1. The meeting was called to order by Barry Gold at 2:05 PM.

2. Welcome and roll call. Those present included: Carey Balaban, Chris Bonneau, Willa Doswell, Barry Gold, Rebecca Hughey, Nicholas Mance (new staff representative), John Mendeloff, Marianne Novy, and Thomas Smitherman.

3. Minutes from the previous meeting were not reviewed. Carey Balaban left after 5 minutes because the only business for discussion was an old case.

4. Old business: discussion of one case from the School of Medicine included a review of the case by Barry Gold followed by a discussion of the contents of a new letter to the faculty member.


6. Adjournment at 3:25 PM.

Respectfully submitted
Rebecca Hughey
December 3, 2013