



Medical Student Council Meeting
Thursday, **April 13th**, 2023 6:00 PM
Student Center Main Lounge
Minutes

Voting Members in Attendance: Name (proxy for name)

Joya Ahmad, Srishty Amarnani, McKenzie Andrews, Alberto Barrientos, Rachel Baum (proxy by Joya Ahmad), Hannah Brown, Anastasia Bui, Hayley Carabello, Kunika Chahal, Liam Deegan, Alana Engelbrecht (proxy by Alexandra Greenberg), Alexandra Greenberg, Yusuf Hasan, Mohamed Heiba, Carl-Fredrick Janvier, Amanda Jirgal, Hamza Khilji, Dan Kwon (proxy by Alexandra Greenberg), Anna Lieberman (proxy by McKenzie Andrews), Alexis Roth, Lulu Wei

Guests in Attendance:

Madhavi Jere, Justin Kong, Sally Zhou, Joshua Singavarapu, Vanessa Wong, Erum Ajumal, Ganesh Phayal, Jeffrey Putman, Schuyler Hooke, Adam Burgman

**Minutes recorded by Hannah Brown.
Alexandra Greenberg presiding over the meeting.
Meeting called to order at 6:08**

1. New Business

- a. Updates from Adam
 - i. Spring Fling big success!
 - 1. 360 people attended
 - 2. Almost sold out
 - 3. We're not going to the Brooklyn Museum next year, but we will get updates later on the new location
 - ii. Earth Day and Multicultural Fair
 - 1. Earth Day is going well! Advertisement is going to go out campus-wide
 - 2. There will be over 20 tables!
 - a. Bring cash!
 - 3. The fun giveaways are here!
 - 4. The multicultural Fair is coming up!
 - iii. RSVP for Student Leadership Recognition Dinner
 - 1. It's a free, nice dinner! Please RSVP!
 - iv. Annual budget reminder

1. It's next week
2. Please look at the guidelines and tell your clubs to look at the guidelines!

b. Class Updates

i. 2023

1. We need to know about graduation tickets, less than a month away!!
 - a. Everyone for both ceremonies will be getting 6 tickets instead of 5
 - i. Schuyler will let people know this tomorrow
 - b. Schuyler is picking them up tomorrow
 - c. Once he knows how many extra tickets are available, they're going to do a lottery on Qualtrics to see how many people want more tickets than they have
 - i. Lottery will probably be announced on Tuesday
 - d. Each individual council can do a ticket swap
 - i. They can exchange them during Transition to Residency
 - e. 800 people are eligible to graduate
 - i. 530 ordered attire
 - ii. Schuyler is chasing down the last 250 to see who is actually walking, and they've found out there are more people still coming
 - f. Srishty wonders about the people whose families live outside of NY, so they're wondering if there's any way to get the extra tickets earlier next year
 - i. They did have a form this year, but then people still reached out afterwards and said they were coming
 - ii. It is really great that we got 6 tickets! A lot of other schools only get 3.
 - g. We appreciate the hard work!

ii. 2024

1. Graduation plans for next year
 - a. Schuyler has mentioned talking about dates to the president's office, but they have the final say
 - b. Barclay's is not an option (Nets are in the playoff this year!)
 - c. Many of the other venues in Brooklyn are either not the right size, not an ok cose, or have no public transport
 - d. Coney Island is still the best option.
2. Issues that came up with gateway 3?
 - a. The dates that were given were April (peak dedicated time for Step 2), and you weren't allowed to sign up for May, June, or July if you finished your rotations
 - i. But people signed up who weren't supposed to
 - b. Then, they decided to postpone the sign-up, which ended up being on the day of Spring Fling
 - c. It's frustrating that the sign-ups for these things include frivolously typing and trying to get a spot
 - d. The last day of sign-up was the day before their last NBME, which was not good
 - e. Sign-up should have been earlier, but it was delayed this year

