

WORKSHOP DESCRIPTIONS (continued)



Session O

Chess vs. Checkers: Understanding How and When to Make the Right Move

(3:45 p.m. to 4:45 p.m. — ROOM 212)

As a new officer or adviser to SGA governance or advising can seem confusing and complex. This course will give a comprehensive look at how to recognize the strength of your position, have appreciation for everyone around you and it will give you what you need to know to maximize the potential for success. The structure and operations of an organization continually challenge student governments' much like the complexity of a chess game. In an effort to increase knowledge in this area this session will suggest responsibilities using the rules of chess and checkers to describe roles of various student governing bodies.

Level of Interactivity (from 1 to 5 being very interactive): 3

Learning Outcomes. After attending this session participants should be able to:

- Understand roles of SGA and the institution
- Become familiar with the roles and responsibilities of members



Session P

NEW WORKSHOP Building Bridges With Your Student Government: Involving Out-Group Members

(3:45 p.m. to 4:45 p.m. — ROOM 311)

Among our organizations and communities, research indicates we create social circles, which define what it means to be a member of the "in-group" or "out-group". Often times, we put labels to our out-group members. "They don't care about our organization. Why do they always have to be difficult?" What if meaningful relationships with these "out-group" members were the key to your organization's success - both inside and outside of your Student Government? You will be invited to reflect on your own leadership style and explore avenues for including and leveraging out-group members for success.

Delivery Format: The majority of the presentation will be delivered through activity and discussion. Attendees should be prepared to contribute during the session.

Presentation Resources: The session utilizes visuals, handouts, and activities.

Level of Interactivity (from 1 to 5 being very interactive): 5

Learning Outcomes. After attending this session, participants should be able to:

- Map your social circles and identify in/out-groups of your communities
- Dissect your tendency to include/exclude out-group members
- Explore ways to connect and encourage members of your community

ASGA WORKSHOP PRESENTERS

Russell D Barefoot

- 25 years of Student Affairs experience in SGA and leadership development
- Master of Arts in College Student Personnel from Bowling Green State University
- Doctoral candidate in Educational Leadership at Rowan University
- Current Director of Student Life at Raritan Valley CC
- Russell.Barefoot@raranval.edu



In ROOM 212

Christopher Jachimowicz (Chris)

- Seasoned professional in student affairs with over 30 years of experience
- Outstanding author of technical documents including bylaws and finance manuals
- Member of the American Institute of Parliamentarians
- Chairman of two national SG workshops
- Certified Strategic Strengths Coach
- meetingsuccess@windstream.net



In ROOM 211

Ernest J. Robinson

- Professional speaker/trainer/consultant with Be-E.R.N.E.S.T (www.B-ERNEST.org)
- Former SG Senator at Virginia Union University
- Former Active Duty United States Marine (Combat Iraq 2003)
- Former Student Athletic Advisory Committee Rep, and Judicial Affairs Student Rep
- infobernest@gmail.com
- Facebook/LinkedIn: Ernest J. Robinson • Twitter/Instagram: @ejrobinson2014



In ROOM 212

Dessie Hall

- Higher education professional, event planner, mentor, advisor, speaker, and entrepreneur
- Student Life Coordinator at Atlanta Technical College
- Bachelor of Science degree in Communications with a minor in Social Media from Walden University
- Founder and director of Inspire Girls USA
- Executive director for Dessie Hall Consulting, LLC
- dessiehallspeaks@gmail.com



In ROOM 311

W.H. Oxendine, Jr. (Butch)

- ASGA Executive Director and Founder
- Editor in Chief, *Student Leader* magazine
- Author, *So You Want to Be President...How to Get Elected on Your Campus*
- Professional Student Government consultant and frequent speaker at major Student Government conferences for more than 35 years
- butch@asgaonline.com



In AUDITORIUM

Thank you to Holy Family University
for hosting this conference!



