



Medical Student Council Meeting  
Thursday, **May 2nd**, 2024 6:00 PM  
Student Center Main Lounge  
\*\*\*Minutes\*\*\*

**Voting Members in Attendance:** Amanda Jirgal, Liam Deegan (proxy by Amanda Jirgal), Lulu Wei (proxy by Amanda Jirgal), Alexis Roth (proxy by Amanda Jirgal), Mohamed Heiba, McKenzie Andrews, Hannah Brown, Alberto Barrientos (proxy by Hannah Brown), Rahat Elahi (proxy by Hannah Brown), Rachel Baum, Hayley Carabello (proxy by Rachel Baum), Michel Liu, Abiha Naqvi, Amanda Azmi (proxy by Abiha Naqvi), Christopher Montalvo, Kyle Reid, Ijeoma Okoronkwo (proxy by Kyle Reid), Eric Acosta, Anna Leiberman, Joya Ahmad (proxy by Anna Leiberman), Srishty Amarnani

**Guests in Attendance:** Vani Sardana

**Minutes recorded by Hannah Brown.  
Rachel Baum presiding over the meeting.**

**Call to Order:** The Chair called the meeting called to order at 6:15 with quorum being present.

- a. Approved absences for this meeting: Kunika Chahal
- b. New Business
  - i. Class Updates
    - 1. 2024
      - a. **Ongoing/Repeat Issues:**
        - i. EM rotation feedback
          - 1. Dr. Putman will look into it
          - 2. Might send it to the whole class
        - b. **New Issues:**
          - i. 2nd extra graduation tickets
            - 1. Tickets are being distributed to “VIPs” but Dr. Putman will get back to them

- ii. Pathways at graduation
    - 1. Announced at awards day, not graduation
      - a. Everyone who participated will be recognized at awards day (maybe get a certificate?)
    - 2. Graduation program recognizes people in the two honors societies and cites everyone's specialities
  - iii. Email Schuyler if you need handicapped seating
    - 1. There's plenty of seating, shouldn't be an issue
  - iv. T2R feedback
    - 1. Dr. B's talk on leadership
      - a. He didn't know who the students were (referred to everyone as rising MS3s)
    - 2. Appreciate first week being mostly lectures
    - 3. Unclear why most things couldn't have been virtual
    - 4. Told procedure lab will be specialty-specific, but it wasn't
      - a. Urology station was good
    - 5. Suggestion: survey the classes to see if they have a mandatory orientation for their residency and when it is, to help make the T2R schedule
    - 6. Financial talk was good
    - 7. From Dr. Putman: This feedback should be given formally, and a survey should be sent out (let him know if it's not)
    - 8. It should be possible to whittle the required activities down to a week, and tell everyone that week far in advance
  - v. Hold on our accounts for BLS recertification
    - 1. It doesn't stop you from graduating, so it should be fine
  - vi. AOA materials drive
    - 1. MS4s are collecting med student materials (stethoscopes, otoscopes, etc) → asking the MS1s to help distribute these materials to MS1s
      - a. Kyle volunteers to be in charge of that; will email Lulu
- 2. 2025
  - a. **Ongoing/Repeat Issues:**
    - i.
  - b. **New Issues:**
    - i. Printer in med student lounge request from students
      - 1. From Dr. Putman: there is a state mandate to try to get rid of all the printers (to reduce paper and chemicals), so the state probably won't pay for one
        - a. Maybe med council can pay for it
    - ii. Water cooler in the lounge?
      - 1. Dr. Putman requested a hydration station to be

installed by the elevator on the 5th floor

3. 2026

a. **Ongoing/Repeat Issues:**

i.

b. **New Issues:**

- i. Adding a policy about when new mandatory clerkship activities can be added? (Suggestion: must give 24 hour notice if something is going to be mandatory)
  1. Examples: multiple occasions of receiving emails in the morning about a Downstate mandatory meeting either later that morning or afternoon; mandatory meetings being added the night before.

