1. Call to Order- Jamie Troutman

2. Faculty Presentations
   a. Dr. Kearney- Dr. Kearney has an extensive background in environmental health, and an interest in occupational health. He is actively working on a few projects in the area of environmental health. First is the Eastern Carolina Asthma Prevention Program, which is a research project utilizing a community-based environmental intervention to investigate environmental triggers and causes for childhood asthma in homes. Second is a project focusing on the respiratory health among poultry workers and the use of personal protective equipment. Third is a project focusing on youth farmworkers and injuries and another focusing on housing conditions and respiratory health. Dr. Kearney is also working on a project concerning ultraviolet radiation exposure among Latino farmworkers, and most recently began a project concerning musculoskeletal health among Latino sweet potato farmworkers. Dr. Kearney also presented a service project to PHO regarding hygiene kit donations for migrant farmworkers of Greene County.
   b. Dr. Giovanni H. is a physician from Greene County Healthcare Inc. and he presented, in further detail, on the need for hygiene products in the farmworker population of this county. A formal written proposal was submitted to members at this meeting (document to be made available to general body on Orgsync), which included specific items requested of the organization for donation. The members of the general body present agreed to participate in the donation project. (more information to come on the specifics of this project)
   c. Dr. Lea- Dr. Lea’s presentation was in regard to the professional paper. She presented a summary of steps in the research process (powerpoint made available on Orgsync) and requested that we, as a student body, submit suggestions for how we thing the Professional Paper 1 course (MPH 6991) should be set up (face-to-face, online, a hybrid, etc) for the best possible results during the research process. Dr. Lea wanted to make sure that students are aware that they DO have the freedom to choose their professional paper advisor and are welcome to request the faculty that they believe best suits their interests. She also wanted to urge students to submit IRB proposals as soon as possible and to utilize all resources available to them as students (ie, statistical assistance from faculty outside of the department) for any needs that may arise during the research process.
   d. Ruth Little- Ms. Little presented on the area of internships and the internship process. The preliminary internship process (MPH 6904) was outlined as the
internship proposal, creation of a timeline, identification of internships and preceptors, and preceptor acknowledgement. This process continues in MPH 6905 with the actual application of the internship experience, which includes a midterm progress evaluation, biweekly reports, time logs, management of the internship profile, a final performance evaluation and final student presentation. For more information please consult your student course catalog, or Ms. Ruth Little.

e. Dr. Pitts – CONGRATULATIONS!

3. Update on NC Legal Aid Navigator Volunteers
   a. Partnering with EAHEC and Dr. Basnight: Navigators travel to community locations (ex. Churches) to enroll. This effort is moving toward PHO helping in both enrollment of individuals at these events and with funding these community events for enrollment.
   b. Keep talking about it – get the word out!

4. Reminder: MPH Winter Party: December 6th at Dr. Lea’s House, 7pm to 10pm. Students were asked to bring an item to the party for the personal hygiene donation project.

5. Debrief from Lunch with Vice Chancellor Horns
   a. Informed her about new-to-ECU grad students, problems with parking, etc.
   b. If you think of anything else, let PHO know so we can be your voice! The notion of possible refunding of 2012-2013 academic year clinical assessment fees (specifically for programs such as the MPH that fall under the Brody School of Medicine, but do not utilize the service that this fee applies to) was recently discussed at this time. More information to follow.

6. Announcements/Other
   a. Pay your Spring 2014 dues if you haven’t already!
   b. Pick up your shirts (Pearson, Ellis, Garloch)
   c. Good luck on finals and finishing up your semester!!!
   d. If you are interested in becoming a Spring Mentor for spring semester student enrollees to the MPH program, please contact Lauren Needell at needelll12@students.ecu.edu.

7. Adjournment