

**SUNY Downstate Medical Center**  
**EXECUTIVE (Centerwide) COMMITTEE of the Faculty and Professional Staff**  
**Minutes of the Meeting of Monday, February 08, 2016**  
**4:00 PM – 5:00PM**

**Attending:**

Presiding Officer	Stephan Rinnert, MD
Secretary & University Faculty Senator	Henry Flax, EdD
Presiding Officer, School of Graduate Studies	Nicholas Penington, PhD
Presiding Officer, School of Public Health	Paul Landsbergis, PhD, EdD, MPH
Alternate University Faculty Senator	Farhad Haeri, DPT
Presiding Officer, College of Nursing	Nancy Giordano, EdD, WHNP
Alternate University Faculty Senator	Virginia Anderson, MD

**Unable to Attend:**

Presiding Office Elect & University Faculty Senator	Rauno Joks, MD
Past Presiding Officer & University Faculty Senator	Miriam Vincent, MD, PhD, JD
Presiding Officer, College of Health Related Professions	Kenneth Martinucci, MS, RT(R)
Presiding Officer Elect, College of Health Related Professions	Jasmin Thomas, MS, OTR/L
Presiding Officer, College of Medicine	Allen Norin, PhD
Presiding Officer Elect, College of Medicine	Clinton Brown, MD
Presiding Officer Elect, College of Nursing	Beth Steinfeld, DNP, WHNP-BC
Presiding Officer Elect, School of Graduate Studies	John Kubie, PhD
University Faculty Senator	Helen Durkin, PhD
Alternate University Faculty Senator	Mathew Foley, MD
Alternate University Faculty Senator	Steven Kang, MD

**Review of Minutes of Previous Meeting:**

Dr. Landsbergis moved, Dr. Penington seconded the approval of the minutes of the meeting of January 11, 2016 as corrected (reminder: only approved minutes are posted to the website).

**Presiding Officer's Report:**

Dr. Rinnert updated the committee on the February 4 and 5, 2016 meetings to prepare for the Presidential Search Committee. In summary, the process must be transparent and as fair as it can be. Below is an outline of his remarks:

- Most schools have identified their candidates (CON, SPH, Graduate Studies).
- CHRP and COM will finalize their list next week.
- the 6th faculty member will be the presiding officer of the center-wide committee (following the Upstate argument during their process that that is an elected position voted for by the entire faculty and staff). In our case this will be Stephan Rinnert.
- We need to finalize the nomination process for the professional staff member at this meeting.

The following process and timeline was accepted by the body:

- completion of ballots by February 12<sup>th</sup>.
- each school - if possible- will limit their nomination to 3 candidates.
- Faculty members with appointments in two schools may only cast ONE vote.
- Faculty members vote only for the candidates of their respective schools.
- Nominations can only be in one school, i.e., if someone is nominated by COM and Graduate studies - this person has to make a choice and withdraw one nomination.

Only professional staff will vote for the professional staff member.

- The election is executed by e-mail vote through vote-now.com.
- The President's Office will pay for the election.
- The election will begin on Monday Feb. 15 or Tuesday, Feb.16<sup>th</sup>.
- Election will conclude by Feb 19.
- Announcement of the results of the election by February 24<sup>th</sup>.

Dr. Rinnert received from guidance Jason Lane at SUNY Central regarding the following issues:

- selection of the student representative: the student member who sits on the (defunct) campus council is the representative.
- selection of the dean has already occurred.
- selection of the alumni member has also occurred.

Dr. Penington inquired about the use of the Center-wide Nominations Committee in this process. Dr. Rinnert responded that the committee will meet on Friday, February 12<sup>th</sup>. Email communication will be sent to the campus constituencies by Dr. Rinnert. He has been working with Sergei Bolotin in Human Resources to obtain up-to-date mailing lists for faculty and professional staff members of the medical center.

### **Constituent Reports:**

**College of Health Related Professions** – In the absence of Mr. Martinucci, Dr. Rinnert reported that CHRP's Nominations Committee will submit its nominees by February 12<sup>th</sup>.

**College of Nursing** - Dr. Nancy Giordano stated that, the College of Nursing Nominations Committee met February 9<sup>th</sup> and has selected three candidates for the Presidential Search Committee.

**College of Medicine** – In the absence of Dr. Norin, Dr. Rinnert reported that 10 candidates have come forward and there will be a run-off election amongst those candidates to reduce the field of candidates for the final Presidential Search Committee vote. The COM Executive Committee was meeting simultaneously with the Center-wide meeting, focusing on CAPQ guidelines.

**School of Graduate Studies** – Dr. Penington stated that there are only four professional staff members in the entire school. The SGS has an election for the Executive Committee coming up and will have its three nominees for the Presidential Search Committee by Wednesday, February 10<sup>th</sup>.

**School of Public Health** – Dr. Landsbergis reported that the School's Nominations Committee has selected three candidates for the Presidential Search Committee.

**University Faculty Senate Report:** Dr. Flax mailed a concise report of the Plenary prepared by Senate leadership to all members of the committee earlier in the day. He provided additional information regarding Chairman McCall and Chancellor Zimpher and their input regarding our Presidential search.

**Old Business:** No old business was brought before the body.

**New Business:** **Center-wide Issues:** There was general discussion regarding interdisciplinary tenure issues. It was suggested that a detailed program could be offered by the Office of Faculty Affairs.

Dr. Rinnert moved to adjourn the meeting; Dr. Penington seconded the motion, the meeting adjourned at 5:18 PM.

Respectfully submitted,  
Henry S. Flax, Ed.D., Secretary