

Meeting Agenda

Name of Student Group

Date

Time

Location

- Attendance
 - Ice breaker, Introductions
 - Special guests speak
- Officers' Report
 - Treasurer
 - Secretary
 - Vice and Co/President
- Committees' Report
 - Committee 1:
 - Committee 2:
- Old Business
 - Item 1:
 - Item 2:
- New Business
 - Item 1:
 - Item 2:
- Announcements
- Adjourn