



Associated Student Body Leadership Retreat 2025



Location: American River College



Dates: Wednesday, July 30 & Thursday, July 31



Theme: *Empowered Leadership, Equitable Impact*



Day 1 – Wednesday, July 30 | Orientation & Foundations

9:00 AM – Welcome & Ice Breakers

- Meet the ASB Team
- Group Ice Breakers & Team Builder: "Humans of ASB"
- Review Retreat Goals & Expectations

10:00 AM – What is ASB? & Shared Governance 101

- Overview of ASB, Student Senate, CAEB
- Transcript Notation
- Role of ASB in Shared Governance & Decision-Making

10:45 AM – Budgets, Agendas, Calendar & Planning

- Budget Basics
- Event & Meeting Calendars
- Brainstorming Session: Event Planning Ideas

12:00 PM – Lunch Break (provided)

1:00 PM – Campus Resource Tour

- Visit the HUB, UNITE Center, Student Center, and Offices
- Meet Staff Along the Way

1:30 PM – Intro to Agendas, Minutes, and IGOR

- Tools of ASB: How to submit items, take minutes, and track decisions

2:15 PM – Team Builder: ARC Amazing Race (Optional Flex Time)



- Group scavenger hunt or puzzle-based activity to reinforce team bonds

3:00 PM – Wrap-Up & Reflection



Day 2 – Thursday, July 31 | Skills & Application

9:00 AM – Parliamentary Procedure & Brown Act

- Why they matter
- Motions, Debates, Voting
- Understanding Transparency

10:30 AM – Writing Resolutions, Bills & ASB Proposals

- How to draft policy proposals
- Past examples from ARC ASB
- Group Activity: Write a mock resolution

11:30 AM – Committees, Constitutions & Bylaws

- Committee Structures
- Constitutional Review
- How to Propose Amendments

12:15 PM – Lunch Break (provided)

1:00 PM – Prep for Meetings / Office Hour Scheduling

- Set Up ASB Emails
 - Discuss Office Hour Expectations
 - Review Meeting Logistics & Professionalism
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ASB Official Meetings (Open to All Students)

1:30–2:30 PM – CAEB Meeting

2:30–4:00 PM – Student Senate Meeting

First official meetings of the year! Retreat participants will observe or participate.

