THE ROYAL COLLEGE OF PHYSICIANS AND SURGEONS OF GLASGOW

REGULATIONS

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Alterations to the regulations/byelaws

It should be noted that the detailed rules relating to the following matters are contained in the College Byelaws:

Meetings of the College	Finances of the College
Election procedure	Examination procedure
Duties of officers	Admission procedure and ceremony
Granting of licences/diplomas	Professional misconduct

GENERAL STRUCTURE

Legal status of the College

1.1 The College is a corporate body incorporated by Royal Charter granted by King James VI of Scotland on 29 November 1599 and ratified by an Act of the Scottish Parliament passed on 11 September 1672; further provisions in relation to the College are contained in an Act of Parliament of 1850 and the Royal College of Physicians and Surgeons of Glasgow Order Confirmation Act 1962.

Powers of the College

1.2 Without limiting the powers conferred on the College by the Royal Charter and legislation referred to in regulation 1.1, the College shall have power:

(a) to grant such diplomas as it may determine from time to time;

(b) to co-operate with other medical and surgical Royal Colleges and specialty associations in Scotland, England and Ireland in conducting examinations for such intercollegiate diplomas as may be mutually agreed from time to time;

(c) to establish such College faculties as it may see fit;

(d) to co-operate with the other colleges of physicians and/or surgeons in Scotland, England and Ireland in establishing such joint faculties as may be mutually agreed from time to time;

(e) to take such steps as may be deemed appropriate for the purpose of raising funds for the activities of the College;

(f) to establish and/or support any other charity, and to make donations for any charitable purpose falling within the objects of the College;

(g) to take steps to ensure the College is an inclusive organisation, consistently and transparently providing equality of opportunity.

1.3 For the purposes of regulation 1.2~~1.2~~(f):

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(a) **"charity"** means a body which is either a "Scottish charity" within the meaning of section 13 of the Charities and Trustee Investment (Scotland) Act 2005 or a "charity" within the meaning of section 1 of the Charities Act 2011, providing (in either case) that its objects are limited to charitable purposes;

(b) **"charitable purpose"** means a charitable purpose under section 7 of the Charities and Trustee Investment (Scotland) Act 2005 which is also regarded as a charitable purpose in relation to the application of the Taxes Acts;

(c) any reference to a provision of any legislation (including any statutory instrument) shall include any statutory modification or re-enactment of that provision in force from time to time.

Governance structure

1.4 The key elements within the governance structure of the College are as follows:

(a) The College fellowship and membership - who have the right to attend the Annual General Meeting (and any extraordinary general meeting) and have important powers under these regulations and the College byelaws; in particular the College Fellows and Members elect individuals to serve on the board of charity trustees (**"the College Executive Board"**) and take decisions in relation to changes to the regulations and byelaws themselves.

(b) The College Executive Board – who hold regular meetings during the periods between each Annual General Meeting and who, as the ultimate decision-making body, exercise all powers of the College (other than those reserved to the College membership) and in particular exercise overall control and supervision of the activities and affairs of the College.

(c) The Council – who (acting within the boundaries of the authority delegated to it from time to time by the College Executive Board) have responsibility for matters relating to clinical policy and strategy.

(d) The Faculty of Dental Surgery (and its Executive Board)

(e) The Faculty of Travel Medicine (and its Executive Board)

(f) The Faculty of Podiatric Medicine (and its Executive Board).

FELLOWSHIP/MEMBERSHIP

Categories

Overall makeup

2.1 The College shall consist of those individuals who, as at the time of adoption of these regulations, are:

- Fellows qua physician or qua surgeon (*see regulations 2.5 and 2.6)*
- Members qua physician or qua surgeon (*see regulations 2.24 and 2.25)*
- Fellows of the Faculty of Dental Surgery (*see regulation 2.23)*
- Members of the Faculty of Dental Surgery (*see regulation 2.26)*
- Fellows of the Faculty of Travel Medicine (*see regulation 2.8)*
- Members of the Faculty of Travel Medicine (*see regulation 2.27)*
- Fellows of the Faculty of Podiatric Medicine (*see regulation 2.9*)
- Members of the Faculty of Podiatric Medicine (*see regulation 2.28)*

and other individuals as are subsequently admitted to any such category of fellowship or membership under these regulations (as amended from time to time).

2.2 In addition to the categories of Fellows and Members referred to in regulation 2.1, these regulations make provision for certain additional categories (with limited voting rights), as follows:

- Honorary Fellows *(see regulations 2.18 – 2.23)*
- Associates (*see regulations 2.34 – 2.37)*
- Affiliates (*see regulation 2.38).*

2.3 References in these regulations to "the fellowship and membership of the College" shall (subject to regulation 2.4) be interpreted as being references to the categories referred to in regulation 2.1.

2.4 The following regulations shall be deemed to govern the categories referred to in regulation 2.2, in common with the fellowship and membership of the College:

- Responsibilities (*see regulations 2.55 – 2.572.57 (inclusive)*)
- Subscription (*see regulations 2.58 – 2.63 (inclusive)*).

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Fellowship

Fellowship: qualifications

2.5 Fellowship of the College qua physician shall be open to:

(a) any Member qua physician of the College;

(b) any holder of the MRCP (UK) Diploma;

(c) any senior member of the medical profession, recommended by the fellowship committee (**"the Fellowship Committee"** as established under standing orders of the College Executive Board), whose published work and attainments are, in the opinion of the Council, of such distinction as to justify election.

A Fellow who is admitted under the terms of this regulation shall be entitled to use the post-nominal designation FRCP(Glasg).

2.6 Fellowship of the College qua surgeon shall be open to:

(a) any Member qua surgeon of the College who is subsequently successful in the appropriate Intercollegiate Speciality examination;

(b) any successful candidate in a College fellowship examination or Intercollegiate Speciality examination who is not a Member *qua* surgeon of the College;

(c) any senior member of the medical profession, recommended by the Fellowship Committee, whose published work and attainments are, in the opinion of the Council, of such distinction as to justify election.

A Fellow who is admitted under the terms of this regulation shall be entitled to use the post-nominal designation FRCS(Glasg) or FRCS(Glasg) plus the specialty suffix as appropriate.

2.7 Fellowship of the Faculty of Dental Surgery shall be open to:

(a) any member of the dental profession who is successful in the appropriate Intercollegiate Speciality fellowship examination and whose training is deemed satisfactorily completed;

(b) any successful candidate in a College dental fellowship examination;

(c) any senior member of the dental profession, recommended by the Fellowship Committee, whose published work and attainments are, in the opinion of the Council, of such distinction as to justify election.

A Fellow who is admitted under the terms of this regulation shall be entitled to use the post-nominal designation FDS RCPS(Glasg) or FDS RCPS(Glasg) plus the specialty suffix as appropriate.

2.8 Fellowship of the Faculty of Travel Medicine shall be open to:

(a) any Member of the Faculty of Travel Medicine who, in the opinion of the Council, has made substantial special contributions to that speciality;

(b) any senior health professional recommended by the Fellowship Committee, whose published work and attainments are, in the opinion of the Council, of such distinction as to justify election.

A Fellow who is admitted under the terms of this regulation shall be entitled to use the post-nominal designation FFTM RCPS(Glasg).

A Fellow who is admitted under the terms of this regulation with specific experience and distinction in expedition and wilderness medicine shall be entitled to use the post-nominal designation FFTM(EWM) RCPS(Glasg).

2.9 Fellowship of the Faculty of Podiatric Medicine shall be open to:

(a) any Member of the Faculty of Podiatric Medicine who, in the opinion of the Council, has made substantial special contributions to that speciality;

(b) any senior health professional recommended by the Fellowship Committee, whose published work and attainments are, in the opinion of the Council, of such distinction as to justify election.

A Fellow who is admitted under the terms of this regulation shall be entitled to use the post-nominal designation FFPM RCPS(Glasg).

Fellowship: election & admission/elevation

2.10 All Fellows shall have the right to nominate Members of the College for the fellowship qua physician or fellowship qua surgeon. The College Executive Board may only elect as Fellow qua physician or Fellow qua Surgeon a person recommended by the Fellowship Committee.

2.11 The College Executive Board may delegate its authority to elect for admission/elevation any individual as a Fellow of the College to a sub-committee of the College Executive Board comprised of a number of Office Bearers or other Fellows of the College. In the case of:

(a) applications for fellowship or membership of the Faculty of Dental Surgery, authority will be delegated to the Dental Executive Board, with the exception of honorary fellowship;

(b) applications for fellowship or membership of the Faculty of Travel Medicine, authority will be delegated to the Travel Medicine Executive Board, with the exception of honorary fellowship;

(c) applications for fellowship or membership of the Faculty of Podiatric Medicine, authority will be delegated to the Podiatric Medicine Executive Board, with the exception of honorary fellowship.

2.12 Subject to regulation 2.11, any person who wishes to be elected for fellowship of the College must:

(a) sign, and lodge with the College Executive Board (or the Executive Board for the relevant faculty, as appropriate), a written application, stipulating the category of fellowship for which he/she wishes to be elected; and

(b) provide such information and/or evidence as may be required by the College Executive Board (or by the sub-committee or Executive Board of the relevant faculty authorised in pursuance of regulation 2.11 to consider such applications) to support his/her application for election to that category of fellowship.

2.13 Applications for election to fellowship shall be referred to the Fellowship Committee to consider, and (subject to regulation 2.12 and 2.14) determine; they may ask for such additional information and/or evidence of the nature referred to in regulation 2.12 as he/she may see fit.

2.14 Where the Fellowship Committee considers that exceptional circumstances apply, they may refer an application to the College Executive Board for determination.

2.15 If an application for election to fellowship is approved, the Chair of the Fellowship Committee shall notify the applicant accordingly; he/she shall be admitted/elevated to fellowship within the category specified in the application accordingly.

2.16 The Chair of the Fellowship Committee may, with the agreement of the other Committee members, recommend that the standard joining fee and/or the first year's annual subscription fee, be waived as appropriate. The joining fee will always be waived for existing Members of the College upgrading to fellowship.

2.17 If an application for election to fellowship is not approved, the Chair of the Fellowship Committee shall notify the applicant accordingly.

Honorary Fellowship

2.18 The College may confer the rank of Honorary Fellow:

(a) on any individual of the highest distinction and eminence in his/her profession;

(b) in special circumstances, on any highly distinguished person;

(c) on any individual who has rendered outstanding service to the College or the wider healthcare community.

An Honorary Fellow shall be entitled to use the post-nominal designation:

(a) Hon FRCP(Glasg), where he/she is a physician of distinction or eminence in his/her field;

(b) Hon FRCS(Glasg), where he/she is a surgeon of distinction or eminence in his/her field;

(c) Hon FDS RCPS (Glasg), where he/she is a dentist of distinction or eminence in his/her field;

(d) Hon FFTM RCPS(Glasg), where he/she is a health professional of distinction or eminence in the field of travel medicine;

(e) Hon FFPM RCPS(Glasg), where he/she is a health professional of distinction or eminence in the field of podiatric medicine;

(f) Hon FRCPS (Glasg), where he/she does not fall within any of the professional groups referred to at paragraphs (a) to (e) above but is a professional of distinction or eminence in his/her own field worthy of an honour.

