

## Leader Roles & Responsibilities ASWSU Vice President

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- Serve as Senate Chair. Senate Chair duties include; sending out reports, agenda and meeting room link to Senate members prior to the bi-weekly Senate meetings, preparing bills, chairing meetings and keeping group appropriately focused.
- Prepare a detailed agenda prior to the Senate Meeting, and provided supporting documents for motions that may be presented.
- Actively work towards the ASWSUG goals for the academic year identified by the senate in the June retreat.
- Meet with the ASWSU Global President on a weekly (or more) basis.
- Participate in Global Campus virtual events at least one (1) hour a month.
- Serve as a member of the Student Government Council and travel to meetings at the different WSU branch campuses.
- Attend and assist the coordination of annual events as well as other face to face events planned by ASWSUG including: Rendezoo, Tailgates, Tacoma Rendevous, December and May Graduation Receptions.
- Attend at least 80% of the face to face to events and senate meetings each semester or may become ineligible for position.
- Attend other meetings, as necessary, to promote WSU Global student body agenda with the President.
- Chair one event and be a member of at least two committees.
- Actively recruit new Senate and committee members.
- Work directly with the secretary and treasurer to complete the duties associated with those positions.
- Complete additional tasks as assigned by the ASWSU Global President.

### Senate Chair Pro-tempore \*

- Fulfill duties of Senate Chair in the event of their absence.