

## UPC Board Meeting Agenda

Sunday, January 22nd, 2:30PM - 6:00PM

Facilitators: Kieulan Pham

Note taker: Sara Billing

2:30 - 2:40	<b>Introductions / Check-in</b> Setup potluck and review agenda
2:40 - 2:50	<b>Budget/Fundraising</b> Budget (Thanh)- where are we, reserves? Requests, priority/Importance, approvals, submission Date
2:50 - 3:00	Fundraising Whole Foods (Laura) Fundraising Party (Maria)
3:00 - 3:10	<b>Recap/Updates</b> Recruitment for UPC Executive Board 2012-2013: tentative dates
3:10 - 3:15	Open positions: Co-treasurer, co-speaker series chair (Thanh, Maria)
3:15- 3:25	Newsletter (Kieulan)
3:25- 3:35	<b>Department Events/Activities</b> Recap: hiring assistant professor (Johnasies)
3:35 - 3:45	Graduation: location, audience, fundraising (Johnasies, Rick)
3:45 - 3:50	UPC Spring Activities (Rick)
3:50 - 4:00	UPC Bulletin Board/Photo Contest
4:00 - 4:05	<b>Speaker Series</b> Partner with SPUR SJ to hold and attend speaker series (Johnasies)
4:05 - 4:15	Speaker: Ami Godhar (Maria)
4:15 - 4:25	Discuss tentative dates for Speaker Series (Maria)
4:25 - 4:50	<b>Spring Symposium</b> Reflection: last semester, annual event, discuss early department support (Everyone)
4:50 - 5:00	<b>Break Session</b>
5:00 - 5:10	<b>Events/ Volunteer Opportunities</b> Bike to Work Month (Sara)
5:10 - 5:15	Tour Santa Clara Water District Facilities: set available dates (Kieulan)
5:15 - 5:20	Internship website resource (Johnasies)
5:20 -5: 40	APA national conference: transportation (David)
5:40 - 5:50	<b>Additional Discussion Items</b> Approval of workshops: skill building, to attain internships (Laura) Social events Feb/Mar (Laura)
5:50 - 6:00	<b>Closing</b> Review items for next meeting Confirm meeting date (with Doodle?) Designate facilitator and note taker