4. 2027

a. **Ongoing/Repeat Issues:**

- i. Getting Hindu holidays on the calendar and absence form
  1. From Dr. Putman: They can't give all holidays off, but they should recognize holidays of all religions if they're recognizing some

b. **New Issues:**

a.

ii. Trending Topics

1. **Ongoing Issues**

- a. Eid is a multi-day holiday but students only receive one day off and were told to use one of their two reported absences for another day

2. **New Issues**

a.

iii. Budget Requests

1. PRIDE Club

- a. Approval to use \$200 from rolled over funds to pay honorarium
  - i. Speakers are not SUNY-affiliates or state workers
  - ii. Honorarium cap is \$100 per person
  - iii. It's not a "thank you" gift
  - iv. Event is May 16th

2. Ortho Club

- a. Women in orthopedics dinner: May 20th
  - i. \$550
    1. Decorations \$50
    2. Dinner \$400
      - a. Something nicer than pizza
      - b. Family style
        - i. Pastas, salads, etc
    3. Dessert \$100
      - a. Formal dessert
    4. Female residents and attendings are coming

- 5. Around 25-30 attendees expected
  - 6. This club doesn't do that many events during the year, so this is the main use of their money
- 3. Conference funding Rachel Baum
  - a. \$1000 to fund trip to go to conference
    - i. American Association for Cancer Research in San Diego
    - ii. Has never received money from Med Council
    - iii. Downstate project; logo on poster
    - iv. Maxed out money from Alumni
    - v. Orthopedics department also denied money
    - vi. Since the conference is across the country, it's ok to pay for 2 nights
- 4. Vani
  - a. Requesting \$986.20 to fund trip to conference
    - i. American College of Obstetrics and Gynecology in San Francisco
    - ii. Downstate logo on poster
      - 1. Research was done at Maimonides
    - iii. Maxed out Alumni funding
- 5. Yearly Budget review
  - a. UC is no longer giving funding to all clubs
    - i. You can still request money from them for school-wide events
  - b. Keep conference funding account with \$10,000 in it each year
    - i. Only ~\$3,000 were used this year
  - c. We're going to discuss how to instruct clubs to best use their money

### **Closed Meeting:**

- i. Motioned by Anna
- ii. Seconded by Kyle

**iii. Meeting is now closed.**

### **New Business**

#### **1.) Approval of April Minutes**

- a. Motion to approve April minutes made by Chris
- b. Seconded by Kyle
  - i. Vote:
    - 1. For - 21
    - 2. Against - 0
    - 3. Abstain - 0

**Motion passes to approve April minutes**

#### **2) Approve the yearly budget - Attachment #5**

- a) motion to approve yearly budget made by Chris
- b) seconded by Kyle
  - i) Vote:

- (1) for - 21
- (2) against - 0
- (3) abstain 0

**Motion passes to approve the yearly budget**

- 3) Approve the amendments to the constitution; the amendment details the typical election timeline for greater medical council board members
  - a) motion to approve the constitution amendment details made by Chris
  - b) seconded by Kyle
    - i) Vote
      - (1) for - 21
      - (2) against - 0
      - (3) abstain - 0

**Motion passes to approve the constitution amendment that details the typical election timeline for greater medical council board members**

- 4) Budget Requests:
  - a) Pride Club - attachment #1
    - i) Options: Fund in full
    - ii) Motion to fund in full made by Srishty, second by Mo
    - iii) Vote:
      - (1) For - 21
      - (2) Against - 0
      - (3) Abstain - 0

**Motion passes to transfer \$200 from Projects and Programs (40-70174-012-30001) to Pride Club (40-70254-012-30001)**

- b) Orthopedics Club - attachment #2
  - i) Options: Fund in full
  - ii) Motion to Fund in full made by Anna, second by Mo
  - iii) Vote:
    - 1) For - 21
    - 2) Against - 0
    - 3) Abstain - 0

**Motion passes to transfer \$550 from Projects and Programs (40-70174-012-30001) to Orthopedics Club (40-70260-012-30001)**

- c) Rachel's conference - attachment #3
  - i) Options: Fund in full
  - ii) Motion to fund in full made by McKenzie, second by Kyle
  - iii) Vote:
    - 1) For - 21
    - 2) Against - 0
    - 3) Abstain - 0

**Motion passes to approve a reimbursement payment \$1,000 from Projects and Programs (40-70174-012-30001) to Rachel Baum for trip to the conference in California**

- d) Vani's conference - attachment #4
  - i) Options: Fund in full
  - ii) Motion to fund in full made by Mo, second by Hannah
  - iii) Vote:
    - 1) For – 21
    - 2) Against – 0
    - 3) Abstain – 0

**Motion passes to approve a reimbursement payment \$986.20 from Projects and Programs (40-70174-012-30001) to Vani Sardana for trip to the conference in California**

