



Medical Student Council Meeting  
Thursday, **December 8th** at 6:00 PM  
Student Center Main Lounge  
\*\*\*Minutes\*\*\*

***Voting Members in Attendance***

Attendance: Alexandra Greenberg, Lulu Wei, Amanda Jirgal, Hang Bui, Liam Deegan, Carl-Frederick Janvier, Hannah Brown, Yusuf Hasan, Alberto Barrientos, Hayley Carabello, Kumika Chahal, Mohamed Heiba, Rachel Baum, Carolyn McKenzie Andrews

***Guests in Attendance***

Kimanthi Gicovi, Derrick Chatad, Rachele Thompson, Bradley Amanzan, Lon Yin Chen

**Minutes recorded by Lulu Wei.  
Alexandra Greenberg presiding over the meeting.  
Meeting called to order. 6:04pm.**

1. New Business

a. Class Updates

i. 2023

1. Who is the student speaker at graduation and how are they selected?
  - a. tabled to January 2023
2. Graduation communication and speakers communication with admin lagging
  - a. tabled to January 2023

ii. 2024

1. Distinction in Foundations of Medicine award delayed
  - a. Recurring problem for every year
  - b. Dean Bianchi is aware and Dean Lazar will discuss with him again tomorrow
  - c. People applying for research years/fellowships would like to have it for their CVs
2. Student health updates
  - a. Dean Lazar reports that students have reported satisfaction with care when they have been able to get it
  - b. One appointment problem is illness surges
  - c. Other problem is onboarding
    - i. onboarding surges
      1. Deans of all schools have met to discuss when each school will have an onboarding surge to try



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- ii. Academic advising
    - 1. Working on online appointment calendar, anticipating this to be ready by summer 2023
      - a. Previous chosen platform has gone out of business
    - 2. Dr Langley is now a part of a weekly meeting with Deans to discuss ways to improve and to integrate communication more
  - iii. Admin-MC and student body relations
    - 1. Start monthly interim meetings with deans and MC reps
    - 2. no town halls
    - 3. no subject-specific meetings since discussed in August 2022
  - iv. Will look into hybrid meeting options
    - 1. would need prior approval to join hybrid
  - v. Greater Med Council Secretary election today
  - vi. Attendance for medical council members reviewed
  - vii. Start additional monthly meetings (voluntary attendance) so we can have progress reports and more efficient updates
    - 1. Will have a running agenda
    - 2. Ideally, at least one rep per class will attend, does not have to be the same rep every time
  - viii. Spring interclass social planning underway
- c. [Budget Requests](#)
- i. APAMSA - presenter Laureen Chan
    - 1. 2023 National APAMSA Conference x 8 club members
    - 2. 2 national board members and 2 delegate reps, for MS4s this is their first and last chance to attend because of COVID, aim to network longitudinally
    - 3. Discussed appropriate requests for club trips vs independent student projects. APAMSA agrees to return between Jan-March with clarified members attending. Vote is tabled.
    - 4. Registration \$35 x8 = \$210.00
    - 5. Airfare \$295 x8 = \$1680
    - 6. Lodging (Hyatt House, Portland) \$200 x2 nights x3 double rooms = \$1600
    - 7. Ground transport x8 = \$240
    - 8. Total Amount: \$4480
    - 9. MC Request: \$4320
  - ii. DHWS - presenter Rachele Thompson
    - 1. 2023 AMEC x 6 club members
    - 2. Registration: \$400 x3 = \$210.00
    - 3. Meals: \$100 x11 = \$1100
    - 4. Lodging: \$129/night x11 = \$1419/night
    - 5. Train/uber/carpool: \$100 x11 = \$1100
    - 6. Total Amount: \$4819
    - 7. MC Request: \$3000
    - 8. Received \$3500 from office of diversity of inclusion for 8 people. This money has its own budget breakdown and limitations. DHWS chose the 8 people already.
    - 9. Discussed funding guidelines, need for budget clarification, ways to save, and to return to a future meeting with revised request. Vote is tabled.

- iii. BNGAP - presenter Bradley Amanzan
  - 1. CV Workshop 1/16/2023
    - a. Food: \$100
    - b. Drinks/Utensils: \$20
    - c. Open to students of all schools
  - 2. Upperclassmen research panel date TBD
    - a. Food: \$100
    - b. Drinks/Utensils: \$20
  - 3. Pinning ceremony 5/2023
    - a. Food: \$300
    - b. Drinks/Utensils: \$20
    - c. Note: faculty & students invited
- iv. Independent Student Project - presenter Kunika Chahal
  - 1. APHA Conference
  - 2. Registration \$156
  - 3. Membership \$85
  - 4. Total Amount: \$241
  - 5. MC Request: \$241
- v. Independent Student Project - presenter Kimanthi Gicovi
  - 1. Eastern Cardiothoracic Surgical Society Annual Conference
  - 2. 2 projects - 1 oral and 1 poster presentation
  - 3. Alumni Association had too many requests at the time and was not able to respond to his request
  - 4. Conference Registration Fee: \$225
  - 5. Lodging \$330/night x3 nights: \$990
  - 6. Flight \$180
  - 7. Total Amount: \$1395
  - 8. MC Request: \$1395

