**St. George’s Students’ Union**

Meeting of Senate

Minutes of the 9th Senate meeting

*12/03/2013*

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# Business

## Present

|  |  |
| --- | --- |
| Edmund Grouse | T Year MBBS4 |
| Sonam Naik | T Year MBBS5 |
| Rupinder Panesar | P Year |
| William Twiggs | P Year |
| Francisca Silva Mota | 2nd Year Biomecial Science |
| Rameeta Bhamra | 3rd Year Biomedical Science |
| Sharad Sinha | 3rd Year Biomedical Science |
| Nicholas Yu | 3rd Year Biomedical Science |
| Stuart Deaton | 2nd year Physiotherapy |
| Laura Bayliss | 2nd Year healthcare Science |
| Daniel Trotman | Chair |
| Katie Jones | General Secretary |
| Lauren Wellburn | VP education and welfare |
| Haroon Ashraf | 1st year MBBS5 |
| Philip Ajai | T Year transfer |
| Martina Caranza | 1st year MBBS4 |
| David Angove | 1st Year Physiotherapy |
| Olivia Bennett | 1st Year Healthcare Science |
| Xolani Machazire | 1st Year Healthcare Science |

## In attendance

***1.3 Apologies***

|  |  |
| --- | --- |
| Sophie Mcevoy | T Year MBBS4 |
| Heba Ibrahim | P Year |
| David Williams | P Year |
| Bernard Ho | F Year |
| Adeoba Okekunle | iBSc |
| Haider Manzar | 3rd Year Biomedical Science |
| Ryan Cooper | 2nd year Physiotherapy |
| Zoe Jeanne | 3rd Year Physiotherapy |
| Pamela Rungen | 3rd Year Physiotherapy |
| Mathew Owen | President |
| Savneet Lochab | 1st year MBBS5 |
| Mumtaz Mooncey | T Year transfer |
| Jenardan Sellathuria | 1st Year Biomedical Science |
| David Woo | 1st Year Biomedical Science |
| Lorien Slaugther | 1st Year Physiotherapy |

## Minutes from the previous meeting

* PASSED

## Minutes arising

* MO to speak to maintenance men about halls – COMPLETED
* MO to talk to physiotherapy course about feedback policy – COMPLETED
* LW to investigate recordings and lecture slides – COMPLETED
* MO to talk to Margot Turner re: INS visit – COMPLETED
* MO is to look into student booking for out of hours - COMPLETED

## AOB

* ‘This week next week’ blog

# Reports

## Top 4

## 1st year biomedical science reps

* No questions in their absence, but physios and biomeds agreed to training from Craig for AV matters.
* PASSED

## 2nd year biomedical science reps

* An oral report was given; a concern was raised about summer ball wondering if it was too soon after easter holidays.
* PASSED

## 3rd year biomedical science reps

*No report received*

* A short oral report was given. They informed senate about an exam briefing and committee meeting coming up. Also they were looking to organise revision sessions for the 3rd years.
* PASSED

## BSc intercalated year reps

* PASSED

## 1st year healthcare science reps

* PASSED

## 2nd year healthcare science reps

* PASSED

## 1st year physiotherapy reps

* DA gave a verbal report and commended the new microwave in the bar.
* PASSED

## 2nd year physiotherapy reps

* SD gave a verbal report and discussed the principal’s open forum.
* PASSED

## 3rd Year Physiotherapy reps

* FSM asked a question in their absence about if they were involved in grad ball, SD confirmed that they were doing their own ball.
* PASSED

## FdSc Paramedic science 1st year

**ACTION POINT**

DT to follow up on senate attendance and reports for paramedic year reps.

## FdSc Paramedic science 2nd year

* See above action point

## PgDip Physician Assistant 1st year

* LW reported back that there would be a printer on the 5th floor in 2 weeks.

