**APSC Board Meeting Agenda**

**Sunday, April 6th, 2014. 7:30pm-9:30pm.**

**Harrison 6th Floor Lounge**

Recap Events

ASAM Conference

Updates

Chair

* UPAAN
  + Mithin sent out draft email to everyone; please go over it and send edits
* MSP
  + Mithin and Rebekah will be there at 11 to set up
  + Apparently 850 total pre-frosh will be walking around tomorrow
* President’s Dinner
  + Everything is finalized, we just need to decide what the subsidy will be
  + Around 35 people going
  + TD: Mithin should call the restaurant and tell them how many people are going
  + TD: Mithin should email all the presidents and explain how much the subsidy will be (people think it’s going to be a lot)
* ASAM
  + Mithin met with the director for ASAM
* NAPA Greeks
  + Mithin will meet with them because we are having problems with Kenny
* VPUL Meeting
  + Meeting on the 23rd
  + TD: Mithin attend this meeting
  + Issues: Cannot use dance hall spaces before 5 pm, water is not clean, have a room booked throughout the year for cultural center meetings because they are having issues with that, creating signs directing people toward cultural centers
  + $4100 per cultural center this year
* 5B Meeting
  + Faculty Diversity
  + initiative to integrate a diverse faculty coming from all ethnic and socioeconomic class backgrounds
  + class issues are overlooked on campus
  + CAPS Dinner tomorrow
    - About the poster campaign (i.e. “got consent” posters)
    - this will happen in the fall, but video will be sent out this semester
    - TD: Mithin meet with Abrina
* Stained Glass Meeting
  + Temporary solution: cover it from the outside and put educational materials on the inside

Vice Chair

* FYI
  + Recap Dinner
  + Not that many people showed up so reimbursements should be decent
  + Got Septa tokens for everyone
  + Potentially implement an application screening; don’t accept everyone
* Alumni Board Meeting
  + TD: Aashish will send out email for Alumni Board meeting tonight
  + April 20th
* MSP
  + finalized everything with performing arts groups
  + Masti, Pan-Asian, Freaks of the Beat
  + TD: Mithin and Rebekah arrange the room and set up for MSP tomorrow, make sure sound system is up and running, create sign in sheet
  + TD: Aashish send out email reminding performing arts groups about MSP tomorrow
* Mid-semester Check-ins
  + Mithin is the only one who has to meet with Aashish
  + TD: Mithin meet with Aashish
* TD: Aashish send out email about Saturday 4 pm

Political

* Data Disaggregation
  + Eric Furda did not email Jin back about this
* ARCH Programming
  + Not meeting this week but the following week
  + Trying to consolidate budgets right now
  + Fiscal year is ending; have to use money soon
* ASAM Conference Recap
  + TD: Reach out to the ASAM director
  + In the middle they had every seat filled; great turnout
  + Key note speaker was fantastic, one of the better speeches
  + Panel discussion might have been too long
  + Penn community support could have been better
* Student Financial Services Advisory Board
  + No word from them
  + TD: Jin send out a follow up email to them

Constituent

* APSC Dollars - <https://docs.google.com/a/sas.upenn.edu/spreadsheet/ccc?key=0AjO9Cv7w7D59dHdyLUtIYVBUOXZWRU0wdjVUTnNjRFE&usp=drive_web#gid=2>
  + First place is CSA, second place is KSA, third is PTS
* 3-on-3 MiXXers
  + Stop Advertizing
  + TD: Sheila email the presidents saying that they can take this off their newsletters now
* Lunch w/ a Senior
  + Check regularly
  + People can still sign up for this
* Constituent Mixers
  + Not really necessary because we have the president’s dinner
  + Groups can individually request to be set up
* Constituent Constitution
  + Pretty good consolidation of constitutions now
* Constituent General Body Member Emails
  + Update
  + Might be difficult to consolidate; not updated on a yearly basis
  + Most groups just add emails to listservs, no maintenance

Finance

* Funding Issues
  + One group had trouble during T-Change: PCT
  + PCT had problem with itemized budget (“$150 cast meal, $350 new member initiation”)
  + free tickets to CSA members
  + Denied funding
  + TD: Kelly send PCT/CSA an email giving them a heads up on what went wrong
  + TD: Kelly send out funding emails
* ICF
* T-Change
* Penn Traditions
  + TD: Kelly attend all funding meetings

