Title IV

The Executive Branch
Chapter 1

Composition

Article I. Student Body Officers

Section 100. President of the Student Body

A. The Student Body President shall:

1. Fulfill all constitutionally mandated duties.
2. Represent the Student Body, especially when working with other universities, the faculty, the administration, campus employees, the Board of Trustees, and the Board of Governors.
3. Enforce and administer all laws passed by Student Congress.
4. Have the authority to veto bills passed by Student Congress, provided that he/she shall exercise such veto power within ten (10) school days after the bill is certified and placed in the executive offices.
5. Serve as a member of University boards and committees in accordance with the by-laws of these boards. These boards and committees include the Board of Trustees, Frank Porter Graham Union Board of Directors, General Alumni Association Board of Directors, Athletic Council, Student Television Advisory Board, the University of North Carolina Association of Student Governments, and the Chancellor’s Awards Committee.
6. Co-chair the Student Fee Advisory Subcommittee.
7. Serve as a non-voting ex officio member of all standing committees and boards recognized by student government.
8. Nominate the Vice-President, Treasurer, and Secretary.
9. Nominate the chairs and members of all executive branch external appointments. Unless otherwise stated, these nominees shall automatically become executive appointees.
10. Present the annual State of the University Address and present addresses before Student Congress upon request.
11. Call special elections to fill vacant elected offices.
12. Establish a cabinet that represents the diverse groups, needs, and interests of the Student Body.
13. Appoint the Chief of Staff, the Senior Adviser, Director of State and External Affairs, and cabinet members, including chairpersons, co-chairpersons, and vice-chairpersons of cabinet committees.
14. Present a detailed written report to Student Congress at the first full meeting of Student Congress after the fourteenth (14th) day of October and the last full meeting of Student Congress in March of each year. This report should outline the issues the current administration has dealt with in the prior six months.
15. Present a tuition expense report no more than three weeks after the final recommendations of the Tuition and Fee Advisory Committee are presented to the BOT and the Chancellor. This report shall describe how tuition revenue has been spent in the areas where increases were proposed during the last five years and the explicit purpose of the revenue to be generated by the increases. The President shall publicize the report to the student body.

B. The President may issue Executive Orders directing the official establishment, conduct, policies or other operations of any committee or representative that falls under the control of the Office of the Student Body President.

1. Executive Orders shall be used to call special elections.
2. Executive Orders shall not be considered official policy of the Executive Branch of Student Government or the Office of the Student Body President until the order is signed by the Student Body President and certified by the Student Body Secretary.
3. The Student Body Secretary shall deliver a copy of each Executive Order to the University Archives, the Speaker, and the respective representatives or bodies affected by each order.
4. Each Executive Order shall cite the provision of the Student Code under which the act is deemed to be within the power of the Office of the Student Body President.
5. Each Executive Order shall be dated, numbered sequentially, and annotated for the administrative year in which the student body president was inaugurated in the following format: EO-XX-YYY, where XX represents the two-digit year in which the president was inaugurated and YYY represents the number of the executive order beginning with the number zero-zero-one (001) for each new administration.
6. Executive orders shall expire upon the swearing in of the following student body president, the issuing of another executive order that modifies or rescinds a previous order, or the date of expiration determined within an existing order.

Section 101. Vice-President
The Vice-President shall:
1. Fulfill all constitutionally mandated duties.
2. Chair the Student Advisory Committee to the Chancellor, set regular meetings, and formulate agendas in sufficient time to send copies to the Chancellor, Vice-Chancellor for Student Affairs, Executive Vice-Chancellor, and Provost.
3. Chair the Student Academic Advising Board, set regular meetings, and solicit student input of University issues for the discussion with the Deans of the College of Arts and Sciences and the General College.
5. Review executive appointments.
6. Deliver an updated hard copy of the External Appointments Guide to the Student Congress at the first meeting of the full Student Congress in both April and September. The External Appointment Guide shall be publically available upon request.

Section 102. Graduate and Professional Vice-President
The Graduate and Professional Student Federation (GPSF) President shall:
1. Serve as an ex officio Vice-President.
2. Fulfill all constitutionally mandated duties.
3. Serve as a voting member of the Chancellor’s Committee on Student Fees at the chancellor’s request.
4. Present a State of the Graduate and Professional Students Address to the student body from time to time and present addresses to Student Congress upon request.

Section 103. Treasurer of the Student Body
The Treasurer shall:
1. Fulfill all constitutionally mandated duties.
2. Execute and administer the Treasury Laws outlined in Title V.
3. Advise Student Congress.
4. Serve as an ex officio member on the Finance Committee.
5. Have the supreme authority to expend any student government funds of all organizations receiving them in accordance with Title V.
6. Chair the Student Fee Audit Committee, set regular meetings, formulate agendas in sufficient time to send copies to the membership of the Committee, and present all recommendations of the committee.
7. Serve as a voting member on the Chancellor’s Committee on Student Fees at the chancellor’s request.
8. Serve as the Organizational Treasurer of the Executive Branch unless the Student Body President appoints and the Treasurer certifies a member of the Executive Branch to serve in said capacity.

9. Present a financial statement every month to Student Congress, while during regular session. This statement shall be prepared in accordance with generally accepted accounting principles and shall describe the unappropriated balance, the general surplus and changes in balances of all organizations funded by the Congress.

10. Submit to the Finance Committee Chair a monthly expense report documenting what stipend monies, as defined in Title V, have been spent on in the prior month.

Section 104. Secretary of the Student Body
The Secretary of the Student Body shall:
1. Fulfill all constitutionally mandated duties.
2. Coordinate outreach activities of the Executive Branch.
3. Ensure that the Executive Branch periodically seeks direct input from the student body about the activities and policies of the Executive Branch.
4. Oversee the maintenance and upkeep of the Executive Branch website.
5. Certify Executive Orders.
6. Make appropriate provisions to deposit the following materials in the university archives:
   i. **Legislation.** Copies of all legislation submitted to the Student Congress for consideration together with amendments and action on such legislation, membership rosters, minutes, and other records of the Student Congress.
   ii. **Records of Student Government.** Copies of presidential addresses, directives, statements of policy, reports, and other correspondence submitted to the President, and all other correspondence and records of Student Government as the Secretary shall deem of future importance or utility.
   iii. **Records of the Judiciary.** Copies of the records of the judicial branch of Student Government provided that this requirement shall not apply to data that would be in violation of the Family Educational Rights and Privacy Act of 1974.

Section 105. Chief of Staff of the Executive Branch
The Chief of Staff shall:
1. Recruit applicants for cabinet positions.
2. Serve as a resource for cabinet members as they plan, organize, and execute activities.
3. Preside over cabinet meetings.
4. Establish an updated schedule (i.e. date, time, and location) of all open official meetings. That schedule shall be publically available upon request.
5. Publish the date, time and place of any unscheduled official meetings at least twenty-four (24) hours in advance unless that meeting is a continuation of a previous meeting and is announced during the previous meeting.

Section 106. Senior Adviser of the Executive Branch
The Senior Adviser shall:
1. Serve as a resource for the Student Body President in carrying out his/her campaign platform.
2. Serve as a resource for cabinet members as they plan, organize, and execute activities.
3. Have the ability to seek his/her own directives outside the Student Body President’s platform.

Section 107. Director of State and External Affairs
The Director of State and External Affairs shall:
1. Represent the executive branch and advocate on behalf of the student body to elected local, state, and national politicians.
2. Serve as a liaison between the executive branch and the UNC Board of Governors.
3. Assist in the drafting of public statements from the executive branch.
4. Serve as a liaison between the Executive Branch and: the UNC-CH state relations office and the UNC General Administration State Relations Office.
5. Serve as an alternate for the Student Body President to the UNC Association of Student Governments.
Chapter 2

Succession

Article I. Presidential Succession

Section 500. Presidential Succession

A. In the event of the incapacity or vacancy of the Student Body President, the Vice-President shall become the Acting Student Body President until a time when a special election is held.

B. In the event that the Vice-President assumes the role of the Student Body President after the Spring General Election, a special election shall not be called and the Vice-President shall serve as the Student Body President until the following inauguration ceremony to confirm the next Student Body President.

C. The order of the Succession to the Presidency shall be:
   1. Student Body Vice-President
   2. GPSF President
   3. Speaker
   4. Speaker Pro Tempore
   5. Finance Committee Chair
   6. Rules and Judiciary Committee Chair
   7. Oversight Committee Chair

Article II. Executive Branch Officers Succession

Section 510. Vacant Executive Branch Officers

A. In the event of the incapacity or vacancy of the Student Body Vice-President, Secretary, or Treasurer, the Student Body President shall nominate a replacement within one month of the creation of such vacancy.

B. While said vacancy exists, the following procedure shall be followed:
   1. The GPSF President shall perform the duties of a vacant Student Body Vice-President.
   2. The Finance Committee Chair shall perform the duties of a vacant Student Body Treasurer.
   3. The Rules and Judiciary Committee Chair shall perform the duties of a vacant Student Body Secretary.
   4. The GPSF President, the Finance Committee Chair, and the Rules and Judiciary Chair shall continue to perform the duties of his/her respective office.