

# THE AUSTRALIAN AND NEW ZEALAND COLLEGE OF VETERINARY SCIENTISTS

ABN 50 000 894 208



## MINUTES OF THE FIFTIETH ANNUAL GENERAL MEETING OF THE AUSTRALIAN AND NEW ZEALAND COLLEGE OF VETERINARY SCIENTISTS HELD VIA ZOOM AT 5.00 P.M. (aest) ON FRIDAY 10 JULY 2020

### 1. PRESENT

Drs Z. Lenard (President), B. Smith, A. Lane, C. Guy, A. Bryce, D. Tabrett, C. Cantley, P. Bennett, W. Ricketts, A. Petrey, M. Lui, R. Heilmann, G. Wolfenden, M. McEwen, C. Beck, R. Sides, A. Peaston, M. Nunn, F. James, D. Fry, S. Gardiner, M. Conway, A. Paul, N. Roadknight, S. Yeomans, S. Cohen, D. Ryan, K. Ward, C. Reddrop, L. Boland, L. Bass, G. Musk, E. Wilkes, E. Holden, W. Goodwin, G. Knowles, M. Latter, R. Stanley, L. Hambrook, E. Hampson, C. Reeves, E. Imai, J. Tulloch, B. Robinson, J. Davis, P. Tisdall, J. Owens, C. Riley, N. Leighton, T. Byant, J. Hunnam, P. Mansell, A. Brown, L. Pethick, A. Fawcett, B. Jones, N. Sullivan, S. Goldsmid,

In attendance: Dr M. Hiscutt, Mr S. Alderman and Mrs T. Boskovic.

### APOLOGIES

Apologies were received from Professors M. Barton and A. Knight and Drs P. Moses, G. Sezun and D. Evans.

Dr Lenard welcomed the meeting to the online forum and explained the meeting procedure.

Dr Lenard introduced Mr Stephen Alderman, Chief Executive Officer.

Dr Lenard acknowledged the Office staff and commended them for their adaptability and continued work under challenging circumstances; College Manager Dr Mary Anne Hiscutt, Assistant College Manager Ms Sharon Tinsley, Administrative Assistant Ms Libby Scharf, the Examinations team of Ms Robyn Pettigrew and Mrs Lynda Kennedy, Project Officer Dr Rachel Tan, Marketing, Membership and Events Officer Mrs Thy Boskovic and Chief Executive Officer Mr Stephen Alderman.

Dr Lenard acknowledged the difficult decision to postpone Membership Examinations and defer Fellowship Examinations and cancel the Science Week meeting, while the opportunity had presented to reflect on performance and purpose and to improve offerings to the Members. The Online Scientific Series had been developed, presenting a scaled back and digital version of Science Week. Remote access to annual general meetings was proving successful and it was anticipated that this form of engagement could be continued to facilitate attendance by a greater number of members.

Dr Lenard acknowledged the contributions of Dr Caroline Mansfield to the College over her nine years on Council and Dr Carolyn Guy who would retire as Chief Examiner after the conclusion of the Fellowship Examinations after nine years on the Board of Examiners.

### 2. COUNCIL MEMBERS for 2020/2021

Two nominations had been received for the two vacant positions on Council, resulting in the re-election to Council of Dr Allen Bryce and the election of Dr Charlotte Cantley.

The President informed the meeting that discussion had taken place at the previous Council meeting relating to office bearers for Council 2020-2021 with the following appointments being recommended to the AGM.

President	Z. Lenard
Honorary Secretary	A. Lane
Honorary Treasurer	B. Smith
Chief Examiner (until November)	C. Guy
Chief Examiner (post November)	P. Bennett
Councillor	D. Tabrett
Councillor	A. Bryce
Councillor	C. Cantley

Other officers appointed to Council were:

Returning Officer	T. King
Chairman, Awards Committee	C. Cantley
Convenor, Science Week (Industry)	T. King
Convenor, Science Week (Program)	W. Goodwin
Honorary Secretary/Treasurer (NZ)	A. Bryce

### **3. MINUTES OF THE FORTY NINTH ANNUAL GENERAL MEETING**

Copies of the Minutes had been circulated to all Members. These Minutes were confirmed as a true record of the meeting.

### **4. REPORT OF THE HONORARY TREASURER**

A report prepared by Dr B. Smith, the Honorary Treasurer, and the financial statements, including Auditors Report had been circulated to all Members. Dr Smith spoke to the report.

