

Minutes from the AVS Committee Meeting Held at Langford Canteen on 6th February 2011

In Attendance

Jennifer Hall (Outgoing President, incoming JVP)
Nicky Reynolds (Secretary)
Myfanwy Hill (Outgoing JVP, incoming President)
KT Fitzgerald (Treasurer)
Chris Ogden (Outgoing Welfare, incoming JVP)
Chloe Hannigan (JAVS Editor)
Adam Swallow (On Tour/Sponsorship)
George Giles (Web editor)
Anna Briggs (Marketing)
Lucy Bright (Outgoing IVSA)
Sophie Bromilow (Incoming IVSA)
Nicola Eisenhauer (Bristol Senior)
Lucy Worthington (Bristol Junior)
Marie Killerby (Cambridge Senior)
Gemma Ellse (Cambridge Junior)
Becky Marr (Edinburgh Senior)
Nic Wojciechowski (Edinburgh Junior)
Martha Edwards (Liverpool Junior)
Lucy Jerram (London Senior)
Sarah Finnegan (London Junior)
Naomi Fitzgibbons (Nottingham Senior)
Sophie Bagnall (Nottingham Junior)
Seanna Fenwick (Dublin Junior)

Apologies

Emma Sinclair (SVP)
Emma Chedgy (Dublin Senior)
Clare Montgomery (Glasgow Senior)
Tom Underwood (Glasgow Junior)
Leanne Forde (Liverpool Senior)
Nicky Robinson (Incoming welfare)

Matters arising from October minutes

1. No matters arising, minutes approved by committee

Senior reps report

Edinburgh:

2. Still finishing up from Sports.
3. Only 12 students attended congress 12 and there was particularly poor preclinical attendance.
4. JAVS has been given out to all students.

London:

5. Quite good turn out to congress but poor preclinical attendance.
6. JAVS has been given out to students and positive response
7. Good attendance for sports weekend there were a few issues with ticket allocations.

Bristol:

8. Poor turn out for sports, only 60. Think it is due to travel expense.
9. No major issues to report from Congress so far. Fantastic feedback received!

Liverpool:

10. Reported that the food at sports weekend was great.
11. JAVS lite was really well received.
12. Peer support network that was set up is working well for welfare.

Nottingham:

13. Sports weekend was well attended 100 (70 freshers)
14. JAVS has gone down well with students.
15. 60 students attended congress from a range of years.
16. Still looking into hosting sports weekend 2011.

Cambridge:

17. Fantastic turnout for sports weekend, 38 in total. It is noted that it was emphasised by Marie that this is **a lot** of people for Cambridge.
18. Poor turnout to congress, only 3. Reps tried to push in lectures but it is difficult with the constant exams at Cambridge
19. Stress at Cambridge due to busy schedules and pressure is a problem. A possible welfare issue that could be looked into, especially in higher years.
20. Currently do not have a welfare rep for the vet school, reps to look into suggesting this to the university.

Glasgow:

21. No representatives present

Dublin:

22. Looking into funding for exchange.
23. Are making a first year booklet, hopefully for next year.
24. Currently no student rep for welfare

President's Report

25. New committee structure. Subcommittees: Marketing, Welfare, Education and Finance.
26. New marketing tactics: new logo, new website, JAVS lite, re-launch of JAVS, banners and presentation for reps at each vet school to promote AVS
27. Has been working very closely with the British Veterinary Association, including a Joint officers meeting and working to create the new EMS guides.
28. Has worked with BVA President Harvey Locke using opinions of the veterinary student body to create a letter addressing Vince Cable regarding the rise in tuition fees.

Note to reps to use the email loop to their advantage and check information with other vet schools

Can one of the Glasgow reps please email the executive committee to let them know what they have been doing

29. Jen has commented in various newspapers and BVA publication, as AVS president, to portray the view of the veterinary student body on the subject of tuition fees
30. Has worked on the development of our EMS Database
31. Worked to improve relationship with the Royal College of Veterinary Surgeons, resulting in a joint officers meeting this summer and an annual visit to Belgravia House for AVS Committee members.
32. Continued to have a presence on many BVA meetings to ensure the students are represented and has spoken out many times at Council and at MSG on behalf of the AVS and all veterinary students.
33. Has helped to ensure the production of the AVS welfare card, which was launched at congress and will be distributed to universities to give to students.

