



INTERNATIONAL VETERINARY STUDENTS' ASSOCIATION

Permanent Office: IVSA Info Office, DSR, Dyrølægevej 9, 1870 Frederiksberg C, DENMARK
Fax: +45 35 28 21 52; E-mail: info@ivsa.org; URL: www.ivsa.org
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Acc.No.: 3306720430, IBAN DK4630003306720430, SWIFT: DABADKKK

2014.10.04 – Minutes of 1st ExCo Online Meeting

The 1st Online Meeting of the IVSA Executive Committee (ExCo) 2014-15 was held at 02.00 p.m. UTC on the 10th of October 2014 over Adobe Connect, the President being in the Chair and the Secretary General present to take the minutes.

Present:

Emma van Rooijen (President)
Sara Wüeggertz (Secretary General (SG))
Merel Rodenburg (Vice-President and Committee Coordinator (CC))
Isaac Corderroure López (Treasurer)
Khouloud Ben Salem (Member Organization Director (MOD))
Kayleigh-Anne Norman (Development Aid Director (DAD))
Anil Türer (Public Relations Coordinator (PRC))
Jennifer Holle (External Relations Officer (ERO))
Seth Yaw Afedo (Secretary to MOD)
Panagiotis Galatsanos (Secretary to DAD and Treasurer)
Ann-Katrin Autz (Secretary to MOD and CC)
Joseph Lunt (Trustee) (Until 06.30 p.m. GMT)
Shadi Hénrchiri (Chairman of Animal Welfare Committee (AWC))

Apologies:

Somin Um (Post-Treasurer)
Pim Polak (Immediate Post President)
James Bost (Trustee)
Camille Poissonnier (Trustee)
Inés Ben Jabara (Trustee)
Seyed Ardalan Moussavi (Secretary to MOD)
Taeun Ryan Kim (Secretary to MOD)
Khairina Abdul Halim (Secretary to DAD)
Rita Kuo-Wei Chu (Secretary to DAD and ERO)
Reza Akram Purwosunu (Secretary to PRC)
Sara Krones (Chairman of Standing Committee on One Health (SCOH))
Tom Merten (Chairman of Standing Committee on Veterinary Education (SCoVE))



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- 1) **Opening** – The Meeting was called to order by Emma van Rooijen. She explained the rules to ensure efficient running of the meeting.
 - 2) **Approval of agenda** – Sara Wüeggertz moved to approve the agenda. This was adopted after amendment.
 - 3) **Approval of minutes from 5th Live Meeting of ExCo 2013-14**– Sara Wüeggertz moved to approve the minutes from the 5th Live Meeting of ExCo 2013-14. This was adopted.
 - 4) **Approval of minutes from Handover Meeting** – Sara Wüeggertz moved to approve the minutes from the Handover Meeting. This was adopted.
 - 5) **New term for ExCo, Secretariat, Trust and Committee Chairs - "IVSA Officials"** – Emma van Rooijen moved to collect ExCo, Secretariat, Trust and Committees under the term called "IVSA Officials". This was adopted.
 - 6) **Committee Reports** – Merel Rodenburg gave a report on SCOH, since Sarah Krones couldn't attend the meeting. The creation of the Committee of 2014-15 is in progress and many applications have been received.

Shadi Hénchiri gave a report on AWC. He's been in contact with Society For The Protection Of Animals Abroad (SPANNA) and is hoping to get a collaboration up and running. There are many applicants to the committee, there s however no one coming from the UK (where the SPANA head office is located). Joseph Lunt volunteered to be the contact person of AWC in UK, for purposes of contact with SPANA.

Tom Merten was not present during the meeting, and hadn't sent in a report on the committee. Many of the ExCo officers expressed their concern since they have not been able to communicate up with him.

Emma van Rooijen moved to write a letter to Tom Merten and ask him if he needs help with SCoVE, and give his response a 48 hour limit, whereas if this limit is exceeded, Merel Rodenburg will get access to the SCoVE email account and start looking into if there are any applications to SCoVE. This was adopted.

- 7) **Suggestions to improve Committees** – Merel Rodenburg gave a short summary of what could be done to improve the committees. She mentioned that they will address the need for improvements once they have created the actual committees, with that being the first priority. But the main



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points of improvement is continued communication, keeping motivation throughout the year, creating specific goals and delegating.

- 8) **Virtual Learning Environment** – Emma van Rooijen talked briefly about different E-learning platforms that could be useful in the future. No decisions were made on this point.
- 9) **Role of the DAD** – Joseph Lunt gave an explanation of the importance of supporting the DAD at events such as the Development Auction during congresses, symposia and SAVMA.
- 10) **Dejen's project** – Dejen Asaye (Scholarship Fund recipient for the congress in Indonesia) has requested more money from IVSA to cover expenses and personal loans he's taken in connection to his trip to Indonesia. Joseph Lunt informed us that the ExCo already paid a much larger sum than the budget that had been set for Dejen when he applied for the scholarship.

