

**Minutes from the AVS Committee Meeting Held at BVA HQ, Mansfield Street
on 13th March 2010**

In Attendance

Emma Sinclair (SVP)
Jennifer Hall (President)
Karmen Watson (Outgoing Secretary)
Nicky Reynolds (London Senior/ Secretary)
Myfanwy Hill (JVP)
Chris Ogden (Welfare)
Jo Shelmerdine (Out going On Tour/Liverpool Senior)
Adam Swallow (On Tour)
Toby Trimble (Outgoing Web)
George Giles (Web)
Anna Briggs (Marketing)
Lucy Bright (IVSA)
Emily Peat (Out going Bristol Senior)
Nicola Eisenhower (Bristol Senior)
Lucy Worthington (Bristol Junior)
Claire Coombe-Jones (Cambridge Senior)
Marie Killerby (Cambridge Junior)
John Vernon (Edinburgh Senior)
Becky Marr (Edinburgh Junior)
Liz Black (Glasgow Senior)
Leanne Forde (Liverpool Senior)
Martha Edwards (Liverpool Junior)
Lucy Jerram (London Junior)
Katy Fitzgerald (Nottingham Senior)
Naomi Fitzgibbons (Nottingham Junior)
Emma Chedghey (Dublin Senior)
Seanna Fenwick (Dublin Junior)

Apologies

Chloe Hannigan (JAVs)
Clare Montgomery (Glasgow Junior)
Loren Shearing (Outgoing Liverpool Senior)

Senior Reps reports

Nottingham

1. Elections to take place in May.
2. Very good feedback to on tour, however their only objection is they can't afford two AVS events in a term.
3. Are trying organise a welfare week for the launch of the welfare card and are going to carry out a survey to see how welfare services can be improved and promoted.

Edinburgh

4. Have formed a committee and started organizing Sports.
5. Have elected new junior Nick, more details to follow.

Glasgow

6. Elections have not been completed
7. Struggled with interest in Congress and are going to look into new ways to promote it as an event.
8. Trying to change student bodies view on AVS

Cambridge

9. New Junior Gemma has been elected.
10. There was little interest in On tour as it was difficult to travel.

Bristol

11. New junior Lucy Worthington
12. Congress is to be held in Bristol next year at the start of February- can reps please check to see if any major events around this time

Dublin

13. Have both only just taken over positions, just trying to get to grips with what is involved

Liverpool

14. Elections to take place after Easter and new junior will be elected, as well as a decision on the senior.
15. Peer support network has been launched, involving activities such as weekly tea and coffee mornings

London

16. Elections will take place near the end of the academic year.
17. There was a poor response to on tour as all years apart from second year were still in lectures and second years were on animal husbandry placements.

President's report

18. Jen has been in contact with the medical student committee and is looking restructure our committee based on theirs.
19. Would like AVS to form policies on certain issues, including tuition fees, but is finding it difficult to get views from the students we represent.
20. EMS database research.
21. Attended the 'Meet RCVS day' and has written an article for JAVs. (More detail later)

SVP report

22. Emma has been handing over to Jen.
23. Rest of her work is ongoing and covered later in other points

Treasurer's report

24. Jen has not yet handed over accounts to KT
25. Currently account stands at approximately £15,000.

All reps
please notify
secretary as
soon as new
junior reps
are elected
and forward
their contact
details so
they can be
added onto
the email
loop.

26. Just wanted to inform new reps that you will have your travel to meeting reimbursed but will need to keep receipts (only covers travel from your university to the meeting and your return journey)
27. BVA will pay for the meal following the meeting and the accommodation for those who are staying over.
28. There was a loss of £180 from On Tour.
29. Edinburgh still need to pay for the years subs (£1.10 per student, senior rep is responsible to collect and pay to central AVS), however are having issues as in the past the university has paid for subs but are now questioning the payment, they want further details about what they are paying for.

Edinburgh
reps to speak
to their
university and
sort out the
payment of
subs

Welfare- outgoing report

30. Myf has worked over the past two years to produce the wonderful 'AVS Charities Guide for EMS' (booklet of charities who may be able to offer EMS placements or funding/support for EMS). It was also noted that thanks were given in the guide to all of the 2009-10 committee, including Tim and Derek (who thought they're input had been particularly valuable!)
31. Myf has also worked hard to produce and secure funding for the new welfare card (pocket card, with telephone numbers for support services with relevant clinical information on the reverse). BSAVA have offered to cover the cost of creating and producing the card. The proof should be ready on Friday 19th March and hopefully will be ready to launch in summer term, but will perhaps consider putting them freshers packs when dates are confirmed.
32. Has now handed over welfare to Chris.

Welfare incoming report

33. Chris the new rep has set up a welfare group at Nottingham to try to improve student support at Nottingham.
34. The committee is trying to set up a survey to find out what support services are most favoured by students.
35. If the committee is successful will consider trying to encourage them to be set up at other vet schools
36. Is trying to organise a welfare week at Nottingham university.
37. Would like AVS to consider whether they can help to support widening participation and would like to know what is place in each university to try to increase the diversity of the student body. RVC has a good widening participation department and it was also noted that Liverpool has accepted a student from an access course.
38. Consider producing an AVS policy on widening participation. Research to be done by reps about what is being done at each university and make it a constant AVS issue

Senior reps to
contact their
universities
widening
participation
department
find out what
they do and if
AVS can do
anything to
help support
their work

JAVs

39. Is the AVS magazine for vet students, editions are released twice a year, freshers addition and Spring addition. It is our way of communicating with the student body.
40. Committee members are expected to write an article for the magazine, it doesn't need to be very long and can be about any aspect of your experience of life as a veterinary student. Please help to support it by giving lecture theatres. Please be clearer when you hand over to you junior what is involved in the position they are taking on.

Can the
committee
please make
sure they
contribute to
JAVS and help
to promote it
when new
editions are
released.

41. Both the outgoing rep and incoming rep were unable to attend. However Francesca has finished her final edition and will be handing the position over to Chloe.

Website

42. The website is the committee's most updateable resource and includes information on events and information about who the committee are and they do. Currently very underused and would like the committee to come up with some fresh ideas. Suggestions were: a forum/blog for sharing lecture notes or good resources.
43. George had a meeting with Rob who runs website. He would like the committee to provide some information promptly on request for website, with a photo. Currently there is an overwhelming amount of static information and he is going to work to improve it.
44. Minutes from meetings, photos from events and the AVS charities guide will be made available online. JAVs will also be made available online and part of the website.
45. From the survey it was noted that information that students would like including on the website includes: committee information and diary, events, advice on managing finances as a student and information on what to do when suffering from mental health problems.
46. Would like the committee's opinion on use of social media: facebook, twitter etc. As this as popular way of communicating to students.
47. BVA to put web editor into to contact with appropriate person to advise on setting up a forum.

IVSA

48. IVSA had their Second meeting at Cambridge, and was reported to be very successful. The Ghana book shipment is going to be sent, however it will only cost £500, as some money is coming from central IVSA development fund. It was decided that the rest of the profit money from Nottingham Congress would be put towards setting up an IVSA chapter in Sri Lanka.
49. Review committee structure: sponsorship and campaigns rep was removed. Aim to reduce the size of the exec committee to try and make them more efficient.
50. Have decided to move their AGM and elections from October to the same time as AVS Congress, to although the new president will come to hand over meeting.
51. Constitution and rep guidelines: IVSA have created own using AVS' as guide, also taking on idea of junior and senior rep.
52. Dublin and RVC reps are in the process of being elected.
53. Proposal regarding funding: currently 10p per AVS member (£352.50 last year) goes to IVSA to help the committee continue to function. However this only just covers the running of the committee, which is mainly rep expenses, would like to propose a 50% increase (to 20p) as discussed at last meeting to allow them to develop and grow. They will use the money to promote IVSA in the UK and Ireland, by producing and distributing posters to increase awareness of the IVSA's work and events. Fund raising events are already carried out to contribute to the committees running costs. The proposal is to be considered by exec (taking into consideration the AVS' financial situation) and they will let IVSA know in due course.

All reps: Please send the information that George requests promptly so the website can be successfully updated. Along with any ideas you may have for the website

