

MSANDMINUTES

01/03/07

1830pm

Notre Dame University

Meeting called by:	Damien Turner	Type of meeting:	1840pm
Facilitator:	Travis	Note taker:	Lydia Warburton
Timekeeper:	Lydia Warburton		
Attendees:	Olly, Lydia, Charmaine, Dean, Andrew, Trav, Rosie, Damo, Ebony, Nick, Danielle (Apologies: Shami, Marius)		

Minutes

Agenda item: President Update **Presenter:** Damien Turner

Discussion:

1. MSAND card

- 4 prototypes- up on forum for committee to vote
- Tried to go with smart rider but it is not a viable option.... Transperth are not able to provide this service.
- WAMSS provides a sticker for each new yearly membership to add to the card, we will also have this system. Therefore no date on the membership card and an updated sticker for each membership year. Decision made to put MSAND website on the card at the bottom.
- Experien and MDA National to sponsor the card

1. Sponsoring a child

- Trav viewed audits, website report and frequently asked questions.... Presented them to the committee. Stated that world vision is a corporation with revenues with millions of dollars. Admin expenses worldwide are 5%. Failed swim left us with \$249. \$39 per month to sponsor a child. MSAND is left to cover \$250 to sponsor a child for the whole year. Options to choose country, child's age and child who have been on a website the longest. May have the option to put some letters from child on MSAND notice board to show MSAND members where the money is being spent.
- Charmaine happy to concede. Now feels that after Trav presented his case that sponsoring a child is a good option for that money from MSAND.
- Danielle raised the point that sponsors money should be spent on MSAND members and in future the money for sponsored charities like this should come out of MSAND fundraising events. Olly agreed.
- Charmaine raised the point that if this initiative is started than it should be a continued commitment for MSAND and future committees. Andrew thought that maybe we should have a frequent BBQ to raise money for the sponsor a child charity in the future?
- Trav reported that there is potential for medical students to visit the child and this will be a consideration when choosing the child that MSAND sponsors.

2. Changing third year exam to multiple sites for RCS students.

- Damien raised this with Adrian Bower- Adrian did not agree to this idea due to logistics, cost- with third year students spread all over WA.
- Dean is going to follow this issue up- the RCS provide money for a secretary to act as an invigilator. The difficulty may be with the clinical exam. Dean will discuss with Adrian and get back to the committee about results from this discussion.
- UWA students come back for their exams. WAMSS president reported that their RCS students do not get funds or accommodation provided by the university or their student society.
- Pip commented that next year the RCS students will be aware of the accommodation situation and this will play a role in people's decision to choose RCS.

