

THE AUSTRALIAN AND NEW ZEALAND COLLEGE OF VETERINARY SCIENTISTS

ABN 50 000 894 208



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14 May, 2012

Dear College Members,

Annual General Meeting

Notice is hereby given that the 42nd Annual General Meeting of the Australian and New Zealand College of Veterinary Scientists ABN 50 000 894 208 will be held in the Fraser Room, Ground Floor, QT Gold Coast Hotel, Surfers Paradise, Gold Coast, Queensland on Friday 29 June 2012 at 5.30 p.m.

Please find enclosed the following documentation for the Annual General Meeting:

1. Agenda
2. Proxy form
3. Honorary Treasurer's report, including financial statements and budget
4. Chief Examiner's report
5. Honorary Secretary's report

It is recommended that you bring all these materials with you to the AGM at Surfers Paradise. Copies of the Minutes of the 41st Annual General Meeting and audited 2011/2012 financial statements are available on request to the College office and will also be available at the 42nd Annual General Meeting.

Those members who are unable to attend the AGM are encouraged to utilise the enclosed **proxy form which can be found as a tear off sheet on the last page of this booklet**. Please note that the proxy needs to be received by the Honorary Secretary, Australian and New Zealand College of Veterinary Scientists, Building 3, Garden City Office Park, 2404 Logan Road, EIGHT MILE PLAINS, Qld before **9.00 a.m. on Wednesday 27 June 2012**.

I look forward to seeing you at the Annual General Meeting.

Yours sincerely



Megan G. Parker
Chief Executive Officer



**42nd ANNUAL GENERAL MEETING
Of
The Australian and New Zealand College of Veterinary
Scientists
ABN 50 000 894 208**

**Fraser Room, Ground Floor, QT Gold Coast Hotel, Surfers Paradise,
Gold Coast, Queensland
at 5.30 p.m. on Friday 29 June 2012**

AGENDA

ORDINARY BUSINESS

1. Welcome, apologies and declaration of proxies.
2. To declare the names of Councillors and office bearers for 2012/13.
3. To confirm the Minutes of the 41st Annual General Meeting held at the QT Gold Coast Hotel, Surfers Paradise on 30 June 2011.
4. To receive and consider the Report of the Honorary Treasurer:
 - 4.1 To receive and adopt the Report of the Honorary Treasurer, and the Financial Statements for the year ended 29 February 2012.
 - 4.2 To receive and adopt the 2012/13 budget.
 - 4.3 **Ordinary Business Motion No.1**

To consider the following Notice of Motion from Council as an ordinary resolution: ‘That the College annual membership fees for 2013/2014 be increased by AUD \$5 to AUD \$145 plus the appropriate GST and the equivalent for New Zealand members at the exchange rate applying at the end of the College’s current financial year.’
 - 4.4 **Ordinary Business Motion No.2**

To consider the following Notice of Motion from Council as an ordinary resolution: ‘That the College annual membership fee be, in future, increased annually by a % equivalent to CPI, rounded up to the nearest whole dollar, plus the appropriate GST and the equivalent for New Zealand members at the exchange rate applying at the end of the College’s current financial year.’
 - 4.5 **Ordinary Business Motion No. 3**

To consider the following Notice of Motion from Council as an ordinary resolution: ‘That Membership Examination fees for 2013 remain at AUD \$1,250.’

4.6 **Ordinary Business Motion No. 4**

To consider the following Notice of Motion from Council as an ordinary resolution: ‘That European Medicine of Cats Membership examination fees for 2013 remain at AUD \$2,500’

4.7 **Ordinary Business Motion No. 5**

To consider the following Notice of Motion from Council as an ordinary resolution: ‘That Fellowship Examination fees for 2013 remain at AUD \$4,250.’”

4.8 To appoint auditors.

5. To receive and consider the Report of the Chief Examiner.
6. To receive and consider the Report of the Honorary Secretary.
7. To receive reports from Chapters.
8. To transact any other business legally brought forward:
9. Location of 43rd Annual General Meeting
10. Closure

M. Paton
Honorary Secretary

Copies of the Minutes of the 41st Annual General Meeting, audited 2011/2012 financial statements and tabled Chapter Reports are available on request to the College office and will also be available at the 42nd Annual General Meeting.

AUSTRALIAN AND NEW ZEALAND COLLEGE OF VETERINARY SCIENTISTS

Honorary Treasurer's Report 2011-12

General Explanatory Note

The College uses a cheque account for daily operating expenses and a cash management account to hold revenue that is in excess of immediate needs. Past years' surplus funds have been invested with the aim of maintaining in retained funds an amount equivalent to approximately one year's expenditure.

