

Report to the Board and AGM of the IIMS June 16th and 18th 2019

Introduction

This report is prepared by John Noble, Board member with responsibility for Administration and Education. I have been an IIMS member since nearly the beginning and on the Board for a number of years. I have now been awarded Honorary Membership and am proud to have served the Institute. While continuing as a member, I will remain on the Education Committee. However at 73, I feel it is time to make way for younger IIMS members to assume positions on the Board with responsibility for both Education and Administration. Accordingly, with effect from the AGM it is my intention to relinquish both Board positions. I understand the CEO had approached somebody who is, at least in the short term, prepared to assume these responsibilities.

Administration

I have visited the office fairly frequently and keep in regular touch with Cam Robertson and Mike Schwarz. I am advised when there are administration matters requiring attention. None recently, I am pleased to report! I do have to say that Cam Robertson does a very good job and contributes immensely to the day to day running of the Murrills House office and dealing with Membership matters. Hilary Excell, as Business Manager, plays a central role in running and administering the MSA (Marine Surveying Academy).

In essence, I have little to add, other than I do believe the IIMS and MSA are being run and organised very well. Credit must go to the CEO Mike Schwarz for guiding and advising the Board and membership through challenging times.

I understand that Tania Bernice has resigned from her position as Certifying Authority Administrator and steps are being taken to revise the CA requirement.

Education

Cathryn Ward moved on to pastures new after a very successful period running the Education portfolio. Cathryn's place has been taken by Lorna Robinson, who has settled in well. I am confident that she will flourish in the role. Indeed, Lorna prepared a report on education for my attention. I can do no better than quoting it in its entirety below:

Quote

New Education, Training and Events Co-ordinator:

I (Lorna) would like to thank everyone at IIMS for being so welcoming and making me feel part of the team. I feel I've settled in well and am learning lots! I'm finding it very useful having such knowledgeable people around me, as well as on the end of the phone, to help whenever I have a query. It's been nice getting to speak to a couple of the assessors and meeting John Noble in person.

I also enjoyed meeting some of the members on the CA Training Day at the beginning of the month and am looking forward to meeting others, as well as some students, at future events.

Professional Qualifications:

I came in at a great time, with the number of enrolled students for the April intake being a healthy 22. Only one of the 22 has a payment outstanding. He has been contacted and encouraged to join the July intake. I've also been receiving a good number of applications for enrolment, with around two or three coming in per day. So far, for July, 7 have been sent a proforma. One of which has already made her first payment.

In our effort to become completely paperless a proforma spreadsheet has been set up. This will enable me to record invoice information without the need for a printed copy.

Furthermore, going back as far as the first quarter of 2018 has highlighted those who have not made their second payments during the past year. Results are already starting to show with some students making payments. Once this is completed I will go back to 2017 and repeat the process.

During this exercise I have also been checking unit submissions and have been encouraging students to submit their assignments and offering our help should they require it.

Training Days:

Tonnage training saw 7 attendees, it was encouraging to see some of our newest graduate members attend. Thanks to John Excell for tutoring the day and to Itchenor for hosting.

CA Training Day was successful with 14 attendees. Feedback has been positive. Thanks to Fraser for taking the delegates through the day.

It is worth noting we have recently seen a number of students attending our training days an encouraging trend. I will, over the coming weeks, arrange for my first meet and greet with the hope that we bring all those who have joined in the last 4 quarters to make use of the forthcoming events.

Webinars:

An online webinar with Karen Brain has been scheduled in for the first week of July. I will continue to try and build on the previous successes of our webinars by actively encouraging our students to attend. Perhaps we can offer our students some form of discount to attend.

As mentioned above, a Zoom 'Meet and Greet' is also being organised for July. This is on the back of some recent feedback received from a handful of students. As I said we will roll this out to the last 4 quarters.

Education Committee:

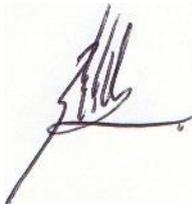
I have spoken to Carey, John and Mike and am in the process of scheduling in a date for a committee meeting. Currently we have Thursday 4th July pencilled in.

Mike and I have also spoken about reviewing some of the handy guides and units to keep up with the times, particularly when referring to areas such as Synthetic Rigging and Electrical and Electronic Engineering Surveying. This means finding suitable people to help write new material, and will enable us to offer students more choice when selecting specialist units.

Unquote

The next education Committee now takes place on 4th July. The intention is to ramp up the activity of this committee and offer Lorna support and direction.

With this report, I now stand down from the Board, but look forward to continuing membership and offering Mike, et al, any assistance they may seek.

A handwritten signature in blue ink, appearing to read 'J.M.M. Noble', with a long horizontal stroke extending to the right.

John M M Noble

RD BSc FIIMS FNI

10th June 2019