

SUNY Orange

Student Senator Job Description

All SUNY Orange students are represented by their Student Senate. The Student Senate works on both the Middletown and Newburgh campuses to address concerns and represent their fellow students to the faculty and administration. The Student Senate consists of 10 voting members who are elected by the student body. In addition, up to 5 non-voting members (Senators-at-Large) may be chosen by the Senate itself. The voting members of the Student Senate also select a President, Vice-President, Treasurer and Secretary. The term runs for an academic year (September-May). Senators must maintain a minimum 2.0 semester and cumulative grade point average and be free of violations of the Student Code of Conduct.

Key Responsibilities:

-Communicating with the Student Body

-Senate Meetings- The Senate meets weekly and meetings are open to all currently enrolled SUNY Orange students.

-Meeting Minutes- Minutes are kept for all Student Senate meetings and are posted on the college website at <http://www.sunyorange.edu/csi/senate.shtml>

-Office Hours- Every Senator is required to hold office hours each week in order to be available to students. The Student Senate offices are located in the lower level of the Shepard Student Center (Middletown) and in the Center for Student Involvement, Tower Building (Newburgh).

-Student Senate Awareness and Outreach- It is every Senators responsibility to reach out to their fellow students whenever possible and make them aware of what Student Senate is and what it does. The Senates also plan public information events and Open Forum meetings during the year.

-Inter-Club Council- The ICC is a monthly meeting of representatives from each recognized student club. The meetings are chaired by the Senate President and Board of Activities President from each campus. The goal of the meetings is to improve communication between Student Senate and the clubs and to facilitate awareness of club plans and activities and encourage cooperation and support. All Senators are encouraged to attend these meetings.

-Initiating Actions to Improve Students' Experiences

-Club Recognition and Budget Process- The Student Senate is responsible for approving all new SUNY Orange student clubs and, through the Finance Committee overseen by the Senate Treasurer, coordinates the process of reviewing club budget requests and allocating funding each semester.

-Senate Initiatives-Each year the Student Senate plans projects based on student input and seeking to improve campus life and the overall student experience. Past initiatives have included lobbying New York State elected officials for increased aid to community colleges, improving pedestrian safety on South Street at the Middletown Campus, and improving student recreation facilities in both the Tower Building and the Shepard Student Center.

-Networking with Other SUNY Student Governments

-SUNY Student Assembly-Student Assembly is the student-run governing body over all student governments at SUNY institutions. The group holds a conference each semester which includes a business meeting for voting delegates from each campus as well as leadership workshops and networking opportunities for other attendees. SUNY Orange sends up to 4 to these conferences.

-Representing the Student Body to College Governance and Administration

-Governance Committees- College Governance recommends policies and procedures and offers advisory opinions to the President of the College concerning academic policies and standards, curriculum, staff development, planning, institutional research, student affairs, and recruitment and retention in accordance with the regulations of the State University of New York and the Board of Trustees of the college. It accomplishes a great deal of its work through a number of committees composed of faculty and staff members. The Student Senate also has seats on these committees to ensure student concerns are heard. All Senators are required to serve on at least one of these committees. The President also serves on the Executive Committee, which oversees all of the other committees in College Governance.

-College Association Board-The College Association Board oversees auxiliary services at the college including the bookstore and micro markets. The President of Student Senate is a voting member on this Board.

-Participating in Leadership Training and Activities

-Trainings, Retreats and Leadership Experiences-Student Senators are required to participate in leadership training programs including the annual Student Senate/Board of Activities Retreat held each January and COLT Night (Club and Organization Leadership Training) which is held once each semester.