



Medical Student Council Meeting  
Thursday, **October 13th** at 6:00 PM  
Student Center Main Lounge  
\*\*\*Minutes\*\*\*

***Voting Members in Attendance***

Attendance: Alexandra Greenberg, Joya Ahmad, Lulu Wei, Mohamed Heiba, Rachel Baum, Amanda Jirgal, Alexis Roth, Alana Engelbrecht, Hang Bui, Liam Deegan, Anna Lieberman, Carl-Frederick Janvier, Hannah Brown, Yusuf Hasan, Alberto Barrientos

***Guests in Attendance***

Alexander Fang, Sharon Lee, Toan Nguyen, Antia Gomez,

**Minutes recorded by Lulu Wei.  
Alexandra Greenberg presiding over the meeting.**

**New Business**

1. Class Updates

a. 2023

i. Where is graduation?

1. Admin is still working on it

ii. Residency Interviews

1. Dean Lazar says there will be virtual interview training available for students
2. Students should be aware that some programs have on-site interviews after the virtual interview.
3. There is mock interview training available with CADs; sign up sheet from Dawn Froome
4. Sim Center is available as interview space, if needed, for virtual interviews
  - a. Contact person is Jennifer Brown
  - b. If there is not enough space or if Sim Center is closed at interview time, those people will be assigned by Jennifer Brown to other classroom spaces
  - c. internet connection is known to be strong and stable

b. 2024

i. Students at Brookdale have been given an impossibly short amount of time to get onboarded, with instructions coming Saturday night for a Monday morning start time

1. Told that they had to have a flu shot prior to starting even though Brookdale has not offered flu shots to own employees

- a. One student had to pay \$60 out of pocket due to the short time frame for a flu shot
      - i. Dean Putman will look into if this student can be reimbursed
    - 2. threatened to withhold IDs/delay rotation
    - 3. Dean Lazar says that this wasn't a rule last year
      - a. Dean Lazar will look into this, investigate the email instructions, and work to prevent this happening again
  - ii. There is a pattern of poor coordination at Brookdale for Downstate students
    - 1. Dean Lazar says Brookdale is a good site with strong teaching. There is a coordinator for students and there may not be enough Downstate students for Brookdale to prioritize Downstate
    - 2. Students were told to go to Kingsbrook Jewish to get IDs prior to going to Brookdale, then Brookdale employees said that step was not necessary
      - a. Admin were not aware of this; this "requirement" was only communicated to students.
  - iii. There is also a pattern of poor coordination at Brooklyn Hospital. Typically students miss days-a week because the initial email doesn't list all the requirements, causing delays
    - 1. Also miscommunications. They claim the Downstate clearance mask fit is wrong but this is an excuse that they actually just want to do the mask fit again. Should just say that
  - iv. Dean Lazar meets a group Fri 9am every 6mo to discuss what is happening in Brooklyn healthcare and at Downstate affiliates (11 sites)
    - 1. We send only a few students to Brooklyn Hospital. This may not be a critical mass of students to trigger students getting high quality treatment
    - 2. Dean Lazar is "a little bit concerned about Brooklyn Hospital"
    - 3. Downstate students feel as if they are treated as "second class citizens"
    - 4. Dean Lazar says that they are taking this seriously and if this happens again with the next cohort of students, then students will be pulled from Brooklyn Hospital and they will make alternative arrangements
    - 5. Many affiliates is a strength because students can experience a variety of practices and environments but this is difficult because there are 11 sets of bureaucracies
    - 6. Long term goal should be streamlining the clearance process. Student health has all of our information anyway.
      - a. There is a admin plan for students to be able to print all this information in medicat by the end of the year, and that most, but not all sites will accept this clearance
  - v. Primary care director and clerkship coordinator are not responsive to emails. Students are not aware of the OSCE or lecture attendance guidelines. The student manual has not been updated. One student was only aware of the OSCE grading one hour before the exam.
    - 1. Dean Lazar will report back after looking into this
  - vi. No one is getting responses to emails or phone calls to student health
    - 1. The in person experience has improved a lot
    - 2. Online appointment system glitches
    - 3. Student health gets 100s of emails a day. Admin recognizes that this needs to be addressed.

