



**CONFIRMED**

Minute of the 5th Annual General Meeting of the Faculty of Podiatric Medicine  
Held in the Small Lecture Theatre on Tuesday 7 June 2016

1.	<b>Welcome and Apologies</b>	<u>Action</u>
	The Dean of the Faculty, Professor Stuart Baird, welcomed all Fellows and Members present and acknowledged no apologies were received.	
2.	<b>Minutes of the Annual General Meeting of 11 June 2015</b>  The minutes were approved as being an accurate record of the meeting.	
3.	<b>Matters Arising from the Minutes</b>  There were no matters arising.	
4.	<b>Dean's Report – Professor Stuart Baird</b>  The Dean reported that the core membership of the Faculty has increased to 158; 123 Fellows and 35 Members. Fellows and Members of the Faculty are geographically spread across 22 countries worldwide. In addition there are currently 46 Affiliate members and 34 undergraduate student members. The total takes into account those who have retired and those who have resigned during the year  Growth of the Faculty has been driven by the tremendous work of many including the Faculty Education Board, under the leadership of Robert Ashford and the development and launch of the new Membership of Faculty of Podiatric Medicine examination lead by the Honorary Clinical Registrar, Mrs Christine Skinner  Professor Baird presented the Faculty's Strategic Plan and explained that this is the framework which will be used to measure Faculty progress, more specifically three work strands – international development, examinations and assessment, and education. Each of these strands contain goals and objectives with a 10-point scoring system to indicate progress achieved for each objective, ranging from work not started (scoring a 0) to project successfully completed (scoring 10).  The Dean explained that Professor Ashford would report on progress in education, Ms Skinner would report on examinations and assessment and he would report on a number of key aspects of International Development strand; <ul style="list-style-type: none"><li>• With assistance from Dr Linda Irvine, Head of Membership and Communications, a working relationship with the Australasian Podiatry Council (APodC) had been established and currently a memorandum of understanding was under discussion. This is a significant achievement and is scored at 9/10.</li><li>• The objective of increasing engagement with internationally renowned</li></ul>	

podiatrists has been given a score of 7/10 following the participation of Professor Ben Lipsky as a key note speaker at the Faculty symposium.

- Due to the costs associated with sponsoring the Word Congress in Montreal the Faculty was not formally represented and therefore a score of 2/10 has been recorded.

Prof Baird advised Fellows and Members present that that continued growth in membership numbers was essential. A target of 250 by March 2019 had been agreed. Whilst this was ambitious, the Dean gave assurance that this was achievable, not least because of the interest shown in the examination by physicians in India during a Symposium which he participated in in Chennai with the Honorary Clinical Registrar.

Following his report the Dean invited questions. As there were no questions the Dean invited Professor Robert Ashford, director of Podiatric Medicine Education Board to give his report.

#### **5. Education and Professional Development Report – Professor Robert Ashford**

Professor Ashford distributed a written report to all attendees (this will be included as an appendix to the minutes of the AGM). He highlighted the following;

- For the first time in the short history of the Faculty two educational events for were delivered outside Scotland. The first was the successful Pain symposium that which was held in Birmingham. This was well attended and evaluated extremely well. The second event was in collaboration with medical colleagues in Chennai. Professor Baird and Mrs Skinner travelled to Chennai and delivered key note lectures on diabetic foot disease.
- The annual student day was held in the College in February and this attracted final year students from schools of podiatry in Glasgow; Edinburgh; Galway and Ulster.
- One of the main pillars of the education strategy is to pursue a policy of integration with other Faculty events of general interest to podiatrist or synergistically complimentary to the practice of podiatric medicine. As a result the Faculty were invited to put forward two leading podiatrists; Mr Trevor Prior and Mr Simon Bartold as speakers at the College's annual Sport's Medicine Symposium. This was held at Hampden Park in May and was well attended by podiatrists and health care professionals. As a result it with great pleasure and indeed pride one of our Fellows was featured in College News with her work on the Special Olympics. Mandy Abbot's article was well received and again demonstrates what we as a profession can offer the sports medicine team.
- The other major success this year has been the journal club. These events are attracting colleagues across the globe and in many ways trail blazing this concept and technology for the College. A big thank you to Alan Thompson for initiating this activity; and continuing to pursue its operation with such enthusiasm.

