaison to the TAMUG SEED organization.
2. Be concerned with policies and legislation affecting diversity and multicultural affairs.
3. Attend weekly SEED meetings.
4. Report to Student Government on diversity and multicultural affairs, and items deemed necessary and beneficial to the work of the Student Government.
5. Submit a calendar of multicultural events to the Student Government at the beginning of every month.
6. Address issues dealing with matters of diversity to the university administration.
7. Coordinate one campus-wide multicultural event in conjunction with SEED, Office of Student Life, and the Student Government Association every fall semester.
8. Have bi-weekly meetings with the Multicultural Services Coordinator.
9. Submit a weekly report to the Executive Vice President and Senate on Diversity matters.
10. Abide by all attendance requirements of the Senators in regards to all Senate meetings.
11. Attend all executive meetings called by the President and/or the Executive Vice President.
12. Chair the Senate Diversity Committee.

Section 8. Secretary

There shall be a Secretary of the Student Government Association who will be appointed by the President.

(a) Duties and Powers of the Secretary

1. Record the proceedings of the Senate and present written copies of bills to Student Government Association members within 72 hours of their passage.
2. Record and maintain such records and files of the Student Government Association as prescribed by the Constitution and Statutes; and, as the President, Vice-President, or Speaker of the Senate shall direct.
3. Record minutes of various committee meetings or other organized meetings of the Student Government Association upon request.

Section 9. **Treasurer**

There shall be a Treasurer of the Student Government Association, who shall be appointed by the Student Body President and approved by a two-thirds (2/3) vote of the Senate after the Spring Student Government Elections.

(a) **Duties and Powers of the Treasurer**

2. Advise on and assist in the preparation of all budgets relating to the Student Government Association.
3. Maintain complete and accurate financial records.
5. Authorize all expenditures by any department of the Student Government Association and shall allow any expenditure approved by the Senate, except those which would cause the Student Government Association to have a deficit balance, and submit to the President for approval.
6. Serve as the Chair of the Senate Finance Committee.
7. Serve as the Chair of the Student Fee Oversight Committee.
8. Give weekly reports to the President and Senate and submit committee reports to the Speaker of the Senate.
9. Abide by all attendance requirements of the Senators in regards to all Senate meetings.

Section 10. **Qualifications**

All members of the executive branch must meet the requirements provided in the Student Government Constitution.
Article II. Meetings

Section 1. General Meetings

The Executive Cabinet shall meet regularly once a week at a time that suits all members’ schedule. The President shall be the presiding officer of the executive meetings. In the event that the President is unable to preside over the meeting, the Executive Vice President shall oversee the meeting.

Section 2. Special Meetings

(a) The President or Executive Vice President shall be able to schedule a special meeting of the Executive Branch provided that twenty-four (24) hours notice is given prior to the meeting. Whichever officer calls the meeting shall be the presiding officer of the special meeting.

Section 4. Open and Closed meetings.

(a) Executive meetings shall be deemed open or closed at the discretion of the presiding officer. All students and non-executive members of the Student Government may address the executive given that they give notice to either the Student Body President or Student Body Vice President 12 hours prior. If the student or non-executive Student Government member gives notice within 12 hours, it is at the discretion of the presiding officer to allow the student to speak.

(b) Special meetings may be open to the student body only if the presiding officer agrees to it. If the meeting is deemed public, the Secretary shall record the minutes. If the meeting is deemed closed, the presiding officer shall determine if the meeting is to be recorded.

Article III. Removal from Office

Section 1. Impeachment

(a) In the event that the Student Body President, Student Body Vice President, Student Government Treasurer, Asst. VP of Academic Affairs, Asst. VP of Student Affairs, Asst. VP of Diversity, or Student Government Secretary is deemed to have been in violation of the Constitution, By-Laws, or has committed dereliction of duty, the Senate has the authority to impeach the party. If impeachment is to occur, the officer must follow impeachment and removal procedure provided by in the Student Government Constitution.
(b) In the event that any other position created by the Student Body President is deemed to have been in violation of the Constitution, By-Laws, or has committed dereliction of duty, the Student Body President shall have the authority to remove the cabinet member with the consent of the Student Body Vice President and the Chief Justice.

**Section 2. Removal**

(a) In the event of impeachment, the impeached party shall follow the Student Government Constitution regarding removal.

(b) For all extraneous members of the Executive Cabinet, removal shall occur once consent has been given by the Student Body Vice President and Chief Justice and notice has been given to the cabinet member.

**Article IV. Ratification**

(a) These By-Laws shall be enacted by a two-thirds (2/3) vote of the Executive Branch.

(b) All previous By-Laws are null and void.