- i. Election ongoing for secretary
  - 1. 1-2 people interested right now
- ii. Tutoring policy transparency issues
  - 1. Students in alternate training session with Dr. Langley were not told that they would not be compensated for all of the prep hours if exceeding a certain number and students were not told that there is a 4 hour cap
    - a. 4 hour cap is due to a SUNY policy
    - b. Dr Langley may not be aware of this/remembered to discuss because he does not usually handle it.
    - c. Should be in a document and email so student tutors have something to refer to
- iii. Pre-Summatives Lunch Break
  - 1. planning ongoing
- iv. Ongoing Bedside Preceptorship Issues; poor communication
  - 1. If a student has any issues, sites tell them to reach out to Schell LaFortune and/or Dr. Ovitsh. However, they are not responding to emails, and there is no phone number and no office to go to.
    - a. might send an email saying that they are sorry for the problem but never follow up with any solutions
    - b. Joya will forward an example of an email that has gone unanswered so Dean Lazar can provide specific examples to team of things that need to be addressed
  - 2. Preceptors also do not know that students have a required certain number of meetings and write ups before 12/17 so they have not been scheduled.
    - a. Students want for preceptors to be aware of requirements
    - b. Students also want a plan b if a preceptor is not available
  - 3. Has been a problem since before COVID
    - a. admin seem confused about preceptorships themselves
- v. Attendance policy is unclear/not enforced equally
  - 1. Some students have been sick 2 days and then missed 2 more days for a conference without a problem. But other students are told that their continued family emergency is a problem
  - 2. Missing class to precept a session for other students is unexcused, despite verbal reassurance and other students being excused in previous iterations, weeks of preparation, and performing a service for the school
    - a. ex. Ms. Ahmed is facilitating SDOH session. SDOH session conflicted with mandatory POPS and RRE, were told that they would not be excused
      - i. but this is a thing that Downstate asked them to do in order to educate their classmates
      - ii. Dean Putman will guarantee Ms. Ahmed's absence
    - b. verbal reassurance is not enough because word of mouth is unreliable and policies change
    - c. If students will get excused by emailing professors themselves, that is also unacceptable because professors may not know the student is allowed to leave, and is an extra burden on the student who is already creating materials, planning the session, and performing the service.

3. Need clarity and uniformity regarding illness, institutional service, processes to obtain excused absences
  - a. dean lazar will investigate the rules and is committed to clarifying them
- d. 2026
  - i. Grade release date is unclear
    1. Students told grades would come out after two weeks with no further information. There has been a lot of speculation because the date has been missed
    2. Best to give students a date, and even if grading is complete before that date, just wait until that date to release it so that students can have accurate expectations
    3. Dean lazar thinks this is reasonable
  - ii. Students want an email explaining what happens if you ID
    1. Have not received any official information yet outside of what is in the student manual, which is general and says that we will get more information in the case of an ID
      - a. Not a problem of not reading the handbook. At least 3 med council members present read the handbook and section on IDs and agree that it is overly general
      - b. can consider handbook revision
    2. Also want clarification on grade appeals
  - iii. Formative assessments are on Monday but students are limited by this
    1. It is the busiest day of the week, with lectures and mandatory classes scheduled all day. Would have to take it at the end of the day but students would not be in peak performance mode after 8 hours of lecture
    2. would also miss student activities/meetings on Monday nights by taking it Monday
    3. students want to keep formatives open for a longer period of time
      - a. Concern this gives greater opportunity to share answers
    4. Dean Lazar suggests polling the class about a better day of the week
      - a. perhaps Tues-Wed instead of Mon-Tues
      - b. weekend doesn't work because there would not be IT support
        - i. But IT also does not respond during weekday working hours
        - ii. Dean Lazar does not endorse weekend formatives in order to promote wellness

