



2017.09.17 – Minutes of the 2nd Online Meeting of ExCo 2017-2018

The second (2nd) Online Meeting of the IVSA Executive Committee (ExCo) 2017-18 was held at 15.00 GMT+2 on 2017.09.17 via join.me. The President was present as Chair and the Secretary General was present to take the minutes.

Executive Committee Officers Present:

Ondřej Vitula	President
Jordon Egan	Secretary General (SG) & Vice-President (VP)
Nina Schmidt	Member Organization Director (MOD)
Lara Scherer	Committee Coordinator (CC)
Branden Nettles	External Relations Officer (ERO)
Perry Koehler	Treasurer
Seongjin Cho	Public Relations Coordinator (PRC)

Trust Representatives Present:

Samantha Morici	Trustee
Malcolm Chong	Trustee

Other IVSA Officials Present:

Joseph Lunt	Chair of Working Group on Alumni (WGA)
Lisa Buren	Chair of Standing Committee on Veterinary Education (SCoVE)

Other guests:

Tavishi Pandya	Secretary of the MOD
Martin Ostmeier	Secretary of the Treasurer/ERO
Maryem ben Salem	Secretary of the CC

Apologies:

Lucian Todirică sent his apologies for not being able to attend this meeting. Apologies for technical difficulties with the meeting platform at the beginning.

- 1) **Opening** - The Meeting was called to order by Ondřej Vitula at 15:31 GMT+2.
- 2) **Approval of the Agenda** – The agenda for second (2nd) Online ExCo meeting 2017-2018 was approved without amendments.
- 3) **Approval of the Minutes of the Fifth (5th) Live Meeting of ExCo 2016-17** – The Minutes of the fifth (5th) Live Meeting of ExCo 2016-17 were approved without amendments.



- 4) **Action points** – Jordon Egan read out the list of action points.
- 5) **Committee reports** - Lara Scherer emailed ExCo a full report to read for all committees and working groups. Ondřej Vitula and Lara Scherer have discussed this method of communication between Committee Coordinator (CC) and ExCo with regards committee and working group updates. Ondřej Vitula proposed Lara Scherer will send ExCo email reports in future which can then be discussed appropriately in ExCo meetings. This was approved.
- a. **Standing Committee on Veterinary Education (SCoVE) -**
 - i. **Association of American Veterinary Medical Colleges (AAVMC) Conference** - There was no further information about the Chair of SCoVE representing on behalf of IVSA and Wikivet. The AAVMC Conference in 2018, that is held in Washington D.C., United States of America (USA).
 - b. **Working Group on Policies (WGP)** – Lara Scherer explained there has been no policy paper or position statement topics as of yet. Lara Scherer explained the WGP welcome all IVSA members to propose ideas for policy papers. Topic ideas were briefly discussed.
- 6) **Goals** -
- a. **Strategic Plan** - The most updated version of the strategic plan has been recently sent out; ExCo have had little time to thoroughly review. Ondřej Vitula proposed postponing the discussion of strategy plan. This was approved. Ondřej Vitula proposed meetings with each ExCo member personally to discuss the strategic plan and position specific goals. This was approved.
- 7) **Upcoming Events** -
- a. **Student American Veterinary Medical Association (SAVMA) Symposium 15th-17th March 2018, in Philadelphia, USA** - IVSA has received an invitation to attend the SAVMA Symposium in Philadelphia, USA, which will be held from the 15th - 17th of March 2018. Cost of attendance and the outcome of the previous IVSA Development Fund (DF) auction were discussed. Perry Koehler explained that the current IVSA budget will permit two (2) IVSA representatives to go to this event. Perry Koehler, Samantha Morici and Brian Jochems will be in attendance as SAVMA Symposium 2018 delegates. Lara Scherer suggested we send one ExCo member to represent IVSA at the SAVMA Symposium. ExCo agreed to discuss this further in the near future.



- b. European Veterinarians in Education, Research and Industry (EVERI) General Assembly (GA)** - IVSA have been invited to attend and present a brief talk on the latest IVSA activities at the EVERI GA, held in Brussels, Belgium, on the 9th of November 2017. The EVERI GA is the day before the Federation of Veterinarians of Europe (FVE) General Assembly (GA), also held in Brussels, Belgium. Denise van Eekelen, IVSA SG 2016-2017, attended the EVERI GA and Federation of Veterinarians of Europe (FVE) General Assembly (GA) in addition to the VetFutures working group meeting, in 2016. Ondřej Vitula proposed Jordon Egan attends this event, representing IVSA. This was approved by ExCo, If timings are feasible, Jordon Egan will attend the EVERI GA, FVE GA and the Union of International Associations (UIA) Round Table, held on the 10th of November 2017, all of which will be held in Brussels, Belgium.
- c. Western Veterinary Conference (WVC)** - IVSA have received an invitation to attend the WVC held on the 4th - 8th of March 2018 in Las Vegas, USA. Branden Nettles provided some information about this event. Ondřej Vitula proposed Branden Nettles and Perry Koehler find out more about the potential outcome of the event for IVSA to have goals for this event, as it is not budgeted for. This was approved.
- 8) United Nations** - Jordon Egan explained that herself and Nina Schmidt will update the updated ExCo with what we currently need to do with our registration, updating information with the United Nations and potential to grow as an organisation.
- 9) World Veterinary Association (WVA) Congress 2018 Abstract Submission** - The WVA have put out a call for abstracts for the Congress in 2018. The deadline for abstract submissions is the 15th of November 2017. Michael Huang, IVSA Chair of SCoVE 2016-2017. Michael Huang previously won the poster competition for IVSA with a 'One Health' poster in conjunction with IVSA Standing Committee on One Health (SCOH). Ondřej Vitula suggested when there is further information, CC could perhaps contact Chair of SCoVE 2017-2018, Lisa Buren.
- 10) Meeting and Work Platforms** - Jordon Egan explained the use of join.me, Slack, Podio, and Team-Up. Ondřej Vitula suggested Jordon Egan will investigate these services further and potential alternatives such as Webex. This was agreed by ExCo.
- 11) Publication Relations Coordinator (PRC) Update** -



