

## **Bye-laws, &c.; of the Royal College of Veterinary Surgeons.**

### **Contributors**

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# BYE-LAWS, &c.

OF THE

ROYAL COLLEGE

OF

VETERINARY SURGEONS.



LONDON:

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R.T.E. - J.A.W.S. 80

ROYAL COLLEGE

LIBRARY SURGEONS

## BYE - LAWS.

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1. THAT all gentlemen shall be proposed for election in Council previous to being balloted for.

Election of  
Council.

2. Such Members of the College as may be desirous of having the names of any persons they may propose as Members of the Council included in the list after-mentioned, must give notice thereof, in writing, to the Secretary on or before the 14th day of April in each year; but any Member may be proposed at the Annual Meeting, notwithstanding his name may not be on such list.

3. Ten days prior to the Annual General Meeting, held on the first Monday in the month of May, the Secretary shall prepare a list, stating the names and residences of

the persons proposed, and also of the Members of Council who remain in office, as well as those who retire by rotation, with any vacancies arising from deaths, resignations, or other causes; and that such list shall be presented to any Member of the body corporate making application to the Secretary after it has been prepared.

4. Previous to the commencement of voting for Members of Council, the Members of the body corporate assembled at the General Meeting shall choose from among themselves two persons to act as scrutineers.

Times and  
Places of  
Meeting of  
the Council.

5. That the day for the Meeting of the Council, required by the Charter to be held within one calendar month after the Annual General Meeting, for the election of the President, six Vice-Presidents, and Secretary, shall be fixed by the President as early as convenient.

6. In addition to such meeting, four meetings, at the least, of the Council shall be holden during each year in the months of July, October, January, and April; and

on such days and times in those months as the President shall appoint.

7. At each Meeting of the Council, prior to entering on the general business, the minutes of the preceding meeting shall be read.

Regulations  
of Council.

8. After the minutes have been read and signed, any accounts or business connected with the property of the body corporate shall be considered; and then any reports from committees, officers, or correspondents, shall be received.

9. Any Member of the Council, who shall be desirous of introducing any subject for discussion, shall give notice thereof in writing to the Chairman at some previous meeting, or to the Secretary, in time for its announcement in the notice of Meeting.

10. All motions to be considered in the order in which the notices are given, and the issue of the notices to be in accordance with such order.

11. No motion to be discussed before it has been seconded; nor shall any Member

speak more than once on any question, save in explanation or reply.

12. All resolutions carried at the Meetings of the Council, except such as relate to the Bye-laws, shall be acted upon without further confirmation

13. The Council shall elect from its Members a Committee of Finance, with such other committees as may be deemed necessary; and shall also annually elect two Auditors.

14. The Council shall also annually elect some one of the body to act as Registrar of the College.

Annual and  
Special General  
Meetings.

15. The Council shall prepare an abstract of their proceedings up to the first day of April in each year, together with a statement of the funds and property of the College, which shall be read at the Annual General Meeting, and printed and supplied gratis to such Members of the body corporate as shall apply for the same.

16. The President, upon receiving a requisition signed by ten Members of the

Council, or by twenty Members of the College, requiring him to call a Special General Meeting of the Members of the College, and stating the object for which such meeting is required, shall call such meeting within twenty-one days after the receipt of such requisition.

17. Notices of Meetings shall be issued by the Secretary at least four days previous to Council and other meetings, exclusive both of the day on which they are issued and of the day on which the Meeting shall take place. Notices of Meetings.

18. The Common Seal of the ROYAL COLLEGE OF VETERINARY SURGEONS shall be the Armorial Bearings, Crest, and Motto, registered in Her Majesty's College of Arms; and it shall be in the custody of the President. Common Seal.

19. The Council shall appoint twenty persons to constitute the Court of Examiners, and shall from time to time fill up any vacancies which may occur. Appointment of Examiners

20. Twelve of the Examiners shall be



selected from the Members of the College, and eight non-members eminent for their knowledge of medical science or chemistry; a moiety of each shall act as a sectional Court of Examiners for England, and the other moiety for Scotland.

