

**Minutes of the meeting of the
Executive Committee**
SUNY-Downstate College of Medicine
April 4, 2016

Present: A. Norin, C. Brown, K. Powderly, S. Eisner, D. Lemke, P. Maccabee, M. Hammerschlag, V. Anderson, R. Kollmar, S. Miller, H. Siddiqi, R. Viswanathan, H. Durkin, S. Rinnert

Presiding Officer Report

The committee discussed the new criteria for promotion and tenure. Dr. Norin stated that once the committee approves the motion, the guidelines would apply to faculty members hired after the motion is approved. After numerous revisions, the committee approved the new criteria for promotion and tenure.

The new criteria will not apply to current faculty members seeking tenure. Dr. Norin stated that Dean Pato is in agreement that only the old guidelines will apply to current faculty members. Dean Pato has requested that Drs Norin, Rinnert and Banerji s meet with the chairs to discuss the new guidelines.

CEPC

The Executive Committee approved CEPC's Best Practices handbook. The intention is to present the handbook to the Dean's Council.

New Business

Dr. Norin stated an email was sent to both Dr. Danias and Dean Pato regarding a list of search committee members for the Chairs of Cell Biology and Psychiatry. The search would be an open search. Dean Pato will provide a list of CVs and arrange for a time that members of the Executive Committee could meet with the candidates. Dr. Powderly commented that the Search Committees should also include students.

Respectfully submitted,

Kathleen E. Powderly, PhD