

**SUNY Downstate Medical Center**  
**EXECUTIVE (Centerwide) COMMITTEE of the Faculty and Professional Staff**  
**Minutes of the Meeting of Monday, December 21, 2015**  
**4:00 PM – 5:00PM**

**Attending:**

Presiding Officer	Stephan Rinnert, MD
Presiding Office Elect & University Faculty Senator	Rauno Joks, MD
Secretary & University Faculty Senator	Henry Flax, EdD
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, School of Graduate Studies	Nicholas Penington, PhD
Presiding Officer, School of Public Health	Paul Landsbergis, PhD, EdD, MPH
University Faculty Senator	Helen Durkin, PhD
Alternate University Faculty Senator	Farhad Haeri, DPT

**Unable to Attend:**

Past Presiding Officer & University Faculty Senator	Miriam Vincent, MD, PhD, JD
Presiding Officer, College of Nursing	Nancy Giordano, EdD, WHNP
Presiding Officer Elect, College of Nursing	Beth Steinfeld, DNP, WHNP-BC
Presiding Officer Elect, School of Graduate Studies	John Kubie, PhD
Alternate University Faculty Senator	Virginia Anderson, MD
Alternate University Faculty Senator	Mathew Foley, MD
Alternate University Faculty Senator	Steven Kang, MD

**Review of Minutes of Previous Meetings:**

Dr. Joks moved, Dr. Penington seconded the approval of the minutes of the meeting of November 9, 2015 as corrected (reminder: only approved minutes are posted to the website.).

**Presiding Officer's Report:**

Dr. Rinnert entertained discussion of the status of a Presidential Search in the aftermath of his announcement at the December 8, 2015 Faculty & Professional Staff Assembly Meeting that President Williams had resigned, effective at the conclusion of the 2015-2016 academic year. Several committee members offered background information regarding Dr. Williams' departure. There was discussion of the steps needed to ensure that faculty governance participation occurs as part of the search process as specified in the Board of Trustees Procedure 8400 "Presidential Search, Guidelines for Conducting", September 23, 1997.

Dr. Flax provided a synopsis of his conversations with H. Carl McCall, Chairman of the Board of Trustees, as well as with Pete Knuepfer, University Faculty Senate President and University Trustee. There was spirited discussion regarding proposed initiatives to propel the search process. The prevailing sentiment of the body was that there are to be no other contacts made (apart from the joint letter from the Downstate Presiding Officers to the Board of Trustees until after the University Faculty Senate Plenary meeting on January 21-23, 2016 at Stony Brook University.

### **Constituent Reports:**

**College of Health Related Professions** – Mr. Martinucci reported that Dr. Kaplan will be stepping down as Interim Dean in early January 2016 when Dr. Allen Lewis arrives (January 6, 2016). Mr. Martinucci shared Dr. Lewis' academic background with the committee (Dr. Lewis was the department head, Department of Health Sciences at James Madison University in Harrisonburg, Virginia with dean-level responsibility supervising 47 full-time faculty and staff, with responsibility for eight academic programs, including Physician Assistant Services, Occupational Therapy, Health Services Administration, Dietetics, Athletic Training, Health Studies, Public Health Education, and Health Assessment and Promotion, training 1,800 undergraduate and graduate students, and managing a \$6 million budget. Dr. Lewis received his Bachelor degree in Rhetoric & Communication Studies and African-American & African Studies from the University of Virginia; a Master of Science in Rehabilitation Counseling from the Virginia Commonwealth University; and a PhD in Education (Leadership/Health Services Research), from the Virginia Commonwealth University.

**College of Medicine** – Dr. Norin reported that Dr. Rinnert has chaired the fifth meeting this year of the Committee on Appointments, Promotions and Qualifications. These meetings have focused on redesigning guidelines for promotions and appointments policies and procedures. The discussion has already covered junior faculty appointments to non-tenure tracks (both clinical and basic sciences faculty are included). Dr. Brown noted that Dean Pato wants to raise the Point System for promotion and tenure. Dr. Norin commented that the committee has reviewed other SUNY and NYC medical schools' tenure and promotion guidelines. Dr. Norin noted that Dean Pato's suggested guidelines would be more stringent and detailed. The Curriculum and Research Committees will be meeting with the Dean in January 2016.

**College of Nursing** – No report

**School of Graduate Studies** – Dr. Penington reported that the School recruited two (2) MD/PhD students this year, as well as six (6) other graduate students. The salary for graduate students has been increased to \$30,000 per annum.

Dr. Durkin shared that she is a member of the University Faculty Senate Graduate & Research Committee. There will be a graduate research conference in the spring to showcase graduate student research. Downstate needs to be well-represented there. A new program to fund undergraduate SUNY students to remain at SUNY schools for their graduate work is being proposed by the committee for adoption by the university. Dr. Mark Stewart, Dean of the School of Graduate Studies is working with staff in Albany to assist in the development of the program.

**School of Public Health** – Dr. Landsbergis reported that, in November 2015, the school had its site visit from the Council on Education for Public Health (the accrediting agency for Public Health education). The written report is due in another month. He also reported that the temporary appointments have **not** moved to term appointments although faculty has been **told** that they are on the tenure track. When questioned, Dr. Landsbergis stated that he will not request assistance from the Centerwide Executive Committee until after further discussion within the School.

**University Faculty Senate**

Dr Flax asked for agenda items for the Plenary meeting of the SUNY University Faculty Senate at Stony Brook University, January 21-23, 2016. The only item for the Health Sciences Sector agenda is that the sector develop a question to the Chancellor about the initiation of the Presidential search at Downstate and to ensure that faculty governance representation is included in that search.

**Old Business:**

Due to the length of the meeting, all Old Business was deferred to the January meeting.

**New Business: Centerwide Issues****Chancellor's Awards And Committees**

Dr. Rinnert shared material on the Chancellor's Awards and the selection process. All college and school presiding officers are included on the selection committee. On January 11, 2016, officers are to receive the nomination forms for the awards. On January 14, 2016, the Selection Committee will meet.

Respectfully submitted,

Henry S. Flax, Ed.D.,  
Secretary