

Sigma Zeta Meeting Agenda



Phi Theta Kappa
General Chapter Meeting
Monday, April 15, 2013
Building 19, Room 248



Schedule	Topic	Lead	Outcomes	Length
	Call to Order			
	Roll Call			
4:00 PM	Agenda Review	Tracy	Begin meeting, pass around sign up sheet, and scan agenda for gaps	0:05
4:05 PM	Adoption of Minutes			0:05
4:10 PM	Ice Breaker	All	To Transfer, or not to Transfer	0:05
4:15 PM	Recap Convention	Team	List Awards and accolades	0:10
4:25 PM	Regional Convergence	Tracy	Sign-up Sheet for Camp Angelos trip	0:05
4:30 PM	Orientation Program	Team	Set out an itinerary & speaking list	0:10
4:40 PM	Bylaws Review	Tracy	Which Structure shall we go with?	0:05
4:45 PM	Election Application/logistics	Tracy	What shall we ask of applicants?	0:05
4:50 PM	Prospective Membership Plan	Tracy	Set out benchmarks (like 5star indiv.)	0:05
4:55 PM	Graduation Ceremony	Tracy	Ushers Needed and select card-readers	0:05
5:00 PM	Advisor Update	Lida	Spring Common Scholarship App Dates	0:05
5:05 PM	Adjourn meeting			