

# **A G E N D A**

## ***Council Administration Committee***

**Tuesday, May 29<sup>th</sup>, 2012**

**5:00 pm**

**SUB 6-06**

1. Approval of the Agenda
2. Approval of the Minutes
3. Announcements
4. Old Business
  1. Summer Retreat
    - i. Location booked—Mulhurst Lutheran Camp (June 1-3) for \$850
    - ii. Buses booked—yellow school buses for \$475
    - iii. Food for the weekend—internal order with Jerry the SU chef
    - iv. Schedule for the weekend—see attached document
  2. Translators for guests' of council
    - i. Where are we at and which specific organizations/groups have we looked into?
    - ii. Where do we go next?
5. New Business
  1. Council Mentorship Program
    - i. What happened last year and what do we want to do moving forward?
    - ii. Advertising Strategy?
6. Discussion Period
7. Confirmation of next meeting date – Tuesday June 11<sup>th</sup>, 5:00 pm
8. Adjournment

Time	Friday	Details	Saturday	Details	Sunday	Details
9:00 AM					Breakfast	
9:30 AM			Breakfast			
10:00 AM					Strategic Plan	Colten
10:30 AM			Bylaws	Dustin	History of the SU	Marc
11:00 AM			Team Bonding (??)	Kelsey/Eric		
11:30 AM					Executive Goals	Exec
12:00 PM			Policy	Petros		
12:30 PM			Lunch		Lunch	
1:00 PM						
1:30 PM			Executive Roundtable	Exec	Council Goals	Colten
2:00 PM	Chair Training	Lead by Rory in SUB for all committee chairs and interm chairs				
2:30 PM			Free time		Clean up, pack	
3:00 PM			Robert's Rules of Order	Rory	Depart on buses	
3:30 PM						
4:00 PM	Depart on buses		Free time/ Meeting of Chairs	Rory	Arrive in Edmonton	
4:30 PM						
5:00 PM	Arrive, unpack					
5:30 PM	Rules & expectations; Icebreakers	Kelsey	How to Draft a Bill	Kevin		
6:00 PM			Free time			
6:30 PM	Dinner		Dinner			
7:00 PM						
7:30 PM	Governance	Amanda	Mock Council	Rory		
8:00 PM	Conflict of Interest, Parochialism, Asking Questions	Amanda				
8:30 PM	Shenanigans					
9:00 PM			Campfire			