George to speak to BVA to set up forum

Sports Weekend 2010- Edinburgh

54. To be held on 5-7th November with the theme of Highland Games.
55. The committee has been formed and have started organisation and are making good progress
56. Friday night: at the SU, asking for £400 deposit but if £1000 taken over bar then hire will be free (the first half hour will probably cover this!), have arranged a deal with dominoes pizza for food. It will be a band night as the Saturday night venue will not allow for this. No transport will be provided as the venue is very central so students will be able to walk to accommodation (however they are trying to set up a deal with a local taxi firm)
57. Saturday day- late start 12-1pm start (due to not being able to get into venue until 9am to set up) there will be all general sports (mixed hockey, football etc.), highland games/fun games (tug of war, welly throwing), inflatables/bungee run and marquee with a Scottish caleigh (Not to have smooth floor to avoid broken legs!). It will be bring your own alcohol.
58. Saturday night- finish at 5pm and go into the centre of town for a pub crawl, the venue for sat night food along the crawl has offered to do all food for free! 'City' club is the venue for sat night and will run its own cloak room. There will be dj's and they are going to try and negotiate drinks deals- the club has plasma screens around rooms which will possible used for sponsorship or to put up photos from previous night. There will be a VIP are for reps. Students will again walk back to accommodation.
59. A venue is still required for the Sunday morning.
60. They are going to re-introduce the sports cup tradition with a presentation.
61. They are still currently looking into security, but it is the committee's opinion that this is a particularly important area.
62. Charities the Edinburgh committee would like to pick a small cancer charity, they are thinking of a local hospice and one other, they will ask the committee to approve.
63. Promotion, they have a publicity rep who will work with Anna the marketing officer to use generic AVS marketing system once it has been established. Committee rep to be put in contact with Anna.
64. Capacity on the Friday is 1200, so there is the possibility of ticket limitations.
65. They are currently concerned about accommodation, and are looking into a youth hostel as a back up. As Karmen recalls from her experience of Edinburgh sports there were 5 in a bed!
66. Sponsorship: Hills have given £200 however they have said that in future that they would like to give AVS a set amount of money and we decide what we use it for. Possibly consider approaching other companies with this idea.
67. Senior reps: please send sports rep details to Edinburgh so they can begin organising.

Edinburgh to
put their
publicity rep
in contact
with Anna

Senior reps:
send sports
reps contact
details to
Edinburgh

Congress 2010- Liverpool

68. Great feedback on Liverpool congress, very well done to all involved! Bill Reilly passed on via Jen and Emma how impressed he was by the event and that he was extremely happy to have been involved. However it was noted that Bill's sense of humour was not fully appreciated by the students!
69. The committee were happy that everything went smoothly; however they are still waiting for some invoices to come through and will let us know the financial outcome once the budget has all been finalised.
70. An electronic handover to Bristol is to be organised by Loren.

Congress 2011- Bristol

71. Bristol is looking to form a committee at the beginning of next term. They would like to have some basic information by end of Easter so they can get onto sponsorship early
72. Provisional date: 4th, 5th and 6th- Dublin, Glasgow and Nottingham have half way events around then. Please let them know if there is anything planned that can not be moved and let your vet schools know as they can organise their events around this.
73. Bristol normally has a Vet ball around this time. They would like to cancel their vet ball and only have congress, so they will market congress to Bristol students instead of centaur ball.
74. Centaur hand over speech would need to be included at some point, it was suggested they could have a separate drinks reception for this before the main ball began.
75. They would also want to sell tickets purely for the ball for partners.
76. Provisionally the committee are in favour, their only major concern is that the focus will be taken away from congress.

Reps: please let Bristol know if you have any major events around this date and let your own university know when congress will be

On Tour report 2010

77. 11 people in total attended the On Tour weekend on 5th-7th March 2010
78. On the Friday they went for a pub meal & quiz and then returned to the accommodation (Adams cottage) for a relaxing evening. On Saturday they went paint balling in the morning and to the Caves in afternoon. In the evening they went for out for Mexican and then back to accommodation to relax. On Sunday before leaving they enjoyed a walk in the hills.
79. Feedback: £50 price reasonable (included: accommodation, paint balling, breakfasts, meal on Saturday night and some drinks), attendees paid for caves and food on the Friday themselves.
80. Please send term dates to Adam ASAP, aiming for around the same time next year, possibly in the Shropshire. Aiming the event particularly at Liverpool, Nottingham and Bristol, are going to try to keep numbers down- around 20.
81. Weekend was enjoyed by all who attended.
82. It has been decided that On Tour will be kept as a small, informal AVS weekend and that we as the committee need to try and keep students interested in the event.
83. One of the Nottingham attendees is going to write an article for JAVs and Nottingham news.
84. It was bought up that it seems to be a problem with quite a few students the cost of two AVS events in one term. However March is the only viable date as summer term is too busy.
85. Adam would like to start getting ideas for next years On Tour (quad biking, go karting, trekking, gorge scrambling- please send further ideas to Adam)and will try to aim event at freshers.

Reps: Please send term date and any ideas to Adam for On Tour

EMS Database

86. AVS would like to create a database of EMS placements that are willing to take students (including: name, contact details, location, case load, how to apply, hours of work, accommodation, transport links etc, will contain NO opinion based information).
87. Each vet school has EMS office, but these are a limited resource.

