

Minutes of the Meeting of the Executive Committee

SUNY-Downstate College of Medicine

June 3, 2024

**Attendees: H. Siddiqi, M. Stewart, C. Persaud, C. Kamarajan, L. Harris, F. Velcek
S. Agrawal, J. Kubie, C. Galanter, N. Penington, S. Marquez, S. Rabinowitz,
R. Viswanathan, A. Maheshwari, L. Martello-Rooney, R. Gupta, R. Orman, A. Burgam**

Presiding Officer's Report

Dr. Siddiqi stated that the May minutes have been emailed to the members. The March and April minutes have been approved. The committee members wanted more time to review the May minutes.

Research, Resource, and Budget

Dr. Martello-Rooney stated that the committee will meet this Thursday to discuss shared policies.

Student Admissions

Dr. Marquez stated that the screeners reviewed 6,760 applications as of April 2024. Two hundred-eight applications were accepted, and 189 letters were received. Students who accepted can withdraw their applications. Out of 6000 applications, 20% are not considered. As of June 3rd, 423 letters had been sent out.

CAPQ Committee (Academic and Professional Qualifications)

Dr. Kubie stated that the Dean's Council scheduled a meeting for Wednesday to discuss formative tests, which are highly problematic. These tests are given to secondary medical students and are questions from previous years that the students know about. Dr. Kubie stated that students are failing. They are failing the end-of-unit exams and step-one exams at a higher rate. Students are not attending lectures but listening to recordings. As a result of COVID-19, students see this as an online school, he said. When they must commute, they complain about it. Dr. Rabinowitz stated that the application process should include this information. This is so that students who apply to the school know what they will get into.

During grading essays, Dr. Penington said that students struggle to understand what is expected of them when they are graded. Students were asked about the osmotic gap, for example. 95% could give the equations, but they were asked how to interpret them and what they meant. It turned out that 95% of the students could not explain what that equation does, which is the issue. They don't understand the material but can spit back something that gives them half a point.

Dr. Siddiqi stated that the committee should meet with the Dean to discuss this matter and the outcome with the Executive Committee.

Nominations, Elections and Ballots

Dr. Stewart stated that there is a full ballot. The nominations committee solicited names, and then an e-mail circulated. They got additional names; the full list has gone to the Dean's office.

The list of the nominations are:

Presiding Officer Elect

Nicholas Penington, PhD

Physiology and Pharmacology

Basic Sciences)

Chella Kamarajan, PhD

Psychiatry

Richard Kollmar, PhD

Cell Biology

John Kubie, PhD

Cell Biology

Secretary

Christine Persaud, MD, MBA

Rehabilitation Medicine

Professional Staff

Leonie Harris

Cell Biology

Clinical Sciences

Sanjeev Agarwal, MD

Rehabilitation Medicine

Raavi Gupta, MD

Pathology

Natalie Ferguson, DNP

Medicine

Simon Rabinowitz, MD

Pediatrics

Alexandra Resnikov, MD

Neurology

Francisca Velcek, MD

Surgery

Ramaswamy Viswanathan, MD

Psychiatry

CAPQ Members (3-year term)

Randall Barbour, PhD

Pathology

Ellen Hsu, PhD

Physiology and Pharmacology

Janice Brissette, PhD

Cell Biology

Clinical Sciences

Raavi Gupta, MD

Pathology

Francisca Velcek, MD

Surgery

Dr. Penington stated that the ballot should be sent to the voters for approval, as there will be no semi-annual meeting in which the ballot would be presented to the audience. Dr. Siddiqi stated that if you want to proceed with that, he can, but would like the elections to start soon.

Students Activities

A. Burgam stated that graduation went well. The focus is on the School of Health Professions semester, which is about the start.

Faculty and Professional Staff Personnel Policies Promotion and Appointment

Dr. Gupta highlighted the ongoing discussions about tenure, stating that Dr. Siddiqi, Dr. Stewart, and she had a productive meeting with the Dean's office. Dr. Siddiqi assured the committee that progress was being made and a resolution was imminent.

The committee discussed creating another survey for the faculty and having the Executive Committee view and edit it. Once approved, it will be sent to the faculty.

Bylaws

Dr. Siddiqi says Dr. Weiner sent the amendments to the committee, which passed after multiple votes. These three amendments are also included on the ballot in addition to the candidates. As soon as the proposed changes are approved, they will be incorporated into the bylaws in September. One of the amendments is the new policy of creating a college-wide alternate route committee, which is not department-based.

Academic Integrity and Professionalism

Dr. Siddiqi stated that Dr. Penington sent out a rough draft of the policies to the members for approval, and Dr. Penington made revisions based on suggestions. Dr. Siddiqi noted that the final version should be sent to committee members, and if no one comments, it should be considered approved.

New Business

Dr. Machnik spoke to Dr. Stewart regarding the last meeting about the P card and was told to discuss this with Mr. Farrell. Dr. Machnik stated that Mr. Farrell stated that Downstate can make the rule stricter but not less strict, which he believes is untrue. He will do more research regarding this.