3. Reps that need to be organised (to contribute to the academic meetings with the staff once a month)

- Disciplinary action against medical students- to attend with staff. Need a student from the school to act as an invigilator within the disciplinary action with staff. Needs to be a student who is trustworthy. Damo is going to post it on the forum and the committee will discuss the applicants at the next meeting.
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- Danielle offered to be the curriculum rep to meet with the Dean regarding curricular issues monthly.
 - School needs one person to represent the opinion of the students about the exam. Andrew suggested that after each exam a group of students meet with the year rep to discuss the exam and then the year rep will portray this to the academic staff
 - Evaluation of the course committee- need a student rep to represent the course and give feedback about the course. Meeting once a month
 - Damo to get a summary from the ND staff contact detailing the exact role of each of these positions.
4. First year representative decision
- Congratulations to Ebony on her successful first year rep nomination
 - Some nominees did not know that they had not got the position- in future MSAND will not reveal the results until all nominees have been informed.
5. Hannah's Letter
- Letter read to the committee- main point: third years would like to be more involved in MSAND.
 - Dean felt that this is a common feeling amongst the third years. Currently there are 9 third year members. He and other third years feel MSAND should be a student voice; therefore it should represent the whole student body. He suggested reason for low membership, possibly apathy and 'what do we get out of it?'. Third years would like more inclusion of third years.
 - Dean also reported that the outgoing committee felt that they did an awful lot of work to build MSAND as it currently is and this should be acknowledged by including the third years in as much as possible.
 - Damo agreed their contribution was significant but also felt that his contribution last year was significant, along with Marius and felt this should equally be recognized by the outgoing committee.
 - Some solutions Dean provided to ease the third years concerns: Third years would like funding for common rooms- whereby each site rep could organize some 'thank you' events at end of rotations (\$200), would like a careers night (MSAND to organize and Dean perhaps to get in contact with different specialties), Post graduate entry UWA med student combined events, UNITED lecture series, more notice to RCS students for events.
 - Funding for common rooms- optimally have one room for each venue. A secure room to leave bags in, a lot of the hospitals are prepared to provide equipment for the rooms. SJOGM is set up just waiting on lockers, SJOGS is semi set up, Swan is refurbishment, and Hollywood is undergoing redevelopment. Dean will provide site reports to MSAND including necessary equipment and costs.
 - Oly asked the sponsor if they would sponsor the equipment but in the past it has gone missing. This may be a potential problem if MSAND provides the equipment. Who would be responsible financially and will this be an ongoing cost?
 - Trav asked why the budget should be allocated to common rooms when there are 9 third year MSAND members. Dean replied that perhaps it is a 'chicken and the egg' situation. MSAND will speak to third years on Thursday to encourage membership and inform them about up and coming plans.
 - Cocktail party date is very close to the third year exams. Committee agreed to change it to 19th May to accommodate more third years.
 - Damo suggested building clinical parts of website. Dean is going to find a third year who would like to get this underway and liase with Marius and Damo.
 - Discussion started about whether there is a need for more third years on the committee? Consensus was that a larger committee may be more efficient and that a second year led committee is perhaps natural history because they are around a bit more on campus.
 - Hannah suggested an event solely for third years- see if they are happy with the cocktail event date change first before discussing this as a committee.
 - Experien is happy to run a finance lunch (Thursday) for first, second and third years. Oly to liase with Dean to organize that.
 - Damo concluded by saying that by having more third year members it provides us with further positive feedback to continue what we are already doing in arranging events for third years. Damo asked Dean to pass this message back to third years to reconcile any negativity about MSAND.

Conclusions:

Action items	Person responsible	Deadline
✓ Dean to provide a list of equipment needed for third year common room- site reports.	Dean	2 weeks

✓ Change cocktail party on calendar	Lydia	ASAP
✓ Committee to meet with third years	Exec, Charmaine	Thurs 8/3
✓ Third year forum to be set up on MSAND site	Marius	ASAP
✓ Dean to email 2 photos for committee page	Dean	ASAP
✓ Address points raised by Hannah- PDF and front page	Damo	ASAP
✓ Dean to discuss with 3 rd yrs to appoint someone in charge of a clinical page for website for third years	Dean	ASAP

Agenda item: Vice President

Presenter: Olly Duncan

Discussion:

1. Experien want to join sponsorship

Problems with this offer: Other sponsors provide a lot more sponsorship and so Experien will be receiving the same exposure for a lot less money.

- Possible solution- Offer them sponsorship without the ball and with logos smaller on the website and Notre Damus. They will still be on the MSAND card as they are offering the money to fund this. They are also offering \$\$\$\$ for each information evenings (x2).
- Andrew suggested that the cost for sponsorship should be set. So for less money on the website, they should have smaller logos. The contribution for the ball is not significant enough.
- Olly is going to discuss this with Experien, to get sponsorship without the ball.
- Experien is interested in exposure to lots of students and so are offering WAMMS a significant amount more.
- Outcome: approach Experien with the offer of not sponsoring the ball and leave it open for Med Fin to potentially sponsor the ball.

2. Defence force and MDAN have signed contract but no money has come through. Olly is continually following this up.

3. United and MDAV merging- MSAND will ask for a sponsorship contract for 6 months. They may reduce their sponsorship as they are combining as one group. The reps want to keep a good relationship with the schools. Aim for \$\$\$\$ each. United- lecture series, MDAV- cocktail party.

4. Freo Street Doctor- Charmaine to follow up if MDAN can be the MDO on the freo street doctor forms. Charmaine will contact Phil and get back to Olly.