2.19 A proposal to admit an individual to honorary fellowship must:

(a) be signed and supported by six Fellows or Members of the College, and/or its Faculties and shall be ratified by the College Executive Board;

(b) be signed by the individual who is the subject of the proposal, as vouching consent to be admitted to honorary fellowship; and

(c) incorporate a short biography/CV of the individual concerned, in support of the proposal for admission.

2.20 Any proposal to admit an individual to honorary fellowship shall be submitted to the College Executive Board for approval.

2.21 Honorary Fellows shall not be required to pay any subscription or other fee.

2.22 Subject to regulation 2.23, Honorary Fellows shall have no right to vote at meetings of the College or to participate in any way in its management.

2.23 The admission of an ordinary Fellow, Member, Fellow or Member of the Faculty of Dental Surgery, Fellow or Member of the Faculty of Travel Medicine and Fellow or Member of the Faculty of Podiatric Medicine as an Honorary Fellow shall in no way debar him/her from the rights exercisable by him/her in that capacity.

Membership

Membership: qualifications

2.24 Membership of the College *qua* physician shall be open to:

(a) any individual who has passed the MRCP(UK) examination and is in the process of being admitted as a member of the Royal Colleges of Physicians of the United Kingdom under regulation 7.2 below

(b) a member of one of the Royal Colleges of Physicians of the United Kingdom;

(c) any individual whose higher qualification is, in the opinion of the Council, appropriate to justify such admission.

An individual elected to membership of the College under this regulation shall be entitled to describe himself/herself as "MRCP(Glasg)" and will (if applicable) retain the title "MRCP(UK)". An individual elected to membership of the College under 2.24~~2.24~~(b) or (c) shall be entitled to describe himself/herself as "MRCPS(Glasg)".

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2.25 Membership of the College *qua* surgeon shall be open to:

(a) any individual who has passed the Intercollegiate MRCS examination administered by the College;

(b) any individual who has passed a qualifying examination deemed by the College Executive Board to be at least equivalent to the Intercollegiate MRCS examination.

~~(b)~~(c) any individual has passed the FRCS(Ophth) Part 2 Problem Solving examination (pre June 2021) or has passed the FRCS(Ophth) Part 2 MCQ examination (post June 2021).

Any individuals elected to membership of the College under paragraph (a) of regulation 2.25~~2.25~~ shall be entitled to describe ~~himself/herself~~themselves as "MRCS (Glasg)".

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Any individuasl elected to membership of the College under paragraph (b) of regulation 2.252.25 shall be entitled to describe himself/herselfthemselves as "MRCPS(Glasg)".

Any individuals elected to membership of the college under paragraph (c) of regulation 2.25 shall be entitled to describe themselves as MRCS(Ophth)(Glasg).

2.26 Membership of the Faculty of Dental Surgery of the College shall be open to:

(a) any individual who has passed the MFDS examination administered by the College;

(b) any individual who has passed the MGDS, MCCD, MDO and MOMS examinations administered by the College or the intercollegiate membership examinations in Endodontics, Oral Surgery, Orthodontics, Paediatric Dentistry, Periodontics, Prosthodontics, Restorative Dentistry, Special Care Dentistry and Surgical Dentistry;

(c) any individual whose higher qualification is, in the opinion of the Dental Executive Board, appropriate to justify such admission.

An individual elected to membership of the Faculty of Dental Surgery under this regulation shall be entitled to describe himself/herself as "MFDS RCPS(Glasg)" if he/she was admitted under paragraph (a) of this regulation; or to use the post-nominal designation applicable to the relevant examination if admitted under paragraph (b) of this regulation; or to use the post-nominal MRCPS(Glasg) if admitted under paragraph (c) of this regulation.

2.27 Membership of the Faculty of Travel Medicine of the College shall be open to:

(a) any individual who has passed the membership in Travel Medicine examination of the College;

(b) any individual who has passed the RCPSG Postgraduate Diploma in Travel Medicine (from 2021);

(c) any individual who has passed the Diploma in Travel Medicine awarded by the College or the University of Glasgow (prior to 2021), and who has satisfied additional requirements as determined from time to time by the Executive Board of the Faculty of Travel Medicine;

(d) any individual who has passed both Part 1 and Part 2 of the international postgraduate Diploma in Expedition and Wilderness Medicine;

(e) any individual who has made, in the opinion of the Executive Board of the Faculty of Travel Medicine, significant contributions to Travel Medicine in research, or practice, or professional activities.

An individual elected to membership of the Faculty of Travel Medicine of the College shall be entitled to use the post-nominal designation "MFTM RCPS(Glasg)".

An individual elected to membership of the Faculty of Travel Medicine of the College under paragraph (d) shall be entitled to use the post-nominal designation "MFTM(EWM) RCPS(Glasg)".

2.28 Membership of the Faculty of Podiatric Medicine shall be open to:

(a) any individual who has passed the membership in Podiatric Medicine examination of the College;

(b) any individual who has made, in the opinion of the Executive Board of the Faculty of Podiatric Medicine, significant contributions to Podiatric Medicine in research, or practice, or professional activities.

An individual elected to membership of the Faculty of Podiatric Medicine shall be entitled to use the post-nominal designation "MFPM RCPS(Glasg)".

Membership: election & admission

2.29 Any person who wishes to be elected to membership of the College must:

(a) sign, and lodge with the College Executive Board a written application, stipulating the category of membership to which he/she wishes to be elected; and

(b) provide such information and/or evidence as may be required by the College Executive Board (or by the committee authorised in pursuance of regulation 2.30 to consider such applications) to vouch his/her eligibility for that category of membership.

2.30 Applications for election to membership shall be referred to the committee authorised by the College Executive Board to consider such applications; the committee may ask for such additional information and/or evidence of the nature referred to in regulation 2.29 as they see fit.

2.31 The committee authorised in pursuance of regulation 2.30 shall scrutinise applications, make recommendations as to whether the applicant should be duly elected for the category of membership specified in the application.

2.32 If the committee of the College Executive Board acting under delegated authority resolves that an application for election should be approved, it shall notify the applicant accordingly; thereafter, he/she may be admitted to membership within the category specified in the application, at any subsequent meeting of the Council. If appropriate, such admission may take place concurrently with admission as a Member of the Royal Colleges of Physicians of the United Kingdom.

2.33 If the committee of the College Executive Board acting under delegated authority resolves that an application for election should not be approved, it shall notify the applicant accordingly.

Associates

Associates: admission

2.34 The Council may admit as an Associate any person who holds an appropriate medical or dental qualification or such healthcare professional as deemed appropriate by the College Executive Board.

2.35 Associate of the Faculty of Dental Surgery shall be open to dental nurses, hygienists, therapists, technicians and orthodontic therapists registered by the General Dental Council.

2.36 Associate of the Faculty of Travel Medicine shall be open to any individual who has passed:

(a) the Diploma in Travel Medicine awarded by the College or the University of Glasgow (prior to 2021);

(b) either Part A or Part B of the MFTM examination;

(c) Part 1 of the international postgraduate Diploma in Expedition and Wilderness Medicine;

(d) Certificate in Travel Health (CTH) awarded by the International Society of Travel Medicine

or such other examination as the College Executive Board shall consider appropriate from time to time.

2.37 Associate of the Faculty of Podiatric Medicine shall be open to all those who have passed Part 1 of the MFPM examination awarded by the College (or such other examination as the College Executive Board shall consider appropriate from time to time).

Affiliates

Affiliates: admission

2.38 The College may admit any individual who does not hold a fellowship or membership diploma of any of the medical or surgical Royal Colleges of the UK or Ireland as an Affiliate of the College or its Faculties. This includes:

(a) any medical, dental or podiatry undergraduate student;

(b) any provisionally registered medical practitioner;

(c) any registered medical or dental practitioner employed in a basic training grade or university post in the United Kingdom;

(d) any healthcare professional in training deemed appropriate by the College Executive Board; or

(e) any healthcare professional with an interest in Travel Medicine who does not hold a formal qualification in travel medicine.

Rights and responsibilities of Fellowship/Membership

Rights of Fellows and Members

2.39 A Fellow or Member of the College qua physician or qua surgeon:

(a) has the right (provided that he/she has paid (subject to regulation 2.612.61) the subscription applicable to the current membership year) to attend and vote at all meetings of the College;

(b) has the right (provided that he/she has paid (subject to regulation 2.612.61) the subscription applicable to the current membership year) to support the nomination of and vote for all members of the College Executive Board (including the Office Bearers) and members of the College Council;

(c) is eligible (subject to regulations 3.5 to 3.8 (inclusive)) to serve on the College Executive Board, on the College Council and on committees and other formally constituted groups of the College;

(d) is eligible to be considered as an examiner for the College;

(e) is entitled to use the library and all other College facilities;

(f) is entitled to be given notice of all meetings of the College and other information about College services;

(g) is entitled to use postnominal letters, as specified in these regulations;

(h) is entitled to receive such membership benefits as determined by the College Executive Board.

2.40 A Fellow or Member of the Faculty of Dental Surgery:

(a) has the right (provided that he/she has paid (subject to regulation 2.612.61) the subscription applicable to the current membership year) to attend and vote at all meetings of the College;

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(b) has the right provided that he/she has paid (subject to regulation 2.612.61) the subscription applicable to the current membership year) to attend and vote at all meetings of the Faculty of Dental Surgery;

(c) has the right (provided that he/she has paid (subject to regulation 2.612.61) the subscription applicable to the current membership year) to support the nomination of and vote for Office Bearers of the College;

(d) has the right (provided that he/she has paid (subject to regulation 2.612.61) the subscription applicable to the current membership year) to support the nomination of and vote for the Dean, two Vice Deans, Secretary and other Members of the Dental Executive Board;

(e) is eligible (subject to regulations 4.6 to 4.94.9 (inclusive)) to serve on the Dental Executive Board and on appropriate committees and other formally constituted groups of the College;

(f) is eligible to be considered as an examiner for the College in appropriate diplomas;

(g) is entitled to use the library and all other College facilities;

(h) is entitled to receive all notices of meetings of the College and other information about College services

(i) is entitled to use post-nominal letters, as specified in these regulations

(j) is entitled to receive such membership benefits as determined by the College Executive Board.

2.41 A Fellow or Member of the Faculty of Dental Surgery may not stand for election as an Office Bearer of the College or as an Ordinary Member or Regional Member of the College Council unless he/she is also a Fellow or Member qua physician or qua surgeon of the College (and subject to the provisions of regulations 3.5 to 3.93.9 (inclusive).

