



2017.07.24 – Minutes of the 5th Live Meeting of ExCo 2016-2017

The Fifth (5th) Live Meeting of the IVSA Executive Committee (ExCo) 2016-2017 was held at 9.00am GMT+8 on 2017.07.24 in Kuala Lumpur, Malaysia and via join.me. The President was present as Chair and the Secretary General was 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

Members of the Secretariat Present:

Maryem ben Salem	Secretariat
Nina Schmidt	Secretariat
Clara Laurent	Secretariat
Seongjin Cho	Secretariat

Trust Representatives Present:

Emma van Rooijen	Trustee
Ann-Katrin Autz	Trustee

- 1) Opening** – The meeting was called to order by Malcolm Chong at 9.28am GMT+8.
- 2) Approval of the agenda** – The agenda was approved without amendments.
- 3) Approval of the Minutes of the sixth (6th) Online Meeting of ExCo 2016-17** – The Minutes of the sixth (6th) 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 gave the Trust report. There was not much discussed among the Trustees since the last Online Meeting of ExCo 2016-2017. Emma van Rooijen explained Leon Jacobsen (IVSA Denmark) will bring the documents stored at the IVSA Office in Copenhagen, Denmark to Utrecht, The Netherlands. These documents will be organized by Emma van Rooijen and then stored at the University Museum of Utrecht University.



6) Committee reports –

- a. **Standing Committee on One Health (SCOH)** – Lara Scherer explained SCOH has already started working on the World Rabies Day taking place next year. The Chair of SCOH – Clara Buxbaum – has also had an online meeting with dr. Frederic Lohr from Mission Rabies to discuss the common goals of IVSA and Mission Rabies and the Mission Rabies liaisons according to the MoU. It turned out to be hard for a Chair of a committee to discuss partner projects with a representative from Mission Rabies by him-/herself. Therefore, Lara Scherer suggested the Chair of SCOH should discuss collaboration between IVSA and Mission Rabies again next term together with a representative from ExCo.
- b. **Standing Committee on Veterinary Education (SCoVE)** – Lara Scherer explained SCoVE has been working on the paper about including shelter medicine education in veterinary curricula, which is ready to be discussed by the IVSA General Assembly (GA). Next to this, writing the Vetstream MoU, as well as the specifications of the SCoVE-Vetstream Ambassador project have been finished. The first term of the SCoVE-Vetstream-ambassador project and the accompanying point system will be launched during the 66th IVSA Congress in Malaysia and will end the first day of Symposium in South Africa. At last, the WikiVet LIVE Conference – organized on the 10th of March 2018 – is being worked on. Lara Scherer and the Chair of SCoVE – Michael Huang – are involved in this project on behalf of IVSA.
- c. **Animal welfare Committee (AWC)** – Lara Scherer explained the members of the AWC have been working on updating the committees' website, as well as writing an article for the IVSA Journal. Next to this, the winners of the Animal Welfare Week were announced and the prizes will be awarded to them as soon as possible.
- d. **Standing Committee on Wellness (SCoW)** – Lara Scherer explained SCoW has not had a meeting for a few months. Emma van Rooijen has written an article on the work of SCoW for the IVSA Journal. Next to this, there has been worked on the ExCo workshop to be conducted during the 66th IVSA Congress in Malaysia. There has also been worked on wellness events to be carried out during the 66th IVSA Congress in Malaysia. At last, SCoW has been working and will continue to work on the next (second) issue of their 'Mind over Matter' journal.
- e. **Working Group on Policies (WGP)** – Lara Scherer explained the Chair of the WGP – Mélissa De Lombaert – has been very responsive and working hard. The Chair has given input on the information on the WGP to be published in the IVSA Journal, as well as on the presentation on the WGP during the General Assembly (GA). Next to this, one policy paper will be presented for approval and one policy paper will be presented for discussion during the 66th IVSA Congress in Malaysia.



- f. **Working Group on Alumni (WGA)** – Lara Scherer explained there has been a meeting of the WGA two (2) weeks ago. Also, a bylaw amendment has been sent in for approval by the GA. The comments on the bylaw amendment that were already received were discussed.

Lara Scherer explained the organization of the Alumni event at the WSAVA Congress in Copenhagen (Denmark) has not moved forward the past weeks. Malcolm Chong proposed not to organize the alumni event at the WSAVA Congress in Copenhagen. This was approved. At last, Malcolm Chong suggested to set up specific guidelines for organizing alumni events in the Alumni manual that has to be written next term. This was agreed upon.

