



DATE	28 th January 2009					
VENUE	Boardroom					
CHAIRPERSON	James Runciman	MINUTES: Ania Smialkowski		TIMEKEEPER: Ania Smialkowski		
APOLOGIES	JC, CG, RS, AD					
START TIME	1840					
No.	HEADING	ITEM	DISCUSSION POINTS	ACTION ITEM	NAME	TIMEFRAME
1.	Minutes from previous meeting	Motion 1.1: the minutes from the previous meeting be passed		Motion moved: GK Seconded: LN		
2.	Business arising from previous meeting	<ol style="list-style-type: none"> 1. med100 and med200 year reps to make year group contact list 2. JR: make sign for MSAND notice board and one for main notice board & room door directing to MSAND notice board 3. Social, education, social justice, rural, med100 reps and JC to email photos for website. 4. All portfolios to make word document with goals for the year and planned events and email to AD 5. JR put copy of WAGPET survey on website 6. JR: organize with 4th years appropriate time for MSAND welcome 7. AS get UWS and Adelaide bursary model and present to committee 8. AS to compile up to date members list 9. JR look into changes to constitution re life membership 10. AD to contact someone about putting MSAND tab on portal 11. CG to get list of rural conferences and distribute to students 12. LC to send AS the date of painathlon 13. AS to find out past committees 	<ol style="list-style-type: none"> 1. SG: med100 waiting on 1 PBL to complete the list, also checking who bought membership. RS: to complete list still. Only has names not contact details 2. to be done 3. all except JC 4. rural and amsa and med300 done 5. done 6. done 7. AS: have received information from Adelaide university and also from the Doctors Health Fund. Will post their application forms on forum for everyone to read and try make one adapted for MSAND to discuss at next meeting 8. work in progress 9. work in progress 10. work in progress (gone to committee) 11. work in progress 12. done 13. AS: have received email from Pallas, still waiting for replies from other people. 	<ol style="list-style-type: none"> 1. RS to complete email contact list for Med200 and check memberships 2. JR to make signs for MSAND notice board 3. JC to send photo for website 4. AS to present bursary model at next meeting 5. AS to compile up to date members list 6. JR to look into constitutional changes re life membership 		
3.	New business					
4.	Portfolio reports					
4.1	President's report	<ol style="list-style-type: none"> a. Meeting Update <ol style="list-style-type: none"> i) AMA ii) Dept of Health Workforce iii) Dean (WHO accreditation, GHC) b. Exec to meet with WAMSS c. Survey – mid-year (draft of questions) 	<ol style="list-style-type: none"> a. JR: good feedback from student body about MSAND so far and also from staff i) AMA: ii) Dept of Health & Workforce: Wed 14th April next meeting JR unable to attend please let him know if you want to go 	<ol style="list-style-type: none"> 7. JR: talk to Ebs about alcohol sponsorship and to Jane Sczeciak about GPSN money 8. JR, CR and AS to form working party for mid-year MSAND survey. 		



		d. MSAND room ownership e. Historical archive	iii) WHO accreditation approved (see website) b. still working on date in next 2 weeks c. if anyone interested working on it (AS and CR) with JR please email him. Will put draft on forum for comments and suggestions. Aim to put out before exams d. cleaned on Sunday. Will have complete inventory and sign in/out system for all boxes so we can keep track of what we have and what needs to be replaced. SoM wants room back so we need to keep it clean and make it into more of an office e. Jan Harmsen helping out	9. GW to type out inventory for MSAND room and post on forum. All people organizing events need to check this before making purchases.		
4.2	Vice President's report	a. sponsorship update	a. MN: secured DFA, MIPS, AVANT, MDA people who run events need to keep on top of sponsorship requirements and obligations → will also make document with all obligations for each events and give to each portfolio holder. Ball – lost major sponsor, need ideas for company's interested in this. Also still working on grad events	10. MN to compile document of sponsor obligations for each event and portfolio once sponsorship is confirmed		
4.3	Treasurer's report		GW: Trying to allocate costs to each events so we can budget appropriately. If there's anything that you can think that we may need to purchase in the near future please let treasurer know so can finalise budget			
4.4	Secretary's report	a. msand shirts missing b. forum	a. AS: will contact Oli and find out number we actually bought b. still not being used by committee members, email not ideal as so many are sent everyday. please use it as need to encourage use of website among committee and members			
4.5	Social report		a. GK: Cocktail party 9 th May at Cottesloe Hotel Limit of 250 (last year had 280 people attend) first in best dressed, tickets on sale next from next Friday 3 rd April online only from MSAND website → \$50 members, \$55 non members \$5 for bus to Clubba b. Ball: Sheraton & Esplanade are the two venues in mind; Sheraton available and complimentary venue hire. Esplanade: not available on original date, complimentary venue hire, cheaper drink and food package. Thinking Casino theme. Price will be determined by how much sponsorship we			



