I. Call to Order-
   a. Persons present: Charles Thornton, Wai Hsien Cheah, Shelly Goeb-Parker (chair), Cristina De Meo, Jon Pettibone
   b. B. Excused: Wendy Fuchs, Erik Kirk

II. Approval of the Minutes - October

III. Old Business
   a. Updates on Form 95 and their approval
      i. Section C split in two parts
      ii. Minor corrections
   b. Definition of faculty
      i. Wai Hsien conversation with Dean Gupchup
      ii. Need to check operating papers to see what clinical faculty expectations are
   c. Task for Spring semester
      i. Cristina and Shelly working together on apportionment
      ii. Jon will replace Wai

IV. Adjourn-4.05
   a. Next meeting January 16, 2014

Respectfully submitted by Cristina De Meo