For accounting and management purposes the finances are divided into General, Examination and Science Week accounts. Income from each source is attributed to the relevant account and expenses, including staff salaries and superannuation, are allocated as closely as possible to the area to which they pertain.

The College financial year runs to end of February to enable the year's finances to be finalized and presented to members before the AGM in early July.

This College financial information does not include Chapters funds, which are held in separate individual Chapter operating and investment accounts.

General Account

All areas of income have been higher than was estimated in the budget. A better than expected CSW profit and a change to the way the CSW industry display area fees are accounted for (into the general account rather than the CSW account) accounts for a large part of the increased income in this account.

General expenses have generally ended the year near to or under budget, a fact that probably reflects to some extent Council's very cautious approach to spending over the last 12 months. Only 62% of the amount budgeted for travel and accommodation was spent and other areas where much less was spent than had been budgeted for were professional consultants, international recognition activities and printing and stationary.

The surplus for the financial year was \$116,468.

Examination Account

Examination account income is well above budget due to a large number of candidates sitting the 2012 exams. \$52,500 of the income is for UK membership exams, which will be held in August 2012 but have incurred very few expenses so far. Even taking out the income from the UK exams, the income from examination fees is almost double what was estimated. This has proven to be a difficult area to predict; immediately before the cut off date for exam enrollments in October 2011, there was real concern that we would have fewer than anticipated candidates, especially for Membership exams.

Examination account expenses have all come in under or close to budget. The expenses for the UK memberships and the large number of 2012 Australian examinations will be paid in this, the 2012-13 financial year, so it is expected that much of the surplus in the current year will be needed to cover expenses in the coming financial year.

The surplus for the financial year was \$185,390.

Science Week Account

After expenses were paid, College Science Week 2011 generated a profit of \$84,452. In line with current College policy, 70% of the profit from Science Week was disbursed to Chapters (\$59,116.40) and the rest was retained and attributed to the general account (\$25,335.60) and used to offset general College operating costs.

Current Investments

Currently there is \$400,000 invested in 8 x \$50,000 fixed term deposits, which vary from 1-5 years in duration.

The Cash Management account has a balance of \$420,000.

At the Strategic Planning Meeting held in March this year, Council resolved to undertake a number of projects that will fall outside this budget. A review of the examination system, including the exam process itself, a cost analysis of examinations and improved examiner training, will initially be funded from saved funds. When more accurate predictions of ongoing costs are available, they will be incorporated into future budget planning.

Summary

The 2011/12 College financial year ended with a surplus of \$301,858.

The College's overall financial position appears much better than it did a year ago. The surplus this year comes following last year's deficit of \$88,223 but also preceding the expenses for the large number of 2012 examinations.

Lastly, I am thankful to Elaine Lowe for her invaluable assistance with the day-to-day financial activities of the College and for the patience and guidance that both she and Megan Parker have given me while I have been the Honorary Treasurer.

Agenda Item 4.2: To receive and adopt the 2012/13 Budget

Budget for 2012/13

Separate budgets have been prepared for the General, Examination and Science Week accounts. Expenses have been estimated based on the actual amounts spent in the last financial year and by taking into account any anticipated changes in spending requirements.

The General Account budget for 2012/2013 has an estimated surplus of \$85,830.

Income is based on ~1,860 members after accounting for new members and some attrition of existing members. The area available for industry displays at CSW was increased in 2011, allowing more income from this source. Expenses show the proportionally increased expenditure associated with the cost of providing the larger area. Postage and freight as well as printing and stationary costs have been reduced in the budget because of the savings from the electronic delivery of newsletters and documents to members.

In the Examination Account, a deficit of \$53,269 has been predicted for 2012/13.

Income is based on 130 Membership candidates sitting in 2013 and the 20 Fellowship candidates going through the Fellowship training and examination process. Expenses are based on the number of candidates sitting the 2012 exams in Australia and NZ as well as those sitting the Medicine of Cats Membership exam in the UK in August 2012. Staff costs allocated to this area have included the anticipated appointment of a new staff position; an examinations officer.

In the budget for Science Week 2012, a profit of \$102,309 has been estimated based on similar attendance numbers in 2012 to those in 2011.

Overall a surplus of \$ 32,561 is anticipated for the 2012/2013 financial year.

Notices of Motions

Agenda item 4.3: Ordinary Business Motion No.1

Annual Subscriptions for 2013/14

To consider the following Notice of Motion from Council as an ordinary resolution: ‘That the College annual membership fees for 2013/2014 be increased by AUD \$5 (~CPI =3.5%) to AUD \$145 plus the appropriate GST and the equivalent for New Zealand members at the exchange rate applying at the end of the College’s current financial year.’