Emma van Rooijen moved that IVSA would not give Dejen further reimbursements connected to the IVSA congress in Indonesia. This was adopted.

- 11) **Payment from Development Fund to VMSA-IVSA Philippines** – Kayleigh-Anne Norman presented emails from IVSA Philippines stating that due to government taxes they would like to get the money wired to a bank account instead of getting it as a donation to the school. This was concerning since anyone with access to this bank account could use the money, which leaves IVSA without a guarantee that the money is spent on equipment for a new clinic.

Joseph Lunt suggested that IVSA could buy the requested equipment for them, and therefore not having to worry about what the money will be spent on.

Emma van Rooijen moved to give IVSA Philippines equipment instead of money. This was adopted.

- 12) **Confidentiality** – Emma van Rooijen informed about the confidentiality that is expected of the ExCo and the rest of the IVSA Officials.

- 13) **Clarification of regional responsibility** – Postponed to the Live Meeting in Istanbul.

The meeting went into recess as 05.14 p.m. GMT, continued again at 05.35 p.m. GMT.

- 14) **IVSA Policies** – Postponed to the Live Meeting in Istanbul.



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- 15) **Goals and Ambitions** – Emma van Rooijen asked the ExCo to write a document with their goals and ambitions for their year and send them to her before the Live Meeting in Istanbul.
- 16) **UK&Ireland symposium update** – Khoulood Ben Salem gave an update on the communication problems with the Organising Committee of the 63rd IVSA Symposium in UK & Ireland.
- 17) **Symposium attendance of sponsors and partners** – Jennifer Holle gave an update on potential attendees of the Symposium in UK & Ireland amongst IVSA's sponsors and partners. For now, Bayer wants to give a workshop, and Jennifer Holle will contact the OC of the symposium about this. The Animal Welfare Committee is also interested in having a lecture from one of IVSA's partners.
- 18) **Romania congress plan** – To make sure not to have the same communication problems with the Organizing Committee of the IVSA congress in Romania 2015, ExCo discussed how to have a good communication from the start. Sara Wüeggertz suggested that Khoulood Ben Salem should contact the Romania OC already now to ask if they need help with anything, and once the symposium in UK & Ireland has ended, Khoulood should start working actively with the Romania OC.
- Emma van Rooijen moved to start up communication with the OC of IVSA congress Romania already now, and intensify the communication after the symposium has ended. This was adopted.
- 19) **SAVMA Congress** – The 3rd Live Meeting of ExCO will be on Wednesday 18th of March, at Jennifer Holle's house in Wisconsin, The meeting times will be arranged so they fit people joining in from Europe.
- 20) **World Animal Protection** – Emma van Rooijen had a meeting with World Animal Protection both during the IVSA congress in Indonesia and during the WSAVA conference in Cape Town in September 2014. During these meetings they discussed what an official collaboration would mean for both parties.
- IVSA would get material promotion from World Animal Protection (for example USB sticks) to hand out during symposium.
 - World Animal Protection would hold a lecture during symposium or congress. There could be a World Animal Protection workshop or lecture for the congress in Romania, since they have a bear project in Romania and already will be present during the congress. Emma van Rooijen and Khoulood Ben Salem will ask the OC if they can make room for this in their itinerary.
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- c. Hosting a IVSA Animal Welfare conference in May 2016 in London, which would be an annual or biannual conference. This would be a global event but also involve local MO's or regional groups. Emma van Rooijen moved to pursue holding an IVSA Animal Welfare Conference possibly together with World Animal Protection in London in May 2016. This was adopted.
- d. World Animal Protection could offer internship placements for IVSA members. IVSA could stimulate participants of the MAH-IVSA Scholarship & Travel Grant Program to apply for said internships. Participants of these internships could provide World Animal Protection with student input on certain topics during their program.
- e. World Animal Protection could hand out an award to the local IVSA MO that has organized the best event or other project on animal welfare, as decided by the Animal Welfare Committee, World Animal Protection, or both together. This award could be handed out annually or biannually.
- f. World Animal Protection events in a certain region could ask for or be provided with support from a local Member Organization (MO) of IVSA in that region. Regional World Animal Protection contacts could be linked with IVSA MOs in that region and there could be direct contact between the World Animal Protection representative and a representative of IVSA from that region. Emma van Rooijen moved to link World Animal Protection to local MO's via their local offices. This was adopted.

21) **WSAVA Collaboration** – Emma van Rooijen presented a document detailing a plan for the collaboration between WSAVA and IVSA. Emma van Rooijen proposed a motion to accept the document. This was adopted.

22) **IVSA Alumni project** – Postponed to the Live Meeting in Istanbul.