## **Closed Meeting**

- I. Motioned by Rachel Baum
- II. Seconded by Liam Deegan

**Meeting is now closed at 7:20 pm.**

## **New Business**

### **2. Approval of November Minutes**

- a. Motion to approve October minutes made by Rachel Baum
- b. Seconded by Amanda Jirgal
  - i. Vote
    - 1. For - 17
    - 2. Against - 0
    - 3. Abstain - 1

**Motion passes to approve November minutes.**

### **3. Club and Individual requests**

- a. BNGAP - attachment #1
  - i. Option to fund \$300 per event for a total of \$900, minus funds left in account
  - ii. Motion to fund \$300 per event for a total of \$900, minus funds left in account made by Mohamed Heiba
  - iii. Seconded by Amanda Jirgal
    - 1. Vote
      - a. For - 18
      - b. Against - 0
      - c. Abstain - 0

**Motion passes to transfer \$900 minus funds left in BNGAP's account from Projects and Programs (40-70174-012-30001) to Building the Next Generation of Academic Physicians (40-70393-012-30001).**

- b. Independent Student Project - attachment #2 - Kunika Chahal
  - i. Option to fund \$241 in full
  - ii. Motion to fund in full made by Rachel Baum
  - iii. Seconded by Amanda Jirgal
    - 1. Vote
      - a. For - 17
      - b. Against - 0
      - c. Abstain - 1

**Motion passes to transfer \$241 from Projects and Programs (40-70174-012-30001) to Kunika Chahal.**

- c. Independent Student Project - attachment #3 - Kimanthi Gicovi
  - i. Option to fund \$1000
  - ii. Motion to fund \$1000 made by Mohamed Heiba
  - iii. Seconded by Amanda Jirgal
    - 1. Vote
      - a. For - 18
      - b. Against - 0
      - c. Abstain - 0

**Motion passes to transfer \$1000 from Projects and Programs (40-70174-012-30001) to Kimanthi Gicovi.**

**Motion to end meeting made by Liam Deegan.  
Seconded by Hayley Carabello.  
Meeting Closed at 7:50pm.**

**Minutes were scribed by Lulu Wei**



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

Please check one box:

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

**ORGANIZATION NAME:** Building the Next Generation of Academic Physicians ( BNGAP)

PRESIDENT: Bradley Amazan      VICE PRESIDENT: Lisa Scott

TELEPHONE: 516-503-1886      TREASURER: Bertilia Tavarez

PROJECT	ITEMIZED EXPENSES	AMOUNT REQUESTED FROM UNIV COUNCIL	AMOUNT REQUESTED FROM MED COUNCIL	AMOUNT REQUESTED FROM OTHER SOURCE (please specify)
<p>CV Workshop</p> <p>An event held for all COM students in which students will be given tips by downstate faculty on how to construct a CV. Event will be held in person – food provided</p>	<p>Food - \$100</p> <p>Drinks &amp; Utensils : \$20</p>	N/A	\$120	N/A
<p>Research Panel</p> <p>A panel of upperclassmen will share their advice about how to find research. Event will be held in person – food provided</p>	<p>Food - \$100</p> <p>Drinks &amp; Utensil: \$20</p>	N/A	\$120	N/A

<p>BGNAP's Pinning Ceremony</p> <p>A dinner held for all BNGAP members to celebrate the end of the year and the transition of new leadership with a pinning ceremony. Faculty and students invited. Event will be held in person – food provided</p>	<p>Food - \$ 300</p> <p>Drinks &amp; Utensil: \$20</p>	<p>N/A</p>	<p>\$320</p>	<p>N/A</p>

USE THE BACK OF THIS FORM IF MORE SPACE IS NEEDED. PLEASE WRITE LEGIBLY AND CLEARLY. ILLEGIBLE REQUESTS WILL BE REJECTED.

## INDEPENDENT STUDENT INTERIM BUDGET REQUEST FORM

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.

Event/Project Title: APHA 2021

Date(s) of event/project: 10/26/21

Brief description of event/project: APHA 2021 presentation

Lead coordinator/planner: Hunika Chahal email: [hunika.chahal@downstate.edu](mailto:hunika.chahal@downstate.edu)

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

How many people do you expect to attend? 30

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: -

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

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

NA 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	\$ 156	\$ 156
Membership	\$ 85	\$ 85

Total: \$241  
minus other funding: —  
Asking amount: \$241

**Funding Request:** \$241

Amount from Med Council: \$241

University Council:

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

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

Denied by alumni association

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Event/Project Title: Eastern Cardiothoracic Surgical Society Annual Conference

Date(s) of event/project: 10/06 - 10/09

Brief description of event/project: Eastern Cardiothoracic Surgical Society is one of 5 regional cardiothoracic surgical societies. I have been selected to present oral and poster presentation based on original research projects. I will be presenting research projects investigating PTSD in aortic disease and the effect of socioeconomic on outcomes following Acute Type A dissections. I am mentored on these projects by Dr. Benjamin Youdelman, Director of Aortic Surgery at Maimonides Medical Center.

Lead coordinator/planner: Kimanthi Gicovi

email: [Kimanthi.gicovi@downstate.edu](mailto:Kimanthi.gicovi@downstate.edu)

List other student(s) working on the event/project: N/A

How many people do you expect to attend? 1

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: NA

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)
Conference Registration Fee	\$225	\$225
Lodging (per night)	\$330	\$990
Flight	\$180	\$180

Total: \$1,395  
*minus other funding:* 0  
Asking amount: \$1,395

**Funding Request:**

Amount from Med Council: \$1,395

University Council:

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

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