Cabinet Positions

Chief of Staff

- Lead Cabinet meetings
- Work directly with the President and Vice President on any needed tasks and advice
- Meet with the University Chief of Staff Hank Foreman to discuss SGA Happenings

Director of Elections

- Recruiting new senators!
- Oversee Top of the Rock, SGA Senate, and SGA Presidential/Vice Presidential Elections
- ASU-SGA Constitution Description:
  - The Director of Elections shall have the power and duty to:
    1. Oversee all administrative aspects of ASU-SGA elections, including the Presidential/Vice Presidential election, Homecoming election, and any senatorial elections.
    2. Keep complete and accurate records of all elections which they administer.
    3. Work with any relevant individuals to promote elections.
    4. Adhere to any and all additional responsibilities and requirements included in the elections bylaws.

Director of Student Affairs

- Work with a deputy director who will focus on service and athletics
- Host Town Halls throughout the year (at least 2)
- Creative private donation funding plan for campus initiatives like food insecurity, mental health, etc.
- Projects:
  - Residence hall renaming
  - Food insecurity (off campus, franchises, mealshare, etc.)
Director of Academic Affairs
- Organize luncheons between students and the Provost
- Organize trips to Middle Fork Elementary School
- Help create more faculty and student engagement
- Get students on University Committees
- Work on reinstating Scholars Day
- Look into student concerns with OIED

Director of Wellness
- Meeting with Dr. Howard and Wellness Organizations to discuss COVID related concerns
- Following up on the Student Needs Assessment
- Creating more SGA led Wellness initiatives

Director of Diversity and Inclusion
- Help the campus navigate the 2020 Election
- Building on diversity recruitment and retention initiatives from last year for staff, faculty, and students
- Continue to work on our bias reporting system
- Maintain connections with clubs, organizations, and university offices that support diverse students

Director of Sustainable Development
- Work closely with Sustainability Organizations and the Climate Action Collaborative
- Advocate for fossil fuel divestment
- Collaborate with the Chief Sustainability Officer
- Work with Chief Marketing and Communication Officer to market sustainability initiatives
Chief Financial Officer

- Help make the Davis.Hunter youth philanthropy and financial literacy programs happen
- Work on the budget with Cabinet and Senate
- ASU-SGA Constitution Description:
  1. Receive and disburse all ASU-SGA funds, maintain control over said funds, and ensure that no accounts are overdrawn. The Treasurer shall additionally have the responsibility of assuring that no ASU-SGA funds are misappropriated or otherwise misused.
  2. Maintain permanent records of all financial transactions of the ASUSGA.
  3. Keep all records and files in working order so that they may be presented for audit upon request by authorized individuals.
  4. Create and Oversee a Budget and Finance Committee. a. The treasurer may develop bylaws and procedures to govern the Budget and Finance Committee with the consent of the Senate.
  5. Act as Co-Chairperson of the Student Development Budget Council.
  6. Be responsible to the Student Senate for all financial transactions and additionally be required to report to the Senate at the beginning of the academic year, with the proposed budget, at least once in the second semester, and at any other time when requested by the presiding officer of the Senate.

Director of External Affairs

- Attend Town Council and Appalcart Board Meetings
- Work closely with ASU’s lobbyists, Matthew Dockham and Town Manager John Ward
- Encourage student civic participation through initiatives
- Address off campus student needs
  - including, but not limited to, housing

Chief Marketing and Communications Officer

- Manage SGA’s online presence
  - Including, but not limited to, the website and Instagram account
- Revamp the SGA website
- Increase SGA’s social media following
- Create SGA graphics
- Collaborate with other organizations for programming
- Work with App TV, WASU, and The Appalachian more
**Director of Legislative Operations**

- Legislative Chief of Staff to the Vice President
- Work on Constitutional Amendments that will be added this year
- Administration of Senate records
- Facilitate task forces with help from the Chief of Staff
- ASU-SGA Constitution Description:
  - Facilitating the Legislative Process of the Student Government Association

**Director of Greek Relations**

- Meet with representatives from all 4 Greek Councils: IFC, PHC, NPHC, and MGC
- Attend all Greek Council meetings if possible
- Coordinate SGA Chapter visits
- Work on collaborating and programming with Greek organizations
- Focus on initiatives that affect the Greek community directly