

The Vice President shall

- 1) Represent the student body as a whole and assist the President in carrying out the regulations and policies of the Student Government Association, Houston Center and the University.
- 2) Establish and maintain communication with University officials.
- 3) Have the power to preside over meetings in the absence of the President.
- 4) Serve as chairperson of the Leader's Forum.
- 5) Be responsible to vote in the Leader's Forum only in the event of a tie.
- 6) Serve as a voting member of the Representative Council.
- 7) Facilitate the use of Parliamentary Procedures of all meetings of the Student Government Association, Houston Center.
- 8) Assume the duties and responsibilities of the Secretary and/or Treasurer in case of absence.
- 9) Perform other duties as the President of the Student Government Association, Houston Center shall assign to her/him.