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IMPROVE YOUR STUDENT GOVERNMENT

Saturday, April 6, 2019

8:00 a.m. to 9:00 a.m. — Conference Registration & Continental Breakfast

AUDITORIUM

9:00 a.m. to 9:20 a.m. — Welcome

- Russell D Barefoot, Emcee

AUDITORIUM

9:20 a.m. to 9:30 a.m. — Networking Break

9:30 a.m. to 10:45 a.m. — Training Block I

A. *13 Steps to a Super Student Government* — Butch Oxendine
AUDITORIUM

B. *Extreme Makeover: Constitution Edition* — Christopher Jachimowicz
ROOM 211

C. *Leadership: How to Drive the Mission, the Passion, and the Teamwork!* — Russell D Barefoot
ROOM 212

D. **NEW WORKSHOP** *Teamwork Makes the Dream Work*
— Dessie Hall
ROOM 311

10:45 a.m. to 11:00 a.m. — Networking Break

11:00 a.m. to 12:00 p.m. — Training Block II

E. *The 25 Worst Mistakes Your Student Government Can Make*
— Butch Oxendine
AUDITORIUM

F. *Administrators Are Not Your Enemy: Learn How to Get Along with Yours* — Christopher Jachimowicz
ROOM 211

G. *Meetings That Make Sense* — Russell D Barefoot
ROOM 212

H. **NEW WORKSHOP** *Retention Matters* — Dessie Hall
ROOM 311

12:00 p.m. to 1:00 p.m. — Lunch
AUDITORIUM

1:00 p.m. to 1:15 p.m. — ASGA Halftime
AUDITORIUM

For a limited time:
Download workshop handouts for this
conference at <http://bit.ly/19Mb38l>

1:15 p.m. to 2:15 p.m. — Training Block III

I. *How to Make Students Care About Your SG: Create "Signature Programs"* — Butch Oxendine
AUDITORIUM

J. **NEW WORKSHOP** *Meetings Made Simple: Democratic Rules of Order* — Christopher Jachimowicz
ROOM 211

K. *The ABCs of SGA* — Ernest J. Robinson
ROOM 212

L. **NEW WORKSHOP** *Challenging the Process: Balancing Assertiveness and Diplomatic Governance* — Amanda Mouser
ROOM 311

2:15 p.m. to 2:30 p.m. — Networking Break

2:30 p.m. to 3:30 p.m. — Roundtables

1. Senators, Representatives, Judicial Branch, and Committee Members — AUDITORIUM
2. Presidents & Vice Presidents — ROOM 211
3. Secretaries and Treasurers — ROOM 212
4. Advisors — ROOM 311

3:30 p.m. to 3:45 p.m. — Networking Break

3:45 p.m. to 4:45 p.m. — Training Block IV

M. *What Can Your Student Government Really Accomplish? Choose Realistic Goals* — Butch Oxendine
AUDITORIUM

N. *Ten Toxic Timewasters: Practices that Poison Productive Meetings*
— Christopher Jachimowicz
ROOM 211

O. *Chess vs. Checkers: Understanding How and When to Make the Right Move* — Ernest J. Robinson
ROOM 212

P. **NEW WORKSHOP** *Building Bridges With Your Student Government: Involving Out-Group Members* — Amanda Mouser
ROOM 311

4:45 p.m. to 4:50 p.m. — Break

4:50 p.m. to 5:15 p.m. — Wrap-Up & Raffle

- "The Importance of Your Student Government"
 - Russell D Barefoot, Emcee
 - Ultimate Connectors Raffle (return your evaluation form to enter)
- AUDITORIUM

ASGA
American Student Government Association



WORKSHOP DESCRIPTIONS

Session A **13 Steps to a Super Student Government**

(9:30 a.m. to 10:45 a.m. — AUDITORIUM)

Are you one of the best SGs in America? Before you start boasting, keep in mind that even the finest SGs in the country have lots of room for improvement. And just because you control millions in student fees, get quoted on the front page of the campus paper, or are a minor celebrity in your own mind doesn't mean that you're truly appreciated, respected, and actually get things done for those you mean to serve: your fellow students. The nation's "Super SGs" have some key characteristics in common. This is your chance to finally find out how yours stacks up against the best. By taking ASGA's exclusive "SG Effectiveness Test," you'll learn about your strengths and weaknesses and will get guidance on setting priorities and realistic goals to improve your SG now and in the coming years.

Delivery Format: It is presented in a lecture format. The presenter encourages feedback.

Presentation Resources: The session utilizes PowerPoint, as well as printed handouts.

