The Vice-President shall:

- Assume the duties of the President during the President’s absence, at the request of the President, or for the un-expired term in the event that the President is unable to complete a term of office;
- Serve as coordinator of the committee chairs and as an ex-officio member of all committees, have charge of referral processes, and be responsible for information on current status of work assigned to committees;
- Chair the Election Committee and serve as Chief Election Officer for all elections conducted by the Classified Senate;
- Serve as cosigner on all senate accounts and;
- Perform other duties as may be deemed necessary, as delegated by the Senate President, or as assigned by the Classified Senate within the limits of the bylaws.