AGENDAS

1. Go-through the MoTM (answer all questions)
   1. Checklist of everything needed for each event
      1. Publicity Materials
      2. Room Reservations
      3. Letters
      4. Etc.
   2. Timeline and Deadlines (create an outlook calendar for this)
      1. When to be proofread
      2. When to post
2. Suggestions for each event

MOTM

* Seminars
  + Replacement for the word ***Seminar*** (depends on the agenda of the seminar)
    - Forum 🡪 Makikinig lang (with Questions)
    - Conference 🡪 Academic Stuff
    - Workshop 🡪 Academic with **Hands-on**
  + Implementation of the Mobile App (from SoCIT)
* Activity Proposals
  + MGA KATANUNGAN
    - Mag a-announce na ba sa orgs ng mga gusto nilang gawing events sa APC Week? Tapos by Jan6, kailangan isubmit na yung APS?
    - BUDGET? SAN NA?
    - Max number of events per org? 1
  + Submission
    - Jan 6 or Jan 20?
* T-Shirt Design Contest
  + Same Shirt with Different Color (--clarify--)
  + Release the Contest: January 3, 2018
  + Announcement of Winner – February 3, 2018
  + MGA KATANUNGAN
    - Pano ba? Different Design per school? or Different color lang ng shirt?
    - Ang panget nung title “**OFFICIAL APC WEEK 2018 – T SHIRT DESIGN CONTEST”**
    - MECHANICS????
      * Magsusubmit sila satin, tapos by a certain date, lets say 2 weeks after the release. Ipopost sa APC SOAR yung designs, tapos they have 2 weeks para ipalike yung post.
      * OR… Yung contestant mismo magpopost nung t-shirt with the deisgn (the post has to include the specified hashtags in the mechanics) tapos, ijujudge na.
  + MGA KAILANGAN
    - Publicity Materials
      * Poster (with the mechanics in it)
    - **Ayusin yung Mechanics** 🡪 After Christmas (start na, tapos after 2 days, send sa committee for proofreading)
* Opening of APC Week 2018
  + THEME??
  + WHEN: March 12, 2018 – Monday; 7:30AM-9:30AM
  + Talk to Miss Tata about the students being excused
  + MGA KATANUNGAN
    - Early Bird Award at the Opening Ceremony (Prize: Movie Tickets) (early bird saan?? Paano??)
    - THEME??
* Mini Mercato
  + Happy Ice Cream
  + Totchang
  + Canvass sa mga Mercato places (Bluebay, Mercato, or sa IG--kung may alam pa kayo--)
  + MGA KAILANGAN
    - CONTACT NUMBERS/CALLING CARDS – Start ng Term Break
* Sportsfest
  + For the Faculty
    - WHEN? (March 14, 2018 – Wednesday)
    - Coordinator
      * Badminton Miss Johanna Minglana
      * Volleyball Sir Osler Aquino & Sir Arnel Aragon
      * Basketball --followup—
      * Table Tennis Sir Kim (--followup--)
    - MS Forms for the Participants (c/o Jason)
      * WHEN?
        + **Proofread**: First week of January 2018
        + **Release**: Third week of January 2018
    - Mechanics
      * Time? (Duration, Rules, Schedule🡪 Use the mechanics from the Sportsfest
    - MGA KATANUNGAN
      * Sportsfest for the Faculty 🡪 Divided by school? or Frennies lang?
      * PAHINGI PO NG MECHANICS NG SPORTSFEST
        + To determine the min/max number of participants
    - MGA KAILANGAN
      * Resevation
        + GYM
        + Check the sched of the Table Tennis Area
        + Equipment

Scoreboard, blah blah

* + - * Committee
        + HANAP SA’s (and/or appoint sa mga orgs)
  + Photo Shoot (All-in-all, 3 Days) – **TARGET DATE**: 2ND WEEK OF FEB
    - For the Faculty
      * 1 Day Photoshoot (hiwalay sa day ng students’ photoshoot)
    - For the Students
      * Announce
      * Two-day photoshoot (by February)
        + 2 Teams per Day
    - MGA KATANUNGAN
      * Photog? 🡪 Bahay Bombilya and/or Flickers
      * Editor?
      * APS? 🡪 Para may food and/or TF si Photog
    - MGA KAILANGAN
      * Maghanap agad ng Photog para alam yung **availability** niya tsaka yung gamit na kailangan
      * Reservation
        + Room
        + Equipment
  + Contact Sponsors
    - WHEN?
      * Start after Christmas (social media sites, blah blah)
    - WHO?
      * Milo
      * Gatorade
      * Pocari Sweat (Rhea Ayungon)
      * Red Bull
  + Cheering Competition
    - WHEN?
      * March 13, 2018 (Tuesday of the APC Week)
    - WHERE?
      * Gym 🡪 Full-blown tumbling buhat
      * MPH1 🡪 Cheers and Chants
      * Audi 🡪 Cheers and Chants
    - MGA KATANUNGAN
      * Per school representative ba? Or Volunteer?
      * Sino yung iche-cheer??? Yung Department niyo?
      * MECHANICS?
      * THEME?
      * Prize?
    - MGA KAILANGAN
      * Reservation
        + Room
        + Equipment
      * Poster
      * MS Forms
      * Mechanics
* RAMS Night
  + Theme: Hawaiian
  + MGA KAILANGAN
    - Contact PAG
      * WHEN: 2nd Week of January
      * Inform them that we’ll have the RAMS Night on March 16, 2018 (Friday)
    - Holding Area: 2nd Floor (pwede ba yung fireexit sa may caf? – Daanan ‘to paakyat sa 2nd)
    - Program Flow
    - Contact Sponsors
      * Taters (Contact them – WHO?)
      * San Miguel Corporation (Manny Magbua)
        + HINDI PO ALAK ITO, MAY HOTDOG SILA
      * Contact APCRAA
      * Batch Host ?? --clarify--
    - Publicity Materials
      * Poster
  + Pageant
    - Photoshoot
      * HMUA 🡪 Contact Sir Deeno
      * WHEN??
      * SCREENING??
        + SoCIT
        + SoMA
        + SHS
      * Publicity Materials
        + Poster

• Next meeting of the committee:

* + - * January 10, 2018
* GENERAL
  + Sponsor Related
    - Crowdsourcing for Pointpersons 🡪 Start after Christmas (gathering contacts)
    - Start contacting them after the term (term break)
      * PACKAGES BLAHBLAH 🡪 Should be discussed on Jan 10, 2018 (next meeting ng committee)
  + APS 🡪 After Christmas start na
    - Photoshoot ng Sportsfest (Faculty and Students)
    - Mercato
    - Rams Night
    - Cheering Competition
  + Publicity Materials
    - Reach-out sa Ad-Hoc, Flickers, BB
  + MS Forms
    - Before the term ends, kailangan running na
  + Man Power
    - Start crowdsourcing for SAs and Representatives from orgs