1) Call to Order: Shamaree

2) Guest Speaker: Yvonne Carter, MD, MPH (ECU Infectious Disease)
   Public Health’s Role in tackling infectious disease epidemic: HIV
   Food pantry details – any nonperishable items (including baby food, formula, etc.)
   The need for collaboration across multiple disciplines (MD, PhD, MPH) in combatting HIV
   Funding of clinic: State of NC, grants
   Email address: cartery@ecu.edu

3) Global Soap Project Recap: Shamaree
   -Took the place of October meeting
   -Very inspirational
   -In collaboration with ODK
   -None of the hotels in Greenville are a part of the soap collection project; Maybe next semester we can try to do this as a service project

Other Recaps:
- Faculty retreat: faculty is receptive of student opinions
- Advising Survey: 51 responses from students
  - Dr. Novick: Should be more contact b/w advisor and students but it’s a 2-directional thing: Students need to contact advisors and advisors should have open-door policy toward students.
  - Dr. Lea: Check in w/ advisor via email, phone, etc., because sometimes it can save time in the long run.
- Dr. Novick: Faculty meeting today, continued discussion about what was discussed at Faculty retreat on Nov 15. Will be discussed again at core faculty meeting in 2 weeks at which there will be student representation.
  - Recommending 2 semesters of biostatistics for incoming students
    - Shamaree: May be beneficial for Epi Concentration students. Could do away with Health Informatics and require 2nd bios instead
    - Natalie: Thinks it would be helpful
- Alexis: Should have advisors related to what concentration is
  - Dr. Novick: Thinks it may be possible to do this for behavioral concentration students.
  - Dr. Novick: Possibility of sharing minutes from faculty retreat with students
  - Need 1st year representative for core faculty meeting coming up in December

4) PHO Clothing & Food Drives: Details and Updates: Lorenzo
   a) Clothing Drive: Migrant farmworkers in Eastern North Carolina
   b) Food Drive: Infectious Disease Clinic in Greenville, North Carolina
   c) Collection bins are located in Laupus Library. We are collecting food and clothing items from November 12, 2012 to December 4, 2012.
   - Drives are going well

5) Food Literacy Update: Lorenzo
   - In the process of trying to train students for next semester when they will go out in the community. Encouraging students to complete modules.
   - Final presentation date is set for sometime in January.
   - When students complete the program, they receive an insulated bag, cookbook, thermometer, etc.

6) Discuss elections for the 2013-2014 PHO Executive Board: Shamaree
   - Elections will probably be held in February 2013.
   - Students can self-nominate or nominate others.
   - Bylaws state the duties of each officer.
   - January: send out reminder email and will announce at first meeting of next semester
   - Students will be elected in the early spring and then shadow executive board.
   - New exec board will be in charge of volunteer project next semester & create funding packet with current board. Packet is due in April.

7) Announcements: Shamaree
   a) World AIDS day will be held December 1, 2012 at 12:00 p.m. at the courthouse in Downtown Greenville. PiCASO is hosting this event and is in need of volunteers. If you would like to volunteer, please email pho@ecu.edu: Mostly need volunteers for support; may need to pass out information to people who come.
   b) The PHO Christmas party will be December 7, 2012 at Dr. Lea’s house. Be on the lookout for an email from PHO with time and location details. If you would like to help with set-up and/or clean-up, please put your name and email address on the sign-up sheet at this meeting.: PHO is providing food and non-alcoholic beverages. Students can bring desserts. Lorenzo sent around sign-up sheet for clean up and set up.
   - Lorenzo will send the invitation he posted on Facebook via email tomorrow.
   c) The Brody Ambassadors will be hosting a health career fair on January 12th at 9:00am to 1:00pm and would like the Department of Public Health to participate. This event is being held to provide information to prospective students. If you would like to volunteer
to be a representative for the DPH, please email pho@ecu.edu. Lorenzo. Lorenzo sent around a sign up sheet.

d) The city of Greenville and churches outreach network is having a holiday event for seniors on Friday, December 7th. Part of this event includes giving away gift boxes to those in attendance. They need help with packing and wrapping the boxes. If you are interested in volunteering, please email pho@ecu.edu. Tiffany – Local churches and other organizations collaborating to do things for the community (all of Pitt County). Help seniors who don’t have a lot of family to celebrate the holidays.

e) Shamaree: Intergenerational Center is having a shoe-box toy drive for children in community. Monday/Tuesday noon-6:30 of next week. Email PHO if interested.

f) Shamaree: April 1-7 is national Public Health Week. Theme is “Public health is ROI: Save Lives, Save Money.” Plan spring semester volunteer opportunity during this week around this time.

g) The meeting date for PHO in the Spring semester will still fall on the fourth Monday of every month. The first meeting date in 2013 will be January 28. Time and location TBA. Shamaree – will email info once we have time and location finalized.

h) Alexis Barnett: PHO Journal Club
-Found it to be very helpful in the past
-Asked for interest
-Each month choose an article from a different discipline. Different faculty member at each meeting depending on the discipline.
-Hayley: Is it like a book club?
-Alexis: Yes.
-General interest from group
-Think first two faculty she will contact to preside over meetings are Dr. Pitts and Dr. Kearney.
-Hoping to have the first meeting in January.
-Dr. Novick – have you thought about date/time?
-Alexis will be working on this.
-Shamaree: Classes every night next week except Friday.

Shamaree: Any more announcements?
-Megan: GPSS meeting – if PHO does an event in Mendenhall, can get 200 free color flyers.
-Shamaree: Looking for event we can do along with GPSS.
-December 6 10:00 a.m. to 1:30 p.m. – Bake sale in Brody, all proceeds will go to charity of their choice
-Ashley Ronay: Minority Conference – not too late to sign up if you would like to go. Please try and send Ashley forms via email or PHO mailbox in Hardy by Friday.
-Ashley will check on whether or not leftover PHO funds can be used to submit abstracts to conferences.

Asked Dr. Novick to step out.

8) Adjournment