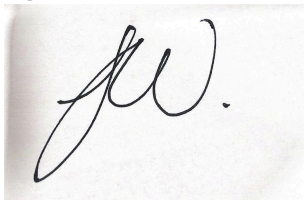



MEDICAL STUDENTS' ASSOCIATION OF NOTRE DAME



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

DATE	Monday 10th March		
VENUE	ND35/ 321	START TIME 5:32PM	FINISH TIME 6:30PM
CHAIRPERSON	Oliver Smith	MINUTES Jessica Wait	TIMEKEEPER Jessica Wait
ATTENDEES	Oliver Smith, Denver Quantrill, Yoveena Brian, Jessica Wait, Tim Andrews (Zoom), Kate Stirton, Jayden Dickson, Olivia St Clair, Matilda Malet, Prem Sathiamoorthy, Ophelia Schilizzi, Jack Bertoia, Keoni Bassett, Seamus Keefe, Olivia Holmes, Will Mariuz, Chris Murphy, Harry Mohr, Annabelle Motteram (Zoom), Jared Buratto, Daniel Borg, Gabrielle Hachem, Brodie Rigg (Zoom)		
APOLOGIES	Anabelle Papalia, Jay Caruso, Alex Diamant		

Student: Jessica Wait (Secretary)	Signature: 
Student: Oliver Smith (President)	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
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1.	Minutes from previous meeting					
2.	Business arising from previous meeting					
3.	New business		Welcome to country			
4.	Portfolio reports					
4.1	President's report	<ol style="list-style-type: none"> 1. Welcome to new chairs 2. AMC 3. Reintroduction of monthly Head of School meetings 4. ASC 5. MSAND Committee Wellbeing Policy 6. AMA WA x AMA Federal x MSCWA 7. Alumni 8. Library update 	<ol style="list-style-type: none"> 1. Equity + International 2. Update on submission timeline (now due on the 31st of March) 3. Implications for conveying messages to the National Head of School + how to reach Prof Anglin 4. Update on meeting w/ AH team 5. Updated for 2025, find in shared Drive 6. Pitched cost of living payments to Federal AMA 7. Alumni network looking forward 8. Timing of Galvin closure relating to ongoing works of St Terrys <ol style="list-style-type: none"> a. Galvin Library will hopefully be opened in semester 2 b. This is due to classrooms in St Terry's which are currently not ready for use c. Out of hours facilities → we believe it currently closes at 12AM and reopens at 6AM 	<ul style="list-style-type: none"> - Equity and International Rep to get access to email and drive - Meeting with AH to formalise structure of ASC - Send MSAND wellbeing document link to chair and representative emails - Confirm that everyone has received their AMC email - Introduce annual alumni events into the MSAND calendar alongside the alumni network - Ask for Galvin Library to be open to med students after hours 	OS	5:33-5:50

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		<ul style="list-style-type: none"> d. It is believed 15-20% of cohorts utilise the building after hours and they would benefit from having more access to other rooms e. 2nd year reps have asked for room 225 to be open to medical students only as a quiet study space 				
4.2	Vice President External's report	1. Sponsorship update	Huge list of sponsors - about \$10k in sponsorship so far	Please update secretary with dates for events so it can be locked in with sponsors	DQ	5:50-5:55
4.3	Vice President Internal's report	1. WAMMS Event - Big Kahuna Bash	1. UWA have reached out about a social event on 21st of March	Year reps to distribute information on the event	YB	5:55-5:58
4.4	Treasurer's report	-	-	-	TA	5:58
4.5	Secretary's report	<ul style="list-style-type: none"> 1. Calendar 2. Sub-committees 	<ul style="list-style-type: none"> 1. Please make sure you have the calendar downloaded 2. Please send me a list of who is on your subcommittee 	-	JW	5:58-6:00
4.6	Social report	Uniform Party (29th March)	Bump Uniform Party in year group chats Encourage attendance by friends outside of uni	<ul style="list-style-type: none"> - Need to clarify if we can obtain a liquor license and if this impacts BYO legal requirements - Great to see the entire committee at the event 	SK	6:00-6:05
4.7	Rural report	RCS Student Zoom	-	-	KB	6:05
4.8	Social justice report	Worlds Greatest Shave			OH	6:06
4.9	AMSA report	Banh Mi in collab with UWA and Curtin Vampire Cup	1. Proposed to be in March		KS	6:07

