

## CASP Agenda Item Request Form

Name of person proposing this agenda item: \_\_\_\_\_

1. Please check one:  Action Item  Discussion Item  Report Item  Update Item

2. Title: \_\_\_\_\_

3. Discussion (feel free to attach extra pages): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Motion (if applicable; feel free to attach an extra page): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Association goal(s) this item addresses: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

6. Please estimate any (feel free to attach extra pages):  
a. Financial impact (dollar amount for income and/or expense): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

b. List any sections of the Board Policy Manual that would need to be revised: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

c. List any section(s) of the Board By-Laws that would need to be revised: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

d. What programs or committees would this impact, and how: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

e. Describe any impact on the CASP office staff: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

f. Estimated Board meeting time for this item: \_\_\_\_\_

2007/08 Agenda Deadlines: 7/13 – August Retreat      8/31 –September Meeting  
12/21 – January Teleconference  
2/08 – March Meeting,      5/9 – June Meeting