2.42 Notwithstanding the provisions of regulation 2.41 above, a Fellow of the Faculty of Dental Surgery may stand for election as Vice President (Dental).

2.43 A Fellow or Member of the Faculty of Travel Medicine:

(a) has the right (provided that he/she has paid (subject to regulation 2.612.61) the subscription applicable to the current membership year) to attend and vote at all meetings of the College;

(b) has the right (provided that he/she has paid (subject to regulation 2.612.61) the subscription applicable to the current membership year) to attend and vote at all meetings of the Faculty of Travel Medicine;

(c) is eligible (subject to regulations 5.6 to 5.95.9 (inclusive)) to serve on the Executive Board of the Faculty of Travel Medicine and on appropriate committees and other formally constituted groups of the College;

(d) has the right (provided that he/she has paid (subject to regulation 2.612.61) the subscription applicable to the current membership year) to support the nomination of and vote for the elected members of the Executive Board of the Faculty of Travel Medicine;

(e) is eligible to be considered as an examiner for the College in appropriate diplomas;

(f) is entitled to use the library and all other College facilities;

(g) is entitled to receive notices of all meetings of the College and other information about College services;

(h) is entitled to use postnominal letters, as specified in these regulations;

(i) is entitled to receive such membership benefits as determined by the College Executive Board.

2.44 A Fellow or Member of the Faculty of Travel Medicine

(a) shall not be entitled to nominate, or vote in elections in respect of either the College Executive Board or the College Council;

(b) shall not be entitled to stand for election as an Office Bearer of the College or as an Ordinary Member or Regional Member of the College Council,

unless he/she is also a Fellow or Member qua physician or qua surgeon of the College.

2.45 A Fellow or Member of the Faculty of Podiatric Medicine:

(a) has the right (provided that he/she has paid (subject to regulation 2.612.61) the subscription applicable to the current membership year) to attend and vote at all meetings of the College;

(b) has the right (provided that he/she has paid (subject to regulation 2.612.61) the subscription applicable to the current membership year) to attend and vote at all meetings of the Faculty of Podiatric Medicine;

(c) is eligible (subject to regulations 6.66.6 to 6.9 (inclusive)) to serve on the Executive Board of the Faculty of Podiatric Medicine and on appropriate committees and other formally constituted groups of the College;

(d) has the right (provided that he/she has paid (subject to regulation 2.612.61) the subscription applicable to the current membership year) to nominate and vote for the elected members of the Executive Board of the Faculty of Podiatric Medicine;

(e) is eligible to be considered as an Examiner for the College in appropriate diplomas;

(f) is entitled to use the library and all other College facilities;

(g) is entitled to receive notices of all meetings of the College and other information about College services;

(h) is entitled to use post-nominal letters, as specified in these regulations;

(i) is entitled to receive such membership benefits as determined by the College Executive Board.

2.46 A Fellow or Member of the Faculty of Podiatric Medicine

(a) shall not be entitled to nominate, or vote in elections in respect of either the College Executive Board or the College Council;

(b) shall not be entitled to stand for election as an Office Bearer of the College or as an Ordinary Member or Regional Member of the College Council;

unless he/she is also a Fellow or Member qua physician or qua surgeon of the College.

Associates: rights

2.47 Associates shall have the use of the library and certain other College facilities (as prescribed by the College Executive Board from time to time) and may take part in the activities of the College, but (subject to regulation 2.482.48) they shall have no right to attend or vote at meetings of the College, or to participate in any way in the management of the College.

2.48 Associates of the Faculty of Travel Medicine shall have the right to participate in the management of the Faculty, as prescribed in regulations 5.75.7, 5.8 and 5.25.

2.49 The College shall levy an annual or other subscription on all Associates.

2.50 The College may at any time remove any person's Associate status.

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Affiliates: rights

2.51 Affiliates of the College and its Faculties shall have the use of the library and other facilities, will receive notification of the College's educational and training events, and may take part in the activities of the College.

2.52 Affiliates shall have no right to attend or vote at meetings of the College, or to participate in any way in the management of the College, or to use after their names any letters relating to the College.

2.53 The College may levy a subscription on all Affiliates. A subscription fee may be waived for undergraduate students at the discretion of the College Executive Board.

2.54 The College may at any time remove any person's Affiliate status.

Responsibilities of fellowship and membership

2.55 Every person admitted to the fellowship and membership of the College must be and remain in good standing with the appropriate professional regulatory body; and a Fellow or Member who is no longer in clinical practice may remove himself/herself voluntarily from being in good standing with the appropriate national regulator, without effect on his/her privileges as a Fellow or Member, provided he or she gives notice to the College of having taken that course of action.

2.56 Every person admitted to the fellowship and membership of the College has a duty to maintain confidentiality in relation to the affairs of the College. Without limiting that general principle, the financial and other affairs of the College, either in relation to itself or to other bodies associated with it, shall not be communicated to the newspapers or journals, or published in any form, except by the authority or with the consent of the Council.

2.57 Every person admitted to fellowship and membership of the College has a duty to act as a role model for the College values of inclusivity, community, integrity, innovation and inspiration.

Subscriptions

2.58 Subject to regulation 2.61, the College Executive Board may levy an annual subscription upon any category falling within the fellowship and membership of the College.

2.59 The amount of any such annual subscription will differ according to the membership category and any available discounts. Such discounts may vary

from time to time and may relate to, among other things, place of residence, retirement, maternity/parental leave and less than full time employment.

2.60 The annual subscription fees shall be payable upon joining and thereafter on each anniversary of the joining date (or such other date as the College Executive Board may determine from time to time) – as such, references in these regulations to "the subscription applicable to the current membership year" shall be interpreted insofar as applying to each individual fellow and member with reference to when his/her membership subscription is due.

2.61 The ~~Honorary Treasurer, in consultation with the~~ College Executive Board~~,~~ shall have power to waive or reduce the subscription applicable to a particular individual or individuals in light of personal circumstances.

2.62 If any subscription payable by an individual remains outstanding for more than three months after the date on which it fell due (and providing he/she has been given at least one written reminder)

(a) he/she shall not be entitled to vote at any general meeting of the College or (if he/she is a member of a Faculty of the College) of the relevant Faculty until such subscription has been paid in full: and

(b) the College Executive Board may, by resolution to that effect, expel him/her from membership or (as the case may be) fellowship with the loss of rights to use of post nominal.

2.63 An individual shall not be entitled to a refund of the annual subscription, or any part of it, if he/she ceases to be a Fellow or Member of the College part way through the subscription year.

Meetings of the Fellowship and Membership of the College

2.64 The requirements associated with the convening of meetings of the fellowship and membership of the College (referred to below as "meetings of the College"), and the rules governing the proceedings at such meetings, shall be as prescribed by the College byelaws.

THE COLLEGE EXECUTIVE BOARD AND THE COLLEGE COUNCIL

Composition of the College Executive Board

General make-up of the College Executive Board

3.1 The College Executive Board shall comprise:

(a) the President;

(b) the Visitor/President Elect;

(c) the five Vice Presidents specified in regulation 3.2;

(d) the Honorary Secretary;

~~(e) the Honorary Treasurer;~~

~~(f)~~(e) the Honorary Librarian;

~~(g)~~(f) the Registrar;

~~(h)~~(g) the Dean of the Faculty of Travel Medicine;

~~(i)~~(h) the Dean of the Faculty of Podiatric Medicine;

~~(j)~~(i) up to ~~two~~ three lay individuals (not being members or fellows of the College) with such skill, knowledge or expertise as may assist the College Executive Board or any committee of the College Executive Board to fulfil its duties

3.2 The Vice Presidents referred to in paragraph (c) of regulation 3.1 shall comprise:

(a) two Vice Presidents (Surgical);

(b) two Vice Presidents (Medical); and

(c) the Vice President (Dental).

3.3 The positions referred to in paragraphs (a) to (i) (inclusive) of regulation 3.1 together with those referred to in regulation 3.2 shall be the Office Bearers of the College.

3.4 For the avoidance of doubt, the members of the College Executive Board (as described in regulation 3.1, as read with regulation 3.2) shall be the charity trustees of the College for the purposes of the Charities and Trustee Investment (Scotland) Act 2005.

Eligibility

3.5 Subject to regulation 3.6, an individual shall be eligible to serve as an Office Bearer only if he/she is a Fellow of the College and has paid the membership subscription fee applicable to residents in the United Kingdom.

3.6 The Vice President (Dental) shall be the Dean of the Faculty of Dental Surgery, and shall be a Fellow of the Faculty of Dental Surgery.

3.7 An individual shall be eligible to serve as a member of the College Executive Board under paragraphs (a) and (b) regulation 3.2 only if he/she is a Fellow of the College and has paid the membership subscription fee applicable to residents in the United Kingdom.

3.8 An individual shall not be eligible to serve as a member of the College Executive Board if he/she is prohibited by law from being a charity trustee (within the meaning of the Charities and Trustee Investment (Scotland) Act 2005).

3.9 An individual shall not be eligible for appointment as a member of the College Executive Board if he/she is an employee of the College.

Tenure and Election/Appointment

Office Bearers

3.10 Election of the Office Bearers shall take place in accordance with the detailed rules set out in paragraphs 3.1 to 3.27 (inclusive) of the byelaws. Election to the office of Vice President (Dental) shall take place in accordance with paragraphs 3.1 and 3.28 to 3.49 of the College byelaws.

3.11 In the event of a casual vacancy arising in respect of any position within the College Executive Board or if any of the positions referred to in regulation 3.1~~3.1~~ remain unfilled following the Annual General Meeting of the College, the College Executive Board shall be entitled to appoint another Fellow or Member who satisfies the relevant eligibility criteria under regulations 3.5~~3.5~~ to 3.9~~3.9~~ (inclusive) to fill that vacancy or position.

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3.12 An individual elected to office at the Annual General Meeting shall take up that office immediately upon the conclusion of that general meeting.

3.13 The President, Honorary Secretary, ~~Honorary Treasurer,~~ Honorary Librarian and the Registrar shall be elected for their term of office.

3.14 Four Vice Presidents, two being Fellows qua surgeon and the other two being Fellows qua physician, shall serve for their term of office.

3.15 The Dean of the Faculty of Travel Medicine shall be elected in accordance with paragraphs 3.1 and 3.49 to 3.69 (inclusive) of the byelaws.

3.16 The Dean of the Faculty of Podiatric Medicine shall be elected in accordance with paragraphs 3.1 and 3.70 to 3.90 (inclusive) of the byelaws.

3.17 The President, Honorary Secretary, ~~Honorary Treasurer,~~ Honorary Librarian and Registrar and the four Vice Presidents referred to in regulation 3.14~~3.14~~ shall each hold office for three years.

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3.18 An individual elected to the office of President or Vice President (Dental) or Faculty Dean may hold office as President (or, as the case may be, Vice President or Faculty Dean) for a maximum of one term of office; an individual elected to hold any other office, including, for the avoidance of doubt, Vice President (Medical) or (Surgical), may hold that office for a maximum of two terms of office.

