

# **FACULTY AND PROFESSIONAL STAFF OF THE COLLEGE OF MEDICINE**

## **Minutes of the Semi-annual Assembly**

June 9, 2010

Presiding Officer Stephen Rinnert called the meeting to order.  
Minutes of the previous meeting of (December 9, 2009) were unanimously accepted.

### **Dean's Report**

The LICH negotiations are going well. The Department of Health is very supportive of LICH and Downstate rejoining because of their shared history. This is a very important initiative for the school. Downstate has a large medical school, large residency and a small university hospital for the size of the educational program. Our affiliates are under increasing pressure due to the expansion of medical school within our region and in the Caribbean. A lot of the Caribbean students come into New York State for their training. Having our ability to control 700 to 800 beds means we can control our educational destiny. The finances of LICH are a lot better with our reimbursement rates than with their current rates.

The good news is the new academic building is going to the next phase and we are going to start planning. The bad news is that we are going to get our second budget cut from the state in a year. The new building will create jobs. The construction fund is being very good and supportive. The faculty will have input during the next phase. The extension of the hospital is still on course. The Dean does not know where the new academic building will be, but he would like to have a new front on Clarkson Ave which connects to the hospital building. The idea of a new building is very encouraging. This will be the first new building for the hospital since the 50's.

The Dean thanked Dr. Sass and all of the people who are involved for working on curriculum reform. The involvement of the entire faculty is very encouraging and an important endeavor for the school. This work is timely due to potential changes in national boards and an emphasis on competency-based education.

Dr. Sass stated that the date of the implementation of the new curriculum has changed to the incoming class of 2012. This was done to redesign the whole 4 years at one time. This gives the committee the ability to view the curriculum and look at all the pieces. Doc 1, which was released in the fall of 2009, was the backbone of the new curriculum. Doc 2 will be released in the summer of 2010. In the fall of 2010, the committee can start with the curriculum design by getting people involved in writing the curriculum. Dr. Sass stated that the goal for the summer is to have the major components finalized. Dr. Sass stated that there others decisions that have be considered: 1) Committee structure; 2) The methods that are going to be used to teach this new curriculum; 3) The best practices out there to provide the best support for students; 4) Ways of raising the standards of teaching; and 5) Curriculum management structure.

The process for the summer 2010 will include mobilizing a dozen work groups. One of the groups will be the competency group. The competency group will look at the characteristics and the professionalism of the graduates.

Dr Sass stated that each group will be assigned a faculty chair. The group will be assigned charges, which they will work on until the end of Feb 2010. They will produce a report that the steering committee will review. From Feb 10 to April 10, these committees will focus on how to produce materials for a two day integrated retreat. This retreat should be held at the end of April. After the retreat, the steering committee is going to take the recommendations from the retreat and begin to prepare documentation which should be completed by summer 2010.

Dr. Sass stated that the curriculum reform effort is more than cutting and pasting content from other schools into our curriculum. It entails different ways of working together. It will entail a lot of collaboration.

In timing with the curriculum reform, Dr. John Mahoney, from the University of Pittsburgh, will speak at grand rounds. He is the Associate Dean of Medical Education and involved nationally with curriculum reform. He will speak in medical grand rounds at 8:30am; it will be videotaped. He will also have a conversation at noon on the basic science curriculum.

Dr. Sass asked the audience to email her if they want to participate with the curriculum reform. Currently, they are looking for an editor for the newsletter. There is an archive for people who have thoughts and ideas and a website which is updated periodically. Dr. Sass opened the floor to questions. There was a discussion of the need for incentives and rewards for teaching, including changing CAPQ guidelines for promotion and tenure.

Dr. Rinnert introduced Dr. Benker, a member of the SUNY Central Strategic Planning Committee who discussed their work.

## **Report of the Presiding Officer**

Dr. Rinnert presented the web page of the Executive Committee and introduced new members of the committee. Dr. Rinnert stated that he is the presiding officer; his term is expiring in August 2010. Dr. Patricia O'Neil is the Presiding Officer Elect with a one year term. Dr. Kathleen Powderly is the secretary. The basic sciences representatives are Dr. Allen Norin, Dr. Virginia Anderson, Dr. Shirley Eisner, Dr. Maja Nowakowski., Dr. John Danias and Dr. Brahim Chaqour. The clinical science representatives are Dr. Rebecca Twersky, Dr. Nagaraj Gabbur, Dr. Eugene Dinkevich, Dr. Ivan Bodis-Wollner, Dr. Scott Miller, Dr. Ramaswamy Viswanathan, Dr. Frank Gress, Dr. Rauno Joks. The Professional Staff representative is Ms. Jennifer Brown and the affiliate representative is Dr. Christopher Doty. The subcommittee chairs are: Dr. Charlene An, Student Admission, Academic Standards and Students Activities; Dr. Kathleen Powderly, Faculty- Student Relations; Dr. Keith Williams, CEPC; Dr. Rauno Joks, CAPQ; Dr. Matt Avalable, Faculty & Professional Staff; Dr. Allan Norin, By-Laws; Dr. Maja Nowakowski, Nomination; and Dr. Edward Quadros, Research, Resources and Budget.

