**Sample Agenda**

Mental health and Wellness meeting for *(Name of organization)*

Date

Time

1. Call to order
2. Roll call
3. Approval of minutes from the last meeting

New business

1. Membership check-in
   1. Each member in attendance shares how they’re doing by replying to the following questions-
      1. How are you adjusting to online classes?
      2. What are the rewards and challenges of moving to online instruction?
      3. What other important things are going on in your life?
2. Membership contact information –
   1. Does anyone need to update this?
   2. How can we stay connected to our members if we need help? Daily chat? Discord? Get together for lunch online? Online gaming?
3. Mental health resources
   1. Is everyone making time to exercise and/or get outside for walks etc? Share your tips for doing this.
   2. Suggestion – take a 24 hour break from news and social media that might expose news stories.
   3. Is everyone eating enough nutritious food? Resource – <https://www.ourdailybreadstillwater.org/>
   4. Free mental health resources for OSU students online –
      1. TAO self-help online - <https://ucs.okstate.edu/scc/tao/index.html>
      2. Call SAM (Student Assistance by Mercy) is a FREE 24-hour call center staffed with counselors who will assist you in getting the help you need. **1-855-225-2SAM (2726)**
      3. National Suicide Prevention Lifeline - call or chat online - <https://suicidepreventionlifeline.org/>
      4. Alcoholics Anonymous online meetings - <https://www.aa.org>

Old Business

1. Elections *(Many organization hold elections in March and April. You can hold elections online using CampusLink. Instructions are* [***HERE***](https://lcl.okstate.edu/campuslink-user-guide.html)*)*
   1. If you opened nominations at the last meeting have enough people been nominated to closed nominations?
   2. Discussion of when and how elections will take place. *\*Elections must end before pre-finals week*
2. Informal discussion – discuss any plans or other ideas that were not already covered in the formal agenda.
3. Adjourn.