

**Minutes of the meeting of the
Executive Committee**
SUNY-Downstate College of Medicine
June 6, 2016

**Present: A. Norin, C. Brown, K. Powderly, S. Eisner, D. Lemke, P. Maccabee,
M. Hammerschlag, R. Kollmar, H. Siddiqi, R. Viswanathan,
H. Durkin, R. Joks, S. Rinnert**

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

Presiding Officer Report

Dr. Norin met with the Dean regarding various issues such as the Center-wide annual meeting, status of the outgoing President of Downstate and Department Chair searches.

Dr. Norin stated that he drafted a letter to Chancellor Zimpher regarding the appointment of an interim President. The Center-wide Executive Committee approved the letter, which was signed by the Presiding Officers of all 5 schools and sent to the Chancellor. She instructed the Provost to come to Downstate to discuss the Presidential search. Dr. Rinnert stated that even though the Provost will be discussing the Presidential search, it is implied that he will also discuss the search for an interim President.

The Executive Committee discussed possible internal candidates for interim President. Dr. Norin will speak to the candidates selected to see if they are willing to have their names passed on to the Center-wide Executive Committee.

Current Chair Searches

The Dean stated that they are in the final stages of putting together letters of agreement for Chairs of Cell Biology and Psychiatry. The search for Chair for Physiology and Pharmacology will occur in the future.

A search has been announced for Chair of Pediatrics.

There is no information regarding Chair of Pathology. The interim Chair has been given tenure.

Presidential Search

Dr. Rinnert stated that a search firm has been hired conduct the Presidential search. The search firm has drafted a 15-page job description which it will soon send to the search committee members. The search committee members will review the document by June 10th. Once the committee members sign off on the document, it will be sent to the Provost's office. Once it is approved, it will be publicized. All resumes will be sent to the search firm.

Old Business

Dr. Norin stated that the garage might be replaced.

The opening for the new building will be delayed until 2017. Dr. Norin stated that Downstate is working with its 3rd contractor.

New Business

Northwell Health is trying to buy Bay Ridge from the State. They say they will maintain the facilities with Downstate's doctors.

There were three amendments that were approved by the faculty and executive committee:

1. The communication between the Dean and CAPQ
2. Suggestion for Chair Searches
3. Departmental alternative committee membership

The Center-wide Semi-Annual meeting will be on Wednesday June 8, 2016 at 3:30pm.

Following the Center-wide meeting, the Executive Committee will have its Semi-Annual meeting. Dean Pato will make a report. Dr. Norin advised the Dean that he might receive questions regarding the Presidential search.

Dr. Norin thanked the members of the Executive Committee as he has for served as the Presiding Officer for two years. As of September 2016, Dr. Clinton Brown will assume the role of Presiding Officer of the Executive Committee. The Executive Committee thanked Dr. Norin for his leadership.

Meeting adjourned at 5:32pm.

