



Medical Student Council Meeting
Tuesday, September **16th** , 2025 at 6:00 PM
Student Center Main Lounge
Agenda

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

Mohammed Shah, Shadman Kazi, Mike Lynch, Dominic Williams, Samantha Lam, Hend Heikal, Abiha Naqvi, Mandy Azmi, Kyle Reid, Ijeoma Okoronkwo, Chris Montalvo, Genesis Rodriguez, Coleman Yorke, Gretchen Mackie, Abigail Yuhan, Matthew Rubin, Eric Hakimi

Guests in Attendance:

Dr. Putman, Dr. Lazar, Gelila Hawthorne, Bryan Viveros, Giorgio Zaghen

Called to order at 6:19 PM by Shadman Kazi.

Approved absences for this meeting: Eric Acosta, Kunika Chahal, Rahat Elahi, Hannah Brown, Michel Liu

Minutes recorded by Shadman Kazi.

Christopher Montalvo presiding over the meeting.

1. New Business

a. Class Updates

i. 2026

1. **Ongoing/Repeat Issues:**

a.

2. **New Issues:**

a. No new issues

ii. 2027

1. **Ongoing/Repeat Issues:**

a. Kings clearance updates?

i. Contact has been made to Kings County by various faculty at multiple levels and stated Kings County would be looking into it. Dean Brunicardi is aware of the situation.

2. **New Issues:**

a.

iii. 2028

1. **Ongoing/Repeat Issues:**

a.

2. New Issues:

- a. Kings clearance for bedside
 - i. Dr. Putman will follow up on this.
- b. Issues with fridges in the 5th and 6th floors of HSEB with food being always leftover and potentially needing a bigger fridge.
 - i. Dr. Putman will look into this.

b. Trending Topics

i. Ongoing Issues

- 1.

ii. New Issues

- 1. No new issues

c. Budget Requests

- i. Adam: Big Halloween Extravaganza - **\$2500**
 - 1. Scheduled for October 28th. Food, laser tag, photobooth, etc.
- ii. Wilderness Medicine Club - **\$200**
 - 1. Annual Funds - \$200
- iii. LMSA x COTAD Hispanic Heritage Month - **\$500** - Attachment #1
 - 1. \$500 covered by SCGB already, submitted late.
 - 2. Drinks - \$112.50
 - 3. Plates - \$15
 - 4. Forks - \$5
 - 5. Spoons - \$5
 - 6. Knives - \$5
 - 7. Empanada City - \$1200
- iv. Kunika Chahal for conference starting 9/27/2025 - Attachment #2
 - 1. Requesting **\$467.16** out of my \$1,000
 - a. \$268.16 flight
 - b. \$99 for registration
 - c. \$25 poster upload
 - d. \$75 abstract submission
- v. Maria Lee Conference Funding - **\$690** - Attachment #3
 - 1. Finish rest of funding, reached out to alumni but does not meet requirement till Feb 2026, previously given \$375.
 - a. Conference Fee - \$275
 - b. Hotel 1 night - \$198
 - c. Flight - \$216.37

2. Closed Meeting

- i. Motioned by Ijeoma
- ii. Seconded by Shadman

iii. Meeting is now closed.

3. Closed Meeting

- a. Approval of August Minutes
 - i. Option to approve meeting minutes by Shadman
 - ii. Motion to approve meeting minutes by Chris, seconded by Shadman
 - 1. For - 20
 - 2. Against - 0
 - 3. Abstain - 0

Motion passes to approve August minutes.

- b. Budget Requests
 - i. Big Halloween Extravaganza
 - 1. Option to fund in full by Ijeoma
 - 2. Motion to fund in full by Shadman, seconded by Bilal
 - a. For - 20
 - b. Against - 0
 - c. Abstain - 0

Motion passes to use money from Projects and Programs (40-70174-012-30001) to cover Big Halloween Extravaganza.

- ii. Wilderness Medicine Club
 - 1. Option to fund in full by Kyle, Option to not fund till they appear by Ijeoma
 - 2. Motion to not fund till they appear by Mike, seconded by Bilal
 - a. For - 19
 - b. Against - 1
 - c. Abstain - 0

Motion passes to not transfer \$200 until Wilderness Medicine Club appears to present.

- iii. LMSA x COTAD Hispanic Heritage Month
 - 1. Option to fund in full by Ijeoma
 - 2. Motion to fund in full by Chris, seconded by Shadman
 - a. For - 20
 - b. Against - 0
 - c. Abstain - 0

Motion passes to transfer \$500 from Projects and Programs (40-70174-012-30001) to [Latino Medical Student Association] (40-70266-012-30001)

- iv. Kunika Conference Request
 - 1. Option to fund in full by Ijeoma
 - 2. Motion to fund in full, seconded by Shadman

- a. For - 20
- b. Against - 0
- c. Abstain - 0

Motion passes to approve a reimbursement payment of \$467.16 from Conference Funding (40-70416-012-30001) to Kunika Chahal for the trip to the conference in San Francisco.

- v. Maria Conference Request
 - 1. Option to fund in full by Mandy
 - 2. Motion to fund in full by Chris, seconded by Bilal
 - a. For - 20
 - b. Against - 0
 - c. Abstain - 0

Motion passes to approve a reimbursement payment of \$690 from Conference Funding (40-70416-012-30001) to Maria Lee for the trip to the conference in Salt Lake City.

