

USC APSA Executive Board Meeting

09.15.16

1. Trojan Family Health fair
 - a. Time: 12-4pm
 - b. Preceptors
 - i. Currently 3 residents are able to attend if get license in time
 - ii. Dr. Lieu is able to attend
 - iii. Still looking for preceptors
 - c. Director of Public Relations
 - i. Task: Make flyer for public audience
 - ii. Ideally, post around the USC main campus a week before the health fair
 1. HTN, BFA, DM
 - d. Board members welcome to come set up
2. APSA Info session – next Thursday 09.22.16
 - a. Director of PR working on video
 - i. Edit interviews
 1. Pictures during the talk with the organization names, music
 - b. Powerpoint slides
 - i. Director of Membership– one slide on membership
 - ii. 1 slide on level 1 rep and survival guide
 - c. 30 minutes for info session
 - i. Food for attendees provided in conjunction with SNPhA
 1. Food will be provided after both organization's info session
 2. Estimated 200 P1s
 - ii. President-elects will oversee food ordering
 1. Will see how much it will be and ask SNPhA to contribute
 2. Will ask SNPhA to pick up food
 3. Food option: Chipotle – half burrito, chips, salsa?
 - a. Ask them for quote and see if they will cut in half
 - b. About 200 halves
 - d. Monday Mail
 - i. Will submit Google form to RSVP for info session
 1. Attach flyer
 - e. Provide Google form for picnic during info session
3. Conference Day 09.29.16
 - a. Each organization will present their respective conferences
 - b. Introduce to students how to apply for scholarships
 - i. Dr. Park will oversee scholarships
 1. Meeting with Dr. Park, APSA Presidents, APSA Finance, ASSP Finance to confirm all logistics before presenting
 2. Poll for scholarships (already sent out 9/14)
 3. APSA Finance will present on how to apply for scholarship at meeting
 - ii. Dr. Gong will talk about how to make the best of conference experience

4. CSHP Awards at Seminar
5. USC Identity Guidelines
 - a. Don't make anything with USC logo on it
 - b. Banner: from the website
 - c. Have to make with specific vendor with school
 - d. Contact ASSP for room scheduling
 - e. Business Cards
 - i. Don't make your own
 - ii. More info to follow
6. Survival Guides
 - a. Missing some vaccine schedules
 - i. 4 pages missing currently
 - b. Add pages as an extra
 - i. Distribute to them to insert it themselves
 - c. President-elects will collate the extra pages
 - d. P3s will insert survival guides after midterm
7. CPhA/CSHP Luncheon 10.13.16 12-1pm
 - a. Will be held at the quad
 - b. Board members help out morning of the luncheon, and clean up
 - c. President-Elects go to GSG office hour to confirm price and approval
 - d. 9 guests confirmed
8. Meet the Directors
 - a. Saved date, deposit put
 - b. Book for 80 people
 - c. Send out guest invites soon
 - i. By end of next week
9. Level 1 rep interviews
 - a. Night of Oct 7
 - b. Not in bylaws who goes to interview
 - i. But don't need entire board there
 - ii. Optional for G-Board
 - iii. Required for E-Board
 - c. Application sent out Monday after info session in Monday Mail
10. Welcome Picnic
 - a. Alhambra park
 - b. In n out:
 - i. Go to each location and ask manager there specifically
 - ii. Most places accept bulk orders: hamburgers, cheeseburgers
 - c. Passport:
 - i. Destinations and prizes
 - ii. Talk to at least 10 people in order to be allowed for raffle
 - d. \$50 for prizes total
11. Legislative day
 - a. Move lunch to quad
 - b. 200 people will fit? Kathy says will fit
 - i. Standing probably
 - c. Food \$2000
 - i. SBLB will donate \$500

ii. APSA Director of Legislative Affairs has \$1000