

Incidental Fee Committee Training #1

Wednesday, November 29, 2023 | 2:00 PM

WUC Calapooia Room

Hunter Hall in Chair

Agenda

1. Welcome /Introductions
2. IFC Bylaws overview
 - What are the bylaws
 - Article 1-7
 - Article 12 (IFC Process Checklist)
3. Duties and responsibilities
 - IFC committee members
 - IFC Chair – must be elected by the IFC members
 - IFC Advisors – Amber Deets, Tina Fuchs, Even Source (Camarie Moreno)
 - IFC Secretary – Paula Verdegaal-Taylor
 - Parliamentarian – ASWOU Senate President (Maddux Gillett) or designee
 - Area Heads
4. What to expect during Winter term
 - Review tentative IFC timeline/calendar
5. Follow up on Budget training facilitated by Camarie on 11/20/23
6. Schedule meeting before end of term to select meeting times for Winter quarter and select IFC chair
7. Parliamentary Procedure/Robert's Rules of order – Maddux Gillett, ASWOU Senate President
8. Final questions