88. The database will be of mutual benefit to students and vet practices, as it will help students to find suitable placements and will reduce the number of unnecessary phone calls that the practices will have to deal with.
89. Myf has put forward proposal to find out if would BVA be able to help with the creation of such a database and the response has been very positive.
90. The BVA are going to form a new sub committee of MSG to look at EMS guides that they produce for students and into setting up a database. They would like the database to be open to all students not just BVA members.

Reps: send ideas of what further information should be included in the database to the exec committee

Tuition Fees

91. The Medical Students Committee (MSC) has contacted AVS regarding the review of higher education funding, as we represent students on a long course.
92. AVS needs to establish a stand point on the issue of tuition fees. We need to create policies and perhaps think about restructuring our committee to be more similar to MSC. Nicky is attending a meeting on 16th March to observe their committee structure.
93. Aim to create sub committees for: education (issues concerning vet students training and school curriculum), welfare (discrimination and inequality during and after vet school), finance (dealing with unique financial situation of vet students). These will work with BVA and reps not hosting an event will sit on a sub committee this will help them to make more of a difference and contribute to the committee's policies.
94. Finance committee needs to be formed soon. Please respond to Jen when she emails re sub committees.

Reps: please express to Jen what subcommittee you would express an interest in being part of.

New marketing campaign and budget

95. Currently AVS do not have any official marketing scheme. The job of the marketing officer is to create a generic AVS marketing system, a corporate identity, with the help of BVA marketing department.
96. Anna's idea is to create a consistent image of AVS which is more professional, with a re-brand of the website and JAVs along this theme.
97. The budget for marketing is to be discussed by exec and then Anna informed. Need to consider what marketing we need and when we need it.
98. AVS would like to have a standard powerpoint to present to at each university to freshers. To avoid overloading freshers in first week and AVS being overlooked, to be done after start of term, perhaps introduce AVS when advertising sports.
99. Would like to create a model of a good AVS notice board. Please send Anna a photo of your current AVS board at your university.

Marketing rep, Website rep and JAVs editor to work closely together to produce the new marketing of AVS

Anna to produce AVS powerpoint

Senior reps to email Anna photo of AVS board

Meet the RCVS day- feedback

100. Introduction to what the RCVS does, including a tour of the building.
101. Important points which were taken from the day: they are trying to promote people from different backgrounds going to vet school, increase awareness and interest in PDP, importance of the register (make sure you pay or they will hunt you down!), Jen believed them to be stuck

up old men-she has since revised this opinion! Membership to library is relatively inexpensive and it has extensive resources.

102. The RCVS were very positive about the visit and feel it is something that that would be keen to continue in the future.
103. The idea of an RCVS liaison representative was discussed as AVS feel it would be of mutual benefit to AVS and the RCVS. Adam is keen to do the role as On Tour will not be as big as previously thought.
104. AVS needs to produce a proposal as to what we want to get out of a student sitting on RCVS council. This will basically say that a representative from AVS on RCVS council is important to provide student opinion, AVS policy and the current experience of vet school (what is delivered at vet school, and will that it allow RCVS to find out if it is what students and vet college want and if this is in accordance with RCVS regulations).
105. The RCVS liaison rep will be responsible for disseminating information from RCVS to student body.

Jen to
produce
proposal for
RCVS

AOB

106. Nottingham being a new vet school is having problems with only getting timetable only 2 days in advance. All other vet schools have time table far in advance (except RVC who are in the first year of the new curriculum). Reps have tried to bring up at an education meeting but the issue was dismissed. Nottingham needs to contact education rep and show when other universities get their time table. They need to show the university that this isn't just an inconvenience but also a possible welfare issue as it interfere with students lives, as it can stop them booking appointments, for example with the doctor.
107. Nottingham students were not told until just before rotations what the dress code, when they were informed they would need to pay for branded Nottingham clothing which students have not budgeted for. Similar problem for other universities. Comparison of price lists between universities
108. Daniel has some posters for notice boards at universities, they will be sent out to reps to put up.
109. FVE diaries- not of any use ton BVA here, if you would like any then please contact Tim.
110. Heather Fuller at Bristol has expressed an interest in providing funding for student BVA membership at Bristol (similar to RVC)
111. At last meeting mentioned a sub committee for creating the AVS survey for 2011. At Scottish universities would need a Scottish student at a Scottish university and a non-Scottish student at Scottish university.
112. Reminder to new committee members that you must be BVA member
113. Nottingham would like to host AVS Sports 2011; however this must be approved by Nottingham University first.

Senior reps
email KT with
when you get
your
timetable

Senior reps
please send
price list for
rotation
clothing and
equipment
around the
AVS loop

Next Meeting

114. Saturday 9th October 2010 at BVA headquarters.