Professor Ashford reported that the Faculty Annual Symposium, which follows this AGM, is littered with academic and clinical stars: he expressed his confidence that it would be a great success.

Professor Ashford concluded by explaining that plans were well underway to offer an exciting and stimulating programme for the “Excellence in Healthcare 2017” Conference 8-9 June 2017 here in the College and encouraged all to save the date in your diary.

The Dean invited questions for Professor Ashford. As there were no questions he invited the Honorary Clinical Registrar to report on the development of the new Membership of Faculty of Podiatric Medicine Examination.

#### **6. Examination Development Group Report – Mrs Christine Skinner**

Mrs Christine Skinner began by explaining that when she was asked to be part of the Examination Development Group it was challenging and daunting as there had never had a membership exam in such a prestigious College. However she was delighted to report that the group had achieved their goals.

Mrs Skinner explained that the first goal was to develop Part 1 of the Exam. This has been achieved. A syllabus has been created and a bank of multiple choice questions created involving a very enthusiastic group of people. A score of 10 has been recorded for this objective.

Mrs Skinner also reported the following;

- MFPM Part 2 diet planned for autumn 2016 has been postponed as it will not be educationally viable due to the low number of candidates who are eligible to enter. Members noted that extra promotional activity was being undertaken to publicise Part 1 and it was hoped that the number of candidates for the September 2016 diet would increase accordingly.
- Following interest expressed in the Part 1 examination in Chennai Dr Vijay Viswanathan, a Fellow of the College and host of the conference in Chennai, has agreed to circulate details of the exam to delegates who attended the conference.
- A Part 2 development meeting has taken place and the final format of the examination has been agreed; This will consist of submission of a case study and participation in 3 OSCE stations;
  - ◆ One to answer questions in defence of the case study
  - ◆ 2 with clinical scenarios where a surrogate patient may be used in the scenario.
- The criterion for marking of the Part 2 examination has also been agreed. The details will be available for potential candidates on RCPSG website.
- As MFPM Examination is not a career progression exam, the proposal made at the last Examination Board meeting for potential candidates to be exempt from Part 1 of the examination was taken to the Faculty Executive Board meeting in 2016. Ms Valerie Hogg joined the meeting via Skype to discuss the proposal. The Board supported the proposal for UK candidates only and that overseas candidates would not be eligible for an exemption and would have to take Part 1 and Part 2 of the diet.
- All relevant opportunities will be used by the membership team to promote the examination. All those present were also encouraged to promote it to their junior colleagues.

	<ul style="list-style-type: none"> <li>• 2 candidates are currently booked to take Part 1 exam in September 2016</li> </ul> <p>Professor Baird thanks Mrs Skinner for her report and invited questions. There were no questions.</p> <p>Professor Baird commended the activities of both the Education Board and the Examination Development Group and congratulated them on the significant progress made.</p>	
<b>7.</b>	<p><b>Faculty Election Results</b></p> <p>Dean Elect - Professor Robert Ashford elected unopposed</p> <p>2 Ordinary Member vacancies - 3 nominations had been received from Hamish Stewart, David Wylie and Julian Livingstone. David Wylie and Julian Livingston elected.</p> <p>Professor Baird paid tribute to the outgoing Members, Mr David Dunning and Dr Joanne McCardle, for all their commitment and hard work since the launch of the Faculty in 2012.</p>	
<b>8.</b>	<p><b>Any Other Competent Business</b></p> <p>There was no other competent business.</p>	
<b>9.</b>	<p><b>Date and Time of next AGM</b></p> <p>The date and time of the next Annual General Meeting will be established and communicated to the membership. It will most likely be during the 'Excellence in Healthcare' conference 8-9 June 2017.</p>	SB/MB