#### **4.1 Profit and Loss Statement 2019/2020**

The consolidated financial position of the College was marginally stronger at year end and was surplus to budget projections. Of note, the College had purchased property (College Office).

Central operations of the College had been materially affected by the COVID-19 pandemic with significant disruption to planned College activities including the cancellation of Science Week and the cancellation or postponement of College Examinations. Prior to these events a surplus of 7% was projected (being in line with Council goal of 5-15% surplus year on year); current revised projections indicated a neutral to 2% surplus. There was no current indication of concern regarding short or long-term financial viability for Central College or Chapters.

Internal investment of surplus Chapter funds had commenced with cooperative agreement between Central College and Chapters. As of May 2020, there was an investment of \$228,787. These funds had been applied to reduce the College property mortgage and associated interest expense. As of May 2020, the College property mortgage stood at \$284,095.

The Finance and Risk Committee (FRC) provided medium (5 years) to longer term (10 years) financial projections for the College to complement annual budgeting. The initiatives of subscription increase, Chapter internal investment and the realisation of a financially successful change in College Science Week venue were instrumental in stabilising College financial position, given current business characteristics and financial management. The subsequent COVID-19 pandemic had negated these projections. Economy-wide uncertainty rendered revised modelling difficult, however an urgent but considered broad based review of expenses across all College activities and identification of alternative income sources was currently underway.

Dr Smith noted that the financial organization of the College consisted of “central” and “Chapters” with the combination being “consolidated”.

### **Statutory Accounts**

The 201/20 College financial year ended with a statutory surplus of \$124,981 compared with a surplus of \$161,463 for 2018/19 and Members’ Equity of \$2,441,365 compared with \$2,316,394 for 2018/19. Dr Smith noted that copies of the full audit report were available.

NB: These Accounts were *inclusive* of Chapter Accounts and provided information on the ANZCVS consolidated entity. Accrual accounting was applied to conform to Australian Accounting Standards.

### **Management Accounts**

Management accounts were presented to end of financial year (February 29) and included comparisons as: prior year and completed year compared to budget.

NB: These Accounts were *exclusive* of Chapter Accounts and were intended to provide information on central operations only. Cash accounting was used. Net disbursement from Central Accounts to Chapter Accounts was \$162,475.

### **General Account**

The general account for the 2019/20 financial year was \$54,127 in surplus compared to \$86,821 surplus for 2018/19.

### **Examination Account**

The examination account for the 2019/20 financial year was \$78,634 in surplus compared with (\$77,366) in deficit for 2018/2019.

The marked variability in year on year results reflected the cycle of examination subject offerings and in particular the UK membership in Medicine of Cats Examination which was earnings positive and examination income being recognized in the year prior to examination expenses. Accrual accounting methods were under consideration to better represent the College financial operations in this area. Consistent with established practice the College aimed to provide earnings neutral or slightly surplus examinations over the cycle.

### **The Examination Development Fund**

Explanatory Note: This Fund was annually funded by Central contribution (\$75,000) and by the Chapters (\$25,000) and received no external income. Council had resolved that year-end surpluses were retained but deficits would be funded by central contribution to allow large projects with expenses covering multiple financial years. The net additional central contribution to the fund since inception (2014/15) had been \$56,603.

### **Science Week Account**

College Science Week 2019 generated a surplus of \$162,941 compared with \$170,900 in 2018. In line with current College policy, \$81,471 was disbursed to Chapters and \$81,471 was retained centrally (1).

### **Financial Assets (from Statutory Accounts)**

At call funds were \$1,467,053 compared with \$1,656,240 in 2018/19. Of these funds \$590,370 were held by the College and \$876,683 were held by the Chapters. The 2018/19 balances were \$820,413 and \$835,827 respectively.

Term deposits were \$946,214 compared with \$1,171,849 in 2018/19. Of these funds \$705,920 were held by the College and \$240,294 were held by the Chapters. The 2018/19 balances were \$904,617 and \$267,232 respectively.

Net Financial Assets	2019/20		2018/19	
Combined	\$2,441,316		\$2,316,394	
Central	\$1,324,359	54%	\$1,212,336	52%
Chapter	\$1,116,957	46%	\$1,103,059	48%

Dr Smith acknowledged the work of the College staff and the members of the Finance and Risk Committee in managing the financial activities of the College and the members of the Finance and Risk Committee for providing oversight and thanked the Chapter treasurers and office bearers who contributed to the growth of the College and its long-term financial viability.

