

Minutes of the meeting of the  
Executive Committee  
Of the SUNY-Downstate College of Medicine  
September 12, 2011

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**Present: M. Feuerman, K. Powderly, R. Joks, R. Twersky, S. Rinnet, S. Eisner, P. Maccabee, M. Hammwerschlag, M. Silverberg, E. Quadros, S. Miller, R. Barbour, A. Norin, S. Ostrow**

The previous minutes were accepted with revisions.

**Presiding Officer's Report**

Dr. Feuerman introduced herself to the committee and asked all of the members to do the same.

There was a discussion of the definition of an affiliate representative. Dr. Rinnert described two types of affiliation: the academic affiliate and the financial affiliate. He thinks the academic affiliation still exists with the VA, Kings County and other institutions. Anyone who was granted an academic title can be called an academic affiliate. As far as an affiliate for the Executive Committee, the affiliate member is someone who is not paid by Downstate, but holds an academic appointment and is paid by one of the affiliates.

The departments at KCHC which no longer have clinical affiliations are Radiology, Psychiatry, Emergency Medicine and maybe ObGyn. The city is working with an agency called PAGNY. Physicians who are part of this agency are not paid by the city. They are not considered city employees, but employees of PAGNY. The city is not responsible for their pensions. They've done this at Harlem and Lincoln Hospitals. Dr. Ostrow added that he thinks there are affiliate faculty members who have teaching responsibilities for medical students. The faculty members may get funding from the College of Medicine for their teaching duties even though they have Kings County appointments. Dr. Miller stated we should get clarification from the Dean regarding this issue.

Dr. Feuerman has been involved in the transition to the new curriculum. This year, they are testing TBL, which stands for team based learning. The idea is to have students teach each other so they can have a better understanding or concept of the material. There is a heavy emphasis on assessment using this particular method of teaching. She suspects anyone who is involved in teaching medical school at least in the first couple of years and maybe beyond will be involved in TBL. Drs Volkert and Sinert are familiar with TBL. Dr. Ostrow stated that the Radiology department uses these teaching modalities during the first year and described the process. Dr. Feuerman indicated that so far the TBL seemed successful in her block. The feedback was the auditorium might not be the best place to have the TBL. Dr. Feuerman felt it would be better to have a group of tables so the students could sit around and talk easily. Unfortunately, such a room does not exist at Downstate at this point in time. This will be possible in the new building.

There was an update on the recycling initiative.

The Dean is considering the following:

1) Implementing a teaching academy to facilitate faculty development when it comes to teaching in the new curriculum. Drs. Peter Bergold and Chris Doty have been asked to head the teaching academy. Traditionally, teaching was something that people didn't get rewarded for when pursuing promotion or tenure. The Dean would like teaching to be more of a focus here at Downstate.

2) Establishing a teaching tenure track. This track would be for faculty members whose primary job is teaching, but it may not be limited to teaching. The details of this would be determined by an ad hoc committee. The Dean would like to find someone to chair this committee. The role of the chair would include investigating what other institutions are doing.

The re-accreditation process for LCME will involve a self-study group. The Dean would like to appoint an Executive Committee to be in charge of this process. If anyone is interested in participating, please let Dr. Feuerman know.

### **Sub-Committee Reports**

#### **CEPC**

Dr. Libien chaired for Dr. Eisner, who was unable to attend. The committee created a calendar at the request of the Office of Education. During the summer, the Office of Education provided the committee with the results of the residency program director surveys from the last five years. The survey contained the student's name, his didactic and clinical performances and the overall rating. It could be outstanding, above average, average, and below average. In addition, they can add comments about the students. Dr. Eisner passed an example of the student survey to the committee. Dr. Eisner felt this information did not say much. Dr. Macrae will be invited to speak to the sub-committee at their next meeting to talk about her experiences as a residency program director and how our students' surveys compare with other medical schools.

#### **Student Admissions and Promotions Committee**

Dr. Ostrow reported he has a full roster of members. He is starting the committee from scratch. The committee is going to start by looking at the current admissions and promotions policies. The first meeting should be in October. The members of the committee are

Steven Ostrow, M.D., Chair  
Clinical Associate Professor of Radiology  
Clinical Associate Professor of Cell Biology  
Director of Undergraduate Radiology Education

Lee Eisner Ph.D.  
Associate Professor of Cell Biology  
Director of MS1 Blood & Lymphoid/Head & Neck Block  
Co-Director of Gross Anatomy  
Director of Embryology and Developmental Anatomy

Lisa R. Merlin, M.D., FAAN  
Professor of Neurology and Physiology and Pharmacology  
Director, the Clinical Neurosciences Pathway

Louis Saliccioli, M.D.  
Assistant Professor of Medicine,  
Director of Advanced Cardiac Imaging

Robert W. Schulze, M.D., FACS  
Assistant Professor of Surgery  
Division of General Surgery  
Clerkship Director  
Attending Physician of Surgery at Kings County Hospital

Murray Echt, MS2  
Michele Lobo, MS3  
Mark Martinez, MS4

Lily Grossmann, MS2  
Darrin Wong, MS3  
Sarah Jamison, MS

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

There was a discussion about the lack of notification to faculty of orientation activities including the White Coat Ceremony. Working on increasing interaction between faculty and students during such activities will be a goal of the sub-committee. Dr. Powderly will schedule a meeting with the representatives from the Brooklyn Free Clinic and Med Council.

#### **By-Laws**

Dr. Norin asked for input regarding any needed by-laws revisions.

#### **New Business**

There was a discussion of the Centerwide Committee which does not meet on a regular basis. The current chairperson is Dr. Margaret Donat from Family Medicine. Dr. Feuerman has tried to contact Dr. Donat several times, but has not received a reply. The Executive Committee is interested in the status

of this committee and selection of representatives to the University Faculty Senate. Dr. Feuerman will attempt to contact Dr. Donat again and invite her to an Executive Committee meeting.

The shuttle service is not efficient for members of all three campuses. The shuttle leaves Downstate, goes to Bay Ridge for an hour and then to LICH. If a person needs to go to LICH, it will take two hours from Downstate to get to LICH.

There was a discussion of financial issues, budgets and reporting related to research.

There was a reminder that information regarding the new curriculum, including Doc2 and a list of faculty involved is available on the website.

Respectfully submitted,

Kathleen E. Powderly, PhD