			<p>have Possible dates: 8th August c. Med200 students would like a med300 survival guide some time in second semester <i>MW: RCS info night on 30th April so maybe do it on a Tuesday</i></p>			
4.6	Rural report	<p>a. update of tasks completed b. difficulty disseminating info to students via email (not via year reps) c. Spinrphex calendar d. conference update e. rural generalist pathway reference group f. tasks to be completed by next meeting</p>	<p>a. photo sent to AD for website and all rural related events are on website. Med100 & 200 made aware of rural conference in Cairns. Wheatbelt scholarships discussion underway b. possible to get MSAND members emails in one contact list so portfolio holders can send emails without going through year reps or portal? c. Spinrphex calendar set. Only clash is with cocktail party (date of camp) Also conference at ND in August, need people to help (besides Nick Jones!) d. still working on getting info on all conferences but will be on web shortly e. need rep on this committee → JC? f. VV09 promotion, Spinrphex promotion and dissemination of info about rural conferences</p>			
4.7	Social justice report		<p>a. Clean up Australia day was successful b. Caritas → lady suggest hard hitting night (rape?) for info night c. Trivia night: May change date since PBL games and Ball dates are changing. Start talking about details of night so can liaise with trivia guy</p>	11. LC: start looking into venues and ideas for Trivia night		
4.8	AMSA report		<p>a. question about blood drive in august b. teleconference with ND Sydney → confirm dates, Monday best day for them. Maybe if we can try a Tuesday? c. convention registration → closed Monday, 36 from our uni. First round we have 15 people definitely, offers being released from today d. GHC conference registration 30th March until 2nd April cost to be confirmed (\$180 last year) ND global health conference idea. Gavin also donated SoM as a sponsor for national speaker <i>SB: UWA has one that is going to be released soon, themes are refugees and close the gap (mentioned at DIT meeting).</i> JR: Ours could be in august. Theme → climate</p>	12. GK to speak with Alex Kannar about possibility of speaking at ND Global Health day some time later in year		



			change and its effect on health. <i>GK: Alex Kannar works for Visi Recycling (al gore DVD) would be more than happy to talk</i>		
4.9	Education report		<p>a. MW: education events: Scrap idea of electives info night → may be better on a back to base day (decision needs to be made by Oct) because talk may be more admin based Meeting with Roger from Avant tomorrow Clinical skills night, sourcing equipment and instructors <i>FA: new grads?? Potential for instructors</i> AD: send dates to him so can put on online calendar</p> <p>b. MW: Med school committees have started. Will put it on forum. Review process occurring of med100 and 200 pbl's. Overhaul from top down (overarching goals set first and then work down towards individual weekly LO's). <i>Issue of quizzes came up (syllabus committee) → flagged as an area that needs fast improvement. Change in med300 structure for next year. 4 rotations won't change but RCS did ophthalmology so now will slot into GP block in med300 (instead of taking up time in med400 surgery rotation). So next year 2 years (both med300 and 400) will be doing ophthalmology at same time. Denise got taken through RCS curriculum</i> <i>C. Repeated request for pharmacology tab on portal has been relayed to committee. New document that terry Buchanan wrote about psych is up on portal</i> SB: possibility of putting all clinical books online and just purchase assessment book? As seems as a bit of waste <i>MW: will take it to next meeting with Gavin</i></p>	13. MW to send AD dates of education events to put on website calendar	
4.10	Publications report		<p>MF: Notre Damus → All year reps got stuff in on time Next issue will try and do RCS issue → SB and STB chases up people on RCS for articles (past and current people) <i>MW will send list of honors people</i> MF: also want feedback from students from last year. Please tell interns to contact us</p>	<p>14. SB and Sam to chase up people on RCS for articles by April 24. 15. MW to send MF list of honors people</p>	