- (because they were considering whether they could change it)
- f. People are doing Gateway 3, and saying it's unnecessarily long
 - i. Seeing 8 patients with 10 minute break in between
 - g. Could there please be more dates after Step 2?
 - h. It would be nice to have more spread-out dates
 - i. Dean Putman notes that the actors are paid, so the more dates there are, the more money it has to be spent.
 - ii. Even if there are not more dates, maybe they could just be more spread-out
 - i. Perhaps the dates could be more in May, when people are back in the area
 - i. People want April for studying
 - j. Dean Putman says they're talking about the calendar and how it's spread out currently
 - k. Last year, they were also frustrated that they didn't find out the date until the last minute
 - i. But they did say if you had a problem you could reach out, which was nice
 - l. Srishty suggests maybe there could be a rank-list of dates
3. Registration issues- not having enough spots in required electives during prime interview months
- a. People didn't get things they needed
 - b. Some of the tallies of people who didn't get what they needed:
 - i. EM- 20 people
 - ii. PCII - 20
 - c. They're told to prioritize their sub-is and away clerkships in the summer, but it seems like that can't be done
 - i. It shouldn't be recommended if it's not actually possible
 - d. There are caps on everything when registering, but EM and radiology aren't flexible
 - e. The system to sign up is crazy, and if you don't get one thing, everything else is screwed up, and you have to change your whole schedule
 - f. This is an archaic system
 - g. EM at the current sites has a strict schedule, so it's hard if you get stuck with it and it doesn't work with some of your schedule
 - h. People argue that it's in the school's best interest to make sure people match into good schools
 - i. Dean Putman says people are matching highly right now already
 - i. It's horrible that the registration is at midnight
 - i. Students are already sleep-deprived
 - j. Some people have to give up sub-is to do an EM rotation they're not even going to go in to
 - k. Some people are not getting sub-is in the specialities they want to go into
 - i. It's very difficult for people to fit them in, especially to fit 2 in
 - ii. One student who's applying peds says she couldn't get a sub-i in peds, and Dean C said it's fine, but some

- residency programs say you do need a sub-i
 - 1. Dean Putman says he'll work on getting her an answer about if she can get into a sub-i
- iii. It looks bad on ERAS when you don't have a home sub-i in the specialty you're applying to
- iv. More people this year are applying to residencies like peds and primary care
- v. Anesthesiology was also specifically a "mess" because there were a lot fewer spots than people who want to apply anesthesiology
- l. Sub-is for anything that's not medicine are only available at Downstate, so students wonder if they can go elsewhere
 - i. Dean Putman will try to set up a meeting with Dean Lazar for the students to discuss with him
- m. Students say they feel they're not getting support in important times
 - i. Like step scores, matching, etc.
 - ii. Faculty should invest in the students, because that means investing in the school
 - iii. Perhaps we need to reassess the process as it stands
 - 1. Liam suggests they reach out to clerkship sites to see how they can accommodate more students
 - iv. Everytime things like this happen, it leads students to view Downstate lower in their minds, and it brings down morale
 - v. It's very disheartening that many things that have been brought up for 4 years haven't been changed/addressed at all

ii. 2025

- 1. Clerkships have begun - challenges with onboarding and organization remain
 - a. Backlogs with IDs and entering
 - i. It takes so many emails and going to people's offices to try to start clerkships
 - ii. Downstate has mandatory orientations that conflict with other sites' in-person orientations
 - 1. This is frustrating and seems silly
 - b. No communication from various sites
 - c. Kings, VA, Brooklyn Hospital, and Brookdale are particularly culpable
 - i. Maimonidies is good!! But, they don't give you physical directions about how to physically get in. There should be communication.
 - ii. Lenox Hill also seems to be good
 - iii. Apparently Kings is especially bad every year
 - 1. They often change their rules
 - 2. Kings won't accept outside background checks, which makes it very difficult
 - d. What happens to students who miss days of clerkships because

- of administrative issues?
- i. They'd like official communication on this
 - e. They're wondering if logging hours apply to the electives
 - i. This is an LCME requirement to make sure students don't exceed their hours
 - ii. You will never actually max out on electives
 - iii. Dean Putman will check if they're supposed to log elective hours
 - 1. New Innovations doesn't currently show electives for them to log hours in
 - f. People aren't sure what they're allowed to do re: accessing charts
 - i. Seems like you can access charts via remote access
 - ii. You have to do remote access to do charts, because there aren't enough computers there
 - iii. Dean Putman says he didn't think you could do remote access, but MS3s say that's the only way to get all of the clerkship requirements done
 - 1. There was an incident at One Brooklyn Health where they lost all their records because they allowed remote access
 - iv. Answers on this need to be communicated officially from administration
 - v. MS3s suggest they communicate with the residents about this issue
 - g. Everyone in the 2-week elective block that begins at the beginning of the surgery and neuropsych block is getting emails about requirements about the actual surgery block, but they don't actually need to do them
 - i. This needs to be explained by the directors of the clerkships during orientation
 - ii. More communication!
 - h. Issues with Step 1 scheduling and academic support
 - i. Lots of people needed to push their date, but academic advising gave confusing information, telling people to push it or not to push it
 - ii. It's hard to talk to academic support in general
 - 1. People reached out to academic support for study help, and weren't told helpful things. Only told to "do questions"
 - 2. Someone asked academic advising asking if they know of Step 1 tutoring, and they had to reach out to someone else
 - a. Seems like they should know this...and also you shouldn't have to reach out and ask for it
 - b. They should let people know there are tutors
 - c. People are sent to other people in the academic support office, but they keep

saying only Dr. Langley knows the answers to things. But it seems impossible to get an appointment with Dr. Langley.

