



INTERNATIONAL VETERINARY STUDENTS' ASSOCIATION

Permanent Office: IVSA Info Office, DSR, Dyrslægevej 9, 1870 Frederiksberg C, DENMARK

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2015.09.27 – Minutes 1st Online Meeting - ExCo 2015-16

The First Online Meeting of the IVSA Executive Committee (ExCo) 2015-16 was held on September 27th 2015 at 14:00 GMT+2 via Google Hangouts, the Secretary General being in the Chair, the Secretary General present to take the minutes, and the Committee Coordinator to take the back-up minutes.

Executive Committee Officers Present:

Anil Türer	President
Emma van Rooijen	Secretary-General / Vice-President
Ann-Katrin Autz	Member Organization Director
Sofie Svensson	Development Aid Director
Samantha Morici	External Relations Officer
Malcolm Chong	Public Relations Officer
Aqil Jeenah	Committee Coordinator
Panagiotis Galatsanos	Treasurer

Trust Representative Present:

Hannah van Velzen	Chair of the Working Group on Policy Statements & Position Papers, Trustee
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Other IVSA Officials Present:

Ondrej Vitula	Secretary
Kiki Streng	Secretary

Apologies:

None

- 1) **Opening**– The Meeting was called to order by Emma van Rooijen at 14:25 GMT+2.
- 2) **Approval of the Agenda** – Samantha Morici moved to add 'Bayer Student of the Month'. This was approved and added to the Agenda as point 17.
- 3) **Approval of the Minutes from the 1st Live Meeting (Handover Meeting)** – Aqil Jeenah stated that he hadn't received the contract yet. Emma van Rooijen will send out the contracts after the meeting.

Panagiotis Galatsanos commented that in the list of attendees Fanis Liatis is indicated as an Honorary Life Member. However, he is the receiver of the Excellence Award.



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Malcolm Chong commented that he is an Auditor for the Financial Report 2014-2015, but that he hasn't received any documents or instructions yet. This will be communicated to Isaac Corderroure.

Emma van Rooijen will ask Frédéric Lohr and June Chung if they are willing to be Auditors during the term of ExCo 2015-16.

- 4) **Trust Report** – Hannah van Velzen presented the Trust Report. The Trust tried to have a handover meeting on Wednesday the 23rd of September, however many members of the outgoing and incoming Trust eventually could not attend. A smaller meeting therefore took place between Hannah van Velzen, Khouloud Ben Salem and James Bost. Joseph Lunt and Inés Ben Jebara joined later on and gave additional handover information.

A new Trust meeting is being planned currently. The subjects covered during the handover meeting will then be discussed, including the idea to have meetings with Emma van Rooijen and Anil Türer regularly to improve communication between both parties.

- 5) **Committee Reports** – All the committees and working groups have had 'open calls' for members that closed on Friday, 25th of September. All committee and working group chairs will confirm their selected committee members on Sunday 27th and acceptance letters shall be sent out the following week.

Aqil Jeenah gave the following specific reports on all committees and working groups, with exception of the Working Group on Policy Statements & Position Papers. The report of this working group was given by Hannah van Velzen.

- a. **Standing Committee on One Health (SCOH)** – Tomorrow is World Rabies Day. SCOH is working on an event for this with GARC and IFMSA. Together they will release a toolkit and create an event on Facebook with a link to the GARC website. Students can post their events/projects related to WRD on the GARC website, but can also submit projects/events related to WRD to SCOH directly. SCOH will then pick a winner from these submissions. Last year there was a prize for the winner. SCOH is currently trying to organize a prize for this year.

In the week of the 7th of September SCOH presented an abstract at AMEE (Association for Medical Education in Europe) with IPSF and IFMSA. Also, in the week of 14th September Aqil Jeenah did a workshop with IFMSA at "The Network: Towards Unity in Health", which was hosted in South Africa.



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SCOH wants to organize more of these joint workshops with partners for upcoming events.

- b. **Standing Committee on Veterinary Education (SCOVE)** – The acceptance letters of the accepted committee members were sent out today. The first meeting will hopefully take place early next week. SCOVE consists of 8 members and 1 Chair.

