

## University Council 2017-2018

September 28, 2017

06:00PM

Student Center Reading Room

*Members in Attendance:* Abhimanyu Amarnani, Ankuri Desai, Michelle Garcia, Andrew Hasenzahl, Kristen Lu, Maggie Tappitake, Lauren DeMaria, Shelley Jain, Julia Hess

*Members not in Attendance:* Zaki Azam (proxy: Shelley Jain)

### Agenda

#### 1. Call to Order

- a. M. Garcia called the meeting to order at 6:05PM.

#### 2. Old Business

- a. Welcome back!
- b. All representatives should make contact with their Deans/Assistant Deans.
  - i. All voting members were asked to reach out to their respective Deans if they have not been previously introduced.
- c. Exploring Health Careers
  - i. Brief discussion - AMA chapter. They host a student panel that serves as their community service event, but last year, they felt they did not have adequate representation from all 5 schools on the panel.
  - ii. Can UC help identify non-COM clubs/organizations that would be interested in collaborating? Other councils?
    1. Yes, the event organizers will contact each school's representative to help organize.
  - iii. AMA chapter was also asked to contact Ms. Urquhart so she can inform other clubs across campus regarding this community service opportunity.
- d. New University Council bylaws
  - i. Brief discussion was hosted by A. Amarnani about the differences in the new bylaws: examples include addition of separate UC Funding Guidelines, UC President-Elect nomination protocol, and SUNY SA representative responsibilities.
  - ii. After brief discussion, the following motion was made by A. Hasenzahl and seconded by A. Desai.
  - iii. **Motion:** To approve the new University Council bylaws. **Motion passes unanimously.**
  - iv. Link: <http://downstate.edu/fsa/forms.html#bylaws>
  - v. [http://sls.downstate.edu/student\\_orgs/councils/university\\_council.html](http://sls.downstate.edu/student_orgs/councils/university_council.html)
- e. Recap of SUNY Student Assembly applicant interviews
  - i. Brief discussion was hosted by A. Hasenzahl. Four applicants were discussed.

- ii. After discussion, Maria Munoz-Sagastibelza was chosen as the SUNY SA representative by ballot.
- f. After brief discussion, the following motion was made by M. Garcia and seconded by A. Desai.
  - i. Motion: To create an open feedback form for the student body (after UC meetings). **Motion passes unanimously.**
  - ii. Link: <https://goo.gl/forms/hUqtsGJJh2yJEtq53>

### 3. New Business

- a. Budget Requests
  - i. National Perinatal Association Student Society
    - 1. Brief discussion - interdisciplinary approaches to perinatal care, second student section formed at a university across the country.
    - 2. After brief discussion, the following motion was made by S. Jain and seconded by K. Lu.
      - a. Motion: To approve their budget request for \$250. **Motion passes unanimously.**
      - b. \$250 was approved from Programs and Projects Account 40-70173-016-30001 to National Perinatal Association Student Society Account 40-70361-016-30001.
  - ii. Humans of Downstate
    - 1. Brief discussion was hosted by S. Jain, who abstained from voting. Humans of Downstate is a new club that would like to request money to host a Welcome event.
    - 2. After brief discussion, the following motion was made by M. Garcia and seconded by L. DeMaria.
      - a. Motion: To approve their budget request for \$250. **Motion passes unanimously.**
      - b. \$250 was approved from Programs and Projects Account 40-70173-016-30001 to Humans of Downstate Account 40-70360-016-30001.
  - iii. Sex in Medicine Week
    - 1. Brief discussion - 5 lunch events, 3 dinner events. Annual event, hosted in November. Concerns how sex impacts provision of medicine.
    - 2. After brief discussion, the following motion was made by S. Jain and seconded by A. Desai.
      - a. Motion: To approve their budget request for \$950. **Motion passes unanimously.**
      - b. \$950 was approved from Programs and Projects Account 40-70173-016-30001 to Sex in Medicine Week Account 40-70287-012-30001.
- b. Update webpage
  - i. [http://sls.downstate.edu/student\\_orgs/councils/university\\_council.html](http://sls.downstate.edu/student_orgs/councils/university_council.html)