Agenda item 4.4: Ordinary Business Motion No.1

Annual Subscriptions for 2013/14

To consider the following Notice of Motion from Council as an ordinary resolution: ‘That the College annual membership fee be, in future, increased annually by a % equivalent to CPI, rounded up to the nearest whole dollar, plus the appropriate GST and the equivalent for New Zealand members at the exchange rate applying at the end of the College’s current financial year.’

Agenda item 4.5: Ordinary Business Motion No.2

Membership examination Fees for 2013

To consider the following Notice of Motion from Council as an ordinary resolution: ‘That Membership Examination fees for 2013 remain at AUD \$1,250.”

Agenda item 4.6: Ordinary Business Motion No 3

To consider the following Notice of Motion from Council as an ordinary resolution: ‘That European Medicine of Cats Membership examination fees for 2013 remain at AUD \$2,500.

Agenda item 4.7: Ordinary Business Motion No. 3

Fellowship examination Fees for 2013

To consider the following Notice of Motion from Council as an ordinary resolution: ‘That Fellowship Examination fees for 2013 remain at AUD \$4,250.”

Dr Elizabeth Dill-Macky

Honorary Treasurer

| FINANCIAL STATEMENTS 2011/2012 AND BUDGET 2012/2013 | | | | | |
|--|----------------|--------------|----------------|------------------|------------------|
| GENERAL ACCOUNT | AUST. | NZ (AUD) | ACTUAL | 2011/2012 BUDGET | 2012/2013 BUDGET |
| Income | | | | | |
| Annual Subs | 227,006 | 3,306 | 230,312 | 228,560 | 260,540 |
| Interest | 34,131 | 66 | 34,197 | 30,000 | 30,000 |
| Proceeds of Awards Dinner | 13,399 | | 13,399 | 12,500 | 12,500 |
| Secretarial Services | 2,863 | | 2,863 | 1,000 | 2,000 |
| Merchandise | 1,616 | | 1,616 | 1,000 | 1,000 |
| Trade Booths at SW | 49,073 | | 49,073 | 25,750 | 47,150 |
| Surplus from Science Week | 25,335 | | 25,335 | 17,038 | 27,000 |
| Credit card surcharge | 4,433 | | 4,433 | | 7,500 |
| Miscellaneous income | 915 | | 915 | | |
| Totals | 358,771 | 3,372 | 362,143 | 315,848 | 387,690 |
| Expenditure | | | | | |
| Accounting | 10,766 | | 10,766 | 9,500 | \$11,500 |
| Professional consultants | 1,530 | | 1,530 | 5,000 | \$4,000 |
| Bank charges | 13,507 | | 13,507 | 12,500 | \$13,500 |
| Venue Expense - Council meetings | 3,264 | | 3,264 | 2,500 | \$5,650 |
| Awards Dinner | 20,710 | | 20,710 | 17,500 | \$22,000 |
| Computer Exp | 1,665 | | 1,665 | 1,000 | \$1,500 |
| Web site expenses | 19,751 | | 19,751 | 22,500 | \$24,000 |
| Electricity | 860 | | 860 | 1,000 | \$1,000 |
| Insurance | 5,893 | | 5,893 | 5,300 | \$6,000 |
| Medallions, Prizes | 262 | | 262 | 500 | \$1,000 |
| S'hip | 8,000 | | 8,000 | 8,000 | \$8,280 |
| Cost of booths for SW | 5,699 | | 5,699 | 8,000 | \$18,597 |
| Research Grant | 1,000 | | 1,000 | 1,000 | \$1,000 |
| International Recognition Activities | 6,577 | | 6,577 | 10,000 | \$10,000 |
| Domestic travel and accommodation | 13,070 | 978 | 14,048 | 22,500 | \$20,000 |
| Office Rental | 20,431 | | 20,431 | 18,460 | \$21,864 |
| Postage & Freight | 7,963 | | 7,963 | 8,000 | \$5,000 |
| Printing & Stationery | 10,184 | | 10,184 | 16,000 | \$7,500 |
| Merchandise | | | | 1,000 | \$3,500 |
| Office Equipment | | | | 350 | \$1,000 |
| Salaries | 86,349 | | 86,349 | 86,320 | \$86,751 |
| Superannuation | 6,827 | | 6,827 | 7,769 | \$7,808 |
| Training Courses | 2,400 | | 2,400 | 1,750 | \$3,750 |
| Annual Professional Subs. | 605 | | 605 | 350 | \$610 |
| Teleconference Meetings | 5,247 | | 5,247 | 4,500 | \$5,000 |
| Telephone | 738 | | 738 | 2,500 | \$1,300 |
| Marketing | 1,698 | | 1,698 | 1,750 | \$3,500 |
| Miscellaneous Expenses | 467 | | 467 | 1,000 | \$250 |
| Strategic Planning Meeting Facilitator | | | | 6,000 | \$6,000 |
| Total | 244,697 | 978 | 245,675 | 282,549 | \$301,860 |
| Surplus (Deficit) | 114,074 | 2,394 | 116,468 | 33,299 | \$85,830 |

