**Early Entrance Program Club**

EEPC Meeting Agenda

California State University Los Angeles

 King Hall Basement Conference Room

7 Nov 2017; 9:00-10:00

1. **ORGANIZATIONAL ITEMS**
	1. Call to Order: 9:05am
	2. Roll Call (Sign-in sheet)
	3. Approval of Agenda for Tuesday, November 7, 2017 ✓
	4. Approval of Minutes for Tuesday, October 31, 2017 ✓
2. **PUBLIC FORUM**
3. **STANDING DISCUSSION ITEMS**
	1. Dr. Maddox’s Topics
		1. EEPC should not use EEP plastic utensils for events.
		2. Maddox will clean up Halloween decorations
			1. Will keep scarecrow; need to take home if so
		3. EEP is buying portable tables for the lounge; check email for options
		4. When submitting event registration forms for signatures, try to type the forms (nice and neat) and stay there for his comments.
	2. Upcoming Events
		1. Thanksgiving Potluck (Nov 21)
			1. Will be announced during group meetings
			2. Duncan is making the turkey; Isabelle making mashed potatoes.
			3. EEP is buying sides
			4. EEPC is getting beverages
			5. Joyce got all forms (event reg and food permit) signed, approved, and submitted.
			6. We have flatware, plates, and napkins.
		2. Holiday Party (Friday Dec 8)
			1. Grand Central Market & Pershing Square ($12 tickets + online fee)
			2. Probably 15$/person.
				1. We may make the event free and instead ask students to bring enough money for the ice skating, as it would make money processing easier.
				2. Make sure that everyone pays for the same time slot.
				3. Class Presidents would need to send an email announcing this.
			3. Still having White Elephant, either at Grand Central or Pershing Square (depending on time and available space).
		3. Big Bear (Dec 11-14)
			1. Bus
				1. Reservation: 2100$ ; Deposit: 600$
				2. May try to barter down Company 2, which is 2800$ reservation for free wifi.
			2. Payment
				1. Payment checks have been received and will be deposited to the University soon.
				2. 185$ until 11/12, 200$ after that date.
			3. Event dues
				1. Guests

Non-EEP students probably shouldn’t attend, for insurance/registration/liability. (Maddox)

Will take a vote in the group chat.

* + - 1. Permission slip, chaperones
				1. We still have Natalie and Shirell’s moms, and may be able to get Charmaine’s and/or Muan’s mom (caution Muan’s mom).
				2. We should not have chaperones bring their kids, since they would not be able to spend a lot of time watching EEPsters (Maddox).
				3. Estimated 50-60 minors, so 5-6 chaperones.
		1. CAPS Discussion Group
			1. Nov 9 and Nov 30 from 3:15-4:15 PM (both Thursdays)
			2. Room reserved, snacks bought.
	1. Administrative Units Report (David)
		1. Academic Chairs
			1. Will create a few sample roadmaps that students could be altered. Biochemistry and Mechanical Engineering so far, but more will be created for the most popular roadmaps.
			2. Alumni Mentoring
				1. David will contact Alumni Affinity Network
				2. Brandon/Alexis will also try to create a list of students interested in the program.
			3. Decided against performing an academic workshop in Homeroom.
		2. Yearbook chairs
			1. Will begin with freshmen, take photos in Homeroom.
		3. Yearbook DVD
			1. Doing well, editing bowling night footage.
		4. Tech Chair
			1. 2016-2017 yearbook DVD uploaded to the website, but agenda/minutes have not been uploaded for October.
	2. General Updates
		1. Club Banking
			1. We have a U-SU account, so we can begin depositing and (theoretically) withdrawing money.
		2. Fundraising -National Cashews/Coffee Day (11/28)
			1. CSI & ASI Forms
				1. CSI forms are in; once they are returned we can turn in ASI forms.
			2. Sell doughnuts, coffee, cashews
1. **NEW BUSINESS**
	1. Spring meeting times
		1. Doodle poll posted to group chat
	2. Chaperone gifts
		1. Will be decided upon by president
	3. Fright Night evaluation
		1. Year 1 complains that EEPC is making chaperones do too much by having chaperones shuttle students
	4. Yearbook DVD
		1. Last year posted
2. **ADJOURNMENT**
	1. Closing Comments
	2. Gavel Count: