

**Minutes of the meeting of the  
Executive Committee**  
SUNY-Downstate College of Medicine  
January 9, 2017

---

**Present: C. Brown, K. Powderly, D. Lemke, P. Maccabee, M. Hammerschag,  
I. Bodis-Wollner, S. Miller, H. Siddiqi, R. Viswanathan, H. Durkin, K. Perkins, M.  
Nowakowski, R. Joks**

The meeting was called to order by Dr. Brown and minutes were approved.

**Presiding Officer's Report**

Dr. Brown stated that Dean Pato is very happy with the new CAPQ guidelines. Dean Pato will meet with each Department Chair to discuss faculty members who are overdue for consideration for promotion and tenure.

There are two finalists for Chairman of Surgery - Dr. Rainer Gessner from SUNY Update  
Dr. Emad Kandil from Tulane University

There were two finalists for President of Downstate, but one was eliminated. The remaining finalist, Dr. Wayne Riley is currently negotiating with the Chancellor. An announcement should be made this week.

In reviewing the by-laws, Dean Pato had a concern with the statement "Members of Search Committees must recuse themselves from deliberations involving candidates with whom they have a potential conflict of interest." He requested clarification. The Executive Committee had a lengthy discussion and concluded that since there is no mechanism or committee to address this, the chairperson of the search committee should be notified if there is a conflict or concern involving a candidate. If the chairperson is unable to address the issue, all matters should be addressed to the Dean.

The tentative date for the Semi-Annual Meeting is January 26, 2017.

**Sub-Committee Reports**

**CAPQ**

Dr. Perkins stated that since the CAPQ guidelines were not posted in time, the letter regarding tenure and promotion reviews was not submitted to Department Chairs. The Executive Committee agreed that the letter could be sent to the department chairs and the deadline adjusted accordingly.

**New Business**

Dr. Norin stated that the Student-Faculty show will be on Jan 19, 2017 at 5:30. Dr. Norin asked the committee members to come and support Dr. Perkins, Dean Pato, the other faculty and the students.

Dr. Powderly announced that on Wednesday, Jan 11, 2017 at 4pm, Dr. Arthur Caplan from NYU will give a presentation on Ethical Issues in Organ Transplantation. It will be held in Lecture Hall 1A.

Respectfully submitted,

Kathleen E. Powderly, PhD