



Medical Student Council Meeting
Wednesday, **May 3rd**, 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, Hannah Brown, Hayley Carabello (proxy by Rachel Baum), Kunika Chahal (proxy by Alberto Barrientos), Kingsley Cruickshank, Liam Deegan, Rahat Elahi, Alana Engelbrecht (proxy by Daniel Kwon), Alexandra Greenberg (non-voting), Mohamed Heiba, Carl-Frederick Janvier, Amanda Jirgal, Daniel Kwon, Anna Lieberman (proxy by Joya Ahmad), Michel Liu, Alexis Roth (proxy by Liam Deegan), Lulu Wei, Ian Winthrop

Guests in Attendance:

Adam Burgman, Jason Lazar, Jeffrey Putman

Minutes recorded by Hannah Brown.

Alexandra Greenberg presiding over the meeting.

Meeting called to order at 6:16

1.) New Business

- a. Introduce the new MC26
 - i. Michel Liu and Rahat Elahi
- b. From Adam:
 - i. Payment for Spring Fling (\$350 from Med Council)
 - ii. \$400 request for ice cream truck co-sponsored with SOHP on May 30th
 1. Right before exams for MS1s
 2. First day for new SOHP students
 3. Will be from 2:30-5:30 to accommodate everyone
 - iii. Funds for Donor Memorial
 1. \$1,200
 - a. \$1000 for food, \$200 for flowers and supplies
- c. Review the 2023-2024 Med Council budget

- i. Spreadsheet: https://docs.google.com/spreadsheets/d/1hOFZRVE5kSmbAuJficIKyBNcfR5u_7kX/edit?usp=sharing&ouid=103153721077987355456&rtpof=true&sd=true
- ii. PDF: <https://drive.google.com/file/d/1uMCFGCSjL4vIYHQuD9lsqEsGdb1ZhGR/view?usp=sharing>
- iii. Activity fee Income will probably be the same as the one from 2021: \$88,740
- iv. Clubs who didn't request funding can come back later in the school year and request funding, so their accounts will remain on the sheet in case they come

d. Class Updates

- i. 2023
 - 1. Graduation yay!
- ii. 2024
 - 1. Snacks for the lounges are being ordered
 - a. Alexis is working on it!
 - b. Will come out of individual budgets
 - 2. Updates on the rotations tally? Specifically required rotations like EM, PC2, radiology and if they were able to increase the cap
 - a. Dean Lazar doesn't know yet
 - i. He says they've spent a lot of time looking into it
 - ii. One of the main issues is PC2
 - iii. They're checking with the program director
 - b. Sophie Cristofouro has reached out
 - c. Dean Lazar will email Amanda with an update tomorrow
 - d. Dean Lazar says they're re-negotiating their agreements with Kings County
- iii. 2025
 - 1. Absence policies on rotations
 - a. Sometimes you have to talk to the attending, sometimes you need to talk to the coordinator
 - b. What does it mean to make up a day? Some people are making up more hours than they missed.
 - i. Joya will email Dean Lazar with the exact sites and instances where this happened
 - c. Dean Lazar says this is very departmental specific, and it's hard to get everyone on the same page in regards to make-up policies
 - d. Dr. Elka Jacobson-Dickman meets with the coordinators and talks about this issue, but they have yet to reach a consensus
 - e. Dean Lazar will talk to them to reach an agreement, and try to get rid of some of the outliers
 - f. Dean Lazar and Dean Putman aren't completely sure on the policy of how many absences there are
 - i. They understand that usually attendings think the students have to be there every day
 - ii. Class of 2025 wonders if there can be a policy where there's a certain amount of time missed that they don't have to make up
 - iii. The Deans say they will try and work on creating a policy
 - 2. Track issues for students delaying step 1
 - a. It's hard to set the schedule before you take Step 1, because

- people change their step 1 dates
- i. Dean Christoforu is in charge of this
 - b. Students don't really understand what the ramifications of different delays might be
 - c. Maybe for next year the instructions for how complicated it can be could be more clear
 - d. This is even difficult for rising MS4s who are trying to figure out their schedules
 - e. Dean Lazar says this has been discussed with many faculty members lately
 - i. Usually 20-30 push back Step 1; this year 60 people pushed it back (they didn't expect this many)
 - ii. He's aware they need to be more clear in explaining the ramifications of pushing back Step 1 in 4th year
 - iii. He'd hopefully like to see some sort of calendar tool that shows the ramifications
 - iv. He says they will ensure next year's class is better informed
 - v. Dean Lazar isn't even sure if *he* knows the ramifications of that many students pushing back Step 1, so they're trying to figure it out
 - f. Part of what pushes things back is the MD/MPH class gets bigger every year, so people in that track get pushed back
 - i. Dean Lazar agrees that this is a problem
 - g. Dean Lazar says they are trying to gain new affiliates, so they can accommodate more students on rotations, since there are more students who are needing to push back their rotations
 - h. Dean Lazar shares that they have 130 grades back for Step 1, and he knows how many failed, but he is not going to share
 - i. Unclear if the pass rate is going to be worse, the same, or better as next year
 - i. Our step pass rate decreased last year (99% to 92%) whereas the national average pass rate went from 98% to 93%
 - i. The decrease in pass rates was not a Downstate-specific phenomenon
 - ii. Clearly Covid had a big impact on the pass rates
 - iii. A lot of students chose to push Step 1 this year because of these statistics
 - iv. So, when the data comes back for the 60 people who pushed back their test dates, they'd be interested in seeing that, so people know if pushing back the date was worthwhile
 - j. Ian suggests that it could be interesting to see the differences in practice test versus actual test results to help see why people are pushing back step 1
 - k. The class would love information/communication ahead of time about things in general
 - i. Less of last minute "first come first serve" emails for certain opportunities
 - l. They'd like to know where they are going to be on the next