SCOVE already has a few projects planned. Right now, the committee is primarily focussing on VetTalks and VetStreams, but they are setting up a project regarding SCoVE Ambassadors and sending out a call for EAEVE accreditation team nominations.

- c. **Animal Welfare Committee (AWC)** – The AWC is organizing a project with Bayer on the 4th of October for World Animal Day. Bayer will then promote the AWC poster on the Five Freedoms. The AWC consists of 7 members and 1 Chair.
- d. **Working Group on Policy Statements & Position Papers (WGSPSP)**
The WGSPSP has 1 Chair and 7 committee members: 4 selected from applications and 3 selected from SCOH, SCOVE and AWC members. Acceptance letters will most likely be sent out today, together with a Doodle poll, so the first meeting can take place as soon as possible.
- e. **Working Group on Alumni (WGA)** – The WGA will have a meeting early next week. Acceptance letters of the accepted working group members will be sent out that night or the day after. The WGA has 7 members.

The WGA has plans to suggest a bylaw amendment during the IVSA Symposium Taiwan in January 2016.

- 6) **Handovers** – All members of the ExCo commented on how their handover has been going.
- a. Anil Türer had a good handover with Emma van Rooijen. The Handover started during his President-Elect term. Anil Türer is happy that he can ask Emma van Rooijen for advice often.
- b. Aqil Jeenah found his handover with Merel Rodenburg easy. The Committee handovers were harder: two chairs have found it hard to take over the work, especially felt like they didn't have enough time to learn about the IVSA partners or the projects that were carried out last year and felt like they didn't have enough guidance from the previous chairmen. Aqil Jeenah has



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therefore commented that he strives to make sure that the committee handovers run more smoothly next year.

- c. Sofie Svensson's handover with Kayleigh-Anne Norman went well. They started their handover meetings at congress. Sofie Svensson and Kayleigh-Anne Norman have had Skype meetings after congress as well. Sofie expressed that she is thankful for Kayleigh-Anne Norman's help and especially that Kayleigh-Anne Norman is a Trustee.
- d. Ann-Katrin Autz had a Skype meeting with Khouloud Ben Salem in August. Ann-Katrin Autz also regularly asks Camille Poissonier and Ines Ben Jebara for help. Ann-Katrin Autz suggested to start handovers mid-August rather than just before 1st of September.
Malcolm Chong is happy that he is getting a lot of help from Anil Türer. He feels like his position is still a learning process. Malcolm Chong is also happy that he can ask Retorika Resnu for help.
- e. Samantha Morici's handover with Jennifer went well. She is currently focussing on the Hill's report.
- f. Panagiotis Galatsanos had a good handover with Isaac Corderroure. He still needs advice on some matters however.
- g. Emma van Rooijen didn't need a detailed handover since she was familiar with the Secretary-General tasks because of her presidency the previous term. James Bost has also been giving advice to Emma van Rooijen, which she appreciates.

- 7) **Contracts & ExCo Policies** – Emma van Rooijen will send out the Contracts for all the IVSA Officials to print, sign and scan in the days following the meeting. ExCo will discuss the IVSA ExCo Policy document via email after the meeting.
- 8) **Second Live Meeting** – The 2nd Live Meeting will take place during the weekend of 13th-15th of November in Thessaloniki, Greece. The ExCo will stay at students' houses. The meeting itself will either take place at Panagiotis Galatsanos' house or at the university. Panagiotis Galatsanos is planning team-bonding activities and soft-skill activities. Malcolm Chong and Samantha Morici won't be able to make it. Aqil Jeenah will only know if he'll be able to come the Monday before the meeting. Ondřej Vitula, Andrei Ungur, Hara Korakaki, Ana Maria Lipan and Kiki Streng might also attend.

Emma van Rooijen proposed a 10 minute recess. Aqil Jeenah suggested 15 minutes. The latter was adopted.



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9) Recess at 15.20 GMT+2.

The meeting was called to order by Emma van Rooijen at 15.37 GMT+2.