- i. Why don't they know the basic things they're supposed to know?
 3. Every year this happens. Why isn't this being addressed?
 4. It seems like this is an easy fix, because there are upperclassman who would be happy to tutor, but it's not being organized by administration
 5. Some people have been told many different things about what their tutor can do. It's very disparate.
 6. Maybe other staff of education counseling need to go to the monthly education meetings?
 - i. Questions about honors in Foundations, AOA, ranking, etc.
 - i. Honors happened in June of 4th year for the current MS4s. It might not happen earlier.
 - ii. People want to know about qualifying for AOA.
 - iii. Dean Putman said they will send out an email detailing how honors are calculated and how AOA works.
 - j. Lack of clarity on Clinical Advisory Dean selection - suggestion to add bios to the form (who they are, who they've advised in the past, etc), because currently they couldn't know anything about the advisors before choosing them
 - i. Ali said her clinical advisory dean left Downstate, and she didn't get assigned a new advisor
 1. No one told her. We're requesting that we get alerted when advisors leave Downstate.
 2. Please have updated lists!
- iii. 2026
 1. Glow: Thank you for announcing the new absence policy! It has cleared up a lot of confusion.
 - a. People's questions have been answered
 2. We need to address the addition of mandatory events to Leo with very little notice and without notification to the students.
 - a. **When mandatory sessions get added to Leo, can there please be an email sent out to students?** Many of us don't even know something's been added, and it just gets added in silence.
 - b. Most students plan our schedules around the Leo schedule when it's posted at the start of the unit. **Can there be some sort of rule implemented where if a mandatory event is added within a week or two of the event, students can be excused without it impacting their 2 absences?**
 - i. For example, an RRE was just added next week and one student reached out to us, because it was added in a time where she booked a very important doctor's appointment that's difficult to reschedule. But she already has other events that require her 2 absences. This appointment was booked specifically in a free space. She is not the only student in a position like this.

1. People shouldn't have to individually reach out
2. Dean Lazar told Dean Putman he's working on implementing the 2-week-rule, but it may not have been implemented yet. Dean Putman made a note that this needs to be brought up at the next Med Ed leadership
3. This issue has been brought up for the last 4 years...
- c. This has happened more frequently during Unit 4, and we are still seeing changes being made to the schedule. These events make it very difficult for us to plan extracurricular activities, doctor's appointments, and other important events.
3. Related to this, repeat request from last meeting: Can Doctor's appointments be included in excused absences if they have a note?
 - a. At the last meeting, Dr. Putman and Dean Lazar said a limited number of these per unit could be a good idea.
 - b. Other schools have unlimited excused absences, so we need to have some sort of middle ground between that and 2....
 - i. Some also have 6 unexcused absences.
 - ii. Can we please have a reasonable number of unexcused absences?
 - c. Upperclassmen let us know that the pushback leadership has given in the past is that they should work around the protected time in the schedule
 - i. But not all appointments can be scheduled in the times that have protected study time
 - ii. This is very bad for clerkship students who don't have any protected time in their schedules.
 1. Some students are even missing appointments because their preceptors won't let them leave on time...
 2. There really needs to be a clerkship policy, because currently you're not allowed to miss any days
 - iii. Some people say they haven't seen doctors in all of medical school because of this policy...
 1. Some people have been off of their medications because they couldn't miss school to get to the doctor
 - iv. This is a very toxic environment
4. Behaviors of some facilitators during Unit 3 raised concerns about survey anonymity and retaliation in response to negative reviews from students
 - a. We went over a time when a facilitator spoke to a group about the fact that she got negative reviews
 - b. It appears that they can be traced back to small groups of students or individual students
 - c. Even if the surveys are anonymous in principle, these incidents have eroded trust and some students no longer feel safe providing honest feedback on these surveys

- d. Official communication and reassurances from Med Ed leadership can help alleviate some of these concerns
 - i. We have spoken to Dr. Bianchi already, but students don't know that, and it needs to be communicated that there are ways to protect students, because we don't know what they are.
 - ii. Dean Putman says this can be done.
- e. Facilitators shouldn't be bringing up things they read on the surveys.
- f. Dean Putman says there may not be a way to make sure instructors can't just "bring up" survey feedback, but there are mechanisms that protect students from getting a bad grade because of it.
- 5. Updates on NBME feedback for students with accommodations?
 - a. Anastasia has tried to contact people, but has not heard responses yet.
 - b. Dean Putman reached out to NBME to see if they will give them feedback.
 - i. Currently, NBME says there's no way to give feedback anonymously since MK and PC exams are separate for students with accommodations.
 - ii. Dr. Aktar is leaving Downstate tomorrow, so future communication should go to Dr. Granat.
- 6. Update on class statistics for summative exams?
- 7. Updates on access to the rooms in PHAB?