Motion to end meeting by Amanda

Seconded by Michel

Meeting Closed at 7:30pm

**Minutes were scribed by Hannah Brown**

**Approved by Amanda Azmi - Medical Council Secretary**



## Interim Budget Request Form

**Date:** 4/29/2024

Attachment #1

Please check one box:

☐ University Council Funding ONLY

☒ Med Council Funding ONLY

☐ Other: \_\_\_\_\_

**ORGANIZATION NAME:** Pride club at SUNY Downstate

**PRESIDENT:** Madhavi Jere

**VICE PRESIDENT:** Michael Daly

**TELEPHONE:** 646 696-8380

**TREASURER:** Salvatore Volpe

PROJECT	ITEMIZED EXPENSES	AMOUNT REQUESTED FROM UNIV COUNCIL	AMOUNT REQUESTED FROM MED COUNCIL	AMOUNT REQUESTED FROM OTHER SOURCE (please specify)
LGBTQIA+ pathway lecture series: Intersex healthcare with Dr. Ilene Wong and Maddie Moran from InterACT	\$100 each for Dr. Ilene Wong and Maddie Moran as honorarium (\$200 total)		\$200	*note: we still have funds in our SAF acct, we would like to use them towards the honorarium with med council approval

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

# Ortho Club



## Interim Budget Request Form

Attachment #2

Date: 5/1/2024

Please check one box:

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

ORGANIZATION NAME: Orthopedics and Sports Medicine Interest Group

PRESIDENT: Kyle Smith VICE PRESIDENT: Paul Mastrokostas

TELEPHONE: TREASURER: Dario Fucich

PROJECT	ITEMIZED EXPENSES	AMOUNT REQUESTED FROM UNIV COUNCIL	AMOUNT REQUESTED FROM MED COUNCIL	AMOUNT REQUESTED FROM OTHER SOURCE (please specify)
Women in Orthopedics Dinner Meet & Greet	Decorations - \$50 Dinner - 350 Dessert - 100		\$500	



## INDEPENDENT STUDENT INTERIM BUDGET REQUEST FORM

Attachment #3

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: **Epidemiology of bone and soft tissue sarcomas: a two-decade analysis of the surveillance, epidemiology, and end results program**

Date(s) of event/project: **April 4-7**

Brief description of event/project: **American association for cancer research annual meeting 2024**

Lead coordinator/planner: **Rachel Baum** email: **[Rachel.baum@downstate.edu](mailto:Rachel.baum@downstate.edu)**

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

How many people do you expect to attend? **~5000**

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: **AACR publicity**

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:**

Items (e.g. food, supplies, etc.)	Cost per item	Total Cost (for each line)
Flights	Flight 1: 239.18 Flight 2: 163.10	\$402.28
Hotel	\$169 / night (+ taxes)	\$374.18
Shuttle	\$7	\$7
Food day of conference	breakfast 9.51 lunch 17.11 dinner 17.44	\$44.08
AACR registration (Student)	\$ 475	475

Total: 1,302.64

minus other funding:

Asking amount: 1,000

**Funding Request:**

Amount from Med Council: 1,000

University Council:

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

cannot apply to alumni because funding maxed

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

## INDEPENDENT STUDENT INTERIM BUDGET REQUEST FORM

Attachment #4

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: What's in a Name? Provider type and delivery outcomes for nulliparous, term, singleton, vertex pregnancies in an urban hospital

Date(s) of event/project: 05/18/24-5/19/24

Brief description of event/project: I worked with Dr. Thammatat Vorawandthanachai, Dr. Kavitha Ram, Dr. Blessing Ajayi, and Olivia Sher from Maimonides Medical Center on a cohort study. The study looked at NTSV pregnancies at an urban hospital over three months. Two groups were compared: patients who were managed by physicians and those who were managed by midwives. Our primary outcome was the rate of primary cesarean delivery for each group. We submitted this project to be presented at ACOG Clinical and Scientific Meeting and it was accepted. This funding request is to allow me to attend the conference.

Lead coordinator/planner: Vani Kumar

email: [vani.kumar@downstate.edu](mailto:vani.kumar@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)
Conference Registration	140	140
Flight Cost	566.20	566.20
Hotel Cost	280	280

Total: 986.20  
*minus other funding:*  
Asking amount: 986.20

**Funding Request:**

Amount from Med Council: 986.20

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.