### **Trending Topics**

1. Adam - food and credit card guidelines
  - a. Students can eat in academic buildings again so these spaces can be reserved and free up student center space
2. Student organizations have not been signing forms in a timely manner so reimbursements cannot happen in a timely manner. Student center is also getting a business credit card so clubs can use that card instead of personal cards - this requires signatures within 48 hours. Need to vote on making Adam an authorized signature in place of the club signature.
3. Adam - Sex-In-Medicine Week - Adam \$1500 Account 70404-012
  - a. Have not held it in 2 years so there is no budget at the moment. 5 events are planned in collaboration with PRIDE, FMIG, other clubs
  - b. Asking for \$1500 for food

- i. 2 lunches, 3 dinners
    - ii. SCGB and UC will pay for 1 each, and MC is asked to cover the other 3
    - iii. If funded, any money not used will go back to councils
  - c. Will be week of Nov 14
- 4. Thanksgiving dinner Nov 16
  - a. \$7 (up from \$5 after not increasing for 20 years) per ticket, Downstate students only
  - b. Every dean (except public health) will be there
  - c. 350-400 tickets available
- 5. Greater Med Council Secretary election
  - a. Interested students will reach out to Ali for more information about the role
- 6. Conference funding guidelines
  - a. Will vote to move the information about Alumni to the beginning of the document
  - b. Will put in OneDrive so all students can access
- 7. Student health and counseling
  - a. Hiring has been in progress, Dean Putman is not sure if the new employee has started yet
- 8. Kings County new lounge
  - a. Furniture has been delivered and is getting installed right now
  - b. Is at B building 3rd floor; across from academic office
- 9. Med Ed Guidelines about research need to be clarified

### **Budget Requests**

1. Asian Pacific American Medical Student Association (APAMSA) Club Trip - presenter Sharon Lee
  - a. Registration x 16 people: \$272.37
  - b. MTA fare x 16 people: \$88
  - c. Poster printing x 3 people: \$324
  - d. Students are unable to get Alumni funding because they were accepted for presentation <2 days ago and the conference is this weekend
2. Latino Medical Student Association Club Trip - no presenter
  - a. Cabs x2 people: \$87.62
  - b. Amtrak x2 people: \$95.66
  - c. Trip also applies to UC so they can Apply for funding from UC
3. Otolaryngology Student Interest Group - presenter Alexander Fang
  - a. Journal club food x4 months: \$400
    - i. Nov-Aug
  - b. Intro meeting food: \$100
  - c. Head & Neck Exam Community Service Food x20 people: \$100
  - d. Head & Neck Exam Community Service Fliers: \$15
  - e. Head & Neck Exam Community Service Posters: \$52
  - f. Audiology Screen Community Service Food x20 people: \$100
  - g. Audiology Screen Community Service Fliers: \$15
  - h. Audiology Screen Community Service Posters: \$52
  - i. Note: Fliers can be printed at info desk for free
  - j. Did not price out food, explained to Mr. Fang that doubling the request is better, \$100 isn't enough to feed 20 people
4. Independent Student Project - presenter Toan Nguyen
  - a. DOCS & Learn-Serve-Lead Meetings - 1 poster presentation, 1 workshop facilitation
  - b. Total Amount: \$1680
  - c. MC Request: \$680

5. Independent Student Project - presenter Antia Gomez
  - a. Learn-Serve-Lead Meetings - 1 workshop facilitation
  - b. Total Amount: \$1270
  - c. MC Request: \$270

## **Closed Meeting**

- I. Motioned by Liam Deegan
- II. Seconded by Joya Ahmad

**Meeting is now closed. 7:58 pm**

## **New Business**

### **1. Approval of September Minutes**

- a. Motion to approve September minutes made by Joya Ahmad
- b. Seconded by Liam Deegan
  - i. Vote
    1. For - 18
    2. Against - 0
    3. Abstain - 0

**Motion passes to approve September minutes**

### **2. \$1500 for Sex-In-Medicine Week**

- a. Option to fund \$1500
- b. Motion to fund \$1500 made by Joya Ahmad
- c. Seconded by Rachel Baum
  1. Vote
    1. For - 18
    2. Against - 0
    3. Abstain - 0

**Motion passes to transfer \$1500 from Projects and Programs (40-70174-012-30001) to Account 70404-012**

### **3. Conference funding guidelines**

- a. Pending adding info about conferences where no one is presenting
- b. Option to approve pending proposed edits to add information about attending conferences in which no one is presenting
- c. Motion to approve pending proposed edits made by Alana Englebrecht
- d. Seconded by Rachel Baum
  - i. Vote
    1. For - 18
    2. Against - 0
    3. Abstain - 0

**Motion passes to approve conference funding guidelines pending proposed edits.**

### **4. Club and Individual requests**

- a. Asian Pacific American Medical Student Association (APAMSA) Club Trip - Luanna Chan - attachment 1
  - i. Option to fund in full
  - ii. Motion to fund in full made by Liam Deegan
  - iii. Seconded by Rachel Baum
    - 1. Vote
      - a. For - 17
      - b. Against - 0
      - c. Abstain - 1

**Motion passes to transfer \$684.37 from Projects and Programs (40-70174-012-30001) to APAMSA (40-70261-012-30001)**

- b. Latino Medical Student Association Club Trip - no presenter - attachment 2
  - i. Option to fund in full
  - ii. Motion to fund in full made by Joya Ahmad
  - iii. Seconded by Liam Deegan
    - 1. Vote
      - a. For - 18
      - b. Against - 0
      - c. Abstain - 0

**Motion passes to transfer \$183.28 from Projects and Programs (40-70174-012-30001) to Latino Medical Student Association (40-70266-012-30001)**

- c. Otolaryngology Student Interest Group - Alexander Fang - attachment 3
  - i. Option to fund \$1204
  - ii. Motion to fund in full made by Joya Ahmad
  - iii. Seconded by Liam Deegan
    - 1. Vote
      - a. For - 18
      - b. Against - 0
      - c. Abstain - 0

**Motion passes to transfer \$1204 from Projects and Programs (40-70174-012-30001) to ENT/Otolaryngology Club (40-70154-012-30001)**

- d. Independent Student Project - Toan Nguyen - attachment 4
  - i. Option to fund \$680
  - ii. Motion to fund \$680 made by Liam Deegan
  - iii. Seconded by Alexis Roth
    - 1. Vote
      - a. For - 17
      - b. Against - 0
      - c. Abstain - 1

**Motion passes to transfer \$680 from Projects and Programs (40-70174-012-30001) to Toan Nguyen**

- e. Independent Student Project - Antia Gomez - attachment 5

- i. Option to fund MC requested amount minus food = \$200
- ii. Motion to fund \$200 made by Alexis Roth
- iii. Seconded by Rachel Baum
  1. Vote
    - a. For - 17
    - b. Against - 0
    - c. Abstain - 1

**Motion passes to transfer \$200 from Projects and Programs (40-70174-012-30001) to Antia Gomez**

**Motion to end meeting by Joya Ahmad  
Seconded by Alana Englebrecht  
Meeting Closed at 8:12 PM**

**Minutes were scribed by Lulu Wei**



**Approved by Alexandra Greenberg - Medical Council President.**



## **BUDGET REQUEST FORM**

### **TRAVEL AND LODGING**

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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:
  - o Frequency and quality of the work and activities of the club
  - o Size and diversity of the club's membership
  - o 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: Asian Pacific American Medical Student Association (APAMSA)

Brief Description of Trip (*include Title of conference, destination, etc.*): APAMSA Northeastern Regional Conference

Theme: "Recovering, Rebuilding, and Restrengthening: Partnerships within the AANHPI Community"

Location: Icahn School of Medicine at Mount Sinai | New York, NY (1 Gustave L. Levy Pl, New York, NY 10029)

Date(s) of conference or trip: October 15, 2022

Briefly describe the purpose of attending the event. Be specific. How will attending the event benefit you and/or your organization?

