

Early Entrance Program Club

EEPC Meeting Agenda

California State University Los Angeles

King Hall Basement Conference Room

7 Nov 2017; 9:00-10:00

- I. ORGANIZATIONAL ITEMS**
 - A. Call to Order: 9:05am
 - B. Roll Call (Sign-in sheet)
 - C. Approval of Agenda for Tuesday, November 7, 2017 ✓
 - D. Approval of Minutes for Tuesday, October 31, 2017 ✓
- II. PUBLIC FORUM**
- III. STANDING DISCUSSION ITEMS**
 - A. Dr. Maddox's Topics
 - 1. EEPC should not use EEP plastic utensils for events.
 - 2. Maddox will clean up Halloween decorations
 - a) 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.
 - B. Upcoming Events
 - 1. Thanksgiving Potluck (Nov 21)
 - a) Will be announced during group meetings
 - b) Duncan is making the turkey; Isabelle making mashed potatoes.
 - c) EEP is buying sides
 - d) EEPC is getting beverages
 - e) Joyce got all forms (event reg and food permit) signed, approved, and submitted.
 - f) We have flatware, plates, and napkins.
 - 2. Holiday Party (Friday Dec 8)
 - a) Grand Central Market & Pershing Square (\$12 tickets + online fee)
 - b) 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.

- c) Still having White Elephant, either at Grand Central or Pershing Square (depending on time and available space).
 - 3. Big Bear (Dec 11-14)
 - a) Bus
 - (1) Reservation: 2100\$; Deposit: 600\$
 - (2) May try to barter down Company 2, which is 2800\$ reservation for free wifi.
 - b) Payment
 - (1) Payment checks have been received and will be deposited to the University soon.
 - (2) 185\$ until 11/12, 200\$ after that date.
 - c) Event dues
 - (1) Guests
 - (a) Non-EEP students probably shouldn't attend, for insurance/registration/liability. (Maddox)
 - (b) Will take a vote in the group chat.
 - d) 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.
 - 4. CAPS Discussion Group
 - a) Nov 9 and Nov 30 from 3:15-4:15 PM (both Thursdays)
 - b) Room reserved, snacks bought.
- C. Administrative Units Report (David)
 - 1. Academic Chairs
 - a) 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.
 - b) 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.
 - c) Decided against performing an academic workshop in Homeroom.
 - 2. Yearbook chairs
 - a) Will begin with freshmen, take photos in Homeroom.

3. Yearbook DVD
 - a) Doing well, editing bowling night footage.
4. Tech Chair
 - a) 2016-2017 yearbook DVD uploaded to the website, but agenda/minutes have not been uploaded for October.

D. General Updates

1. Club Banking
 - a) We have a U-SU account, so we can begin depositing and (theoretically) withdrawing money.
2. Fundraising -National Cashews/Coffee Day (11/28)
 - a) CSI & ASI Forms
 - (1) CSI forms are in; once they are returned we can turn in ASI forms.
 - b) Sell doughnuts, coffee, cashews

IV. NEW BUSINESS

- A. Spring meeting times
 1. Doodle poll posted to group chat
- B. Chaperone gifts
 1. Will be decided upon by president
- C. Fright Night evaluation
 1. Year 1 complains that EEPC is making chaperones do too much by having chaperones shuttle students
- D. Yearbook DVD
 1. Last year posted

V. ADJOURNMENT

1. Closing Comments
2. Gavel Count: