



## 2017.06.18 – Minutes of the 6<sup>th</sup> Online Meeting of ExCo 2016-2017

The sixth (6<sup>th</sup>) Online Meeting of the IVSA Executive Committee (ExCo) 2016-17 was held at 14.00 GMT+2 on 2017.06.18 via join.me the President being the Chair and the Secretary General present to take the minutes.

### Executive Committee Officers Present:

Malcolm Chong	President
Denise van Eekelen	Secretary General (SG)
Ondrej Vitula	Member Organization Director (MOD), Vice-President (VP) and President-elect (PE)
Andrei Ungur	Development Aid Director (DAD)
Vera González	External Relations Officer (ERO)
Lara Scherer	Committee Coordinator (CC)
Ivan Kotze	Treasurer
Kerstin Abraham	Public Relations Coordinator

### Trust Representatives Present:

Emma van Rooijen	Trustee
Ann-Katrin Autz	Trustee

- 1) **Opening** – The Meeting was called to order by Malcolm Chong at 14.10 GMT+2
- 2) **Approval of the agenda** – The agenda was approved without amendments.
- 3) **Approval of the Minutes of the fifth (5<sup>th</sup>) Online Meeting of ExCo 2016-17** – The Minutes of the fifth (5<sup>th</sup>) Online Meeting of ExCo 2016-17 were approved without amendments.
- 4) **Action points** – Denise van Eekelen read out the list of action points.
- 5) **Trust report** – Emma van Rooijen explained trust has done very good in the past months. She mentioned May and June are always months IVSA struggles a bit, because all people studying have to study exams. Trust has noticed this, which concerned the Trust. Should you feel overwhelmed and should you need help, feel free to reach out to other people to help you. Lastly, Trust advises to already start working on the handovers for the successors.
  - a. **Update History project** – Emma van Rooijen explained Trust has started working on the history project again. Doing so, they contacted all old ExCo members that are known up to the year 2000. Trust hopes to present the work done in the last months to the General Assembly (GA) in Malaysia. At last, Emma van Rooijen explained a lot of old ExCo members are interested in becoming alumni and would like to get in touch with the MO at their faculty or in their country.



- 6) **Committee reports** – Lara Scherer gave the reports on Committees and Working groups with assistance of Emma van Rooijen and Ann-Katrin Autz. She explained she has organized a meeting with all Chairs of the Committees and Working Groups short time ago. In this meeting there was spoken about updates of the committee’s website, as well as about establishing the position of past-Chair within the Committees and Working groups for better continuity of the projects. Next to this, non-responsive Committee and Working Group members were discussed, which has been a major frustrating problem in the past year. Lara Scherer asked for input on solving this problem. Malcolm Chong explained it is hard to set up a set of rules for duties of Committee and Working Group members, because the members of the Committees and Working Groups do not have an official position within IVSA. Therefore, he suggested not to send the certificate to non-responsive Committee and Working Group members if there is enough evidence of people being inactive, however, clear conditions have to be set up for this next year.
- a. **Standing Committee on One Health (SCOH)** – Lara Scherer explained SCOH has been more actively previously, but are still working well. The third (3<sup>rd</sup>) Veterinary Public Health Journal (VPHJ) will be published in the next weeks. Next to this, six (6) participants have signed up for the Lo Veterinary Public Health Officer (LoVPHO) event. The Chair of SCOH – Clara Buxbaum – has asked if she is allowed to join the meeting on the involvement in WHO on next Wednesday. Denise van Eekelen answered that is for sure allowed.
  - b. **Standing Committee on Veterinary Education (SCoVE)** – Lara Scherer explained SCoVE is – as usual – a very active committee. SCoVE is working very hard on the shelter medicine position paper. There has also been a meeting on this paper together with Denise van Eekelen, Malcolm Chong and the Chair of SCoVE – Michael Huang. Next to this, SCoVE is working on the Wikivet LIVE! online conference, which involves a lot of work for the committee. At last, SCoVE is working on the ambassadors project with VetStream, for which there has been a meeting last Friday. The VetStream ambassadors term will start on the first day of the 66<sup>th</sup> IVSA Congress in Malaysia and will end at the beginning of the Symposium in South-Africa, when the next term will start directly. Denise van Eekelen asked if the other committee members are as active and updated as Lisa Buren and the Chair of SCoVE are. Lara Scherer explained the two of them are working very hard and the most present, but they share the work with the rest of the committee.
  - c. **Animal welfare Committee (AWC)** – Lara Scherer explained there is no update from the Chair of the AWC – Hilary Antosh. Unfortunately, the AWC is not moving forward and no new projects are started. Seven Member Organizations (MOs) participated in the Animal Welfare week and a top three (3) of participants has been chosen. The prizes will be given to the winning MOs during the 66<sup>th</sup> IVSA Congress. The committee member Nadine Tod has organized the Animal Welfare Week herself and has now



submitted an ExCo workshop to be organized during the 66<sup>th</sup> IVSA Congress in Malaysia.

- d. **Standing Committee on Wellness (SCoW)** – Lara Scherer explained SCoW has published the first edition of the Mind over Matter Journal and has launched the Wellness survey. Next to this, the committee is working on the SCoW workshop for the 66<sup>th</sup> IVSA Congress in Malaysia, the wellness activities during the 66<sup>th</sup> IVSA Congress in Malaysia and updating the committee's website. Emma van Rooijen explained Kelsey Libbe is working on leaflets with wellness information for the MOs. At last, Emma van Rooijen explained there has not been an official meeting of SCoW in the past months. Therefore, Emma van Rooijen asked Lara Scherer to encourage the Chair – Xavier Canalvilhas – to organize a meeting of the Committee.
- e. **Working Group on Policies (WGP)** – Lara Scherer explained the paper competition of the WGP has ended and the Working Group is now reading all submitted papers to select one for presentation in Malaysia. The first draft of the paper on canned hunting is almost finished and ready to be send to the delegates of the 66<sup>th</sup> IVSA Congress in Malaysia for discussion. Lara Scherer explained she was informed two (2) members of the Working Group have quit during the year. However, these positions have been filled in by voluntary members.
- f. **Working Group on Alumni (WGA)** – Lara Scherer explained this Working Group has slowed down to almost a standstill. Therefore, there will probably be no bylaw amendments regarding alumni submitted for the 66<sup>th</sup> IVSA Congress in Malaysia. The WGA has decided to organize a more informal alumni event at the WSAVA congress, but no official decisions have been made yet. Furthermore, the future and the working pace of the WGA were discussed.
- g. **Ad Hoc Committee on Paid Position (AHCPP)** – Lara Scherer explained the contract and the call for applications have been sent to ExCo yesterday. As soon as ExCo approves both documents, the committee has finished its work.

## 7) Previous events –

- a. **World Health Assembly (WHA)** – The WHA was held from the 17<sup>th</sup> – 21<sup>st</sup> of May 2017 in Geneva, Switzerland. The official IVSA representative at the WHA was Caroline Bulstra (IVSA The Netherlands), a member from SCOH. Lara Scherer explained she received an email from Rosie Herrington (IVSA UK & Ireland), who was as a veterinary student also part of the International Federation of Medical Students Association (IFMSA) delegation. One of the IFMSA delegates advised to work on receiving the special consultant status at ECOSOC before working on collaboration with the World Health Organization (WHO). Emma van Rooijen explained IVSA already received



that status last year and that there should now be looked into the events we can attend with this status. At last, Lara Scherer mentioned Malcolm Chong, Denise van Eekelen, Caroline Bulstra, Rosie Herrington and Sandra Stelzer (IVSA Germany and also present at the WHA) will have a meeting next week to discuss involvement in projects of the WHO.

- b. European Association for Establishments in Veterinary Education General Assembly (EAEVE GA)** – Denise van Eekelen explained she attended the EAEVE GA that was held from the 17<sup>th</sup> – 19<sup>th</sup> of May 2017 in London, United Kingdom. She has met a lot of deans from the European Establishments in Veterinary Education, as well as the director of ESEVT – dr. Pierre Lekeux, the President of EAEVE – Prof. dr. Ana Bravo del Moral – and the employees at the office of EAEVE – Laura Pohl and Zsuzsanna Nagi. During the meeting the renewed MoU between IVSA and EAEVE was accepted by the EAEVE GA. Next to this, Denise van Eekelen learned EAEVE needs a lot more students for the visitations teams and therefore started working on a new information package on EAEVE for students. At last, Denise van Eekelen will work on strengthening the bonds and trying to receive more reports from the students after their visitations.
- c. World Organisation for Animal Health (OIE) General session** – Malcolm Chong explained he attended the OIE General Session that was held in Paris, France in the last week of May 2017. Malcolm Chong explained he spoke to many people, but a lot of them were unfortunately ‘dead-end contacts’. He had a meeting with Dr. Yael Farhi of OIE, in which he talked about the collaboration between IVSA and OIE. After the OIE General Session he arranged Dr. Yael Farhi will be present during our GA during the 66<sup>th</sup> IVSA Congress in Malaysia.
- d. European Veterinarians in Education, Research and Industry (EVERI) and Federation of Veterinarians of Europe (FVE) General Assemblies** – Denise van Eekelen explained she attended the EVERI and FVE GA that was held from the 8<sup>th</sup> – 10<sup>th</sup> of June 2017 in Tallinn, Estonia. She gave a presentation on the IVSA Activities since November 2016 during the EVERI GA. Besides this, there was arranged that IVSA will be contacted about involvement in the VetCEE project soon. At last, the update and action plan of the VetFutures project of FVE were presented. Denise van Eekelen will look into involvement of IVSA in this FVE project.

## 8) Upcoming events –

- a. World Veterinary Congress (WVC)** – The WVC will be held in Incheon, South Korea from the 27<sup>th</sup> – 31<sup>st</sup> of August 2017. Malcolm Chong will be the official IVSA representative at this event. Besides this, Michael Huang received a scholarship of thousand (1000) US Dollars (\$) – that was awarded to IVSA – to attend this event as well. Besides this, Ann-Katrin Autz and Aqil Jeenah will also be present.



- b. World Small Animal Veterinary Association (WSAVA) Congress** – The WSAVA Congress will be held from the 25<sup>th</sup> – 28<sup>th</sup> of September in Copenhagen, Denmark. Denise van Eekelen explained the update Nina Schmidt – the WSAVA Volunteer Coordinator – has sent on the WSAVA Volunteers project. Malcolm Chong explained he contacted Dr. Chunekamrai of WSAVA about the possible lecture of IVSA at the One Health section of the WSAVA congress. Emma van Rooijen explained she has introduced Michael Day to Clara Buxbaum in October 2016 and the possibility of a lecture was not followed up in the months afterwards. As it is too late now, this is something to keep in mind arranging earlier next year.
- c. World Aquatic Veterinary Medicine Association Conference and annual Meeting (WAVMA CGM)** – The WAVMA CGM will be held in Tirgu Mures, Romania from the 12<sup>th</sup> – 14<sup>th</sup> of September 2017. Malcolm Chong explained the email that was received last week and that there was no lecture spot or a set spot for an IVSA representative as understood earlier. However, there is a reduced fee for veterinary students, an opportunity that should be communicated with the IVSA members.
- d. American Veterinary Medical Association (AVMA) Convention** – The next AVMA convention will be held in Indianapolis from the 21<sup>st</sup> – 25<sup>th</sup> of July 2017. Denise van Eekelen explained she has been in contact with the former ExCo member Merel Rodenburg, who lives very close to the venue of the convention, about attending the convention. After a lot of effort to arrange attendance, Merel Rodenburg had to conclude she could not attend the convention. Therefore, there will be no IVSA representative at this AVMA Convention.
- e. Fourth Global Forum on Human Resources for Health (GFHRH)** – Lara Scherer explained this event is a partial WHO event. The IVSA members present at the WHA were introduced to this event and the other students from IFMSA strongly suggested to have veterinary students present at this event. The attendance of IVSA members was discussed. Denise van Eekelen proposed to ask Rosie Herrington (IVSA UK & Ireland) to attend the GFHRH with reimbursement from IVSA up to three hundred (300) EURO (€). This was approved. Lara Scherer will inform Rosie Herrington on this decision.
- f. OiE Global Conference on Biological Threat Reduction** – The OiE Global Conference on Biological Threat Reduction will be held in Ottawa, Canada from the 31<sup>st</sup> of October – 2<sup>nd</sup> of November 2017. Malcolm Chong has been contacted by Dr. Christine Uhlenhaut to speak during this conference. Malcolm Chong will ask Dr. Uhlenhaut if Ondrej Vitula is allowed to do the lecture there as well, as he will be the next President.
- g. Finnish Veterinary Association (FVA) 125<sup>th</sup> Anniversary Dinner** – Malcolm Chong explained IVSA has received an invitation for the celebration dinner of the 125<sup>th</sup> anniversary of the FVA in Helsinki, Finland on the 30<sup>th</sup> of September 2017. Malcolm Chong will contact the FVA representative to discuss the possibility of an IVSA representative attending the dinner.



contacting IVSA Finland to see if they are able to send a representative to this dinner. This was agreed upon.

- h. Nigerian Association of Veterinary Medical Students (NAVMS)** – Malcolm Chong explained he has spoken to Dr. Faouzi Kechrid during the OiE General Session. Dr. Kechrid has invited IVSA to the event of the NAVMS from the 4<sup>th</sup> – 6<sup>th</sup> of July 2017. Ondrej Vitula suggested informing the IVSA members in Nigeria on this event. This was agreed upon.

## 9) Trainers Network

- a. Training New Trainers (TNT) 2017** – Emma van Rooijen explained the TNT events were discussed during the last live meeting of ExCo. Unfortunately, the TNT that was tried to organize in Taiwan cannot take place. This led to trying to set up a TNT event in Europe after the 66<sup>th</sup> IVSA Congress was finished. A call for trainers was sent out and an application from a trainer from European Pharmaceutical Students Association (EPSA) from Lisbon, Portugal was received, as well as an application from a good trainer from IFMSA, living in Madrid, Spain. After consultation with Lara Scherer, Isaac Corderroure and Vera González there was decided to organize the event in Barcelona from the 12<sup>th</sup> – 18<sup>th</sup> of August 2017. The only thing needed to have the 2<sup>nd</sup> TNT event being organized is have enough (six (6)) applications. After there has been made sure the TNT will be organized, Vera González and Isaac will take care of the further organization of the event itself.
- b. TNT 2018** – Emma van Rooijen explained she received an email from EPSA to organize a TNT event together. For 2017, this will unfortunately – regarding the training being organized in Barcelona in August this year – not be possible. Although, organizing a joint IVSA-EPSA TNT in Europe next year would be a possibility. Therefore, Emma van Rooijen suggested to organize another European TNT event somewhere close in date and place to the 67<sup>th</sup> IVSA Congress in Krakow, Poland.

## 10) Partner Points

- a. Wikivet** – Lara Scherer explained Wikivet has asked IVSA to advertise the Wikivet nutritional quiz. This has been done for a few weeks on Facebook, but an only two (2) responses have been received until now. Therefore, Wikivet has asked to promote it even more and has also asked for the contact details of Samantha Morici to contact the SAVMA members. After suggestion by Malcolm Chong, there was agreed that those contact details would not be given and IVSA could use the general promotional platforms to help Wikivet.
- b. Vetstream** – Lara Scherer explained she has had a meeting with Mark Johnston from Vetstream together with the Chair of SCoVE. During the meeting there was gone through the manual for the Vetstream ambassadors project. Mark Johnston also asked if Vetstream should transfer the money for the winner themselves or if that should be done via the IVSA treasurer. This was discussed by SCoVE and it was decided to transfer the money via the IVSA treasurer.



transferred directly from Vetstream to the winners. This was agreed upon. At last, Vetstream is very much looking forward to have this project finally started.

- c. **VetCoach** – Denise van Eekelen explained she has received another box of VetCoach books in Utrecht. The Dutch IVSA members attending the 66<sup>th</sup> IVSA Congress in Malaysia will take as many books as possible with them. Lara Scherer explained there are quite some books in Vienna, Austria as well and the Austrian IVSA members will also take books with them to the 66<sup>th</sup> IVSA Congress in Malaysia.

#### 11) Development Fund –

- a. **Merchandise** – Andrei Ungur explained there is a lot of merchandise left in Texas, United States of America (USA). Unfortunately, it will cost five-hundred (500) EURO (€) to have the merchandise being shipped to Malaysia. Andrei Ungur has been in touch with Delna Mazda in Malaysia and she informed him making new merchandise will cost around fifteen (15) EURO (€) per piece. Andrei Ungur suggested to have new merchandise (hoodies, scrubs, etc.) be produced in Malaysia to have it all sold there. This was approved.
- b. **Barili, Philippines** – Andrei Ungur explained he has been discussing with Ivan Kotze if the materials that were ordered by the faculty in Barili, Philippines could be paid. This is possible and will soon be finished.
- c. **DF Books project** – Andrei Ungur explained the Ohio State University has sent him a list with books they would like to donate. Next to this, he has asked Leonie to write a promotion leaflet to gather more veterinary books. Emma van Rooijen explained new books will be spread by Vetbooks4Africa in December 2018, so it might be an opportunity to renew the MoU with them. Emma van Rooijen offered to help Andrei Ungur with that.