## PgDip Physician Assistant 2nd year

*No report received*

## MBBS4 Year 1

* MC gave a brief verbal summary of their report.
* LW asked what the feedback on the security guard and the library was, MC said it was partly due to closing times and also the manner of the security guard that closed up the library. LW said that they had gone through the library policy and they had spoken to the library and they were upset about the library shutting early.
* RP asked about the policy of food in the library, LW said they let a lot slide during the day but technically only water is allowed.
* PASSED

## MBBS5 Year 1

* HA gave a brief verbal report, and asked if his year would get any more feedback.
* LW replied that they would get a lecture but that was it as far as feedback went, however feedback became much more detailed, as they got further into the course.
* SN asked about people paying for exam papers, LW said people had looked for it in the past whilst waiting for feedback from the OSCE, however it’s very unlikely that they’ll give you your original power.
* PASSED

## MBBS5 Year 2

* No questions were asked in their absence.
* PASSED

## MBBS4 T year

* EG gave a brief verbal report, he paid particular attention to the e-learning issue, citing that stream A couldn’t see their lectures from their PBL block, something similar had happened the year before with GEP year 1 and they had managed a different log in system.
* LW said if he could verbalise it in an email and then would be able to put it through to the e-learning meeting.
* PASSED

**ACTION POINT**

LW to talk to cleaning service at the weekend

**ACTION POINT**

LW is to ask about poster payment for third year biomedical science students.

## MBBS5 T year

* SN gave a brief verbal report.
* MC asked if she could advertise halfway dinner to the MBBS4 year 1, EG said they needed to talk about it.
* PASSED

## MBBS5 Transfer T Year

* PA gave a brief verbal report.
* KJ mentioned that they knew about the differences in placement from other hospitals and that it was a big issue for the university.
* PASSED

## MBBS P year

* RP gave a verbal report.
* PASSED

## MBBS F Year

*No report received*

# *E-assessment*

WT went to the e-assessment meeting describing how they are changing the way that they assess students to a completely paper-free system. He also mentioned that DOPS, CBA’s etc. would also be online and done that way. He said they were looking at two main software programs, and that the main issue was what the priorities were for students concerning feedback. LW asked if people asked if they had feedback on this topic then maybe they could email David Williams or himself. She added that this group were working ahead of their deadline, and that it would eventually happen with all courses they were just piloting it out with medicine. FSM asked what year this would happen, LW replied that they were hoping with enough warning they could bring it in for a year and carry it on. EG asked if there was a definite time, LW said that they were surprised at how feasible it was and they were looking for any other concerns from students etc. WT said they were aware of that perhaps not everyone would be able to have a smartphone etc. and there were ways around it. It was asked about whether 3rd year biomed’s would have to type up their essays, LW said normally the essays would still be handwritten as it was within an exam however they would look at adapting it when they looked at bringing e-assessment into the biomed course. EG asked about the doctor signing DOPS at a later time, LW said there would be codes and online signatures that the doctors could use and it would cut down on paperwork. She added they would look at ways to minimise fraud as well. MC asked if e-assessment would still be in exam conditions, DT said yes and that this was done for the progress test. LW said it was more likely that DOPS etc. would be seen before the exams being online. WT repeated that feedback could be emailed to him or David Williams.

1. ***Year Plan***

LW updated everyone about the Go green week and reminded everyone about the disco on Friday. She added in the events for Wellbeing week. LW said that she would email out a specific timetable for the year reps and encouraged people to advertise the week.

1. ***Email addresses***

KJ briefly showed how to have an external identity in email accounts. MC asked if the other year rep would be able to see the emails, KJ said yes as it was a shared folder.

1. ***Access to 5th floor out of hours***

LW informed the 2nd year physios that they were no allowed to access their lockers and the 5th floor however they did need to go and visit security in order to get the security allowances on their cards for this. SD asked if next years cohort could have a blanket access allowed on their cards for the 5th floor. LW said she would look into it.

**ACTION POINT**

LW is to see if next years physios can get access to 5th floor without visiting security desk.

LW also said that Ian Spires wanted to set up a meeting with the faculty and the year reps to see if the access to the physio labs was needed at certain times or if it was an all year necessity. DA and SD replied it was very much a peak times issue, and LW suggested that they put their heads together to come up with specific times for when their years particularly needed access.

**ACTION POINT**

Physiotherapy year reps are to look into when their years most need the physio labs and report this back to Ian Spires.

1. ***Sophie Bowen shadowing***

LW informed senate that Sophie Bowen was shadowing one of the year reps.

1. ***Microwave Issue***

LW informed everyone that a microwave had been put in the bar and was available for everyone to use providing that they cleaned it appropriately afterwards. She added that it was under the care of the bar manager and would not be there all the time (e.g. during a disco) for health and safety reasons.

1. ***AOB***
   1. ***‘This week next week’ blog***

LW informed everyone about the ‘this week next week’ blog, she encouraged the year reps to advertise it to students to increase the readership of the blog.

1. ***Date of Next Meeting***

7th May 2013