

CAIPE

CENTRE FOR THE ADVANCEMENT OF INTERPROFESSIONAL EDUCATION

Notes of the Extraordinary Board Meeting held on July 10th at Birmingham City University

Present

Elizabeth Anderson
Charles Champion Smith
Dawn Forman
Helena Low
Margaret Sills

Hugh Barr
Lynn Clouder
Chris Green
Angus McFadyen

Victoria Blackburn
Ann Ewens
Susanne Lindqvist
Siobhan NiMaolrunaigh

1. Welcome and Introductory Remarks

Hugh Barr (HB) welcomed everyone to this Extraordinary Board meeting held immediately following the AGM.

2. Apologies for absence

Bryony Lamb
Melissa Owens

3. Appointment of a new Chair

HB set out the options for the appointment of a new Chair.

- i) An internal appointment with Board members electing someone from within the Board,
- ii) An external appointment. The Board could set up a 'Search Committee' to seek potential applicants. Bryony Lamb had offered to act as Chair until December which would allow time for this process to take place.

Discussion

This centred on the role of the Chair, the level of support needed for that role and the need to take into account the way CAIPE now functioned. Whether the appointment of the Chair came from within or from outside the Board, it was agreed that the role needed review.

The Board agreed not to appoint a Chair immediately. Time was needed to clarify all the key roles within the organisation. Bryony Lamb's offer to act as Chair until December at the latest was accepted with thanks. She would be supported by Dawn Forman and Helena Low, acting Vice Chairs who were also thanked.

It was agreed that a Search Committee should be established which would put together a job description and person specification for the role of Chair. HB expressed willingness to Chair the Search Committee and set October 1st as the target date for reporting back to the Board with suggestions. Angus McFadyen and Chris Green volunteered to be members of the Search Committee, together with Margaret Sills and Dawn Forman. Bryony Lamb would also be a member.

The need to review other roles, such as the Treasurer, was discussed and it was suggested that putting together a package of roles might be helpful to individuals considering the role of Chair. HB noted that it would be for the new Chair to recommend roles, responsibilities and how they should be filled.

4. Dates and Venues of future meetings

30 th September 2008	11 – 4pm	CAIPE Forum for Corporate members	Coventry University
9 th October 2008	11 to 4pm	Board Meeting	Bradford University
11 th December 2008	tbc	Board meeting	Nottingham University

HB thanked everyone for their contributions.