| EXAMINATION ACCOUNT | AUSTRALIA | NZ(\$AUD) | ACTUAL | 2011/2012 BUDGET | 2012/2013 BUDGET |
|------------------------------------|----------------|----------------|----------------|------------------|------------------|
| Income | | | | | |
| Fell Exams | 114,774 | | 114,774 | 65,000 | 85,000 |
| Mem Exams | 247,392 | | 247,392 | 125,000 | 162,500 |
| Mem. Exams UK | 52,500 | | 52,500 | | 50,000 |
| Total | 414,666 | | 414,666 | 190,000 | 297,500 |
| Expenditure | | | | | |
| Advertising | | 1,014 | 1,014 | 4,000 | 2,500 |
| Venue Expense -prac/orals | 26,805 | 243 | 27,048 | 35,000 | 37,000 |
| Venue Expense - writtens | | | | | 5,000 |
| Postage and Freight | 2,744 | | 2,744 | 5,500 | 3,000 |
| Payment for Invigilators | 3,647 | 97 | 3,744 | 7,000 | 5,000 |
| Printing & Stationery | 2,114 | | 2,114 | 3,000 | 1,250 |
| Salaries | 81,193 | | 81,193 | 82,780 | 116,133 |
| Superannuation | 6,827 | | 6,827 | 7,450 | 10,452 |
| Travel | 25,784 | 6,295 | 32,079 | 35,000 | 30,000 |
| Venue Expense UK | | | | | 7,500 |
| Travel to UK (Cats) | 7,362 | | 7,362 | | 10,500 |
| Accommodation UK | | | | | 8,234 |
| Accommodation | 34,100 | 5,616 | 39,716 | 42,500 | 68,000 |
| Teleconference meetings | 1,948 | | 1,948 | 4,000 | 2,000 |
| Testamurs | 1,419 | | 1,419 | 2,000 | 1,500 |
| Professional Consultants | 3,570 | | 3,570 | | |
| Contingency for Examination Venues | | | | | 10,000 |
| Payment to Examiners | 16,496 | 2,002 | 18,498 | 18,500 | 32,700 |
| Totals | 214,009 | 15,267 | 229,276 | 246,730 | 350,769 |
| Surplus (Deficit) | 200,657 | -15,267 | 185,390 | -56,730 | -53,269 |

| SCIENCE WEEK 2012 | | | |
|------------------------------|-----------------|------------------|--------------------|
| | ACTUAL 2012 | 2011 FIGURES | 2011/2012 PROPOSED |
| Income | | | |
| Registration Fees | | \$198,892 | 146,500 |
| Miscellaneous Income | | | 232,900 |
| Total | | \$198,892 | 146,500 |
| Expenditure | | | |
| Advertising | | \$1,255 | 4,000 |
| Venue Expense | | \$92,503 | 85,000 |
| Printing and Stationary | \$2,052 | \$3,603 | 4,000 |
| Salaries | \$16,599 | \$12,107 | 13,885 |
| Superannuation | \$1,517 | | 1,250 |
| Registration refund | | \$2,719 | |
| Postage | | \$2,253 | |
| Plenary Lecture and workshop | | | 5,000 |
| Total | \$20,168 | \$114,440 | 113,135 |
| Profit from CSW | | 84,452 | |
| College retains 30% | | 25335.6 | 102,309 |
| Disbursement to chapters | | 59,116 | |

| Summary | | | |
|--------------------------|------------------|------------------|------------------|
| | ACTUAL | 2011/2012 BUDGET | 2012/2013 BUDGET |
| Income | | | |
| General Account | \$362,143 | \$315,848 | \$387,690 |
| Examination Account | \$414,666 | \$190,000 | \$297,500 |
| Total | \$776,809 | \$505,848 | \$685,190 |
| Expenditure | | | |
| General Account | \$245,675 | \$282,549 | \$301,860 |
| Examination Account | \$229,276 | \$246,730 | \$350,769 |
| Total | \$474,951 | \$529,279 | \$652,629 |
| Surplus (Deficit) | \$301,858 | -\$23,431 | \$32,561 |

AUSTRALIAN AND NEW ZEALAND COLLEGE OF VETERINARY SCIENTISTS

2011/2012 REPORT OF THE CHIEF EXAMINER

2012 Examinations

In 2011, 108 candidates attempted the Membership examinations; 81 passed, 20 failed, 2 received a supplementary oral and 5 a supplementary written examination and these results equate to a 75% pass rate. For the Fellowship examinations in 2011, there were 18 candidates in 7 subjects, with 7 passing their examination and being elected Fellows of the College, 5 passing one or more component of the examination and 6 failing all components of the examination.

