**DELTA UPSILON CHAPTER MEETING AGENDA**

**(Insert Date Here)**

1. **Call To Order**
2. **Attendance**
3. **Guest Report(s)**
4. **Approval of Minutes**
5. **President’s Report**
   1. The President should give a general overview about the state of the chapter from the previous week.
      1. Note: Be sure to allow the Officers to provide specific details for any topics mentioned.
6. **Officer Reports *(these are listed in no particular order, adjust as needed)***
   1. **VP Recruitment**
      1. Officer Name:
   2. **VP Finance**
      1. Officer Name:
   3. **VP Risk Management**
      1. Officer Name:
   4. **VP External Relations**
      1. Officer Name:
   5. **VP Membership Education**
      1. Officer Name:
   6. **VP Academic Excellence**
      1. Officer Name:
   7. **VP Administration**
      1. Officer Name:
7. **Chair/Committee Reports**
   1. This section can be used if you have any Chair positions or Committees that would like to update the chapter
8. **Associate Member Education Report**:
   1. This can be a time to have a chapter-wide conversation about the progress of Associate Members.
9. **Unfinished Business**
   1. If there is no Unfinished Business from the previous week, you can simply put “Nothing to report”.
10. **New Business**
    1. Example: Polo or Rush Shirt Design.
       1. *This section is where chapters can vote on any topics being mentioned*
11. **Brothers of the Week *(this can be the time to praise other brothers’ actions throughout the previous week)***
12. **Announcements**
    1. Example: Come out to Wiffle Ball Club on Tuesday if you’re interested in joining!
13. **Adjournment**

*(Some people like to have a different quote at the bottom of the agenda, so feel free to remove this portion or replace with any quotes from DU alumni or even the Ritual Book/Oath of Initiation)*

*“I mean to make myself a man, and if I succeed in that, I shall succeed in everything else.”*

* *James A. Garfield, Williams 1854*