The MOTION that “the report of the Honorary Treasurer be adopted” was CARRIED

#### **4.2 Appointment of Auditors**

The MOTION that “Crowe Howarth, Brisbane be re-appointed as College auditors for 2019/2020” was CARRIED.

Dr Lenard thanked Dr Smith for his hard work in ensuring the College maintained a healthy and robust financial status.

### **5. REPORT OF THE CHIEF EXAMINER**

Dr C. Guy, the Chief Examiner, presented her report, copies of which had been circulated to all Members.

Dr Guy reported that after careful consideration of the risks and the impacts of government restrictions in the wake of COVID-19, Membership examinations for 2020 had been deferred until 2021 and Fellowship examinations postponed to November 2020. Throughout, the safety and wellbeing of candidates and examiners had remained the highest priority of the Board of Examiners.

Examination development was at an advanced stage when these decisions were made. Dr Guy acknowledged the volunteer examinations teams who had remained supportive and flexible in this difficult time. The multidisciplinary examiners workshop in February was again held with expanded numbers which allowed for greater participation within teams and across subjects.

#### **2019 Examinations**

In 2019, a total of 240 candidates sat the Membership examinations, of which 152 passed, 38 received a supplementary examination and 50 failed. This resulted in a 63 % overall pass rate. Twenty-five candidates completed the Fellowship examinations, of which twelve candidates passed all components of the examination, seven candidates passed some components of the examination and six candidates failed the examination.

#### **2020 Examinations**

Membership examinations had been deferred until 2021. At the time of writing there were 325 candidates who had chosen to defer the membership examination in 25 subjects. Ten candidates had withdrawn. The new subjects introduced last year, Veterinary Practice (Equine and Small Animal) had 5 and 9 candidates respectively.

Fellowship examinations were postponed until 4-5 November for written examinations and 7-9 November for the practical and oral components. There were 19 candidates sitting fellowship examinations over 8 different specialist subjects. One candidate had withdrawn.

Dr Guy outlined the roles of the two sub committees of the Board of Examiners.

The Examination Committee (EC) was chaired by the Assistant Chief Examiner Examinations, Dr Sharanne Raidal, who was supported by Drs Stephen Atkinson, Katherine Briscoe, Jennifer Carter and Petra Muellner.

The Examination Committee had continued its important role of reviewing all Membership and Fellowship examinations and provided feedback to subject examiners to ensure all examinations provided by the College were maintained at a high standard, conformed to College standards and were in line with the guidelines established by the Chapters. This involved a substantial time commitment for all members of the committee, particularly in the months leading up to the examinations.

The Training and Credentials Committee (TCC) was chaired by the Assistant Chief Examiner Training and Credentials, Dr Peter Bennett, ably supported by Drs Linda Abraham and Lydia Hambrook as the current Board of Examiners members serving on the TCC.

The Training and Credentials Committee continued to assess Training programs and Credential documents of Fellowship candidates, their Activity Log submissions, annual supervisor reports and help candidates resolve any issues arising from training or credentialing.

All Membership and Fellowship subject guidelines were also required to be reviewed at least every five years to ensure that the learning guidelines reflected current knowledge and practice, which the TCC was responsible for in conjunction with the Chapters.

Dr Guy noted that the Board of Examiners continued to review other initiatives to support examining teams and also candidates.

Dr Guy noted the global pandemic had had impacts on training programmes with potentially the greatest impact for the candidates nearing the end of their training and who intended to submit credentials in 2020. The Board of Examiners had discussed a range of potential ways that the effects could be managed to reduce the impact on being able to credential this year. Everyone would be considered case-by-case in conjunction with the relevant Chapter SSC.

Dr Guy reported that the Board of Examiners and College office were currently working on a number of projects, some of which were carried forward from 2019. The projects were:

1. Institutional accreditation: Standardised application forms had been developed for Small Animal Medicine and Surgery for trial with individual Fellowship candidates in identified training institutions. Amendments would be made as required for broader application once a number of candidates had submitted the forms for review.
2. Examination week: Investigation into consolidation of exams into a single exam week format was on hold pending developments in the electronic management of assessment (EMA) project
3. Electronic management of assessment (EMA): Work continued with potential service providers and Lianne Connor (contracted business analyst) in the business analysis phase of the project. Requirements for the EMA system were being consolidated and defined to develop a complete solution architecture to implement electronic delivery of examinations.
4. Mentor program: Development of a College wide support structure for mentorship of Membership candidates had commenced but was on hold pending allocation of team members, prioritisation of other projects and consideration of CRM platform to house resources.