3.19 The Visitor/President Elect shall be elected at the Annual General Meeting at the end of the second year of each presidency and shall serve until formal handover (from the President then in office) at the Annual General Meeting at the end of the third year of the relevant presidency; he/she shall then become President with effect from the handover at the Annual General Meeting and will be deemed to have been elected in accordance with the provisions of regulation 3.10.

3.20 The election of Honorary Secretary, ~~Honorary Treasurer,~~ Honorary Librarian and Registrar requires the post holder to be willing to remain available for up to six months after demitting office to assist the relevant new Office Bearer where required.

Lay members

3.21 The Office Bearers shall be entitled to appoint up to two lay individuals (providing that said individuals are willing to act) as charity trustees on the basis of their having specialist experience and/or skills which could be of assistance to the College Executive Board.

3.22 At each annual general meeting, each of the lay trustees shall retire from office - but shall then be eligible for re-appointment under regulation 3.21.

Period of tenure: interpretation

3.23 If an individual is appointed to hold any office by virtue of a vacancy arising part way through a term of office, the individual appointed shall be entitled to hold that office either

(a) for the remainder of the term of office; or

(b) until the Annual General Meeting which next follows his/her appointment,

whichever is the earlier. Such tenure will not count towards the maximum period of office or maximum number of terms of office referred to in regulations 3.17 to 3.19 (inclusive).

Vacating of office

3.24 An Office Bearer or other member of the College Executive Board will automatically vacate office if

(a) he/she is absent (without permission from the College Executive Board) from three consecutive meetings of the College Executive Board and the College Executive Board resolves to remove him/her from office;

(b) he/she becomes disbarred from acting as a charity trustee by virtue of sections 69 and 70 of the Charities and Trustee Investment (Scotland) Act 2005;

(c) he/she becomes incapable for medical reasons of carrying out his/her duties as a charity trustee and member of the College Executive Board, but only if such incapacity has continued, or is expected to continue, for a period of six months or more; or

(d) he/she signs a notice of resignation and gives that to the College Executive Board;

(e) he/she becomes an employee of the College.

3.25 Any Office Bearer or other member of the College Executive Board may be expelled from that office by way of a resolution passed by not less than two thirds of those present and voting at a College Executive Board meeting, providing the following procedures have been observed:

(a) at least 21 days' notice of the intention to propose the resolution must be given to the Office Bearer or member of College Executive Board concerned, specifying the grounds for the proposed expulsion;

(b) the Office Bearer or other member of the College Executive Board concerned will be entitled to be heard on the resolution at the College Executive Board meeting at which the resolution is to be proposed.

Remuneration and expenses

3.26 No Office Bearer shall be entitled to any remuneration in respect of the holding of his/her office.

3.27 The Office Bearers may be paid all travelling and other expenses properly incurred by them in connection with their attendance at meetings of the Council, general meetings or meetings of committees of the Council or otherwise in connection with the carrying-out of their duties.

Indemnity

3.28 Every Office Bearer and other member of the College Executive Board shall be indemnified (to the extent permitted by statute and other legislation applicable to the College) out of the assets of the College against any loss or liability which he/she may sustain or incur in connection with the execution of the duties of his/her office.

3.29 The indemnity under regulation 3.28 shall include, without limitation (but only to the extent permitted by statute and other legislation applicable to the College), any liability incurred by an Office Bearer or other member of the College Executive Board

(a) in defending any proceedings, whether civil or criminal, in which judgement is given in his/her favour; or

(b) in defending any proceedings, whether civil or criminal, in which he/she is acquitted; or

(c) in connection with any application in which relief is granted to him/her by the court from liability for negligence, default, and breach of duty or breach of trust in relation to the College.

3.30 For the avoidance of doubt, the College Executive Board shall be entitled (subject to the provisions of section 68A of the Charities and Trustee Investment (Scotland) Act 2005) to purchase and maintain for any Office Bearer and other member of the College Executive Board insurance against any loss or liability which he/she may sustain or incur in connection with the execution of the duties of his/her office, and such insurance may (subject to the provisions of section 68A of the Charities and Trustee Investment (Scotland) Act 2005) extend to liabilities arising from his/her negligence.

Representation of the College on other boards etc

3.31 The College Executive Board may from time to time appoint individuals (who need not be members of the College Executive Board) to serve as representatives of the College on boards, committees and advisory groups associated with other organisations, authorities or agencies or with any consultative or other process in which the College Executive Board is involved; at the request of the College Executive Board, such representatives shall provide a report on their involvement with such other bodies in such detail and form as the College Executive Board may require.

Powers of the College Executive Board

3.32 The College Executive Board is the governing body of the College. Subject to

(a) the legislation referred to in regulation 1.1;

(b) the provisions of these regulations;

(c) the byelaws of the College; and

(d) any specific direction which may be issued by the College at a general meeting under regulation 3.33,

the activities and affairs of the College shall be managed by the College Executive Board; and, subject to the above, the College Executive Board shall be entitled to exercise all of the powers of the College.

3.33 The College Executive Board shall give effect to any specific direction issued by the College at a general meeting, subject to the following requirements having been met:

(a) a notice specifying the exact wording of the direction signed by 12 Fellows or Members is delivered to the College Executive Board not less than 14 business days prior to the general meeting;

(b) the specific direction is passed by not less than two thirds of those present and voting at the general meeting.

3.34 No alteration of the regulations or byelaws, and no direction of the nature referred to in regulation 3.33 shall invalidate any prior act of the College Executive Board which would have been valid if that alteration had not been made or that direction had not been issued.

3.35 The powers conferred by regulation 3.32 shall not be taken to be limited by any special powers conferred by these regulations or the byelaws.

3.36 A meeting of the College Executive Board at which a quorum is present shall be entitled to exercise all powers expressed in these regulations or the byelaws to be exercisable by the College Executive Board.

Powers and duties of Office Bearers

President

3.37 The President shall have power to convene all meetings of:-

(a) the College;

(b) the Faculty of Dental Surgery;

(c) other Faculties of the College;

(d) the College Executive Board;

(e) the Council;

(f) the examining panels of the College;

and, when present at any of the above meetings, shall preside as chairperson of the meeting.

3.38 If an equality of votes arises at any of the above meetings referred to in regulation 3.37, the President shall, when present, have a casting vote in addition to his/her deliberative vote; if an equality of votes arises at any of the above meetings at which the President is not present, or does not exercise his/her casting vote, the resolution to which the vote relates shall be passed to the College Executive Board for determination.

3.39 The President and Registrar shall be *ex-officio* members of all committees appointed by the College Executive Board.

3.40 The President shall regularly consult with the College Executive Board and, in the case of important matters or where unusual or controversial circumstances arise, he/she must consult with the College Executive Board and follow its advice unless and until the College Executive Board instructs otherwise.

3.41 The powers and duties of the President, additional to those set out in regulations 3.37 to 3.40 (inclusive) are as prescribed by the byelaws.

3.42 If at any time the President is absent or unable to discharge his/her duties of office:

(a) the Visitor/President Elect (if there is a Visitor/President Elect in office at the time) shall exercise all the powers of the President during the period of the President's absence;

(b) if there is no Visitor/President Elect in office at the time, the Vice-President who has been longest in post shall exercise all the powers of the President during the period of the President's absence.

Powers of other Office Bearers

3.43 The Vice Presidents, the Honorary Secretary~~,~~ and the Registrar ~~and the Honorary Treasurer~~ shall have such powers and duties as may be prescribed by the byelaws in force from time to time and (insofar as consistent with the provisions of the byelaws) such other directions as the College Executive Board may issue from time to time.

Members of the College Executive Board: code of conduct

3.44 Members of the College Executive Board must comply with the Code of Conduct set by the College Executive Board from time to time.

3.45 In the event of a member of the College Executive Board being found to be in breach of the Code of Conduct, he/she may be expelled from the College

Executive Board by resolution passed by not less than two thirds of those present and voting at a College Executive Board meeting, providing the following procedures have been observed:

(a) at least 21 days' notice of the intention to propose the resolution must be given to the member of the College Executive Board concerned, specifying the grounds for the proposed expulsion;

(b) the member of the College Executive Board concerned will be entitled to be heard on the resolution at the College Executive Board meeting at which the resolution is to be proposed.

Meetings of the College Executive Board

3.46 There shall be 6 meetings of College Executive Board per year; additional meetings may be convened as the President may see fit.

3.47 At least seven days' notice must be given for each meeting of the College Executive Board unless the President considers that there is a degree of urgency, which makes that inappropriate.

3.48 If a notice is received by the Registrar, signed by 5 or more members of the College Executive Board, requesting that a meeting of the College Executive Board be held, the President must convene a meeting of the College Executive Board, and on the basis that it must be held within one week from the date on which the notice was received; a notice under the preceding provision must set out the business which is to be considered at the meeting.

3.49 No business shall be dealt with at a meeting of the College Executive Board unless a quorum is present; the quorum for meetings of the College Executive Board shall be six.

3.50 Unless he/she is unwilling to do so, the President shall preside as chairperson at every meeting of the ~~Council~~ Executive Board at which he/she is present; if the President is unwilling to act as chairperson or is not present within 30 minutes after the time the meeting was due to commence, the Visitor/President Elect shall (if there is a Visitor/President Elect in office) act as chairperson of the meeting.

3.51 If neither the President nor the Visitor/President Elect is present and willing to act as chairperson of any meeting of the Executive Board, the Vice Presidents (Medical) ~~and Vice Presidents~~or (Surgical), depending upon the discipline of the incumbent President, ~~present at the meeting~~ shall elect from among themselves the person who will act as chairperson of that meeting.

3.52 Executive Board members will have the opportunity to participate virtually in all meetings; a member participating in a meeting in this manner shall be deemed to be present in person. Virtual participation will minimise the cost of

travel and contribute to the College's net zero carbon emission targets by 2045.

3.53 In relation to any matter which is put to the vote at a meeting of the College Executive Board, every member of the College Executive Board shall have one vote. If an equality of votes arises, the President, if present, shall be entitled to a casting vote in addition to his/her own vote.

3.54 Subject to regulation 3.55, a member of the College Executive Board shall not vote at a meeting of the College Executive Board or at a meeting of a committee of the College Executive Board on any resolution concerning a matter in which he/she has, directly or indirectly, a personal interest or duty (unless immaterial) which conflicts or may conflict with the interests of the College or where he/she is prohibited from doing so by the Code of Conduct referred to in regulation 3.44; if he/she is prohibited from voting in relation to any matter, he/she shall withdraw from the meeting while that matter is being discussed and shall not be counted in determining whether a quorum is present in relation to a resolution connected with that matter.

