

Graduate Student Government Treasurer Application

The Treasurer shall serve a term of one calendar year starting January and lasting until December. Applicants should not apply if graduating before December.

GSG applicants must be in good disciplinary and academic standing with the Graduate School

The Treasurer will receive a stipend for their service to the GSG.

The Graduate Student Government is made up of the President, Vice President, Treasurer, Secretary, CSU Representative, Service Chair, Social Chair, and Student Life Chair.

Below are the duties and responsibilities of the GSG Treasurer and executives

The GSG Treasurer shall:

1. Assume the responsibility of managing and allocating the funds of the GSG, with approval of the president.
2. Keep accurate records of all GSG funds.
3. Prepare reports on such funds at the request of the President or GSG Advisor.
4. Chair the Finance Committee if the committee is deemed necessary.
5. Not serve as Treasurer of any other student organization.

All GSG executives (President, Vice President, Treasurer, Secretary, CSU Representative) shall:

1. Attend all Executive Board and All Member meetings as called by the President.
 - a. Executives shall not be absent from more than one executive board meetings and one GSG meeting per semester.
2. Each executive will be required to respond to all GSG matters either by phone, email or in person in a timely manner.
3. Support the events, activities, and traditions of the students and the university through participation and attendance.
4. Attend GSG sponsored events
 - a. Executives excessively absent from GSG events will be subject to disciplinary action at the discretion of the President and the GSG Moderator.
5. Represent the concerns and interests of the graduate student body.
6. Form ad-hoc committees to deal with specific issues.
7. Uphold the mission of Creighton University and advocate for the rights of graduate students.
8. Propose resolutions and acts for the GSG.

For information about GSG, please read the GSG Constitution found at:

<https://www.creighton.edu/gradschool/currentstudentinfo/gsg/documents/>

PLEASE NOTE: THE FOLLOWING INFORMATION PROVIDED WILL BE MADE AVAILABLE TO OTHER GRADUATE STUDENTS ON THE GSG WEBSITE AND ON THE ELECTION BALLOT

Name: James Case

Net ID (this will not be made available to other students):

Program: MBA-Accounting Emphasis

When did you begin graduate school at Creighton?
Summer 2017

Why would you be a good candidate for this position?

I have work experience, schooling, and prior Treasurer positions in university organizations that have qualified me for this position. I am excited for the opportunity to work with the Graduate Student Government and advance its programs. Applying my experience and skills at Creighton University would be a fantastic and rewarding experience.

What experience or qualifications do you possess that would help you serve in this position?

In 2015 I served as Treasurer of the Sigma Chi Fraternity at Boise State University where I worked with the members, advisors, and university to enhance its programs. My duties included setting budgets, working with all officers to maintain a lean financial structure, and I served as the financial liaison to the national fraternity.

Throughout 2016 I served as Treasurer of Crafting for a Cause, a philanthropic student organization, at Boise State University. My duties included setting budgets, tracking expenditures, and presenting to the Undergraduate Student Government for funding.

In addition to my experience with student organizations, I hold an Undergraduate Degree in Accounting & Finance.

List potential goals and ideas for the position:

- Work with the GSG officers to maximize fund usage to enhance the graduate student experience
- Maintain accurate records of all GSG funds
- Create and distribute accurate financial reports in a timely manner
- Represent the interests of the graduate student body to my fullest capacity

Besides graduate coursework, what other time commitments do you have (jobs, organizations, committees, etc.)?

Intern at Dickinson and Clark, CPA's

If elected, I understand and accept the duties of the office. Also I understand that my application will be made available online to all Graduate School students.

James Case

Signature

Date

11/3/17

Please return this form to the President of GSG.