

Minutes of the Meeting of the Executive Committee

SUNY-Downstate College of Medicine

January 4, 2021

Attendees: R. Viswanathan, R. Gupta, M. Nowakowski, C. Brown, A. Schwartzman, J. Yusuff, R. Joks, J. Kubie, J. Lazar, S. Marquez, S. Levine, A. Schwartzman, S. Rabinowitz

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

Guest Speaker: Dr. Putman

The meeting was called to order by Dr. Viswanathan. Minutes were reviewed and approved. Dr. Putman was the guest speaker. He discussed changes in the student admissions committee documents. He also presented to the committee Policy Statement on Admissions Committee & Interviewers Roles & Responsibility and the Policy Statement on Entry Pathways to the College of Medicine.

He stated that changes were made based on SUNY upstate. They added an Admissions subcommittee. There would be three members on this committee. The committee also looked at the BA/MD program applicants who initially applied to Brooklyn College. The committee reviewed the documents and passed them unanimously.

Dr. Putman presented the Policy Statement on Entry Pathways to the College of Medicine Pipeline/Linkage programs, Joint/Dual Programs, Transfer Admissions & Advanced Standing. This policy discussed the pipeline program where students do not meet the requirement, but we use other mechanisms for enrollments. The committee reviewed it and voted unanimously.

Subcommittees Report

CAPQ

Dr. Gupta presented changes in the CAPQ guidelines.

After discussing the changes, the committee decided to table the conversation.

CEPC

Dr. Nowakowski stated that the committee successfully got technical support for teaching faculty. The next meeting will be at the end of January and will consider additional questions to review content and curriculum arrangement.

LCME

Dr. Lazar stated that please reach out if any faculty members have technical difficulties. LCME visit in 6 weeks. There has been a push for various improvements. Student assistance, such as psychological help, is available. Career advisement has been a focus. There have been low satisfaction scores on the graduate questionnaire.

Faculty and Professional Staff

Dr. Yussef has coordinated a series of lectures on quality improvement. In addition, there are talks about a mentoring program in the works.