**Early Entrance Program Club**

EEPC Meeting Agenda

California State University Los Angeles

 King Hall Basement Conference Room

14 Nov 2017; 9:00-10:00

1. **ORGANIZATIONAL ITEMS**
	1. Call to Order: 9:04 AM
	2. Roll Call (Sign-in sheet)
	3. Approval of Agenda for Tuesday, November 14, 2017
	4. Approval of Minutes for Tuesday, November 7, 2017
2. **PUBLIC FORUM**
	1. Mary Becker - new 3rd Year designee to stand in for Elizabeth
3. **STANDING DISCUSSION ITEMS**
	1. Dr. Maddox’s Topics
		1. Late forms - feedback for future
			1. EEPC leaders to meet with Candice & talk about CSI forms
			2. Make copies of signed forms in future
			3. No full-time staff in CSI office; Lily walked in every day to check if forms were approved but CSI said it hadn’t-- until they lost it
		2. Discussion Group feedback
			1. Positive - ppl thought they could express things in a safe environment; looking forward to another discussion group meeting
			2. Year 1 - saw issue of discussion surrounding direct pay on PayPal
		3. Permission slip
			1. Please make corrections quickly and get back to Dr. Maddox after he has reviewed the slip so he can approve
			2. Big Bear permission slip - put all chaperones names on them
	2. Upcoming Events
		1. OFFICERS: please send out emails with all upcoming event info!
		2. Thanksgiving Potluck (Nov 21)
			1. Officer Shifts (11:30-12:30) - Chris, Jacob, Elise
			2. $5 regular admission, free if you bring food
			3. Food: turkey, mashed potatoes, mac n’ cheese, beverages, pies
				1. Request for... appetizers, baked brie, cornbread
		3. National Cashew & Espresso Day Fundraiser
			1. Nov 28, 8-10 AM
			2. This Friday (11/17) - Lily & David meeting with ASI for funding
				1. Request money for food to be sold, t-shirts (sell for $7.25), gloves, napkins (~$400)
			3. Set up table in front of King Hall in the breezeway
			4. Bring chairs to sit down
			5. David - pick stuff up in morning, Krispy Kreme doughnuts
		4. Holiday Party (Dec 8)
			1. EVENT CANCELLED
				1. Social Chairs decided to make it an unofficial event (no registering with CSI) - just have EEPsters meet up
			2. Tickets - have ppl buy their own tickets online on website (ask Asst. Social Chairs for link)
			3. Time: 7:00-8:00 PM skating
		5. Big Bear (Dec 11-14)
			1. Dues-exclusive event (at least pay dues for this semester)
			2. 28 ppl signed up & paid
			3. Need to pay last deposit on cabins
			4. Bus
				1. Ask them to stop on way back for McDonald’s - might get charged extra
			5. Permission slip - need to put chaperones on
			6. Chaperones - 5-6 needed
				1. Only have 4 - Duncan’s mom, Natalie’s mom, Amanda’s mom, Shirell’s mom
			7. Times
				1. Leaving campus at 11:00 AM b/c can’t check into cabins until 2:00 PM
				2. Leave resort at 10:00 AM
				3. Adjust times based on what routes the buses are taking
			8. Food
				1. Buying water, perishables
				2. Orange juice, milk, eggs
			9. Cabin arrangements
				1. 2nd year girls - Otter/Chipmunk (not Mink), don’t want to be in Squirrel’s Nest
				2. Elders - if too small, take Otter
		6. CAPS Discussion Group
			1. Nov 30 from 3:15-4:15 PM
			2. Topic: stress & anxiety
			3. Give extra food to Honors College
			4. Good turnout - last meeting had 12-14 ppl show up
	3. Administrative Units Report
		1. Tech Chair has been posting previous Agendas/Minutes - still making sure he continues
		2. Need to push Yearbook Chairs a little harder to take photos
			1. Company: Picaboo - order online
			2. Can change price of yearbooks on Picaboo (i.e. add $3 if you want to make it a fundraiser)
			3. Old Yearbooks: $5
				1. Send pics to Dr. Maddox so he can advertise to alumni
		3. Yearbook DVD Chairs doing well
		4. Academic Chairs - reached out to potential EEPC designated major reps (call them “Peer Advisors”)
			1. Advisors can give opinions on good faculty
		5. Lounge Manager doing fine
			1. Maybe start small lounge events in beginning of spring semester (ex: Mini Game Event - Nintendo party video games)
			2. Halloween inventory
			3. EEP utensils/cups - need forks
				1. Tell Dr. Maddox & Isabelle if you would like them to buy
	4. General Updates
		1. Club Banking
			1. All money is in FCU, to be transferred to univ bank (?)
			2. Follow up with CSI about Big Bear forms
				1. Candice has to email us with whatever forms she needs
				2. Have Dr. Maddox help with communication w/ CSI
4. **NEW BUSINESS**
	1. CAPS discussion group debrief
	2. Spring meeting times
		1. Doodle poll
	3. Chaperone gifts - bought by Lily
		1. Starbucks gift cards
		2. Need Costco gift baskets
		3. Cookie tin for Duncan?
5. **ADJOURNMENT**
	1. Closing Comments
	2. Gavel Count: 818
	3. Adjourned: 9:58 AM\\\\\\\
6. \\\\