

EXECUTIVE BRANCH BYLAWS

Article 1: Membership

Section 1: The Executive Branch shall consist of the following USG officials: (1) The USG President, (2) the USG Vice President, (3) the President Pro Tempore, (4) the Secretary of Campus Climate, (5) the Secretary of Greek Affairs, (6) the Secretary of Traditions, (7) the Secretary of International Student Affairs, (8) the Secretary of Intercollegiate Athletics, (9) the Secretary of Recreation, (10) the Chairperson of DUPB, and (11) the Chair of the Student Media Board.

- i. The USG President shall preside over all Executive Board meetings.
- ii. The USG Vice President and the Cabinet shall all be voting members of the Executive Branch.
 - i. The USG President shall only vote in case of a tie.

Article 2: Cabinet Positions

Section 1: The Secretary of Campus Climate shall:

- i. Attend all meetings of the USG Executive Branch and serve as a voting member.
- ii. Attend committee, task force, and special board meetings when necessary.
- iii. Maintain communication with the Center of Multicultural Excellence and Admissions, particularly with regards to diversity enrollment.
- iv. Act as a liaison between the USG and other diversity organizations.

Section 2: The Secretary of Greek Affairs shall:

- i. Attend all meetings of the USG Executive Branch and serve as a voting member.
- ii. Attend committee, task force, and special board meetings when necessary.
- iii. Be a member of the University of Denver Greek Community.
- iv. Communicate with the USG about the state of Greek life on campus and work with the USG Executive Branch to promote Greek life among the members of the USG.
- v. Act as a liaison between the USG and the University of Denver Greek Council.

Section 3: The Secretary of Traditions shall:

- i. Attend all meetings of the USG Executive Branch and serve as a voting member.
- ii. Attend committee, task force, and special board meetings when necessary.
- iii. Utilize the USG to promote DU spirit and tradition in conjunction with the Chair of Campus Climate.
- iv. Maintain communication with the various facets of campus including the DU Programs Board, Athletics, Campus Life, and the Center for Multicultural Excellence to promote and help in the planning of traditions including, but not limited to, Hockey Ticket Campout, Diversity Summit, and Homecoming.

Section 4: The Secretary of International Student Affairs shall:

- i. Attend all meetings of the USG Executive Branch and serve as a voting member.
- ii. Attend committee, task force, and special board meetings when necessary.
- iii. Be an international student.
- iv. Serve as a liaison between the USG and the Office of Internationalization and the International House.
- v. Work with the administrative offices at the University of Denver to provide any assistance required by international students.
- vi. Serve as an intermediary for international student groups to collaborate with each other and with other campus organizations on endeavors that benefit the international student body.
- vii. Report on the events and activities of the International House and Office of Internationalization.

Section 5: The Secretary of Intercollegiate Athletics shall:

- i. Attend all meetings of the USG Executive Branch and serve as a voting member.
- ii. Attend committee, task force, and special board meetings when necessary.
- iii. Serve as the liaison between the Student Athlete Advisory Committee and the USG.
- iv. Attend Athletic Affairs meetings and share updates with the USG.
- v. Initiate and execute initiatives to promote school spirit and contribute to creating a true, Division I collegiate atmosphere.
- vi. Report to the Executive Branch the status of the following:
 - i. Student Athlete Advisory Committee Projects, Social Events, and Community Relations.
 - ii. Varsity sports, including competition results, upcoming home events and team of the week.
 - iii. Introduce key contacts in division for help if needed.

Section 6: The Secretary of Recreation shall:

- i. Attend all meetings of the USG Executive Branch and serve as a voting member.
- ii. Attend committee, task force, and special board meetings when necessary.
- iii. Serve as the liaison between Recreation student programs and Senate.
- iv. Be involved in Recreation's budget and planning.
- v. Sit on the Intramural Sports Student Advisory Committee (ISSAC).
- vi. Report to the Executive Branch the status of the following:
 - i. Recreational Sports
 - ii. Upcoming Events
 - iii. Intramural champions and Club Sports accomplishments
 - iv. Recommendations and projects of Intramural Sports Council.

Section 7: The Chairperson of DUPB shall:

- i. Attend all meetings of the USG Executive Branch and serve as a voting member.
- ii. Attend committee, task force, and special board meetings when necessary.

- iii. Be responsible for reporting to the USG regarding the status of programming on campus.
- iv. Provide a quarterly report to the USG Senate regarding DUPB's finances, event attendance, and other relevant issues.

Section 8: The Chair of the Student Media Board shall:

- i. Attend all meetings of the USG Executive Branch and serve as a voting member.
- ii. Serve as the Chairperson of the Student Media Board.
- iii. Attend committee, task force, and special board meetings when necessary.
- iv. Be responsible for reporting to the USG on the status of student media on campus.
 - i. Report what monies were spent in the various areas of student media.
 - ii. Report what events Student Media is sponsoring or planning.
- v. Oversee the operations and budgets of the Student Media Board.
- vi. Provide a quarterly report to the USG Senate regarding the Student Media Board finances, activities, concerns or problems, and any other relevant information.

Article 3: the Amendment Process

Section 1: The power to amend or alter these bylaws shall be vested by the Executive Branch. The Executive Branch shall vote by a simple majority on an amendment. If the amendment passes, it shall then be voted on by the greater USG Senate to be confirmed by a 2/3-majority vote through the process of a resolution. Bylaws shall be approved during the first meeting of the academic year of each new Senate and amendments may occur at anytime.

Article 4: Vacancies

Section 1: In the case of a vacant Executive Branch position, the position shall remain vacant until a replacement is nominated by the USG President and confirmed by the USG Senate in accordance to the USG Constitution and its Bylaws.