



# MSAND MEETING MINUTES

<b>DATE</b>	17 <sup>th</sup> September 2009		
<b>VENUE</b>	Boardroom		
<b>CHAIRPERSON</b>	James Runciman	<b>MINUTES:</b> Ania Smialkowski	<b>TIMEKEEPER:</b> Ania Smialkowski
<b>APOLOGIES</b>	GK, StB, AIS, JC, CR, CG		
<b>START TIME</b>			

No.	HEADING	ITEM	DISCUSSION POINTS	ACTION ITEM	NAME	TIMEFRAME
1.	Minutes from previous meeting	1. Accepted	Motioned: lachy 2 <sup>nd</sup> : sam			
2.	Business arising from previous meeting	1. Group photo to be taken at next meeting – James to organize 2. AS, MF, LN, SB, MW to analyse MSAND survey 3. GW to do inventory for MSAND room - final reminder 4. Fintan to check register of MSAND shirts and jumpers – final reminder 5. James to email AS details of premed course – final reminder 6. Rohen and Chantelle to report on MSAND banner progress 7. James to give update on MSAND stand in library 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. 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 15. Steph to email mike details of Fiona Langeran → ask to write article for next ND issue about her role as president. 16. Year reps and committee to promote trivia night 17. Meg to write disclaimer for people to sign	1. do at AGM 2. doing it next week 3. complete mess, do it holidays 4. footy jerseys 20. Spreadsheet of MSAND property and people who bought previously. Ania to email old list. White shirts – fintan to email nat/glyn to find out how many ordered. Give signed footy jumper to nth free footy club. 5. draft motion for liason for premed course and MSAND next year 6. allflags in maddington. 1800x900 \$250. Committee voted yes. Upper limit of \$500, rohen to get biggest for that price 2.5 x 1.8 = \$250 → sam to see what she can do for \$500 7. jan Harmsen doing the work. Archiving added to the publications rep role. Add to constitution 8. done 9. done 10. done 11. 12. agm reports by Wednesday 13. before agm 14. done 15. Done 16. Done 17. done 18. done 19. workshop week 20. absent 21. stubby holders done 22. done	1. Fintan to email Nat/Glyn about MSAND shirts and create a register of MSAND shirts and footy jumpers. Must be emailed to Ania by AGM. 2. James to draft motion re: premed course liaison to be responsibility for med100 reps in future years 3. Rohen and Sam to see what is biggest flag possible for \$500 4. James to add draft motion to add archiving to role of publications rep for AGM 5. James to write draft motion re: Bursary fund for AGM 6. All portfolios to submit AGM report to Ania by Wednesday 23 <sup>rd</sup> September (template has been emailed out) 7. All portfolio holders to submit Handover document to Ania by AGM (6 <sup>th</sup> Oct) → template emailed out 8. 4 <sup>th</sup> year reps to update Marcel re: DFR talk		



# MSAND MEETING MINUTES

		<p>at clinical skills night</p> <p>18. AD to look into adding gallery archive of photos on MSAND website</p> <p>20. 4<sup>th</sup> year reps to update about DFR talk</p> <p>21. 4<sup>th</sup> year reps to update grad events at next meeting</p> <p>22. 1<sup>st</sup> year reps to organize stubby holders</p> <p>23. 1<sup>st</sup> year reps to organize volunteers for ND interviews in october and prepare MSAND and Ocamp info sheet for next meeting</p>	<p>23. absent</p>	<p>9. Med100 reps to organize volunteers and flyers for med interviews</p>		
3.	<b>New business</b>					
4.	<b>Portfolio reports</b>					
4.1	<b>President's report</b>		<p>1. Meetings: AMA → curtin want to start a medical school. Not much support. Fiona Stanley hospital meeting → wamss no interest. ND thinks it's important for students to be involved if you want good student facilities</p> <p>2. GHC → liz has been helping out. Keen group helping out. Next year see if msand in position to help fund initial function/launch and ?flag. katey burley → clinipath wants to give money for Vision Vietnam. Only if associated with MSAND. Msand social justice rep sits on the exec of GHC</p> <p>3. Clinical years don't have access to pbl rooms. Potential to use room near kitchen as msand store room and use msand room</p> <p>Potential to access computer room in library from under stairs after hours. Mite be able to swipe card access.</p> <p>Sam → ?clinical students common room. lan lee is keen. James to talk to frosty about it</p> <p>4. Constitutional changes</p> <ul style="list-style-type: none"> <li>- Page 9 membership changes: not going to change. Need to stop selling life membership.</li> <li>- Under the role of president : liase with the NDSA</li> <li>- Acrhove for publications rep</li> <li>- 1<sup>st</sup> year rep liase with pre med course</li> <li>- Social justice rep nominates as msand rep</li> </ul>	<p>10. James to write draft motion re: Social justice rep sitting on GHC exec for AGM</p> <p>11. James to discuss with Dean about after hours study area for clinical year students. Potential to have external access to computer room under stairs.</p>		