To interact and network with a variety of AANHPI speakers while participating in panels, workshops, and research presentations. Some of our participants will also this this opportunity to present their own research findings. This will allow the students to make connections in the field and possibly open doors to research/shadowing opportunities.

How many people, if any, will be presenting at the conference? 10

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

The participants will incorporate what they have learned into their club activities to try and bridge health care disparities in similar communities within Downstate.

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?      16

How many people are committed to attending/travel if funding is not provided?      0

**Itemized Budget:**

	Per Person	X Number of persons traveling	Total Cost (for each line)
Registration	\$15-23.05	16	\$272.37
Mode of transportation	Bus		
Travel cost	\$5.50	16	\$88
Meals			
Location of Lodging			
Lodging			
Other - Poster Printing	\$108	3	\$324

TOTAL: \$684.37

**Funding Request:**

Amount from Med Council:      \$684.37      University Council:

Amount from other resources (i. e. grants, scholarships, etc.):      \$0

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

None

Please list the names of the students attending this trip/conference:

Monica Saw-Aung

Patrick Nian

Kevin Chao

Zachary Ye

Anna Lin

Tai Li

Ryan Kong

Lon Yin Chan

Vanathi Ganesan

Zenab Jamil

Claire Yin

Juanita Gomez

Ruby Chung

Ruoyu Wang

Lulu Wei

Christopher Alessandro



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

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  - 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)

**Club/Organization:**

Brief Description of Trip (include Title of conference, destination, etc.):  
Fall 2022 LMSA House of Delegates Meeting @ Frank H. Netter MD SOM (New Haven, CT)  
Date(s) of conference or trip: September 10, 2022

Briefly describe the purpose of attending the event. Be specific. How will attending the event benefit you and/or your organization?  
The event was designed for us to learn of the different ways to use our voice to serve our communities, contribute to academic literature and network with each other.  
How many people, if any, will be presenting at the conference? 2

How do you plan on bringing what you have learned back to the SUNY Downstate community?  
We hope to apply the skills learned at these workshops to serve our 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? 2

How many people are committed to attending/travel if funding is not provided? 2

**Itemized Budget:**

	Per Person	X Number of persons traveling	Total Cost (for each line)
Registration	0	2	N/A
Mode of transportation	Train, cab	↓	
Travel cost	91.64		183.28
Meals	0		N/A
Location of Lodging	0		N/A
Lodging	0		N/A
Other			

**TOTAL:** 183.28

**Funding Request:**

Amount from Med Council:

University Council:

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

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

This house of delegates meeting is a required event to maintain active status as an organization.

Please list the names of the students attending this trip/conference:

Arceli Sosa

Sharon Guzman

Please check one box:

University Council Funding ONLY       Med Council Funding ONLY       Other: \_\_\_\_\_

**ORGANIZATION NAME:** Otolaryngology Student Interest Group

PRESIDENT: Adam Daniels

VICE PRESIDENT: Jennifer Gottfried

TELEPHONE: (914) 874-3306

TREASURER: Alex Fang

PROJECT	ITEMIZED EXPENSES	AMOUNT REQUESTED FROM UNIV COUNCIL	AMOUNT REQUESTED FROM MED COUNCIL	AMOUNT REQUESTED FROM OTHER SOURCE (please specify)
ENT Journal Clubs from (Projected Nov 2022 – August 2023)	Food, drinks, paperware:  \$100/month x 4 months		\$400	
ENT Club Introductory Meeting	Food, drinks, paperware:  \$100		\$100	