Junior Vice-President's Report

34. Attended BVA council meeting which was very interesting. Discussed Silver birch which was the mock FMD outbreak, it illustrated how all divisions have emergency policies and ways to distribute information to all members. AVS to work on a similar project on students' role.
35. Attended the BVA joint officer's meeting- and would like to feedback to the committee that the work of AVS is truly appreciated.

Treasurer's Report

36. Please see KT's presentation from AGM. EDINBURGH SINGLE HANDEDLY SAVING AVS!
37. Still haven't received money from 2010 congress in Liverpool.

AVS Handbook

38. Jen has worked very hard to re-write the AVS handbook (last done 2009), which includes information about BVA, job roles, the subcommittees (contacts at BVA), the AVS constitution, contacts and dates for future meetings.
39. Please take some time to read through before the next meeting.
40. From now on will be an online, dynamic document.

Representative to sit on Council of BVA's Welsh branch

41. AVS are interested in having a representative and appreciate the invitation
42. Need to establish what they are looking for in a representative. Does the student need to be Welsh? Do they need to be studying at Bristol or Liverpool?
43. Executive committee will formulate a response.

RCVS Day

44. Previous committee visit to RCVS was a really good day. It is noted that committee members were particularly enthusiastic about the food provided, especially the cheese!
45. RCVS has offered to make this an annual visit for the new committee members, with room for a maximum of sixteen.
46. New committee members interested in attending this year include: new junior from Bristol, Chris Ogden, KT Fitzgerald, Seanna Fenwick, Sarah Finnegan, Naomi Fitzgibbons, Chloe Hannigan, Gemma Else, Sophie Bagnall, Sophie Bromilow, and Martha Edwards. Date TBC.

Please can KT circulate a copy of the presentation given at the AGM

Please can the Liverpool reps send the money from last years congress

Please can reps read through the AVS handbook.

Exec committee to discuss and formulate a response.

Subcommittee Discussion

47. Responses have been received from the subcommittees for BVA/AVS survey.
48. Subcommittees discussed ideas for the coming 12 months.
49. When new juniors are elected can senior reps please try and find out what subcommittee they are interested in.
50. Marketing to be included on each subcommittee loop, Chloe- education, Anna- finance, George-welfare.
51. Education:
 - a. Preparation for EMS
 - b. EMS structure
 - c. Questionnaire about vet school: rotation breakdown & information, clinical skills. Marie to work on questionnaire and send round education loop to check before sending to the AVS loop.
 - d. At EAEVE conference there was only representation from Bristol and Glasgow vet schools. Every vet school gets a vote on decisions made, due to the large number of vet schools in Southern Europe they have a huge sway on votes. In these institutes VPH is a much larger part of the curriculum as it is a major sector of employment post graduation, their majority votes resulted in our vet schools having to include an extra week of VPH in our curriculums. Our vet schools should be aware of decisions that are impacting us. Lucy to draft a letter from IVSA and AVS to heads of vet schools which did not attend to let them know that by not attending they have let students down. AVS to promote relationship to Europe, especially from an education point of view. A statement reflecting this will go on website.
52. Welfare:
 - a. Discussed welfare day at Nottingham which was very successful, aim to implement similar idea at other vet schools.
 - b. Widening participation. Dublin has initiative where students go and help out in schools and have students from poorer backgrounds visit the university. RVC has really good widening participation. Tuition fees will impact the number of students applying to university from poorer backgrounds therefore welfare subcommittee are going to work on an official AVS statement on widening participation.
 - c. Discussed the concept of positive welfare rather than always being negative.
53. Finance:
 - a. Would like to produce a booklet which includes details of all the financial help available to vet students, it will be a dynamic document available on the website. Going to collect information on bursaries, grants and awards available, both university specific and more general.
 - b. BVA sent letter to Vince Cable regarding the rise in tuition fees, a response has been received and AVS are just waiting for some clarification before this is released.

