

1. Apologies for absence
 - Harriet
 - Steve
 - Jenny
 - Victoria
 - Aarti
 - Sujo
 - Alison
 - Oliver
2. Minutes of previous meeting for ratification as a true and accurate record
3. Matters arising from these minutes
 - 3.1 **1st Year Representatives Recruitment –**
 - Manifesto to be published by 14th May for elections on 21st May Emily, Brian and Nelly attended this meeting
 - 3.2 **Website –**
 - Brian McMillan accepted offer of IT Representative position
 - Website Domain – leedsmedics.org/msrc
 - Brian will make the site live soon
 - Decision made to leave phone numbers off the new website.
 - 3.3 **Badminton Team-**
 - Poppy has given Aimmee claim for £197
 - 3.4 **Fresher's Week –**
 - Business Fair – Saxon has started contacting businesses
 - Ian French has be out of touch, regarding bookings.
4. Reports from committee members
 - 4.1 **SSC Steering Committee –**
 - Lolo attended meeting reported:
 - Turn it in (anti-plagiarism) software trial was successful 80% of people using It. To be extended to SSC 2.1.
 - MSRC should look into raising awareness of availability of funding for Elective SSC as this has a low uptake rate.
 - Podcast to be made "How to self design an SSC?" (for 3rd year students) Input from MSRC requested as to necessary content.
 - 4.2 **Patient Evaluation –**
 - James attended meeting.
 - Acknowledgement that there is discrepancy and W. Yorkshire have agreed to standardize teaching levels.
5. Business
 - 5.1 **Expense Procedures-**
 - Non-routine expenses to be brought forward to weekly meetings for approval
 - 5.2 **CMT Procedures –**
 - CMT reporting needs to be standardised
 - Problems in past regarding censorship
 - Resolved that it is important however to consult chairs of CMT for ratification of facts for dissemination to year group
 - No individuals in CMT should be named

- Author/ MSRC attendee should take responsibility that it is factually correct
- Group emails should be sent from MSRC address

5.3 MBchB Meeting –

- Next meeting to take place 23/05/2007 Ali, Henna and Saxon to attend

5.4 Sports Team Funding-

- Procedure for allocation of funding to be set up
- Proposals should be sent to MSRC (Poppy) with funding requests
- Need to verify – How many people are actively involved in the societies ? What was spent last year ? etc.

5.5 Open Day –

- Medical school open day to take place 22nd and 23rd June, 2 sessions per day. Gwen, Mike and Ali volunteered.

6. Any other business

6.1 Bradford Integration –

- Improvements to integration to be made:
- Accommodation advice (people would prefer not to live in student halls)
- Fresher's Activities
- Many are left off MBchB and Medsoc email lists

7. Action Points

7.1 Sports Teams – Email to be sent to Medsoc list to get team captains to contact poppy

7.2 National Medical School rankings – Email to be sent to MBchB list to inform about recent placement of Leeds Medical School 9th Nationally.

7.3 Committee Night Out – Musical theme – starting 5.30pm 24/05/2007

7.4 Rectum – Articles to be submitted to Kate Mellor for the magazine