The 2012 Membership examinations enrolments closed at 244 candidates in 21 different subjects from Australia, New Zealand, United Kingdom (UK), Hong Kong, Netherlands, Canada, Germany, Finland, Norway and Singapore. Included in this number is 21 Medicine of Cats candidates who will sit the examinations in the UK and 9 supplementary candidates, so a total of 232 new membership candidates. This is a record candidature. At the time of writing there have been 27 withdrawals plus two supplementary candidates deferring; so this leaves us with 215 candidates: 21 sitting in the UK and 191 in Australia including 4 supplementary orals and 2 supplementary written examinations. In addition to these membership candidates we will be examining 27 Fellowship candidates in 15 subject areas. This is strong evidence of the health and relevance of the ANZ College and the important role it plays in ongoing professional development of veterinarians in Australia/New Zealand and beyond.

This marked increase in candidature raises important considerations for the College regarding the increased workload for College administrative staff, the Board of Examiners, Examination Committee and the examiners. The task of designing, writing, reviewing, formatting and delivering a large number of examinations has extended the paid and volunteer staff resources to a considerable degree and the Board of Examiners considers that this level of demand is not sustainable for the future. Given the recent expansion of candidate examination numbers and the more robust administrative and educational review process for the increasing number of examinations, the Board has sought clear direction from College Council to assist in defining the number of examinations that can be reliably and safely delivered in one examination year.

The Board of Examiners is also seeking direction from Council as to whether the College can continue to function as an altruistic and inclusive organisation that examines any candidate, in any subject, irrespective of the cost; or whether the number of examination subjects and candidates should be limited. It is the view of the Board of Examiners that if the examination budget is to continue to be self funding, then some careful analysis of costs for subjects with varying candidate numbers should be undertaken. The financial viability and availability of some examination subjects, particularly those with large and small candidate numbers and those subjects with limited Chapter support should be considered, while acknowledging the importance of many smaller subject areas.

The Board of Examiners acknowledges the full support of College Council in responding to these concerns with a commitment to undertake a substantial financial analysis of the examination system in 2012. In addition, College Council has recognised the increased administrative demands associated with the examination with the proposed appointment of a part time Examinations Officer. The Board of Examiners would like to take this opportunity to acknowledge the commitment of the examiners, who make a significant commitment in performing this role; we recognise that without exception these individuals are busy professional people with limited time and the College is grateful for their expertise and dedication.

The Board of Examiners is consistently striving to produce examinations of the highest quality that withstand scrutiny with regard to important educational aspects such as validity, reliability and repeatability. The College must be able to demonstrate that our examinations have been developed using valid methods and candidates deserve to be tested on appropriate content that is relevant to the credential they are seeking. For assessment to be valid, it must be related to competencies that are required for performance in the profession at both Membership and Fellowship levels and this should be representative of the collective view of the College membership. The Board of Examiners acknowledges strong support from the College Council with regards to maintaining a high level of examination quality assurance with a commitment to an examination development fund in 2012.

Finally the Board of Examiners strongly advocates ongoing investment in examiners as one of the most strategically important components of examination planning for the future. The Board of Examiners has requested the allocation of funds to examiner training as an annual budgetary commitment with the expectation that Chapters will contribute to funding for examiner training in the future. College Council has indicated its broad support for such initiatives.

Board of Examiners

Training and Credentials Committee

The Training and Credentials Committee (TCC) is chaired by the Assistant Chief Examiner Training and Credentials (ACE-T), Dr Mark Owen.

Drs Zoe Lenard, Tias Muurlink and Vanessa Barrs are the current Board of Examiners members serving on the TCC.

Dr Mark Krockenberger is a member of this committee but has taken a temporary leave of absence from the Board from October 2011. Dr Vanessa Barrs, a previous member of the Board of Examiners kindly agreed to fulfil an interim role on the TCC until Dr Krockenberger is reinstated.

The role of the TCC is to provide advice and assistance to the Chief Examiner, Board of Examiners and College staff on all matters relating to development, delivery and management of high quality training and the credentials process for Membership and Fellowship candidates of the College.

