Division Description

Secretary:

- Take notes during meetings.
- Assist with drafting proposals, letters, wording, etc.
- Create slides for conferences or presentations.
- Communicate with other parties, including students, teachers, etc.

Treasurer

- Create Budget Spreadsheets.
- Receive and manage finance.
- Keep track of expenditure.
- Manage reimbursement.

Public Relations & Arts

- Managing the Stuco social media accounts.
- Documentation during the event.
- Creating promotional materials.
- Graphic design.
- Decoration.

Academic Division

- Manage academics-related events.
- Initiate academic-related events.
- Sharing info about academic events inside or outside the school.

Student Voice & Development

- Listen to Students' voices, feedback, and suggestions.
- Deliver the feedback to fellow members of STUCO (whether it is an event, a suggestion for improvement, etc.)
- Staying relevant among fellow students and STUCO members.

Sports Division

- Manage sport-related events.
- Create rules of the event.
- Keep track of students' healthy activities, and report your data to STUCO.