Members Present: Michael S Brown, Susan Zurowski, Jim Campbell, Sue Boren, Shan-Lu Liu, Raymond Foster, Bokkwan Jun, Joel Jeffries, Eliav Gov-Ari, Muaid Ithman, Michael Aro, Naresh Khatri

1. The primary subject of the meeting was finalizing the upcoming departmental chair evaluations. Reassurance was made by Dean's office that it would be handled in complete anonymity for the evaluators.

2. Several questions received a large percentage of “not sure” for answers and the Dean’s office inquired to see if there was a specific reason for that answer. Each question was analyzed and the potential root cause discussed and every effort was made to clarify each question so that a more specific answer could be elicited.

3. It was discussed that an email announcing the upcoming chair survey would be sent out in mid-January to all faculty.

4. A list of committees and other SOM posts that would require nominations and elections this year was discussed and the role the FAC has in conducting those elections.

5. It was announced that the new SOM dean would be present at the January 12, 2014 meeting of the FAC.

6. Dr. Misfeldt will also be asked to attend an upcoming meeting to discuss the COACHE survey which will be conducted soon.

Respectfully submitted

Michael S Brown, MD

Secretary SOM FAC