b. Trending Topics

i. IDs and absences

- 1. We need to have a meeting separately about the grading and evaluation process, variation and lack of information/support
 - a. Could we please have a meeting outside of this, with the right people in the room?
- 2. Today, specific Qs about professionalism and absence policy being updated
 - a. Need to communicate at start of year how IDs work in each area, including for professionalism
 - i. Students don't know why they failed professionalism
 - b. Communication standardized for all students re missing assignments/unexplained absences BEFORE end of unit, to address any mistake
 - i. We heard this year MS2s had IDs due to bedside written notes that were submitted but evaluated as "needs improvement", this has never been a reason for IDing in the past, especially without an opportunity to redo and resubmit - 10+ students experienced this and even when meeting with facilitators for remediation were not able to receive any concrete feedback on their mistakes
 - c. Post-ID for professionalism, as with MK and PC, being handled in a very unproductive and even harmful way
 - d. Why does transcript not specify ID type and can this be changed?

May not impact applications before and during residency but couldn't hurt to specify, more detail always better

- i. It's really hard to discuss a professionalism ID on residency interviews.
 - ii. It's not fair that the administration doesn't help students prepare for how to handle a professionalism ID.
- e. Beyond this, why is there not more detail for professionalism to begin with, this category seems very broad and should be broken down and categorized so standard way to explain on MSPE and not left to chance
- i. IE administrative issues vs patient interaction issue
- f. Has there ever been discussion of a step-wise approach for professionalism? IE warning one unit if not serious "offense" with meeting to discuss and reinforce importance but only internal (barring serious issues, for failing to submit assignment on time, failing to report absence, etc) and then if fail to meet requirements a second time officially ID professionalism
- i. People shouldn't have to ID Professionalism just because they missed an email
- g. Again, absence policy is completely unreasonable, often enforced subjectively and puts onus on students communicating via email but often no responses to confirm if form submitted, in fact excused, etc. We have been discussing this for multiple years and many times this year have also discussed clarity around policy for remote learning extending beyond COVID infection, when will any of this happen in writing and via an official policy?
- i. "Case-by-case" leads to discrepancies and bias after fact as well as lack of reporting and taking time off when needed due to fear of repercussions
- h. A student had an ID during Preceptorship that caused them to have to take the year off, and this was handled not nicely
- i. It seems like dealing with these experiences is very different for different students, and that's not fair
 - ii. Some students get allowances made that other students don't
 - iii. Different people with the same situation have very different outcomes. This is a huge issue with equity.
- i. One student in Medical Council was told he wasn't at a mandatory event because his signature looked different. He then showed a picture he took of himself and classmates in class that day, with a time stamp, and was told that wasn't enough proof. His transcript didn't have an ID originally, and now his transcript has an ID for professionalism for that unit.
- ii. There is a case being brought to the Supreme Court, which is likely to win, that would deem Affirmative Action unconstitutional. We can table this for another meeting, but we just wanted to bring to your attention the fact that students are concerned about this.
1. Administration is aware and preparing for what may happen
 - a. They have gotten advice from the AAMC, legal counsel, and SUNY about what to do

2. "Retroactive" undoing of admissions will *probably* not be affected
 - a. They imagine it'll take effect on the day it's announced.
3. They're not sure if it'll impact future classes
- iii. Bylaws can be updated so that executive members can be presidents of their classes
- iv. From Comments/Concerns form:
 1. "Could wipes be provided for the carrels and lounge areas? They are often dirty but there isn't anything to easily clean them with. Some carrels have empty wipe containers or dried wipes that aren't usable."
 - a. Dean Putman says they can order cleaning supplies.
- v. Election for Medical Student Council President
 1. Nominees: Srishty Amarnani, Amanda Jirgal
- vi. Election for Medical Student Council Vice President:
 1. Nominees: Lulu Wei, Liam Deegan

c. Budget Requests

- i. Independent Student Project - Erum Ajumal
 1. 2023 American Association of Neurological Surgeons (AANS) Annual Scientific Meeting
 - a. Night before conference and night after conference lodging: \$500

Total Requested from Med Council: \$500

 - b. Notes:
 - i. All other expenses (flight, conference registration, ground transport, and food) covered by the \$1,000 Alumni Association grant
 - ii. Medical Council will only fund the night of the conference. The form sent out didn't specify this, but this is our rule.
 - iii. Lulu asks if she could share a room with someone else, but Erum cannot since the other people are men.
- ii. Independent Student Project - Ganesh Phayal
 1. 2023 American Association of Neurological Surgeons (AANS) Annual Scientific Meeting
 - a. Conference registration: \$149
 - b. Housing for the night of April 21st: \$205
 - c. Part of the round trip flight to California: \$152