5. Footy jumpers- colours? Name of team? Play for ND? Play for MSAND? A footy committee will be organized to arrange training and discuss footy jumper design.

Action items	Person responsible	Deadline
✓ Agreement signed from Experien	Olly	Next meet
✓ Charmaine to get back to Olly about Freo St Dr insurance	Charmaine	ASAP
✓ Olly to meet with Med Fin	Olly	Nxt meet'g

Agenda item: Treasurer

Presenter: Trav

Discussion:

OCamp

Income

Paypal	3218
Deposit	3115
2nd yrs	720
	7053

Expenses to Date

Catering	3757.88
Bus	82
Cash & Carry	328.66
Venue	800
Speakers	160
T-shirts	117
Ice	24
Soft drink	78
Snacks	129.41
Alcohol	1409.75
Drinks/ice/Punch	109.41

Sponsorship

MSAND	3000
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Total

10053

7007.11

1. O'Camp lost \$1000
2. After MSAND pay O'Camp bill.... Cash flow will be low for Cocktail party. Hopefully sponsors will pay soon! Olly will continue his hard work!
3. Storage on campus- Rm 307... can put a filing cabinet in it – lockable.
4. Home entertainment system- \$239 brand new. Raffle off at med rescue. Trav offered to speak to local businesses for prizes

Conclusions:**Action items****Person responsible****Deadline**

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|------------------------------------------------------------------|------|------------|
| ✓ Trav to arrange purchase of filing cabinet | Trav | Next 2 wks |
| ✓ Trav to speak to some local businesses about prizes for raffle | Trav | 1/4/07 |
| ✓ | | |

Agenda item: Social**Presenter:** Pip Flinn**Discussion:**

1. Survivor pub crawl- physios and nurses. Budget \$150. MSAND members want to go and speak to nurses about attending the event. Pip arranged with some second years to speak to nurses and physios.
2. MSAND combined events/dates with WAMSS- still negotiating dates with WAMSS. Event just with post grad or with whole university? Pip will keep us up to date. MSAND would prefer all inclusive WAMSS/MSAND event.
3. Committee for cocktail- only two people replied. Pip is going to go to lecture to get enthusiasm.
4. PBL games- still require a first year rep and a third year rep. Waiting for reply from Annie and Rhys.
5. Mentor program- not structured at the moment. Some PBLs have not had much interaction with their mentors.

Conclusions:**Action items****Person responsible****Deadline**

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| ✓ Pip to liaise with WAMSS about combined event | Pip | |
| ✓ Pip to attend lectures to get people for cocktail party | | |

Agenda item: Rural Issues**Presenter:** Nick Jones**Discussion:**

1. No reply to Notre Damus- post for information about RCS.
2. Next week- NHRN conference in Albury starts. Will make sure that there is a report from someone who attends for Notre Damus next month
3. Ramus- all students received rejection letters. Some appeal letters were written. Nick will continue to follow this up.
4. No support for BNP places currently. No formal support from the staff. BNP students can now be contacted through the rural survey and Nick will work to ensure that all BNP students feel supported and can ask him any questions.
5. Maureen Nichols- some RUSC funds available to do rural initiatives, like going to rural towns and encouraging medicine as a potential career path. Nick will keep this in mind when planning new initiatives as there is a large "purse".
6. Spinphex- Next meeting- Perth Dinghy club. Fundraising raffle with a prize to go to the camp. To attend the camp- members need to go to one of the next 2 meetings.
7. Email first years to get rural first year rep to push SPINRPHEX for first years.