3.55 The College may (subject to the Charities and Trustee Investment (Scotland) Act 2005) by majority resolution of its Members and Fellows suspend or relax to any extent, either generally or in relation to any particular matter, the provisions of regulation 3.54.

3.56 If any question arises at a meeting of the Council in respect of the right of a member of the College Executive Board to vote on a particular matter, the question shall be referred to the chairperson of the meeting; the chairperson's ruling shall (unless the question relates to his/her own right to vote) be final and conclusive.

3.57 All acts done by a meeting of the College Executive Board, or of a committee of the College Executive Board, or by a person acting as an Office Bearer or other member of the College Executive Board shall be valid, even if it is subsequently discovered that there was a defect in the appointment of any Office Bearer or member of the College Executive Board or that any of them was not eligible to hold office or had vacated office or was not eligible to vote or that a member of the College Executive Board was accidentally not given notice of a meeting.

Delegation to committees and holders of offices

3.58 The College Executive Board may delegate any of its powers to the Office Bearers or to sub-committees of the College Executive Board as it sees fit. Any such delegation of powers

(a) may be made subject to such conditions as the College Executive Board may impose;

(b) shall not displace the powers of the College Executive Board in respect of overall supervision and control of the activities and affairs of the College;

(c) may be revoked or altered by the College Executive Board at any time.

3.59 The chairperson of each sub-committee of the College Executive Board shall at all times be a member of the College Executive Board itself (excluding, for the avoidance of doubt, an advisory co-optee).

The College Council

Function

3.60 The main role and responsibilities of the Council shall be to:

(a) make recommendations to the College Executive Board in respect of matters of clinical policy and strategy;

(b) oversee all relevant clinical and policy development matters on Standards, Curriculum Development, Quality Assurance, Ethics, Training and Assessment, including responses to public consultations and to make recommendations to the College Executive Board in respect of these,

and the College Executive Board must have regard to such recommendations albeit any ultimate decisions shall rest with the College Executive Board.

3.61 For the avoidance of doubt the Council shall, in exercising its powers, act within the boundaries of the authority delegated to it from time to time by the College Executive Board and subject to any conditions attaching to such delegation of powers.

General make-up of the Council

3.62 The Council of the College shall comprise:

(a) The Office Bearers;

(b) Ten Ordinary Councillors, including:

(i) four Fellows or Members qua physician;

(ii) four Fellows or Members qua surgeon;

(iii) a Member qua surgeon who obtained his/her her full registration with the General Medical Council of the United

Kingdom less than 10 years before the date of his/her nomination for election as an Ordinary Councillor;

(iv) a Member qua physician who obtained his/her full registration with the General Medical Council of the United Kingdom less than 10 years before the date of his/her nomination for election as an Ordinary Councillor;

(c) Four Regional Councillors including:

(i) two Councillors (one physician and one surgeon) whose permanent place of residence and work is in Scotland;

(ii) two Councillors (one physician and one surgeon) whose permanent place of residence and work is in the United Kingdom, excluding Scotland;

(d) Two International Councillors including:

(i) two Councillors (one physician and one surgeon) whose permanent place of residence and work is outside of the United Kingdom.

(e) the Honorary Secretary or, when applicable, the Dean Elect of the Faculty of Dental Surgery.

3.63 For the avoidance of doubt, members of the Council (with the exception of the Office Bearers) are not charity trustees for the purposes of the Charities and Trustee Investment (Scotland) Act 2005.

Eligibility

3.64 An individual shall be eligible to serve as an Ordinary Councillor under paragraph (b) of regulation 3.62 only if he/she is a Fellow or Member of the College and is paying the membership subscription fee applicable to residents in the United Kingdom.

3.65 An individual shall be eligible to serve as a Regional Councillor or International Councillor under paragraph (c) and (d) of regulation 3.62 only if he/she is a Fellow or Member of the College and is paying the membership subscription fee applicable to their place of residence.

Elections for Ordinary, Regional, and International Councillors

3.66 An election for Ordinary Councillors, Regional Councillors, and International Councillors shall be held annually at each Annual General Meeting of the College, insofar as any such positions have fallen vacant.

3.67 Any individual holding office as an Ordinary Councillor, a Regional Councillor, or an International Councillor shall hold office for a term of three years; an individual elected to hold office as an Ordinary Councillor, a Regional Councillor, or an International Councillor may hold that office for a maximum of two terms of office and shall thereafter not be eligible for re-election to any of these offices for any further terms.

Period of tenure: interpretation

3.68 If an individual is appointed to hold any office by virtue of a vacancy arising part way through a term of office, the individual appointed shall be entitled to hold that office either

(a) for the remainder of the term of office; or

(b) until the Annual General Meeting which next follows his/her appointment,

whichever is the earlier. Such tenure will not count towards the maximum period of office or maximum number of terms of office referred to in regulation 3.67.

Election/appointment: general

3.69 Election of the Ordinary Councillors, Regional Councillors, and International Councillors shall take place in accordance with the detailed rules set out in paragraphs 3.1 to 3.27 (inclusive) of the byelaws.

3.70 In the event of a casual vacancy arising in respect of an Ordinary Councillor, a Regional Councillor, or an International Councillor, or if any of such positions remain unfilled following the Annual General Meeting of the College, the College Executive Board shall be entitled to appoint another Fellow or Member who satisfies the relevant eligibility criteria under regulations 3.64 and 3.65 to fill that vacancy or position.

3.71 An individual elected to office at the Annual General Meeting shall take up that office immediately upon the conclusion of that general meeting.

General

3.72 The provisions of regulations 3.23 to 3.26 (inclusive) and regulations 3.44 to 3.56 (inclusive) shall apply to the College Council with any necessary modifications.

Advisory co-optees

3.73 Subject to regulations 3.74 and 3.75, the Council may at any time appoint (by resolution to that effect) an individual as a special advisor to the Council (an "advisory co-optee") providing he/she is willing so to act.

3.74 In exercising their powers under regulation 3.73, the Council shall only be entitled to appoint, as an advisory co-optee:

(a) a representative of the Faculty of Public Health Medicine; the Council shall, prior to exercising its power of appointment of such a representative on any occasion, invite nominations from the Faculty of Public Health Medicine but shall be under no duty to give effect to any such nomination;

(b) a representative of the Faculty of Pharmaceutical Medicine; the Council shall, prior to exercising its power of appointment of such a representative on any occasion, invite nominations from the Faculty of Pharmaceutical Medicine but shall be under no duty to give effect to any such nomination;

(c) the Chair of the College's Lay Advisor Group;

(d) a Fellow or Member of the College (who is not also a member of the Council);

(e) any individual with such skill, knowledge or expertise as may assist the Council or any committee of the Council to fulfil its duties.

3.75 Regulation 3.733.73 (as read with regulation 3.74) is subject to the following conditions:

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(a) no more than 10 individuals may serve as advisory co-optees at any given time;

(a) no more than one representative of the Faculty of Public Health Medicine may serve as an advisory co-optee at any given time;

(b) no more than one representative of the Faculty of Pharmaceutical Medicine may serve as an advisory co-optee at any given time;

(c) no more than seven additional Fellows or Members of the College (being individuals who are not also members of the Council) may serve as advisory co-optees at any given time.

3.76 An advisory co-optee shall have the right to attend and speak only at such meetings of the Council (and meetings of committees of the Council) as he/she

is invited to attend by the Council, and he/she shall not be entitled to vote at meetings of the Council or at meetings of any committee of the Council.

3.77 The Council shall set the role, remit, terms of reference and term of office (provided that it is no longer than six consecutive years) for each advisory co-optee.

3.78 For the avoidance of doubt, an advisory co-optee shall not be a member of the Council and shall not be entitled to issue directions or instructions to the Council (or to any committee of the Council).

Members of the College Council: Code of Conduct

3.79 Ordinary Councillors, Regional Councillors, and International Councillors and Advisory Co-optees must comply with the Code of Conduct set by the College Executive Board from time to time.

3.80 In the event of a member of the College Council being found to be in breach of the Code of Conduct, he/she may be expelled from the College Council by resolution passed by not less than two thirds of those present and voting at a College Executive Board meeting, providing the following procedures have been observed:

(a) at least 21 days' notice of the intention to propose the resolution must be given to the member of the College Council concerned, specifying the grounds for the proposed expulsion;

(b) the member of the College Council concerned will be entitled to be heard on the resolution at the College Executive Board meeting at which the resolution is to be proposed.

THE FACULTY OF DENTAL SURGERY

General

4.1 The College shall have a Faculty of Dental Surgery, comprising Fellows, Members, Associates, and Affiliates. References in these regulations to "the Faculty of Dental Surgery" shall, where the context so admits, be taken to refer to the individuals falling within those categories.

4.2 There shall be an Executive Board of the Faculty of Dental Surgery, which shall have power (under delegated authority from the College Executive Board):

(a) to act on behalf of the College; and

(b) to advise and report to the College Office Bearers and the College Executive Board

on matters relating to the dental profession.

4.3 For the avoidance of doubt, the Executive Board of the Faculty of Dental Surgery shall, in exercising its powers, act within the boundaries of the authority delegated to it from time to time by the College Executive Board and subject to any conditions attaching to such delegation of powers; without prejudice to that general principle, the Executive Board of the Faculty of Dental Surgery

(a) shall give effect to the strategies and policies determined from time to time by the College Executive Board;

(b) shall comply with any specific direction issued to it by the College Executive Board.

Roles and Responsibilities

4.4 The main role and responsibilities of the Executive Board will be to report and make recommendations to College Executive Board in respect of:

(a) the strategic direction and development of the Faculty of Dental Surgery;

(b) all relevant Dental inter-collegiate business matters;

(c) clinical and policy development matters relating to:

- Dental Education, Training and Professional Development;
- Dental Examinations and Assessment (including standards and quality assurance);

- Dental Membership (including recruitment, retention, regional and international networks and public policy consultations).

Composition of the Dental Executive Board

4.5 The Dental Executive Board shall comprise:

(a) Office Bearers (maximum 5):

(i) the Dean of the Faculty of Dental Surgery – who shall automatically also serve as Vice President (Dental) of the College;

(ii) the Dean Elect of the Faculty of Dental Surgery;

(iii) two Vice Deans of the Faculty of Dental Surgery;

(iv) the Honorary Secretary of the Faculty of Dental Surgery;

(b) Ordinary Members (maximum 5): five Ordinary Members, one of whom shall have obtained full registration with the General Dental Council less than 10 years prior to the date of his/her nomination;

(c) International Member (maximum 1): one International Member working anywhere in the world, excluding Scotland;

(d) *Ex officio* Members (maximum 2)

(i) President/President Elect of the College;

(ii) the Registrar of the College.

Eligibility to serve on the Dental Executive Board

4.6 Only Fellows of the Faculty of Dental Surgery shall be eligible to serve as Office Bearers as described in paragraph (a) of regulation 4.5 and only where they have paid (subject to regulation 2.612.61) the subscription applicable to the current membership year for residents in the United Kingdom.

