



Medical Student Council Meeting  
Thursday, **March 9th**, 2023 6:00 PM  
Student Center Main Lounge  
\*\*\*Minutes\*\*\*

**Voting Members in Attendance: Name (proxy for name)**

Joya Ahmed (proxy by Anna Lieberman), Srishty Amarnani, McKenzie Andrews, Alberto Barrientos, Rachel Baum (proxy by Anna Lieberman), Hannah Brown, Anastasia Bui, Hayley Carabello (proxy by Anna Lieberman), Kunika Chahal, Liam Deegan (proxy by Amanda Jirgal), Alana Engelbrecht, Yusuf Hasan, Mohamed Heiba (proxy by Anna Lieberman), Carl-Frederick Janiver, Amanda Jirgal, Hamza Khilji (proxy by Anna Lieberman), Daniel Kwon, Anna Lieberman, Alexis Roth, Lulu Wei, Ian Winthrop (Proxy by Daniel Kwon)

**Minutes recorded by Hannah Brown.  
Srishty Amarnani presiding over the meeting.  
Meeting called to order at 6:13pm**

1. New Business

- a. Adam: Request for funds for Earth Day
  - i. Requesting \$1,000, but not sure of the exact amount he'll end up needing
    1. Most likely he won't actually use it all, and he'll include the e-board in decisions about what to buy
  - ii. Earth Day celebration will be in the grove, with live music, and a farmer's market!
  - iii. Other offices are helping contribute, since it's open to the whole campus.
  - iv. There will not be a bike raffle anymore
    1. Instead, they will buy giveaways to give out to everyone!
  - v. There will be plant giveaways!
  - vi. Companies will also be selling things, and there will be giveaways/samples from companies
- b. Thursday, April 27th: first annual student leadership recognition dinner at 5:30pm
  - i. Sponsored by all 5 deans, student life, student affairs
  - ii. This will celebrate all the school councils

c. Class Updates

i. 2023

1. Wondering about Match Day
  - a. Dr. Putman said an email is written, and he will send it after this
  - b. Auditorium will open around 11:30, and there will be a livestream
  - c. No toast in the courtyard
  - d. Group photo is going to be taken at 12:15 in the courtyard
    - i. Taken from the roof
  - e. Lunch with a champagne toast will be in the gym at the student center after
  - f. Currently, it says 126 people will come, but probably not everyone will come
2. Can we have a more organized ticket swap for graduation?
  - a. Dr. Putman says they will be physical tickets but they haven't come yet.
  - b. They can probably be given out during Transition to Residency.
  - c. The venue is not currently open, and LiveNation took over the theater, so it'll be a little harder.
3. In advance, people can let Dr. Putman know if they have a guest that needs accommodation. When they get to the venue, they should let them know, and they will be seated in the accommodation section by the staff at the venue.
  - a. This will be a survey that goes out.
4. Is there a schedule for Transition to Residency?
  - a. Dr. Putman says they're working on it
  - b. Can people be excused? Dr. Putman says they're working on getting out the details

ii. 2024

1. Thank you for the lounges! Lounge at Kings looks great!
  - a. They want to use their class funds to put coffee/supplies in the lounges.
    - i. This is doable at the lounges at Downstate because there is going to be access via Downstate ID cards
    - ii. Adam is concerned about using the funding for things at King's County, because other people (not Downstate) may take it.
      1. The room can be accessed by ID code
    - iii. Adam will speak to Alexis more outside of the meeting
    - iv. Concerns about cleaning: maybe someone should go in on Friday and throw everything away
      1. Right now, FM&D cleans regularly: trash and occasionally mop
    - v. Wondering if they can get soap dispensers and paper towels
      1. Dr. Putman says they will put those in
    - vi. Adam says University Council is working on being able to directly report things to FM&D to be fixed
    - vii. Wondering if the class of 2025 wants to do a joint lounge surprise with the class of 2024 (snacks, etc)

2. Update on Distinction in Foundations in Medicine
  - a. People want to put it on applications
  - b. Dr. Putman will ask for applications
3. Is there a course catalog coming out?
  - a. It's hard to use Banner. Class of 2023 got an actual PDF. Class of 2024 wonders if they can get this too.
  - b. It's hard to find the classes, and it's hard to change your class.
  - c. Dr. Putman assures that they fixed the problem that prevented them from distributing the PDF. He will send it when it's ready.