# MSAND MEETING MINUTES

			<ul style="list-style-type: none"> <li>on ghc &amp; liaise with NDSJ committee</li> <li>- Bursary fund under banner of executive.</li> </ul>			
4.2	<b>Vice President's report</b>		<ul style="list-style-type: none"> <li>- Working on grad stuff at the moment.</li> <li>- Fintan to copy marcel into emails with mips and dfr</li> </ul>	<ul style="list-style-type: none"> <li>12. Med400 reps to email Marcel graduation details</li> <li>13. Fintan to copy Marcel into all email correspondence with DFR, Mips and MDA</li> </ul>		
4.3	<b>Treasurer's report</b>		<p>5000 to put into savings fund. 3-4000 left over Reasonable profit if 1-2000. 2000 for bursary. No insurance. Ask mips/mda for ideas or links</p>	<ul style="list-style-type: none"> <li>14. Georgia to contact MDA and Mips about ideas for insurance for MSAND next year</li> </ul>		
4.4	<b>Secretary's report</b>		<ul style="list-style-type: none"> <li>1. Bursary fund final draft completed. Will report on at AGM and draft motion to include in MSAND constitution</li> <li>2. Emailed out templates for AGM report and handover document. AGM reports MUST be email to me by Wednesday 23<sup>rd</sup> September. Handover reports to be submitted before 6<sup>th</sup> October.</li> </ul>			
4.5	<b>Social report</b>		<p>Absent James → don't think we will be let back into Fremantle Town Hall. Not happy with state of room next day.</p>			
4.6	<b>Rural report</b>		<p>Someone from ND has applied for spinerfex committee. 24<sup>th</sup> September deadline for nominations 9<sup>th</sup> October = agm.</p>			
4.7	<b>Social justice report</b>		<p>Trivia night going well Tickets and raffle tickets on sale now. Raffle = 2 each or 3 for 5. Teams of 5 to 10. Deadline for teams 29<sup>th</sup> September. Got a call from 3M about sponsorship.</p>	<ul style="list-style-type: none"> <li>15. Year reps to sell raffle tickets for MSAND Trivia night and to promote event t</li> <li>16. Liz to pass discuss 3M sponsorship with Marcel</li> </ul>		
4.8	<b>AMSA report</b>	<ul style="list-style-type: none"> <li>1. Amsa council October 24-26</li> <li>2. Loans for students</li> </ul>	<ul style="list-style-type: none"> <li>2. I have been speaking to John from Investec Experien re. FFP and providing personal loans to students in 4th year to cover the shortfall. Currently they offer 10k to students so just seeing if we can get this increased to cover the remaining full fee cost and at a reasonable interest rate. I know its not the best progression on FFP but currently as things are it is the only short term solution that we can</li> </ul>			



