

**Minutes of the meeting of the
Executive Committee
of the SUNY-Downstate College of Medicine
November 1, 2010**

Present: M. Feuerman, P. Sass, K. Powderly, M. Nowakowski, S. Eisner, P. Maccabee, M. Hammerschalg, C. Doty, R. Joks, R. Twersky, S. Miller, K. Williams, V. Anderson, R. Viswanathan, M. Avitable, H. Durkin.

Report of the Dean

The state budget has been a spiral downhill thus impacting Downstate's budget. We have experienced an 18% budget cut over a two year period. Dean Taylor feels that there will be more cuts to the budget. He stated that most organizational structures can take a five percent cut. When you see 10% cut, it starts to impact missions and with an 18% cut, you have to find revenue elsewhere or the cuts will have a major impact on mission. There are no good aspects to a budget reduction, but we have seen an increase in research funding. The candidate for governor has announced a 20% reduction in all state agencies. Dean Taylor stated that he does not know if they are going to count the current reductions. He ended his report by stating that our new research building will create jobs.

Dr. Sass presented Domain Definition and Standards to the Executive Committee. (see attachment) Dr. Sass asked the committee for approval; the proposal was approved.

Presiding Officer's Report

Minutes were reviewed and accepted. Dr. Feuerman stated that she will meet with Dean Taylor the first Thursday of every month. She felt that meeting with the Dean was a good thing because she can get first hand information. One of the issues discussed was the CEPC sub committee and how the members are selected. According to LCME, "the entire faculty is supposed to have input into all curriculum issues." The Executive Committee bylaws state, "The chair is appointed by the presiding officer and the chair person of the sub-committee appoints all the members of the sub-committee." There was a discussion about whether members of the CEPC should be elected which would require a change in the by-laws. Dr Feuerman quoted the CEPC functions from the bylaws, "The Sub-Committee on Educational Policy and Curriculum shall study continually the educational policy of the College. The Sub-Committee shall advise the Executive Committee regarding the development of the curriculum, review changes therein and report these recommendations to the Executive Committee and the FPACM who then shall forward these recommendations to the Dean". Dr. Feuerman would like for CEPC to develop the role of the sub-committee in the new curriculum. CEPC might serve as an advisor for electives or other aspects of the curriculum. Dr. Williams, who is currently the chair of CEPC, stated that he would like to continue on as chair, if the committee is only reviewing electives. Dr. Williams stated that CEPC has not taken on any major initiatives because of the curriculum renewal. At the moment, CEPC is reviewing applications for electives including those with credit and non-credit electives. Dr. Williams stated that he does not know the role the CEPC will play in the new curriculum.

Dr. Feuerman stated Dean Taylor has asked for recommendations for members of the promotions committee in response to a previous report of a sub-committee of the Executive Committee. He is replacing the members of the promotion committee gradually. The members of the grades committees are course directors and since they serve on both committees, this will cause a conflict of interest. Dr. Eisner has volunteered for this position. If anyone has other suggestions, Dr. Feuerman will forward them to the Dean.

Dr. Feuerman is looking for people to serve on the SUNY University Faculty Senate. Dr. Powderly stated that she will volunteer as she already attends the meetings as a member of the Ethics Sub-Committee.

Dr. Feuerman submitted to the Dean the Professionalism report that Dr. An has prepared.

The Downstate Faculty handbook has not been updated. Dr. Feuerman stated that she has not met with Dorothy Fyfe regarding this yet. She is looking for a member of this committee to assist her with strategic planning.

New Business

The semi annual Faculty staff will be on Dec 1, 2010 in Lecture hall 1B at 3:30pm

The next meeting will be held on Dec. 6, 2010 at 3:30 pm.

Respectfully submitted,

Kathleen E. Powderly, PhD