

## Educational Activities Advisory Council Minutes

February 5, 2009

Present: Erik Elordi, Jake Falldorf, Ryan Ghelfi, Katherine Gohring, Ryan Green, Duncan Hightower, Nicole Jolly, Sophia Mantheakis, Corey Metcalfe, Katherine Ogilvie

Not Present: Jukka Boyd (excused, was ill)

### I. Introductions

### II. Roberts Rules & Parliamentary Procedure Overview

### III. Elect Chair/ Vice/ Secretary

- a. Katherine Gohring voted unanimously as Chair: Elordi abstained
- b. Duncan Hightower voted unanimously as Vice Chair: Elordi abstained
- c. Nicol Jolly voted unanimously as Secretary: Elordi abstained
- d. Each vote only had 1 nominee

### IV. Time-Line

### V. Schedule Meeting Times

- a. Discuss Quorum/ Commitment
- b. Weekly Meetings
- c. Presentation Blocks

### VI. Discuss Presentation Process

- a. Who can speak – Visitors v. Committee
- b. Who Presents
- c. Forms
- d. Packets sent to IBL administrators

### VII. Discuss Emergency Requests & Reserve