

1. Apologies for absence

- Vino
- Allison
- Arti
- John
- Jenny
- Steve

2. Minutes of previous meeting for ratification as a true and accurate record

2.1

3. Matters arising from these minutes

3.1 **PALS Update** – Starts 26-04-2007 – Allocation emails to be sent out this week.

3.2 **Fresher's Week 2007** – J Darling needs to be consulted for a confirmed timetable
– Need to arrange a Medsoc- MSRC meeting to plan the week.

4. Reports from committee members

4.1 Sujo

- **Health & Safety Meeting** – Re POGs and A+E after hours placements and student safety. POGs CMT will report its findings to the next MbChb meeting. Risk assessment to be submitted before the next H&S meeting in June. Enquire with Leeds Union Healthcare rep. as to their standpoint.
- **MSS CMT** – Receptive to feedback. Session on Defib + Airways was disorganised. Ratio of teachers to students too large (1:20). Insufficient training for OSCE preparation and there is no opportunity to practice between initial session and exam. Students would appreciate a practice defib. being made available and an instructional DVD.

5. Business

5.1 **ASME Summer Conference** – 2 students required to represent Leeds in Keele

5.2 **LeedsMedics Website** – To be reviewed by Bobby and A-nother. Requirements :

- Easy to use
- Contacts with pictures of MSRC and society reps.
- "Where to go when you need help"
- Regular updates
- RSS Feed
- Links to Facebook
- Separate MSRC/MEDSOC areas on site
- Links- sponsorship
- Bobby- "unlimited names on 'leedsmedics' email account"
- Separate PALS email account to be created

5.4 **Recruitment** of 1st Years to be 2nd Year representatives.

6. Any other business

6.1 Henna wishes to step down from Library representative.

6.2 The library wishes to make an introductory video for which they are recruiting volunteers – email Henna for details.

6.3 Medsoc lists - need to be subdivided to decrease traffic of unwanted emails.

6.4 Careers Fair – to be moved to October – organisers wish to have MSRC endorsement. New suggested format will see specialists talking on most popular specialities.

7. Action Points

7.1 **Fresher's Week 2007** Consult J. Darling re. confirmed timetable for Fresher's week. Arrange Medsoc – MSRC meeting for Fresher's week Activities

7.2 **Health & Safety Meeting** Enquire with Leeds Union Healthcare rep. as to their standpoint.

7.3 **ASME Summer Conference** – 2 students required to represent Leeds in Keele

7.4 **Library representative** needs to be appointed.

7.5 **Medsoc Lists** – need to be subdivided