iii. 2025

1. Anna is the only one here because people are remediating and taking STEP soon.
  2. Most people are not going to do health clearance until after STEP, and the date of STEP is March 24th. Heads up to admin about this.
    - a. They would like information about what they need to do for clearance.
    - b. Dr. Putman says sometime in the next week, Dr. Pervil will send everyone an individual email telling them when their health clearance expires, and what they need to do to fix it.
    - c. He says people can take time off from Dedicated to get their missing health clearance.
  3. Struggles with admin and communication. Lots of lack of communication about Unit 6 remediation. People didn't know, when grades were released, if they needed to remediate all of gateway, some of it, etc.
    - a. They'd like an email ahead of grade release telling them what happens if they receive in ID. Better communication up front.
    - b. Communication has been a constant issue
    - c. Slow communication about this while people are preparing for STEP is especially stressful. It's causing people in their class to struggle mentally. Perhaps they can have more mental health resources. Some people are going through serious periods of self doubt because of this.
      - i. It would be nice if counseling reached out to students first.
      - ii. Srishty says it's a big barrier to care that you have to fill out large forms when making an appointment.
        1. Maybe there could be a hotline!
        2. Could there be an option to just have a one-time conversation with someone without filling out the forms? It's really hard to not just be given help right away, especially when you're at a low point.
          - a. Also, people don't want to disclose all the information.
          - b. Before Covid, they used to have people fill out the form once they already came in to the appointment, and they changed it now.
        3. Apparently, you could get away with not filling out the whole form and still be seen
- iii. Could it be mandatory (opt-out) in Unit 5 to have a

check-in with counseling.

1. You can cancel if you don't want it.

iv. They're in the process of adding more counselors! In interview process right now

v. They're also in the process of signing a contract for 24-hour counseling (they won't be here on the campus)

1. This would be more crisis-oriented

d. There are at least 20 people remediating right now.

e. When Dean Cristoforu is not here, there is no-one else who does her job. There needs to be someone else doing this job.

i. Dr. Putman says they're working on hiring another person.

iv. 2026

1. We now have paper towels in the women's bathroom of the anatomy lab! Thank you!

2. Credit where credit is due: The Sim center sessions we had this week were awesome. We would love to do more things in the sim center!

3. **Repeat request from last meeting:** Can we please get the performance reports for our class from Unit 1 and Unit 2?

a. No timeline for when we might get these

b. We should keep following up

4. **Repeat request from last meeting:** Updates on the new absence policy: absences for sickness other than Covid: When is communication on this going to go out? People have been asking us for info, because the new policy hasn't been made clear.

a. Key thing is people should communicate!!

i. Fill out the absence form, and send an email to Dr. Bianchi, Dr. Putman, and unit director, explaining while they were absent

1. Do this on the day they're out

ii. Dr. Putman just put sending an email to the class about this on the top of his to-do list!

5. **Repeat request from last meeting:** Would it be possible to get the tentative schedule for the next unit slightly ahead of time: even 2 weeks before the unit starts, so we can plan

a. The schedule can be tentative

6. Related to the request above: Can we receive our final summative schedule at least 1-2 weeks in advance?

a. Our OSCE is on Monday, March 13th. As I'm writing this, it is Wednesday, March 8th (it's now Thursday, still no schedules). We still do not have our OSCE or integrated practical schedule and this is causing a lot of anxiety.

i. Dean Lazar is disappointed to hear this. He sent a directive with instructions, and he's surprised we have not received communication.

ii. The goal is to have the information out 2 weeks in advance, and they're working on it.

b. It's concerning that we haven't gotten an email to check our computers yet.

c. Also concerning that students with accommodations haven't

- gotten their room assignments yet.
- d. Dean Putman says the bad communication is going to have a “thematic break”.
- e. Dr. Putman says Qualtrics is working on updating the absence form to include a confirmation email when completed.
- 7. Can Doctor’s appointments be included in excused absences if they have a note? Professionals can do this.
  - a. We promote health to our patients, we should promote it in our own community.
  - b. Dean Putman and Dean Lazar said that a limited number of these each unit could be a good idea.
- 8. Concerning reports from applicants about the conduct of interviewers over the past interview season on Reddit and SDN
  - a. There should be a way for applicants to anonymously report misconduct from interviewers, even if it’s a few weeks after their interview.
  - b. Can we reach out to all applicants who have interviewed to acknowledge that we are aware of their concerns, and include an anonymous survey for them to report inappropriate conduct from interviewers?
    - i. Dean Putman says even if they did this, there would be concerns about submitting it for fear they won’t get in.
      - 1. Anastasia suggests they could send it out weeks after the interview.
      - 2. They should clarify in the survey that it won’t affect their acceptance.
    - ii. The interesting thing is that there are almost no new interviewers.
    - iii. From Dean Putman: there has been no one withdrawing from the school yet.
    - iv. Could we send an email to the people doing the interviews that this is going on?
      - 1. Dr. Putman says this could be possible because admissions reports to them.
    - v. Dr. Putman says if students complain, they are sent to him, and he decides to give them another interview (he always agrees), and they get a second interview
      - 1. Interestingly, when this happens, the original interviewer always loved them and wanted to admit them.
    - vi. No one has reached out yet saying that they had a bad experience

