



MEDICAL STUDENTS' ASSOCIATION OF NOTRE DAME



SAND c/o School of Medicine Fremantle,
 PO Box 1225, Fremantle WA 6959
 www.msand.org.au
 Committee Meeting Minutes

DATE	10/06/2024		
VENUE	Zoom	START TIME 5:30	FINISH TIME 6:50
CHAIRPERSON	JM	MINUTES AF	TIMEKEEPER AF
ATTENDEES	VF, TA, TM, TJ, BE, EQ, OH, JW, DQ, EP, IW, DD, SH, OW, SD, PS		
APOLOGIES	KH, CW, MD, RW		

Student: Jack Murray (President)	Signature: 
Student: Victoria Ferdinands (Vice President Internal)	Signature: 

Confirmation of Minutes:

By signing here, the following members confirm that these minutes are a correct and accurate reflection of the meeting dated

No.	HEADING	ITEM	DISCUSSION POINTS	ACTION ITEM	NAME	TIMEFRAME
1.	Minutes from previous meeting		N/A	N/A		
2.	Business arising from previous meeting					

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3.	New business				
4.	Portfolio reports				
4.1	President's report		<ul style="list-style-type: none"> • Aboriginal Student Council & Broome Rep position 2025 • Check in • Student Financial Hardship tell students to use the pantry • Succession planning 		
4.2	Vice President External's report		<ul style="list-style-type: none"> - Discussion regarding potential new sponsor/s - Ongoing efforts to secure funding for the ball 	- N/A	
4.3	Vice President Internal's report		<p>National Curriculum review structure AMC report & Allocation: All members to review allocated sections and have contributions completed by the 15th of July for AMC report (dot points- brevity, clarity and efficiency) SAC update, SSAF - medical student rep position remains TBC. 40% of SSAF fees will be put towards student associations. SAC update: library construction on track to finish at the end of 2024. Bike racks have now been funded; pending location confirmation. Sustainability proposal to be finalized Handovers - Written Handovers due 6th Sept / 1 week post your last event or major action</p>	<p>-TM and DD to reach out to advisory groups to find out when meetings are planned: VF to support as needed</p> <p>Review of campus sustainability proposal</p>	<p>TM/DD</p> <p>EP</p>
4.4	Treasurer's report		<p>Budget update - up \$24k compared with last year. Thank you to subcommittees for work thus far. JM discussed possibility of a budget overview to be provided at the AGM. Approval reminder: ask for approval prior to events</p>	Remind SpIGs to ask for fund approval prior to events occurring	KH

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4.5 Secretary's report		SSLC Meeting Summary <ul style="list-style-type: none"> ● RCS places reduction ● Quality Assurance EOY Surveys ● Reporting bullying/harassment on Placement ● PBL Group Preferences/Requests ● Cost Of Living Crisis - Donations to Students Psychiatry and pcyshotherapy SpiG -Brad Hayhow	Liaise with student who previously expressed interest in starting Psychiatry SpiG to email KH	TA/AF	Prior to next MSAND meeting
4.6 Social report		<ul style="list-style-type: none"> ● Ball Update: Ticket prices need to be confirmed. Possibility of non-drinking ticket discussed. Will liaise with venue to see if this is an option. Date to be confirmed. KH/JM to MC the ball as per precedent. Student of the year nomination forms needing to be sent out to year groups prior to event. ● Photographer - we can provide camera (need to save money) ● Eva - raffle. Discussion regarding legalities with raffle/ donating to charity ● Still within Budget especially if confirmation on sponsor 	Send out save the date to staff/ students Send nomination forms to year groups	SD KH	ASAP
4.7 Rural report		-RCS student led panel discussion success with positive feedback from attendees -Noted concern amongst first year students with reduction in RCS spots -Survey regarding interest in 3rd year rural GP placement: well supported by responses. SoM has expressed openness to make this available in the future	Include feedback from students into handover document	WS	6th Sept 24
4.8 Social justice report		- Refugee night - successful event; 20 attendees. Good support from lecturers. Feedback from students: expressed desire for this content to be included in the curriculum. Discussed that there is refugee medicine included	-Email Niamh Keane regarding concerns of current lectures being outdated - option for Christine to record new lecture.	SQ	

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		<p>in the current curriculum, however sessions often get cancelled/ not comprehensive. Highlighted outdated language in current lectures available regarding FGM.</p> <ul style="list-style-type: none"> - Plans to liaise with other schools (School of nursing and Physio) for future events - Plan to collect student testimonies from refugee night to bring to SoM to support this being included in the curriculum + flag with new clinical skills chair (Anita) - C4C: funds to be donated to refugee organisation and Orange Sky - Reconciliation week: display set up in the foyer of SoM building. Plan to complete follow up post for NAIDOC week to highlight ongoing need for reconciliation outside of the recognised week + strategies for students 			
4.9	AMSA report	<ul style="list-style-type: none"> - WA leadership seminar: awaiting confirmation of date. Has had preliminary meetings with Curtin/ UWA reps. Hoping to have 80-100 in attendance. Once the date is confirmed will put out save the date. JM suggested liaising with Prof Chaney re speaking at this event. Aim to also have junior medical officers invited to talk at event as well. - Think Tank to occur in several weeks - awaiting confirmation 			
4.10	Education report	<ul style="list-style-type: none"> - ECG night a success - 70 tickets sold with strong pre-clinical turnout. Hampers with Bite; provided sponsorship for this event (provided gift hampers for speakers) - a 	<p>DD to draft survey regarding clinical key feedback (google forms) DD to send pictures from ECG night to media rep (OW)</p>	DD	Semester 2

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		discussed this should be delegated to NDSSA/ student life long term. Potential for SoM/MSAND to run a small pilot program.			
4.16	Environment report	Liaising with hospital based sustainability initiatives and including sustainability plans in intern information packets	N/A		
4.17	Aboriginal Rep report	N/A	N/A		
4.18	4th year rep report	Year book planning going ahead	N/A		
4.19	3rd year rep report	Nil to report	N/A		
4.20	2nd year rep report	2nd year wellbeing day: good turnout with support from local businesses. Positive feedback received. Consideration of repeating event in second semester Moore and Moore as potential venue for halfway dinner - ongoing discussions with venue	N/A		
4.21	1st year rep report	Queries regarding jumpers/ mock CBEs - questions answered in previous portfolio discussion Will assist with jumper sorting/ distribution	N/A		
5.	Miscellaneous business	Transition to alternating in person/ virtual meetings in semester 2. Committee members encouraged to put "out of office" automatic replies in MSAND emails over mid year break	N/A		
6.	Next meeting	22/07/2024 Meetings to now oscillate between online and in-person			

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Key to Initials: 2024 MSAND Representatives

JM: Jack Murray	JW: Jess Wait
VF: Vicky Ferdinands	DD: Danielle D'Souza
SH: Shiya Huang	WS: William Swarbrick
KH: Kate Hewitson	OW: Olivia Walters
DQ: Denver Quantrill	CW: Caitlin Westover
PS: Prem Sathiamoorthy	BE: Brodie Egan
EP: Eda Pui	TA: Tim Andrews
TM: Toritse Moujeutan	IW: Iza Wojtasik
SD: Shaun Dos	TJ: Tim Jones
EQ: Eva Quattrini	AF: Alex Ferraz
OH: Olivia Holmes	JB: Jeremy Burke
RW: Raphael Watt	MD: Megan Dodd