

**Minutes of the meeting of the
Executive Committee
SUNY-Downstate College of Medicine
November 3, 2014**

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

Guest Speaker: Dean Sass

Dr. Norin called the meeting to order; minutes were approved with revisions

Presiding Officer's Report:

Dr. Norin introduced Dean Sass to the Executive Committee.

Dean Sass explained why LCME would make a limited visit to SUNY Downstate in March 2015.

Dr. Sass stated that LCME visited Downstate in Feb 2013 for a full LCME visit. LCME visited Downstate 5 months before the new curriculum started. Dr. Sass stated that when LCME comes to visit, the only thing they focus on is the current curriculum. At the time of the visit, Downstate was in the final year of the old curriculum. LCME only reviewed the old curriculum and Downstate received citations for various items. The new curriculum did not count for anything, but items that received citations based on the LCME visit were fixed with the new curriculum. LCME will re-visit Downstate to make a limited site visit in March 2015 to determine if all of citations have been corrected. Dean Sass presented to the Executive Committee an update on the LCME and a list of the citations. She stated that these citations have been addressed. (See attachment)

After discussing the LCME visit Dean Sass answered question from the committee.

- 1) There have been rumors and discussions within the faculty that SUNY Albany is synching with SUNY Downstate?

Dean Sass stated that Dr. Williams came to Downstate with the idea of having a provost. There are two medical centers (SUNY's Upstate and Downstate) in which the Chancellor would like to build a relationship with another SUNY campus. Dean Sass stated that Binghamton and SUNY Upstate are developing relationships and Downstate is developing relationships with SUNY Albany. With this in mind, Dr. Phillips (who was the former provost of SUNY Albany) has come to Downstate to advise Dr. Williams on setting up a Provost's office here at Downstate. Dr. Phillips has no operational responsibilities and will only serve as an advisor.

- 2) How do you see Downstate getting some sort of integration with SUNY Albany?

Dean Sass stated that departments such as Research and the College of Nursing may be integrated with Albany. She stated that she does not think the College of Medicine will be integrated.

- 3) Will there be a restructure to the Basic Science Department?

Dean Sass stated that she has not heard anything.

- 4) Will there be a search for chairs for both Pathology and Cell Biology?

Dean Sass stated that some announcements would be made.

- 5) Will there be a search committee for the Executive Vice President of Research?

Dean Sass stated that she does not know.

New Business

Dr. Norin stated that he talked to someone who expressed interest in chairing the Research, Resources and Budget committee. Dr. Norin felt that the person was a great candidate. Dr. Norin stated that the candidate would recommend someone else if he declines taking the position. Dr. Norin stated that he has not identified any potential candidates for chair of the Student Admissions, Academic Standards and Student Activities committee. He asked the committee for suggestions.

Dr. Norin stated that he would like to schedule the Semi-Annual meeting in December. A. Melton stated that she would email both the President's and Dean's offices to make arrangements.

Respectfully submitted,

Kathleen E. Powderly, PhD