Total Requested from Med Council: \$506

 - d. Notes:
 - i. All other expenses (second night of housing, food, transport to and from airport, and the rest of the flight) covered by the \$1,000 Alumni Association grant
 - ii. Another man is going to the conference, and they have different rooms, but the Council is wondering if they can share rooms instead.
 - iii. Ali says the faculty shares rooms.
 - iv. Ganesh hasn't booked the hotel yet, so perhaps he can still share a room.
 - v. If it's impossible to share a room, maybe we'll be able to

fund his room by himself.

1. But he needs to try to be able to room with the other student.

iii. CAMS/APAMSA

1. Dragon Boat Festival

- a. *Event description:* The Dragon Boat Festival is an important holiday that is commonly celebrated in many Asian cultures and especially in Chinese culture. To celebrate, CAMS in collaboration with APAMSA plans to host the Dragon Boat Festival at the Student Center where students university wide can come to eat Chinese food and pastries, bubble tea, dragon boat-themed prizes, and take photos. Previous year's attendance was around 100 students and we plan to attract more attendees this year through earlier outreach. The Student Center outdoor patio has already been reserved with the help of Adam Burgman with the main lounge as our rain site. Expense numbers are based off of last year's Dragon Boat Festival spending.
- b. \$250 for prizes
- c. \$350 for boba
- d. \$900 for food

Total Requested from Med Council: \$1,000

- e. Notes:
 - i. \$500 has been requested from University Council
 - ii. The event is on May 17th
 - iii. Turnout last year was over 100 people
 - iv. It seems like they have \$70 left in their account
 1. Hamza says they had a rollover from last year
 - v. Adam found out that APAMSA actually has over \$3,500 in their account
 1. This needs to be used by May 31st, or this won't roll over

iv. CAMS

1. End of Spring Medical Chinese Class (Bubble Tea Pickup)

- a. *Event description:* The Chinese American Medical Society organizes the non-credit elective course Medical Mandarin (EMED N121/INDI 5000) to teach Chinese Medical Mandarin to all health profession students in the Downstate Community. We are anticipating a class size of around 35 students for our Spring course and are seeking funds to fund a final class celebration for the hardworking students and student instructors who make this course possible.
- b. \$300 for Bubble Tea

Total Requested from Med Council: \$100

- c. Notes:
 - i. \$200 is being requested from University Council
 - ii. There are 20 students in the beginner class and 10 students in the intermediate class

v. Downstate Pride Club

1. Lavender Graduation

- a. Catering for 60-75 people
- b. Purchase of stoles and pins for graduating seniors, as well as decorations for the event

Total Requested from Med Council: \$2,000

c. Notes:

- i. The Office of Institutional Equity is willing to sponsor part of the cost for purchase of stoles, the amount is TBD
- ii. Adam says stoles are gifted to the students by the department
 - 1. They don't need to ask for money for stoles
 - 2. Money will now be for catering, pins, and decorations
 - 3. Food last year was \$1,000 for 30 people, and they have double that this year
- iii. The estimation of how many people are going to come is based off the estimation of how many people are interested in coming
 - 1. Also, it will happen before commencement this year, which should increase attendance

vi. Psychiatry Student Interest Group

1. Spring Community Service Card-Making Event

- a. \$90 for food

Total Requested from Med Council: \$90

b. Notes:

- i. This event happened yesterday
 - 1. They should request money ahead of time
- ii. The money will go towards food and the amount it cost to buy the cards
- iii. Note: the virtual option presentation option is for people who are sick or are not physically in the state. Other people need to be here in person

vii. Medical Artists' Guild/Brooklyn Stories

1. Brooklyn Stories XXII Release Party

- a. Pizza (17 pies): \$344
- b. Beverages (130 beverages): \$65
- c. Utensils: \$8
- d. Decorations: \$52

Total Requested from Med Council: \$333

e. Notes:

- i. The amount requested from Med Council is 75% of the total cost. The other 25% (\$111) is being requested from University Council
- ii. Event will be in May
- iii. They had 45 artists contribute to Brooklyn Stories XXII. In theory, they would like to order 150 books and would like to host a Launch event for it. They assume they'll

pass out at least 130 books

Closed Meeting:

- i. Motioned by Ali
- ii. Seconded by Amanda

iii. Meeting is now closed.

