

MSANDMINUTES

3:00pm

Notre Dame University

Meeting called by: Damien Turner

Type of meeting:

Facilitator:

Note taker: Lydia Warburton

Timekeeper: Lydia Warburton

Attendees: Olly, Lydia, Charmaine, Andrew, Trav, Rosie, Damo, Ebony, Danielle, Pip, Shami
Apologies: Dean, Ebony, Marius

Minutes

Agenda item: Damien Turner

Presenter: President

Discussion:

- Hoodies will be sorted in just over a week (25%)
- Yearly Calendar has been purchased and a template for following years has been acquired. Template for future years available to use for future planners.
- Programme and patch acquired for template alterations (in design)
- Thank you letters sent out on behalf of MSAND to Staff for the Kimberley Trip. All staff who attended want DVD of photos.
- Letter of recommendation for WA application for AMSA committee completed (from MSAND)
- Simon Towler talk has been okayed from all parties- WAMSS has pulled out of the talk
- Name people and position for MSAND elections- who will speak? AMSA rep and Exec- voted in majority- 12 x 2 min speeches. Nick is going to be an official time keeper. Dan suggested that nominees be up front at the lunch to be talked to and asked questions if people would like to know anything. RCS have voting open from Thursday to Friday. Talk, lunches, speech and vote. First years have placements, lets see who can make it as this is the only opportunity for third years to meet the candidates.
- Survival guide- Leanne and Alistair sorted out and updated it.

Discussion

How is everyone's hand over document going? Due
How the election will be run for RCS, 1st, 2nd, and 3rd year groups.
How the votes will be tallied

Conclusions:

Action items	Person responsible	Deadline
✓ Give handovers to Lydia by 25 th Sept	Everyone	25/9
✓ Give DVD of photos from Kimberly trip to staff	Damo	ASAP
✓		
✓		

Agenda item: **Presenter:** Dan- Education

Discussion:

- Advant Lecture Series
 - Simon Towler and Adrian Bower 20th Sept. Organise food and soft drink. Andrew is organising wine. Kate Johnston is happy to organize the evening on the night. Damo will present Fiona. Lyd, Pip and Andrew will assist Kate.
 - Fiona Wood- Weds 26th Sept.
 - Prof Geoff Riley cancelled but will be available for following year if asked again.
- Handover of education duties
 - Folder included

Email from WAMSS- evening for LINCS launch night. Sending equipment to third world countries. Asked Dan to promote to the students. We will not promote this event due to the clash with Fiona Wood. But in future the Social Justice rep will promote events on behalf of this cause.

Action items	Person responsible	Deadline
✓ Email WAMSS about LINCS program to say we will not be attending but social justice will follow/support events in the future	Charmaine	ASAP
✓		
✓		
✓		
✓		
✓		

Agenda item: Third year issues.

Presenter: Dean

Discussion:

- WAGPET money for focus groups
 - wasn't 'free money' to be used, donated by a sponsor for a reason. \$500 was given to Dean for organising the event. Dean is finding it hard to get people to the survey. He would like all the students to be remunerated. WAGPET provided it as a budget, \$500 provided to MSAND. WAGPET want to do a couple of focus groups. No second years turned up to the last one and only one third year. \$500 was for the surveys. \$500 to Dean for organizing the focus group. Is a donation different to a cash deal. Solution could be to pay back WAGPET and then ask them to forward on the money to students. Dean would like to have reimbursement for the people who participated and who will in the future attend these events.
- Website access for all students regardless of membership
 - Enhances communication within the year and other years. \$25 for all four years- MSAND will recommend to next years committee. Only financial members have access to website is the current recommendation. Dean would like it to be opened to all students rather than just to financial members. Issue seems to be with the third year group, may be a topic for the next years committee to discuss early and resolve.
- Talks for next year not really worth while, the uni is allocating students so the talks really won't help that much. Jan is doing a survival guide for clinical years.
- 3rd year posts on the forum. I wasn't around for the discussion but read in the minutes about what happened. I'm concerned about that issue also. Only Marius and Damo have access to third year forums as administrators only.
- RCS voting issues- there are no issues. They will be voting online.

Junior Dr will be invited to attend curriculum committee meetings to provide input about what skills are required as an intern- Adrian aware of this.

Conclusions:

Action items	Person responsible	Deadline
✓ Damo to contact WAGPET about the money given to MSAND to discuss options of using the money/paying them back so that students can be rewarded for attending focus groups?	Damo	ASAP
✓		
✓		

Agenda item: Rural

Presenter: Nick

Discussion:

- Ntgpe Lunchbox lecture- Thursday 20th, Lunch from 1200 to 1220, Presentation from 1220 to 1250, Q time 1250 to 1300, 1300 MSAND elections) Times have been altered. NTGPE will pay for food after the lunch.
 - From the committee I need:-
 1. a pizza pimp (pick up 1140)
 2. two food table people
 3. MSAND banner
 4. Electronics to record presentation (marius)
- SPINRPHEX Conference Saturday the 22nd. (Further details). Emails will be sent out to all students.

- SPINRPHEX AGM on 6th October. More ND student members now (first years and nurses)

Conclusions:

Action items	Person responsible	Deadline
✓ Nick to arrange help for lunch	Nick	ASAP
✓		

Agenda item: Secretary **Presenter:** Lydia

Discussion:

- Thanks for support and help for clinical skills evening
- O Camp venue booked.
- Pamphlets for Interviews- interviews are in the holidays.

Action items	Person responsible	Deadline
✓ Give details to Trav to pay O Camp booking fee	Lydia	ASAP
✓ Make pamphlets for interviews to advertise MSAND and OCamp	Shami	ASAP

Agenda item: Vice President **Presenter:** Olly

Discussion:

- Footy
- 3rd year sundowner- costing \$900 for drinks. \$450 for food. \$100 for invites.
- MDAN committee handover drinks and dinner- 12th of October (5.30-7.30)
- Framed jumper for the Defence Force - \$350.
- Defence Force shooting range – 6th of October. Booked up.
- Experien Lunch -19th of October (run by new Vice President). Olly away.

Action items	Person responsible	Deadline
✓ Arrange with new VP to run Experien lunch	Olly	Oct

Agenda item: Treasurer **Presenter:** Trav

Discussion:

- Wording of constitution.
- Costs of clinical skills evening- Trav
- Trav to ask Adam to amend the constitution changes.
- ING account to be sorted out over the next week. Taxes with accountant.

Conclusions:

Action items	Person responsible	Deadline
✓ Lydia to reword constitution changes that we would like and email them to Adam	Lydia	Sept 24th
✓ Organise ING account	Trav	ASAP
✓		

Agenda item: Social **Presenter:** Pip

Discussion:

- Med-Med event
- Andrew to announce at lecture.

Action items	Person responsible	Deadline
✓ Plug med-med event at lectures	Andrew	ASAP
✓		
✓		

Agenda item: AMSA **Presenter:** Rosie Ireland

Discussion:

- President has not attended the AMSA forums.
- Noone attending next head to head meeting
- Medical students of WA committee not set up. Could be something to create for next years committee to follow up. This would be used as a vehicle to have a state presence. The next committee can lobby for this group if they want to. The negatives are that it is time consuming and cannot achieve more than turning up to the AMA council meeting. Olly and Damo have been attending these meetings all year and the AMA have asked for students opinions at these meetings. This is something that needs to be handed over to the next committee.

Action items	Person responsible	Deadline
✓		
✓		
✓		
✓		
✓		

Agenda item: Publications **Presenter:** Shami

Discussion:

- Second last notre damus to be released next week.
- Final one being released in mid October.

Action items	Person responsible	Deadline
✓ Send all articles/photos for final NotreDamus by 10 th Oct	Everyone	10/10
✓		
✓		
✓		

Agenda item: **Presenter:**

Discussion:

Action items	Person responsible	Deadline
✓		

✓

Agenda item:

Presenter:

Discussion:

Action items

Person responsible

Deadline

✓

✓

✓

✓

Discussion Items

- ✓ Nick suggested that we create a template or certificate for thank you to all people that have assisted us this year. Letter of appreciation to be done for people. **Damo to email the one he has done or post it on forum.**
- ✓ DVD to give to the next committee as handover... all Notre Damus templates for posters, tickets. **Handover due to Damo or Lyd 25th Sept.**
- ✓ Elections- RCS aware and can vote on forum. Count votes with someone not from MSAND **Andrew S to ask his brother to help count the votes.** Monday night 24th. List of all the years and the names from Notre Dame. Coloured paper. **Trav making the election voting sheets. Damo has list of all three year group names.**
- ✓ **Damo will put reminder about voting on the portal. Lydia will email third years to remind them to come to vote.**
- ✓ **Write a list of people you would like to thank and put on forum**
- ✓ Lecturer of the year completed. **Announcement and prizes?**
- ✓ **Olly to send the sponsors a thank you letter and calendar.**
- ✓ **Marius is sorting out coffee machine for third years.**
- ✓ MSAND t-shirts will be sorted out by next years committee (blue)- create a sponsor t-shirt.
- ✓ Handover idea for social justice: med rescue MSAND first aid kits?

Meeting closed: 16:15pm

The next meeting will be with the next years committee... I will let you know the date.