21. Each Court of Examiners shall select a Chairman and Secretary from amongst their body.

22. Every Member of the Court attending during the entire period of each meeting shall be entitled to the fee of Two Guineas.

23. The Professors and appointed Lecturers of any veterinary school sanctioned by the Charter shall be, *ex officio*, Members of the Board of Examiners.

24. The Principal Veterinary Surgeon to the Army shall be an *ex officio* Member of the Examining Board.

25. The Court of Examiners shall meet twice at least in every year; namely, at the termination of the session of either school, and in the month of December.

26. The President, or in his absence the senior Vice-President, may direct a Special Court of Examiners to be holden on any emergency.

27. Each candidate, fourteen days prior to his examination, must leave with the Secretary the fee of £10..10s.; and a certificate, or such other legal proof as may be required of the candidate's having been educated at some one of the recognised colleges or schools.

Examination  
Certificate  
and Admis-  
sion Fee.

28. The nature of the examination which the Council will require the student to undergo, will comprehend the Anatomy, Physiology, and Pathology of the Horse, Ox, Sheep, Pig, Dog, and other domesticated Animals; Veterinary Medicine and Surgery; Chemistry, Materia Medica, and Pharmacy; with the principles of Shoeing and the practical duties of the profession.

Nature of Ex-  
aminations.

29. The Court shall form themselves into four divisions: one on Chemistry, Materia Medica, and Pharmacy; one on the Anatomy and Physiology of the Horse; one on

Mode of Ex-  
amination.

the Pathology and Treatment of the Horse; and one on the Anatomy, Physiology, and Pathology of the Ox and other Domesticated Animals.

30. Every Student shall be examined by each division; and at the conclusion of the examinations the Court of Examiners shall re-unite, each division to report the result of the examinations to the Chairman, and the sense of the Court taken as to the qualification of the Student.

31. Should the result of the examination of any candidate appear doubtful, such candidate shall be re-called, and examined before the whole Court.

Admission or  
Rejection of  
Candidates.

32. Any Student not appearing to the Examiners to be qualified to receive the Diploma of the College, shall be rejected for any period at the discretion of the Court.

33. Should a Candidate for the Diploma of the College conduct himself disrespectfully, or otherwise improperly, at any Court

of Examiners, the Chairman is empowered to stay the examination of such Candidate, and report the transaction to the Council.

34. Every Member shall, on his admission, subscribe his name to a copy of the Rules and Bye-laws for the time being, which shall be entered in a book kept for that purpose.

35. A List of the successful candidates, signed by the Chairman, shall be transmitted to the President, who shall, on the receipt thereof, grant the Diploma of the College to each individual.

Diploma.

36. The signatures of the Examiners, and of the Professors of the school in which the Student has graduated, shall be affixed to the Diploma, which shall be stamped with the Seal of the College, and shall be in the following form :—

“ Know all men by these presents, that the Board of Examiners appointed under the Royal Charter of Incorporation having examined M \_\_\_\_\_, and having found him fully qualified to practise the art and science of Veterinary Surgery and Medicine, he is hereby declared a Member of the Royal College of Veterinary Surgeons. By order of the Council.

\_\_\_\_\_ President.

\_\_\_\_\_  
\_\_\_\_\_ } Members of  
the Council.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ } Professors.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ } Examiners.

\_\_\_\_\_ Secretary.

37. Any Candidate for Membership, <sup>Misconduct of Candidates or Members.</sup> who shall by false certificates or other stratagem impose upon the College to obtain its Diploma, shall be suspended by the Court of Examiners; and, on the fact being proved to the satisfaction of the Council, be declared disqualified for examination for as long as the Council shall decide.

38. If a Member shall be guilty of any fraud in any matter required by the College, after full investigation, his Diploma shall be cancelled and declared void.

