

Medical Student Council Meeting  
Thursday, **August 13th** at 6:00 PM  
Virtual meeting via Zoom  
\*\*\*Minutes\*\*\*



Attendance: Alexandra Greenberg, Sejal Shah, Adriana Kavoussi, Jonathan Leong, Marine Coste, Kingsley Cruickshank, Alfonso Caetta, Elaine Fletcher, Aaron Huang, Aaron Conway, Alice Herchek, Ian Winthrop, Srishty Amarnani, Alana Engelbrecht, Jack Nassar, Hyuck-Jin Kwon

Minutes recorded by Alexandra Greenberg.

Sejal Shah presiding over meeting. Alexandra is scribing the minutes.

**New Business**

1. Elections! Intro for 1st years to MC and announcement of interest meeting  
Monday, Aug 17th at 5 PM EST
2. Budget Requests
  - a. "A Peer Driven Curriculum for Wellness and Resilience in Medical Education" - Adriana Kavoussi & John Heard
    - i. Keck School of Medicine Innovations in Medical Education Conference
      1. Two-day conference, were supposed to be funded by John Powderly Ethics Society but no response (she was sick but is now getting better, Dr. Lazar will reach out but don't count on her being able to take care of this now due to circumstances)
      2. Downstate was on all slides for presentation (live session) and won award for Coolest New Idea of 2020, research emphasis
        - a. Research = pre- and post-surveys for burn out, depression, anxiety, overall wellness relative to national average
      3. Cost is for two flights and hotel room for one night
    - ii. Total \$1,247.65
  - b. Global Health Club - Electra Nassis
    - i. Emory Global Health Competition (Virtual)
      1. We participate every year, usually in person with travel expenses but this year just the application fee for one team
      2. E-board submits application in October and asks 4 applicants to join the team from across schools at Downstate (interdisciplinary)
      3. Competition work through global health cases over rounds with one winner
      4. Currently \$900 in budget from Medical Council and \$200 from University Council

- a. Can we not go through reimbursement (Rich Bentley would be contact at FSA but not what we do typically)?
    - b. Also we need \$ to pay speakers for our elective > Medical Council doesn't fund this typically, no honorariums for speakers
    - c. Last year Dr. Dehovits covered application fee
    - d. Technically, have people from outside of medical school so should have funding from UC
  - ii. Total \$500
- 3. Update about licensure email
  - a. Classes were very confused about implications of the statement that went out for matching outside of NYS
  - b. Can we have a follow-up email to clarify the licensure PDF?
  - c. This was a required statement from federal government and language was required to be as it was, transparency there great but additional context can be provided
- 4. Student housing question: move-out extension, guest policy addendum
  - a. Thanks for timely response concerning changes to housing policy, including guests not being allowed
  - b. New policy didn't have a lot of context and was not clear from language, challenge due to concerns from students for looser and tighter restrictions at the same time
    - i. Recommendation from SUNY for all state-operated campuses bc can't control who is being brought into the building, no way to tell if symptomatic or traveled from high-risk states recently
    - ii. Rule from SUNY - visit people living in same building, the admin did discuss this after receiving concerns but SUNY cannot allow it, this policy is also standard across many schools in NY (Cornell and Columbia slightly more lenient) and the country
  - c. 47-hour notice to say you want to move out, short turnaround
  - d. Evidence-based policy about when guests will be allowed, when is it "safe"?
    - i. This comes all the way down from Governor's office so it is hard for us to give a hard date or threshold
  - e. Alfonso asked for a move-out for September 11, for everyone else though seems still end of August
    - i. Dr. Putman will contact res life so they can try to extend deadline
  - f. In future, would be great to get a response saying "we got your email and will review your request/get back to you"
    - i. Also 800 medical students 1,000 residents and fellows, lots of faculty so not always able to respond right away, sometimes you might need to send a follow-up email
  - g. Unclear if first years have been told about new policy and/or move-out timeline
- 5. Clubs can buy gifts from bookstore only or elsewhere during pandemic? (do we need to vote to change policy?) (Our bookstore max is \$35)
  - a. Bookstore will be open but hard to get there for some people and also for virtual speakers how would we get gifts out
  - b. Dree will look into if we can find a website to order from where proceeds go towards COVID relief (we can look into if a company is donating portion of proceeds so not direct 501c3 donation)
  - c. Can we partner with BFC in interim?? > maybe set up online store for BFC, can give to operating account for t-shirts, etc.

