



## MINUTES **CONFIRMED**

Minute of a meeting of **the Faculty of Travel Medicine Executive Board** held on **16<sup>th</sup> June 2008** in **the Lister Room of College**

### **Sederunt**

Dr Eric Walker Dean (In the Chair)  
 Dr Jonathan Cossar, Vice Dean  
 Mrs Lorna Boyne, Secretary  
 Mrs Margaret Briggs  
 Mrs Jane Chiodini  
 Professor Peter Chiodini  
 Mrs Carolyn Driver  
 Dr Vanessa Field  
 Mrs Jenny Irwin  
 Dr Michael Jones

### **In Attendance**

Mr James Beaton, College Executive Secretary  
 Dr Colin Semple, Convenor of the Fellowship Committee (Item 9)  
 Dr Alex Grieve, Editor of the Journal of the Faculty of Travel Medicine (Item 10)

### **ACTION**

#### **1. Apologies for Absence**

There were no apologies for absence

#### **2. Approval of the Agenda**

Mrs Jenny Irwin wished to raise a matter under Any Other Competent Business relating to her own availability for the next two Board meetings. This was approved. There were no other alterations to the Agenda.

#### **3. Minutes of the Board Meeting of 11<sup>th</sup> February 2008**

These were approved as a correct record.

#### **4. Matters Arising from the Minute**

There were no matters arising which would not be dealt with as agenda items.

#### **5. Report of the Dean of Faculty**

The Dean noted that he had very little to report outwith the other business of the Faculty since the last meeting. He had attended two meetings of College Council since then, and reported that at the last meeting, a major item of discussion had been a discussion on the future of the Scottish Royal Colleges. This had focussed on the possibility of there being one Scottish Royal College instead of three as is the situation at the present time. He was of the view that this would have little impact on the Faculty.

**6. Report of the Education and Professional Development Committee**

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Professor Chiodini noted that previous minutes of the Committee had been circulated to the members of the Board. He reported on the meeting of the Committee which had taken place that morning.

Educational Events

- It was reported that the Nets and Bolts meeting in April in London had been a success, and that it would be run in Liverpool and Glasgow. Plans were being developed to take it to Cardiff and to Belfast. Professor Chiodini also paid tribute to Professor Chris Curtis who was well known and respected in the malaria community, and who had unexpectedly died shortly after the meeting. A tribute to him would appear in the account of the meeting to go on the Faculty website.
- The programme was now confirmed for the Faculty slot at the College's Triennial Symposium to take place in November. There was a short discussion about suitable individuals to put forward for Honorary Fellowship. Mr Beaton pointed out that it had been decided to have one Honorary Fellow only at the Triennial Admission Ceremony, this to be Professor John MacVicar, one of the team who developed ultrasound for clinical use. A suitable individual had been identified for Honorary Fellowship, and this would be taken forward by Professor Chiodini and Dr Walker, to be brought to the next Faculty Board, with the intention of having this individual admitted at an Admission Ceremony next year.
- An educational event with the Royal Pharmaceutical Society is planned for 12<sup>th</sup> March 2009, with programme development well under way. A meeting is also planned with the Royal Geographical Society, with Mrs Chiodini leading on this. Any suggestions for further meetings should be made to Professor Chiodini.
- Professor Chiodini reported that he had been contacted by the Convenor of the College's Symposium Committee with an invitation to develop a programme for a Faculty educational event in 2009, and this was now in the planning.

**PC, EW**

Professional Development

- Dr Brian Howieson, College's Head of Education and Professional Development, and Dr Kitty Smith were developing a CPD scheme

for the Faculty. This would come as a formal item to the Faculty Board at its meeting in September. Professor Chiodini also reported that a key element of this scheme would be reciprocity, which would enable CPD credits gained either through the Faculty or through other specialty organisations to be mutually recognised.

- A set of professional competencies for Travel Medicine was also being worked on. A template would be produced and would be available at the end of the summer.
- Professor Chiodini also reported on the Committee's business plan, which had two main strands centred around competencies and specialty recognition. Dr Howieson was also working on developing a programme of meetings across the UK.

7.

#### **Report of the Examination and Assessment Committee**

Dr Jones reported that the MFTM examination was continuing to develop and that good progress was being made. He circulated a progress report. Mrs Boyne noted that those who were currently DTM examiners would need to apply afresh to examine for the MFTM.

Discussion then moved on to consider the promotion of the exam to potential candidates. This will be carried out after the regulations and the guidance to candidates are ready.

It was noted that the next CISTM exam would be held in Budapest in May 2009, and that this would be a good opportunity to promote the MFTM exam, with the understanding from the Faculty being that the Membership exam would be complementary to the CISTM and should not be seen as being in direct competition with it. Dr Field is to take this forward.