BVA/AVS Survey

54. Exec to discuss at next meeting.

Marketing update

55. Amazing stand at congress.

*New senior
reps to find
out their new
juniors
preference for
subcommittee*

*Secretary to
update email
loops*

*Marie to work
on draft
questionnaire*

*Lucy to draft
letter to
heads of vet
schools and
statement for
website*

*Welfare
subcommittee
to work on
widening
participation
statement*

*Finance
subcommittee
to work on
collecting
information
for finance
booklet*

56. Pens and banner have been made.
57. Reps should have a stand at freshers and open days. Marketing would be able to put together material to put on a stand.
58. Established that a banner would not necessarily be useful at each vet school, it was discussed just have a few banners which are couriered between locations when needed.
59. It was discussed whether AVS should have presence at pre-university vet courses, such as: Vetsim, Vetlink(Bristol), vetcam (Cambridge).
60. Posters for notice boards have been sent out to each vet school. Good feedback.
61. Marketing are trying to produce a poster with all of the committee on, which can be made available on website and used in JAVS/ JAVS lite. Please can reps send Anna a photo which they would be happy to be used- if you don't facebook will be used, you have been warned!

Reps to request promotional material if they are having a stand for freshers or open days.

Reps to send a photo for committee poster to Anna

JAVS

62. Thank you for the support of those who contributed. For those committee members who haven't contributed please write a letter or article.
63. Senior reps to ensure that junior reps are aware that they are required to write an article for JAVS. The AVS rep position needs to be marketed more professionally.
64. JAVS lite will be the next edition produced and Chloe will be contacting reps for contributions soon, the content will be based on feedback from last year.
65. Spring JAVS will be delivered in 4-6 weeks.
66. An article about congress will be included in Spring JAVS, as well as notes on the AGM. Marie will write an article about congress on Monday after her exam-glutton for punishment!
67. The new welfare and debate section in the last edition of JAVS was successful and some responses have been received.
68. As always JAVS editor is open to suggestions and new ideas please get in contact.
69. Marketing would like to build up a bank of photographs from AVS events. Reps to send a few photos to Anna. A DVD of photos from Edinburgh sports will be forwarded.

Reps who haven't contributed to JAVS to write a letter/article

Marie to write article on congress

Contact JAVS editor with new ideas

Send photos from AVS events to Anna

Website

70. Website looks fantastic and has had good sign up so far.
71. Was used to advertise congress, the positions available at the AGM and release the amended constitution.
72. Reps to encourage students at their vet schools to sign up. A prize will be offered in combination with the BVA/AVS survey.
73. Notes from the AGM will be released on the website.

Reps to encourage website sign up.

Welfare

74. WELFARE CARDS ARE FINALLY HERE! There is a box for each vet school, distribute to clinical years before this Easter and to preclinical years before the summer.
75. Reps to go into lectures to introduce welfare card, explain what they are and promote the work of AVS, before handing out.
76. Welfare cards will be included in fresher packs and be available on promotional AVS stands.
77. More Vet life posters to be put up at vet schools, try to get universities to let you leave them up.

Reps to distribute welfare cards to students

Reps to put up vet life posters around university

IVSA

78. Welcome to Sophie Bromilow the new IVSA president.
79. IVSA congress stand was really popular and a great opportunity to promote IVSA, especially after Zoe's talk by overseas group and raise some funds.
80. IVSA produced their first 2010/2011 newsletter, illustrating how they are trying to develop a new image now they have a stronger committee.
81. Symposium in Slovenia was a great event. It was well organised with practicals and lectures and was an amazing opportunity to see the country. The UK had the most attendance from any global chapter, with representation from London, Nottingham, Liverpool and a supportive member from Bristol.
82. The IVSA have produced a new constitution which is available on an online wiki, which allows members to comment on and edit the document, this will be monitored by executive committee.
83. On a local level it has been a very successful year, with exchanges being organised at 6 vet schools. Including: Nottingham- Slovenia, Glasgow- Malaysia, Paris- RVC (gate crashed by Cambridge), Dublin- Copenhagen, Bristol.
84. Next EAVE conference in Lyon is coming up, applications haven't opened yet but will be advertised.
85. Last weekend was the IVSA AGM, it was well attended and was followed by a party. The committee discussed upcoming issues and there were elections for the new committee, including the positions of: president, vice-president, exchange rep, information rep, promotions rep and secretary/treasurer.

