



<b>DATE</b>	13 April 2011					
<b>VENUE</b>	ND35/321					
<b>CHAIRPERSON</b>	Luke O'Neil		<b>MINUTES:</b> Roesia Miranda	<b>TIMEKEEPER:</b> Roesia Miranda		
<b>ATTENDEES</b>	AH, AP, CCS, GZ, JEK, JM, JMO, JO, KH, LO, MF, MH, RM, SE, SF, SS, TC					
<b>APOLOGIES</b>	SSI, JS					
<b>START &amp; FINISH TIME</b>	5:50pm- 7:50pm					
<b>No.</b>	<b>HEADING</b>	<b>ITEM</b>	<b>DISCUSSION POINTS</b>	<b>ACTION ITEM</b>	<b>NAME</b>	<b>TIMEFRAME</b>
1.	<b>Minutes from previous meeting</b>	MSAND Committee Meeting	Approved.			
2.	<b>Business arising from previous meeting</b>	Nil.				
3.	<b>New business</b>	NDEMIG	<p>Notre Dame Emergency Medicine Interest Group (NDEMIG) has started preparations for it's first event. There has been an issue with the NDEMIG chair approaching a Doctor at SJOG without informing MSAND or going through the SJOG liaison officer. NDEMIG has also suggested that they may approach MSAND sponsors for sponsorship to run their events. The SoM has not approved NDEMIG's first event and would like MSAND to regulate any events at the university.</p> <p>The Exec have met with the NDEMIG chair to express concern about approaching MSAND Sponsors and have provided the group with a list of MSAND sponsors and a calendar of events. An MOU has been created to approve NDEMIG's first event and the committee discussed whether or not MSAND should support their first event.</p> <p><b>Motion:</b> MSAND supports new interest groups but would like to wait for the outcome of the working party before supporting any NDEMIG events.</p>	Exec to create a letter to send to NDEMIG informing them that we do want to	LO, JM, TC, RM	21 April



			<p><b>Proposed:</b>CCS <b>Seconded:</b>JEK</p> <p>The committee discussed the need to provide all students with information about the creation of new special interest groups.</p>	<p>support their group but would like to delay any events until the working party has been created. Will need to discuss approaching MSAND sponsors as well.</p>		
4.	<b>Portfolio reports</b>					
4.1	<b>President's report</b>	<p>4.1.1 MSAND-SoM meeting</p> <p>4.1.2 AMC document</p> <p>4.1.3 Meeting with Prof Frost</p> <p>4.1.4 Big Ideas Night</p>	<p>Exec to review action points brought up in this meeting.</p> <p>The Exec have been compiling a document for the AMC. It will be sent through to year reps for comments.</p> <p>The SoM Executive has decided that there will be no evaluation of year coordinators. It is the university policy that only teaching staff that can be evaluated. The committee decided that this was not worth following up on.</p> <p>The CMC is refusing to allow student representation on the committee.</p> <p>Results feedback- Prof Frost has assured Luke that this is still being discussed at committee levels. There are internal SoM debates regarding the issue.</p> <p>Have three students speaking with fantastic ideas. Having a few issues with the logos but posters will be</p>	<p>Exec to ensure SoM reviews areas of concern.</p>	<p>LO, JM, TC, RM</p>	<p>Ongoing</p>



		<p>4.1.5 PMCWA meetings</p> <p>4.1.6 Funding for Medical Research</p>	<p>up/sent out very soon.</p> <p>Need 5 students to volunteer on the night. They will be helping to set up, serve beverages and clean up.</p> <p>Date: 2<sup>nd</sup> May 6pm-8pm</p> <p><b>Workforce committee</b> Discussions have been made regarding the exact criteria students applying for an internship require. State government are undertaking a study on the current capacity of the RMO (Resident Medical Officer) workforce. They have included numbers of expected graduates until 2017.</p> <p>DIT would like to restructure the entire allocation system.</p> <p>Luke is writing a letter to local politicians about decreased funding for medical research. Mike Hale is waiting to hear back from the AMA about sorting out a petition through ND.</p>	<p>Year Reps to find volunteers for the night.</p>	<p>AH, GZ, MH, JMO, AP, MF, SS</p>	
4.2	<b>Vice President's report</b>	4.2.1 Sponsorship update	<p>Jen has been in touch with Health Super for potential sponsorship. Jen has found potential sponsorship with Audi, MSAND is too late to lock down any sponsorship this year. Peaches are giving us fruit for TBH.</p>			
4.3	<b>Treasurer's report</b>	4.3.1 Update on audit for MSAND	<p>Letter to be sent to SoM requesting that they Audit MSAND. MSAND hasn't actually produced any financial reports, Todd will do this in 2011 and next years treasurer can continue this with the use of MYOB.</p>	<p>Financial reports to be created.</p>	<p>TC</p>	<p>Ongoing</p>
		4.3.2 Update on ATO dealings	<p>Todd applied as a health charity.</p>			



