

**Minutes of the meeting of the  
Executive Committee**  
of the SUNY-Downstate College of Medicine  
October 19, 2009

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**Present: S. Rinnert, P. Sass, K. Powderly, I. Taylor, K. Williams, C. An, J. Brown, V. Anderson, M. Nowakowski, J. Danias, S. Eisner, P. O'Neill, I. Wollner, C. Doty, A. Norin, R. Joks, E. Quadros, S. Miller, F. Gress, B. Chaqour**

**Dean's Report**

**DEAN'S RESPONSE TO THE PROMOTIONS POLICY REVIEW**

**Recommendation 1: -Members of the Promotions Committee should serve set terms.**

The Executive Committee should make recommendations of faculty willing to serve Dean Taylor who will then incorporate faculty into the Committee at a rate that will ensure an ordered turnover with maintenance of a "corporate memory".

**Recommendation: 2 & 3 – A system is needed for formal reporting of professionalism or related issues.**

After discussion of these issues with Dr. Pam Sass and Dr. Stephan Rinnert, I would propose that Dr. Charlene An chair an Ad hoc Committee of the Executive Committee that will look at professional issues relating to the school as a whole. I do believe that it is important that as the faculty develops an approach to unprofessional behavior that it be applicable to all members of the School. The Ad hoc Committee's recommendation would go to the Executive Committee and then to me.

**Recommendation: 4-Re-structure the guidelines for promotion of students with deficient academic records.**

I am willing to receive recommendations from the Executive, Grades and Promotions Committee on how this might be done. However, it is important to maintain flexibility as I have found out that there are often extenuating circumstances that do not fit easily into a standard formula. Some of these circumstances reflect very personal events for our students such as the death of a loved one, etc.

**Recommendation: 5-Enhance communication between the Grades and Promotions Committees.**

While these committees need to act independently, there is nothing stopping the Chairs communicating with one another to explain decisions where the two committees disagree. If there was absolute agreement between the two, then the rationale for separate Grades and Promotions Committees would be lost. If there is still a lack of consensus after the Chairs talk

(which I believe will be a rare occurrence) then I can meet with the two chairs and make a final decision.

The big issue is the 4 million dollars cut from the COM budget. The Governor announced a 90 million cut midyear within the SUNY system. It is not going to be across the board cut like the first one.

Even though there are going to be cuts, the new academic building still has the green light. The funds are available. The Academic building steering committee has reviewed over fifty applications, narrowed them down to five and has in conjunction with the SUNY construction fund chosen one company. The name of the company will be announced as soon as legally possible.

Dean Taylor asked Dr. Sass to report on the Curriculum renewal. Dr. Sass stated that the committee has to start designing in Jan 2010. We may need another year to gather information together. We will be forming jump some sub-committees and getting more faculty to join.

SUNY Wide Research Initiatives rose out of an initiative from Doug Lazzaro, chair of Ophthalmology. It started with his belief that we were very strong clinically and Syracuse was very strong in the Basic Sciences. There was a meeting in which a SUNY Wide Eye Institute was proposed. This became the template for a series of proposed SUNY Wide Initiatives. Dean Taylor thinks the timing is good for that because NIH now allows multi institutional as well as multi investigator grants.

### **Presiding Officer's Report**

The elections are over and we have new members for the 2009-2011 term. The Executive Committee meetings are the second Monday of each month. Dr. Rinnert asked all of the members of the Executive Committee to introduce themselves. Dr. Rinnert informed members of the committee about the new academic building. This building, which money has been allocated for, will be the home of the School of Public Health, Research and the ALRC. The location may be in the vicinity of Clarkson Ave and Lenox Rd.

The new chairs of the Sub-Committees are:

Maya Nowakowski, Nominations

CAPQ will be announced at a later time

Keith Williams, CEPC

Matt Avitable, Faculty and Professional Staff

Edward Quadros, Research, Resources and Budget

Charlene An, Student Admissions, Academic Standards and Student Activities

Allen Norin, ByLaws

Kathleen Powderly, Student Activities

Dr. Rinnert asked anyone who wanted to be part of these subcommittees to let the chairs know. Dr. Rinnert related the importance of professionalism at Downstate. This was one of the Dean's recommendations. Dr. Rinnert feels professionalism is important for both faculty and students. Also, Dr. Rinnert would like us to come up with recommendations on how to integrate professionalism into the curriculum and how to address promotion. These recommendations will be given to the Dean. One suggestion was to have members of the Graduate School on these

committees because they constitute part of the teaching faculty for the COM. Dr. Rinnert thought this suggestion was a good idea. Dr. An stated that the hard part of this report is to how to educate faculty to be great role models for the students. Another suggestion was to have residents on this committee.

We need to plan the next General Assembly which can be in the end of November or early December. The committee thought that December was better. In the past, it was hard to get a room and both the Dean and the President present at the meeting, but it was stated that the Dean can give the President's report if necessary. Also we used to have food, but last year the room did not permit food. All agreed that food was not necessary. The first two weeks in December is better. Lecture Hall 1A and B are better.

The new layout of the webpage has been displayed. All agreed on the new layout. Dr. Eisner has agreed to serve on the FSA board.

### **Sub-Committee Reports**

#### **Academic Standards and Admission**

The last charge that was given by Dean Terracina was to address technical standards for student who declared themselves with a disability.

#### **By-Laws**

Allen Norin stated there were issues in the bylaws that have to be addressed. One of the issues, since departments have been combining, is the representation of large departments in the Executive Committee and its subcommittees.

#### **Research Resource and Budget**

There was a recommendation to invite John Allen to a meeting.

#### **Committee on Student Activities and Faculty-Student Relations**

Dr. Powderly will review the membership and inform Dr. Rinnert that of vacancies. The next major sesquicentennial activity is Dec 1. There will be a panel for World AIDS Day and the AIDS quilt panels will be displayed. It will be 2:30pm-4:30pm in the Aud. Feb 11<sup>th</sup> will be a conference on Neuroethics as part of the sesquicentennial and the 20th anniversary of the Division of Humanities. There will be events for Black History Month and Women's History Month.

#### **CAPO**

No report

#### **CEPC**

No report

#### **New Business**

There was no new business

The meeting was adjourned at 5:10 pm

Next meeting is scheduled for November 9, 2009

Respectfully submitted,

Kathleen E. Powderly, PhD