Level of Interactivity (from 1 to 5 being very interactive): 3

Learning Outcomes. After attending this session, participants should be able to:

- Understand the 13 key components that make up great SGs
- Know what to do first to improve
- Understand your SG's current strengths and weaknesses

Session B **Extreme Makeover: Constitution Edition**

(9:30 a.m. to 10:45 a.m. — ROOM 211)

Practically every SG seeks to improve its governing documents at some time; but where to start? This session will share the most common mistakes made in document development, provide a framework for reviewing governing documents, and discuss other considerations and choices that must be made for a sound governing foundation. Participants will leave with a list of questions they can use to start reviewing their own documents.

Delivery Format: It is presented in a lecture format. The presenter welcomes feedback.

Presentation Resources: The session utilizes visual display media (i.e. Microsoft PowerPoint, Apple Keynote) as well as printed handouts.

Level of Interactivity (from 1 to 5 being very interactive): 3

Learning Outcomes. After attending this session, participants should be able to:

- Identify common problems in their own organization's governing documents
- Explain the difference between their primary and secondary governing documents
- Discuss the rationale for items within a Constitution

Session C **Leadership: How to Drive the Mission, the Passion, and the Teamwork!**

(9:30 a.m. to 10:45 a.m. — ROOM 212)

Being a leader can be confusing with the million and one books out there. This interactive workshop provides a simple and dynamic definition of leadership so that you can focus on a daily basis on how to create and drive the mission of your organization, inspire the passion and energy to sustain the organization, and develop the team work to make the dream work!

Delivery Format: Engaging lecture, media, and small group activity bring out the creativity of the group while also sharing 20 years of ASGA experience from the presenter.

Presentation Resources: The session utilizes PowerPoint, printed handouts, and props.

Level of Interactivity (from 1 to 5 being very interactive): 4

Learning Outcomes. After attending this session participants should be able to:

- Provide a clear, simple, and functional definition of leadership as it applies to your SG
- Learn 3 categories of ways to improve your Student Government through effective leadership
- Learn at least 15 methods to provide leadership for your Student Government

Session D **NEW WORKSHOP Teamwork Makes the Dream Work**

(9:30 a.m. to 10:45 a.m. — ROOM 311)

"There's no one person bigger than the team." Often times, it's challenging for Student Governments to get along when different personalities join together. It can affect progress, communication, moral and participation. It's important to understand the role each person plays

on a team. Each person brings talent and skills to an organization. Effective communication and collaboration are imperative for Student Governments in order to increase membership, retain members, and get the job done. Learn the 7-step approach to get started.

Delivery format: Lecture style because of the amount of information provided. The presenter encourages feedback through direct questions/demonstrations throughout.

Presentation Resources: PowerPoint; handouts

Level of interactivity (from 1 to 5 being very interactive): 4

Learning Outcomes. After attending this session, participants should be able to:

- Understand and respect the role of each teammate
- Learn the seven steps to work together as a team
- Communicate more effectively to improve your Student Government

Session E **The 25 Worst Mistakes Your Student Government Can Make**

(11:00 a.m. to 12:00 p.m. — AUDITORIUM)

Many SGs make the same mistakes over and over, never learning from the past. In this workshop, you'll discover the most common SG mis-steps, and most importantly, how to avoid these pitfalls during your term of office.

Delivery Format: It is presented in a lecture format. The presenter encourages feedback through direct questions. The presenter uses volunteers to illustrate key points.

Presentation Resources: The session utilizes PowerPoint, as well as printed handouts.

Level of Interactivity (from 1 to 5 being very interactive): 4

Learning Outcomes. After attending this session, participants should be able to:

- Understand the importance of learning from the mistakes of others
- Brainstorm your own list of mistakes to avoid at your institution

Session F **Administrators Are Not Your Enemy: Learn How to Get Along With Yours**

(11:00 a.m. to 12:00 p.m. — ROOM 211)

SG-friendly administrations are easy to spot. They're easy to talk to, treat student leaders as peers in the governance process, respect the SG's autonomy, and value SG's input on key institutional decisions. This useful workshop, which is a companion to the "SG Effectiveness Test," identifies the top 11 characteristics that make for an SG-friendly administration.

Through ASGA's exclusive "Administrator Test," you'll decide how well your administration meets these ideals and give it a score. Then you'll know if it's time to thank your administration for their assistance-- or if you should take time to build a better relationship.