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4.7 Fellows and Members of the Faculty of Dental Surgery shall be eligible to serve as Ordinary Members as described in paragraph (b) of regulation 4.5 provided that they have paid (subject to regulation 2.612.61) the subscription applicable to the current membership year for residents in the United Kingdom).

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4.8 Fellows and Members of the Faculty of Dental Surgery shall be eligible to serve as International Members as described in paragraph (c) of regulation 4.5 provided that they have paid (subject to regulation 2.612.61) the subscription applicable to the current membership year for their place of residence.

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4.9 For the avoidance of doubt, Associates and Affiliates shall not be eligible to serve on the Dental Executive Board

Tenure and maximum period of office

4.10 The Dean shall hold office for a period of three years and shall not be eligible for re-election.

4.11 The two Vice Deans shall hold office for a period of three years and may stand for re-election to Dean Elect only.

4.12 The Dean Elect of the Faculty of Dental Surgery shall be elected to office for a period of one year during the third year of the Dean's term of office.

4.13 The Honorary Secretary of the Faculty of Dental Surgery shall hold office for a period of three years and shall be eligible for re-election for one further period of office.

4.14 Ordinary Members and International Members shall hold office for a period of three years and shall retire at the third annual general meeting of the Faculty of Dental Surgery; an individual elected to hold office as an Ordinary Member or International Member shall be eligible for re-election for one further period of office.

4.15 *Ex officio* Members shall each sit on the Executive Board of the Faculty of Dental Surgery for his/her period of office.

4.16 For the purposes of calculating the period of office of a member of the Executive Board of the Faculty of Dental Surgery, the following shall apply:

(a) the period between the date of appointment of a member and the annual general meeting of the Faculty of Dental Surgery which next follows shall be deemed to be a period of one year, unless it is of less than 6 months' duration (in which case it shall be disregarded);

(b) the period between one annual general meeting of the Faculty of Dental Surgery and the next shall be deemed to be a period of one year;

(c) if a member of the Dental Executive Board ceases to hold office but is re-appointed as a member within a period of six months, he/she shall be deemed to have held office as a member continuously.

Election/appointment

4.17 Election of the Office Bearers and Ordinary Members of the Dental Executive Board shall, except in the case of election to fill a casual vacancy, be by online or postal vote.

4.18 In the event of any casual vacancy arising in the Dental Executive Board, or if any of the positions referred to in paragraphs (a) and (b) of regulation 4.5

remain unfilled following an annual general meeting of the Faculty of Dental Surgery, the Dental Executive Board shall be entitled to appoint another individual who satisfies the relevant eligibility criteria under regulations 4.6 to 4.9~~4.9~~ (inclusive) to fill that vacancy or position.

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Votes in elections to the Executive Board of the Faculty of Dental surgery

4.19 All Fellows and Members of the Faculty of Dental Surgery shall (provided that they have paid (subject to regulation 2.61~~2.61~~) the subscription applicable to the current membership year) be eligible to support the nomination of and vote for Office Bearers, Ordinary Members and International Members of the Dental Executive Board.

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4.20 For the avoidance of doubt, Associates, and Affiliates of the Faculty of Dental Surgery do not have the right to vote in any Faculty of Dental Surgery elections.

Members of the Dental Executive Board: Code of Conduct

4.21 Members of the Dental Executive Board must comply with the Code of Conduct set by the College Executive Board from time to time.

4.22 In the event of a member of the Dental Executive Board being found to be in breach of the Code of Conduct, he/she may be expelled from the Dental Executive Board by resolution passed by not less than two thirds of those present and voting at a College Executive Board meeting, providing the following procedures have been observed:

(a) at least 21 days' notice of the intention to propose the resolution must be given to the member of the Dental Executive Board concerned, specifying the grounds for the proposed expulsion;

(b) the member of the Dental Executive Board concerned will be entitled to be heard on the resolution at the College Executive Board meeting at which the resolution is to be proposed.

Meetings of the Executive Board of the Faculty of Dental Surgery

4.23 The Executive Board of the Faculty of Dental Surgery shall meet no fewer than 4 times a year, or as often as is considered necessary, and will be chaired by the Dean (unless he/she is unwilling to do so); in the absence of the Dean, the Executive Board will be chaired by the Dean Elect (providing he/she is willing so to do so) and, in the absence of the Dean Elect, by one of the Vice Deans (provided he/she is willing so to act). In the absence of any of the individuals referred to above, the members of the Executive Board present may appoint one of their number to preside as chair of the meeting.

4.24 Meetings shall be held at such time and in such place as may be specified in the notice convening the meeting.

4.25 Executive Board members will have the opportunity to participate virtually in all meetings; a member participating in a meeting in this manner shall be deemed to be present in person. Virtual participation will minimise the cost of travel and contribute to the College's net zero carbon emission targets by 2045.

4.26 No business shall be dealt with at a meeting of the Executive Board unless a quorum is present; the quorum for meetings of the Executive Board shall be 5, of whom no fewer than 4 must be drawn from either the elected Office Bearers, Ordinary Members, or International Members.

4.27 Notices of all meetings of the Executive Board, together with an agenda of the matters to be discussed and any relevant papers, shall be distributed at least 7 days before the date of the next meeting.

4.28 The minutes of each meeting of the Executive Board shall be recorded by a nominated member of College staff and shall be submitted to the meeting of the College Executive Board which next follows.

4.29 Subject to the provisions of regulations 4.23 to 4.28, the provisions of regulations 3.46 - 3.59 (inclusive) shall apply to meetings of the Dental Executive Board, subject to any necessary modifications.

Advisory Co-optees

4.30 Subject to regulations 4.31 and 4.32, the Executive Board of the Faculty of Dental Surgery may at any time appoint (by resolution to that effect) an individual as a special advisor to the Executive Board (an **"advisory co-optee"**) providing he/she is willing so to act.

4.31 In exercising their powers under regulation 4.30, the Executive Board must appoint a Lay Advisor and may wish to consider, in effecting other appointments, appointing a representative of the Faculty of General Dental Practice (UK) and/or a representative of the network of dental international advisors.

4.32 Regulation 4.30 (as read with regulation 4.31) is subject to the condition that no more than three individuals may serve as advisory co-optees at any given time.

4.33 An advisory co-optee shall have the right to attend and speak only at such meetings of the Executive Board of the Faculty of Dental Surgery (or meetings of committees of the Executive Board) as he/she is invited to attend by the Executive Board, and he/she shall not be entitled to vote at meetings of the Executive Board or at meetings of any committee of the Executive Board.

4.34 The Executive Board shall set the role, remit, terms of reference and term of office (provided that it is no longer than four consecutive years) for each advisory co-optee.

4.35 For the avoidance of doubt, an advisory co-optee shall not be a member of the Executive Board and shall not be entitled to issue directions or instructions to the Executive Board (or to any committee of the Executive Board).

Annual general meeting of the Faculty of Dental Surgery

4.36 An annual general meeting of the Faculty of Dental Surgery shall be held in the autumn of each year.

4.37 The provisions of paragraphs 2.1 to 2.21 (inclusive) of the byelaws shall apply to the annual general meeting of the Faculty of Dental Surgery, subject to any necessary modifications.

FACULTY OF TRAVEL MEDICINE

General

5.1 The College shall have a Faculty of Travel Medicine which shall promote improvements to standards of health advice and clinical care for travellers. The Faculty of Travel Medicine shall comprise Fellows, Members, Associates and Affiliates. References in these regulations to "the Faculty of Travel Medicine" shall, where the context so admits, be taken to refer to the individuals falling within those categories.

5.2 There shall be an Executive Board of the Faculty of Travel Medicine, which shall have power (under delegated authority from the College Executive Board)

(a) to act on behalf of the College; and

(b) to advise and report to the College Office Bearers and the Council of the College

on matters relating to travel medicine.

5.3 For the avoidance of doubt, the Executive Board of the Faculty of Travel Medicine shall, in exercising its powers, act within the boundaries of the authority delegated to it from time to time by the College Executive Board and subject to any conditions attaching to such delegation of powers; without prejudice to that general principle, the Executive Board of the Faculty of Travel Medicine

(a) shall give effect to the strategies and policies determined from time to time by the College Executive Board;

(b) shall comply with any specific direction issued to it by the College Executive Board.

Roles and Responsibilities

5.4 The main role and responsibilities of the Executive Board will be to report and make recommendations to the College Executive Board in respect of:

(a) the strategic direction and development of the Faculty of Travel Medicine;

(b) clinical and policy development matters relating to:

- Travel Medicine Training and Professional Development;

- Travel Medicine Examinations and Assessment (including standards and quality assurance);

- Travel Medicine Membership (including recruitment, retention, regional and international networks and public policy consultations).

Composition of the Executive Board

5.5 The Travel Medicine Executive Board shall comprise:

(a) Office Bearers (maximum 3)

(i) the Dean of the Faculty of Travel Medicine;

(ii) the Vice Dean (or Dean Elect) of the Faculty of Travel Medicine;

(iii) the Honorary Secretary of the Faculty of Travel Medicine;

(b) Ordinary Members (maximum 5), of whom at least one should be a non-medically qualified healthcare professional;

(c) International Member (maximum 1): one International Member working anywhere in the world, except the United Kingdom;

(d) *Ex officio* Members (maximum 4):

(i) Course Director, Postgraduate Diploma in Travel Medicine;

(ii) Course Director, ~~International~~ Postgraduate Diploma in Expedition and Wilderness Medicine;

(iii) President/President Elect of the College;

(iv) Registrar of the College.

Eligibility to serve on the Executive Board

5.6 Only Fellows of the Faculty of Travel Medicine shall be eligible to serve as Office Bearers as described in paragraph (a) of regulation 5.5 and only where they have paid (subject to regulation 2.61~~2.61~~) the subscription applicable to the current membership year for residents in the United Kingdom).

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5.7 Fellows, Members and Associates of the Faculty of Travel Medicine shall be eligible to serve as Ordinary Members as described in paragraph (b) of regulation 5.5 provided that they have paid (subject to regulation 2.61~~2.61~~) the

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subscription applicable to the current membership year for residents in the United Kingdom).

5.8 Fellows, Members and Associates of the Faculty of Travel Medicine shall be eligible to serve as the International Member as described in paragraph (c) of regulation 5.5~~5.5~~ provided that they have paid (subject to regulation 2.61~~2.61~~) the subscription applicable to the current membership year for their place of residence.

5.9 For the avoidance of doubt, Affiliates shall not be eligible to serve on the Travel Medicine Executive Board.

Advisory Co-optees

5.10 Subject to regulations 5.11~~5.11~~ and 5.12, the Executive Board of the Faculty of Travel Medicine may at any time appoint (by resolution to that effect) an individual as a special advisor to the Executive Board (an "advisory co-optee") providing he/she is willing so to act.