In 2011 to 2012, the TCC has been active in the routine tasks of reviewing new training program document submissions; reviewing annual supervisors' reports and resolving problems and issues associated with Activity Log submissions, Fellowship training programs and credential submissions. In addition the TCC has reviewed and updated the contents of several Fellowship and Membership Subject Guidelines.

Specifically the TCC has been involved in developing guidelines for Chapter CEC with regard to the assessment of Chapter Activity Log submissions and has surveyed a portion of the College membership with regard to the development of a proposal for the ongoing assessment and credentials requirements for current Fellows of the ANZCVS. The TCC is also considering a proposal for the accreditation of training institutions for the purpose of residency training programs.

Examination Committee

The Examination Committee (EC) is chaired by the Assistant Chief Examiner Examinations, (ACE-Ex), Dr Liz Norman.

Drs Carolyn Hini, Sharanne Raidal and Ted Whitem are the current members of the EC. The Board notes with regret the resignation of Dr Mark Burgemeister in March 2012 on completion of his term for the Board of Examiners. I would like to acknowledge the significant contribution that Mark made to this committee and to the Board of Examiners in general. His insight and expertise as well as his prudent nature and careful consideration made a significant difference to many important Board matters over the course of his contribution. The selection committee welcomes his replacement, Dr Sharanne Raidal who brings to the Board a keen interest in teaching, learning and assessment.

In order to manage the increased number of examinations this year, an interim examinations review team consisting of Drs Bob Doneley and Dick Roe was convened to assist with reviews and report to the EC. Both individuals have been previously involved with College management and the EC is grateful for their diligence and hard work. There are plans to establish a formal examinations review committee in 2013 which will permit the EC to focus on more strategic examination matters on behalf of the Board.

The role of the EC is to provide advice and analysis to assist the Chief Examiner, BoE and College staff to incrementally improve the development and delivery of high quality examinations at Membership and Fellowship level in the College.

In 2011 to 2012, the EC has been very active and thorough in reviewing all Membership and Fellowship examinations for content, clarity and consistency in conjunction with reviewing and updating examination regulations and procedures to improve examination efficiency. In addition, the EC has developed examination policies to ensure examination quality and defensibility and has conducted post-exam analysis to inform decision making and development of policy and procedures.

Acknowledgements

I would like to extend my particular thanks to the Assistant Chief Examiners, Drs Liz Norman (EC) and Mark Owen (TCC) for the energy and diligence that they have applied to their respective roles over the past year. The success of the new committee structure is a testimony to their leadership and the hard work of each of their dedicated committee members. I would like to extend my formal thanks to those Board committee members for the time and effort they have expended on behalf of the Board over the past year.

I would like to thank the President of Council, Dr Philip Moses for his strong support of the Board of Examiners since his inception and the remainder of Council for the strong platform they provide for the function of the Board.

I would like to extend my specific thanks to our very dedicated CEO, Megan Parker who works tirelessly to support the Board of Examiners to carry out its functions and maintain such high standards and to the most remarkable Ms Elaine Lowe and her staff for their administrative commitment.

I would also like to extend my appreciation to all those College members who have made a contribution to the ANZ College as either a Chapter Examination Committee member; Chapter Executive member; Science Week convenor, Examination observer, invigilator or mentor; without each individual contribution, we could not achieve such a remarkable performance.

Dr Amanda Burrows

Chief Examiner

AUSTRALIAN AND NEW ZEALAND COLLEGE OF VETERINARY SCIENTISTS

REPORT OF COUNCIL 2012

1. Council 2011/2012

1.1 Members of Council

| | |
|--------------------|---------------|
| President | P. A. Moses |
| Chief Examiner | M. Burrows |
| Honorary Secretary | M. Paton |
| Honorary Treasurer | E. Dill-Macky |
| Members | N. Williamson |
| | C. Mansfield |
| | R. H. Labuc |

1.2 Council Meetings

Council met in person in Surfers Paradise on 1 July, and by teleconference on 26 October and 14 December 2011 and 3 March and 2 May 2012.

1.3 Council Appointments

The following appointments were made by Council for 2011/2012

| | |
|-----------------------------------|--------------|
| Honorary Assistant Secretary (NZ) | S. Burrough |
| Chairman, Awards Committee | C. Mansfield |
| Returning Officer | G. M. Robins |

Board of Examiners

| | |
|--------------------------|---|
| A. K. Burrows | Chief Examiner |
| M. C. Owen | Assistant Chief Examiner (Training and Credentials) |
| E. J. Norman | Assistant Chief Examiner (Examinations) |
| M. Krockenberger | |
| T. Whittem | |
| Z. Lenard | |
| C. Hini | |
| S. Raidal | |
| T. Muurlink | |
| P. A. Moses (ex officio) | |

2. College Examinations

As is our usual practice, examinations for Membership and for Fellowship of the College will be held in conjunction with the College Science Week in Surfers Paradise in June. Twenty Eight members have completed the prerequisites to sit the Fellowship examinations in 15 subjects, and 220 candidates are enrolled to sit the Membership examinations in 22 subjects.