Delivery Format: The facilitator provides context for the 11 characteristics and invites participants to share experiences from their own campuses. The session is largely lecture format with the opportunity for both formal and informal question and answer.

Presentation Resources: The session utilizes visual display media (i.e. Microsoft PowerPoint, Apple Keynote) as well as printed handouts.

Level of Interactivity (from 1 to 5 being very interactive): 3

Learning Outcomes. After attending this session, participants should be able to:

- Consider the perspective of administrators in relationship to the SG
- Form new behaviors to develop a better long-term relationship with administration
- Implement additional surveys to better assess the relationship with administration

Session G **Meetings That Make Sense**

(11:00 a.m. to 12:00 p.m. — ROOM 212)

When it matters, do you do the right thing? Have you ever had a dilemma to resolve in Meetings should make sense, have a purpose, and move your organization toward accomplishing its goals. Come learn tips to make your meetings effective, reduce time-wasters, and develop an agenda for productivity. This session will also review the basics of Robert's Rules of Order that everyone should know; whether you are running the meeting or participating.

Delivery Format: Engaging lecture, media, and small group activity to practice new skills to apply at home.

Presentation Resources: The session utilizes PowerPoint, printed handouts, and props.

Level of Interactivity (from 1 to 5, five being very interactive): 3.5

Learning Outcomes. After attending this session, participants should be able to:

- Understand the importance of creating an agenda for your meetings and have the basic skills to develop an effective agenda
- Understand and be able to apply basic rules of parliamentary procedure to increase participation and democratic engagement in meetings
- Reduce time-wasters in meetings and decision making

Session H **NEW WORKSHOP Retention Matters**

(11:00 a.m. to 12:00 p.m. — ROOM 311)

It's not safe to assume that members do not participate in student government because of time constraints. It could be because one doesn't feel valued or accepted. Learn how to R.E.T.A.I.N. (Respect, Engage, Teach, Ask, Inspire, Negotiate,) members.

Delivery format: Lecture style because of the amount of information provided. The presenter encourages feedback through direct questions/demonstrations throughout

Presentation Resources: PowerPoint; handouts

Level of interactivity (from 1 to 5 being very interactive): 4

Learning Outcomes. After attending this session, participants should be able to:

- Recognize effective ways to recruit members.
- Identify why members stop participating.
- Learn how to R.E.T.A.I.N. members.

Session I **How to Make Students Care About Your SG: Create "Signature Programs"**

(1:15 p.m. to 2:15 p.m. — AUDITORIUM)

Your SG must do something real that matters to fellow students if you ever want to be respected and appreciated. This workshop will give real examples of innovative and exciting "signature programs" that are being used by SGs nationwide to get the attention of students and administrators. These programs will make your SG much-admired and "relevant," and will help you with everything from member recruiting to voter turnout to relations with administrators.

Delivery Format: It is presented in a lecture format. The presenter welcomes feedback through direct questions. The presenter calls on volunteers to help illustrate key points.

Presentation Resources: The session utilizes PowerPoint, as well as printed handouts.

Level of Interactivity (from 1 to 5 being very interactive): 4

Learning Outcomes. After attending this session, participants should be able to:

- Be aware of the 800 programs you could bring to your campus
- Understand what makes a "signature program" and how do you find one that will work for you
- Understand which signature programs are best

Session J **NEW WORKSHOP Meetings Made Simple: Democratic Rules of Order**

(1:15 p.m. to 2:15 p.m. — ROOM 211)

SGA should be about getting things done. Sometimes the formal rules by which meetings are conducted get in the way. Democratic Rules of Order, a parliamentary authority developed in the 20th Century, provides a practical and simplified way to run meetings and focus on results rather than process. This session will provide a brief review of this rules set.

Delivery Format: Due to the significant amount of technical information provided in this session, it is presented in a lecture format. The presenter welcomes and encourages feedback through direct questions to the audience as well as fielding impromptu questions throughout.

Presentation Resources: The session utilizes visual display media (i.e. Microsoft PowerPoint, Apple Keynote) as well as printed handouts.

