



Medical Student Council Meeting  
Thursday, November **18th**, 2025 6:00 PM  
Student Center Main Lounge  
\*\*\*Minutes\*\*\*

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

Hayley Carabello, Mo Heiba, Rahat Elahi,  
Kunika Chahal, Hend Heikal, Mike Lynch (proxy for Dominic Williams and Samantha Lam),  
Mohammed Shah, Shadman Kazi, Hannah Brown, Joya Ahmad, Abiha Naqvi, Mandy Azmi, Chris  
Montalvo, Anna Lieberman

**Guests in Attendance:**

Adam Burgman, Schuyler Hooke, Dr. Putman, Dean Lazar, Gleb Nedelko, Bryan Su, Danika Dai,  
Albert Fang, Brianna Fu

**Approved absences:**

Samantha Lam, Ijeoma Okoronkwo, Dominic Williams, Kyle Reid

**Minutes recorded by Shadman Kazi.  
Kunika Chahal presiding over the meeting.**

**Call to Order: The Chair called the meeting called to order at 6:22 PM with quorum being present.**

**1. New Business**

**a. Adam's Updates**

**i. Spring Fling**

1. Downstate Sails into Spring
2. Contract pending

- a. Student tickets are \$60, Guests are \$120 and tickets will most likely go on sale in January.
- ii. Student Lounges
  - 1. Issue GMC and I spoke about is when they stock the lounge everything vanishes in a week or less
    - a. Chris and I discussed creating space in one of our closets for Med-Council to store the snacks for the various lounges and MC will restock a little each week
    - b. Post signage asking people to be considerate on what they take
  - 2. New Student Lounge on the 2<sup>nd</sup> floor
    - a. Thank you to MC for attending the reveal
    - b. You have a lot of money, please consider buying some games or other items for the lounge
- iii. Work Study
  - 1. If you have any friends who currently have work study allocated and need a job – please have them reach out to us
- iv. Group Me
  - 1. Main chat for med council to communicate with Dr. Putman and Adam.
- v. Budget Policy Updates
  - 1. Mohammed, Shiva, and Bryan made new student organization budget guidelines and separated med council from it. Bring back any concerns and be overlooked by councils so it can be implemented by January.
- vi. Potential Spring Event will follow back up in January for potentially \$10000 funding.

b. Class Updates

i. 2026

1. **Ongoing/Repeat Issues:**

- a. Is there an approximate time when the amphitheater contract might be finalized?
  - i. Once the contract is in-house and signed we can announce but it has not reached that point yet.
- b. For graduation at the amphitheater this year, what is the plan for A/V
  - i. It is the same as before just not the same venue. They will have their own staff.

- c. AOA selection process transparency
  - i. No updates. Discussion with Dr. Lazar was had and it said there is no requirement to have and the rubric states it is a holistic selection .

2. **New Issues:**

a.

ii. 2027

1. **Ongoing/Repeat Issues:**

a. No issues reported

2. **New Issues:**

a. No new issues

iii. 2028

1. **Ongoing/Repeat Issues:**

a. No issues reported

2. **New Issues:**

a. Scheduling during the week of christmas with mandatory classes and scheduling of summatives week info sessions.

i. Will be looked into and discussed after meeting.

iv. 2029

1. **Ongoing/Repeat Issues:**

a. OSCE standardization

2. **New Issues:**

a. Students are asking for the unit schedule to be released earlier so they can make appointments/commitments in advance. The unit 2 schedule was released a week before the unit began.

i. Midunit schedule can be given and will be looked into.

b. Lateness of faculty and cancellation of peer wellness session (Last minute schedule changes).

i. Peer wellness group which is students they didn't tell admin the date so reacquisition was not done which needs to be done far enough in advance and food could not be obtained hence event got moved.

ii.

