

Minutes of the Meeting of the Executive Committee

SUNY-Downstate College of Medicine

October 5, 2020

Attendees: R. Viswanathan, C Persaud, S. Rabinowitz, A. Schwartzman, M. Nowakowski, H. Siddiqi, J. Kubie, J. Lazar, J. Yusuff, S. Marquez, M. Vastardi, S. Agarwal, R. Gupta, S. Fisher, K. Powderly

The meeting was called to order by Dr. Viswanathan; minutes from previous meeting were approved.

Presiding Officer Report

Dr. Viswanathan stated that the semiannual meeting went well. We have a new subcommittee folder accessible on the link sent via email. This will be accessible to view the mins.

Dr. Viswanathan would like to add that he would like to focus on well-being during his term.

CAPQ

Dr. Gupta stated that Dr. Viswanathan spoke with the committee. CAPQ had their first meeting. There was one packet reviewed during their meeting and passed. There is another packet that will be scheduled to be reviewed. There was an addition for letters to be allowed from research enterprises within six months.

The committee reviewed the CAPQ criteria, and the committee agreed on the following:

Delete the paragraph on the chairperson being notified and invited to the CAPQ meeting and add, "The committee in consideration of promotion and/or tenure may invite anyone to speak with the committee members."- unanimous vote for yes.

Remove sentence "letters from former mentors or trainees will not count towards the required letters ." One abstains, and the rest of the committee members approved.

Change to:" A maximum of 3 letters can be from mentors, trainees or current scientific/academic collaborators" Six members approved, four members stated no, and four members abstained. The change passed.

CEPC

Dr Nowakowski stated that the committee met and submitted minutes. There is another meeting on October 8, where they will follow up on the audiovisual issues the faculty has been having. There are now students that will also be attending the meeting.

Faculty and Professional Staff

Dr. Gupta stated that there was a survey of the faculty last year to evaluate their chairpersons on SurveyMonkey. It was sent to 555 people, and 238 were completed. The committee discussed

the next steps regarding the survey results. Dr. Viswanathan recommends the committee come up with recommendations for what to do next about the survey results- should faculty get the results, should the chairs get the comments and ratings, and what is Dean Brunicardi's role in this. We want this to be a constructive process. The survey can be shared in its entirety with Dean Brunicardi. He can decide what aspects can be shared with individual department chairs. We need to give some feedback to the faculty in a constructive manner.