

**FACULTY AND PROFESSIONAL STAFF
OF THE COLLEGE OF MEDICINE
Minutes of the Semi-annual Assembly**

November 9, 2011

Presiding Officer Miriam Feuernan called the meeting to order.
Minutes of the previous meeting (April 13, 2011) were unanimously accepted.

PRESIDENT'S REPORT

Dr. LaRosa stated we are close to finalizing the merger with LICH. We have passed the major hurdles. This news is important not only for the clinical side of things, but for the academic side as well. The medical school took a major hit from the Governor's budget. State Universities took a major hit all over the country. It's difficult but not impossible; the LICH merger came along at a very important time in that the clinical enterprise, mostly the hospital, makes a really substantial contribution to the school.

DEAN'S REPORT

Our students did very well again on Step One last year. We had a 94% pass rate compared to the national 91%. The national figures have actually gone down because they've raised the pass rate, but our students are still performing at a very high level. In terms of Step Two, we slightly exceeded the national norms on the written part. We do have a little bit of an issue with the clinical skills exam which does not relate to knowledge, but to communication. We are trying to work through that; it may reflect the diversity of our student body. AAMC is beginning to realize that. They may have a cultural bias in their own exam and they are currently working on this issue.

There are 52 offshore schools in the Caribbean. Ross University has taken a freshman class of 900 students. Since there is a huge influx of graduates from various medical schools, coupled with a stable or even decreased number of residents, we were anticipating that we might have more unmatched students. In actuality, we ended up with less. We only had five students who didn't match in the primary match and all five matched in the scramble so we have no unmatched students. Dr. Gerber and Dean Terracina helped us in pushing our students to make sure they've got adequate numbers of places they're applying to and that they are realistic.

The new building is proceeding according to plan. It will be in the front of the current Basic Science building. It'll have two floors of new educational space including a space for team teaching. There will be extra lecture halls, a simulation center for standardized patients and two floors for the newly accredited School of Public Health. The architects are working on the final design and will work with faculty in those areas to finalize the design of the interior of the building.

During Governor Patterson's unusual career as Governor, he was not able to work with the legislature. Over the two and a half years of the end of his time period in addition to the multiple reductions the school had, the UPB negotiated pay increases. They came without state funds. We were mandated to give them out to the faculty and staff without the funds to cover those increases. In total, under Governor Patterson, between the decreases and the unfunded pay increases to faculty and staff, we experienced a 28% decrease in our state budget over that time period. We're now told to anticipate a 10% cut from our current Governor.

