

## **Minutes of the Meeting of the Executive Committee**

### **SUNY-Downstate College of Medicine**

**March 7, 2022**

---

**Attendees: R. Viswanathan, J. Kubie, C. Persaud, S. Rabinowitz, H. Siddiqi  
M. Nowakowski, S. Fisher, J. Lazar, S. Marquez, Y. Perez, J. Meyers, R. Foronjy,  
R. Wadgaonkar**

The meeting was called to order by Dr. Viswanathan; February's minutes were approved.

#### **Presiding Officer Reports**

The committee approved Zoom recording of the meeting.

The committee has decided that old minutes (fm. 2008) can be removed from the website. Angela will keep the archives of the removed minutes.

The committee approved the nomination of the professional staff member (Lydia Bailey), who will serve as a voting member in the EC until August 2022.

The Center-wide committee sent out an email at short notice about an assembly. Many people were not aware of this meeting.

There will be an election for some Center-wide committee positions (COM nominees are in parentheses). Presiding Officer-elect (Dr. Norin), two Senators (Dr. Viswanathan and Dr. Penington), two Alternate Senators (Dr. Fisher). There are 3 nominees for Presiding Officer-elect, 4 for Senators, and 3 for Alternate Senators. The Center Wide committee will meet in two weeks to finalize the ballot, and it will be sent out electronically.

Dr. Viswanathan asked the committee to keep their eyes open for the ballot and encourage colleagues to vote.

Dr. Viswanathan presented the members of the COM Nomination Committee chaired by Dr. Brown, and sought approval of these members.

1. Dr. Carla Boutin-Foster
2. Dr. Rauno Joks
3. Dr. Riccardo Bianchi
4. Dr. Cathryn Galanter (Affiliate - KCH)
5. Dr. Raj Wadgaonkar
6. Ms. Angela Melton-Taylor (Professional Staff)

The committee's approval was unanimous.

Amendments to the bylaws will be included in the Annual election ballot for members to vote.

The Nomination Committee will have to meet fast because they must have a slate presented at the next semi-annual meeting, which will be on April 29. Ballots will go out after that and by end of May, we will know the officers and members of the EC for the term starting in September.

### **Sub-Committee Reports**

#### **CAPO**

Dr. Foronjy stated that there were no serious issues to report, but there was an ad hoc advance recommendations for appointment to a Professor of Medicine for Dr. Shani and Dr. Frankel from Maimonides.

#### **CEPC**

Dr. Nowakowski stated that the committee on the educational policy and curriculum has been spending a lot of time on how to facilitate and integrate medical students' research support. The committee has made some progress, but it is not enough. The progress made is working together with the Office of the Senior Vice President for Research and other General groups, which are the Human research Advisory Committee (under Dr. Deborah Gustafson). and the Laboratory Research Advisory Committee In addition, the committee is working with Dr. Frank Barone, who has coordinated medical student research projects.

The committee also worked with Dr. Lazar and Dr. McNeil, and the decision was to make a comprehensive list of research mentors that would agree to supervise students in various research projects. This would include potential members at Downstate, Kings County and Maimonides, and other Affiliates. Dr. Barone has a partial list.

Dr. Nowakowski asked the Executive Committee to seek approval to draft an email to the foundations' classes to recruit 1-2 work-study students to help organize these lists of names, emails. Dr. Lazar stated that he would like to see a job description, and a workgroup is needed to discuss more details.

Dr. Nowakowski stated that the committee discussed medical student elective, defining it to have it approved like a clinical elective.

#### **Research Committee**

Dr. Meyers stated that she does not have an update since returning.

## **Student Admission**

Dr. Fisher stated that they are recruiting new interviewers because they were short-handed on interviewers.

The committee has considered some changes to the application. These were suggestions made by a couple of the screeners, who are outside screeners.

Any changes that are made in the application must be submitted now for them to make it in the June deadline when people start applying.

The committee has sent out the first wave of acceptances, which are 250.

## **Committee on Academic Integrity and Professionalism.**

Dr. Rabinowitz stated that the committee will provide a comprehensive report regarding the work that we have done, along the five subjects that were initially charged to the subcommittee. The committee is still working on a webpage and will present it to the Executive Committee and ask for suggestions.

New Business

Next Executive Committee will be on Monday, April 4, 2022, at 5pm via Zoom

Next Semi-Annual Meeting on Friday, April 29, 2022, at noon via Zoom.

Sub Committee chairs should start preparing for their presentations.