Sports weekend

86. 2010 Edinburgh
 - a. Weekend went really well, no major issues or damages. So far have received really positive feedback from those who attended.
 - b. Reps to feedback to students thank you for their responsible behaviour over the weekend.
 - c. Ticket allocations were the biggest problem, with a few universities asking for more tickets than they actually needed. Consider trying to sort out further in advance to allow reallocation of tickets where possible.
 - d. Grand total of £18, 526. Split as £5550 to central AVS, £5550 to Edinburgh University and £5550 split between the committees' two chosen charities. 10% of profits go towards this year's congress at Bristol. On each £45 ticket a profit of £17 was made.
 - e. Sponsorship of around £3000 was secured but the huge profit was made by saving money in other areas. They had a very persuasive committee who managed to negotiate some great deals and free items, including the Saturday night food for free and a deal with dominoes. They also saved a lot of money by putting the packed lunches together themselves.
 - f. Edinburgh to communicate with Nottingham regarding organisation of sports 2011.
87. 2011 Nottingham
 - a. Initial meeting with staff last year and university were not keen. They requested that students do a huge amount of planning which they are in the process of doing.
 - b. Have had a meeting with SU safety officer and sports officer.
 - c. Discussed having the sports at Sutton Bonington or externally depending on whether vet school supports.

*Edinburgh
reps to
communicate
with
Nottingham
and pass on
the sports
folder*

- d. Trying to persuade the university that it is a good opportunity for the vet school.
- e. Nottingham to organise another meeting with staff to discuss idea after RCVS visit and will keep committee updated.

*Nottingham
to keep
committee
updated
regarding
hosting sports*

Congress

- 88. 2011 Bristol
 - a. Successful and enjoyable weekend. Really positive feedback so far and a good theme.
 - b. Will send round further financial details soon.
 - c. Bristol senior rep received some abusive emails. Please can committee members remember that although some people will be awkward and rude when you are organising an event, the rest of the committee are here to support to you.
- 89. 2012 London
 - a. Reps to begin brainstorming ideas for congress 2012. Out going president's event therefore liaise with Myf.

*London reps
to start
thinking
about themes
for congress
2012*

On Tour

- 90. Springhill Farm has been booked with a £100 deposit of Adam's own money.
- 91. Reps to advertise and encourage students to attend.

*Reps to
advertise on
tour*

Sponsorship

- 92. Adam has produced a list of contacts for sponsorship and a letter, which will be sent out soon to target companies for the next financial year.
- 93. Executive committee meeting on 23rd February which includes a meeting with Norbrook regarding sponsorship.
- 94. In the future will look into companies sponsoring AVS as a whole and the funds can then be allocated by the treasurer.

*Sponsorship
rep to send
out letters to
contacts*

Any other business

- 95. A letter explaining the rise in subs and detailing where the money will be spent will be sent round to those responsible for paying.
- 96. There is a misleading line in the BVA member's benefits booklet regarding BVA membership/AVS membership. BVA is aware of this.
- 97. AGM:
 - a. Should have a re-open nominations option instead of against
 - b. Should have an opportunity to ask candidates questions
 - c. Consider use of ballot papers to reduce social pressure when voting
 - d. The change in timing from Sunday morning to Saturday lunch resulted in a better attendance, however, there was still a sway due to unequal representation of each university. Executive committee to discuss.
- 98. Date of next meeting will be April/May TBC. Please forward exam dates to allow future meetings to be organised. Should be first meeting with new juniors.
- 99. Thank you to all outgoing committee members.

*Exec to
discuss
representatio
n at AGM*

*Reps to email
executive
committee
with exam
dates for the
coming year
to allow
future
meetings to
be organised.*