

**Minutes of the meeting of the
Executive Committee
of the SUNY-Downstate College of Medicine
October 3, 2011**

Present: M. Feuerman, K. Powderly, M. Nowakowski, S. Eisner, R. Joks, M. Avitable, H. Durkin, V. Anderson, S. Miller, M. Silverberg, S. Ostrow, R. Barbour

Guest Speaker: Dr. Donat

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

Presiding Officer's Report

As mentioned in previous meetings, Dr. Feuerman is looking for someone to chair the adhoc committee to develop a teaching tenure track line. The Executive Committee nominated Drs. Richard Sinert, Paul Harris, Fred Volkert, Mark Stewart and Margaret Clark-Golden. Dr. Feuerman stated she will contact these people.

Dr. Feuerman is looking for someone to volunteer for the LCME Self Study Committee. If anyone is interested, please let her know.

Dr. Feuerman will speak to the Dean regarding the shuttle service. As mentioned before, the shuttle service is not useful because it take two hours to get from Downstate to LICH.

Recycling

Dr. Feuerman created a proposal for Dr. Alvin Berk. (See Attachment). Everyone accepted the proposal.

Sub-Committee Reports

CEPC

Dr. Einser stated Dr. Jeanne Macrae was invited to speak on the result of the residency program director survey. This survey gives the directors about how the students are doing after PGY1. Dr. Macrae would like the CEPC committee and Clara Pope to come up with a better format for the director survey. Dr. Macrae gave a review of the new curriculum. Students will have more required electives and will have time set aside for research. The committee gave Dr. Macrae information on the registration of the current electives. There are currently 1,000 electives; half are not registered for. The faculty members who are in charge of some of the electives are no longer here at Downstate.

Research, Resource and Budget

Dr. Durkin is working on a website for the graduate school to recruit students who are interested in research. Dr. Durkin approached Dr. Stewart with the idea of creating a tissue section core. He liked the idea and they are working on this.

Dr. Durkin inquired about the core equipment list. Dr. Feuerman stated that she has not heard anything, but will speak to Dr. Tracey Wilson

Student Admissions

Dr. Ostrow stated that he has a committee but is looking for an administrative person; he is creating a website. Dr. Ostrow was invited to attend the first meeting of the Admissions committee; Dr. Macrae was the guest speaker. He stated one of the issues that was discussed and

has yet to be resolved was the Sophie Davis students matriculating into the third year at Downstate. Downstate students have to pass Step One before they enter the third year. The Sophie Davis students are not allowed to matriculate at Downstate until they pass Step One.

New Business

Dr. Donat, Chair of the Centerwide Committee, was invited to the Executive Committee to provide clarification on various issues. Dr. Barbour had concerns regarding the Research Foundation. Dr. Feuerman suggested that Dr. Barbour create an ad hoc committee and invite faculty who had issues with the Research Foundation. Dr. Donat stated she would look into this.

There was a discussion of the need to fill the available seats on the University Faculty Senate.

Respectfully submitted,

Kathleen E. Powderly, PhD