Action items**Person responsible****Deadline**

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| ✓ Albury report for Notre Damus to Shami | Nick | 25/3/07 |
| ✓ Post to go on forum to recruit male rural reps for West Australian | Damo | ASAP |

Agenda item: Med Rescue

Presenter: Charmaine

Discussion:

1. Med rescue 13th May.
2. Sponsorship from Defence force all going ahead.
3. Committee has been set up.
4. Med rescue forum to be set up on MSAND? Charmaine to get back to Damo about that.
5. Trav offered to source businesses for raffle prizes.
6. Second year team sorted, need to get a staff team, first and third year team

Action items

Person responsible

Deadline

✓ Trav to source raffle prizes from local businesses

Trav

April

Agenda item: AMSA

Presenter: Rosie

Discussion:

1. Attended AMSA meeting in Melbourne with exec and reps from around Australia-
2. Full fee paying places- AMSA stance is that they should not exist. But concede that this is unlikely. Bond want to increase the FEE Help but this may encourage other universities to increase private place fees.
3. Bonded places- AMSA stance: bonded places shouldn't exist. Reality is that they do exist and so AMSA's aim is to increase support and incentives, provide legal advice before they sign contract etc.
4. Increased student numbers- has created some animosity between universities. They see increased numbers as increased pressure on hospital places.
5. Questions about Melbourne clinical school came up at the AMSA meeting. Rosie wants to follow up with what is happening with the Melbourne clinical school with Mark McKenna and give us a run down at the next meeting.
6. Convention- website launched. Register your interest and they will email details of registration. Register- email Rosie and she will get a discount for us (social, academic and accommodation).
7. GP conference- provided for free by AMSA. Details on forum.
8. Blood drive- running for 2 months. To be put up on forum
9. Leadership development seminar- run with WAMSS.
10. AMSA breakfast on tomorrow. They are meeting the first years at 130pm Friday 2/3/07
11. WAMSS and AMSA combined meeting to discuss AMSA issues. (

Conclusions:

Action items

Person responsible

Deadline

✓ Details about AMSA convention registration to go on Forum

Rosie

✓ Update on Melbourne clinical school (meeting with Mark McKenna)

Rosie

✓ Rosie to update forum... blood drive and opinions on main AMSA issues

Rosie/Lydia

Agenda item: Education

Presenter: Danielle

Discussion:

1. Thanked committee for position
2. United lecture series- please give ideas to Danielle. Danielle will speak to year groups to see if anyone has suggestions for topics or know excellent speakers.
3. Potential for practical skills night.... Needs to be thought out logistically to ensure maximal attendance.
4. Met with Adrian and has future meetings planned
5. Education committee to be set up via forum
6. Results- Adrian to follow up when he gets back from England. Danielle to address issues of seeing exam paper (summative) with Adrian on his return

Action items

Person responsible

Deadline

✓ Set up Education sub committees

Danielle

- | | | |
|----------------------------------------------------------------------|----------|---------------------|
| ✓ Lock in dates for United lecture theatre series. | Danielle | ASAP |
| ✓ Follow up the results being released (summative exams) with Adrian | Dan | Once Adrian returns |
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Agenda item: Second year rep **Presenter:** Andrew

Discussion:

- If the portal is not being reliable.... Use Marius to communicate with the ND IT department for any IT issues.
- Protocol- notes not up... not lecturer's problem, best to go through year rep. Andrew will address this with the year group at the next lecture.
- Alcohol sponsorship- Yalumba are happy to provide free or cheap wine for events. Andrew requires a budget of the events where alcohol was catered (eg United lecture series)

Action items	Person responsible	Deadline
✓ Trav to get alcohol budget from 2006 from Alastair- for Andrew	Trav	ASAP
✓ Andrew going to address second years about lecturers notes.	Andrew	Nxt lecture

Agenda item: Third year rep **Presenter:** Dean

Discussion:

- Main themes discussed with group in President report (see above)
- Some concern amongst clinicians about Notre Dame's reduced clinical time (3 weeks less per rotation). AMC may address this over the next few years.
- Dean had to leave the meeting for other commitments 1940pm.

Action items	Person responsible	Deadline
✓ Listed in presidents report (above)		

Other Information

- ✓ Shami – organise year planner
- ✓ Shami- Notre Damus – get the third years involved. Third year interview? Report from clinical areas? Rural clinical school report?
- ✓ Welcome to Ebony! Commencement ceremony Tuesday.... Ebony will organise Scrubs for first years with Allan and Jenny McConnell.
- ✓ West Australian – 3 males to be interviewed with a rural background. Post a notice on forum to source students.

Meeting Closed: 21:45pm