Draft Agenda for C/C Training on October 29, 2024:

7:30-8:00   Check in at Slickfork

8:00-8:30   Invocation

                     Breakfast

8:30-8:40   Welcome – BOT Secretary

8:40-10:00   Overview of Advisory Committee Code and other governance documents – Office of Legal Counsel

10:00-10:15   Break

10:15- 11:45   General Discussion & Information

- Annual C/C Reports to BOT Discussion – Proposed to occur on the 5th Tuesdays throughout the year. These would be April, July, September 2025.
- C/C Elevator Speeches. – Each C/C should develop a description of their role in 30 words or less. Be prepared to share them at this time.

11:45-12:00   C/C Coordination and Communications – Department of Communication

- Establish communications loop for agendas to be posted on the CTUIR websites, KCUW, social media, etc.

12:00-1:00   Lunch

1:00-2:30   C/C Administration

1- Minute Taking for Committee and Commissions – Admin, HR Training
2- Travel Document Training & PR's and PO's process – Admin & Finance
3- Stipends process – Finance
4- Budgets and R&E reports for C/C's - Finance

2:30-2:45   Break

2:45-3:30   Breakout sessions for C/C members to have interactive discussions. (by topic area, common interests/goals & priorities)

3:30-3:55   Raffle for attendees.

3:55-4:00   Closing invocation

4:00   Adjourn.