- g. **Ad Hoc Committee on Paid Position (AHCPP)** – Lara Scherer explained the contract and the advertisement for the IVSA Paid Position have been finished and approved by ExCo. After approval by ExCo, it has been sent to the GA for their information.

A few months ago, there was discussed if the money left from the Special General Assembly could be spend on the Paid Position of IVSA. However, this had to be discussed and approved by the American Veterinary Medical Association (AVMA). Should the money not be received, the Paid Position cannot – in terms of finances – be established next term. Should a serious amount of money be received, there should be worked on opening the applications, as well as hiring someone for the position. Lara Scherer proposed to let the Ad Hoc Committee be dissolved during the 66th IVSA Congress and form the Ad Hoc Committee on Paid Position as soon as there is money available to hire an employee for IVSA. This was approved.

Denise van Eekelen moved the meeting to stand at ease for two (2) minutes at 10.40 GMT+8. This was approved.

7) Upcoming events –

- a. **World Veterinary Congress (WVC)** – The WVC will be held in Incheon, South Korea from the 27th – 31st 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. Malcolm Chong will give a lecture during the global seminar on animal welfare of the WVC. There was no further information on this event at this point in time.
- b. **World Small Animal Veterinary Association (WSAVA) Congress** – The WSAVA Congress will be held from the 25th – 28th of September in Copenhagen, Denmark. Nina Schmidt gave an update about the arrangement of volunteers for the WSAVA Congress. Ondrej Vitula will be the official IVSA representative at this event. Lara Scherer explained IVSA was invited to join the meeting of the WSAVA One Health Committee on the 28th of September 2017. Malcolm Chong explained he would update Ondrej Vitula on this and ask him to ensure attendance of this meeting.



- c. **Fourth Global Forum on Human Resources for Health (GFHRH) –** The GFHRH will be held in Dublin, Ireland, from the 13th – 17th of November 2017. Lara Scherer explained she has spoken to Rosie Herrington (UK & Ireland) about attendance of the event on behalf of IVSA. Unfortunately, Rosie Herrington (UK & Ireland) is not able to attend. Malcolm Chong proposed not to send another IVSA representative to the GFHRH. This was approved.
- d. **Union of International Associations (UIA) Round Table November 2017 –** The UIA Round Table for Europe will be held on the 10th of November 2017 in Brussels, Belgium. Malcolm Chong explained the aim of the UIA Round Table. Denise van Eekelen stated the date of the UIA Round Table in November is the same as the first day of the General Assembly of the Federation of Veterinarians of Europe (FVE), which will also be held in Brussels, Belgium.
- e. **Informal forum for International Student Organisations (IFISO) Autumn meeting –** The IFISO Autumn meeting will be held in Belgrade, Serbia in November 2017. There was no further information or discussion on this event at this point in time.
- f. **OiE Global Conference on Biological Threat Reduction (OiE GCBTR) –** The OiE GCBTR will be held in Ottawa, Canada from the 31st of October – 2nd of November 2017. Malcolm Chong explained the organization of the OiE GCBTR asked to inform them on the IVSA representative in July 2017. Lara Scherer proposed to postpone the decision on the IVSA representative of this event until the arrival of Ondrej Vitula. This was approved. After arrival of Ondrej Vitula, there was decided Ondrej Vitula would get in touch with the organization of the OiE GCBTR to ask when they would like to receive which specific information.
- g. **Finnish Veterinary Association (FVA) 125th Anniversary Dinner –** Malcolm Chong explained IVSA has received an invitation for the celebration dinner of the 125th anniversary of the FVA in Helsinki, Finland on the 30th of September 2017. Last meeting, Malcolm Chong suggested to have Ondrej Vitula contacting IVSA Finland to see if they would be able to send a representative to this dinner. This was agreed upon. It was not clear if this was indeed done. The MOD secretaries suggested to check if IVSA Finland would be able to send a representative to this anniversary dinner. This was agreed upon.

8) Trainers Network –

- a. **Training New Trainers (TNT) 2017 – Update –** Vera González explained six (6) applicants have been accepted and the accommodation and the itinerary were also arranged. At the end of the TNT event in Barcelona, Vera González, Isaac Corderroure, Emma van Rooijen and Lara Scherer will discuss the main contact person (Trainers representative) for the Trainers Network within SCoVE for the next term. The Trainers Network will then advise the Chair of SCoVE 2017-2018 on which applicant to choose for the



position of Trainers representative within SCoVE.