New Business

- 1.) Next year, the Alumni Association will only be giving 60 grants, and we can't supplement the award money for 60 students.
 - a. We can still give money *outside* of Alumni Association funding.
 - b. For this meeting, since the documents we sent were not updated, we will not do the rule for this weekend.
- 2.) We need to send out an email to the whole student body that clarifies budgeting.
 - a. We could recommend that they *don't* stay in the conference hotel, and that they share rooms with other students.
- 3.) We will start tracking who we have given money to in the past.
- 4.) Approval of March Minutes
 - a. Motion to approve March minutes made by Liam
 - b. Seconded by Anastasia
 - i. Vote:
 1. For - 19
 2. Against - 0
 3. Abstain - 0

Motion passes to approve March minutes.

- 2) Vote for Medical Student Council President
 - a) Nominee: Srishty Amarnani
 - i) As VP, she's seen that side of things. She thinks we need to do things in a timely fashion, and wants to stop the same things from being talked about every year. She hopes if she's president, we can bring up morale, since all of our classes have been through trauma. She thinks Downstate pride has gone down, and she wants to restore that, especially after Covid. She'd like to find the light at the end of the tunnel by the end of next year.
 - b) Nominee: Amanda Jirgal
 - i) Has a good attendance record, wants the meetings to be productive. She wants to have bimonthly meetings like Ali suggested.

Amanda Jirgal voted as the Medical Student Council President for the 2023-2024 school year.

- 3) Vote for Medical Student Council Vice President
 - a) Nominee: Lulu Wei
 - i) She's passionate about the Medical Council and has had great attendance. She's proud of what she's done for her class, including getting Step 1 and 2 orders earlier than others. She also fought for the MS1s before they had a Med Council.

She's worked with Amanda a lot before. She's been involved in a lot of clubs on campus. She's led Med Council meetings before, and they were very efficient meetings.

- b) Nominee: Liam Deegan
 - i) He has been working with Amanda on a lot of projects, so they know each other's working styles, and would have a good workflow. He has had great attendance, and he has been vocal about all of the issues.

Lulu Wei voted as the Medical Student Council Vice President for the 2023-2024 school year.

4) Budget Requests:

- a) Independent Student Project - Erum Ajumal: Funds for presenting at the 2023 American Association of Neurological Surgeons (AANS) Annual Scientific Meeting - **attachment #1**
 - i) Options: Give \$500 because the rules weren't clear, but going forward we can't fund on top of Alumni.
 - ii) Motion to Give \$500 because the rules weren't clear, but going forward we can't fund on top of Alumni made by Amanda, second by Liam
 - iii) Vote:
 - (1) For - 19
 - (2) Against - 0
 - (3) Abstain - 0

Motion passes to approve a reimbursement payment \$500 from Projects and Programs (40-70174-012-30001) to Erum Ajumal for the trip to the AANS Conference in California

- b) Independent Student Project - Ganesh Phayal: funds for presenting at the 2023 American Association of Neurological Surgeons (AANS) Annual Scientific Meeting - **attachment #2**
 - i) Options: Give \$500 because the rules weren't clear, but going forward we can't fund on top of Alumni.
 - ii) Motion to Give \$500 because the rules weren't clear, but going forward we can't fund on top of Alumni made by McKenzie, second by Hayley
 - iii) Vote:
 - 1) For - 18
 - 2) Against -
 - 3) Abstain - 1

Motion passes to approve a reimbursement payment \$500 from Projects and Programs (40-70174-012-30001) to Ganesh Phayal for trip to the AANS Conference in California

- c) Chinese American Medical Society (CAMS)/Asian Pacific American Association (APAMSA) - **attachment #3**
 - i) Options: Fund whatever is left over after the money they currently have in their budget.
 - ii) Motion to fund whatever is left over after the money they currently have in their budget made by Alexis, second by Liam

- iii) Vote:
 - 1) For – 19
 - 2) Against – 0
 - 3) Abstain – 0

Motion passes. NOTE: Both APAMSA and CAMS have sufficient funds in their accounts, so no money will be transferred.

- d) Chinese American Medical Society (CAMS) - **attachment #4**
 - i) Options: Fund whatever is left over after the money they currently have in their budget.
 - ii) Motion to fund whatever is left over after the money they currently have in their budget made by Ali, second by Amanda
 - iii) Vote:
 - 1) For – 19
 - 2) Against – 0
 - 3) Abstain – 0

Motion passes. NOTE: CAMS has sufficient funds in their account, so no money will be transferred.