- c. SUNY Council
  - i. Brief discussion was hosted by A. Hasenzahl. Will be presenting on October 10 for 15 minutes on academic student life and social student life, meeting with student representatives from each school. Also reached out to religious groups to get a sense of religious life on campus. Will push for interdisciplinary courses.
  - ii. Will be providing an update at the October 12th meeting.
- d. Presidential Transition Committee Meeting Highlights
  - i. What items from each meeting are recommendations/observations UC would like to be included in the President's Transition Committee Document?
    1. COM Research Enterprise (2017-05-08)
      - a. Our research innovations are not being properly showcased when Downstate has such a rich history of research success - we should be more open and public about our accomplishments. Our brief discussion included recommendations for updating every active researcher's webpage and making sure "key words" can be searched - people should be directed to specific researchers and labs. There was also a recommendation to host an annual spring roundtable with active researchers to try to get more students from all schools interested in research. There was also a recommendation to allow MS4s to have 3 months of research now that MS4 is a longer year (creating credit opportunities for other students as well and coordinating with other schools). There was also an observation that the President's Bulletin highlights research and that should continue.
    2. Research Foundation and Income Fund Reimbursables (2017-05-17)
      - a. The SUNY Research Foundation is a very important entity within the institution and students, and some faculty, may not be well informed about its functions and opportunities. There was a recommendation to increase communication about its existence to all 5 schools.
    3. University Hospital of Brooklyn (2017-06-07)
      - a. The Transition Committee discussed increasing the ambulatory care network/primary care footprint, including urgent care facilities to properly accommodate the patient population that UHB serves. The recommendation also included integrating students from all 5 schools into those care facilities and finding ways for students to also be involved in the development of this network (e.g. as field

work experience). As HHS begins to contract out services from King's County, there was a recommendation to keep students involved in the transition of training activities to ensure that education quality will not be negatively impacted.

4. BioBAT and Biotech Incubator (2017-06-21)
  - a. The Transition Committee discussed further engaging Incubator and BioBAT companies in student education. From the recommendation for roundtables with active researchers, there was an additional recommendation to strongly encourage/invite these companies to come and talk with students about training opportunities.
5. Graduate and Continuing Medical Education (2017-07-11)
  - a. There was a recommendation to link residents and fellows to research opportunities, as well as improving logistics for allowing further education opportunities (e.g., MPH degree during residency). There was also a recommendation to use the new simulation center for interdisciplinary training of medical, nursing and allied health professional employees/students.
6. Student Center and Student Affairs (2017-07-18)
  - a. University Council briefly discussed and does not support the allocation of resources for a computerized activity log for student extracurricular activities, but we would like to be included in further discussions about this topic.
7. Facilities Management & Development, Security, Faculty Student Association (2017-07-26)
  - a. There was a recommendation to include the Student Center Governing Board President (Khushal Shah) and the Residence Hall Council President (Jia Jian Li) in future conversations about Resident Hall and Student Center capital projects. There was also a recommendation to improve our physical space to increase our ability to participate in different opportunities that might benefit patients and the education of our students, residents, fellows, etc. In the past, there have been situations during which SUNY-DMC was not selected as a site for clinical trial patient enrollment due to physical space concerns. We are not clear about those details, but would like that to be examined thoroughly and addressed.
8. Human Resources, Contracts and Procurement, Payroll (2017-08-01)


- a. There was a recommendation to overhaul the system to allow students to be able to take on multiple (at least 2) work study jobs and be able to log it into the system. There was a recommendation to publicize the campus copy center more effectively.
- 9. Information Technology, Medical Library of Brooklyn (2017-08-08)
  - a. How are these learning systems helpful for interdisciplinary education or how can they be improved to work for all students? There was a recommendation to improve Lawson training and publicity for students and staff. There was also a recommendation to improve student access to the EMR system for research/training purposes (e.g. access to patient data, chart review research projects, and/or quality improvement work).
  - b. University Council does support a separate budget for the new simulation center and allowing our simulation center to be used by other institutions and facilities (for a fee).
    - i. Andrew White, a student representative on the Simulation Center Steering Committee, attended the meeting. The goal of his role on the committee is to increase student awareness and engagement with the simulation center development. University Council members will continue to be in contact with Mr. White regarding this. Interdisciplinary education/training in the simulation center was emphasized, as was ensuring that the simulation center is up to standard for USMLE2/LCME patient interview training. It would be an institutional asset to advertise on-site patient care simulation examinations/training.
- 10. University Physicians of Brooklyn Practice Plan, Institutional Review Board (2017-08-16)
  - a. How will students fit into this geographically diverse profile? How are students better informed about this? There was a recommendation to develop an Intranet to immediately inform students about IRB approval or denial to better facilitate entry into research projects.
  - ii. Town Hall with President Riley before or meet during UC meeting?
    - 1. University Council would love to have President Riley attend one of our meetings.
- e. Fleeces for UC members
  - i. Discussion regarding custom fleeces for all UC voting members. UC Representatives can be more recognizable as elected representatives of

the student body wearing these around campus. S. Jain will work with Ms. Urquhart on a variety of vendors and details will be presented at the October 12th meeting.

**4. Adjournment**

- a. A. Amarnani adjourned the meeting at 7:45PM.
- b. Plans for next meeting
- c. Finalize meeting minutes
- d. Set Old Business list for next meeting

Minutes officially submitted by:

  
Kristen Lu, University Council Secretary