10) IVSA Symposium Taiwan

- a. **Update** - Ann-Katrin Autz gave an update on the organizing of the symposium. Ann-Katrin Autz had a meeting last weekend with the OC. The OC has received 108 applications, including IVSA Officials. Ann-Katrin Autz stated that the OC has been great with communication: they are very responsive and open for suggestions. Also, the OC has mentioned that they don't have a deficit in their budget anymore. Anil Türer suggested to ask the President-Elect of the World Veterinary Association (WVA), who is from Taiwan, for advice regarding sponsors and lecturers. Emma van Rooijen will send information to Ann-Katrin Autz about VISA invitation letters.
- b. **ExCo Meeting** – The ExCo will arrive a day early so that the Live Meeting can take place on the Arrival Day of the IVSA Symposium Taiwan. The OC is aware of this.
- c. **ExCo Workshops** – Specific ideas will be discussed during the 2nd Live Meeting in Greece.
- d. **General Assemblies** – The OC has scheduled 19 hours for the GA's.
- e. **Partner & Sponsors** – Samantha Morici and Anil Türer will send out partner and sponsor invitations for the symposium. Emma van Rooijen will ask FAVA to attend.

11) Events – IVSA Representatives – Emma van Rooijen explained how the ExCo decides on who will be the IVSA Representatives at certain events.

Malcolm Chong will be attending the UIA Roundtable tomorrow.

The ExCo officers voted on the IVSA representative for the OIE Rabies Meeting in Geneva, Switzerland this December. Aqil Jeenah was elected to be the IVSA representative for this meeting. Samantha Morici was elected to be the representative in case Aqil Jeenah cannot attend.

12) Online Attendance & Live Stream – Emma van Rooijen explained the possible importance of Online Attendance in case quorum won't be reached during the GAs



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in Taiwan. Several officers expressed concerns, but all understood and agreed on the importance of Online Attendance.

Malcolm Chong and Emma van Rooijen will work on setting up Live Stream for the GAs in Taiwan. Malcolm Chong, Emma van Rooijen, Ann-Katrin Autz and someone from the Trust will work on drafting a bylaws amendment that will allow for Online Attendance during the GAs.

- 13) **EO-Bulletin** – The ExCo is happy with the first EO-Bulletin that has been sent out to the members. The next EO-Bulletin will be sent out Sunday the 4th of October. Ann-Katrin Autz has made 2 separate bulletins; 1 for MOs that existed before 2015 and 1 for new MOs that were accepted as members during the previous ExCo term. There will be 3 editions of these 2 different EO-Bulletins.
- 14) **E-mail Project** – Malcolm Chong has been having trouble with setting up the e-mails for the Member Organisations. The current IVSA account doesn't allow for enough email addresses to give every MO their own email address: the IVSA account would allow 100 email address and IVSA has 111 local Member Organisations.
- 15) **Newsletters/Journals** – IVSA will continue to publish 4 Journals a year, as was done in the past. Kiki Streng, Hamza Harb and Bartosz Ligeza are helping with the design for the new Journals. Emma van Rooijen mentioned some new ideas for the Journals. Hannah van Velzen suggested including a presidential introduction in each edition. Panagiotis Galatsanos suggested to add articles on bigger events organized by MOs. Samantha Morici suggested adding an overview of IVSA member benefits on the back page of the journal.

The deadline for all content submissions for the first edition of the Journal is October 10th. Hannah van Velzen will send in an article on the history project.

Hannah van Velzen suggested adding as many old Journals as possible to the website. Emma van Rooijen will look through the Google Drive and Dropbox for past Journals. Malcolm Chong will talk to Retorika Resnu and other old PRC's and Hannah van Velzen will ask members of Trust if they have any digital files of past Journals to add to the website.

