

PHI THETA KAPPA | SIGMA ZETA CHAPTER



MINUTES/NOTES FROM AUGUST 27TH, 2012 GENERAL MEETING

1. Call to Order at 6:02 PM
2. Roll Call: Sign-in sheet on file- Mark, Tracy, Raquel, Caleb, Alex, Velda, Athena, and Cheyne
3. Agenda: 5-Star Chapter Progress & Path seeking; Honors Study Program; Upcoming Events
4. Minutes: Minutes from August 20th, 2012 were adopted into record by unanimous vote
5. Reports: Will begin on August 27th after the officer Election – this is a placeholder for the template
6. Old Business
 - 5-Star Chapter Progress and Path seeking – tabled for now; will be added to team building workshop.
 - Strategic Planning and SMARTER Goals – tabled for now
 - Discuss Chapter Mission, Vision and Core Values Statement(s) – everyone is to bring in their personal, career, and chapter goals to the Sept 10th workshop.
 - Honors Study Program
 - Research Team Timeline – we will be meeting/checking in on Sept 10th and Sept 17th
 - HIA Project Planning Meeting – (?)
7. New Business
 - Meeting Times beginning in Fall Term
 - Discuss possibility of Tuesday 3:30-5:00 for general, 5-6 for executive – (?)
 - Discuss Workshops on Thursdays in the same time window – tabled for now
 - Workshops to build skills in the chapter – scheduled for Sept 10th
 - Visibility/Membership Drive – Posters and Flyers – will see if we can participate in the coffee/welcome week, before the term starts.
 - Fundraising Guidelines
 - What is the word from Admin for a Poker Night Fundraiser – we will be proceeding with this after (?)
 - College Project (remains in the agenda ‘Parking Lot’ until we schedule an appointment with Admin.)
8. Upcoming Events:
 - Put together the Upcoming Events Calendar (and a Newsletter to deliver it....) – Alex will be putting it together with Raquel’s assistance.
9. Items/Requests for Next Meeting – next meeting will be on Sept 10th, at 5:00 p.m.(?)
 - Personal, career, and chapter goals
10. Adjournment Time 7:20 PM