

Members present: Nancy Gibson, Kristy Chapman, Becky Thacker, Janice Walls, Beth Chaisson, Heather Staggs, Lindsey Macy, Roxana Fuentes, Linda Henson, and Lyndsi Moser

Fall Blood Drive 11/2/10:

- Kristy thanked the committee for their help with promoting, assisting in and/or donating for the blood drive.
- Overall, the drive was very successful:
 - MedSci building had 36 successful donations
 - Taylor Hall's 2 buses combined had 46 successful donations
 - The IT building had 17 successful donations
 - **Which equals—99 donations total!**
- The IT location was a bit disappointing in terms of donations. They also charged \$24 for parking the blood mobile outside the building. Fortunately, IBC paid for this location so SC didn't have any added expenses.
 - Heather said she might be able to get this fee waived for the next blood drive.
- HR Representative, Teresa Martin, spoke with Kristy about using a room in the Campus Center next year during the Health and Benefits Fair for the fall blood drive.
- Kristy is working with IBC and the student government group, Circle K, to schedule the spring blood drive in April.

Task Forces:

- Kristy distributed the task force list for review and encouraged members to volunteer to chair a committee. Chairs of each task force are as follows:
 - Spring Blood Drive (BD)- Kristy
 - Legacy Project (LP) - Kristy
 - Holiday Party (HP) - Nancy
 - Community Project (CP) - Roxana
 - Retreat (RT) - Kristy

Community Project:

- The Executive Committee approved our decision to move the Ronald McDonald House community project to the spring.
 - The CP task force will focus on organizing donations and evening meals for the RMH.
 - Nancy suggested that we consider coordinating an event with IUPUI Athletics, Colts, Pacers, or Fever for tickets or other gifts for the project.

Holiday Party:

- December 15th, 2-4pm @ the Center for Young Children
- The theme will be "It's a Small World" – decorations will be planned around this theme.
- SEC will be responsible for planning/providing refreshments for the party.
 - Food should be SIMPLE – finger foods only
 - Nancy suggested cranberry juice + cranberry Sierra Mist for punch. It was a big hit last year.
 - Several members of SEC volunteered to make homemade cookies or brownies.
 - Janice volunteered to bring a relish tray with ranch dip (Nancy will also bring a homemade dip).
 - Nancy volunteered to bring her homemade turtles, hummus and international style crackers.
 - Roxana volunteered to bring paper plates.
 - Kristy will ask Karen to put an announcement with the Nov meeting reminder that SEC would appreciate donations and/or international treats for the party; decorations are also welcomed. A sign-up sheet will be placed at SC meeting sign-in. In addition to the sign-up sheet, members may also contact Kristy or Nancy to donate.

- Becky suggested SEC highlight the various December holidays in light of our international theme. She will create a poster (or contact Kristy/Roxana to use the Dental School Illustrations Dept) for the holiday party. The holidays have been divided as follows:
 - 12/1 – Hanukkah – Nancy
 - 12/6 – St Nicholas Day – Kristy
 - 12/7 – Al Hijra – Lyndsi
 - 12/8 – Bodhi Day – Lindsey
 - 12/12 Virgin of Guadalupe – Roxana
 - 12/13 Santa Lucia Day – Beth
 - 12/16 Ashura – Becky
 - 12/16-25 – Las Posadas – Roxana
 - 12/25 – Christmas – Heather
 - 12/26 – Boxing Day – Janice
 - 12/26 – Kwanzaa – Linda

**Email your holiday description (and illustrations) to Becky by Nov 30.
- Staff Council will be encouraged to donate hats, gloves, scarves, etc. for the CYC Giving Tree. New or gently used items are acceptable. Members should bring these items to the party – SEC will not be collecting these beforehand.
 - Lindsey will make a flier for Giving Tree donations which will be emailed to full SC and constituents, if preferred.
- SEC members should be at the CYC on 12/15 by 1:30 to setup the chairs and food tables.

Retreat:

- Kristy reported that the location suggested by Sue, The Jameson Camp and Retreat Center, will not be available for the 2011 retreat.
- Linda suggested the Marriott East Conference Center (Shadeland and I-70). This has been recently renovated and includes a nice outdoor courtyard. We could have the meeting rooms for free as long as we order lunch with the Marriott caterer; they may also provide breakfast and/or breakout service at a discounted cost.
- Nancy noted that although Griffith Hall at Bradford Woods is too small for our current SC members, there is an alternative building by the lake that would provide enough space and kitchen facilities.
- Roxana suggested the War Memorial as a possible location; they may have a conference room for free. Becky suggested Fort Benjamin Harrison.
- All locations will be considered, but Executive Committee has requested that a location be booked by the end of the year.

Next meeting: Thursday, December 9th, 3-4pm @ Dental School room 245