6. Student Advising Committee and "Buddy System"
    - a. Reviving student-led unit review sessions, several of us from MC/SLC together and reworked old powerpoint from mentors, working with them to run Unit 1 and Unit 5 review
    - b. Formalizing process would be great for process to select people and make sure running year-to-year
    - c. Buddy system also links to this > student support for academics, not just wellness, where this doesn't fit but was housed previously
    - d. Dr. Langley has approved this and we are talking to him, he may even be attending
    - e. Formalizing this means we could also survey for what advice was useful later but more importantly, sustainable and clear who to contact
  7. Med school online calendar (especially now that we are virtual)
    - a. New calendar for med school, if you ask for a zoom link via room registration form your event will be added:  
<https://suny.resourcescheduler.net/rsevents/eventcal.asp?CDate=2020-8-13>
    - b. Also, new website coming soon, lag though in including new info online
      - i. Can this include community service webpage explicitly identifying which clubs and opportunities there are?
      - ii. MedCouncil can forward some ideas to Dr. Lazar about website suggestions, for now each department chair is updating their own information
      - iii. Area for medical student research to be highlighted?
  8. Discussion about new club: Integrative Medicine club
    - a. Fellowships popping up everywhere, integrative care getting popular, would be good to expose students to this earlier in training
    - b. Discussion to be continued in the slack
- \*Mock site visit for LCME is in September, with everything virtual, the website is critical.
- One month to get this in order, can students help?
  - Will ask classmates and Ali will put together googleform for students to give feedback and suggestions on the current website
    - Suggestions already: add info given as handouts on interview day AND a tab specifically for applicants

## Old Business

1. Class Updates
  - A. 2021
    1. Questions about sub-is: hofstra northwell away elective, supposed to be affiliated but coordinator there is asking people to fill out a form bc not aware, then can only apply for an elective not offered as an elective at Downstate
      - a. Dean Brunicardi will look into this, has to come through school, Sandra Mingo, email him summary (brief please)
    2. Getting letters of rec stressful, personal statements tricky
      - a. Contact the chair for your specialty and they will guide you
    3. Also issues with IDs getting ready on time at King's County
  - B. 2022
    1. All excited to be on the wards, it's been a while, haven't talked since 3rd year started, half of us have taken our first shelf
    2. Shuttles working out well, students learning about the different sites (Brookdale good for anesthesia, medicine, neuro, go to learn, Maimo go to study)
      - a. So happy to be in clinic and in person, transformative to start medicine

- b. Access to PPE has been adequate okay
- c. Maimo can wear scrubs and not business casual, easy to keep in house clothes separate and store scrubs elsewhere
  - i. psych mentality is bis-casual because of patient comfort but advocate to your team and often they may be okay with scrubs, you can change at hospital too

#### C. 2023

1. We had our first TH for class, 25 people, went well but some concerns from 2nd years re: lecture audio quality being really subpar
  - a. Asking for at least lectures that are not audible to be rerecorded
    - i. Options for audio over PPT directly, recording a Zoom session, a live recording...
    - ii. At least have lecturers provide a doc with key points and/or a 1-hour Q&A together each week
    - iii. Transcripts available for certain lectures but people would like audio
  - b. People who use lectures for learning, some miss live but overall goal is being able to have lectures as a resource whether live or not
  - c. SLC is working on it and will come back to MC in a few weeks
  - d. Town hall wed at 6 PM, opportunity to raise this

#### D. 2024

1. Orientation was good
2. Lecture load has been a lot, a bit overwhelming but students and faculty have been really helpful and supportive
3. Are we allowed to stay in the carrels outside of classes? YES

### Trending Topics

1. Wellness
2. Coronavirus
3. Budget and budget requests moving forward while virtual/hybrid
4. Goals for 2020-2021

### Closed Meeting

- I. Motioned by Jonathan Leong
- II. Seconded by Aaron Conway

III. **Meeting is now closed.**

### New Business

1. Approval of May Minutes
  1. Motion to approve May minutes made by Ian Winthrop
  2. Seconded by Adriana Kassouvi
    - i. Vote
      1. For - 15
      2. Against - 0
      3. Abstain - 0