Dr Guy acknowledged the commitment by all members of the Board of Examiners and thanked them for the time and effort they had expended on behalf of the Board. In addition she thanked the examinations officers, Robyn Pettigrew and Lynda Kennedy as well as the entire College office team, who ably supported the Board in its many roles. Finally she acknowledged all the volunteers who supported the work of the Board, including Examiners and Chapter Committee members who were crucial to the conduct of the examinations.

## **6. REPORT OF THE HONORARY SECRETARY**

Dr A. Lane, the Honorary Secretary presented her report, a copy of which had been circulated to all members.

### **6.1 Council Meetings**

Council met in person on 3 July 2019, 15/16 September 2019 and 8/9 February 2020 and by tele-conference on 17 October 2019 and 19 May 2020.

At each meeting a check was made on the progress made towards achieving the strategic objectives set in the College's Strategic Plan.

### **6.2 Council Appointments**

The following appointments were made by Council for 2019/2020

Honorary Assistant Secretary (NZ)	A. Bryce
Chairman, Awards Committee	A. Bryce
Returning Officer	T. King

#### **Board of Examiners**

C. Guy	Chief Examiner
P. Bennett	Assistant Chief Examiner (Training and Credentials)
S. Raidal	Assistant Chief Examiner (Examinations)
S. Atkinson	
L. Abraham	
K. Briscoe	
J. Carter	
L. Hambrook	
P. Muellner	
Z. Lenard (ex officio)	

#### **Finance and Risk Committee**

B. Smith	G. Edwards
A. Lane	S. Klintworth
K. Crofts	S. Alderman
M. Hiscutt	

### **6.3 College Examinations**

Due to restrictions put in place because of COVID-19 Membership examinations for 2020 were deferred until 2021. The Fellowship examinations were postponed and were currently planned to be held in November at the Gold Coast. At the time of writing nineteen members had completed the prerequisites to sit the Fellowship examinations in eight subjects.

### **6.4 International Profile of ANZCVS**

The international standing of the College and the international currency of our qualifications (Fellowship in particular) are important for many of our members. The ANZCVS continues to pursue its aims in the international arena through:

- ANZCVS representation at relevant meetings of international veterinary specialist organisations
- Building sound relationships with overseas colleges and speciality boards
- The development of agreed international standards for specialist training and examinations

- The pursuit and further advancement of the international recognition of ANZCVS Fellowship and Membership qualifications.
- Conducting Medicine of Cats (UK) every second year.

## **6.5 Membership**

There were currently 2814 Members of the College. Of these, 2182 resided in Australia, 323 in New Zealand and 309 overseas.

### **Deaths**

The deaths of Drs J. Baragwanath, N. Laws, P. Tinslay, J. McDonald, D. Hutchins, A. Watson, V. Menrath, D. Bryden, R. Elliott and J. Roberts were noted with regret.

### **Life Membership/Fellowship**

Drs R. Baker, P. McAuliffe, A. McLaughlin, R. Arthur, I. Nielsen, M. Paton, G. Hunt, J. Bourne, D. Maddock, P. Ellis, G. Wilson, G. Perry, C. Suann, H. Cheung, B. Britton, E. Sergeant, R. Howlett, R. Stabler, P. Scanlon and Professor K. Johnson were elected to either life membership or life fellowship.

### **Reinstatements**

Drs C. Knight, K. Gregory, H. Kang, J. Cahill, T. Tran, D. Clarke, C. King, C. Elieff, R. Evans and D. Lawton were reinstated as members.

### **Resignations**

Drs J. McKenzie, A. Drew, K. Clarke, D. Hanlon, J. Frater, K. Lay, M. Lee, C. Bowman, K. Dawson, B. Gibbs, W. Bell, L. Genovese, F. Hollinshead and C. Warburton resigned as members.

### **Associate Membership**

Drs N. Choi, E. Mardell, R. Heilmann, M. Mosing, W. Basuki, M. Raillard, B. Heil, J. House, L. Donaldson and M. Ford were elected as associate members.