3. International Profile of ANZCVS

The international profile of the College and the international currency of our qualifications (Fellowship in particular) are of paramount importance to our members but especially our fellows and current and potential fellowship candidates. The ANZCVS continues to be active in the international arena through:

- ANZCVS representation at high level international meetings
- The building of key international relationships with overseas colleges and speciality boards
- The participation in pivotal discussions with overseas colleges and speciality boards about the structure of the ANZCVS, its role in veterinary specialisation and advanced education in Australia and New Zealand, and the relationship its members would like with equivalent overseas colleges.
- The development of agreed international standards for specialist training and examinations
- The advancement of the pursuit of international recognition of ANZCVS Fellowship and Membership qualifications.

Dr Philip Moses attended the European College of Veterinary Surgery's examinations in February 2012 as an invited observer and exchanged valuable information about our respective College's examination processes. Also in February 2012, Dr Megan Parker, CEO, attended and addressed the Annual Meeting of the **American Board of Veterinary Specialities (ABVS)** annual meeting in Schaumburg, Illinois. In April 2011, Dr Parker attended and addressed the **European Board of Veterinary Specialities (EBVS)** General Assembly in Brussels, Belgium; plus presented a session at an examiner training workshop for EBVS Colleges explaining some of the recent work and policies of our Board of Examiners' Examination Committee. Dr Parker also represented the ANZCVS at the **International Veterinary Specialty Working Group (IVSWG)** meetings which coincided with the ABVS and EBVS meetings.

Through these activities, some exciting momentum is being generated and there is evidence of significant and tangible progress being achieved in promoting our College, advancing international relations and progressing the pursuit of international recognition of our qualifications.

4. Strategic Plan

On the first weekend in March, College Council met at the QT Gold Coast to hold our quinquennial Strategic Planning Meeting. This meeting was vital to the continued growth and development of the College. The meeting was again facilitated by Dr Liz Mellish who worked with Council previously in 2008. The final Strategic Plan has been finalised and is now available to members.

ANZCVS Strategic Priorities were identified as Certification, Member value and Sustainability.

College Council resolved that the focus areas for the next five years are to be:

- Setting up of an Examination Development Fund,
- Review of examination construction and delivery,
- Provision of examiner training,
- Review of the list of subjects managed by chapters,
- Maintaining Science Week as Australia/New Zealand's premier veterinary scientific conference, Development of an ANZCVS annual budget plan,
- Enhancement of engagement with Chapters,
- Investment in College staff capacity, capability and succession planning.

As a measure of our success we have identified the following parameters:

- A validated, high-quality examination delivered by trained examiners,

- Ensured examiner training,
- Provision of a financially sustainable Examination Development Fund,
- Increased number of new members (10% pa, 2600 in 2016),
- Enhanced chapter governance,
- Science Week – maintained or increased attendance,
- Strong applicant pool for all College positions,
- Financial reserve maintained at one year's operating expenses,
- Accountable College business and administrative systems.

5. Membership

The total number of Members of the College is 2068. Of these 1604 reside in Australia, 274 in New Zealand and 190 overseas. It is very pleasing to see the increasing number of overseas veterinarians recognising the value of a College qualification, as well as a steady stream of locals interested in adding value to their credentials through affiliation with the College.

Deaths

The deaths of Drs. D. Money, K. Astill, J. Sprent and E. A. Farleigh were noted with regret.

Life Membership/Fellowship

Drs. L. Cullen, G. Neumann, Prof. C. Bellenger, J. Granger, C. Langhans, L. Cooper and J. Plant, were elected life members or fellows.

Cessations

Drs. J. Ayre, T. Cambridge and P. Gill resigned as members.

Reinstatements

Drs. S. A. Grundy, M. Rebelo, S. Love, G. Gay, L. Kidd, R. J. Wilson, G. Mackereth, C. Stewart, R. Cobb, A. Davis and L. Downs were reinstated as members.

Associate Membership

Dr. K. Hill was elected as associate member.

4. College Awards

The 2012 College Prize has been awarded to Dr. Ruth Davis and the Ian Clunes Ross Memorial Award to Professor Robin Gasser.

The Kesteven Medal will not be awarded in 2012.