- a. **Regular Content** – the standard content will continue to be added to the IVSA Journals.
- b. **Attended events**



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- c. **Articles from Committees** – Aqil Jeenah will send articles submitted by the committees and working groups to Malcolm Chong to be added in the IVSA Journals.
 - d. **Alumni Interviews** – Alumni interviews will be added to the Journals, in which Alumni can share their experiences after vet school. Malcolm Chong will write a template for these interviews.
 - i. Hannah van Velzen van Velzen will contact Dietmar Gerstner (HLM), Emma van Rooijen will contact Alexandra Lebas, Malcolm Chong will contact Ly Cheng, Aqil Jeenah will contact Peter Brothers and Isaac Corderroure will contact other Alumni.
 - e. **Vet Student Interviews/Bayer Profiles** – Several interviews with vet students worldwide will be published in the Journals. Emma van Rooijen, Aqil Jeenah, Malcolm Chong, Panagiotis Galatsanos, Ondrej Vitula, Anil Türer and someone from the Trust will all nominate at least one student.
 - f. **New MO articles** – Newly accepted MOs will have the opportunity to write an article about their MO and university in the Journals.
- 16) **Vetstage** – Ann-Katrin Autz had a meeting with Dennis Kirpesteijn in Munich in August. VetStage is ready to be launched, but is waiting for the official MO email accounts to be set up before this can happen. Aqil Jeenah mentioned that SCoVE and other committees will be looking into internship opportunities which could be shared on VetStage as well.
- 17) **Blog Posts** – Ondřej Vitula is now in charge of the blog posts project. Malcolm Chong checks the documents and posts the blogs on the website and Facebook. Last week there was a delay in the blogs, so this week there will be twice as many as normal. Therefore, one blog will be published on Monday and one blog on Wednesday, after which the project should be back on schedule. A section on the website will also be made in where these posts will be published, together with the Alumni and Student interviews.
- 18) **Bayer Student of the Month** – Besides the aforementioned nominations by members of ExCo, Samantha Morici will make a 'Call for Nominations' for the Bayer Student of the Month – student profiles. Samantha Morici and Ana Maria Lipan will go through the nominations and select students from the nominations throughout the year. ExCo can suggest students continuously throughout the year.



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19) **Changing Location of the Bank & Office** – Last year, Sara Wüeggertz and Isaac Corderroure worked on moving the location of the bank and the office from Copenhagen, Denmark to Brussels, Belgium. Emma van Rooijen and Panagiotis Galatsanos will continue working on this.

20) **World Healthcare Student Symposium (WHSS)**

- a. **Update** – The event will be hosted in Macedonia from the 17th to 22nd November. Aqil Jeenah is currently in discussion with the Joint Working Group (JWG) about possibly doing a workshop or a discussion group on the first day, together with IPSF and IFMSA. There have been some issues in regards to the scientific program and budget, but these have been dealt with. IVSA is actively promoting the event. This is the 1st time IVSA is involved in WHSS and currently only 1 veterinary student has applied.
- b. **Representative** – The original idea was to send Aqil Jeenah, who is the IVSA representative for stakeholders, to the event. However, he is currently unsure of his plans during that time due to examinations. The suggestion is that the representative should have knowledge of One Health, our student partner organizations as well as the WHSS itself. The representative for IVSA will also need to present IVSA at the event. Aqil Jeenah will send out an email concerning who the representative will be once more details have been confirmed. Rachel Dalton, who is the IVSA representative in the JWG, will be present at the WHSS, but at least one IVSA Official should also be present. Flights for Rachel to the WHSS are to be covered by IVSA according to the WHSS MoU.

21) **Goals & Ambitions** – Emma van Rooijen will send out an Excel spread sheet for ExCo officers to fill in their goals and ambitions for the year. The goals and ambitions will then be discussed during the 2nd Live Meeting.

22) **Cultural Differences** – The previous ExCo had put in effort to stimulate vet students to learn about each other's culture and increase the family feeling. New ideas were discussed, such as essay competitions and small group activities. No concrete new projects were decided upon.

23) **IVSA congress Romania -**

- a. **Evaluation** – The deadline for submitting the IVSA congress Romania Survey is tomorrow (Monday 28th). At this point there are 35 responses.



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- 24) **IVSA Ankara** – IVSA Ankara did not pay the IVSA Central Fund tax after the 62nd IVSA Symposium in Turkey. After multiple warnings, their membership was suspended at the 63rd IVSA Symposium in the UK. Hannah van Velzen elaborated on the details of the GA in which this was decided. The conclusion was that IVSA Ankara only has to pay the remaining fee in order to become an active member again. IVSA Ankara has now paid the remaining tax and their suspension has therefore been lifted.

