

Minutes of the Meeting of the Executive Committee

SUNY-Downstate College of Medicine

February 5, 2024

Attendees: H. Siddiqi, C. Persaud, M. Stewart, C. Kamarajan, S. Rabinowicz, L. Harris, L. Weiner, S. Agrawal, J. Kubie, C. Galanter, N. Penington, O. Abulafia, S. Marquez, A. Maheshwari, R. Viswanathan, C. Brown

Guest. R. Barbour

Presiding Officer's Report

Dr. Siddiqi presented a list of the new subcommittee chairs.

Dr. Mark Stewart	Nominations, Elections and Ballots
Dr. John Danias	CAPQ Committee (Academic and Professional Qualifications)
Dr. John Kubie	CEPC Committee (Education Policy and Curriculum)
Dr. Raavi Gupta	Faculty & Professional Staff Personnel, Policies, Promotions and Appointments
Dr. Laura Martello-Rooney	Research, Resources and Budget
Dr. Samuel Marquez	Student Admissions, Academic Standards and Student Activities
Dr. Lorin Weiner	By-laws
Vacant	Student Activities
Dr. Clinton Brown	Regulatory Compliance
Dr. Nicholas Penington	Academic Integrity and Professionalism

Dr. Siddiqi presented several items for approval.

1st item

Dr. Siddiqi stated that he sent a letter to Dr. Danias asking him to be chair of the CAPQ committee, and he felt that the letter stated that there should be no communication with people

talking about candidature or consideration of tenure. The letter intended that the procedures do not influence the CAPQ, so there is no outside influence on whether the candidate should go through the promotion. This will include communicating with the Alternate Route Committee. Also, it has come up in discussions that Dr. Danias has to work with the department chair, who puts up the person for tenure. Dr. Siddiqi favors the chair of CAPQ communicating with the Chairs to gather more information about the candidate. Dr. Siddiqi asked the committee to vote for the record that they have the CAPQ working procedure so the CAPQ chair can communicate with the Chair of the nominating department.

Dr. Marquez stated that sometimes, an ad hoc committee can review documents. The question is, will the chair of the ad hoc committee contact the chair of the CAPQ for clarification? Dr. Abulafia stated, as a past chair of the CAPQ, that a person should be able to contact someone within the CAPQ to get information on a candidate. However, not for the chair to gather information.

Dr. Kamarajan stated that when you have questions, clarifications, or additional documents, you can contact the candidates themselves. What happens if there is no good communication? Dr. Abulafia stated that if the chair does not have a good opinion of the candidate, he may not put the person up for tenure, but he should be able to ask about the candidature if he has questions.

Dr. Stewart stated there was a chair who would nominate people, knowing well they would not pass, so that was when the CAPQ voted them down. A letter of non-renewal would be sent to the candidate. Following that, CAPQ instituted a plan whereby if we took a straw poll and it did not appear to be a good one, we would invite the chair to come and give an explanation. This kind of communication is important in both directions.

The committee approved allowing the CAPQ chair to communicate with the candidate's chair.

Dr. Kamarajan also added that he was in favor of the CAPQ chair consulting with the department chair as the chair knows more and more about the candidate in many situations, such as what the candidate does in the department and what they contribute.

2nd item

Dr. Siddiqi stated that CAPQ is supposed to vote in person, but they have been voting remotely for three years.

Dr. Siddiqi prefers to meet in person, and once the meeting date is announced, you meet. Those who can make it, that is fine; as long as you have a quorum, you can run the meeting. The real concern is the lack of engagement in Zoom meetings. People are either on the phone or on mute because they are talking or doing something else. When something is being discussed and they have not been listening then someone has to review the entire conversation back with the. It is very difficult and not engaging when we talk on remotely such as the phone, versus when we are in person it is more engaging.

Dr. Maheshwari feels that hybrid meetings should be ok.

Dr. Danias stated that he prefers in-person meetings rather than online meetings, but if you can't get everybody in the room, then you have to wait for months to meet.

