

**IFC Meeting #1: Friday, November 22, 2019 | 4:00PM**

**Columbia Room – Werner University Center**

**Agenda**

1. Call to Order
2. Roll Call
  - IFC Members
  - Advisors
  - Area Heads
  - Other Representatives
  - IFC Secretary
3. New Business
  - Expectations/Roles
  - Parliamentary Procedure Training
  - Crib Book Overview
  - Sample Budgets – WUC
    - i. Details
    - ii. Expenses and history
    - iii. Unspent dollars in past
    - iv. Complexity and size
  - Enhancements
4. Messages from the Floor
5. Adjournment