

**Minutes of the meeting of the  
Executive Committee**  
SUNY-Downstate College of Medicine  
October 6, 2014

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**Present: A. Norin, S. Eisner, D. Lemke, P. Maccabee, I. Bodis-Wollner, C. Brown, R. Kollmar, S. Miller, H. Siddiqi, R. Viswanathan, H. Durkin, R. Joks, H. Moreno, K. Williams**

Dr. Norin called the meeting to order; minutes will be reviewed at the next meeting.

**Presiding Officer's Report:**

Dr. Norin stated that Dr. Sass would attend the next Executive Committee meeting on November 3, 2014. The topics that she will be discussing are the curriculum and the LCME re-visit. LCME is revisiting Downstate because the curriculum changed in between visits. LCME would like to see if the new curriculum is running smoothly. Dr. Norin asked the Executive Committee to let him know if they have any questions for the Dean.

There is a search committee for the Dean of the College of Medicine. Dr. Joks, who is on the committee, stated that there will be consultants organizing the search. Dr. Norin asked Dr. Joks if the position would be advertised. Dr. Joks stated that he does not know what the consultants are planning to do. Dr. Joks stated that all questions should be directed to Dr. Lazzaro since he is the chair of the search committee.

The title of Dean will not include Senior Vice President of Research. There will be another search committee for the position of Senior Vice President of Research.

Dr. Norin will meet with Dr. Janice Brissette who has expressed interest in chairing the Research Committee.

Dr. Norin stated a search committee for chair of Pathology was planned but it has not materialized yet.

Dr. Norin asked the committee if they had any suggestions for chairperson of the Student Admissions sub-committee.

Dr. Bodis-Wollner asked the committee if there was going to be a formal process in place to evaluate the curriculum before LCME arrives in March 2015. Dr. Eisner stated that there is an ongoing process to evaluate the curriculum unit by unit. Students, faculty, unit directors and members of CEPC have evaluated the first four units. The unit directors have done in-depth evaluations of the curriculum and Dr. Keith Williams has put into place some of those recommendations.

**CAPQ**

Dr. Williams stated that the committee is reviewing 87 requests for tenure.

## CEPC

Dr. Eisner stated that in the last few months most of the committee members of CEPC have been involved in some or all parts of the curriculum. Currently the committee has been trying to play catch up. CEPC has lost a couple of members, so the committee is behind. Right now, the committee is looking for new members, especially in the Basic Sciences. Dr. Eisner asked for recommendations for new members.

## New Business:

Dr. Norin will meet with the members of the nominating committee to discuss how to recruit more members for various committees. Dr. Eisner suggested that the Executive Committee should seek younger faculty members, especially those who are working with the curriculum. Dr. Joks suggested that Dr. Norin send a letter to the department chairs asking them to nominate junior faculty members who may want to volunteer on a committee.

Dr. Durkin, who is a University Faculty Senator, stated that she would be traveling to Syracuse at the end of October to meet with the trustee who is responsible for the health science sector. The subject of the meeting will be, "What Can You Do to Make Your Medical School Better". Also there will be discussion of the possible mergers of Binghamton-Syracuse and Albany-SUNY Downstate.

Respectfully submitted,

Kathleen E. Powderly, PhD