5.11 In exercising their powers under regulation 5.10, the Executive Board must appoint a Lay Advisor and may wish to consider, in effecting other appointments, a representative from the sub-specialty of Expedition and Wilderness Medicine and/or an international member representative.

5.12 Regulation 5.11~~5.11~~ (as read with regulation 5.10) is subject to the condition that no more than three individuals may serve as advisory co-optees at any given time.

5.13 An advisory co-optee shall have the right to attend and speak only at such meetings of the Executive Board of the Faculty of Travel Medicine (or committee meetings of the Executive Board) as he/she is invited to attend by the Executive Board, and he/she shall not be entitled to vote at meetings of the Executive Board or at any committee meetings of the Executive Board.

5.14 The Executive Board shall set the role, remit, terms of reference and term of office (provided that it is no longer than four consecutive years) for each advisory co-optee.

5.15 For the avoidance of doubt, an advisory co-optee shall not be a member of the Executive Board and shall not be entitled to issue directions or instructions to the Executive Board (or to any committee of the Executive Board).

Tenure and maximum period of office

5.16 The Dean of the Faculty of Travel Medicine shall hold office for a period of three years and shall not be eligible for re-election.

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5.17 The Vice Dean of the Faculty of Travel Medicine shall hold office for a maximum period of two years, to coincide with the first two years of a Dean's term of office, and may stand for re-election to Dean Elect only.

5.18 The Dean Elect of the Faculty of Travel Medicine shall be elected for a period of one year during the third year of the Dean's term of office.

5.19 The Honorary Secretary of the Faculty of Travel Medicine shall be elected for a period of three years and shall be eligible for re-election for one further period of office.

5.20 Ordinary Members and the International Member of the Executive Board shall serve for a period of three years and shall be eligible for re-election for one further period of office.

5.21 *Ex officio* Members shall each sit on the Executive Board of the Faculty of Travel Medicine for his/her period of office.

5.22 For the purposes of calculating the period of office referred to above, the following shall apply:

(a) the period between the date of appointment of a member of the Executive Board and the annual general meeting which next follows shall be deemed to be a period of one year, unless it is of less than six months' duration (in which case it shall be disregarded);

(b) the period between one annual general meeting and the next shall be deemed to be a period of one year;

(c) if a member of the Executive Board ceases to hold office but is re-appointed as a member of the Executive Board within a period of 6 months, he/she shall be deemed to have held office as a member of the Executive Board continuously.

Election/appointment

5.23 Election of the Office Bearers, Ordinary Members, and the International Member of the Faculty Executive Board shall, except in the case of election to fill a casual vacancy, be by online or postal vote.

5.24 In the event of any casual vacancy arising in the Executive Board, or if any of the positions referred to in regulation 5.5 remain unfilled following an annual general meeting of the Faculty of Travel Medicine, the Executive Board shall be entitled to appoint another individual who satisfies the relevant eligibility criteria under regulation 5.5 to fill that vacancy or position.

Nominations and Voting

5.25 All Fellows, Members and Associates of the Faculty of Travel Medicine shall (provided that they have paid (subject to regulation 2.612.61) the subscription applicable to the current membership year) be eligible to support the nomination of and vote for Office Bearers, Ordinary Members, and the International Member of the Travel Medicine Executive Board.

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5.26 For the avoidance of doubt, Affiliates of the Faculty of Travel Medicine do not have the right to nominate or vote in any Faculty of Travel Medicine elections.

Members of the Travel Medicine Executive Board: Code of Conduct

5.27 Members of the Travel Medicine Executive Board must comply with the Code of Conduct set by the College Executive Board from time to time.

5.28 In the event of a member of the Travel Medicine Executive Board being found to be in breach of the Code of Conduct, he/she may be expelled from the Travel Medicine Executive Board by resolution passed by not less than two thirds of those present and voting at a College Executive Board meeting, providing the following procedures have been observed:

(a) at least 21 days' notice of the intention to propose the resolution must be given to the member of the Travel Medicine Executive Board concerned, specifying the grounds for the proposed expulsion;

(b) the member of the Travel Medicine Executive Board concerned will be entitled to be heard on the resolution at the College Executive Board meeting at which the resolution is to be proposed.

Meetings of the Executive Board

5.29 The Executive Board of the Faculty of Travel Medicine shall meet no fewer than 4 times a year, or as often as is considered necessary, and will be chaired by the Dean; in the absence of the Dean, the Executive Board will be chaired by the Dean Elect/Vice Dean. In the absence of any of the individuals referred to above, the members of the Executive Board present may appoint one of their number to preside as chair of the meeting.

5.30 Meetings shall be held at such time and in such place as may be specified in the notice convening the meeting.

5.31 Executive Board members will have the opportunity to participate virtually in all meetings; a member participating in a meeting in this manner shall be deemed to be present in person. Virtual participation will minimise the cost of travel and contribute to the College's net zero carbon emission targets by 2045.

5.32 No business shall be dealt with at a meeting of the Executive Board unless a quorum is present; the quorum for meetings of the Executive Board shall be four.

5.33 Notices of all meetings of the Executive Board, together with an agenda of the matters to be discussed and any relevant papers, shall be distributed at least 7 days before the date of the next meeting.

5.34 The minutes of each meeting of the Executive Board shall be recorded by a nominated member of College staff and shall be submitted to the meeting of the College Executive Board which next follows.

5.35 Subject to the provisions of regulation 5.29 to 5.345.34 (inclusive) , the provisions of regulations 3.46 to 3.57 (inclusive) shall apply to meetings of the Executive Board, subject to any necessary modifications.

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Annual general meeting of the Faculty

5.36 An annual general meeting of the Faculty of Travel Medicine shall be held in the College in the autumn of each year.

5.37 The provisions of paragraphs 2.1 to 2.21 (inclusive) of the byelaws shall apply to the annual general meeting of the Faculty of Travel Medicine, subject to any necessary modifications.

FACULTY OF PODIATRIC MEDICINE

General

6.1 The College shall have a Faculty of Podiatric Medicine which shall promote improvements to standards of health advice and clinical care in podiatric medicine. The Faculty of Podiatric Medicine shall comprise Fellows and Members, Associates, and Affiliates. References in these regulations to "the Faculty of Podiatric Medicine" shall, where the context so admits, be taken to refer to the individuals falling within those categories.

6.2 There shall be an Executive Board of the Faculty of Podiatric Medicine, which shall have power (under delegated authority from the College Executive Board)

(a) to act on behalf of the College; and

(b) to advise and report to the College Executive Board

on matters relating to podiatric medicine.

6.3 For the avoidance of doubt, the Executive Board of the Faculty of Podiatric Medicine shall, in exercising its powers, act within the boundaries of the authority delegated to it from time to time by the College Executive Board and subject to any conditions attaching to such delegation of powers; without prejudice to that general principle, the Executive Board of the Faculty of Podiatric Medicine

(a) shall give effect to the strategies and policies determined from time to time by the College Executive Board;

(b) shall comply with any specific direction issued to it by the College Executive Board.

Roles and Responsibilities

6.4 The main role and responsibilities of the Executive Board will be to report and make recommendations to the College Executive Board in respect of:

(a) the strategic direction and development of the Faculty of Podiatric Medicine;

(b) clinical and policy development matters relating to:

- Podiatric Medicine Training and Professional Development;
- Podiatric Medicine Examinations and Assessment (including standards and quality assurance);

- Podiatric Medicine Membership (including recruitment, retention, regional and international networks and public policy consultations).

Composition of the Executive Board

6.5 The composition of the Executive Board shall be:

(a) Office Bearers (maximum 3)

(i) the Dean of the Faculty of Podiatric Medicine;

(ii) the Vice Dean (or Dean Elect) of the Faculty of Podiatric Medicine;

(iii) the Honorary Secretary of the Faculty of Podiatric Medicine;

(b) Ordinary Members (maximum 4);

(c) International Member (maximum 1): one International Member working anywhere in the world, excluding the United Kingdom;

(d) *Ex officio* Members (maximum 2):

(i)

President/President Elect of the College;

(ii) Registrar of the College.

Eligibility to serve on the Executive Board

6.6 Only Fellows of the Faculty of Podiatric Medicine shall be eligible to serve as Office Bearers as described in paragraph (a) of regulation 6.5 and only where they have paid (subject to regulation 2.612.61) the subscription applicable to the current membership year for residents in the United Kingdom).

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6.7 Fellows and Members of the Faculty of Podiatric Medicine shall be eligible to serve as Ordinary Members as described in paragraph (b) of regulation 6.5 provided that they have paid (subject to regulation 2.612.61) the subscription applicable to the current membership year for residents in the United Kingdom).

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6.8 Fellows and Members of the Faculty of Podiatric Medicine shall be eligible to serve as the International Member as described in paragraph (c) of regulation 6.5 provided that they have paid (subject to regulation 2.612.61) the subscription applicable to the current membership year for their place of residence.

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6.9 For the avoidance of doubt, Affiliates shall not be eligible to serve on the Podiatric Medicine Executive Board.

Advisory Co-optees

6.10 Subject to regulations 6.11~~6.11~~ and 6.12~~6.12~~, the Executive Board of the Faculty of Podiatric Medicine may at any time appoint (by resolution to that effect) an individual as a special advisor to the Executive Board (an "advisory co-optee") providing he/she is willing so to act.

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6.11 In exercising their powers under regulation 6.10, the Executive Board must appoint a Lay Advisor and may wish to consider, in effecting other appointments, appointing an affiliate representative.

6.12 Regulation 6.10 (as read with regulation 6.11) is subject to the condition that no more than three individuals may serve as advisory co-optees at any given time.

6.13 An advisory co-optee shall have the right to attend and speak only at such meetings of the Executive Board of the Faculty of Podiatric Medicine (or committee meetings of the Executive Board) as he/she is invited to attend by the Executive Board, and he/she shall not be entitled to vote at meetings of the Executive Board or at any committee meetings of the Executive Board.

6.14 The Executive Board shall set the role, remit, terms of reference and term of office (provided that it is no longer than four consecutive years) for each advisory co-optee.

6.15 For the avoidance of doubt, an advisory co-optee shall not be a member of the Executive Board and shall not be entitled to issue directions or instructions to the Executive Board (or to any committee of the Executive Board).

Tenure and maximum period of office

6.16 The Dean of the Faculty of Podiatric Medicine shall hold office for a maximum period of three years and shall not be eligible for re-election.

6.17 The Vice Dean of the Faculty of Podiatric Medicine shall hold office for a maximum period of two years, to coincide with the first two years of a Dean's term of office and may stand for re-election to Dean Elect only.

6.18 The Dean (Elect) of the Faculty of Podiatric Medicine shall be elected for a period of one year during the third year of the term of office of the Dean and shall also serve for that year as Vice Dean.

6.19 The Honorary Secretary of the Faculty of Podiatric Medicine shall be elected for a period of three years and shall be eligible for re-election for one further period of office.