- e) Downstate Pride Club - **attachment #5**
 - i) Options: Fund in full
 - ii) Motion to fund in full made by Hannah, second by Liam
 - iii) Vote:
 - 1) For – 18
 - 2) Against – 0
 - 3) Abstain – 1

Motion passes to transfer \$2,000 from Projects and Programs (40-70174-012-30001) to Downstate Pride Club (40-70254-012-30001)

- f) Psychiatry Student Interest Group - **attachment #6**
 - i) Options: Fund in full
 - ii) Motion to Fund in full made by Alberto, second by Liam
 - iii) Vote:
 - 1) For – 18
 - 2) Against – 0
 - 3) Abstain – 1

Motion passes to transfer \$90 from Projects and Programs (40-70174-012-30001) to Psychiatry Student Interest Group (40-70263-012-30001)

- g) Medical Artists' Guild/Brooklyn Stories - **attachment #7**
 - i) Options: Fund in full
 - ii) Motion to Fund in Full made by Amanda, second by Hayley
 - iii) Vote:
 - 1) For - 18
 - 2) Against - 0
 - 3) Abstain - 1

Motion passes to transfer \$333 from Projects and Programs (40-70174-012-30001) to Medical Artists Guild/Brooklyn Stories (40-70256-012-30001)

Motion to end meeting by Ali

Seconded by Amanda

Meeting Closed at 8:48

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**

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 to ensure all required forms are appropriately filled out as well as with any other questions.

Event/Project Title: The state of neurosurgery in Pakistan-past, present and future

Date(s) of event/project: April 21-24

Brief description of event/project: The abstract talks about how Lower-Middle Income countries such as Pakistan handle the burden of neurosurgery, where most of the neurosurgical burden of disease comes from, and what the advancement has been since post-colonization era and how it competes with the standard of neurosurgery in the rest of the world.

Lead coordinator/planner: Dr. Ernest Barthelemy

email: ernest.barthelemy@downstate.edu

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

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:

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)
Flight	\$500	Covered by Alumni
Hotel	\$500	Asking from Med Council
Registration	\$250	Covered by Alumni
Food	\$100	Covered by Alumni
Ground transport	\$150	Covered by Alumni

Total: 1500
minus other funding: 1000
Asking amount: 500

Funding Request:

Amount from Med Council: 500

University Council:

Amount from other resources (i.e. grants, department donations, etc.): 1000–Alumni association grant

Please include any additional information that you believe Med Council should be aware of. All expenses, except the hotel, will be covered by Alumni association. I am staying at the hotel for two nights–Friday night and Saturday night as all poster sessions will take place on Saturday evening.



**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 to ensure all required forms are appropriately filled out as well as with any other questions.

Event/Project Title: AANS annual conference/ The current state of Neurosurgery in Nepal

Date(s) of event/project: April 21-24, 2023

Brief description of event/project: I will be presenting a research poster at AANS in Los Angeles, California. The research highlights the neurosurgical capacity development and health equity in low-middle-income countries like Nepal. This research presentation at AANS helps healthcare leaders bring awareness and educate them on the current state of neurosurgery in low-income countries to make proper decisions and policies toward patient care.

Lead coordinator/planner: Ganesh Phayal email: Ganesh.Phayal@downstate.edu

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

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:

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	149	149 (\$149 request from med council)
Housing	410	410 (\$205 request from med council for April 21st night)
Round trip	697	697 (\$152 request from med council)
Transportation(airport-conference hall)	150	150
Food	100	100

Total: 1506.00
minus other funding: 1000.00
 Asking amount: 506.00

Funding Request:

Amount from Med Council: 506.00

University Council: X

Amount from other resources (i.e. grants, department donations, etc.): 1000.00 from Alumni Association

Please include any additional information that you believe Med Council should be aware of. The project has been appreciated by the Alumni association and approved by Dr. Barthelemy, Chief of the Neurosurgery Department at SUNY Downstate. Presenting this project at a national conference will help me learn and grow as an individual. Because the conference is occurring in Los Angeles, California, the costs exceed the maximum amount of money that Alumni association can provide;hence, I would be grateful if I could get some financial support from the med council to present this project at a national conference.

Please check one box:

University Council Funding ONLY Med Council Funding ONLY Other: MC+UC

ORGANIZATION NAME: Chinese American Medical Society / APAMSA

PRESIDENT: Justin Kong VICE PRESIDENT: Sharon Yu

BOX #: _____ TELEPHONE: 518-522-5389 TREASURER: Sally Zhou

PROJECT	ITEMIZED EXPENSES	AMOUNT REQUESTED FROM UNIV COUNCIL	AMOUNT REQUESTED FROM MED COUNCIL	AMOUNT REQUESTED FROM OTHER SOURCE (please specify)
<p>Dragon Boat Festival in collaboration w/ APAMSA</p> <p>Description: The Dragon Boat Festival is an important holiday that is commonly celebrated in many Asian cultures and especially in Chinese culture. To celebrate, CAMS in collaboration with APAMSA plans to host the Dragon Boat Festival at the Student Center where students university wide can come to eat Chinese food and pastries, bubble tea, dragon boat-themed prizes, and take photos. Previous year's attendance was around 100 students and we plan to attract more attendees this year through earlier outreach. The Student Center outdoor patio has already been reserved with the help of Adam Burgman with the main lounge as our rain site. Expense numbers are based off of last year's Dragon Boat Festival spending.</p>	<p>\$250 for prizes \$350 for boba \$900 for food</p>	<p>\$500</p>	<p>\$1000</p>	