#### 12) MOD Update – Ondrej Vitula explained his team is working well. The MOD team is meeting at least once per month, besides the individual meetings he has with his secretaries regularly.

- a. **Algeria problem** – Ondrej Vitula explained this has unfortunately been a problem for a long time. The last person that contacted IVSA, because he could not become a member of IVSA Algeria, provided Ondrej Vitula with a list of names of people spreading the information that the MO in Algeria is suspended for three (3) years. Ondrej Vitula has contacted all the people on the list – including Exchange Officers (EOs) – and explained the situation. All people he has been in contact with state they do not withhold any person of becoming a member of IVSA Algeria at this point in time. Again, Ondrej Vitula explained all people he spoke to, that it is not possible to not accept people for any reason. All persons Ondrej Vitula spoke to understood his explanation of the organization of and members of MOs.



Malcolm Chong asked if the delegates from Algeria that applied during the re-opening of the congress applications could be accepted. Ondrej Vitula explained there is no actual reason for not accepting them.

- b. **Potential new MOs** – Ondrej Vitula explained the list of potential new MOs is still the same as during the last meeting. His team is also working on improving process of application and introduction within IVSA. Denise van Eekelen asked to send all presentations of the new MOs to her before the GA starts, so it can be spread amongst the delegates before the GA starts. Ondrej Vitula promised to take care of this.
- c. **Ask me anything meetings** – Ondrej Vitula explained there has not been much interest in the ask me anything meetings he organized. However, the meeting that has been organized was very productive and some issues to work on for the MOD team were raised. The organization of the meeting has been done by consulting the MOs for the best suiting time and date, which worked out well.
- d. **Buddy system, MO poster competition, etc. during the 66<sup>th</sup> IVSA Congress in Malaysia** – Ondrej Vitula asked Denise van Eekelen how this should be organized. Denise van Eekelen suggested working on this together very well. Ondrej suggested sending the information on the poster competition the end of June. Lara Scherer explained it should be send out as soon as possible, as exams are almost finished and vacations will start.
- e. **SAVMA issue update** – Malcolm Chong, Ondrej Vitula, Jeff Olivarez – President of the Student American Veterinary Medical Association (SAVMA) – and Samantha Morici – International Exchange Officer SAVMA – have had a meeting on the issue regarding communication between IVSA and the local IVSA & SAVMA members. The risk of separating IVSA and SAVMA is that IVSA becomes even lesser known than it is at this point in time. Ondrej Vitula and Malcolm Chong suggested some ideas of involving the local members more, but SAVMA was not really keen on making changes to have the local members be better informed on IVSA projects and activities. Malcolm Chong explained there already is one local IVSA representative per faculty, but the information does still not end up at the local students. Denise van Eekelen suggested to talk about this with the SAVMA delegates at the 66<sup>th</sup> IVSA Congress in Malaysia and see what they would like to see improved and how that can probably be done (easily).

**Recess at 17.36 GMT+2 for ten (10) minutes.**

The meeting was called to order by Malcolm Chong at 17.50 GMT+2.

### 13) 66<sup>th</sup> IVSA Congress in Malaysia –

- a. **Bylaw amendments** – Denise van Eekelen explained four (4) bylaw amendments have been received until now. Lara Scherer explained the first one, which she has send in and is about renaming the Animal Welfare



Committee to Standing Committee on Animal Welfare. The second sets of amendments (three (3)) are related to improving Online Attendance and are in line with the Manual on Online Attendance that has been finished by the taskforce.

