

Minutes of the Meeting of the Executive Committee

SUNY-Downstate College of Medicine

January 3, 2022

**Attendees: R. Viswanathan, J. Kubie, C. Persaud, S. Rabinowitz, R. Oman
M. Nowakowski, S. Fisher, C. Brown, J. Lazar, S. Marquez, A. Schwartzman,
D. Gustafson, P. Bergold, J. Yusuff, R. Fonronjy**

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

Guest: Dr. Ross Clinchy

Dr. Clinchy stated that he had concerns with the survey of the chairs and offered some suggestions.

1. Have the "instruments" used for the assessment be circulated to the Deans and the Chairs to have a consensus of what would be the right questions to ask. The instrument may include rating scales, or it may consist of free responses. This will allow the chairs a chance to understand and see that the process was getting underway and have a sense of the questions that will be asked.
2. There should be clear confidentiality guidelines for the participants who will see their feedback.
3. Provide feedback confidentially to the Dean.

Dr. Clinchy discussed the tenure criteria issue. He suggested that the CAPQ work collaboratively with the Dean and the president to reconsider the criteria.

The floor was open to Q, and A. Dr. Viswanathan asked Dr. Yusuff to discuss these suggestions with the Faculty & Professional Staff Personnel committee.

Sub Committee Reports

Center-Wide Committee

Dr. Viswanathan stated that the nominees were announced, and they were uncontested. He reached out to Dr. Roman requested names but has not received a response.

Research, Resources Budget

Dr. Gustafson stated that at the recent last research advisory committee meeting, it was discussed that there needs to be a plan for sharing College of Medicine research deliverables.

Dr. Gustafson is working with Dr. Eisner to create a survey for medical students to understand what they're doing for their clinical rep and their research experience as medical students. Dr. Gustafson stated that that committee wanted the College of Medicine to be represented in Pulse's research magazine.

Dr. Gustafson stated that email her if anyone knows any investigators, researchers, or questions.

Nominations

Dr. Viswanathan stated that the committee needs six additional members. Dr. Brown stated that he had asked people, but they have been busy. He asked members of the Executive Committee if they know someone interested, please let him know.

CEPC

Dr. Nowakowski stated that the committee had finalized the memorandum concerning research by the medical students. Once the Executive Committee approves, it will be sent to the Dean. Dr. Nowakowski asked Angela to send it out to the Executive Committee to review.

Next Business

Dr. Viswanathan stated that the next Semi-annual meeting would be on Friday, April 29, via zoom.

Dr. Viswanathan asked Dr. Marquez to work with Angela to prepare a ballot to send out to members regarding changes in the bylaws.