Executive Order

TO: Cabinet, Senate, House, and Supreme Court

FROM: Corey Benbow, Student Body President

DATE: April 22, 2019

SUBJ: Student Government Cabinet Office and Volunteer hours

By the authority vested in me as President by the Constitution and bylaws of Student Government of Texas State, including Title IV. Chapter 100, Article I, Sections (3) (4); I, COREY BENBOW, Student Body President do hereby order as follows:

Section 1. Purpose.

Texas State University student body has a need to access members of student leadership. Additionally, President Benbow campaigned on ensuring representatives of student government were accessible to the student body. By creating a required number of office hours each week for cabinet members, the student body will be able to voice concerns, ideas or suggestions to their campus leaders.

Moreover, Texas State University student government shall maintain a level of service to the Texas State community and the greater San Marcos community. One of accomplishing this level of service is through requiring service hours.
Section 2. Policy.

It shall be the policy of Student Government at Texas State University members of the cabinet maintain (4) open office hours each week during the academic semester, two hours which must be held in the Student Government office.

In addition to office hours, Student Government at Texas State University members of the cabinet shall complete (12) hours of community service during each academic semester, six hours of which must be completed with student government.

Section 3. Action.

(A) Office hours will begin the first full week of classes each semester;

(B) Each cabinet member will be required to post and publicize their office hours at the beginning of each semester.
   1. The Marketing and Outreach Commission will be tasked with advertising the office hours;

(C) The (2) office hours that are allotted outside the Student Government Office must be held at a location that is accessible to all students.

Section 4. Accountability.

(A) The chief of staff will be tasked with monitoring the implementation of office and volunteer hours and ensuring cabinet member are completing weekly hours.

(B) Cabinet members must log their hours each week in a system determined by the chief of staff and approved by the president.

(C) If a cabinet member fails consistently to uphold the above standards, they will be subject to removal from the president’s cabinet.

[Signature]

Student Body President, Corey Benbow