

Minutes of the meeting of the  
**Executive Committee**  
SUNY-Downstate College of Medicine  
November 2, 2015

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**Present: A. Norin, S. Eisner, D. Lemke, M. Hammerschlag,  
I. Bodis-Wollner, V. Anderson, R. Viswanathan, H. Moreno, S. Rinnert, H. Durkin,  
R. Kollmer, H. Siddiqi**

Dr. Norin called the meeting to order. Minutes were approved.

**Presiding Officer Report**

Dr. Norin stated on Friday October 9<sup>th</sup>, he met with the Dean to discuss the guidelines for appointment, promotion and tenure. In attendance were Drs. Rinnert, Williams and Banerji. The main discussion was the appointment of clinical junior faculty. Dr. Norin stated that the Dean would like to eliminate the routine appointment of clinical junior faculty to a tenure track. Dr. Norin stated that the Dean's reason behind this is that he felt it was too difficult for junior clinical faculty to make tenure in a reasonable amount of time and wanted to take the pressure off of junior faculty. The Executive Committee had a lively informal discussion regarding clinical faculty to non-tenure track. All in attendance at this meeting thought that this was a reasonable approach regarding this matter. Dr. Norin asked the committee to support Dean Pato's viewpoint in regards to the initial appointment of junior clinical faculty to the non-tenure track unless circumstances warrant an appointment to a tenure track. A motion was made and passed unanimously.

Dr. Norin stated that the point distribution for promotion and tenure was discussed. Dr. Norin stated that the point distribution was a work in progress. Recommendations from the subcommittee on policies for promotion /tenure and appointments (Chaired by Dr MaryAnn Banerji) will be forth coming.

Dr. Norin stated that Dean Pato would hold a town hall meeting on November 10<sup>th</sup>. More information will be announced later this week.

**CAPQ**

Nothing to report

**CEPC**

Dr. Eisner stated that this is the summative week for unit 5. She stated from the students perspective, the curriculum is going really well. The students are doing well and progressing. Dr. Eisner stated that faculty morale is not at the highest level. Dr. Eisner feels that the reason is some faculty members who are not part of leadership are not being viewed as real participants. These faculty members feel that they are not given information such as student reports at the end of the unit. Dr. Norin asked if this information is available for faculty members. Dr. Eisner stated that the data is available, but it is not emailed to the faculty who taught in the unit. Currently, CEPC is developing a handbook of best practices for foundation leadership and will submit this to the Dr. Macrae in hopes that it will raise a discussion on creating a uniform standard on supporting teaching faculty and handling reporting issues.

**Research, Resources and Budget**

Dr. Norin reported on behalf of Dr. Gintzler and stated that the Research, Resources and Budget committee met and will meet with the Dean in the future.

Respectfully submitted,

Kathleen E Powderly, PhD