b. Water fountain pressure

- i. *(Adam's Note) - please send this to University Council, it's a campus wide issue. J*ust have to call 1212 number to replace the filter/fix water pressure.
  - b. NBME issues
    - i. Problems with accommodations room
    - ii. Issues with computers (test freezing) and confusion of proctors letting students attempt to relogin.
      - 1. The NBME does not provide Downstate a way to pause the test. Regarding the proctors, admin will look into it.
      - 2. NBME had issues on their end regarding the test freezing not Downstate netowkr related.
- c. Trending Topics
  - i. **Ongoing Issues**
    - 1.
  - ii. **New Issues**
    - 1.
- d. Budget Requests
  - i. Orthopedics and Sports Medicine Club - **\$500**
    - 1. Introductory Meeting with Downstate Orthopedics Department and Research Team
      - a. Food - \$400 -> (\$550/\$600?)
      - b. Drinks + utensils - \$50
      - c. Delivery + Tip - \$50
  - ii. \$1000 to Meetings (Food & Beverage)
  - iii. Add this money to each class to get the class budgets to \$5,000
    - 1. 2026- \$1018.17
    - 2. 2027 - \$3116.56
    - 3. 2028 - \$2550
    - 4. 2029 - \$3500

### **Closed Meeting:**

- i. Motioned by Kunika Chahal

- ii. Seconded by Hannah Brown

**Meeting is now closed.**

New Business

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

**Motion passes to approve October minutes.**

- b. Budget Requests
  - i. Orthopedics and Sports Medicine Club – Attachment #1
    - 1. Option to fund \$700 by Mandy
    - 2. Motion to fund \$700 by Eric, seconded by Chris
      - a. For - 20
      - b. Against - 0
      - c. Abstain - 0

**Motion passes to transfer \$700 from Projects and Programs (40-70174-012-30001) to [Orthopedics and Sports Medicine Club] (40-70260-012-30001).**

- ii. \$1000 to Meetings Budget
  - 1. Option to fund in full by Rahat
  - 2. Motion to fund in full by Shadman, seconded by Eric
    - a. For - 20
    - b. Against - 0
    - c. Abstain - 0

**Motion passes to transfer \$1000 from Projects and Programs (40-70174-012-30001) to [MEETINGS (FOOD AND BEVERAGE)] (40-70135-012-30001).**

iii. Class Budgets

1. Option to increase class budget to \$5000 by Rahat
2. Motion to increase class budget to \$5000 by Kunika, seconded by Mohammed
  - a. For - 20
  - b. Against - 0
  - c. Abstain - 0

**Motion passes to:**

**Transfer \$3981.83 from Projects and Programs (40-70174-012-30001) to [CLASS 2026] (40-72026-012-30001),**

**Transfer \$1883.44 from Projects and Programs (40-70174-012-30001) to [CLASS 2027] (40-72027-012-30001),**

**Transfer \$2450 from Projects and Programs (40-70174-012-30001) to [CLASS 2028] (40-72028-012-30001),**

**Transfer \$1500 from Projects and Programs (40-70174-012-30001) to [CLASS 2029] (40-72029-012-30001).**

Motion to end meeting by Hannah Brown

Seconded by Shadman Kazi

Meeting Closed at 7:10 PM

**Minutes were scribed by Shadman Kazi**

**Approved by Shadman Kazi - Medical Council Secretary**



## Interim Budget Request Form

**Date:** 11/10/2025

Please check one box:

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

**ORGANIZATION NAME:** Orthopedics and Sports Medicine Club

**PRESIDENT:** Vinay Bijoor **VICE PRESIDENT:** Luke Schwartz

**TELEPHONE:** 914-610-6112 **TREASURER:** Haroun Haque

PROJECT	ITEMIZED EXPENSES	AMOUNT REQUESTED FROM MED COUNCIL	AMOUNT REQUESTED FROM OTHER SOURCE (please specify)	OTHER RELEVANT INFORMATION
Introductory meeting with Downstate Orthopedics Department and Research team	Food \$400 Drinks + utensils \$50 Delivery + tip \$50	\$500	N/A	Food will also go to serving faculty/residents attending the event

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