			<i>MN: DF stuff needs to go in 4 issues. Please send people on scholarships to mike</i>			
4.11	IT report		AD: Program for website → committee agrees it is a good idea MSAND link/tab on blackboard → bargaining power with uni, we will post stuff on our website if they put button on blackboard Will update website gallery after each event			
4.12	Sport & rec report		FA: Family & sports day this Sunday, Wear MSAND shirts. At picnic area on Swanbourne beach. Starts at midday Live well study well will contact Olivia soon <i>JR: Tafe people studying massage will possibly give massages at an event</i>			
4.13	4th year rep report	a. PMCWA JMO forum meeting b. Med ED conference in Sydney October 30 & 31	a.SB: WA country health services = primary placement entre for interns DIT meeting: rural generalist meeting → will put up on forum. UWA set up work group to investigate whether physician assistant are useful/necessary → talked about establishing a training program for the future. Want AMA support which they have not given. May need statement of uni about it. <i>CR: AMSA is against this also</i> SB: Clinical sundowner: want something to be affiliated with ND → invitations sent our through the university to try get more students and clinicians to attend. Try and combine with ND to try get money from them. Venues closer to Subiaco to try get more clinicians. AMA new student survey -ideas for present to school (at graduation)? DIT will do a presentation to med400 on giving you the truth about hospitals SWIM: new program surgical women in mentoring group → offer mentor program for women in surgery now also extended out to female students too → would be good to have a student mentor program			
4.14	3rd year rep report	a. clinical sundowner b. outside hours access to study material	LN: SJOG oversight committee → seems to be running better. Micheal Woosey at Murdoch = new clinical head. Subiaco needs more hands on teaching. Also 25 new registrars between Subiaco and Murdoch			



			b. STB: med300 and 400 have no area to study now GK: <i>could just be allocated to an old PBL room</i> JR suggest to Gavin he said also to try and utilize libraries in hospitals			
4.15	2nd year rep report	absent				
4.16	1st year rep report	a. SoM tshirts b. police check forms c. med review d. reaction to teaching staff e. criteria for admission to ND med school f. attitude of dissatisfaction towards course	a. SG: people interested in merchandise <i>MW: last year sports rep role was created to do merchandise. Have paid for template for hoodie logo, but may want a new design to stimulate more sales (last one was quite plain)</i> b. ALS: questions over f we need to get these? <i>AS: short answer is yes, same things were disputed in our year and end result was we still need to get them.</i> c. SG: girl interested in starting up med review. Do we think it's a good idea → Committee generally agrees. Could be good to do performance at trivia night? d. ALS: med100 reputation is not very good → heard reports/comments that we are rude and bad mannered. Need someone to come and talk to the group because the behavior is not acceptable. So med100 reps will say something on Friday and JR will say something next week - draught thank you for whaet belt presented to james	16. AS to contact Cameron Williams about Melbourne contact to re-design hoodies. Present ideas at next meeting 17. Med100 reps to talk to year group on Friday regarding lecture etiquette and manners/respect for guest speakers. JR will do the same the following week.		
5.	Miscellaneous business		JR: alcohol guidelines by NHMRC put out Deborah Tarrant help us with alumni project			
6.	Next meeting	28 th April				

JR: James Runciman	MF: Mike Frod	SB: Stephanie Bishop
MN: Marcel Neurauter	FA: Fintan Andrews	JC: Jeremy Croker
GW: Georgia Williams	CR: Chantelle Ruoss	RS: Rohen Skiba
AS: Ania Smialkowski	LC: Liz Connor	ALS: Alex Sleeman
GK: Gabrielle Krahenbuhl	AD: Andrew Dunn	SG: Sarah Grainger
MW: Megan Wrate	LN: Lachlan Nave	
CG: Charles Gallagher	STB: Sam Blaxell	