

**Institute of Physics and Engineering in Medicine**  
**Board of Trustees Meeting**  
**held on Thursday 13 October 2022 in London**

**SUMMARY MINUTES**

**Present**

Dr Rob Farley	RF	President (Chair)
Dr Anna Barnes	AB	President-Elect (ONLINE)
Ms Valerie Jolliffe	VJ	Honorary Secretary (Independent Trustee)
Mr John Turner	JT	Honorary Treasurer (Independent Trustee)
Ms Chelsea Roche	CR	Independent Trustee (ONLINE)
Mr Jason Wilde	JW	Independent Trustee
Dr A (Mani) Mannivannan	AM	Member Trustee
Ms Claire Hardiman	CH	Member Trustee
Iain Threlkeld	IT	Member Trustee
Dr Mohammad Al-Amri	MAA	Director, Science, Technology, Engineering, Research and Innovation Council (STERIC)
Mr Richard Stubbs	RS	Director, Professional and Standards Council (PSC)

**In attendance**

Mr Philip Morgan	PM	Chief Executive
Ms Claire Sharpe	CS	Head of Operations and Finance
Dr Jemimah Eve	JE	Head of Workforce Intelligence and Training
Mr Paul James	PJ	Head of Membership Development

- The President welcomed those present, particularly the new Board Members who were elected at the AGM, including Dr A (Mani) Mannivannan, Dr Mohammad Al-Amri, Dr Anna Barnes, IPEM's first female President Elect.
- For the benefit of new Trustees, the President outlined the reason why Trustees should declare any conflicts of interest and described how they might arise, He invited Trustees to declare their interests.
- Trustees discussed the paper on the disciplinary review and accepted recommendation for a new disciplinary process based on the one outlined.
- The Trustees noted the EDI report and in particular the proposal from the Science Council to change 'Equality' to 'Equity'. More information would be available on this at a future meeting.
- The Trustees noted the KPI
- Trustees noted the Treasurer's report, including the information that IPEM is performing better than budget at the time.
- It was proposed that IPEM should seek to reduce free of charge membership, including introducing a £30 fee for student members. After much debate Trustees approved the motion in principle. The Senior Management Team were asked to bring forward detailed proposals in January before making changes to the current offer.
- There had been issues that forced suspension of the work to gain End Point Assessment Organisation status for IPEM, specifically the resources required for OFQUAL accreditation. Trustees were disappointed with the proposal to continue to suspend this work and asked

for IPEM to seek advice from education consultants, who might be able to assist with the resource issues.

- The new Terms of Reference for a new 'Early Career Stage' panel to develop activity and engage members at the start of the career journey were accepted.
- Trustees noted reports from the Senior Leadership Team.