

STAFF RETREAT:

Celebrating New Mexico



May 15-17, 2013

May 15, 3:00 check-in
May 16, 8:00-6:00
May 17, 8:00 – 3:00

El Monte Sagrado
Taos, NM

Meeting called by:	Toney Begay	Type of meeting:	Staff Retreat
Facilitator:	Linda Andrews	Note taker:	Bonnie Bissell Helena Kirkwood--recording
Timekeeper:	Monica Blea		

Attendees: Linda Andrews, Toney Begay, Bonnie Bissell, Monica Blea, Betty Chancey, Anita Gonzales, Helena Kirkwood, Nick Kunz, Shawndean Smith, Shaundina Watson, Fred Youberg

Please be prepared: Discuss topics on agenda; Regional Plans; Calendar dates; Regional presentation

Main Office to Bring: Projector, name cards, easel and pads, games. Anita-bags and printouts

S. Watson to bring Notebooks

TENTATIVE AGENDA ITEMS

Topic	Presenter	Time allotted
Wednesday, May 15, 2013		
✓ <i>Arrival</i> Check in		Beginning 3:00 pm
✓ <i>Dinner on your own</i>		
Thursday, May 16, 2013		
✓ <i>Call to order</i>		8:00
✓ <i>Opening Remarks</i> *Do not all speak at once; Respect others; Follow a protocol that allows everyone to provide input in an orderly fashion; Follow time allotments; Use cell phone on breaks only	Linda Andrews	8:00-8:30
✓ <i>Competitor Analysis</i>	Helena Kirkwood, Nick Kunz	8:30-9:30
✓ <i>Summaries of 2013 Advisor and Student Surveys (received to date): Discussion and consensus on changes</i>		
✓ <i>Break/Staff Picture in MESA Shirts</i>		9:30 – 9:55
✓ <i>Staff Recognition</i>	Kurt Steinhaus	10:00-10:30
✓ <i>MESA Day 2013 Survey Summary: Discussion and consensus on changes</i>	MESA Day Committee	10:30-12:00
✓ <i>2014 Yearly Theme: Sustaining our Future</i>		
✓ <i>MESA Day 2014: Consensus of Competition Areas</i>		

✓ Working Lunch--Regional PDC: Plan and SIFT: Debrief	Anita	12:00-1:30
✓ MESA USA: Debrief 2013: Review of preparation initiatives; and Plan for 2014	MESA USA Committee	1:00-2:00
✓ FY14 Budget: Distribution and Instructions	Toney/Linda	2:00-3:00
✓ Break		3:00-3:15
✓ Fun Activity	Staff	3:15-4:30
✓ Downtime		4:30-6:00
✓ Dinner at Grahams		6:00
Friday, May 17, 2013		
✓ Breakfast		8:00-8:30
✓ RC Regional Plans: 2013 Regional Highlights	RCs	8:30-10:00
✓ Break		10:00-10:15
✓ 2014 Share Regional Activity ideas based on theme	RCs	10:15-11:00
✓ 2014 Statewide Events: Summary	Anita	11:00-11:30
✓ Working Lunch/Calendar Instructions	Anita	11:30-12:30
✓ Calendar Entry	Anita	12:30-1:00
✓ 2014 Calendar Review	Anita	1:00-1:30
✓ Break		1:30-1:45
✓ Wrap-up/Miscellaneous	Toney/Linda	1:45-2:15
✓ Fun Activity	Staff	2:15-3:00
✓ Dismissal: Drive carefully!		3:00
✓		
✓		