

Date of Meeting: 11/06/2009

Attendees:

Francesca Curry(FC), Victoria Tuck(VT), Jess Hawksley(JH), Jo Davies (JD), Adam Stoneham(AS), Chris Gillet (CG), Sarah Miller (SM), Emma Gosnell (EG), Emma C-S (ECS), Lucy Joslin (LJ), Dan Cox (DC), Richard Pellat (RP), Katie Wimble (KW), Steve Lindley (SL), Jack Ogden (JO), Stella Dilke (SD).

Apologies:

Eoin Dineen (ED), Ryan Hogan (RH),

Content:

1). **MTAS crisis**

LJ – MTAS is the application you fill out in your 5th year. Normally this is done in November. Due to the implementation of a new system it has now been moved to **October**. Many students will now be on their elective whilst this 2 weeks is going on and they need internet to access the information- but not all students on their electives will have this access. The faculty in Bristol are trying to appeal for an extended date. MTAS only released the dates on Saturday. LJ has spoken to the faculty about letting the fourth years know that the faculty are doing all they can to address the situation, and the faculty have sent an e-mail to the fourth years last week.

LJ: Students can prepare themselves prior to electives, they already know to get their references now. Also MTAS forms always cover 7 topics- 5 on clinical experience eg. Leadership, time management, teamwork. If students know these beforehand they can start preparing.

Action point: LJ to look into whether students know about the areas that the questions are based on.

2a). **Blackboard /IT student views**

CG- Thinks it would be worth getting in touch with the greater student body and getting ideas for the student website. One thing that CG and relevant faculty members have been looking is the “my Bristol” which is a student portal, with an aim to make a departmental version of that, for example Black board and timetables all in one. A lot of the 1st and second years are using “my Bristol”, older years not so much. Everyone Steph, Dom, e-learning people are looking into improving blackboard. Jane Williams, Gail and Chris and Chris Bailey all recently had a meeting regarding this.

FC- Will you look into putting marks online as well?

CG- the portal only pulls things from other websites, so you would have to reorganize blackboard and medic etc.

Action point: CG to use survey monkey to get people’s ideas.

Action point: CG to also send out an e-mail telling people how to change e-mail boxes and is looking into increasing storage space.

2b). **New Galenicals website:**

New website is nearly complete CG is sifting through the content of the current site and looking at what we want to keep. The new website is nearly up and running. **Action point:** CG to send out link to the new website once it is ready.

Calendar on the website. Use google calendar.

Action point: VT and CG to compile this.

2c) **Subscription for survey monkey for "committee approval".**

Probably best to do it for a month alone. Which is 19 dollars rather than the year subscription which is \$200.

Action point: CG not to renew survey monkey ad just pay monthly.

3). **National Medsoc conference.**

FC: last years committee started organising this very early. JH to have handover from Sam Graham to find out more information.

Action point: JH to e-mail Sam.

4) **Yearbook committee problem.**

ACS: More people ordered this than they were expecting. Sponsorship was fixed at a set price. Therefore the "discount" given to students on each book has left a £170 deficit. The yearbook committee have agreed to go back to the sponsors and try and cover this extra money, as more people are now able to view the sponsors as more people have the book.

LJ: BMA have given money. Have the yearbook committee received this? (It was given via Galenicals)

Action point: LJ/ACS to check that BMA money has been given.

Action point: ACS- also looking to find some people to hand out the year books, as the current committee will be unavailable. Date 13th July. Hire freshers- or we could do this ourselves.

5). **Fresher's handbook**

JH is busy doing the 3rd year handbook and so ACS is going to organize the freshers handbook. ACS: We need to cut the book down in size. CG: We need to put in things that freshers will be interested in doing. EM: thinking of organizing paintballing on the day of the bar-crawl in freshers week. SM: worried that if freshers pack is advertising too many things? DC: Quite often people are happy to pay before they start uni. JO: wants something to go in there for the 2 in 1s.

ACS: We have a copy of the template from 2008 that can be sent round.

Action point: ACS to send round 2008 freshers pack. Everyone send comments and anything else they want putting in, and make suggestions for what can be cut out.

ACS: It would be useful to give freshers a discount on stethoscope and books as Sue said.

VT: second year stethoscopes? Needed by the start of October.

Action point: ACS to look into getting discounts on stethoscope for large groups to include the second years.

6). **Medics fresh**

FC: does everybody know what this is?

JH: Medics fresh is separate to clinical fresh. Should we combine these?

KW: Its timetabled-in for the 1st years. JH and JD to meet up and discuss this, they are waiting for the timetables for the 1st and second years.

Action point: VT to e-mail old list of small group contacts.

Action point: FC to pass on details of zipwire/Lucy smith to JH and JD for medics fresh.

7).AOB

a. Medsin

SL: we need to open more communication with Medsin. Can we assign a role for someone to link with them.

Action point: SL to find out situation with Medsin.

b. Medics Ball:

EG: Is it a Galenicals ents, or is it a separate thing? Both Medics' ball and Glitter have lost their identity. EG/SM are thinking of having a proper sit down ball. We would prefer to have one large Medics' ball than two separate ones. There was a very successful pre-clinical ball last year but it would be great to bring back the big combined ball. In order to do this we need to get the pro-active pre-clinical years involved with the organisation of the communal ball. A Wardal was involved with organising this years pre-clinical ball that was very successful.

Action point: VT to send out Andrew Wardal's e-mail address to SM/EG.

c. 3rd year guides:

JH want to make a third year guide including up-to-date academy details. DO we have enough people here to cover all of the academies? Academy reps could be asked to write a guide. CG: Want to change the format to the ones currently on the website. We want them to be punchy. The same material in the 3rd year handbook could be put on the website.

Action point: JH to e-mail academy reps to ask them to write a concise guide of their area. If she is unsuccessful with them then we could write the guides as a committee.

d. Pharmaceutical companies:

Extensive discussion, LJ has a lot of both sides of the argument. ACS: we should work together on this to know the facts.

Action point: To be discussed at another time.

e. Room Bookings:

SD how do we book rooms.

Action point: VT to send link to website/provide more information for room bookings to SD.

f. Renting Keyboards:

SD: Do we have a keyboard that we can use to practise. ACS: We could use a union grant. The union would probably want somewhere secure to store it in the DHB if one was rented/bought from them.

Action point: ACS has already applied for a grant for music, but till then VT will lend her keyboard, starting from September.

g. DHB:

SL has chatted to Suzan Fowweather about the DHB. Suzan Fowweather has mentioned that the DHB staff would like to swap an upstairs room currently used by Galenicals with a room downstairs. They are also

putting another keycode on the room downstairs. Marrow and CPRis currently store their things in the old room, they will have to have access to the new room/keycode.

There are loads of old black bag copies too- going back to the 1960s. Sue said they are wasted in this box. SL is looking into doing something with these- a display?

Action point: SL/KW looking into funding for a display.

Action point: SL is looking into a calendar for organising DHB hiring.

h.Sports

ECS: Rugby debt- did rugby pay it off? ACS- no.

DONM

Monday 6th July DHB- SL Steve Lindley to bring food.