Dr. Rinnert discussed the ALRC, The Advanced Learning Resource Center, which is a big project that is very much involved in interdisciplinary learning and will have a major role in the new curriculum development. He also discussed the faculty development committee, which is Centerwide. This committee has events that are scheduled until 2010 and works very nicely and will continue to with the new curriculum. The faculty development committee is comprised of the Deans of each college. The goal is that each college will host a grand round each month and there will be monthly or semi-weekly workshops which will be educational workshops. They also have co-sponsored other department's grand rounds, such as Psychiatry. On April 27, there will be a faculty development conference.

Dr. Rinnert introduced Patricia Stachiw who is a clinical librarian and faculty development's webmaster. Dr. Rinnert, Dr. Andrea Markinson and Angela Melton have been working on the webpage for faculty development. The goal of this website is to have information for the faculty that is stationed in one place. She provided a demo of the website. The website will have teaching resources and assistance for tenure and promotion. The website should be helpful to new faculty. One of the important links on the webpage is the "contact us." Faculty can email questions or give opinions on the website. The website is not active yet but will be located on Downstate's home page. Suggestions can be sent to [executivecommittee@downstate.edu](mailto:executivecommittee@downstate.edu).

The Executive Committee was charged with looking at professionalism at the medical. Dr. Charlene An, the chair of the Student Admissions and Academic Standards sub-committee will report the sub-committee's findings to the Executive Committee.

## **Reports of Subcommittee Chairs**

### **BYLAWS**

Dr. Norin reported on proposed changes in the bylaws which were voted on and passed by a wide margin. The bylaws committee will continue to try and upgrade the bylaws. One of the difficult issues is getting representation from other departments on the Executive Committee. As we know, most of the departments in the basic sciences have been consolidated and we have to consider the balance of representation in the basic science departments and the clinical departments and how many people should be the maximum from each department. A department that is greater than 50 members would not be required to have only two members, but could have three, for example.

### **STUDENT ACTIVITIES AND FACULTY-STUDENT RELATIONS**

Dr. Powderly described events that are connected to the Sesquicentennial celebration. Tuesday, December 1, 2009 was World's AIDS Day. The program was videotaped. On February 11, 2010, there will be a conference on NeuroEthics. There will be a program for Black History month and Women's History month. One of the proposed speakers for black history month is Dr. Vanessa Gamble. Dr. Gamble is a physician historian who has written many books on race and medicine. Dr Rinnert stated that these events can be combined with faculty development.

## **CEPC**

Dr. Williams reported that the committee is working on three issues: One is the curriculum renewal which Dr. Sass reported on. Most of the people on the CEPC committee are also on the curriculum renewal committee. Second is how to better deal with electives in terms of proposals and access and reviewing of the electives. Some of the elective are created and then forgotten. Students either participate or don't participate in the elective. There is no faculty oversight, no review or assessment. The committee will look at these issues and make recommendations to the steering committee in terms of what can be done with electives in the new curriculum. Third, the committee has created a career exposure elective. This is an opportunity for the first and second year students to get exposure to various specialties and sub-specialties. The elective are from 4 to 10 hours and involve students observing a faculty member who will be there to provide supervision. Once this is established, the student who is interested in this elective can directly contact the faculty member who is in charge. This elective can be a mentoring experience for the students. This elective will work well with the new curriculum. It will not appear on the student's transcript. With the establishment of this new elective, there are three types of electives: career exposure, the regular non-credited elective for the first and second year and the clinical elective for third and fourth year.

## **CAPQ**

Dr. Rauno Joks reported that the committee reviewed 12 recommendations for appointment and/or promotion. Last year there were 29 promotions and /or appointments and 7 tenure recommendation made. There are 55 active dossiers that are in various phases of completion. There are 6 tenure reviews in progress. The committee has discovered that the CVs are not up to date. This has slowed thing down. The committee has asked faculty members to update the CV's.

## **FACULTY & PROFESSIONAL STAFF**

John Hartung spoke on Dr. Matt Avitable's behalf. The committee had its first meeting and took on the charge of reviewing procedures to assist junior faculty in academic department to prepare for pending tenure application. The committee has contacted the department chairs and requested the names of the junior faculty and details of any procedures that are currently in place. They will then survey junior faculty regarding their concerns and based on the information, will make recommendations to the Executive Committee.

## **NEW BUSINESS**

A member of the audience stated that over the summer, the department of biochemistry was disbanded and wanted to know the Executive Committee's position on this. Dr. Rinnert stated that the Executive Committee represents the faculty and was not involved in this reorganization. Dean Taylor stated that faculty members were given a choice of what department they wanted to be in. He stated that they are restructuring towards center based research enterprising. He is waiting for the second budget cut to see how plans will be affected and how many centers can be planned. The concept was to build research enterprising around area of strengths or area we want to develop. This concept came out of the recommendation of the faculty.

Dr. Rinnert asked if there was a financial gain in merging departments. Dean Taylor answered no. Dean Taylor stated that some of the appointments are still being sorted out. The faculty was allowed to choose what department they wanted to work in because there is still a need for an administrative structure.

Respectfully submitted,

Kathleen E. Powderly, PhD