23) **Changing physical office, registration and bank accounts** – Sara Wüeggertz gave an update on how IVSA could change its bank account from Denmark to another country. It will however be difficult to find a bank that doesn't demand a personal meeting with the new treasurer every time a new ExCo is selected. She will be in a meeting with Danske Bank later this month to discuss how to make a transition easier for IVSA.

Emma van Rooijen stated that if IVSA changes its head office, all letterheads on existing contracts that state Denmark as official location of IVSA head office needs to be changed to keep the



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accuracy of the document.

Since moving the IVSA Head office would require a constitutional change with consent from 2 General Assemblies, this will not be executed during the term of ExCo 2014-15, but Sara Wüeggertz will prepare the proposal of changing the location of the head office, so that the first vote can be held during the Congress in Romania.

24) **Budget update** – Isaac Corderroure López gave an update on the budget that was approved by the General Assembly during the congress in Indonesia 2014.

25) **Website update** – Postponed to the Live Meeting in Istanbul.

26) **10% Turkey-Cihangir surcharge** – Isaac Corderroure López stated that the 10% surcharge to the IVSA Central Fund has still not been paid by IVSA Ankara. Therefore ExCo will draft an official letter for the faculty of IVSA Ankara. If there's still no response or payment, the termination of IVSA Ankara will be proposed during the General Assembly in UK&Ireland. This letter will be drafted by Anil Türer and Merel Rodenburg and reviewed during the live meeting in Istanbul on the 25th and 26th October 2014.

The ExCo will work out a new plan on how to handle payments in the future, currency, late payments, and so on. Emma van Rooijen moved to postpone the creation of a new plan to the live meeting in Istanbul. This was adopted.

27) **VetStage contract** – Jennifer Holle moved to adopt the Vetstage contract. Document adopted.

28) **VNA3 advertisement** – Jennifer Holle moved to use the VNA3 case as a possible IVSA workshop during the symposium in UK&Ireland. This was adopted.

Emma van Rooijen moved to postpone determining the criteria for best MO for the VNA3 case until the live meeting in Istanbul. This was adopted.

29) **Updates on potential partners** – Jennifer Holle has been in contact with Henry Schein regarding a potential partnership and working together on Mission Rabies in Malawi. She will also talk with them about possible support with the Development Fund project in IVSA Philippines that Kayleigh-Anne Norman is working on.



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Emma van Rooijen moved to let Jennifer Holle and Kayleigh-Anne Norman continue working on projects like Mission Rabies with Henry Schein. This was adopted.

30) **Workshops for Symposium** – Postponed to the Live Meeting in Istanbul.

31) **Secretariat Projects** – Postponed to the Live Meeting in Istanbul.

32) **One Health Symposium in China** – Emma van Rooijen moved to send Seth Yaw Afedo to the International Convention on One Health in Hongkong, China. This was adopted.

33) **Online attendance at future Congresses and Symposium** – Postponed to the Live Meeting in Istanbul.

The meeting went into recess from 09.45 p.m. GMT to 09.55 p.m. GMT.

34) **IVSA Japan Event** – Kholoud Ben Salem moved to declare the IVSA Japan event an official IVSA event. This was adopted.

Emma van Rooijen moved that Isaac Corderroure López should find the cheapest representative to send to the IVSA Japan event. Sara Wüeggertz will send him the document stating the IVSA Officials most convenient airports to use when selecting this representative. This was adopted.

35) **Airmiles** – Postponed.

36) **TransferWise and WorldRemit** – Postponed to the Live Meeting in Istanbul.

37) **Hill's contest, SAVMA reimbursement in advance** – The winner of the Hill's contest during 62nd IVSA Congress in Indonesia, Afdi Pratama, has asked for a reimbursement of his travel expenses in relation to SAVMA in advance.

Emma van Rooijen moved to contact Hills about reimbursing the SAVMA expenses in advance, and if Hills does not reimburse the SAVMA expenses in advance, IVSA will reimburse the expenses in advance using the central fund. This was adopted.



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38) **IVSA History project** – Postponed to the Live Meeting in Istanbul.

39) **AOB** –

- a. **Live Meeting in Istanbul** – Sara Wüeggertz asked for confirmation of attendance during the Live Meeting in Istanbul. The ones confirming attendance in person were Emma van Rooijen, Sara Wüeggertz, Anil Türer, Kayleigh-Anne Norman, Khoulood Ben Salem, and Isaac Courderroure Lopez. Merel Rodenburg and Jennifer Holle will attend the meeting on Adobe Connect.
- b. **Acceptance of IVSA Supportive Members** – Khoulood Ben Salem asked for the procedures of accepting a supportive member. Sara Wüeggertz explained the procedure to her and will share the existing files that are located on Google Drive.

The meeting adjourned at 10.52 p.m. GMT.

Sara Wüeggertz

Secretary General



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