

CAIPE

CENTRE FOR THE ADVANCEMENT OF INTERPROFESSIONAL EDUCATION

Minutes Annual General Meeting held on 23rd June 2011 at NCVO London

Attendance

Elizabeth Howkins (chair), Liz Anderson, Hugh Barr, Jessica Caselton, Debbie Craddock, Ann Ewens, Jenny Ford, Fiona Frame, Richard Gray, John Horder, Lesley Hughes, Sundari Joseph, Daniel Kinnair, Charles Knoery, Bryony Lamb, Shueh Lim, Susanne Lindqvist, Helena Low, Angus McFadyen, Siobhan Ni Mhaolrunaigh, Melissa Owens, Satvinder Singh Chauhan, Margaret Sills, Jane Slonina, Ros Turgut, Liz Westcott, Sarah Hean, Tony Perry, Sean Ledington, Cathy Fournie, Linda Kelly, Charles Iwegbu, Richard Pitt, Marilyn Hammick

Apologies

Lynne Clouder, Marjorie Bonello, Jatinder Minhas, Colin Whittington, Liz Meerabeau, Alison James, Jill Thistlethwaite, Chris Green, Doug Rae, Ann Jackson

1. Welcome

Hugh Barr, President of CAIPE warmly welcomed everyone to the 2011 AGM.

2. The Chair's review of the year

Elizabeth Howkins, Chair of CAIPE presented her review of the year highlighting the strengthening position of CAIPE in terms of membership and in particular student membership, finance, increased links with other organisations in the UK and internationally responding to government and professional body consultations, publications including completion of the Blackwell series and successful events such as the Chair's event. Plans will be in place to judiciously build on this strength to promote the values and mission of CAIPE. Actions for 2011-12 include:

- Improved communication to all CAIPE members
- Re-examination of the marketing of CAIPE to corporate members
- Review and redesign the CAIPE Bulletin
- Improve the use of the CAIPE website
- Work with other interprofessional education networks to create useful European and International networks
- Publish a guide on the commission of pre-registration interprofessional education

Future events include:

July 4th 2011 – CAIPE student conference to be held at the University of Southampton

September 14-16th 2011 – EIPEN conference in Ghent

November 18th 2011 – Chair's event with a focus on patient safety and interprofessional working

March 2012 CAIPE Corporate Forum to be held in Scotland

Elizabeth Howkins welcomed the re-elected and newly elected members of the CAIPE Board and thanked those standing down from the Board. Thanks were also extended to Emma Beal, Tony Perry and to all those on the Board for the work they had undertaken during the year.

3. ANNUAL GENERAL MEETING

1. **Apologies for Absence** - Lynne Clouder, Marjorie Bonello, Jatinder Minhas, Colin Whittington, Liz Meerabeau, Alison James, Jill Thistlewaite, Chris Green, Doug Rae, Ann Jackson
2. **Minutes of the Annual General Meeting held on 24th June 2010** – it was agreed that an ‘s’ needed to be added to the surname Owen.
3. **Matters arising** – None
4. **Board Elections** – Ann Ewens, CAIPE Company Secretary announced the newly appointed Board members who were, Lynne Clouder (elected for second term of office), Helena Low (elected for second term of office), Angus McFadyen (elected for second term of office), Sarah Hean (elected for first term of office), Jane Slonina (elected for first term of office), Doug Rae (elected for first term of office), Daniel Kinnair (elected for first term of office), and Ann Jackson (elected for first term of office). For the first time in past few years an election was carried out due to more nominations than Board places available.

Board members standing down included Ann Ewens (completed second term of office), Bryony Lamb (completed second term of office), Liz Anderson (completed second term of office), Susanne Lindqvist (completed second term of office), Siobhan Ni Mhaolrunaigh (completed first term of office), Dawn Forman (stood down during the year in her second term of office).

5. Receive and Approve the Annual Report and Accounts for the period 31.03.11

Tony Perry CAIPE Treasurer presented the CAIPE accounts for approval. It was noted that the Trustee report is currently not completed due to the new format that needs to be undertaken to comply with the requirements of the Charity Commission. CAIPE has engaged a new external examiner who is helping to ensure that CAIPE complies with all requirements. The uncompleted sections of the report include a risk assessment and the development of a reserves and investment policy. It was agreed that when the final Trustee report is complete that this will be sent out to all CAIPE members and those at the AGM and that it will also be placed on the CAIPE website.

The accounts were proposed to be accepted by Marilyn Hammick and Seconded by Melissa Owens.

6. Any other business

None

4. New Board members introductions

New Board members introduced themselves to the meeting.

5. Students to talk briefly to their posters

Students presented their posters.

6. Lunch

7. Presentation from Action Homeless Ltd

Rob Parkinson, Chief Executive of Action Homeless and Steve Malcherczyk, Lecturer in Medical Ethics and Law at Leicester Medical School and Director (non-exe) for Action Homeless Ltd presented the work of this charity

8. ANNUAL KEYNOTE ADDRESS

Professor Scott Reeves, Editor in Chief of the Journal of Interprofessional Care presented his paper titled 'Interprofessional Education and Collaboration: employing a sociological imagination'

9. Presentation to student for poster competition

Presentation of prizes was made to students for their posters.

10. Announcement of AMEE guidelines to Theory in IPE

Marilyn Hammick announced work going on in this area.

11. Closing remarks

Elizabeth Howkins, Chair of CAIPE thanked everyone for attending and encouraged everyone to work with CAIPE in the year ahead to help the organisation go from strength to strength.