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#### **Report of the Membership Services Committee**

Dr Cossar reported that the Faculty had had a stand at Helsinki, and that this had been useful in raising the Faculty profile, and that a number of applications for Fellowship and Foundation Membership were expected to arise from it. He noted that Foundation Membership would end in December this year, and that this would be a separate agenda item. He also reported that he and the Dean would be attending a conference on Travel Medicine in Verona, at the invitation of Dr Andrea Rossanese to speak about the Faculty.

There was a short discussion about Faculty mementos, and it was felt that it might now be appropriate to look to having a Faculty tie and brooch as well as a lapel badge. This will be taken forward by Mr Beaton.

9.

#### **Sub-Committee on Applications to the Faculty**

The Dean welcomed Dr Colin Semple, Convenor of the Fellowship Committee to the meeting. Dr Semple explained that the Fellowship

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Committee had raised the issue of how to advance to Membership of the Faculty, individuals who had sat the Diploma in Travel Medicine, and who were suitably experienced, but who would not wish to sit the Fellowship exam, the Fellowship Committee recognising that these would be exceptional cases.

After discussion, it was agreed that the following course of action would be taken.

- All holders of the Diploma in Travel Medicine, whether of the College or of the University of Glasgow who had not taken out either Associateship or Foundation Membership of the Faculty will be contacted and reminded that Foundation Membership would end in December 2008, and be invited to apply for either Associateship, for which they would remain eligible, or Foundation Membership through assessment by the Faculty's Sub-Committee and subsequent ratification by the Fellowship Committee.
- All holders of the MSc in Travel Medicine of Glasgow University who are not Members will be contacted and reminded of their eligibility for Membership, and invited to apply.
- Regulations for an exceptional category of Membership without examination will be drawn up, approved by the Faculty Board and put forward for approval at the College Meeting in November, this to be time-limited, after which entrance to Membership will be by examination only.

The Dean thanked Dr Semple for his attendance and contribution to the meeting.

10.

#### **Journal of the Faculty of Travel Medicine**

The Dean welcomed Dr Alex Grieve to the meeting for this agenda item.

Professor Chiodini spoke to Document C which had been circulated to the Board. He outlined the nature of his discussions with Dr Jane Zuckerman, Editor of *Travel Medicine and Infectious Disease* (TMID) and Cathi O'Hara from Elsevier, the proposal being that instead of the Faculty having its own electronic journal available via the Faculty website, that TMID continue to be published by Elsevier, but that it become the official Faculty journal.

Dr Grieve then gave an account of the development of the Faculty e-journal to date. A general discussions followed with the consensus emerging that were the Faculty to become involved with TMID, there would need to be adequate Faculty representation and influence on the Editorial Board. Mr Beaton also raised the point that this might have to be considered in tandem with the future of the *Scottish Medical Journal*,

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about which the College was in discussion with that journal's Board of Management.

It was also established through Professor Chiodini that there had been no financial discussions with Elsevier, and that this element of any agreement would need to be thought through with no detriment to the College.

The Board was of the view that an exploratory meeting should be held with Elsevier after this matter had been considered by the College's Management Board which would meet towards the end of June. Dr Grieve and the Dean should be involved in any such meeting. Mr Beaton is to take this forward with the necessary College personnel.

The Dean thanked Dr Grieve for his contribution.

11.

#### **Election of Dean-Elect**

It was reported, for information only, that two nominations had so far been received for the post of Dean-Elect. These were Professor Peter Chiodini and Dr Michael Jones.

12.

#### **Faculty of Travel Medicine – Changes to College Regulations with Regard to Fellowship ad eundem of the Faculty**

The Dean reported that this issue had arisen at the last meeting of the Fellowship Committee, when the Faculty had been invited to bring forward a proposal to Council for the creation of a Fellowship of the Faculty of Travel Medicine ad eundem of the Faculty, to bring it into line with the already existing Fellowship *qua* Physician, Fellowship *qua* Surgeon and Fellowship in Dental Surgery ad eundem. Mr Beaton referred the Committee to Document E which laid out these changes. The Board asked that the proposal be taken to College Council, with a view to the necessary regulation change being made at the College Meeting on 28<sup>th</sup> November 2008.

#### **13. Any Other Competent Business**

Mrs Jenny Irwin raised the question of her availability for the next two meetings, which she would not be able to attend due to other commitments, and how this might affect her continuing membership of the Board. The Board was advised that strictures on membership due to lack of attendance related only to Council members, due to charity legislation, and that no such measures related to membership of the Faculty Board. It was felt appropriate that Mrs Irwin remain one of the two Associates on the Board, and that her contribution to Board and Committee business would be carried out mainly through email, and in any other way that she might be able to contribute.

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**Date and Time of Next Meeting**

The next meeting will take place on 8<sup>th</sup> September 2008 at 1pm in the College.