**Motion passes to approve May minutes**

## 2. Budget requests

### I. Adriana Kavoussi & John Heard - Presentation on Peer Wellness at Keck School of Medicine Innovations in Medical Education Conference (Attachment 1)

1. Option: Fund in full (\$1,247.65) assuming Ethics Society cannot, will contact Dr. Powderly
2. Motion to fund in full, pending communication with Dr. Powderly by Jonathan Leong
3. Seconded by Adriana Kavoussi
  - i. Vote
    1. For - 13
    2. Against - 0
    3. Abstain - 2

**Motion passes, assuming Ethics society cannot provide funding, to transfer \$1,247.65 from Projects and Programs (40-70174-012-30001) to Adriana Kavoussi for presentation on "A Peer Driven Curriculum for Wellness and Resilience in Medical Education"**

### II. Global Health Club (Attachment 2)

- i. Request for \$500 to pay application fee for Emory Global Health Virtual Competition
  - \*Application due first week of Oct so can reconvene in Sept
  - a. Option to table
    - i. Give time to talk to faculty advisor about funding and split request with UC
  - b. Motion to table by Jack Nassar
  - c. Seconded by Jonathan Leong
- ii. Vote
  1. For - 15
  2. Against - 0
  3. Abstain - 0

**Motion passes to table review of budget request until September meeting**

## 3. Funding for Zoom

1. Option to transfer \$250 to Student Center Governing Board
2. Motion to transfer \$250 to Student Center Governing Board made by Aaron Conway
1. Seconded by Hyuck-Jin Kwan
  - i. Vote
    1. For - 15
    2. Against - 0
    3. Abstain - 0

**Motion passes to transfer \$250 from Projects and Programs (40-70174-012-30001) to Student Center Governing Board Meeting Events ( 40-70194-015)**

**Motion to end meeting by Ian Winthrop  
Seconded by Adriana Kavoussi  
Meeting Closed at 8:27 PM**

**Minutes were scribed by Alexandra Greenberg**

**Approved by Alexandra Greenberg - Medical Council Secretary**

A handwritten signature in black ink, appearing to read 'Alex Greenberg', written in a cursive style.



Attachment 1

## INDEPENDENT STUDENT INTERIM BUDGET REQUEST FORM

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This form is to be used by students who would like funding for an event or project but have no club affiliations. **Before considering acting independently of a club, please make every effort to work in conjunction with an already existing organization/club that shares similar interests.** Funding for any projects/events will be provided at the discretion of Med Council and shall be based on the following criteria:

- Available Med Council Funds
- Merits of the student(s) which may include but are not limited to:
  - Frequency and quality of the work and activities performed
  - Size and diversity of the event's attendees
  - Past budget requests and money usage

**Any event/project must have a lead coordinator who will ultimately be responsible in making sure that all forms are properly filled out, all receipts are attached and whom Med Council can correspond with. Med Council reserves the right to not reimburse any amount of money that was not used for its intended purpose as detailed in this form and approved at a Med Council meeting.**

Student(s) are reminded to keep all receipts pertaining to the event/project for proper and full reimbursement. Please consult with Kristen Diorio and/or the Med Council treasurer at [mcbtreasurer@gmail.com](mailto:mcbtreasurer@gmail.com) to ensure all required forms are appropriately filled out as well as with any other questions.

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Event/Project Title:        Keck School of Medicine Innovations in Medical Education: A Peer Driven Curriculum for Wellness and Resilience in Medical Education

Date(s) of event/project:    2/14-2/15

Brief description of event/project:

The conference was an opportunity to showcase new innovations in Medical Education. We presented on our Peer Mentorship and Wellness program. Over the past 3 years we have collected data on the efficacy of our program. To measure the efficacy of this wellness curriculum all first-year medical students at SUNY Downstate anonymously completed an IRB-approved survey during their medical school orientation and again six months later, after completion of the curriculum. This same survey was also administered to first year medical students at another SUNY school that did not have a peer-led wellness curriculum, which served as a control group. This survey assessed the students' depression, anxiety, and burnout using

the PHQ-9, GAD-7, and Maslach Burnout Inventory respectively. Survey results found that while rates of depression in first year medical students were comparable between both schools at the initiation of their studies, medical students at SUNY Downstate experienced significantly less depression than the control students, whose rates were similar to the medical student national average. Downstate students also had decreased, albeit not statistically significant, rates of anxiety and burnout. We presented these findings at the conference we were awarded Coolest New Idea of 2020.

