Faculty Council Members present:
- Suzanne Palmer
- Rima Jubran
- Andre Ouellette
- Amir Goldkorn
- Josh Sapkin
- Sia Daneshmand

Faculty Council Members absent:
- Richard Paulson
- Clare Templeman
- Richard Watanabe

Advisor Present:
Judy Garner

1. Review and approval of October minutes

2. Academic Senate Update
   a. Next meeting November 9th, 2-4pm, University Religious Center Room 108

3. Joining FAPTC – Clare Templeman and Rima Jubran

4. C-Change
   a. Dr. Linda Poloi from Brandeis University has been contracted by USC to facilitate a survey to faculty, students and residents then implement practices to support cultural change focusing on collaboration, inclusion and diversity, and mentoring in academic health environments.
   b. C-Change Faculty Survey provides a survey from an outside party so responses are anonymous with usual response rates of 70% and above. The data will take a month to two months of analysis. In order to provide this service, USC had to make a commitment to make changes based on the results.
   c. Questions in discussion: How do we reach everyone? What does the rollout look like? Are we surveying at a neutral time of year (not affected by holidays, etc.)
   d. Need the support of clinical chairs and key faculty who are good at engagement. Show endorsement of Faculty Councils as advocates.
   e. All questions on the survey can be changed. Dr. Garner and Dr. Ford reviewed all the questions and found most were applicable.
   f. Survey will take 20-25 minutes.
g. Will we offer an incentive to take the survey? What should it be?

5. Physician Professionalism Project (Committee of Champions)

6. KSOM FC in HSC weekly
   a. Dr. Palmer will write a mock up to submit to HSC Weekly. Dr. Garner can submit a photo to publish
   b. Have a representative from HSC Weekly come to FC regarding what they will write?
   c. Suggest a “Council’s Corner” with a contact for Faculty Council if there are any ideas/feedback for the Council
      i. Create our own Clinical Quarterly Newsletter? Create a culture in recognition. Talk to Janet Stoeckert and mimic Keck Research Quarterly
      ii. Celebrate the people who are here, not just big recruits
      iii. For those who may feel lost or underappreciated
      iv. Send out questions, they answer and edit to the newsletter
      v. Picked by FC
      vi. A feature of awards – Liz Stewart in Faculty Affairs works on Faculty Recognition

ACTION: A meeting to discuss finer details of Keck Clinical Quarterly. Amir Goldkorn, Rima Jubran, Suzanne Palmer, Judy Garner: come up with a template. Feature Physician’s Professionalism, C-Change and Diversity. Afterward add to Faculty Council Meeting Agendas. Everyone think about different people to spotlight before next meeting.

7. Academic Senate Update: Regarding USC response to Diversity
   a. A Diversity Council will be headed by Dr. Henri Ford and Dr. Jeffrey Upperman, Associate Dean for Diversity, along with Dr. Arlanna Moshfeghi, Assistant Dean for Faculty Diversity. Dr. Upperman will think of how to strategize to encourage applicants of under-represented demographics and inclusiveness after hire.
   b. Memo: RTPC Tracks
   c. Dr. Garner has completed Appointments and Promotions Guidelines. It is with the Appointments and Promotions Committees, and she will send to FC to review

8. Next meeting: December 15th

9. Adjourn