Please check one box:

University Council Funding ONLY
 Med Council Funding ONLY
 Other: UC + MC

ORGANIZATION NAME: Chinese American Medical Society

PRESIDENT: Justin Kong

VICE PRESIDENT: Sharon Yu

BOX #: _____ TELEPHONE: 518-522-5389

TREASURER: Sally Zhou

PROJECT	ITEMIZED EXPENSES	AMOUNT REQUESTED FROM UNIV COUNCIL	AMOUNT REQUESTED FROM MED COUNCIL	AMOUNT REQUESTED FROM OTHER SOURCE (please specify)
End of Spring Medical Chinese Class (Bubble Tea Pickup) Description: The Chinese American Medical Society organizes the non-credit elective course Medical Mandarin (EMED N121/INDI 5000) to teach Chinese Medical Mandarin to all health profession students in the Downstate Community. We are anticipating a class size of around 35 students for our Spring course and are seeking funds to fund a final class celebration for the hardworking students and student instructors who make this course possible.	Bubble Tea \$300	\$200	\$100	



Interim Budget Request Form

Date: 4/10/23

Please check one box:

University Council Funding ONLY
 Med Council Funding ONLY
 Other: Med council + office of institutional equity

ORGANIZATION NAME: Downstate Pride

PRESIDENT: Sal Volpe VICE PRESIDENT: Joya Ahmed

TELEPHONE: 646-696-8380 TREASURER: Madhavi Jere

PROJECT	ITEMIZED EXPENSES	AMOUNT REQUESTED FROM UNIV COUNCIL	AMOUNT REQUESTED FROM MED COUNCIL	AMOUNT REQUESTED FROM OTHER SOURCE (please specify)
Lavender Graduation	1) Catering for 60-75 people 2) Purchase of stoles and pins for graduating seniors, as well as decorations for the event	N/A	\$2000	The office of institutional equity is willing to sponsor part of the cost for purchase of stoles, the amount is TBD



Please check one box:

University Council Funding ONLY Med Council Funding ONLY Other: _____

ORGANIZATION NAME: Psychiatry Student Interest Group

PRESIDENT: Lulu Wei

VICE PRESIDENT: Matthew Wilson

TELEPHONE: (310) 633-4292

TREASURER: Scott Goldberg

PROJECT	ITEMIZED EXPENSES	AMOUNT REQUESTED FROM UNIV COUNCIL	AMOUNT REQUESTED FROM MED COUNCIL	AMOUNT REQUESTED FROM OTHER SOURCE (please specify)
Spring community service card-making event	Food		\$90	



Please check one box:

University Council Funding ONLY
 Med Council Funding ONLY
 Other: 75%;25% split

ORGANIZATION NAME: Medical Artists' Guild/Brooklyn Stories

PRESIDENT: Christy Joseph

VICE PRESIDENT: Zainab Nathani

BOX #: 40-70256-012 TELEPHONE: 347-301-3525

TREASURER: Ariel Ben-Ezra

PROJECT	ITEMIZED EXPENSES	AMOUNT REQUESTED FROM UNIV COUNCIL	AMOUNT REQUESTED FROM MED COUNCIL	AMOUNT REQUESTED FROM OTHER SOURCE (please specify)
Brooklyn Stories XXII Release Party	Pizza: 6 Cheese Pizzas - \$16 (6) = \$98.00 4 Pepperoni - \$20.00(4) = \$80.00 3 Pepper & Onion - \$22.00 (3) = \$66.00 2 Buffalo Chicken Pizza - \$20 (2) = \$40.00 2 Kosher Cheese – \$25 (2) = \$50.00 Sub Total: \$334.00 Soda/Utensils: 40 Water Bottles - \$0.50 (40) = \$20.00 30 Pepsi - \$0.50 (30) = \$15.00 30 Sprite- \$0.50 (30) = \$15.00 30 Ginger Ale - \$0.50 (30) = \$15.00 2 Napkins pack of 50 - \$1.00 (2) = \$2.00 3 Large plates 25 count \$2.00 (3) = \$6.00 Subtotal: \$58.00 Decoration: 6 Table Clothes - \$1.50 (8) = \$12 6 Center Pieces - \$5 (8) = \$40 Subtotal: \$52.00 Total: \$444	\$111	\$333	