<p>Head &amp; Neck Exam- Community Service Project</p>	<p>Food for 20 people:  <math>\\$5 \times 20 = \\$100</math></p> <p>Printing for fliers, Pamphlets, and Educational Reading Material:</p> <p>100 fliers/pamphlets <math>\times</math> <math>\\$0.15/\text{copy} = \\$15</math></p> <p>4 Posters <math>\times</math> <math>\\$13.00/\text{Poster} = \\$52</math></p>		<p>\$167</p>	
<p>Audiology screenings- Community Service Project</p>	<p>Food for 20 people:  <math>\\$5 \times 20 = \\$100</math></p> <p>Printing for fliers, Pamphlets, and Educational Reading Material:</p> <p>100 fliers/pamphlets <math>\times</math> <math>\\$0.15/\text{copy} = \\$15</math></p> <p>4 Posters <math>\times</math> <math>\\$13.00/\text{Poster} = \\$52</math></p>		<p>\$167</p>	

Total: \$834

## 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: Director of Clinical Skills (DOCS) and AAMC Learn-Serve-Lead Annual Meetings

Date(s) of event/project: November 11-12, 2022

Brief description of event/project: I will be presenting a research poster at DOCS and was selected by faculty to co-facilitate a workshop session with them at the AAMC LSL annual meeting. The topic for both meetings is creating a gender-affirming learning environment in medical schools, especially for transgender and non-binary students.

Lead coordinator/planner: Toan Nguyen

email: [toan.nguyen@downstate.edu](mailto:toan.nguyen@downstate.edu)

List other student(s) working on the event/project: Antia Gomez; [antia.gomez@downstate.edu](mailto:antia.gomez@downstate.edu)

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: N/A, not advertised

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:**

<b><u>Items (e.g. food, supplies, etc.)</u></b>	<b>Cost per item</b>	<b>Total Cost (for each line)</b>
Registration	\$550	\$550
Housing	\$600	\$600
Roundtrip	\$400	\$400
Poster costs	\$130	\$130

Total: \$1,680  
minus other funding: \$1,000  
Asking amount: \$680

**Funding Request:**

Amount from Med Council: \$680

University Council:

Amount from other resources (i.e. grants, department donations, etc.): Currently applying for \$1,000 from the Alumni Fund. The hope is to only use MedCouncil funds to cover overage costs after applying for AA funding.

Please include any additional information that you believe Med Council should be aware of. This is my first time attending an AAMC conference and first time applying for funding from MedCouncil. I will be representing Downstate to faculty and administrators from other medical schools in the nation. Supporting faculty who will be at the conference and are involved in the co-facilitated sessions are : Dr. Elka Jacobson-Dickman, Dr. Shirley Eisner, and Dr. Jeffrey Birnbaum.

## **INDEPENDENT STUDENT INTERIM BUDGET REQUEST FORM**

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Event/Project Title: AAMC Learn-Serve-Lead Annual Meeting in Nashville, TN

Date(s) of event/project: November 12, 2022

Brief description of event/project: I will be co-facilitating a workshop session with Downstate faculty/medical students on creating a gender-affirming learning environment in medical schools, especially for transgender and non-binary students.

Lead coordinator/planner Antia Gomez email: [antia.gomez@downstate.edu](mailto:antia.gomez@downstate.edu)

List other student(s) working on the event/project: Toan Nguyen

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: N/A, not advertised

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:**

<u>Items (e.g. food, supplies, etc.)</u>	Cost per item	Total Cost (for each line)
Registration	\$500	\$500
Housing	\$300	\$300
Roundtrip Flight to Nashville	\$400	\$400
Meals for conference day	\$70	\$70

Total: \$1270  
minus other funding: \$1,000  
Asking amount: \$270

**Funding Request:**

Amount from Med Council: \$270

University Council:

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

Currently applying for \$1,000 from the Alumni Fund.

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

As one of the few trans medical students at Downstate, my participation would add value to this session at a national conference. Supporting faculty include: Dr. Elka Jacobson-Dickman, Dr. Shirley Eisner, and Dr. Jeffrey Birnbaum.