- b. **TNT 2018 – Update** – Lara Scherer explained there was decided to organize the next TNT event together with the European Pharmaceutical Students Association (EPSA) prior to or after the 67th IVSA Congress in Poland, Krakow. Locations of other possible future TNT events were discussed.

9) Partner Points –

- a. **Wikivet** – Lara Scherer explained three (3) regional IVSA representatives (one per region of the world – America, Asia and Europe & Africa) for the WikiVet LIVE Conference being held on the 10th of March 2018 should be arranged. Lara Scherer suggested a specific reward should be available for the regional representatives before opening a call. This was agreed upon. Lara Scherer mentioned she would look into this together with the current and next Chair of SCoVE.
- b. **Vetstream** – Lara Scherer explained the process of writing the Memorandum of Understanding (MoU) and the content of the MoU between IVSA and Vetstream. There were no further comments on this.

Recess at 12.00 GMT+8 for ninety (90) minutes.

The meeting was called to order by Malcolm Chong at 14.10 GMT+8.

10) Development Fund –

- a. **Merchandise** – Andrei Ungur explained the merchandise to be sold during the 66th IVSA Congress in Malaysia was ordered and has been delivered in Kuala Lumpur. Lucian explained he has been in contact with diverse shipping companies about sponsored shipping or shipping with discount of IVSA merchandise. Most of the contacted companies were not willing to help IVSA shipping merchandise, except from one, which is willing to give discount on the shipment. Malcolm Chong suggested to keep in contact with this company and look into the (dis)advantages for IVSA. Once there's a clear overview of the advantages and responsibilities from IVSA's side, there can be worked on a contract between this company and IVSA.
- b. **Auction** – Andrei Ungur asked for help with organization of the auction during the 66th IVSA Congress in Malaysia. Thereby, he also asked for help from the Organizing Committee of the 66th IVSA Congress in Malaysia with transportation of the auction items (as the live and silent auction will be held in two (2) different cities).
- c. **Development Fund (DF) Books project** – Andrei Ungur explained he has only received two (2) application emails regarding the books that will be given to veterinary universities/faculties/schools in need. The deadline for the universities/faculties/schools to contact Andrei Ungur and receive books from the DF Books project is 15th of August 2017. As soon as the deadline is



reached, Andrei Ungur will share applications with ExCo and a decision on which university/faculty/school will receive which books can be made.

- d. **Barili** – Andrei Ungur asked if the money the veterinary faculty in Barili, Philippines applied for should be transferred now the money of IVSA is still stored at the bank account of IVSA Denmark or if there should be waited until the money of IVSA is transferred to the new bank account in Belgium. Andrei Ungur also asked if the faculty in Barili should actually receive money or if IVSA could better buy or sponsor the purchase of needed goods for the faculty. This was discussed. There was agreed on inventory of the needed goods and buying or sponsoring purchase of these goods for the faculty in Barili, Philippines.

11) MOD Update –

- a. **Potential new MOs** – Maryem ben Salem explained nine (9) local potential Member Organizations applied and one (1) national potential Member Organization did. The correctness of the names of the applications of IVSA Iraq and IVSA Kurdistan were discussed. The MOD team would discuss the used names for these two potential local MOs internally and with these two potential new local MOs.
- b. **Buddy system, MO poster competition during the 66th IVSA Congress in Malaysia** – Denise van Eekelen explained the buddy system, which was created by Ondrej Vitula and will be shared with the delegates via the GA Booklet.
- c. **Top 10 MO and Top Group Exchange competition** – Nina Schmidt asked if there is any prize IVSA could award the number one (1) of the Top 10 MO competition with. There was discussed if two (2) reduced fee spots for the 66th Symposium or 67th Congress could be offered to the top MO. Malcolm Chong proposed to offer two (2) reduced fee spots for the 66th Symposium or 67th Congress to the winner of the top MO competition. This was approved.

12) Relocation of the office and bank – Denise van Eekelen explained the registration of IVSA in Belgium is officially completed. The bank account has also been requested at ING Belgium. The next step would be filling in the paperwork for opening the bank account and having the President, Secretary General, Treasurer and two additional ExCo members to sign the documents at the ING office in Belgium. Malcolm Chong proposed to have five (5) members of the next ExCo flying to Belgium for signing these documents. This was approved.

