



DATE	20 th August 2009		
VENUE	Boardroom		
CHAIRPERSON	James Runciman	MINUTES: Ania Smialkowski	TIMEKEEPER: Ania Smialkowski
APOLOGIES	Steph, Jez, AD, GK leave early, CG late, GW late		
START TIME	1830		

No.	HEADING	ITEM	DISCUSSION POINTS	ACTION ITEM	NAME	TIMEFRAME
1.	Minutes from previous meeting	Accepted	<ol style="list-style-type: none"> Sam Rohen 			
2.	Business arising from previous meeting	<ol style="list-style-type: none"> Group photo to be taken at next meeting. JR to print and frame after this. AS to organize meeting to analyze surveys with LN, SB, MF, MW. GW and AS to reorganize MSAND room and redo inventory. MW to keep working on laminated cards, ready for next year. Everyone to return white shirts by end of July. RS to confirm booking of Red Herring for Tuesday night. JR to email AS details of pre med course. AS to make email to send them about membership etc. JR to contact Lyn about getting current Med400's details for alumni program before October exams. LN to email Roger from Avant details and invitation to Clinical Sundowner. MN to organize Avant Mock trial for Med100/200. Each portfolio must email GW summary document of ALL events remaining by Tuesday. It must include all planned expenses, cost of tickets, incoming and outgoing costs etc AS to put bursary draft on forum. Everyone to comment on it. Final draft to be discussed at next meeting and ready for AGM. GK to find out if PBL games can be moved to 11th September. 	<ol style="list-style-type: none"> postponed to next meeting after Kimberley no yes not done done not done done. Alumni dinner on 4th September. 2 4th years on alumni committee, hopefully recruit done held yesterday fintan footy events and grad events discuss later done Done done done trouble finding someone to do big scale. Rohen and chantelle done coming, campus services setting up shelf on right hand side from entry done confirmed Thursday 15th October med200 talk last night. Med400 still pending. AS to contact rudi. Chantelle, conceived that university should organize not msand yet to meet ania to email draft letter 	<ol style="list-style-type: none"> Group photo to be taken at next meeting – James to organize AS, MF, LN, SB, MW to analyse MSAND survey GW to do inventory for MSAND room Fintan to check register of MSAND shirts and jumpers – final reminder James to email AS details of premed course – final reminder Rohen and Chantelle to report on MSAND banner progress James to give update on MSAND stand in library 		



		<p>14. AS and GK to meet about PBL games and delegate jobs.</p> <p>15. CG to email year reps details about Spinerfex night on 3rd August.</p> <p>16. LC to put details of Trivia night on forum. Everyone to read and try help out with getting prizes and donations.</p> <p>17. RS to fix MSAND banner</p> <p>18. CR to look into MSAND flag</p> <p>19. CR to write report of AMSA July council issues for next Notre Damus</p> <p>20. JR to contact Jan Harmsen about MSAND archive in library and copies of year books on display.</p> <p>21. CR to make poster detailing Blood Drive, send email to year reps with details, put forms on notice board. Everyone to help with promotion. AS will make facebook group once poster made.</p> <p>22. JR to confirm date of AMA cocktails.</p> <p>23. MW to organize med300 talk for current med200 and med400 talk for current med300.</p> <p>24. AS and FA to meet and plan program for Live Well Study Well.</p> <p>25. AS to email RS staff contacts for invitation to med200 dinner.</p>				
3.	New business					
4.	Portfolio reports					
4.1	President's report		<ol style="list-style-type: none"> 1. One meeting left until elections, 21st September. 23rd September for preclinical years. SLO will provide voting etc. and will notify us of results. Exec will pump up elections to clinical years to help move away from committee 2. 2nd years write letter saying thank you to all billet for Kimberley. 3. GPSN. Improve communication between MSAND and other committees. Also surgical society, vision Vietnam, GHN → Separate from MSAND? 4. Meetings. School has about 1500 left to fund students going to conferences 	<ol style="list-style-type: none"> 8. Exec and year reps to promote MSAND elections and nominations in September. 9. AS to compile position descriptions and nomination form. Andrew to put on website. 		
4.2	Vice President's report		Avant medico legal seminar yesterday. Need to remind about committee helping out set up and clean up at events, not just same 4 people doing all.			



			MIGA keen to sponsor grad events, potential for next year.			
4.3	Treasurer's report		Away			
4.4	Secretary's report	<ol style="list-style-type: none"> 1. Bursary Fund 2. Training new trainers 3. Elections and handover 4. Evaluation of events this year 	<ol style="list-style-type: none"> 1. Thorough discussion needed now as people have not bothered to read it and reply on forum despite all my efforts. <ul style="list-style-type: none"> - Set value: \$2000 from budget initially, split between 2 semesters. 1 x \$500 for group (>3), rest divided into \$200-300 per person - Dates for application = end of march & end of August. Will roll over amounts if not filled each semester. - Cannot be used for GHC, Convention or for placements (i.e. electives) - Include question about if received bursary previously - Apply to secretary who will de-identify and distribute to the panel for discussion and review. Option of interview if panel can't decide between applicants 2. Offer from the TNT group at UWA to arrange some training for new MSAND committee. Will arrange for them next year 3. Elections = 21st and 23rd September. AGM 6th October. Then handover meeting. All handover documents will need to be done by AGM. 4. Evaluations of events this year: <ul style="list-style-type: none"> - Ocamp: try book Woodman Pt for next year. Also will have to be during the week (Tues-Thursday) so 2nd years don't miss out on PBL. - Back to uni party, FFF, Sports day → all successful, no changes suggested - Med100 survival guide night → suggest to do in week 2/3. - Msand social justice night → good turnout, opportunity for GHN combination or to combine with rural night - Cocktail party → maybe combine with UWA to make bigger better event - Clinical skills nights excellent. Keep 1 in semester 1 and other in semester 2 - Live well study well → maybe organize 1 main event for each semester - Intern survival night → poor turnout because 	<ol style="list-style-type: none"> 10. AS to amend Bursary fund with changes discussed. 11. James to write draft motion for constitution changes for Bursary Fund proposal 12. All portfolios to submit AGM report by next meeting 13. All portfolios to submit handover document by AGM. AS to create template. 14. Evaluation of events to be written up for handover meeting by AS 		