rotation

- i. Especially because leases are ending now, and they would like to see where they would live
3. Conflicts of schedules with academic/scholarly events (MedEd activities, Research Day, etc.)
 - a. Mandatory events conflict with scholarly/academic events, and students are still asked to request time off
 - b. Can we update this so there's a process where, if a Downstate student is doing a Downstate activity, they can get approved to miss a mandatory event
 - c. Currently, it's just communication/asking for permission
 - d. We'd like a formal communication that students are able to miss mandatory events (they still would have to let admin know, though)
 - i. Dean Putman and Dean Lazar agree with this
 - ii. Dean Lazar says Dr. Jacobson-Dickman can let site leaders know these events are coming maybe?
 - iii. Students would like a written policy to be able to show attendings that they are approved to miss the day due to academic activities
4. Updates on IDs from Gateway/Foundation?
5. Honors in Foundations, Gold Humanism, AOA criteria?
6. Updates on Clinical Advisory Deans?
 - a. No one has gotten contact yet
 - b. Dean Lazar says they will get their deans in the next few days
7. Accommodations for shelf exams, new disability coordinator?
 - a. First shelf is soon, and there's no disability coordinator now
 - i. Ellen Berkowitz is currently covering the role
 1. Dean Putman will ask her to send communication on shelf accommodations soon
 - b. There's been poor communication to students with accommodations on how shelf works
8. If a student can't take a clerkship exam, they would have to take it at the end of the clerkship
 - a. This would also happen if they failed it
 - b. If they fail/miss more than one, you'd take it at the end of the 2 weeks, and the next one 2 weeks later

iv. 2026

1. Updates on mandatory events being added to Leo with no notice and shortly before the event?
 - a. Thank you Dean Putman for saying students can reach out to you if this happens and they have a conflict. We communicated this to our class, and they are doing it and are grateful!
 - b. Long-term solutions, though?
 - i. Dean Lazar has said he expects 1 week notice for any change: he has put this in writing and said it in meetings
 - ii. We can let him know if something happens
 - iii. Dean Lazar says we could talk more about this
 - iv. Schedule change could be written in the weekly MedEd email maybe ?

- v. Is there a way for Leo to send out an email about this?
 - 2. Updates on a certain amount of doctor's appointments not being counted towards the 2 absences?
 - a. This is in discussion
 - b. There's no update right now – but there is positive movement
 - 3. Updates on receiving class statistics for summative performance?
 - a. We're able to receive that
 - b. Hannah will email Dean Putman and he will have them generate a report we can see
- e. Trending topics
 - i. ID'ing professionalism updates?
 - 1. We'd like to see criteria for professionalism pass/ID
 - 2. Dean Putman says there's a meeting specifically about that happening
 - ii. The class above the class undergoing re-elections runs the re-election
 - 1. Make sure it's clear this is the rule
 - 2. Maybe an agenda item for the early Spring of every year could be reminding the classes about re-elections
 - 3. We could generally attach a calendar to the end of each of our agenda
 - iii. Election for Medical Student Council Treasurer
 - 1. Nominees: Carl-Frederik Janvieir
 - iv. Vote to update by-laws so that class presidents can hold GMC officer positions
 - 1. Current version of the Constitution:
<https://docs.google.com/document/d/119ponbu7qT1IXuFyF78vLNIVqZnIQZQt/edit?usp=sharing&oid=103153721077987355456&rtpof=true&sd=true>
 - 2. Sometimes only the class president wants to do a position, but they can't do it, so then someone who can't really do it (like a 3rd year) has to take the role
 - v. Discussion about if we should remove non-participating members from medical council
 - 1. There's an issue with attendance where some people are consistently absent
 - 2. Should they be allowed to sit on the council, and be able to put it on their resume?
 - a. This will be in place for all 4 years
 - 3. As a council, we'd have to vote for individual members to see if they can stay on
 - a. This would be for people who really don't show up for long periods of time
 - b. This would also be for people who are not being active in their own class's council
 - c. This allows people who don't feel like this is the role for them anymore to step down
 - 4. If people are struggling, they can communicate, but this is about people not coming without communicating
 - 5. Lately, the attendance policy has been extremely lenient, so we are making the policy stronger
 - 6. We could contact people and say "in the last 10 meetings, you have come to 2 or less"