6.20 Ordinary Members and the International Member of the Executive Board shall serve for a period of three years and shall be eligible for re-election for one further period of office.

6.21 *Ex officio* Members shall each sit on the Executive Board of the Faculty of Podiatric Medicine for his/her period of office.

6.22 For the purposes of calculating the period of office referred to above, the following shall apply:

(a) the period between the date of appointment of a member of the Executive Board and the annual general meeting which next follows shall be deemed to be a period of one year, unless it is of less than six months' duration (in which case it shall be disregarded);

(b) the period between one annual general meeting and the next shall be deemed to be a period of one year;

(c) if a member of the Executive Board ceases to hold office but is re-appointed as a member of the Executive Board within a period of 6 months, he/she shall be deemed to have held office as a member of the Executive Board continuously.

Election/appointment

6.23 Election of the Office Bearers, Ordinary Members, and the International Member of the Faculty of Podiatric Medicine Executive Board shall, except in the case of election to fill a casual vacancy, be by online or postal vote.

6.24 In the event of any casual vacancy arising in the Executive Board, or if any of the positions referred to in regulation 6.5~~6.5~~ remain unfilled following an annual general meeting of the Faculty of Podiatric Medicine, the Executive Board shall be entitled to appoint another individual who satisfies the relevant eligibility criteria under regulation 6.5~~6.5~~ to fill that vacancy or position.

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Nominations and Voting

6.25 All Fellows and Members of the Faculty of Podiatric Medicine shall (provided that they have paid (subject to regulation 2.612.61) the subscription applicable to the current membership year) be eligible to support the nomination of and vote for Office Bearers, Ordinary Members, and the International Member of the Podiatric Medicine Executive Board.

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6.26 For the avoidance of doubt, Affiliates of the Faculty of Podiatric Medicine do not have the right to nominate or vote in any Faculty of Podiatric Medicine elections.

Members of the Podiatric Medicine Executive Board: Code of Conduct

6.27 Members of the Podiatric Medicine Executive Board must comply with the Code of Conduct set by the College Executive Board from time to time.

6.28 In the event of a member of the Podiatric Medicine Executive Board being found to be in breach of the Code of Conduct, he/she may be expelled from the Podiatric Medicine Executive Board by resolution passed by not less than two thirds of those present and voting at a College Executive Board meeting, providing the following procedures have been observed:

(a) at least 21 days' notice of the intention to propose the resolution must be given to the member of the Podiatric Medicine Executive Board concerned, specifying the grounds for the proposed expulsion;

(b) the member of the Podiatric Medicine Executive Board concerned will be entitled to be heard on the resolution at the College Executive Board meeting at which the resolution is to be proposed.

Meetings of the Executive Board

6.29 The Executive Board of the Faculty of Podiatric Medicine shall meet no fewer than 4 times a year, or as often as is considered necessary, and will be chaired by the Dean; in the absence of the Dean, the Executive Board will be chaired by the Dean Elect/Vice Dean. In the absence of any of the individuals referred to above, the members of the Executive Board present may appoint one of their number to preside as chair of the meeting.

6.30 Meetings shall be held at such time and in such place as may be specified in the notice convening the meeting.

6.31 Executive Board members will have the opportunity to participate virtually in all meetings; a member participating in a meeting in this manner shall be deemed to be present in person. Virtual participation will minimise the cost of travel and contribute to the College's net zero carbon emission targets by 2045.

6.32 No business shall be dealt with at a meeting of the Executive Board unless a quorum is present; the quorum for meetings of the Executive Board shall be four.

6.33 Notices of all meetings of the Executive Board, together with an agenda of the matters to be discussed and any relevant papers, shall be distributed at least 7 days before the date of the next meeting.

6.34 The minutes of each meeting of the Executive Board shall be recorded by a nominated member of College staff and shall be submitted to the meeting of the College Executive Board which next follows.

6.35 Subject to the provisions of regulation 6.296.29 to 6.35, the provisions of regulations 3.46 to 3.573.57 (inclusive) shall apply to meetings of the Executive Board, subject to any necessary modifications.

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Annual general meeting of the Faculty

6.36 An annual general meeting of the Faculty of Podiatric Medicine shall be held in the College in the spring of each year.

6.37 The provisions of paragraphs 2.1 to 2.21 (inclusive) of the byelaws shall apply to the annual general meeting of the Faculty of Podiatric Medicine, subject to any necessary modifications.

7.1

(a) The Federation of Royal Colleges of Physicians of the United Kingdom comprises the Royal College of Physicians and Surgeons of Glasgow, the Royal College of Physicians of Edinburgh and the Royal College of Physicians of London;

(b) Every candidate for the Membership of the Royal Colleges of Physicians of the United Kingdom must comply with the Regulations in force at the time of his or her entry for the examination. These regulations are available from each of the said Royal Colleges.

(c) A Member of the Royal Colleges of Physicians of the United Kingdom is a person who has passed the common membership examination of the Colleges of the Federation and who has been elected by each of them to the Membership of the Royal Colleges of Physicians of the United Kingdom.

7.2 Any person who passes the examination conducted by any of the Colleges of the Federation will be notified of his or her success in the examination. He or she will be required to sign the following oath:

> "I hereby faithfully promise to abide by the laws, byelaws, statutes and regulations of the Royal Colleges of Physicians of the United Kingdom as they apply to Members of the Royal Colleges of Physicians of the United Kingdom as from time to time modified, amended or re-enacted."

and to submit the diploma and entrance fee to the office of the Royal Colleges of Physicians of the United Kingdom. Thereafter he or she shall be proposed for election as a Member of the Royal Colleges of Physicians of the United Kingdom. The President, acting on behalf of the College, may approve such proposal and shall thereafter report to the next meeting of the College. Members of the Royal Colleges of Physicians of the United Kingdom shall not be entitled to describe themselves as MRCP (Glasg).

7.3 If any Member of the Royal Colleges of Physicians of the United Kingdom shall be convicted by a court of law or other competent tribunal of any crime of misdemeanour, or adjudged by the General Medical Council to be guilty of improper conduct in a professional respect, the College may admonish or reprimand the individual, or, if after appropriate investigation the case is deemed sufficiently serious, withdraw recognition of the qualification of Membership of the Royal Colleges of Physicians of the United Kingdom. The provision for determining this matter is as set out in paragraphs 9.1 to 9.8 of

the byelaws of the College. In the event of the College deciding to withdraw recognition of Membership, it shall notify the other two Colleges.

ADMINISTRATION

Common Seal

8.1 The College shall have a common seal, which shall be used only by the authority of the College Executive Board or of a sub-committee of the College Executive Board which has been duly authorised by the College Executive Board in that regard.

8.2 Where a document which requires the application of the seal is a diploma of the College, a facsimile reproduction of the seal of the College may be used in place of the application of the seal; a diploma issued by the College bearing a facsimile reproduction of the seal and signed by the President (or some other signatory authorised by the College Executive Board for that purpose) shall be taken to be sufficiently authenticated.

8.3 The College Executive Board may, from time to time, authorise the use of other means for the authentication and signing of documents and diplomas including, without prejudice to that generality, the use of electronic means for reproducing signatures.

Registers

8.4 The College Executive Board shall ensure that registers are kept, showing

(a) the name and address of each Fellow, Member, Fellow or Member of the Faculty of Dental Surgery, Fellow or Member of the Faculty of Travel Medicine, Fellow or Member of the Faculty of Podiatric Medicine as last intimated to the College – along with the date of admission and (in the case of a former Fellow/Member) the date on which he/she ceased to be a Fellow or Member;

(b) the name and address of each Honorary Fellow, Associate, and Affiliate - along with the date of admission and (in the case of a former Member of any of those categories) the date on which he/she ceased to have that status;

(c) the name and address of each individual who serves on the College Executive Board, the Executive Board of the Faculty of Dental Surgery, the Executive Board of the Faculty of Travel Medicine or the Executive Board of the Faculty of Podiatric Medicine - along with the date of election/appointment and (in the case of a former Member) the date on which he/she ceased to hold office;

(d) the name and address of each individual who serves as an Office Bearer – along with the date of appointment and (in the case of a former office holder) the date on which he/she ceased to hold office.

Minutes

8.5 The College Executive Board shall ensure that proper minutes are made of all proceedings at meetings of the College Executive Board, meetings of the Dental Executive Board, meetings of the Executive Board of the Faculty of Travel Medicine, meetings of the Executive Board of the Faculty of Podiatric Medicine general meetings of the College or of any Faculty, and meetings of all sub-committees of the College Executive Board.

Notice of meetings

8.6 Any notice to be given in pursuance of these regulations shall be in writing.

8.7 The College may give any notice either personally or by sending it by post in an addressed envelope to the relevant individual at his/her address as last intimated to the College; alternatively, in the case of an individual who has notified the College of an address to be used for the purpose of electronic communications, the College may give any notice to that individual by way of an electronic communication.

8.8 Any notice contained in an electronic communication shall be deemed to have been given at the expiry of 24 hours after it is sent; for the purpose of proving that any electronic communication was sent, it shall be sufficient to provide any of the evidence referred to in the relevant guidance issued from time to time by the Chartered Institute of Secretaries and Administrators.

8.9 Any notice, if sent by post, shall be deemed to have been given at the expiry of twenty four hours after posting; for the purpose of proving that any notice was given, it shall be sufficient to prove that the envelope containing the notice was properly addressed and posted.

8.10 An individual present at any meeting of the College shall be deemed to have received notice of the meeting and, where requisite, of the purposes for which it was called.

8.11 The accidental omission to give notice to any individual entitled to receive notice will not invalidate the proceedings at any meeting.

8.12 The funds and finances of the College shall be under the control of the College Executive Board.

8.13 The ~~Honorary Treasurer~~College Executive Board shall have the assistance of the Finance Director. The ~~Treasurer~~ College Lay Trustee, who shall also be the Chair of the Finance and Investment Committee or the Audit and Risk Committee shall present financial statements for the College, prepared in

accordance with accepted accounting practices and relevant legislation, to the College Executive Board at least twice a year.

8.14 The ~~Honorary Treasurer~~ College Lay Trustee, who shall also be the Chair of the Finance and Investment Committee or the Audit and Risk Committee, shall lay before the College Executive Board, and subsequently the annual general meeting of the College, a statement of accounts for the year ending 31 March, duly audited and signed by the appointed Auditor; a summary statement of the accounts shall be circulated to all Members & Fellows of the College prior to each annual general meeting of the College.

ALTERATIONS TO THE REGULATIONS AND BYELAWS

9.1 The College may, by resolution passed at a general meeting of the College by two thirds of those voting, supplement or amend these regulations or the byelaws from time to time.

9.2 Any reference in these regulations to "these regulations" or to "the byelaws" shall (except in relation to regulations 7.1 and 7.2) be interpreted as a reference to the regulations or byelaws of the College, as supplemented or amended, in force from time to time.