

**Minutes of the meeting of the
Executive Committee
of the SUNY-Downstate College of Medicine
May 7, 2012**

**Present: M. Feuerman, K. Powderly, M. Nowakowski, S. Eisner, R. Twersky,
M. Hammerschlag I. Bodis-Wollner, E. Quadros, A. Norin, M. Siverberg**

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

Presiding Officer's Report

Dr. Feuerman stated as per the bylaws, subcommittee chairs serve a one year term. Subcommittee chairs can be reappointed by the next presiding officer. Dr. Feuerman would like for all subcommittee chairs to resign at the end of her term, which ends August 2012. Dr. Feuerman will send an email to the presiding officer elect, Dr. Rauno Joks, in regards to reappointment of subcommittee chairs.

Dr. Feuerman presented the College of Medicine mission statement for the committee to review. (See attachment) The LCME requires the COM to have a mission statement. Dr. Powderly moved to accept this mission statement and Dr. Silverberg seconded the motion. The mission statement was approved.

The LCME requires the admission and the promotion committee be governed by policy. The chair of the admission committee, Dr. Gerber, forwarded a policy for the Executive Committee to approve. (See attachment) Dr. Quadros moved to accept the mission statement. Dr. Silverberg seconded the motion. The policy was approved.

Dr. Feuerman nominated Dr. Twersky to chair the Faculty and Staff promotion committee. This committee reviews the policies and criteria for tenure for faculty. Dr. Bodis-Wollner moved to accept this nomination. Dr. Feuerman nominated Dr. Elka Jacobson-Dickman to chair the Student Admission committee. Dr. Bodis-Wollner moved to accept this nomination. The Executive committee unanimously voted and approved both nominations.

Subcommittee Reports

Nominations

Dr. Laura Dattner was nominated for the Executive Committee. Angela will send out email requesting Bio and a pic from all nominees.

Faculty and Student Relations

Dr. Powderly stated that the students from the Brooklyn Free Clinic were thrilled to present to the faculty at the semi-annual meeting. Dr. Powderly stated the students have 5 slots in the NYC marathon and would like for the faculty to support them in seeking runners who will raise funds

for them. Dr. Nowakowski moved that an email should be sent out to faculty members regarding this. Dr. Silverberg seconded the motion. The committee agreed on this motion and approved of sending an announcement via email to faculty to support the students.

CEPC

Dr. Eisner asked the committee to review and approve two recommendations from the CEPC committee. (See attachment)

Dr. Durkin motioned to accept recommendation #1 . Dr. Nowakowski motioned to accept recommendation # 2. The Executive Committee voted and approved both recommendations

Bylaws

Dr. Norin presented the change in the bylaws for the Executive Committee to review. (See attachment). After a lengthy discussion, it was suggested that Dr. Feuerman should present the bylaws changes to Dr. Lazzaro for his review. Once he approves, the bylaws should be presented to Dean Taylor for review as well.