39. That the President and two other <sup>Trustees.</sup> Members shall be the Trustees of the College.

40. All payments of Money due from <sup>Estate.</sup> the Royal College of Veterinary Surgeons, and exceeding Two Guineas, shall be made by order of the Council on the Treasurer, signed by the President or Chairman, and one other Member of the Council then present, and a proper receipt shall be taken by any Treasurer, Officer, Servant, or other person, on account of the College.

41. All Monies belonging to the Royal College of Veterinary Surgeons, except such sum as the Council shall from time to time deem necessary for current expenses, shall be vested in the three per cent. consolidated annuities of Great Britain, or other Government securities, in the names of the Trustees of the College.

President.

42. The President may grant leave of absence to or may suspend any servant of the College; but every instance of suspension shall be reported to the next ensuing meeting of the Members of the Council.

43. Every Board and Committee shall be open to the President, who shall receive due notice of the time appointed for holding the same.

44. The President, upon an exigence, may direct any Special Meeting of the Council to be held, and any Board or Committee to be convened; and any other measure to be taken which may appear to him necessary for the security or benefit of the College.

45. The Treasurer shall receive and pay monies; but all accounts above Two Guineas shall be paid by cheques only, such cheques to be signed by the Treasurer. Treasurer.

46. He shall keep correct accounts of his receipts and payments, which shall be presented by him to the Council quarterly, or oftener if required; and shall prepare a balance-sheet to be audited previous to the Annual General Meeting.

47. This Committee shall consist of at least five Members of the Council, three of whom shall constitute a quorum; whose duty it shall be to examine and regulate the accounts of the College, to check the receipts of all monies, to examine bills previous to payment, and also to furnish a statement of the property of the College once every quarter, or when required to do so by the Council. Committee of  
Finance.

48. The Auditors shall be summoned by the Secretary, previous to the Annual General Meeting, to inspect the accounts of the College prepared by the Treasurer and examined by the Finance Committee. Auditors.



49. All accounts must be signed by the Auditors, and laid before the Council, previous to the Annual General Meeting.

Secretary.

50. The Secretary shall be present at the Meetings of the Members of the College and of the Council, issue all notices, take minutes of meetings for business, and make a report to the Council of all matters concerning the College that may come under his cognizance.

51. He shall consult the President, or in his absence one of the Vice-Presidents, on any business requiring immediate attention; and shall be responsible for the safe custody of all the documents and property belonging to the College which are under his controul.

52. He shall receive all fees and donations, and give receipts for the same; and be allowed such a sum in advance for petty cash and servants' wages as the Council may order, but shall not be allowed to pay any account exceeding Two Guineas, and shall keep the financial accounts of the College.

53. The books in the use and care of the Secretary shall be kept according to the directions of the Council.

54. If by sickness or any other cause the Secretary be at any time rendered unable to attend to his duties, he shall report the same to the President, or, in his absence, to one of the Vice-Presidents, who shall thereupon give such directions as may be judged proper until the sense of the Council can be taken.

55. Should the office of Secretary at any time become vacant, the President, or one of the Vice-Presidents, shall act in his stead until a Council can be summoned and the appointment filled up.

56. The Registrar shall prepare a list of all Members of the Royal College of Veterinary Surgeons, and shall therein enter the christian and surname of each individual, his place of residence, date of diploma, and any honorary distinction, specifically communicated, he may be entitled to. Registrar.

57. At each Quarterly Meeting of the Council the Registrar shall read the names of the Members who have been admitted, or whose deaths have been authenticated during the quarter.

58. A printed List of Members shall be published by direction of the Council as often as they may deem requisite, which list shall be had on application to the Secretary, on payment of such sum as the Council may direct.

Officers and  
Servants.

59. Every vacancy in the place of any officer or servant of the College shall be announced at the next meeting of the Council; and no election of any officer or servant shall take place without previous notice thereof having been given to each Member to attend the meeting of the Council at which such election shall be proposed to be made.

60. All elections shall be by ballot.