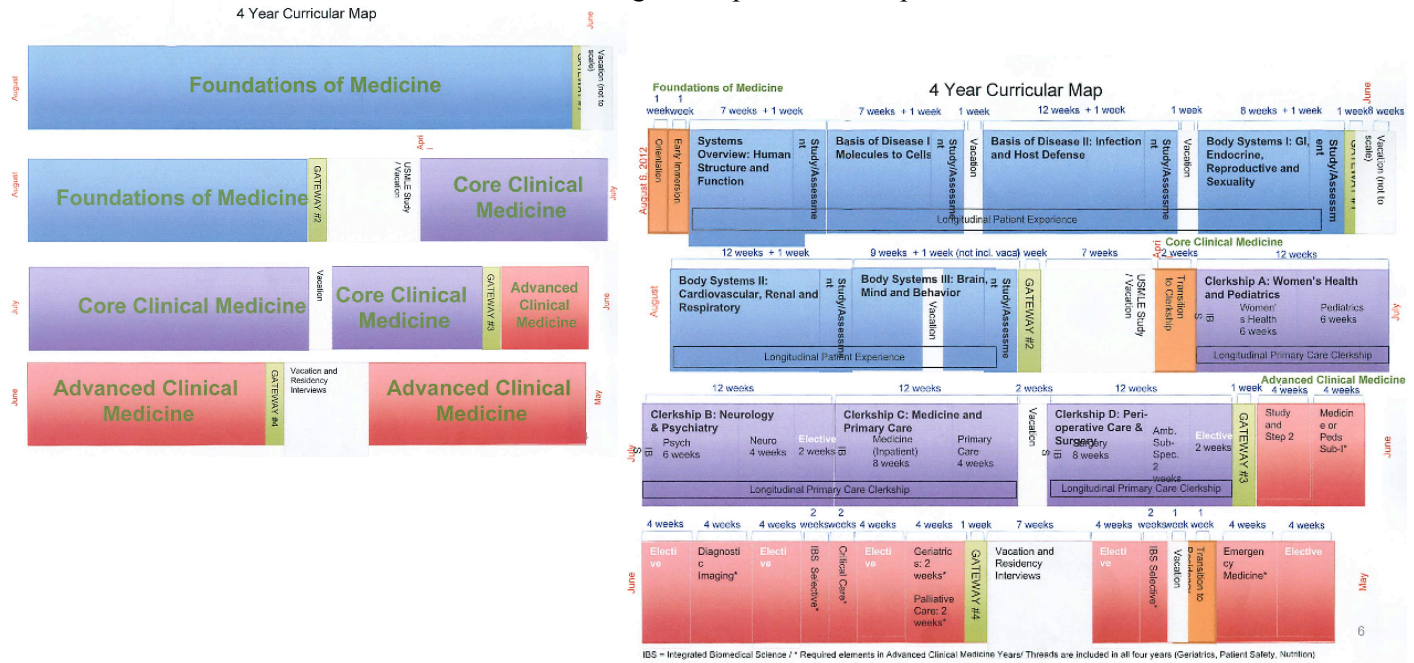
CURRICULUM RENEWAL

Dr. Sass introduced the members of the curriculum renewal team:

Associate Dean for Foundations of Medicine Years	John Lewis, PhD
Design Lead for Core and Advanced Clinical Years	Jeanne Macrae, MD
Assistant Dean for Educational Development	Fred Volkert, PhD
Medical Knowledge Competency Director	Keith Williams, PhD

Clinical Competency Director
 Thread Master for Patient Safety
 The Thread Masters for Geriatrics and Nutrition, Associate Dean for Clinical Medicine and Director of Assessment have not yet been determined.
 Dr. Sass presented the following slides illustrating the implementation plan for the curriculum

Robin Ovitsch, MD
 Rebecca Twersky, MD



REPORT OF THE PRESIDING OFFICER

There is a problem with recycling on campus. We spend \$300,000 per year on disposal. BSB and HSEB spend \$60 per ton. The cafeteria spends \$78 per ton. The Hospital spends \$60 per ton on trash. The Executive Committee is looking into ways to recycle more efficiently. An Earth Day event will be on April 28, 2011. Printer toner cartridges can be sent to the Children Center for recycling.

SUBCOMMITTEE REPORTS

Nominations

Drs. Nowakowski and Bodis-Wollner announced the candidates for CAPQ and the Executive Committee:

Candidates for CAPQ

Dr. Helen Durkin
 Dr. Nicholas Pennington
 Dr. George Ojakian
 Dr. Robert Wong

Candidates for the Executive Committee

Basic Sciences

Dr. Virginia Anderson
 Dr. Randall Barbour
 Dr. Allen Norin

Clinical Sciences

Dr. Michael Augenbraun
 Dr. Scott Miller
 Dr. Frank Gress
 Dr. Stephan Rinnert

Staff

Jennifer Brown
 Dr. Christopher Doty

CEPC

Dr. Feuerman presented on behalf of Dr. Eisner who was unable to attend.

CEPC has been reconstituted with new members and some returning members. The committee consists of the following members:

Dr. Yaacov Anziska	Murray Echt
Dr. Peter Bergold	Melissa Lozanno
Dr. Mert Erogul	Sue Hahn
Dr. Jenny Libien	Celina Brunson
Dr. Steven Ostrow	Kristin Twomey
Dr. Rikki Ovitsh	Michelle Lobo
Dr. Kathryn Perkins	Elvedin Lukovic
Dr. Bram Trauner	Darrin Wong
Alaina Burns	Daniel Cucco
Rachel Gordon	Raman Singhal

The committee is working on the following:

- 1) Preparing guidelines for faculty who wish to submit MS1-4 elective proposals.
- 2) A survey for the MS4 students to elicit comments on the current crop of electives.
- 3) Requesting enrollment data for the last 5 years for the current electives.
- 4) Approving 3 new electives for the current curriculum.