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4.10	Education report	1. Assessment Meetings	Darren Starmer is looking to re-resume meetings with Preclinical and clinical year reps pre and post assessments Have spoken to Ollie (President) and it is proposed that there will be a pre-clinical meeting and clinical meeting with one year representative from each year group present at each meeting. This will be before and after exams to receive feedback from the cohorts. Feedback from TA was that Darren will only utilise very specific feedback, not general feedback, so go with specific examples	Determine meeting schedule and availability	JD, TA, OS	
4.11	Wellness report	-				-
4.12	Sports report	1. Finalised sporting schedule for 2025	1. Can clinical students please encourage their cohorts to turn up to events!		WM	6:10-6:13
4.13	IT report	1. Rubric Fees when purchasing merch and tickets	1. Is there a way we can waive or reduce this fee? → shouldn't be a problem for the rest of the year	Ophelia will further look into whether Rubric is the best brand to utilise when selling for MSAND	OSc	6:17
4.14	Media report	-			JB	6:17
4.15	Equity report	-		Set up handover meeting with Toritse (2024 Rep)	MM	6:13
4.16	Environment report	1. First event Sunday 16th March - clean up Australia Day 2. Keep Cups are being released	1. Cleaning up the park and then moving the group to South Beach for a sausage sizzle → this will hopefully be provided for free from Woolworths a. \$5 discount on keep cups if student attends this event 2. 2 week turn around on cups	Make sign for 'Containers for Change' bin to instruct students not to put food in it	OSt	

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	3. Capier - 10 session course on climate change education for medical students	3. Students will receive a certificate for attending this event			
4.17	4th year rep report				-
4.18	3rd year rep report	International Elective Database	Looking to generate a document similar to the one utilised by UWA → potential involvement from 4th year reps	Happy to do this behind the scenes	HM 6:16-6:17
4.19	2nd year rep report	Halfway Dinner Friday Friendlies	-	-	JB 6:18
4.20	1st year rep report	<ol style="list-style-type: none"> 1. Scrub night/ scrub crawl 2. AMSA and MSAND Membership when looking to buy tickets? 3. Who is organizing what Friday Friendlies? 	<ol style="list-style-type: none"> 1. All 4 cohort event, has been demand from 1st year cohort (just Notre Dame or any health care provider scrubs) 2. IT rep believes this has been fixed if student email has been used 3. 1st years to organise the 2nd Friday friendlies in July 		GH, DB 6:19-6:27
5.	Miscellaneous business	<ol style="list-style-type: none"> 1. Create role for international student 2. Social Media Presence of 	Social Media MSAND accounts - starting to have too many. Please confirm with the exec before creating an account. Exec will monitor traction over the year to see which one to shut down as there are currently too many.	Prem to meet with executive team to discuss role	OS, PS 6:27-6:30

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	MSAND Accounts			
6. Next meeting	Nil			

Key to Initials: 2024 MSAND Representatives

AD: Alex Diamant (4th Year Rep)	JW: Jessica Wait (Secretary)
AM: Anabelle Motteram (2nd Year Rep)	KB: Keoni Bassett (Rural Chair)
AP: Annabelle Papalia (3rd Year Rep)	KS: Kate Stirton (AMSA Chair)
BR: Brodie Rigg (Broome Rep)	MM: Matilda Malet (Equity Chair)
CM: Chris Murphy (4th Year Rep)	OH: Olivia Holmes (Social Justice Chair)
DB: Daniel Borg (1st Year Rep)	OSc: Ophelia Schilizzi (IT Chair)
DQ: Denver Quantrill (Vice President External)	OSm: Oliver Smith (President)
GH: Gabrielle Hachem (1st Year Rep)	OSt: Olivia St Clair (Environment Chair)
HM: Harry Mohr (3rd Year Rep)	PS: Prem Sathiamoorthy (International Chair)
JB: Jack Bertoia (Media Chair)	SK: Seamus Keefe (Social Chair)
JB: Jared Buratto (2nd Year Rep)	TA: Tim Andrews (Treasurer)
JC: Jay Caruso (Wellbeing Chair)	WM: Will Mariuz (Sports Chair)

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JD: Jayden Dickson (Education Chair)

YB: Yoveena Brian (Vice President External)