The 2012 Fellowship Training Scholarship was awarded jointly to Drs. K. Hindley and W. Goodwin and the Fellowship Research Grant to Dr. C. W. Spelta.

The Prize for the Most Commendable Paper published in the Australian Veterinary Journal "An outbreak of granulomatous peritonitis caused by injectable selenium in a flock of Merino sheep" has been awarded to Drs. MM Dennis, J. Henriquez, G. Keipert, J. Biazik and J. Braet. The Prize for the Most Commendable Paper published in the New Zealand Veterinary Journal "Extending ideas about animal welfare assessment to include 'quality of life' and related concepts" has been awarded to Drs. T. Green and Professor D Mellor. The Prize for the Most Commendable Paper published in the Australian Veterinary Practitioner "Clinical characteristics and outcome after treatment of shaker dog syndrome in ninety dogs." has been awarded to Drs. KL Hazell, G Child and G Chin.

College Publications

This year the College Courier was distributed in electronic format only. This has allowed for an expanded format and content and an attractive presentation.

6. Chapters

Members of Council regularly liaise with all Chapters throughout the year regarding any issues which need to be brought to the attention of Council. There are now twenty Chapters of the College as listed below:

| | |
|--|-----------------------|
| Anaesthesia, Emergency & Critical Care | Animal Behaviour |
| Animal Welfare | Animal Reproduction |
| Avian Health | Aquatic Animal Health |
| Cattle | Dentistry |
| Epidemiology | Equine |
| Feline | Ophthalmology |
| Pathobiology | Pharmacology |
| Radiology | Small Animal Medicine |
| Surgery | Dermatology |
| Zoo and Wildlife Medicine | Oncology |

7. Science Week

College Science Week 2012 will be held at the QT Gold Coast Surfers Paradise. This will bring together both the membership and fellowship examinations followed by a 3 day scientific meeting including the College AGM and Awards Dinner.

The Scientific Meeting is aimed at presenting the 'cutting edge' topics which will be presented mainly by fellows and members of the College.

8. Secretariat

Mrs. Elaine Lowe (College Manager) and Dr Megan Parker (Chief Executive Officer) and Miss Sharon Tinsley (Administrative Assistant) continue to ensure the efficient, smooth running of the office in Brisbane; sincere appreciation is expressed to them.

Michael Paton
Honorary Secretary
14 May 2012

**THE AUSTRALIAN AND NEW ZEALAND
COLLEGE OF VETERINARY SCIENTISTS
2012 PROXY FORM**

I of
(Please print full names clearly) (Address)

being a Member/Fellow of the above named College hereby appoint

..... of
(Print name of proxy) (Address of proxy)

or failing him/her

..... of
(Print name of alternative) (Address of Alternative)

or the Chairperson as my proxy to vote for me on my behalf at the Annual General Meeting of the College, to be held on the 29th day of June 2012, and at any adjournment thereof.

This form is in favour of or against the resolutions as indicated below. (Tick appropriate box, otherwise the proxy may vote as he or she thinks fit).

ORDINARY BUSINESS

Consideration of notices of motion from Council as ordinary resolutions:

| | | FOR | AGAINST |
|-----|--|--------------------------|--------------------------|
| 4.3 | Ordinary Business Motion No.1 'That the College annual membership fees for 2013/2014 be increased by AUD \$5 to AUD \$145 plus the appropriate GST and the equivalent for New Zealand members at the exchange rate applying at the end of the College's current financial year.' | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.4 | Ordinary Business Motion No.2 'That the College annual membership fee be, in future, increased annually by a % equivalent to CPI, rounded up to the nearest whole dollar, plus the appropriate GST and the equivalent for New Zealand members at the exchange rate applying at the end of the College's current financial year.' | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.5 | Ordinary Business Motion No. 3 'That Membership Examination fees for 2013 remain at AUD \$1,250.' | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.6 | Ordinary Business Motion No. 4 'That European Medicine of Cats Membership examination fees for 2013 remain at AUD \$2,500' | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.7 | Ordinary Business Motion No. 5 'That Fellowship Examination fees for 2013 remain at AUD \$4,250.' | <input type="checkbox"/> | <input type="checkbox"/> |

.....
Signature of Fellow/Member

Signed this date of 2012

NB Completed proxy forms must be deposited with the Honorary Secretary, Australian and New Zealand College of Veterinary Scientists, Building 3, Garden City Office Park, 2404 Logan Road, Eight Mile Plains, Qld. 4113 before **9.00 a.m. on Wednesday 27 June 2012.**

Dated this 18th day of May 2012
M. Paton, Honorary Secretary