A description of the role of the CEPC in the new curriculum will be completed soon. There is a CEPC website on the College of Medicine webpage.

CAPQ

Dr. Roman introduced members of the CAPQ committee:

Dr. Bonny Baron	Emergency Medicine
Dr. Audree Bendo	Anesthesiology
Dr. Clinton Brown	Medicine
Dr. Paul Harris	Pediatrics
Dr. Rauno Joks	Medicine
Dr. Douglas Lazzaro, Vice Chair	Ophthalmology
Dr. Lisa Merlin	Neurology
Dr. Christopher Roman, Chair	Cell Biology
Dr. M.A.Q. Siddiqui	Cell Biology
Dr. Rebecca Twersky	Anesthesiology
Dr. Shahriar Zehtabchi	Emergency Medicine

CAPQ has reviewed 17 recommendations for appointment and/or promotion. There have been 5 tenure reviews. Last year the committee reviewed 29 promotions and/or appointments and 7 tenure recommendations. Upcoming affiliations have brought and will bring more recommendations for appointments as well as promotions. Currently there are 50 active dossiers that contain a current letter of justification from the Department chair, letters of recommendation, a CV, and reprints. There are 4 Tenure reviews in process. The CAPQ would like to stress the importance of a clear and updated CV. This only ensures a fair review of the candidate's qualifications. If the scholarly activities and teaching and service information are not clear, the recommendation will be tabled for clarification and the faculty member will be asked to provide a clearer CV in the required format.

ACADEMIC STANDARDS AND ADMISSIONS SUB-COMMITTEE REPORT

Dr. Charlene An, the outgoing chair reported the following:

Dr. An was charged with exploring the formation of a multi-disciplinary professionalism council for SUNY Downstate Medical Center. The goal for the multi-disciplinary professionalism council is to establish an environment and culture of professionalism for patients, employees, educators and students through:

- 1) Policies and procedures
- 2) Education and mediation

3) Assessment, evaluation and feedback

4) Promotion and recognition

Currently there is recruitment for this task force. The committee will include hospital personnel, students, residents, and faculty (from various Downstate colleges). If anyone is interested, please send names to Dr. Miriam Feuerman or Dr. Charlene An.

FACULTY-STUDENT RELATIONS

Dr. Powderly reported on the following:

The purpose for this committee is to facilitate interaction between faculty and students in academic and extracurricular activities. The Executive Committee works with the leadership of the student body through Med Council. The members of this committee are COM students, a member of the house staff, Faculty, representatives from the Dean's Office, Student Affairs and the Student Center. Recent activities were fundraiser for the Brooklyn Free Clinic and a memorial fundraiser for Joydeep Sakkhar (intramural basketball game). On May 19, there will be a celebration of student accomplishments.

FACULTY AND PROFESSIONAL STAFF

Dr. Feuerman presented of behalf of Dr. Avitable who was unable to attend. The committee consists of the following members:

Dr. Mary Ann Banerji Medicine

Dr. Annette Ceratto Surgery

Dr. John Hartung Anesthesiology

Dr. Stephen Fox Physiology/Pharmacology

Dr. Todd Sacktor Physiology/Pharmacology

The committee surveyed junior faculty in the basic sciences. They gathered opinions on how they viewed their role at Downstate and whether there was sufficient support for advancement in their careers at Downstate and for the future. Compliance with the COM policy to formally meet with department chairs at least once per year was assessed. There were 19 junior faculty member identified by departmental chairs. Out of 19 surveys sent out, 11 surveys were returned.

The Clinical Faculty survey letters were sent out April 4, 2011. The result of this survey will be presented at the next scheduled Semi-Annual Meeting in the Fall.

Respectfully submitted,

Kathleen E. Powderly, PhD