- b. **Memorandum of Understanding (MoU) for approval** – Denise van Eekelen explained until now three (3) MoUs are known to be presented to the delegates for approval, which are: the MoU between IVSA and EAEVE, the MoU between IVSA and IFMSA – of which the last parts are about to be finished – and the MoU between Vetstream and IVSA.
- c. **Partners attending** – Malcolm Chong explained the OiE has confirmed to have a representative – dr. Yael Farhi – during our GAs, although the dates of attendance have not been set yet. Also, a meeting between OiE and ExCo will be arranged during the 66<sup>th</sup> IVSA Congress in Malaysia to work on our partnership. Next to OiE, the World Animal Protection (WAP) will have a representative at the 66<sup>th</sup> IVSA Congress in Malaysia. At last, WAVMA has also shown interest in attending our GA as well, although no confirmation on their attendance has been received at this point in time.
- d. **General Assembly (GA) Agenda** – Denise van Eekelen presented the first draft of the GA agenda. There were no further comments on this.
- e. **Election Committee and Parliamentarian** – Denise van Eekelen explained an election committee is again – as usual – needed during the 66<sup>th</sup> IVSA Congress. One of the members of this Election Committee has to be a current ExCo member or past ExCo member who now is part of the Trust. Kerstin Abraham volunteered to be part of the Election Committee on behalf of ExCo. This was agreed upon. Denise van Eekelen suggested to make a short list in order of preference of people to ask. Malcolm Chong proposed to ask Leonie Fingerhut and Lidia Steczek for being part of the Election Committee. Should Leonie not be able, Clara Laurent will be asked. Should Lidia Steczek not be able, Magdalena Jannasch will be asked. This was approved. Denise van Eekelen will ask Leonie Fingerhut and Lidia Steczek first for being part of the election committee.  
Malcolm Chong proposed to ask Branden Nettles (IVSA SAVMA) for the position of parliamentarian. During this 6<sup>th</sup> ExCo Meeting Lara Scherer already asked Branden if he would be interested in this position. Branden Nettles (IVSA SAVMA) let ExCo know that he is interested and therefore he will be nominated for this position.
- f. **Presentations during the GA (activities, attended events, MOD, DAD, Committees, Finances)** – Denise van Eekelen explained she prepared templates for all presentations during the GA and asked if Ondrej Vitula and Andrei Ungur will do presentations on the MOD and DAD project respectively. Both Ondrej Vitula and Andrei Ungur answered they will do so.



- g. **Evaluation forms and report cards** – Denise van Eekelen reminded everyone to fill in the evaluation forms, so she is able to finish the report cards on time.
- h. **ExCo meeting and dates of arrival** – Malcolm Chong explained the Organizing Committee (OC) is trying to arrange accommodation and a meeting room for the ExCo meeting on the 23<sup>rd</sup> of July. This means that the OC really needs the arrival information from all ExCo members as soon as possible.
- i. **ExCo workshops** – Lara Scherer explained proposals for ExCo workshops from SCOW, the AWC, the WGA and SCoVE combined with SCOH have been received and approved. Next to these workshops, the MOD team will give a workshop, as well as the DAD team.
- j. **Excellence award** – Denise van Eekelen explained she opened nominations for the Excellence award (until the 19<sup>th</sup> of July) and asked everyone to promote it as much as possible.

**14) Taskforce Manual on Online Attendance** – Denise van Eekelen explained the Manual on Online Attendance has been written and the final draft will be discussed by the Taskforce next week, after which it will be disseminated amongst ExCo members and the delegates of the 66<sup>th</sup> IVSA Congress in Malaysia.

**15) Finances –**

- a. **Next year's budget** – Ivan Kotze explained he will work on the next year's budget together with Ondrej Vitula next weekend, after which it should be finished.
- b. **Auditors for next year** – The possible auditors for the next year were discussed. Malcolm Chong proposed to ask Kelsey Libbe and June Chung first. Should one of them or both not be able to become auditor next year, Vincenzo Gaita and Michael Huang can be asked. This was approved.
- c. **Hill's** – The meeting went into Executive Session from 19.16 – 19.29 GMT+2.
- d. **MO payment options** – Malcolm Chong explained some MOs have problems with the payment of the fee, as the fees of the bank transfer are higher than the membership fee of the MO. Replying to the concern of Malcolm Chong, Ivan Kotze mentioned one of the first things there should be looked into when opening a new bank account is the availability of MOs paying by credit card and opening a PayPal account. Next to this, Ivan Kotze mentioned IVSA SAVMA has paid one hundred (100) dollar (\$) to support MOs from low GDP countries with paying the membership fee, while IVSA Denmark also offered to sponsor the membership fee of some low GDP countries.

