**Early Entrance Program Club**

EEPC Meeting Agenda

California State University Los Angeles

King Hall Basement Conference Room

10 Oct 2017; 9:00-10:00

1. **ORGANIZATIONAL ITEMS**
   1. Call to Order: 9:02 AM
   2. Roll Call (Sign-in sheet)
   3. Approval of Agenda for Tuesday, October 10, 2017
   4. Approval of Minutes for Tuesday, October 3, 2017
2. **PUBLIC FORUM**
3. **SPECIAL PRESENTATIONS**
   1. CAPS ~~Group Therapy~~ Discussion Group
      * 1. Continuation of discussion groups started last semester
           1. First meeting - got to know EEP student population compared to traditional students
           2. Second meeting - conflict mediation, communication skills (19-20 ppl @ meeting)
        2. Thinking of having two meetings this semester (for relieving stress about finals week)
           1. Tentative venue: EEP conference room (KH D136), EEP classroom
           2. Dates/times: Nov 7 at 3:15-4:15 PM, Nov 30 at 3:15-4:15 PM
           3. Food: UAS food (25 sandwiches, lemonade)
        3. Sent out poll to EEPsters to ask which discussion topics they’d like
           1. Bureaucracy & how to deal w/ university admin
           2. Self-improvement (probably topic for spring semester)
           3. Academic pressures, stress & anxiety, academic goals
           4. Body image
        4. Perhaps navigate bureaucracy/school in first meeting, stress/anxiety in meeting before finals week
        5. PR Chairs will make flyers about meetings
           1. Note that it’s NOT group therapy; just a discussion group
4. **STANDING DISCUSSION ITEMS**
   1. Dr. Maddox’s Topics
      1. Meeting attendance requests
         1. Please communicate with leaders Lily & David when they request your presence at a meeting (aka respond to their messages)
      2. Accreditation
         1. CSI: “Continue external banking until further notice” on their PowerPoint at meeting
            1. But wants us to use university banking now
      3. Frangelo meeting
         1. David will schedule meeting; invite Dr. Maddox to meeting
      4. Class President(s) usage/meetings
         1. Would like to start class pres group to communicate w/ them
      5. Alum-Mentor Oct 28 event
         1. Cancelled - no alum is going to come
      6. Our Town
         1. Live theater event might be cool for EEPC - seems like EEPsters would enjoy
         2. Deadline for buying tickets is one (1) hr before showtime
         3. Let Dr. Olsen know if we can get 15 tickets; get PR Chairs to advertise immediately
      7. PayPal waiver request
      8. Stella work
         1. Cleaned up entire kitchen/cabinets & would like to label stuff; please thank her for her hard work
         2. Found Dr. Maddox’s percussion instruments
      9. Group Meetings Week 12
         1. Heads-up; currently week 8
      10. HCAO
          1. Used to collect letters of recommendation & send to med school applications
          2. But Dr. Maddox recently contacted them & they don’t know anything about that service anymore
          3. Can register w/ HCAO & get pre-health emails; register for I Am Pre-med Club online to get updates, too
   2. Upcoming Events
      1. Fright Night
         1. Website page up already; permission slip/payment is up
         2. Posters will be up (tonight, probably)
         3. Chaperone shuttling to haunted house instead of public transportation (Duncan’s mom, Elizabeth’s mom, Lily’s dad, David)
            1. Distance from Rosy’s house to Rotten Apple is 3 mi
            2. Could offer mileage money to drivers if they want (~$50)?
         4. Will work with social chairs tomorrow to get list of food for event
         5. Get rid of trophies in storage for costume contest
         6. Let people pay on day of event on case-by-case basis
         7. Paypal takes 6% from payments (lost $0.20 from revenue) - will keep current Fright Night prices, but may change other event dues in future to account for this
         8. Expected turnout: 30 ppl
      2. Holiday Party
      3. Big Bear
         1. $2800 for bus (if it includes lodging for 2-3 days, OK; if not, find another company)
         2. Reserve cabins
         3. Perhaps get special event insurance from CSI/CSU? (in case of liability)
         4. Chaperones - many haven’t responded to request for livescans/paperwork, but a few have been coming in
            1. Dr. Maddox will follow up
      4. Survey for new events at the end of the year
   3. General Updates
      1. EEPC Unit Updates
         1. Yearbook DVD from last year - sent group the file so we have old yearbook DVD; will post on website
            1. Yearbook DVD Chairs want drones & GoPros to film Big Bear & other events

Need to break even/make enough profit from Fright Night to consider buying these

* + - * 1. Gather groups from each year to be in DVD
        2. Will edit clips during winter break for fall events; edit 2 weeks after each event for spring events
        3. DVD to be released Week 14 of Spring Semester 2018
      1. T-shirts
         1. Need ASI funding for t-shirts
      2. Lounge Manager - Stella
         1. Perhaps work on lounge next now that kitchen is done
         2. Hold more lounge events (mini-Game Nights, Movie Nights, etc.)
      3. Academic Chairs - Brandon & Alexis
         1. Excess of tutors compared to tutees
         2. Bring in more academic-themed events to EEPC in lounge (to make dues-paying more worthwhile; Game/Movie Night, bring someone from university/outside to present on topic)
         3. EEP-Alumni event - will also try to get that running
         4. Draft roadmaps for different majors (start w/ most popular ones first)

Biochem, M.E., Anthropology

* + - 1. Tech Chair - Niyusha
         1. Haven’t been able to get ahold of him
      2. Yearbook Chairs - Georgia & Rory
         1. Will meet this Thursday
    1. Halloween Decorations
    2. Event Exclusivity via Dues (posters) - only dues-paying members can go to Big Bear & Formal
    3. Club Recognition
       1. ODM (Organizational Development Meeting)
       2. SVPRT (Sexual Violence Prevention Training)
    4. Honors College Wicked Problems Discussion Groups
       1. Need Dr. Pham to get back with Lily on that
    5. Club banking procedures
       1. Keep Records
       2. Paypal university issues, locker accountability issues (finding $100 cash in locket) - solution?

1. **NEW BUSINESS** 
   1. Fundraising
      1. Will do after we’re recognized as club by university
      2. Will put poll on EEPC group chat for approval of idea
   2. Post finished Yearbook DVD from last year
   3. Chaperone gifts
      1. $5 Starbucks card
      2. EEP accessories
2. **ADJOURNMENT**
   1. Closing Comments
   2. Gavel Count: