

To be eligible for SGA office or as member-at-large candidates must:

- Be enrolled at HBC for at least one semester before seeking office;
- Exhibit good Christian character;
- Be in good financial order with the College and
- Be in good academic standing (minimum GPA 2.50 at time of the election)

## **SGA Officer Duties**

- The President shall preside over all meetings, appoint committees and perform such other duties as may be appropriately required.
- The Vice-President shall serve the duties of the President when the President is unable, and may also perform other tasks assigned by the President.
- The Secretary shall keep the minutes of all meetings, conduct correspondence, issue calls and notices of the meetings and keep records of the Association. The Secretary shall also forward to the Faculty Advisor the minutes of all meetings and concerns of student submitted to the Association for consideration.
- The Treasurer shall be responsible for all funds raised by the Association and shall be accountable to the College's Chief Financial Officer. All funds raised by the Association shall be reported to the Chief Financial Officer and be treated as college property.
- The Chaplain shall conduct devotional services for the organization at all meetings and perform other related duties as may be assigned by the President of the Association.
- Member-at Large (2) shall serve as representatives of the student body,

Interested students must complete a SGA Board Elections Candidacy application (add a link to the application).