13) Finances –

- a. **Next year's budget** – Denise van Eekelen explained on behalf of Ivan Kotze, that he has sent the preliminary version of the budget sometime in the last weeks. After today the budget will be made ready for presentation to the GA, which means this is the last chance of changing the budget without



proposing it to the GA.

- b. **Auditors for next year** – Denise van Eekelen explained Ivan Kotze has asked June Chung (IVSA Malaysia, Selangor) and Kelsy Libbe (IVSA SAVMA) to become auditors for next year. Both of them accepted being nominated as auditor for the next financial year.
- c. **Hill's** – Denise van Eekelen explained Ivan Kotze explained her that he is looking into the situation with the payment of Hill's together with Panagiotis Galatsanos – Treasurer 2015-2016 – and the auditors of last year.
- d. **MO payment options** – Denise van Eekelen explained Ivan Kotze informed her that a few MO's would pay their membership fee during the 66th IVSA Congress. A list of these MOs and the remaining MOs that have not paid the membership fee has been sent to Ondrej Vitula. Ivan Kotze asked if Ondrej Vitula could make sure to receive the membership fees, which can then be given to Nina Schmidt to have it deposited to IVSA's money on the bank account of IVSA Denmark.
- e. **Bayer** – Denise van Eekelen explained that Ivan Kotze explained there had been a problem with the first invoice he has sent. However, he received the payment confirmation this week and the money should be received on the bank account within the next month.

I4) Public Relations –

- a. **Website** – Kerstin Abraham explained she has added an extra tab to the website containing all documents and information for preparation of the General Assembly (GA). The events page has also been updated. The lay-out of nearly every page of the website has been changed into the official IVSA fonts. Following an idea of Kerstin Abraham, establishing a page on past events on the website was discussed. Malcolm Chong suggested to have every IVSA representative at an event writing the official event report and a short paragraph including a photo. This short paragraph on the event (including photo), should then be published on the website at the corresponding past event. This was agreed upon.
- b. **Journal** – Kerstin Abraham has been in contact with Emma van Rooijen about making the IVSA Journal. Emma van Rooijen will finish the IVSA Journal as soon as she receives last articles from the people who were asked to write one, where after the Journal can immediately be published.

I5) 66th IVSA Congress in Malaysia –

- a. **Partners attending** – Malcolm Chong explained the OiE has confirmed to have a representative – dr. Yael Farhi – present during GA Meeting 5. Also, a meeting between OiE and ExCo will be arranged during the 66th IVSA Congress in Malaysia to work on our partnership. Next to OiE, World Animal Protection (WAP) will have a representative at the 66th IVSA



Congress in Malaysia during GA Meeting 3. At last, WAVMA has also shown interest in attending our GA, but no confirmation on their attendance has been received. Therefore, WAVMA will not be present during one of the GA Meetings of the 66th IVSA Congress in Malaysia.

- b. Election Committee** – Denise van Eekelen explained an Election Committee is as usual needed during the 66th IVSA Congress. One of the members of this Election Committee has to be a current ExCo member or a past ExCo member, who now is part of the Trust. Kerstin Abraham volunteered to be part of the Election Committee on behalf of ExCo during the last meeting, which was agreed upon. Denise van Eekelen has asked Leonie Fingerhut and Lidia Steczek for becoming member of the Election Committee as well. Both agreed to be eligible for this position.
- c. 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 would also give a presentations on the MOD and DAD project respectively. Both Ondrej Vitula and Andrei Ungur answered they would do so and provide Denise van Eekelen with their final presentation as soon as possible.
- d. Report cards** – Denise van Eekelen reminded everyone the report cards have been sent out. She explained the GA may ask for the report cards of the IVSA Officials, when running for another IVSA Officials position.
- e. ExCo workshops** – Malcolm Chong reconfirmed the ExCo workshops: workshop by the WGA, joint workshop from SCOH and SCoVE, workshop by the AWC, workshop by SCoW, workshop by the DAD and workshop by the MOD.
- f. Q&A and Discussion hours delegates (Country, Officials & Nominees hour)** – Denise van Eekelen asked if the Officials and Nominees hour could be organized, as a lot of people are interested in running for positions. Malcolm Chong looked into the itinerary of the 66th IVSA Congress in Malaysia and the Officials and Nominees hours were scheduled as follows.
 - 26th of July – during dinner – Officials hour
 - 31st of July – during dinner – Nominees hour
- g. Elections – Procedures of nominees presentations** – Denise van Eekelen explained that over the last few years, the elections for IVSA Officials have gotten more competitive and people have been asking for more fair elections. Therefore, she suggested the following changes regarding the presentations of nominees during the elections:
 - All nominees for the same position should be asked to leave the room. One nominee at a time will be called in to present his/her nomination and to answer questions.
 - After presentation of all nominees for a certain position, allow for a discussion on the nominees by the General Assembly for a set amount of



