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## OPERATING RULES

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### C. VICE PRESIDENT OF FINANCE (VPF), DUTIES AND RESPONSIBILITIES

1. The VPF shall function as the Board's Chief Financial Officer (CFO).
2. The VPF in conjunction with the President shall appoint (pending Board approval) and oversee all financial councils. (See Internal Bureaus 400.1)
3. The VPF shall review all legislation of financial impact prior to Board review (including Working Board Meetings).
4. The VPF shall oversee the development and implementation of the annual ASCSUS budget.
5. The VPF shall report to the Board of Directors in his/her board report an update of the financial situation of the ASCSUS including:
  - a. Quarterly updates on the financial situation of ASCSUS internal programs.
  - b. Updates on DOC funds granted to clubs and organizations during each formal Board meeting.
  - c. Updates on the National Transportation Funds and National Championship Funds.
6. The VPF shall serve as primary liaison between financial literacy efforts and the ASCSUS Board – both on campus and off campus.
  - a. The VPF shall facilitate student engagement workshops, events, and resources related to financial wellness.
  - b. The VPF shall meet with the Financial Wellness Program Director or Assistant Director at least once per semester for the purpose of identifying potential resources for students.
7. The VPF shall complete other duties as assigned by the ASCSUS President, the Board of Directors or these Operating Rules.