Malcolm Chong suggested Ivan Kotze to identify the MOs that need help and together with Ondrej Vitula inform IVSA SAVMA and IVSA Denmark



about the MOs that need help and ask for their approval to pay for the membership fee of these MOs. This was agreed upon.

- e. **Bayer** – Ivan Kotze explained he received an email from Bayer Animal Health asking for the invoice from IVSA. Ivan Kotze replied with sending the invoice and with this it is 99 percent (%) sure IVSA receives the sponsorship money from Bayer this or next month. Lara Scherer asked how much money IVSA will receive from Bayer. Ivan Kotze replied this is **15.000 EURO (€)**.

## 16) Public Relations

- a. **Website** – Kerstin Abraham explained she has changed almost everything that was sent in the document with things that needed to be changed on the website. Some of the pages are not in the correct font (Gill sans) yet, but Kerstin Abraham will finish changing the fonts of the pages as soon as possible.
- b. **Journal** – Denise van Eekelen explained she has been in contact with Bartosz and she is, together with him, trying to move forward with publishing the journal.
- c. **Officials T-shirts** – Malcolm Chong explained the officials t-shirts are ready and he will pick them up in the next days.

17) **Relocation of the office and bank** – Denise van Eekelen explained there is unfortunately no update or approval from the Belgian authorities yet.

18) **Promotion of the ExCo positions** – Malcolm Chong explained Kerstin Abraham has to promote the ExCo positions as we usually do every year (through Facebook and Instagram). Kerstin Abraham suggested the ExCo officers make a pros and cons list of their position and write a short piece of text about their position, which will then be published in a uniform lay-out. She also suggested everyone should, when there is time, record a video about their position. For inspiration, there could be looked to the videos on YouTube, which were made last year.

## 19) AOB

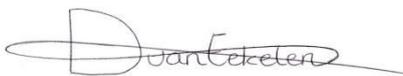
- a. **WHSS** – The World Health Students Symposium (WHSS) is being organized in Kirigali, Rwanda in November 2017. The MoU signed by IVSA states the following: “Each PO shall budget 500 € for their JWG representative to support travel expenses during his/her two-year term (if possible, according to each organization’s financial status). This aims to ensure that the PO is present at preparatory meetings and at the WHSS itself.” Rosie Herrington is the official IVSA representative at the WHSS. According to the MoU IVSA should thus cover the costs of Rosie for at least five-hundred (500) EURO (€). Ondrej Vitula suggested to reimburse her for the amount of money that is stated in the MoU. This was discussed. Malcolm Chong proposed to reimburse Rosie Herrington up to five hundred (500) EURO (€) for attending the WHSS as stated in the MoU. This was



approved.

- b. Base factor** – Ivan Kotze explained the base factor is used every year to calculate the membership fees. Ivan Kotze proposed – with regards to the fact IVSA does currently not have a sponsor – to propose to the GA to increase the base factor for Member Organizations from 23 to 25. This was discussed and approved after discussion.  
As Ivan Kotze had not looked into the base factor of the individual supportive membership and alumni fees, this will be discussed and voted on via email in the next week.
- c. ExCo Open positions** – Denise van Eekelen explained ExCo has discussed the three (3) 'open members of ExCo positions'. These positions are this term named as follows: External Relations Officer (ERO), Public Relations Coordinator (PRC) and Committee Coordinator (CC). Last meeting there was agreed to have these positions next year as well. This opinion hasn't changed and therefore the three (3) open positions will be ERO, PRC and CC for the term 2017-2018 as well.
- d. Multiview** – Ann-Katrin Autz explained the money IVSA receives from Multiview should be used for the Membership Fee Fund (MFF). Should it not be used for this purpose, it should be used for scholarships. Therefore, Andrei Ungur and Ivan Kotze should make sure scholarships are set up and be given away in the beginning of next term.
- e. IFMSA meeting in Tanzania** – Malcolm Chong explained he has sent an email to ExCo about the IFMSA meeting in Tanzania and discussed this shortly. Malcolm Chong proposed not to send an IVSA representative to this meeting. This was approved.
- f. Livestream 66<sup>th</sup> IVSA Congress** – Malcolm Chong asked if Kerstin Abraham still has all materials needed for setting up the Livestream. Kerstin Abraham replied she still has all materials and will again use the platform Twitch.

The meeting adjourned at 20.35 GMT+2.



Denise van Eekelen  
Secretary General 2016-2017