time. The idea would be that after presenting, all nominees for that position leave the room. The Chair would then introduce the discussion by stating all the nominees and clearly stating that only objective comments or relevant work-related comments are allowed. No personal feelings, name-bashing or exaggerations will be allowed. The Chair should be in charge of indicating when a person is out of line and can stop the discussion immediately.

Both suggested changes were discussed. Malcolm Chong proposed to implement both suggested changes to the procedures of the nominees presentations for the IVSA Officials positions. This was approved.

Recess at 17.00 GMT+8 for fifteen (15) minutes.

The meeting was called to order by Malcolm Chong at 17.15 GMT+8.

- h. Excellence award** – Denise van Eekelen explained she opened nominations for the Excellence award until the 19th of July. A lot of very diverse nominations were received. ExCo discussed the received nominations for the Excellence award. After a vote, ExCo 2016-2017 decided to award Rosie Herrington the fifth (5th) Excellence award.
- i. General Assembly (GA) Agenda** – Denise van Eekelen presented the final draft of the GA agenda.
 - i. Paper on Canned hunting** – Denise van Eekelen explained an email was received from Aqil Jeenah on behalf of IVSA South Africa. This email contained concerns on the draft policy paper on canned hunting. Denise van Eekelen asked how discussion of this paper should be approached during the GA, as an extensive open discussion might cost a lot of time. Different approaches of discussing this paper were discussed. Malcolm Chong suggested to present the paper and explain ExCo has already received conflicting opinions on the paper. Therefore, ExCo would like to ask the GA for an unofficial approval of continuing to work on this paper by WGP. People interested in working on this paper or with an opinion on writing this paper could contact ExCo. This was agreed upon.
 - ii. Ad Hoc Committee on Collaboration with Global Health Organizations** – Lara Scherer explained ExCo has looked into collaboration with the World Health Organization (WHO) during the second half of this term. She explained Denise van Eekelen and herself did not get forward with working on this. However, the IVSA members who attended the World Health Assembly (WHA) this year, have searched carefully for information on becoming non-state actor of the WHO. The conclusion of this was, that it is too extensive to work on becoming a non-state actor of the WHO by an ExCo member alone. Therefore, Lara Scherer and Denise van Eekelen worked on the proposal to the GA for establishing an Ad Hoc Committee, that should make clear how to become a non-state actor, how to find projects with which IVSA could become non-state actor



and who should be responsible for the future relationship with the WHO within IVSA. This Ad Hoc Committee should receive the name Ad Hoc Committee on Collaboration with Global Health Organizations.

- iii. **Bylaw amendment – National MOs** – Malcolm Chong proposed to postpone this point until the arrival of Ondrej Vitula. After the arrival of Ondrej Vitula, this amendment was discussed. First, Malcolm Chong explained what the consequences of the bylaw amendment would be for the currently established and functioning National MOs. Then the amendment and the consequences were extensively discussed among all ExCo and Secretariat members present during the meeting. No consensus was reached and concluding; Ondrej Vitula, who submitted the bylaw amendment, was not in favor of withdrawing the amendment.

16) AOB

a. Reimbursement of Officials –

The meeting went into executive session from 18.42 GMT+8 to 19.03 GMT+8.

- b. **Arrangement of the Secretaries** – Denise van Eekelen explained the assignment of Secretaries should be discussed, so an advice for a division could be given to the ExCo 2017-2018. Kerstin Abraham explained the PRC could share a Secretary. Vera González explained an extra Secretary would be needed for the ERO to look into applications for grants. Ondrej Vitula explained the MOD could also share one of the four (4) Secretaries. Denise van Eekelen proposed to make a new arrangement for the secretaries and discuss it during the handover meeting with the new ExCo. This was approved.

The meeting adjourned at 20.22 GMT+8.



Denise van Eekelen
Secretary General 2016-2017