# MSAND MEETING MINUTES

			<p>pursue to create any sort of relief for full fee places.</p> <p>3. James → discussing things with NAB regarding sponsorship and student loans.</p>			
4.9	<b>Education report</b>		<p>-Great event last night. gog spoke for ages. Stuff up with ordering the materials and supplies.</p> <p>One education event left.</p> <p>-Mips medicolegal talk. Claire agreed to let us do our own thing. Depend on Ian everitt's availability.</p>			
4.10	<b>Publications report</b>		<p>Deadline for next issue yesterday. Coming out after agm.</p> <p>Recycling bins on uni campus</p>	17. James to talk to Dean re: recycling bins at uni		
4.11	<b>IT report</b>		<p>Set up GHC website later this year after exams. Channers to do end of year video. Andy to help.</p>	18. Chantelle to do end of year MSAND video for AGM, Andy to help		
4.12	<b>Sport &amp; rec report</b>	<ol style="list-style-type: none"> <li>1. Football</li> <li>2. Hoodies</li> </ol>	<p>Hoodies – not much interest deadline next Friday. If not 50 orders, cancel the order.</p> <p>Next footy matches 16<sup>th</sup> physio and 23<sup>rd</sup> law.</p> <p>Fun run 6<sup>th</sup> October. Mips and dfr</p> <p>Try nth free oval for next games.</p> <p>Girls touch contact erasmia</p>	<p>19. Fintan to promote deadline of hoodies Friday 25<sup>th</sup> September. Year reps to help.</p> <p>20. Fintan to update on next Footy matches and funrun before AGM</p>		
4.13	<b>4<sup>th</sup> year rep report</b>	<p><b>Jez:</b></p> <ol style="list-style-type: none"> <li>1. PMCWA stats for interns this year were there are 241 positions filled (66 FH, 90 RPH, 85 SCGH). There were 262 local graduates of which 221 took up their local 1st round offers. The final breakdown is for 2010 interns is 221 local grads, 16 interstaters and 4 locally educated international students.</li> <li>2. There's a chance for MSAND to attend Fiona Stanley Hospital planning meetings. WAMSS has sent James an email about it but apparently the meeting is very boring and not really relevant to the Med Socs</li> </ol> <p><b>Steph:</b></p> <ol style="list-style-type: none"> <li>1. Year book going to the printers. Snap for a cost of \$2100, for about 105 copies. These were the cheapest!</li> <li>2. Grad dinner will be at the Claremont Yatch Club. The cost will be variant depending on how much we have left in the kitty,</li> </ol>				



# MSAND MEETING MINUTES

	<p>probably around \$50pp. Luke is DJ \$300. However we will need the deposit very soon. I think it is \$2000.</p> <ol style="list-style-type: none"><li>3. post clinical year drinks are being held at the Captain Stirling, 23rd October</li><li>4. Champagne Breakfast being held by MDA National at Frasers 11th December</li><li>5. Jez is organising post -exams drinks at Fremantle Bowling, though they have been difficult to get hold off.</li><li>6. Family BBQ will be held at Kings Park. Most likely near the war memorial on the 11th December</li><li>7. Nick is organising an elective photo competition, of which the prize will be given on Graduation night. I am hoping to get the photos bound and put into the MSAND library.</li><li>8. the gift to the uni has been decided, a kick arse book. So all future medical generations can benefit. This was decided by consensus vote.</li><li>9. I keep getting people asking me about medicine and Notre Dame. Could we set up a prospective student forum with FAQ?. Maybe someone from the next committee could be appointed to manage it and also be the referral person to which admin and other students can refer in. I have had long conversations with at least 5 people in the last month alone, it would be so much easier to say "who don't you check out this website" especially when I am trying to do a procedure, study or have a break.</li><li>10. Georgie, yes I know I still owe the remainder from the Finance seminar, shame on me. I have all the receipts and the best of intentions and then "poof" it slips my mind. Can you forward me money for the printing minus \$100 for the difference, Ta!</li><li>11. Social Justice opportunity at the Perth airport. Details have been forwarded to Liz. Role playing in a disaster scenario, sounds like fun!!</li></ol>				
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4.14	3 <sup>rd</sup> year rep report		Sjogoc → Lachlan. No major problems. Obs rotation → no continuity between obs and gynae (too much chopping and changing between topics). Look into it New committee → st johns committee. Downsizing the old committee. Clinical sundowner. 62 students and 27 clinicians. Increased food and put more money on bar. \$36 profit. Georgia to organize payment. Gavin frost can't come.			
4.15	2 <sup>nd</sup> year rep report	<ol style="list-style-type: none"> <li>Half way dinner update</li> <li>Flag</li> </ol>	<ol style="list-style-type: none"> <li>Tickets → sold 20 so far. Deadline tomorrow. Change to 7pm start.</li> <li>Have sourced MSAND flags: \$250 + GST for a 1800x900mm flag (decreasing cost with increased number purchased), all we require is an electronic copy of our logo (which Andy can easily provide). Is from All Flags in Maddington.</li> </ol>			
4.16	1 <sup>st</sup> year rep report					
5.	Miscellaneous business					
6.	Next meeting		AGM 6 <sup>th</sup> October			

## Key to Initials

JR: James Runciman	MF: Mike Froud	SB: Stephanie Bishop
MN: Marcel Neurauder	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	