4.4	<b>Secretary's report</b>	4.4.1 Bursary applications  4.4.2 Date changes	Two committee members will be required to be involved in the allocation of the 2011 bursaries. Cameron and Mike Hale to join the panel along with two members of the Exec, a SoM staff member and someone from student life.  Committee meeting on September 21 <sup>st</sup> needs to be changed for an Education event. The committee decided on September 14 <sup>th</sup> .			
4.5	<b>Social report</b>	4.5.1 Cocktail Party  4.5.2 Delirium  4.5.3 Ball	Year reps to advertise and push ticket sales. A lot of students are concerned about what they are getting for their money. Scotty has sent out an email outlining this but now need to push the advertising.  Allied health party held on 21 April. Money goes to Charity- \$20 a ticket.  Lock in the date 30 July. Scotty has advised tutors so they can save the date. Exec need to look into running the teaching awards.	Year reps to inform their cohort.	AH, GZ, MH, JMO, AP, MF, SS	
4.6	<b>Rural report</b>		Spinifex was well attended.  All rural letters went out to the Wheatbelt host families to say thanks for having the first years. Cameron is in the process of forming a letter for the second years.  Unacceptable Kimberly placements were discussed. The committee decided that this needed to be brought to the attention of the SoM.	Cameron to follow up with Marianna about Kimberly placements that aren't working.	CCS	18 May
4.7	<b>Social justice report</b>		GHG applications close this Friday.	Year reps to advertise and boost applications.	AH, GZ, MH,	



		4.8.3 Special Interest Groups Working Party	<p>problem for MED300 students. Kate will continue to push for MED300 to be able to attend next year.</p> <p>Kate has gathered feedback from 10 medsoecs regarding their relationship with Special Interest Groups. This information will be forward to the other members of the working soon.</p>			
4.9	<b>Education report</b>	<p>4.9.1 Feedback on Exams</p> <p>4.9.2 Assessments</p> <p>4.9.3 SIG night</p> <p>4.9.4 Women in Surgery Dinner</p> <p>4.9.5 Bunbury Weekend</p>	<p>The assessment Committee would like to provide some feedback on summative assessment. They have proposed to have a domain specific break down of summative examinations. This will show the cohort average and where a student's individual score lies. Cohort specific feedback from 2010 will be provided as a powerpoint instead of a lecture.</p> <p>Assessments have always benchmarked with UQ and ND Sydney. The SoM is looking to join a larger group of Universities where they will benchmark our assessments with up to 8 universities. This should allow the SoM to have access to a larger pool of exam questions.</p> <p>The SIG suturing night is full. Anyone can attend the first part, but places are full for the suturing session.</p> <p>Date to be confirmed. Hope to have around 30 students with approximately 6 surgeons attending. Trying to keep ticket prices down to encourage students to attend.</p> <p>Bunbury Weekend- Massive turnout by ND.</p>			



		4.9.6 Elective night  4.9.7 Evaluation forms	Really focused for 2 <sup>nd</sup> and 3 <sup>rd</sup> years, but all years welcome to attend. Interns have pulled out so Steven is trying to get others involved.  Evaluations are being reviewed and a better online evaluation system has been put in place.			
4.10	<b>Publications report</b>		Nil.			
4.11	<b>IT report</b>		Nil.			
4.12	<b>Sport &amp; Rec report</b>	4.12.1 Footy Training  4.12.2 Freo Football Club Sponsorship  4.12.3 MSAND UWA Engineering charity match	Footy Training has been moved to Wednesday.  Deal with Fremantle Football club has turned sour. They will now only provide MSAND with used footballs and jumpers. The committee decided against using them as sponsors.  UWA engineering has approached JEK wanting to organize a charity match. They would like to organize it before the middle of the year. Could use a gold coin donation to raise funds for charity.	JEK to look into the costs involved this event.	JEK	18 May
4.13	<b>4<sup>th</sup> year rep report</b>		Year reps sat down with WAMSS 6 <sup>th</sup> year reps and have organized a cheap and cheerful activity just to get to know each other before graduation.  Scott and Mike were unable to attend the JMO forum.  Mentoring- need to recruit third years for the mentoring night. The mentoring launch hasn't really happened this year, will need to try and sort this out for next year. Communication has been an issue, students have been unsure if they have to contact their mentors, or whether their mentors will be in touch with them. Year reps to sort out any confusion.  Graduation date has been pushed back and is now the	Document the budget for the training nights.	SS	18 May



			<p>week before Christmas. It is not being held on campus and other events during the week have been affected. SS and MF have been playing with dates.</p> <p>The idea of printing and displaying photos of the graduating class in the SoM was discussed.</p>			
4.14	<b>3<sup>rd</sup> year rep report</b>		<p>Year reps didn't get any feedback back from the third years for the AMC submission, but a few ideas were submitted to the Exec.</p>			
4.15	<b>2<sup>nd</sup> year rep report</b>		<p>Feedback collected for inclusion in the AMC submission.</p> <p>More solid info about halfway dinner to be presented at the next meeting.</p>			
4.16	<b>1<sup>st</sup> year rep report</b>		<p>Concerns addressed at the SoM MSAND meeting.</p>			
5.	<b>Miscellaneous business</b>		<p>TBH got a quote for colour printing from the UWA guild, double sided colour printing (90c). This could be an option for the next edition of the Notre Damus.</p> <p>Exec to decide about how to approach students about the creation of new interest groups.</p> <p>The Committee discussed the idea of having a student present on the SoM Exec. Luke to bring up the idea with Prof Frost.</p>	LO, JM, TC, RM		
6.	<b>Next meeting</b>		<p>18 May 2011 in the Michael Quinlan Boardroom.</p>			

**Key to Initials:**

AP: Andrew Porritt	JO: Jazz O'Neill	SE: Steven Ellingworth
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AH: Andrew Hewson	JS: Jayne Schoppe	SF: Scott Fleming
CCS: Cameron Crothers-Stomps	KH: Kate Hooper	SS: Scott Sargent
GZ: Ghassan Zammar	LO: Luke O'Neil	SSI: Shahab Siddique
JEK: John El-Khoury	MH: Michael Hale	TC: Todd Cruikshank
JM: Jennifer Melvin	MF: Mike Froid	
JMO: Jonika Mosedale	RM: Roesia Miranda	