d. Trending Topics

i. From Comments/Concerns/Suggestions Form:

- 1. Would it be possible to keep the bathroom stocked with menstrual products? What would be the process for getting this done?
  - a. SUNY Farmingdale receives free menstrual products from <https://period-action.org> but their waitlist is currently closed due to inventory shortage. There may be other organizations out

there that also do this.

- i. Dean Putman says he will check and see if it can be done. Anastasia will also help him look for organizations. Dean Putman says this can probably be done especially with grants.
  - ii. We suggest we just do the bathrooms in the BSB.
2. Would it be possible to get an electric kettle for hot water for the lounge? The Keurig is usually for coffee so the water that comes out tastes like coffee, which is a bit weird when people just want to have tea or warm water.
    - a. Issue is they're more dangerous
    - b. Dean Putman says they could look into some ways to get a way to have hot water.
  3. Is it at all possible to get small moveable lamps for the tables in the anatomy lab, so it is easier to dissect and see the structures?
    - a. Answer is no. Bring a headlight or a penlight.
  4. "Instead of after school events (that often exclude students with families or commuters), I would love to see more during school events like a study break event where free snacks are handed out after a session or even during (like in PBL for example). I am unable to attend many of the current school events because I do not live on campus and have to get back home before those events even begin. A greater diversity of event-types would ensure that all types of students can benefit from the student activity funded events on campus."
    - a. Med Council could use our funding for this; we could do a snack event between morning and afternoon events
    - b. It's hard to do this school-wide because everyone has students.
  5. "I noticed there are a lot of conference rooms in PHAB that are locked, but would be beneficial for group study. Are those an option for us at all? It can sometimes be hard to find a carrel for group study that isn't already taken."
    - a. SPH is concerned about the equipment in these rooms, but Dr. Putman isn't sure what the problem is here.
    - b. Dr. Putman will bring it up with his boss.
- ii. Vote for Medical Student Council President
    1. Nominees: Srishty Amarnani
  - iii. Vote for Medical Student Council Vice President:
    1. Nominees: Lulu Wei
  - iv. Motion to postpone the vote to April by Daniel; seconded by Kunika
    1. Votes for: 18
    2. Lulu, Srishty, and Amanda abstain
    3. Motion passes to postpone the vote until April

e. [Budget Requests](#) (click to view presentation)

- i. Independent Student Project - Tadeusz Wroblewski
  1. American Association of Neurological Surgeons Annual Conference
    - a. Night of conference lodging at Hotel Indigo in LA: \$345.94
    - b. UberX to and from the airport: \$42.99 \*2 = \$85.98
    - c. Food per diem: \$62.74
  2. **Total Requested from Med Council: \$494.66**

- a. Notes:
  - i. \$1,000 already received from Alumni for conference registration, lodging the night before the conference, round trip flights between JFK and LAX, and \$37.26 worth of food
  - ii. Downstate logo is on the poster
  - iii. We don't cover food or Uber (except if there's no other transport)
  - iv. He will have to do the receipts for reimbursements to make sure he asks Alumni to cover what they will cover and for us to cover what we will cover
    - 1. He will work with Hamsa who's the treasurer to work out his receipts
    - 2. He will make it so that Med Council covers part of the registration fee instead of UberX and food, and have Alumni cover food and Uber
      - a. It's suspected they will cover this
  - v. Alumni will cover food for 1 day
  - vi. Conference is Friday-Sunday, and Alumni is only covering Friday night
    - 1. This is in LA, so staying for a single night while trying to do a full day of conferences isn't feasible. Also, he'd like to partake in the conference as an attendee. This would be beneficial for him to further his interests in neurosurgery, and in expanding this project. He'd like to work with his peers at the conference as well.
  - vii. The conference offers some scholarships for students, but don't allow MD/PhD students to apply for it (and he's an MD/PhD student)
- ii. Coalition of Occupational Therapists Advocates for Diversity (COTAD) -  
Presenter: Sonja Joshi, President
  - 1. University-wide fashion show with culturally significant clothing.
    - a. Food: pizza (\$250) + drinks (\$30) = \$280
    - b. Decorations: \$20
  - 2. **Total Requested from Med Council: \$300**
    - a. Notes:
      - i. This is a club in the SOHP, but this would be a university-wide event, and they would not be able to fund it without this money from Med Council. It is clear that they could only use this money for this event, and any left-over funds they would have to return to Med Council. If the event doesn't happen, the money also has to be returned.
      - ii. They received \$160 from University Council, but they were going to use this for their Service Learning activity
      - iii. Last year, around August, they got an email saying they got around \$685 from med council as rollover, so they budgeted events out with that assumption. However, they were just told that these funds don't exist: there was an