The committee voted and allowed CAPQ to hold meetings however they choose.

3rd item

Dr. Siddiqi stated that the candidate is being told to ask for references. He explained that colleagues indicated that their chairs told them they must seek references or letters. He recalls that chairs demanded you to submit a list, and the chairs wrote to those people that this person is under consideration. Dr. Siddiqi feels that the chair should seek references/letters. He asked the committee members if the CAPQ chair should seek reference letters. He feels that when a person comes in a leadership position, they have their ways of doing things and we entrust somebody in that role and give them as much freedom as they need to get the job done.

Dr. Abulafia stated that in most places, the candidate is not allowed; it has to be either the chair of whoever's putting him up for promotion or the chair of the CAPQ that initiates that communication with outside.

Dr. Stewart stated that the candidate was asked to submit names. The department chair requested those people, some or all of them. The candidate didn't get to see the responses, but at least had a sense that they had some input in who was writing a letter of recommendation.

Dr. Kubie stated that the goal is to get letters from experts in the field who can be objective.

Dr. Barbour stated that most letters do not score the candidate, and some chairs requesting this are too busy or do not know the guidelines themselves.

As agreed with the committee, it is the prerogative of the Chair of CAPQ to seek additional information, and a letter will be sent out on behalf of the Chair of CAPQ through Valery Stewart via the CAPQ secretariat. As soon as he sends it out and receives those letters, he can then seek any information that he wants from any other source he deems necessary. 9 members will in favor of allow the chair to seek additional information.

Dr. Weiner asked if the amendment that has been approved allows the Chair of CAPQ to recruit.

referees or does the departmental chair and the alternate route or recruit referees.

Dr. Siddiqi stated that they will look at the procedures wherever they stay, or it will be discussed and modify that language in the light of the vote.

Subcommittee Reports

Bylaws

Dr. Weiner stated that the committee has been trying to change the alternate route committee system or the way alternate route committees have been working here at Downstate. Right now, each department is supposed to have one, but it seems like some departments don't, or no one knows who is on them, and the departmental alternate route committees have this intrinsic problem of conflicts of interest. They place the individuals on those committees in a difficult position where you either have to overrule the chair and say whether your colleagues deserves a promotion or tenure. Sometimes, you have to fight your chair or tell your close colleague in the department you don't deserve promotion and tenure.

For all these reasons, the committee has been trying to make a single alternate route committee that would serve the entire College of Medicine. The committee decided to create a COM-wide alternate route committee, and it was passed. The Executive Committee passed an amendment to create a COM-wide alternate route committee with input from the departmental chairs and the

Dean. There are a couple of places in the bylaws where the departmental alternate route committees are mentioned. The committee wants to make the sections of the bylaws congruent. The Executive Committee decided to table the discussion and asked Dr. Weiner to email committee members his proposed amendment.

New Business

The committee discussed the potential closure of SUNY Downstate.

Dr. Rabinowicz and Dr. Brown attended a church meeting where Chancellor King discussed closing Downstate and transferring inpatient services to King County

According to the committee, closing the hospital will damage the medical school. This is because students will not be able to attend school because they will not be able to do rotations at Downstate.

Other schools, such as the School of Health Professions and the College of Nursing, will also be affected by the closure.

Dr. Penington stated that 50% of the teaching done in the medical school is by physicians from University Hospital of Brooklyn How would we replace them? Dr. Abulafia stated the University Hospital's primary mission is teaching, education and research. The affiliates' primary mission is volume and clinical activity that does not go with the medical school vision, and it would be devastating.

In addition, the closing of Downstate will have a devastating effect on the basic sciences.

Dr. Barbour quoted the National Health Service in England, stating that it mandates that there be ongoing community involvement for decisions like this. He also stated that it is possible for a federal judge to overrule the governor in regards to the potential closing of the facility. Dr Siddiqi asked the committee if they wanted to meet again to discuss this matter.