

Join Us! Right Before The Gathering of Nations Powwow!!

Thirteenth Annual Mid-Year Tribal Enrollment and Robert's Rules Conference



More today than ever, Tribal Enrollment is at the forefront of tribal issues. And it should be. Tribal Councils, Enrollment Committees and Enrollment Staff should never take lightly this most fundamental issue of tribal survival.

The Mid-Year Enrollment Conference, combined with the Robert's Rules of Order Conference, will demonstrate a unique perspective to those who work in or with tribal enrollment. Designed for tribal leaders and their staff who want to understand the most important issues about Tribal Enrollment and organized meeting practices, this is the conference you should not miss.

How many times have you wished that your tribal enrollment meetings went more smoothly? Or, that each person at the meeting understood his or her role? How many times have you witnessed conflict that just seems to get worse and worse? And how many times have you wished someone would do something about resolving it?

This series of workshops offers it all, from the latest tribal enrollment issues to how to make your meetings more productive and conflict free.

April 21-23, 2008
Albuquerque, NM
Hyatt Regency
Albuquerque

Room Rate: \$145.00
Reservations: (800) 233-1234

Registration Fee: \$579.00
Call Today! (800) 888-1027

Topics to Include:

Day 1: 9:00am to 4:30pm

Leadership Track: Morning

- **What Is Governance?**
- **Achieving Organizational Goals**
- **Leadership Roles**
 - Characteristics Of An Effective Leader
 - What It Means To Have A Vision
- **Liability Issues**
 - Tribal Sovereignty

Leadership Track: Afternoon

- **Problem Solving**
 - Assertive and Confrontational Techniques
 - Deciding Upon And Implementing Strategies
 - Diagnosing The Problem

- **Assessing Effectiveness**

General Session

- **Welcome and Opening Remarks**

Enrollment Track: Morning

- **Understanding Your Tribal Constitution and How it Applies to Your Enrollment Department**

Bring your copy for discussion

- **Ensuring Compliance with your Constitution and Ordinance**
- **Directors Guide to Your Enrollment Department**
- **Enrollment Staff Duties and Obligations**

Enrollment Track: Afternoon

- **Records Management**

Areas of Records And File Management

Federal Laws and Records and File Management

Register Here

Yes! Please register _____ people for the Thirteenth Annual Mid-Year Tribal Enrollment and Robert's Rules Conference in Albuquerque, NM on April 21-23, 2008. Registration is \$579.00/person. Group discounts are available, by request, for 4 or more.

Last Name: _____ **First:** _____ **MI:** _____ **Title:** _____

Organization: _____ **Department:** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: (____) _____ **Fax:** (____) _____ **E-Mail Address:** _____

PO#: _____ **or Check #:** _____

Card Type: VISA Master Card American Express Diners Club Discover Card

Credit Card # _____ **Exp. Date:** _____ / _____

Names on Credit Card: _____ **Signature:** _____

Registration and Cancellation policy: Substitutions may be made at any time. Cancellations must be confirmed in writing with DCIAmerica 10 business days prior to the session's start date. If payment has already been received, you will receive a full tuition credit, good for one (1) year, less a \$100 processing fee. If payment has not been received, you will only be charged the \$100 processing fee. Cancellations confirmed within 10 business days prior to the session's start date will be charged the full tuition cost. If DCIAmerica cancels for any reason, you will receive a full tuition credit. DCIAmerica retains the right to

DCIAmerica
PO Box 859
Hanover, NH 03755

Phone:
(800) 888-1027
(603) 643-6066

Fax:
(603) 643-6008

info@dciamerica.com
www.dciamerica.com

Topics to Include:

Testing Your Records Program

Day 2: 9:00am to 4:30pm

Leadership Track: Morning

• **Robert's Rules: Conducting Effective Meetings**

Creating a Balanced Debate

Motions Explained

Who owns Motions once Debate begins?

Quorum Requirements

When is a Quorum Broken?

The Precedence of Motions

Voting Requirements

Majority and Two-Thirds

Which Motions are Legal, and When?

"Call for the Question", and others

Main Motions

Motions that End Debate

Withdrawing Motions

General Session

• **Ethics Laws: The Loud Voice of our Consciences**

Ethics and Politics

Models of Ethical Decision-Making

Professional Codes of Conduct

Moral Dilemmas

Enrollment Track: Morning

• **Due Process in Loss of Membership**

Making sure the law is applied

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