

**STUDENT LEADERSHIP
POSITION DESCRIPTIONS,
EXPECTATIONS AND
REQUIREMENTS**



Division of Students Services
334-241-4100

SGA Elected and Appointed Positions

SGA Elected and Appointed Positions at Trenholm State Community College provides opportunities for student-democratic governance, to play a vital role in the shaping of establishing a sound voice for reason while students matriculate to graduation. The following positions are attained by an election held by the Student Services Division. Persons elected and appointed to positions as outlined are required to attend mandatory trainings, meetings and workshops that are scheduled by the administration of the Student Services Division. ***The student has to have achieved at the time of election a cumulative grade point average of 3.0 on a 4.0 scale.*** Elected and appointed persons cannot be found to be indignant on any computer generated networks, such as Facebook, Instagram, Twitter, and Snapchat, or any other social media. They must be absent of judiciary infractions, etc. In addition to individual position descriptions, all positions are required to serve minimum ten (10) hours per month:

- Develop an expanded knowledge of TSCC.
- Conduct campus tours for new students, schools, classes, and guests.
- Serve as an TSCC representative and perform duties at various TSCC campus and community events.
- Assist with duties and tasks related to events put on by various TSCC departments.
- Work with diverse populations and provide tips on being a successful student.
- Attend monthly student leadership meetings and required trainings.

The positions that follow are on institutional scholarship, a brief description will be provided for those listed.
Student Government

President (Elect)-The student who is vying to become the Student Government Association President has to be a ***freshman entering the sophomore year***; a student that if elected, cannot participate in any other major presidential elections at the institution, namely Miss Trenholm State. The student has to have achieved at the time of election a cumulative grade point average of 3.0 on a 4.0 scale. If elected, the student must maintain throughout tenure, aforesaid cumulative GPA. The student has to have and continue to exhibit high moral character, leadership capabilities to govern a cabinet, a commitment to academic honesty and excellence, commitment to the judicial process at Trenholm State, a commitment to Trenholm State, a commitment to the student body, a delightful personality and attitude among all constituents, a solid sense of governance, high level of dependability of students, administration, faculty, and staff, and a commitment to service initiatives. The successful elect will work very closely with the Dean of Students. ***This position is on full tuition only scholarship. FAFSA Application is required.***

Chief of Staff-Executive Secretary (Elect) -The position is for a ***freshman student, matriculating to sophomore year***. The position is appointed by the Student Government Association President and the Dean of Students, and should exhibit all qualities and requirements as outlined in the president's description. ***This position is on partial tuition scholarship based on financial need. FAFSA application is required.***

Vice President (Elect)-The Vice President is the student that ***has the second highest votes in the presidential election***. The elected position is for a ***freshman student, matriculating to sophomore year***. The Vice President is the direct aid to the president and should exhibit all qualities and requirements as outlined in the president's

description. *This position is on partial tuition scholarship based on financial need. FAFSA application is required.*

Treasurer (Appointed)- The elected position is for a *freshman student, matriculating to sophomore year*. The position is elected by the student body during the presidential election and should exhibit all qualities and requirements as outlined in the president's description. *This position is on partial tuition scholarship based on financial need. FAFSA application is required.*

Public Information Officer (Appointed) - The position is appointed. It is generally assigned to an *incoming freshman*. The Student Government Association President and/or the Dean of Students are responsible for the appointment. The position's sole function is to publicize, via comprehensive media, the projects, events, ideals, and beliefs of the SGA. The student seeking appointment should exhibit all qualities and requirements as outlined in the president's description. *This position is on partial tuition scholarship based on financial need. FAFSA application is required.*

College Reporter (Appointed) - The position is appointed. It is generally assigned to an *incoming freshman*. The position's role is to turn in any news of interest to the local and college newspaper and keep an accurate scrapbook on all activities of the SGA. *This position is on partial tuition scholarship based on financial need. FAFSA application is required.*

Parliamentarian (Appointed) - The person given this position is appointed by the SGA President and the Dean of Students. It is usually given to a *freshman student matriculating to sophomore year*. The position's sole function is to maintain order at all sanctioned SGA meetings and functions. The student seeking appointment should exhibit all qualities and requirements as outlined in the president's description. *This position is on partial tuition scholarship based on financial need. FAFSA application is required.*

Student Activities Chairman (Appointed) - The position is appointed to a *freshman student matriculating to sophomore year* by the Student Government Association President and the Dean of Students. The position's function is to establish a network of students in an effort to gather ideas and concerns about programming that the student body wants provided; to work closely with the president in providing workshops conducive to academia and social and cultural leadership, and to assist the Dean of Students in materializing and implementing solid day and evening programming. The successful appointee must work along with the SGA president to serve with campus clubs and organizations to push their respective agendas. The successful appointee will recommend a co-chair to the SGA president and Dean of Students for approval. All functions of this position are to be cleared through the SGA president. The student seeking appointment should exhibit all qualities and requirements as outlined in the president's description. *This position is on partial tuition scholarship based on financial need. FAFSA application is required.*

College Ambassadors (Appointed) - The position is appointed to a *freshman student matriculating to sophomore year* by the Student Government Association President and the Dean of Students. The Student Ambassador Program is a leadership opportunity for students who are dedicated to serving and representing Trenholm State Community College. Student Ambassadors are required to serve minimum ten (10) per month. Student Ambassadors Develop an expanded knowledge of TSCC. *This position is on partial tuition scholarship based on financial need. FAFSA application is required.*

Trenholm State Community College Elected Campus Royalty

Miss Trenholm State Community College

The student who is vying to become Miss Trenholm State Community College has to be a *freshman female entering the sophomore year*. A student, if elected, cannot participate in any other major presidential elections at the institution, namely Student Government Association President. *The student has to have achieved at the time of election a cumulative grade point average of 3.0 on a 4.0 scale*. If elected, the student must maintain throughout her tenure, aforesaid cumulative GPA.

The student has to have and continue to exhibit high moral character, public speaking skills, leadership capabilities, a commitment to academic honesty and excellence, commitment to the judicial process at Trenholm State, a commitment to Trenholm State, a commitment to the student body, a delightful personality and attitude among all constituents, a solid sense of governance, high level of dependability of students, administration, faculty, and staff, and a commitment to service initiatives. The character of Miss TCC has to yield to an acceptably groomed and neatly dressed appearance at all times; not being present in an inappropriate manner on computer networks such as Facebook, Instagram, and SnapChat, absent of judiciary infractions, etc; must be registered to vote, and to avoid conflict at all times. The student cannot have children or have had children at the time of election, nor can she become pregnant during her reign.

The successful candidate must understand that her first priority of extracurricular activities is to the Division of Student Services. Unbecoming behavior and being seen in places unbecoming a student leader will result in automatic disciplinary proceedings that can result in that can result in the student being removed from the position and replaced with the alternate for Miss TCC and any leadership scholarships/privileges given will be forfeited at that time. The election process is predicated on 75% of the popular student vote, and 25% of the process comes from a structured interview with a cabinet designated by the Dean of Student Services. The interview is an important part of the process and can determine the outcome of the race. The successful elect will work very closely with the Dean of Student Services and SGA Advisor. This position is on full tuition scholarship.

Miss Trenholm must be able to provide her own wardrobe: ceremonial gowns, business attire and dresses/outfits for official appearances; attire to be approved by the SGA Advisor. Trenholm will provide: Royal Crown, Scepter, Sash and Cape. This is non-negotiable.