- error.
  - iv. The fashion show will talk about clothes from different cultures, and how when you have injuries it can be hard to wear different articles of clothing.
  - v. Srishty lets them know they could also ask the culture clubs for money!
    - 1. Sonja didn't know this was an option, because there's not a lot of communication between schools.
  - vi. We appreciate she's being reasonable, but if they end up needing more than what they're asking for, they can come back
  - vii. They are also looking into possible different food options.
- iii. Critical Care Medicine Interest Group
- 1. Interest meeting and introduction to critical care with Dr. Worah in April 2023
    - a. Food: \$100
  - 2. Critical Care Procedure Workshop: Tracheostomy and Arterial Line in July 2023
    - a. Supplies: \$100
  - 3. Introduction to Clinical Care, A Series: Neuro Critical Care with Dr. Levine in August 2023
    - a. Token of appreciation: \$25
  - 4. Introduction to Clinical Care, A Series: Emergency Critical Care with Dr. Weingert in September 2023
    - a. Token of appreciation: \$25
  - 5. Total Requested from Med Council: \$250**
  - 6. Notes:
    - a. Funding from this meeting ends by May 31st, and whatever isn't used by then has to be returned to the council. They then have to request new money in the fall.
    - b. Technically they shouldn't really do events in July because no one is here
      - i. Details aren't fully worked out, so they might change the dates. It's currently based on the availability of their president.
    - c. Because they're a new club, we'll most likely give them \$200
    - d. They should join with other clubs to hold these events that could be more expensive!
      - i. Hannah will send the link with all the club names:  
<https://www.downstate.edu/education-training/student-services/student-organizations/clubs/index.html>

### Closed Meeting:

- i. Motioned by Daniel
- ii. Seconded by Alberto
- iii. **Meeting is now closed.**

New Business



- 1.) Approval of February Minutes
  - a. Motion to approve February minutes made by Anastasia
  - b. Seconded by Anna
    - i. Vote:
      1. For - 19
      2. Against - 0
      3. Abstain - 2

**Motion passes to approve February minutes**

- 2) Vote to approve \$1,000 for Earth Day event
  - a) For - 20
  - b) Against - 0
  - c) Abstain - 1

**Motion passes to contribute \$1,000 from Projects and Programs (40-70174-012-30001) to the Earth Day event.**

- 3) Budget Requests:
  - a) Independent Student Project - Tadeusz Wroblewski: Funds for Presenting at the American Association of Neurological Surgeons Annual Conference - **attachment #1**
    - i) Options: Fund in full (\$494.66)
    - ii) Motion to fund in full made by Daniel, second by Amanda
    - iii) Vote:
      - (1) For - 20
      - (2) Against - 0
      - (3) Abstain - 1

**Motion passes to approve a reimbursement payment \$494.66 from Projects and Programs (40-70174-012-30001) to Tadeusz Wroblewski for the trip to the the American Association of Neurological Surgeons Annual Conference in Los Angeles, California**

- b) Coalition of Occupational Therapists Advocates for Diversity (COTAD) fashion show - **attachment #2**
  - i) Options: Fund in full (\$300)
  - ii) Motion to fund in full made by Anna, second by Kunika
  - iii) Vote:
    - 1) For - 20
    - 2) Against - 0
    - 3) Abstain - 1

**Motion passes to transfer \$300 from Projects and Programs (40-70174-012-30001) to Coalition of Occupational Therapists Advocates for Diversity (40-70387-012-30001)**