External

* LC Collab
  + April 22nd, Sister Outsiders workshop is about “anger”
  + TD: Add this to the Mental Wellness Initiative
  + TD: Ask Diana + Stephen about the event name + create a blurb
  + Vegan pizza will be provided
  + Will be co-facilitator with Stefan
  + Valencia will be doing marketing for this
* UMOJA GBM
  + 37 minutes long
  + Julie Bittar came in to talk about mental health
  + constituent member spoke about nominating people for a minorities mental wellness committee
  + they have placards too, and they can write on the back of it
* Lambda Alliance Retreat
  + Attended the retreat, 12-3 pm
  + All of the board was there, open to constituents and non-active members of the community
  + Just another safe space to talk and have deep discussions
  + Did 25 minutes of meditation and debriefed
  + Qdoba was cheap relative to other similar food providers
  + LGBT community mapping, and had people write down what they thought defined the community, like what was in the core and in the periphery
* PIR
  + Wanted to have a sensitivity training session
  + Victoria filled this out but they haven’t reached out to us
  + TD: Victoria sent out an email to PIR contact; wait for response and/or initiate contact again
  + TD: Sunday meeting 10:30AM
* CAPS Dinner
  + TD: Attend the CAPS dinner tomorrow

Communications

* Board Gear
  + $30 for sweatpants -
  + TD: Mithin send design edits to Rebekah
* Listserv/Newsletter
  + TD: Send us Maheen’s Constituent Group Spotlight
* Website Updates
  + Board Profiles Done
  + Maintenance
    - TD: Summer Initiative to upload past board’s minutes
* CAPS Subcommittee meeting
  + No longer exists - now part of the Green Ribbon Movement: Event w/ Task Force; might be the only chance to talk to admin about Task Force. In preparation for the meeting, need to send APSC concerns

Discussion

* Sheila work on toning down emails
  + Everyone on board should send important emails to board first for revisions and edits
  + Instead of saying names, just use “APSC”
* What Are We Doing?
  + Take time to reflect on what we are doing as a board and what we have learned personally
  + We have great dynamic as a board but we can be more efficient, i.e. programming should be done in a shorter amount of time
  + Set more definite ground rules (i.e. what does coming to events that are in the constituents “best interests” mean? Is it mandatory or not?)
  + Difficult to give honest feedback to each other because we don’t want to damage pre-existing personal relationships
  + We have co-sponsored a lot of events but we haven’t had many collaborations
  + We have to make it clear what we expect from them/what they expect from us if we are to collaborate. Do this right off the bat before we agree to collaborate
  + Groups cannot get APSC funding if they do not have our logo on marketing materials; do not finalize transactions unless they send us a flyer with ASPC logo on it
  + Educate more. Our initiatives are not event based, they are long term contributions
  + Try to come up with an umbrella term that defines us as a board i.e. political activism, community building, raising awareness; potentially have another vision meeting?
  + ASPC is designed to connect/manage constituents (logistics and programming), also help others find personal meaning in APA community
* Mental Wellness Week: Operation Happiness
  + Tuesday 22nd:
    - **“Commence Operation Happiness”** = Flyering + Mirror with kdphi and Lambda
      * “Find us on Locust Walk for a pleasant surprise!”
      * Location: Locust Walk
    - **Sister Outsiders**
    - 6-9 pm, April 22nd, ARCH 108
    - TD: Victoria tell QPOC, LC and UMOJA that APSC is using this event as a part of our Mental Wellness Week. Make it clear that this is specifically designed for APSC mental health initiative.
    - TD: Victoria email Diana for the finalized blurb about Sister Outsiders or make a short blurb yourself
  + Wednesday- Thursday 23rd-24th:
    - **“Snap Your Joy”**
      * “Let APSC capture your smile!”
      * Location: Locust Walk
      * TD: Create a google doc with quota of pictures that each board member needs to meet
      * Give them cute flyers with encouraging messages in return for letting us take their pictures
  + Friday 25th:
    - **“APSC Does Penn Relays”**
    - TD: Kelly figure out a schedule for the rest of us (block of time all of us can go for a little bit) and come up with one sentence blurb
  + Monday 28th:
    - potential Puppy Day
    - TD: Jin figure out best time that works for culture centers, talk to Shiella, create blurb.
  + Tuesday 29th:
    - Breaktime
  + Wednesday 30th:
    - **Operation Happiness GBM**
  + TD: Mithin contact Peter (work study) in PAACH about the flyers for the mental wellness week
  + TD: Jin ask Shiella if we can use PAACH space for the puppy day
  + TD: Mithin send out a when2meet for mental wellness meeting before Wednesday
* GBM Planning