

**Minutes of the meeting of the  
Executive Committee**  
of the SUNY-Downstate College of Medicine  
March 5, 2012

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**Present: M. Feuerman, K. Powderly, M. Nowakowski, S. Eisner,  
P. Maccabee, I. Bodis-Wollner, A. Norin, S. Ostrow, S. Miller, V. Anderson,  
M. Hammerschlag**

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

**Presiding Officer's Report**

The Executive Committee passed a motion to adopt the CEPC recommendation of a pass/fail grading system with distinction for the preclinical years. Dr. Feuerman will email Dr. Sass motion and will discuss this with the Dean on Thursday.

Dr. Augenbraun sent Dr. Feuerman an email regarding our AMSA listing re: pharmaceutical reps. Dr. Augemburm stated that he has been involved in efforts to get the school off the AMSA list of non-compliant institutions regarding control of pharmaceutical industry reps in an academic institution. There was a discussion of our policies and whether they extended to residents and faculty. Dr. Powderly stated that if there is a policy, Dr. Joann Bradley should have it. Dr. Anderson will contact AMSA in regards to Downstates's "D" rating.

**Subcommittee Reports**

Dr. Eisner presented the CEPC's Guidelines to Block Directors which were approved after discussion.

**Nominations**

Dr. Nowakowski asked everybody to send her an email with suggestions of faculty members who may be interested in running in the election. Positions that need to be filled are Presiding Officer Elect, secretary, 2 basic and 4 clinical scientists.

**Faculty and Student Relations**

Dr. Powderly stated through her division, she has supported an activity from the Global Health Club. She encouraged students to think of ideas to help foster faculty relations which can fit under the umbrella of Ethics. Some of the students who helped organize the Global Health Club wanted to organize an event to help raise money for an international human rights organization. There was a problem advertising the event in the announcements newsletter as the money raised would not be going to a Downstate affiliate.

The Brooklyn Free Clinic is a student run clinic for uninsured patients in Bedford Stuyvesant. Many faculty members are involved with this clinic. This clinic serves as a non-credit elective for students. The Brooklyn Free clinic will have its annual fundraiser on March 21, 2012. Dr. Powderly attended last year and felt the BFC is a good cause and the students want to get more faculty members involved. After discussing various suggestions with

Dr. Powderly, the student drafted the following proposal for Dr. Powderly to present to the committee members:

“On March 21 the Brooklyn Free Clinic, which is run in large part by Downstate students, will be holding their annual fundraiser at Freddy’s in Park Slope. This year the students would like to gain more traction and support from the Downstate faculty to both further student-faculty interactions outside of the classroom and increase fundraising. As such, they would like to hold a student-faculty social gathering at the beginning of the event from 6:30-8:30pm. The students are holding an auction and raffle, so if you have items to donate that would be great, but more importantly we would love for you to come and learn more about the Brooklyn Free Clinic and the wonderful work our students are doing there. However you choose to participate is welcome, but we very much believe that faculty involvement in the Brooklyn Free Clinic is important to our students, our community and our school.”

The committee members were concerned with liability coverage and who is responsible for the students who work practice at the clinic. Dr. Powderly referred those with interest or questions to the Brooklyn Free Clinic website. Also, she will get more information on the Clinic itself for the Exec Comm. Dr. Powderly asked the committee members to support the student request to have a facult- student social hour as part of the fundraiser for the Brooklyn Free Clinic. The committee approved this motion with one abstention.

### **Bylaws**

Dr. Feuerman stated that there are two subcommittees that are listed in the bylaws that deal with the criteria for promotion. Dr. Ostrow stated that there should be one committee setting the policies and the other committee executing the policies. Dr. Norin stated CAPQ recommends promotion. The Faculty and Professional Staff, Personal Policies Promotions, and Appointment subcommittee creates the rules and policies on promotion. The bylaws should be amended to reflect that. The bylaws committee will take a look at this issue. Dr. Feuerman will discuss this issue with Dr. Lazzaro.

Since LICH has merged with Downstate, there has been an increase in the size of the clinical departments. Due to representation on the Executive committee and CAPQ, Downstate would have to know how many members in each department. We need to review the numbers. Dr. Feuerman asked if our current bylaws reflect the merger? Dr. Norin stated that he has not looked into this because LICH and Downstate are one institution. The Executive Committee felt that Dr. Feuerman should discuss these issues with the Dean. Dr. Feuerman stated she would speak to the Dean and ask the following questions:

- 1) How to obtain a roster of current faculty members?
- 2) What departments at LICH have merged with departments at Downstate?
- 3) How many people in each department are part of UUP?
- 4) Does LICH have faculty governance? If so, Downstate should communicate with the person who is head of their faculty governance?

**New Business**

The Semi-Annual Meeting of the Faculty and Professional Staff will be held on April 18, 2012.

Respectfully submitted,

Kathleen E. Powderly, PhD