

**Minutes of the meeting of the
Executive Committee
of the SUNY-Downstate College of Medicine
September 14, 2009**

Present: S. Rinnert, P. Sass, K. Powderly, M. Nowakowski, K. Williams, P. Sass, R. Twersky, Ivan-Bodis Wollner, C. Roman, E. Quadros, M. Feuerman

The meeting was called to order by Dr. Stephan Rinnert; minutes of the previous meeting were approved.

Presiding Officer's Report

Kathleen Powderly has agreed to continue as secretary of the Executive Committee.
Maja Nowakowski has agreed to be head of the nomination committee for the next elections.

On Thursday, September 10, Dr. Rinnert met with five companies who responded to the IFQ in regards to the new academic building. As of today, there is no location for this building. The money was allocated to Downstate before the economic problems.

On September 29, 2009 at noon, the faculty development initiative will kick off its first grand rounds. Dr. Andrea Markinson from the Library will present. Oct 27, 2009 is the next date; we still need a speaker. Themes that were discussed included Information Technology, Evidence Based Medicine, Distance Learning and PowerPoint.

The Executive Committee webpage has not been updated. Angela will work on this.

Faculty Development Initiative needs a budget.

The Faculty Club was a good idea, but it is hard to get other departments to support it. Suggestions were to change the time to noon and make it a grand rounds or workshop; two people should organize each month; show presentations to gather interest and include food and drinks. The venue that was suggested was the President's Board Room.

Downstate kicked off its Sesquicentennial on September 10, 2009. The convocation was a great success. The next events are World AIDS Day (Dec 1), Black History Month, and Women's History Month.

Sub Committee Reports

Nominations

There was an open discussion on the current bylaws. Dr. Rinnert and the committee edited and verified all of the potential candidates for the Executive Committee. Once the corrections are made, the ballot will be sent to all eligible voters.

CEPC

Dr. Williams will be chair of CEPC. Dr. Lucchesi will continue to serve as a member. Dr. Williams has sent email to faculty to join CEPC. Dr. Williams discussed the following:

Non-Credit clinical electives, in which the grade will be pass/fail. The pass/ fail will appear on the student's transcript.

Creating a mini elective. The grade would not appear on the transcript.

Creating a career development initiative with the curriculum renewal for career opportunities.

Research, Resource and Budget

Dr. Banerji has volunteered to be a member of the committee. Dr. Twersky will continue as a member. There was a meeting with Dr. Cracco to discuss core facilities. Dr. Taylor has appointed a panel to look into issues of core facilities. This panel includes Drs. Roman, Tiege and Brunken. They are trying to implement suggestions from the committee's memo of last year.

ByLaws

Dr. Norin will continue as chair of bylaws.

Student Admissions and Academic Standards

Dr. An provided an update. There is interest in dealing with issues of professionalism and a need for guidelines related to admissions. The committee is awaiting for Dr. Taylor's response to the recommendations of the Executive Committee.

Student Activities and Faculty-Student Relations

Dr. Powderly stated that on October 8th in the Atrium and the Auditoria, there is going to be a memorial of the life and work of Dr. Robert Furchgott. His family is scheduled to attend. Rose Jackman is the organizer of this event. Dr. LaRosa and Dean Taylor will participate. There is still concern that faculty were not invited to participate in many of the orientation activities.

Next Meeting: October 19, 2009.

Respectfully submitted,

Kathleen E. Powderly, PhD