## **6.6 College Awards**

The 2020 Fellowship Training Scholarship was awarded to Dr Yvette Crowe and the Geoff Robins Fellowship Research Grant to Dr Sarah Coall.

Meritorious awards were awarded to Drs Katherine Briscoe and Gabrielle Musk.

The prize for the Most Commendable Paper published in the Australian Veterinary Journal in 2019; “Efficacy of meloxicam in a pain model in sheep” was awarded to Drs I. Colditz, D. Paull, J. Lloyd, L. Johnston and A. Small.

The Prize for the Most Commendable Paper published in the New Zealand Veterinary Journal in 2019; “Effects of a topically applied anaesthetic on the behaviour, pain sensitivity and weight gain of dairy calves following thermocautery disbudding with a local anaesthetic” was awarded to Drs E.L. Cuttance, W.A. Mason, D.A. Yang, R.A. Laven, J. McDermott and K. Inglis.

The Prize for the Most Commendable Paper published in an international journal in 2019; “A questionnaire study of parasite control in Thoroughbred and Standardbred horses in Australia” was awarded to Drs E. Wilkes, J. Heller, S. Raidal, R. Woodgate and K. Hughes. *Equine Vet J*, 2019;00:1-9

## **6.7 Chapters**

Members of Council regularly liaised with all Chapters throughout the year regarding any issues which needed to be brought to the attention of Council. There were now twenty-six Chapters of the College:

Anaesthesia and Analgesia	Oncology
Animal Reproduction	Ophthalmology
Animal Welfare	Pathobiology
Aquatic Animal Health	Pharmacology
Avian Health	Pig Health and Production
Cattle	Radiology
Dentistry	Small Animal Medicine
Dermatology	Small Ruminant
Emergency and Critical Care	Surgery
Epidemiology	Unusual Pets
Equine	Veterinary Behaviour
Feline	Veterinary Public Health
Med & Management of Laboratory Animals	Zoo and Wildlife Medicine

The New Zealand Network was established, with an interim committee consisting of Drs Ricketts, Bryce, Cantley, van Dam and Dicken. An executive committee will be elected at the annual general meeting. The Network was formed in order to enhance engagement of New Zealand members.

### **6.8 Science Week**

Unfortunately, College Science Week 2020 was cancelled as a result of COVID-19. The Science Week Committee, however, were determined to deliver high quality scientific education to be of benefit and value for the College members. Therefore, the ANZCVS Online Scientific Series 2020 will be held between July and September 2020. This format and delivery medium are a new venture for the College and it is exciting to see this innovation. Nine Chapters will be presenting sessions for this series: Small Animal Medicine, Medicine and Management of Laboratory Animals, Veterinary Anaesthesia and Analgesia, Epidemiology, Veterinary Public Health, Veterinary Behaviour, Veterinary Oncology, Equine, and Emergency and Critical Care. In addition, the College Office is assisting a number of Chapters to hold online abstract forums (as a complimentary service). The Chapters involved include Small Animal Medicine/Feline, Emergency and Critical Care (TBC), Veterinary Public Health, Epidemiology, and Surgery.

### **6.9 Secretariat**

The College farewelled Mr Shane Klintworth (Chief Executive Officer), in October 2019 and welcomed Mr Stephen Alderman to the role. Dr Mary Anne Hiscutt (College Manager), Miss Sharon Tinsley (Assistant College Manager), Ms Robyn Pettigrew (Examinations Officer), Mrs Lynda Kennedy (Assistant Examination Officer), Dr Rachel Tan (Project Officer), Mrs Thy Boskovic (Marketing, Membership and Events Coordinator) and Ms Libby Scharf (Administration Assistant) continued to ensure the efficient, smooth running of the office in Brisbane; sincere appreciation was expressed to them.

## **7. BUSINESS ARISING**

There was no business arising.

## **8. LOCATION OF THE 51<sup>th</sup> ANNUAL GENERAL MEETING**

Dr Lenard advised that the 51<sup>th</sup> Annual General Meeting would be held at The Star Convention Centre Broadbeach, Gold Coast on the 9 July 2021 in conjunction with College Science Week, government restrictions permitting.

## **9. MEETING CLOSE**

In closing the meeting Dr Lenard thanked all attendees for their participation.