Constituent Reports

By Old Business

Review of Minutes of Previous Meeting:
Dr. Haeri made revisions to the minutes of the meeting of Wednesday, October 23, 2013. Dr. Perkins moved to accept the minutes as amended; Dr. Haeri seconded the motion. The minutes were approved unanimously.

Old Business:

By-laws update and review – Dr. Flax is to scan and send the by-laws revisions that occurred last spring to the group so that we have an opportunity to review and consider these revisions prior to the January 2014 meeting.

Constituent Reports:

1. **College of Health Related Professions Report** - Dr. Haeri reported that the College has met its 2013 admissions and enrollment goals (see attached report).

2. **College of Nursing Report** – Although Dr. Arikian was unable to attend, she provided the committee with a written report (see attached).

3. **College of Medicine Report** – Dr. Norin reported that the Executive Committee of the College of Medicine meets monthly. The review of the curriculum is its major project. Put in place in August 2013, revisions are being made based on student and faculty feedback. Laboratories have been especially problematic in the new curriculum. Dr. Perkins noted that faculty in the college are both teaching and preparing for upcoming units simultaneously. The LCME advised the College that it passed its accreditation site visit. Students are achieving 99% pass rates on the shelf exams. Concern was expressed about the state of the Centerwide By-laws, particularly the large number of faculty needed to support the structure. Dr. Powderly reported similar issues with the Faculty-Student Relations Sub-committee which should have two representatives from each class, as well as representatives from among the house staff. Among other activities, the committee is charged with fund-raising to assist such endeavors as the
Brooklyn Free Clinic. Dr. Powderly is to meet with the Medicine Student council. Dr. Vincent suggested that Dr. Perkins contact Dr. Wadowksi, Associate Dean for GME, to secure a resident for the committee.

4. **School of Graduate Studies Report** - Dr. Perkins reported that the School enrolls 78 students (Molecular & Cellular Biology – 36; Neural & Behavioral Science - 27; Biomedical Engineering – 15), three of whom graduate in December 2013. Nine MD, PhD students have defended their theses. There are 23 total MD, PhD students. The graduate faculty is meeting next week. They continue to revise the curriculum (see 10/23/2013 minutes). Dr. Vincent suggested talking with the UPB (practice plan) regarding funding for MD, PhDs. Dr. Vincent stated that President Williams has been very supportive of the educational mission of Downstate. Dr. Perkins noted that some of the basic science faculty wonders if he is, in light of the administrative decision to non-renew many of the laboratory technicians in the basic science departments.

5. **School of Public Health Report** – Dr. Ehlke reported that the faculty governance structure is very new to the School of Public Health; it has only been in existence for one year. Dr. Ehlke is also new to his position. Enrollment numbers are healthy (approximately 260 students in the MPH, DRPH and Advanced Certificate programs). There are also non-matriculated students in the School. The faculty recently passed specific guidelines for doctoral dissertations.

6. **Senators’ Report** –
   a. **Health Sciences Sector Report** - Dr. Flax shared his written sector report of meeting at the Fall Plenary held at SUNY Maritime College, October 24-26, 2013. The committee focused on the sector’s questions to the chancellor and her responses.
   b. **Plenary Sessions and Resolutions** – due to the lack of time, Dr. Flax advised the committee that the resolutions adopted by the Senate at the plenary are available on the UFS website ([http://www.suny.edu/facultySenate/maritime2013.cfm](http://www.suny.edu/facultySenate/maritime2013.cfm)).

In addition, Dr. Flax was elected unanimously to serve as the Health Science Centers sector head for the 2013-2014 academic years.

**New Business: Centerwide Issues**

**Visit with Pete Knuepfer, President, SUNY University Faculty Senate, November 13, 2013**
Due to the lateness of the hour, discussion of the visit was postponed to the January 2014 meeting.

**Parking Deck status** – Virginia Anderson, MD
Due to the lateness of the hour, this item was postponed to the January 2014 meeting.

**Centerwide Meeting** – Dr. Anderson announced that we will again have a joint meeting with the College of Medicine faculty meeting. Dr. Joks, Presiding Officer of the College of Medicine, is scheduling this meeting with the President and the Dean.

**Executive Director, University Hospital** – Dr. Vincent mentioned that George Caralis may be leaving. Dr. Vincent will investigate this news and report back at the next meeting.

**Next Meeting:** Thursday, January 9, 2014 – 4:00 PM, Family Practice Conference Room (BSB, 1-115).
The Committee discussed meeting monthly on the second Thursday of each month going forward. The tentative meeting schedule will be revised and distributed by Dr. Flax at the next meeting.

The meeting was adjourned at 4:55 PM.

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