- a. This only applies to people who didn't communicate about this
- b. Are people going to automatically be off of med council if they meet the "trigger"?
 - i. We could reach out to someone 1 meeting before they miss the "trigger" number of meetings missed: warning after 2 meetings in a row of missing?
 - ii. Currently, according to our by-laws there will be a 2-week period after they are told to leave where they can appeal
- c. You have to let the president and secretary know if they're not going to be there, but some people don't do this
- d. We should share the by-laws and attendance policy at the beginning of every year with the new class
- e. Going forward, we are going to review everyone's attendance (from the past year)
 - i. Come August, it will be a clear slate
- f. New rule should be that all 4 years need to let people know if they are not coming, and need to try to come to every meeting
- vi. Vote to move funds from the class reserves to a separate account
 - 1. Each year, each class gets \$1,500
 - 2. During Covid, people didn't use their money, and all this money rolled over, so now there is \$33,000 in class reserves
 - 3. We'd like to move \$10,000 into a conference funding account
 - a. This will help us see what we can/cannot approve
 - b. We could possibly use more than this each year, but we would try not to
 - c. If this happens, could we send out a communication ?
 - d. We didn't really fund conferences until starting around 2 years ago
 - e. We could compile a list of external funding opportunities
 - f. The money we have isn't technically supposed to be used for conferences, since our money is supposed to be for group activities (since it's from the Student Activity Fee)
 - g. Maybe we could open up finding extra resources for conferences to people outside of med council

Closed Meeting:

- i. Motion to close the meeting made by Ian
- ii. Seconded by Kingsley
- iii. **Meeting is now closed.**

New Business

1.) Approval of April Minutes

- a. Motion to approve April minutes made by Rachel
- b. Seconded by Liam
 - i. Vote:
 - 1. For - 20
 - 2. Against - 0
 - 3. Abstain - 0

Motion passes to approve April minutes

- 2) Vote for Medical Student Council Treasurer
 - a) Nominees: Carl-Frederik Janvier

Motion passes to elect Carl-Frederik Janvier as Medical Student Council Treasurer

- 3) Vote to amend the Medical Student Council constitution so that class presidents can hold Medical Student Council officer positions, if no one else wants to run.
 - a) Motion to amend constitution made by Dan
 - b) Seconded by Liam
 - i) Vote:
 - (1) For - 16
 - (2) Against - 4
 - (3) Abstain - 0

Motion passes to amend the Medical Student Council Constitution so that class presidents can hold Medical Student Council officer positions, if no one else wants to run.

- 4) Vote to transfer \$10,000 to a new Conference Funding account
 - a) Motion to transfer \$10,000 to a new Conference Funding account made by Alberto
 - b) Seconded by Liam
 - i) Vote:
 - (1) For - 18
 - (2) Against - 2
 - (3) Abstain - 0

Motion passes to transfer \$10,000 from Projects and Programs (40-70174-012-30001) to *PLEASE CREATE NEW ACCOUNT: Conference Funding* and add as a permanent rolled over account

- 5) Vote to contribute \$350 to pay for an incident at Spring Fling 2023
 - a) Motion to contribute \$350 towards paying for the incident at Spring Fling 2023 made by Lulu
 - b) Seconded by Kingsley
 - i) Vote:
 - (1) For - 19
 - (2) Against - 0
 - (3) Abstain - 1

Motion passes to transfer \$350 from Projects and Programs (40-70174-012-30001) to SCGB Special Events Income (40-41006-015-30001) to be used for Spring Fling 2023 incident payment

- 6) Vote to provide \$400 of funds for a campus ice cream truck event
 - a) Motion to provide \$400 of funds for a campus ice cream truck event made by Carl
 - b) Seconded by Rachel
 - i) Vote:
 - (1) For - 20
 - (2) Against - 0
 - (3) Abstain - 0

Motion passes to transfer \$400 from Projects and Programs (40-70174-012-30001) to SCGB

Special Events Income (40-41006-015-30001) to be used for ice cream truck event

- 7) Vote to provide \$1,200 of funds for the Donor Memorial
 - a) Motion to provide \$1,200 of funds for the Donor Memorial made by Mo
 - b) Seconded by Michel
 - i) Vote:
 - (1) For - 20
 - (2) Against - 0
 - (3) Abstain - 0

Motion passes to use \$1,200 from Projects and Programs (40-70174-012-30001) for the Donor Memorial

- 8) Vote to approve the 2023-2024 Medical Student Council budget
 - a) Motion to approve the 2023-2024 Medical Student Council budget made by Srishty
 - b) Seconded by Mo
 - i) Vote:
 - (1) For - 20
 - (2) Against - 0
 - (3) Abstain - 0

Motion passes to approve the 2023-2024 Medical Student Council budget.

Motion to end meeting by Rachel

Seconded by Rahat

Meeting Closed at 7:55

Minutes were scribed by Hannah Brown

Approved by Hannah Brown - Medical Council Secretary

