



Florida State University SGA

Executive Branch

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HISTORY

Adopted by Res. [B76-045](#) on 3/27/2024

2024-01 - Section 1: Authority And Purpose

- A. In accordance with the Student Body Constitution, there shall be a cabinet in the Executive Branch to assist the constitutional officers in the execution of their duties. The Constitution delegates the authority to define the positions and their duties to Statutes.
- B. Pursuant to 301.2 of Student Body Statutes, this policy shall outline the cabinet of the Student Body President, including the processes and procedures thereof.

2024-01 - Section 2: Revision Procedure

- A. Revisions to this document may be initiated by the Student Body President or their designee, and shall be written in the form of a consent resolution sent to Senate to be placed on their consent calendar. Senate shall then have the authority to approve, deny, or amend any changes rendered, if the revision is objected to on the floor. Revisions shall be enacted immediately upon approval by the Senate.
- B. Any revisions made shall be sent to the Webmaster within one business day, who shall then post these revisions on the website. This document must be kept up-to-date at all times.

2024-01 - Section 3: Executive Office Of The President

- A. The Executive Office of the President shall be defined as the vehicle through which the Student Body President and Vice President execute their constitutional powers and carry out their administration's programs, projects, and agenda.
- B. The Executive Office derives its authority from the Student Body President and has no authorization, power, or authority to act unless specifically granted by the Student Body President or Vice President. It shall not have the authority to pass resolutions or acts.

- C. The Executive Office of the President shall have the following duties:
1. Assist the Student Body President and Vice President in the execution of the plan for the Executive Branch.
 2. Represent segments of student body quality of life in accordance with the structure issued by the Student Body President.
 3. Fulfill the obligations of the job descriptions for each office.
 4. Work for the improved quality of life of the student body. The Executive Office of the President shall meet on a regular basis no less than once every two weeks during the fall, spring, and summer semesters. Minutes of these meetings will be recorded and kept on record.
- D. The Student Body President may organize the Executive Office as deemed necessary and proper within the limits imposed by the Student Body Statutes.
- E. If a new Executive Office of the President position is created, the Student Body President must notify, in writing, the Student Senate of its creation.
- F. Within two (2) weeks of inauguration, the Student Body President, in consultation with the Student Body Vice President, shall address the Student Senate and present the plan for the organization of the Executive Office of the President. Each position, whether created near the inauguration or later in the term, must have a title and a description not totaling fewer than fifty (50) words detailing the responsibilities and privileges of the position. Such a plan must be published on the Student Government Association Website.
- G. All members of the Executive Office of the President must be confirmed by the Student Senate as "Cabinet Offices" and major level positions within the Executive Branch.
- H. The Chief of Staff who is appointed by the Student Body President and is subject to Student Senate confirmation, directs the activities of the Executive Office, and is subject to the will of the Student Body President.
- I. The Student Body President has sole power of appointment within the Executive Office and may dismiss any individual serving under them at their discretion.