Level of Interactivity (from 1 to 5 being very interactive): 3

Learning Outcomes. After attending this session, participants should be able to:

- Compare DRO to their current parliamentary authority
- Explain Mover's Privilege and its use in DRO
- Share the benefits of DRO with the rest of their SGA

Session K **The ABCs of SGA**

(1:15 p.m. to 2:15 p.m. — ROOM 212)

As a new officer or adviser to SGA it can seem like an uphill challenge. This course will give a comprehensive look at what you need to know to maximize the potential of success. The structure, nomenclature and operations of an organization continually challenge student governments'. Although various approaches have stressed the development of skills or behaviors, it is becoming increasingly apparent that the development of the very basic skills and understand-

ing of what student governance is prevalent. In an effort to increase knowledge in this area this session covers vernacular used in meetings or used to describe roles or procedures.

Presentation Resources: The session utilizes visual display media (i.e. Microsoft PowerPoint).

Level of Interactivity (from 1 to 5 being very interactive): 5

Learning Outcomes. After attending this session participants should be able to:

- Understand basic functions and nomenclature of SGA
- Become familiar with the roles and responsibilities of members

Session L **NEW WORKSHOP Challenging the Process: Balancing Assertiveness and Diplomatic Governance**

(1:15 p.m. to 2:15 p.m. — ROOM 311)

Kouzes and Posner (2012) are prominent leadership scholars who describe their 5 Practices of Exemplary Leaders. With their practice, "Challenge the Process", leaders are encouraged to take risks, defy the status quo, and be innovative in experimenting with change. The Five Practices of Exemplary Leadership® model continues to prove its effectiveness as a clear, evidence-based path to achieving the extraordinary—for individuals, teams, organizations, and communities. Often times as a student leader and within your Student Government, you will be in an impactful position to create transformational change within your institution and organization. The key to pursuing purposeful change is learning how to maintain influential connections through diplomacy while maintaining a strong advocacy plan for advancing student needs.

Delivery Format: The majority of the presentation will be delivered through activity and discussion. Attendees should be prepared to contribute during the session. No prior experience is necessary.

Presentation Resources: The session utilizes visuals, handouts, and activities.

Level of Interactivity (from 1 to 5 being very interactive): 5

Learning Outcomes. After attending this session, participants should be able to:

- Explain the practice of "Challenging the Process"
- Identify personal examples of assertiveness and diplomacy
- Create an action plan to balance these practices in future decision making

Session M **What Can Your Student Government Really Accomplish? Choose Realistic Goals**

(3:45 p.m. to 4:45 p.m. — AUDITORIUM)

We all like to think our SG can change the world, but the reality is more brutal. Even the greatest SGs in America are limited in their authority, "power," and influence. Can you really stop tuition increases, get more financial aid from the federal government, and build a new parking garage? This brutally frank session tells the truth about which projects, issues, and programs you can take on successfully—and which ones are doomed to fail.

Delivery Format: It is presented in a lecture format. Half of the workshop is an interactive exercise that includes all participants working in small groups. The presenter welcomes feedback through direct questions.

Presentation Resources: The session utilizes PowerPoint, as well as printed handouts.

Level of Interactivity (from 1 to 5 being very interactive): 4

Learning Outcomes. After attending this session, participants should be able to:

- Understand which issues are impossible, possible, and probable to make a difference
- Understand how to prioritize your work on issues that are realistic
- Determine how much time to spend on lobbying

Session N **Ten Toxic Time-Wasters That Can Poison Your Meetings**

(3:45 p.m. to 4:45 p.m. — ROOM 211)

You're short on time. You want to get into the SG meeting, get the business done, and get onto your next responsibility. You get to the meeting and it seems as if time is standing still. Why do these meetings take so long and what can be done to make them not only shorter, but more effective? This session uncovers ten common but unnecessary practices that make meetings longer than they need to be.

Delivery Format: It is presented in a lecture format. The presenter welcomes feedback through direct questions.

Presentation Resources: The session utilizes visual display media (i.e. Microsoft PowerPoint, Apple Keynote) as well as printed handouts.

Level of Interactivity (from 1 to 5 being very interactive): 3

Learning Outcomes. After attending this session, participants should be able to:

- Identify practices within their own meetings that waste time
- Explain more appropriate practices to expedite meetings
- Participate with greater confidence in organizational meetings

For a limited time: Download workshop handouts for this conference at <http://bit.ly/19Mb381>