			<p>same as last year. Change to motivational speaker/keynote speaker next year</p> <ul style="list-style-type: none"> - PBL games → put back on original date (GAMSAT night) - Rural night → good, speaker dependant - DFR and medicolegal talks → make them the responsibility of the year reps to organize, 1 per year. - Footy → make sure atleast scratch match and 1 or 2 in first semester. 			
4.5	Social report	1. PBL games	<p>Need to put individual name for bond Fintan James and Sarah for ref's Experien and MDA sponsors</p>			
4.6	Rural report		<p>Spinerfex function on 3rd. biggest turn out at ND so far. RCS offers out. Spinerfex committee 2010. Good to get ND more represented on committee. Charlie to disseminate info about dates and application process. 8 people went to NRHC in Cairns. Do expose on Fiona in next ND issue.</p>	15. Steph to email Mike details of Fiona Langeran → ask to write article for next ND issue about her role as president.		
4.7	Social justice report	<ol style="list-style-type: none"> 1. Trivia night 2. Entertainment books 	<ol style="list-style-type: none"> 1. 6 people on sub committee <ul style="list-style-type: none"> - 2 x med100 - 4 x med200 - 2nd October. - Getting lots of donation - 10 seated tables. Max 250 - Andrew honnen putting name down. - Byo everything except alcohol. - Booked MC, \$200. 2. Made about \$200, all finished now. Going to FHP 	16. Year reps and committee to promote trivia night		
4.8	AMSA report	<ol style="list-style-type: none"> 1. NLDS 2. LDW wrap up 3. Vampire Cup 4. Wellbeing working party update 5. Oct Council dates - 24th - 26th 6. Red Party 7. ND Student Affairs Committee Meeting 	<ol style="list-style-type: none"> 1. NLDS → 11 applicants, 2nd highest in the country. 5 delegates going over 2. LDW 2 weeks ago. Under budget. Getting article in medicus 3. In free gazette 4. Flyer January 2010 → what to expect, go to people, experiences 5. FFP → spoken to John from Experien, give \$10000 loans. Need to speak to 4th years about details. Ania → ask uni to delay payment for intern year 6. Selling tickets. Same night as PBL games. \$20 at paramount. Oxfam, HIV research 7. Student safety (improve lighting to train station), awareness of the committee. Twice per year at 			



			the moment, hoping to have 4 per year			
4.9	Education report	<ol style="list-style-type: none"> 1. Clinical skills night 16/9 2. Mips medico-legal night change 		17. Meg to write disclaimer for people to sign at clinical skills night		
4.10	Publications report	<ol style="list-style-type: none"> 1. Notre damus next edition 	Coming out 2 nd September. 2 more for the year. One after handover.			
4.11	IT report		Ania → need to keep record on website → archive photos of events despite facebook.	18. AD to look into adding gallery archive of photos on MSAND website		
4.12	Sport & rec report	<ol style="list-style-type: none"> 1. Footy update 2. Hoodies 3. Live well study well 	September 11 → UWA	19. FA to update footy and merchandise at next meeting		
4.13	4th year rep report	<ol style="list-style-type: none"> 1. DFR talk 2. Year book 3. Pbl games 4. AMA/GP survey 5. DIT committee 	<ol style="list-style-type: none"> 1. We (Jez and myself) are waiting on Jasmine to give us a time during the workshop week for the ADF to speak with us. I have informed Emma Bauman 2. Yearbook is on track...sort of...still waiting on quotes 3. have emailed the year group about PBL games, exams are 9 weeks away so I think that few will attend. Maybe next year PBL games and the Quiz night could be combined. Either way it needs to be held in first semester of you want the 4th years there. 4. AMA/GP survey is out. I have emailed to the year group. 5. Something that came up at the last DIT meeting was the fitness to practice forms that we sign. I think AMSA has addressed this too. Inappropriate behaviour is deemed as unfit to practice and the Uni can "thoeretically" stop you from continuing your studies or graduate. A lot of unfit behaviour is often pasted on facebook. I think we need to inform students to keep their profile strictly limited to "friends" to keep those inappropriate behaviours from the public forum and compromising their studies. 	<ol style="list-style-type: none"> 20. 4th year reps to update about DFR talk 21. 4th year reps to update grad events at next meeting 		
4.14	3rd year rep report	<ol style="list-style-type: none"> 1. Clinical sundowner 	Invitations sent out through ND yesterday to 140 clinicians. Tix \$20 per student, need atleast 34 to break even, hope for 50. Andrew did poster, start selling tix on Monday. Online or from year reps.			
4.15	2nd year rep report	<ol style="list-style-type: none"> 1. Med200 dinner 				
4.16	1st year rep report	<ol style="list-style-type: none"> 1. Msand stubby holders 	Get approval from Georgia. Andrew email you logo	22. 1 st year reps to organize		



			and set up online tix.	stubby holders 23. 1 st year reps to organize volunteers for ND interviews in octiber and prepare MSAND and Ocamp info sheet for next meeting		
5.	Miscellaneous business					
6.	Next meeting	17 th September (Thursday)	Closed 2050			

Key to Initials

JR: James Runciman	MF: Mike Frood	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	SB: Sam Blaxell	