

SGA POSITION: Academic Representative (Business and Technology, Education and Language Acquisition, Social Science, Health Sciences, Humanities, STEM, Liberal Arts and English)

POSITION SUMMARY:

Academic representatives are expected to serve as primary advocates for the academic majors associated with their academy (department). They support and enrich the academic life of students by serving as a liaison between students in the academic department and the divisions of Academic and Student Affairs.

ELIGIBILITY REQUIREMENTS:

- Minimum GPA of 2.5
- Must be in an academic major that is housed in the department they will represent as an SGA member
- Must be enrolled for a minimum of six credits after the official deadline for withdrawal has passed
- Be up to date with payments of tuition and fees
- Be in good academic standing
- Must have completed and earned a passing grade in at least 50% of the credits for which the student was registered after the official deadline for withdrawal in the prior semester
- Able to serve in office for a full academic year

DUTIES AND RESPONSIBILITIES:

- Attends all regular and special meetings of the SGA.
- Represents and advocates for students in all majors in their academy.
- Serves as a liaison between students and academic administrators, faculty and staff.
- Responsible for informing students of all changes, updates and available services for students in their academy.
- Serves on at least two standing committees of the Student Government.
- Assumes a leadership role in one specific area of an SGA responsibility.*
- Attends monthly meetings with the governor of academic affairs.
- Maintains communication with the department's academic chair(s), program directors, academic advisors and other appropriate bodies.
- Attends SGA town hall meetings and all meetings and events related to their academy.
- Submits a typed monthly report to the president and parliamentarian.
- Meets with the parliamentarian on a monthly basis.
- Holds office hours.

SERVES ON THE FOLLOWING COMMITTEES:

- SGA Academic Affairs Committee**

*Each of the seven academic representatives will assume an additional title with specific responsibilities, which may include serving as chair of an SGA standing committee. These additional titles will be assigned at the start of the term through internal elections. A list of these roles and duties are located in the SGA Constitution (Article V).

**The Academic Affairs Committee is a committee in which all academic representatives must serve. This partially satisfies the SGA Constitutional requirement that all SGA governors must serve in at least two SGA standing committees. SGA standing committees must meet at least once per month (SGA Constitution, Article X).