- a. **Email account name issues** - Seongjin Cho encouraged IVSA Officials to email him with account issues to fix related problems.
- b. **Business cards** - Seongjin Cho asked ExCo how many business cards are needed per ExCo. The business card budget for all of ExCo is one-hundred (100) EURO (€). Seongjin Cho suggested Ondřej Vitula investigates the cost to print business cards in his region to print out all the ExCo cards and distribute them at the Live ExCo Meeting. IVSA ExCo members will be attending the World Small Animal Veterinary Association (WSAVA) Congress commencing Friday the 22nd of September. Ondřej Vitula agreed he will find information about printing a small number of business cards for ExCo members attending the WSAVA Congress as a temporary solution.
- c. **Website** - Branden Nettles and Seongjin Cho are currently looking at options for website design. When re-designing the website, ExCo will need to discuss advertisement on the website for sponsors. This will be incorporated within the sponsorship tiers system. Seongjin Cho proposed we share website advertisement placement with Branden Nettles.
- d. **T-shirt** - The President of IVSA Philippines is looking into options for getting the IVSA Officials T-shirts made in the Philippines. She will be attending the sixty-sixth (66th) IVSA Symposium in South Africa where T-shirts can be distributed.
- e. **IVSA Journals** - Seongjin Cho explained the themes of previous IVSA Journals have written as a first issue published of the ExCo term, introducing the new ExCo etc.
- f. **Social media** - Seongjin Cho explained via the IVSA Facebook page he is receiving help call messages from worldwide and asked what is allowed to be published via the main facebook page. ExCo have agreed that before posting on the IVSA main facebook page for other organisations and companies, it should be discussed and approved by ExCo first. Depending on the content, it could be potentially shared via the Exchange Officer (EO) Bulletin also.

12) External Relations Officer (ERO) Update -

- a. **Contracts** - Branden Nettles explained that since the start of the ExCo term, locating contracts is an ongoing process. Many are outdated and need



updating. Branden Nettles proposed IVSA should have a standardised format for partner and sponsorship contracts. This was approved. Branden Nettles will look into taxation law in terms of companies donating to IVSA which is a Europe based non-profit organization (NPO).

- b. **Development of Sponsorship Tiers** - Branden Nettles has recently submitted a draft of the sponsorship tiers system to ExCo and asked ExCo for feedback to refine the sponsorship tiers.

13) Member Organizations Director (MOD) Taskforce for National Member Organizations (MOs) Update - Nina Schmidt is still deciding upon members for the Taskforce and asked ExCo for input. Nina Schmidt will offer an email with her current opinions for us to look into.

14) MOD & Treasurer Update - Second (2nd) Live ExCo Meeting on the 21st October 2017 - Nina Schmidt is the key contact for Dominique Flipse, leader of the host committee. Jordon Egan made a travel information spreadsheet to help with arrangements based on the number of IVSA Officials going to Brussels for the Bank Relocation the day before and those attending the Live ExCo Meeting. Dominique Flipse has secured a boardroom at the University of Ghent veterinary faculty for the second (2nd) Live ExCo Meeting to use.

15) Any Other Business (AOB) -

- a. **Informal Forum for International Student Organisations (IFISO)** - Ondřej Vitula explained he has been in contact with IFISO and there is potential for grant/Erasmus opportunities.
- b. **IVSA Symposium, South Africa** - Perry Koehler explained ExCo can start researching flights for South Africa to ensure we get the cheapest option. Jordon Egan explained Magda Jannasch, President of the IVSA Symposium South Africa Organizing Committee said ExCo can start getting the Rabies vaccinations organized.
- c. **Action Conference on Antimicrobial Resistance (ACAR)** - Lara Scherer shared information on the ACAR event - there is no registration fee involved and the event is organised by the Wellcome Trust. Lara Scherer will find out if she can attend this event and inform ExCo.
- d. **Fourth (4th) Live ExCo Meeting Location** - Joseph Lunt asked where the live meeting will be held, after IVSA Symposium. Ondřej Vitula suggested that it will be on the next meeting agenda. This was agreed by ExCo. ExCo will



need to decide on dates for this live meeting and do a call for host.

The meeting adjourned at 17.51 GMT+2.



Jordon Egan Egan
Secretary General 2017-2018