Lead coordinator/planner: Adriana Kavoussi email: adriana.kavoussi@downstate.edu

List other student(s) working on the event/project: John Heard

How many people do you expect to attend? 2

The event/project was advertised/pertains to the: (select all that apply)

College of Medicine       Graduate School     CHRP                       Entire Downstate Community

How was the event/project advertised?

Email                       Class Announcement(s)    Other:

Has this event/project ever been done before?  Yes     No                      If yes, when (e.g. annually)?

Are there any clubs/organizations co-sponsoring this event/project? Yes     No

If answered YES to the previous question, please list the clubs/organizations and how they plan to contribute (if they are contributing money, indicate how much):

**Itemized Budget:**

Items (e.g. food, supplies, etc.)	Cost per item	Total Cost (for each line)
Flights	Flights- Person 1: 196.80 Person 2: 595.65	792.45
Hotel	135.20	135.20
Conference	160x 2	320



Total: **1247.65**  
*minus other funding:*  
Asking amount: 1247.65

**Funding Request:**

Amount from Med Council: 1247.65      University Council: 0

Amount from other resources (i.e. grants, department donations, etc.):

Please include any additional information that you believe Med Council should be aware of.

The John Conley division of Ethics originally told us they would reimburse us both. They have since stopped responding to emails. Additionally there has been no discussion of when University council is starting and so we figured we'd ask here first. We both presented as it is both of our original research and we believed we would both be reimbursed.

**BUDGET REQUEST FORM**  
**TRAVEL AND LODGING**



Funding for any trips or conferences will be provided at the discretion of Med Council and shall be based on the following criteria:

- Available Med Council Funds
- Merits of the club that may include but are not limited to:
  - Frequency and quality of the work and activities of the club
  - Size and diversity of the club's membership
  - Past club budget requests and money usage

Approval for funding will be given as an amount per person and reimbursements will be processed as such. Individuals who spend more than what they were initially approved for are welcome to request additional funding at the following Med Council Meeting, however, additional funding is not guaranteed. **Med Council reserves the right to not reimburse any amount of money that was not used for its intended purpose as detailed in this form and approved at a Med Council meeting.** Clubs are required to:

- Attach a copy of this form to the payment request form along with all relevant receipts in order for reimbursements to be processed
- Email Med Council a brief summary of what participating individuals have learned or how individuals have benefited from attending the trip/conference within seven (7) days of returning from the trip/conference

Failure to fulfill any of the requirements may delay or prevent the processing of payment request forms. For any further questions, contact the Med Council Treasurer at [mcbtreasurer@gmail.com](mailto:mcbtreasurer@gmail.com)

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Club/Organization: Global Health Club

Brief Description of Trip (*include Title of conference, destination, etc.*): Emory Global Health Competition (Virtual)

Date(s) of conference or trip: March 2021 (application is due October 2020)

Briefly describe the purpose of attending the event. Be specific. How will attending the event benefit you and/or your organization? For students with global health interests to get experience in the field and work with other students in different disciplines

How many people, if any, will be presenting at the conference? 4-6

How do you plan on bringing what you have learned back to the SUNY Downstate community?

The trip was advertised to the: (select all that apply)

General student body       Club members only       E-board members only

How was the trip advertised?

Email       Announcement at Meeting      Other:

How many people are you requesting funding for? 1 team application (will include 4-6 members)

How many people are committed to attending/travel if funding is not provided? There is no travel funding this year because it is virtual

**Itemized Budget:**

	Per Person	X Number of persons traveling	Total Cost (for each line)
Registration	\$500 application cost for 1 team	4-6 people	\$500
Mode of transportation			
Travel cost			
Meals			
Location of Lodging			
Lodging			
Other			

TOTAL: \$500

**Funding Request:**

Amount from Med Council: \$500      University Council: \$0

Amount from other resources (i.e. grants, scholarships, etc.): N/A

Please include any additional information that you believe Med Council should be aware of.  
We've participated in this competition for the past 5 years

Please list the names of the students attending this trip/conference:  
Students haven't been selected yet, the eboard needs to file an application first