The possibility of creating a contract for OCs to sign, including their responsibilities was discussed. This could work as a deterrent for cases such as that described above. Emma van Rooijen will work on including a section about the consequences of breaking the contract (by not paying the IVSA Central Fund Tax for instance) in OC contracts. It was also decided that OCs in the future will need a representative from their University to co-sign the contract.

- 25) **New Member Organisation: Pakistan Fee Payment Situation** – Ann-Katrin Autz explained that the possible new MO IVSA Pakistan is very active, but cannot afford the Membership Fee. She therefore asked advice on how to help them. It was already decided that starting this term IVSA will help pay the Membership Fees of MOs that cannot afford their fee with the money that IVSA receives from the Multiview contract. Sofie Svensson will therefore work on developing an application system for MOs to define when they can be considered for Membership Fee support. This should be completed by Symposium. IVSA Pakistan can then apply for both membership and the support.

- 26) **Design of ExCo Shirt** – Malcolm Chong informed the ExCo that all shirts for the IVSA Officials will be one colour. There will be different shades of that colour for ExCo, Secretariat, Trust and Chairs.

- 27) **Creating/updating Meeting Agenda's on Podio** – Emma van Rooijen mentioned that ExCo Officers need to make sure they update the agenda on Podio and add explanatory paragraphs about the agenda points they add.

Hannah van Velzen opened a discussion on the use of Podio, Adobe Connect and email for communication with the Trust. It was decided that ExCo Officers shall be more active on Podio, so that Trustees have an easy insight in any developments they can help or advise on, but that the Trustees will also be more active towards ExCo and ask for updates more often than in the past.



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28) **2nd ExCo Online Meeting** – The 2nd Online Meeting will be in October. Emma van Rooijen will send a Doodle Poll for the exact date and time.

29) **AOB**

- a. **Individual Supportive Members** – Ann-Katrin Autz explained the current issue with graduated veterinarians applying for ISM. The WGA is currently still working on a definite Alumni System, however Ann-Katrin Autz explained that there is a difference between graduated veterinarians that are now postgraduate students and want to be part of IVSA and graduated veterinarians that want to be IVSA Alumni. Emma van Rooijen suggest to wait with accepting any new Alumni or ISM applicants until after the IVSA Symposium in Taiwan, as the WGA is striving to present a bylaws amendment at that time to structure the Alumni System. This was adopted.
- b. **Bayer** – Samantha Morici was wondering if IVSA had received the sponsorship money from Bayer. Panagiotis Galatsanos checked and confirmed that IVSA had indeed received the money.
- c. **Email project** – In continuation of point 14, Anil Türer explained that IVSA needs to buy another domain for €110,- in order to get another deluxe package, which would give IVSA the ability to have more than 100 email accounts. Emma van Rooijen suggested to pay the €110,- for this account. This was adopted.
- d. **Applications** – Ann-Katrin Autz was wondering if all selected applicants for the Committees had to be sent to all EO's to be checked if they are actual IVSA members. After short discussion, the ExCo came to the conclusion this was unnecessary and would cost too much time.
- e. **Certificates** – Emma van Rooijen will send Malcolm Chong an email with instructions for a new template for certificates. Ann-Katrin Autz is responsible for providing members with certificates when needed.
- f. **Sponsors** – Panagiotis Galatsanos stated that sponsors don't pay the transfer bank fees and therefore money is lost from the sponsorship. After short discussion, it was unanimously adopted that IVSA should not ask the sponsors to pay the transfer fee on top of the agreed amount.
- g. **Membership Fee Payments** - Concerns were raised about MOs not paying their fee before the start of Symposium. Panagiotis Galatsanos will check with Isaac Corderroure how many MOs didn't pay before symposium



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last year and what procedure was followed.

The meeting adjourned at 20:34 GMT+2.

Emma van Rooijen

IVSA Secretary General and Vice-President 2015-2016



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