Motion to end meeting by Ijeoma

Seconded by Shadman Kazi

Meeting Closed at 7:12 PM

Minutes were scribed by Shadman Kazi

Approved by Shadman Kazi - Medical Council Secretary



Interim Budget Request Form

Date: 09/16/2025

Please check one box:

☒ Med Council Funding ONLY

☐ Other: _____

ORGANIZATION NAME: LATINO MEDICAL STUDENT ASSOCIATION (LMSA)

PRESIDENT: Gabriela Martin

VICE PRESIDENT: Jennifer Zhumi

TELEPHONE: _____

TREASURER: Bryan Viveros

PROJECT	ITEMIZED EXPENSES	AMOUNT REQUESTED FROM MED COUNCIL	AMOUNT REQUESTED FROM OTHER SOURCE (please specify)	OTHER RELEVANT INFORMATION
LMSAxCOTAD Hispanic Heritage Month Event	Drinks(150x\$0.75)=\$112.50 Plates(25/\$3.00;-125)=\$15.00 Forks(25/\$1.00;-125)=\$5.00 Spoons(25/\$1.00;-125)=\$5.00 Knives(25/\$1.00;-125)=\$5.00 EmpanadaCity(100Empanadas +Bowls)=\$1200.00	\$500.00	\$500.00 (SCGB)	
	Tip+DeliveryFee:\$70.00 Total = \$1412.50			

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

INDEPENDENT STUDENT INTERIM BUDGET REQUEST FORM

This form is to be used by students who would like funding for an event or project but have no club affiliations. **Before considering acting independently of a club, please make every effort to work in conjunction with an already existing organization/club that shares similar interests.** Funding for any projects/events will be provided at the discretion of Med Council and shall be based on the following criteria:

- Available Med Council Funds
- Merits of the student(s) which may include but are not limited to:
 - Frequency and quality of the work and activities performed
 - Size and diversity of the event's attendees
 - Past budget requests and money usage

Any event/project must have a lead coordinator who will ultimately be responsible in making sure that all forms are properly filled out, all receipts are attached and whom Med Council can correspond with. Med Council reserves the right to not reimburse any amount of money that was not used for its intended purpose as detailed in this form and approved at a Med Council meeting.

Student(s) are reminded to keep all receipts pertaining to the event/project for proper and full reimbursement. Please consult with Kristen Diorio and/or the Med Council treasurer at mcbtreasurer@gmail.com to ensure all required forms are appropriately filled out as well as with any other questions.

Event/Project Title: ASTRO 2025 Conference Funding: Factors Influencing Treatment Termination in Head and Neck Cancer: Insights from a 10-Year Analysis

Date(s) of event/project: 9/27/2025-9/30/2025

Brief description of event/project: I am presenting 2 posters, one titled Factors Influencing Treatment Termination in Head and Neck Cancer: Insights from a 10-Year Analysis on 9/30/2025 and The Importance of Lymphopenia Severity in Anal Cancer Patients Undergoing Definitive Therapy on 9/20/2025 and am receiving the 2025 Medical Student Fellowship Award

Lead coordinator/planner: Kunika Chahal email: kunika.chahal@downstate.edu

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

How many people do you expect to attend? 100

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: Website

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	\$268.16	\$268.16
Registration	\$99	\$99
Poster Upload Cost	\$25	\$25
Abstract Submission	\$75	\$75

Total: \$467.16

minus other funding:

Asking amount: \$467.16

Funding Request:

Amount from Med Council: \$467.16

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.

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Event/Project Title: 1. "Accessibility for Spinal Cord Injury Model System Sites in the United States"
2. "Cognitive outcomes in African American and Black populations following Traumatic Brain Injury"

Date(s) of event/project: 10/22/25-10/25/25

Brief description of event/project: Presenting the following research at AAPMR Assembly. 1)
. This project examines how demographic and socioeconomic factors contribute to inequities in travel time and access to specialized spinal cord injury care. This work highlights the ways in which geographic and social determinants of health may disadvantage marginalized populations and underscores the need for targeted interventions to improve equity in rehabilitation outcomes. 2) Narrative review on cognitive outcomes in African and Black TBI patients

Lead coordinator/planner: Maria Lee email: maria.lee@downstate.edu

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

How many people do you expect to attend? 1

The event/project was advertised/pertains to the: (select all that apply)

☒ College of Medicine ☐ Graduate School ☐ CHRP ☐ Entire Downstate Community

How was the event/project advertised?

☒ Email ☐ Class Announcement(s) Other:

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 Fee	\$275	\$275
Hotel (1 night - before presentation)	\$198	\$198
Flight (LGA to SLC - 6+hrs)	\$217	\$216.37
		\$690.00

Total: \$689.37

minus other funding: -0

Asking amount: \$689.37

Funding Request:

Amount from Med Council: \$625.00

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.

Back in Jan 2025, I requested \$375/allotted \$1000/per student/per Downstate student career budget for conference funds to represent BFC at APA 2025 as grant author, since no other member of BFC would attend at the time.

For AAPM&R 2025, since this will be the last time I ask Med Council for funding and I am presenting 2 projects with Downstate Faculty on both, I was wondering if exception can be made and I could request an additional \$64.37 on top of the \$1000 budget/per student from MSC funding.