- c) Critical Care Medicine Interest Group - **attachment #3**
  - i) Options: Give new club money, \$250

ii) Motion to give them \$250 made by Anna, second by Kunika  
v) Vote:

- 1) For - 20
- 2) Against - 0
- 3) Abstain - 1

**Motion passes to transfer \$250 from Projects and Programs (40-70174-012-30001) to \*NEW CLUB PLEASE CREATE ACCOUNT\***

Motion to end meeting by Daniel

Seconded by Anna

Meeting Ended at 7:35

**Minutes were scribed by Hannah Brown**

**Approved by Hannah Brown - Medical Council Secretary**

A handwritten signature in black ink, appearing to read 'Hannah Brown', with a long, sweeping flourish extending to the right.

**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: AANS presentation entitled "TBI outcome-associated biomarkers in patients of African ancestry or African American race: A review of the literature"

Date(s) of event/project: April 21, 2023 - April 23, 2023

Brief description of event/project: The purpose of this request for funding is to attend the 2023 American Association of Neurological Surgeons (AANS) annual conference to present my research poster. The aim of this project is to identify what is currently understood about the predictive value of biomarkers associated with TBI outcome in populations who racially identify as Black or African American or who are of African ancestry. Attendance of this conference will further my exposure of the neurological surgery specialty and enable me to share my experience at AANS with other students to foster new research ideas and continue collaboration.

Lead coordinator/planner: Tadeusz Wroblewski

email: [Tadeusz.wroblewski@downstate.edu](mailto:Tadeusz.wroblewski@downstate.edu)

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

How many people do you expect to attend? One.

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: AANS Website

Has this event/project ever been done before?  Yes  No      If yes, when (e.g. annually)? 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	199.00	1
Round Trip Flight (LAX-JFK)	417.80	1
Hotel Indigo LA Downtown	345.94	2
UberX	42.99	2
Food Per Diem	100	2

Total: \$ 1,494.66  
minus other funding: \$ 1,000.00  
Asking amount: 494.66

**Funding Request:**

Amount from Med Council: \$494.66

University Council: \$0.00

Amount from other resources (i.e. grants, department donations, etc.): \$1,000.00

Please include any additional information that you believe Med Council should be aware of. I have been fortunate to have been awarded a \$1000 award from the Alumni Association for travel and lodging for this conference. The Alumni Association's conditions stipulate that the funding may go towards one night of lodging which will pay for the night before the conference (as well as other expenses). I would like to request additional funding for lodging the night of the conference as well as transportation to- and from-the airport for the AANS conference in LA.

Please check one box:

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

**ORGANIZATION NAME: COTAD- Coalition of Occupational Therapists Advocates for Diversity**

PRESIDENT: Sonja Joshi

VICE PRESIDENT: Michelle Abdurakhmanova

BOX #: N/A \_\_\_\_\_ TELEPHONE: 718-270-7736

TREASURER: Elaine Kuang

PROJECT	ITEMIZED EXPENSES	AMOUNT REQUESTED FROM UNIV COUNCIL	AMOUNT REQUESTED FROM MED COUNCIL	AMOUNT REQUESTED FROM OTHER SOURCE (please specify)
Fashion show featuring culturally significant articles of clothing. Event would be held in the Alumni Auditorium. Entire University will be invited to attend and participate. Event likely to be held at the end of April.	Food: Pizza: \$250.00 Drinks: \$30.00  Decorations:\$20.00  Total: \$300.00		\$300	

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

Please check one box:

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

**ORGANIZATION NAME:** Critical Care Medicine Interest Group

PRESIDENT: Jordan Zhou

VICE PRESIDENT: Micahel Woo

TELEPHONE: 718-801-3280

TREASURER: Ting-Ju Chiang

PROJECT	ITEMIZED EXPENSES	AMOUNT REQUESTED FROM UNIV COUNCIL	AMOUNT REQUESTED FROM MED COUNCIL	AMOUNT REQUESTED FROM OTHER SOURCE (please specify)
Interest Meeting and Introduction to Critical Care w/ Dr. Worah April 2023	Food - \$100		\$100	
Critical Care Prodedure Workshop: Tracheostomy & Arterial Line July 2023	Supplies - \$100		\$100	
Introduction to Critical Care, A Series: Neuro Critical Care w/ Dr. Levine August 2023	Token of appreciation - \$25		\$25	
Introduction to Critical Care, A Series: Emergency Critical Care w/ Dr. Weingert September 2023	Token of appreciation - \$25		\$25	