

**Minutes of the meeting of the
Executive Committee**
of the SUNY-Downstate College of Medicine
April 1, 2013

**Present: R. Joks, K. Powderly, S. Eisner, R. Twersky, P. Maccabee,
M. Hammerschlag, I. Bodis-Wollner, A. Norin, V. Anderson, M. Silverberg,
H. Durkin, M. Feuerman, N. Penington**

The meeting was called to order by Dr. Joks; previous minutes will be reviewed at next meeting.

Presiding Officer's Report

Dr. Joks reported the following:

Dr. Eisner has volunteered to be on the Association of American Colleges Committee.

The LGBTQ is having its first ever Student-Faculty Mixer for friends of the SUNY Downstate LGBTQ Community. It will be held at Kings County's R Building at 6pm on April 12, 2013.

CEPC

Dr. Eisner stated that Dr. Jacobson-Dickman submitted a proposal for pass with distinction in foundations in the first two years. Dr. Eisner stated that the proposal needs to be edited and has recommended that Dr. Jacobson-Dickman revise it. Dr. Joks stated that when the Executive Committee accepts the revised copy, it will be submitted to the Dean's Council.

Research, Resources and Budget

Dr. Durkin reported that the website is completed, but she is waiting for John Allen to supply the current phone numbers and addresses of faculty. The Executive Committee will review the website after it has been approved by the sub-committee.

CAPQ

Dr. Penington reported that the committee met on March 19. There is no report on the Educational Track, since the proposal has been sent to Albany.

Dr. Penington stated that CAPQ is supposed to have an alternative route committee in every department. Some departments have this in place but are not aware of the members of the committee. Dr. Penington stated that other departments do not have a committee. The alternative route committee can play a role for faculty members who do not receive tenure on the first try.

New Business

At the last Executive Committee meeting, the procedure for adjudicating allegations of unprofessional conduct was reviewed and the members presented their input. Dr. Norin revised the procedure for adjudicating allegations of unprofessional conduct and presented it to the committee. The committee made suggestions to the procedure for adjudicating allegations of unprofessional conduct. These suggestions will be given to the bylaws committee to review. Once it is reviewed, the Executive Committee will receive a copy for review.

The Semi-Annual Meeting of the Faculty and Professional staff will be held on May 8, 2013.

Respectfully submitted,

Kathleen E. Powderly, PhD