

**Minutes of the meeting of the
Executive Committee**
of the SUNY-Downstate College of Medicine
April 4, 2011

Present: R. Joks, K. Powderly, R. Twersky, S. Rinnert, I. Bodis-Wollner, C. Doty, A. Norin, V. Anderson, R. Viswanathan, M. Avitable, M. Hammwerschlag, M. Nowakowski, C. An, S. Miller
Guest: I. Taylor, P. Sass

Dr. Feuerman was excused due to a family emergency.

The meeting was called to order by Dr. Joks; minutes of the previous meeting were approved.

Curriculum Renewal Report

Dr. Sass presented Doc 2 from the curriculum renewal for approval. Dr. Sass was asked if a research component was going to be added to the new curriculum. Dr. Sass stated a scholarship component will be integrated into the six competencies. After review, the committee approved Doc 2.

Dr. Sass announced the Unit Directors for the new curriculum:

Systems Overview Unit	Keith Williams PhD
Molecules to Cells	Miriam Feuerman PhD
Host Defense	Fred Volkert PhD
GI, Endocrine, Reproduction and Sexuality	Haseeb Siddiqi PhD
Cardiovascular, Renal, Respiratory	Riccardo Bianchi PhD
Brain, Mind, and Behavior	Lisa Merlin MD

The following faculty members will be working with Dr. Sass in designing and implementing the new curriculum:

John Lewis, PhD	Associate Dean for Foundations of Medicine
Jeanne Macrae, MD	Design Leader for Core and Advanced Clinical Medicine
Fredric Volkert, PhD	Assistant Dean for Educational Development
Keith Williams, PhD	Director of Medical Knowledge Competency
Robin Ovitsh, MD	Director of Clinical Competencies
Rebecca Twersky, MD, MPH	Threadmaster for Patient Safety

Sub-Committee Reports

Student Activities

We have established a working relationship with the leadership of the student body. We are hoping to involve more faculty members in graduation week activities being planned by the students. On May 19, 2011, there will be a celebration of student accomplishments. This celebration will highlight the clinic built in Mexico, the Brooklyn Free Clinic, Sex and Medicine Week and many other events in which the students have participated. The Division of Humanities in Medicine and Med Council are co-sponsoring the event. The Executive Committee approved co-sponsorship as well.

Nomination

Drs. Nowakowski and Bodis-Wollner have a draft of a ballot for the election. This draft will be presented at the semi-annual meeting.

Faculty & Professional Staff

Dr. Avitable will be sending the faculty survey to the clinical faculty. This survey was viewed by members of the Executive Committee and they provided feedback. Changes to the survey were made and forward to the Dean. Letters of intent were sent to the department chairs. At the end of the week, 480 paper surveys will be sent out.

New Business

The Semi-Annual Faculty and Professional Staff meeting will be on April 13, 2011 at 3:30 pm in Lecture Hall 1 in the BSB. Both President LaRosa and Dean Taylor will be there. Dean Taylor will update everyone on the situation with LICH.

The faculty development initiative will have its third annual symposium. It will start at 8:30 am on May 3 in the auditorium. There will be speakers from SUNY Upstate, SUNY Downstate, and SUNY Brockport.

Dr. Nowakowski will work on the newsletter. It should be completed before the semi-annual meeting.

Respectfully submitted,

Kathleen E. Powderly, PhD