



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
Bank Account: Danske Bank, Frederiksberg Afdeling, Falkoner Alle 55, 2000 Frederiksberg
Acc.No.: 3306720430, IBAN DK4630003306720430, SWIFT: DABADKKK

07.05.2016 – Minutes for the 4th Live Meeting of the Executive Committee 2015-2016

The 4th Live Meeting of the IVSA Executive Committee (ExCo) 2015-16 was held at 09:53 GMT+2 on the 7th of May, 2016 via Google Hangout the President-Elect being in the Chair and the Secretary General present to take the minutes.

Executive Committee Officers Present:

| | |
|-----------------------|--|
| Anil Türer | President |
| Emma van Rooijen | Secretary General (SG) and Vice-President |
| Ann-Katrin Autz | Member Organisation Director (MOD) |
| Sofie Svensson | Development Aid Director (DAD) |
| Samantha Morici | External Relations Officer (ERO) |
| Aqil Jeenah | Committee Coordinator (CC) |
| Malcolm Chong | Public Relations Coordinator (PRC) and President-Elect |
| Panagiotis Galatsanos | Treasurer |

Trust Representatives Present:

| | |
|----------------------|---------|
| Kayleigh-Anne Norman | Trustee |
|----------------------|---------|

Other IVSA Officials Present:

| | |
|------------------|-----------|
| Charlene Bremont | Secretary |
|------------------|-----------|

- 1) **Opening**– The Meeting was called to order by Malcolm Chong at 09:53 GMT+2
- 2) **Approval of agenda** – The proposed agenda was approved with no amendments.
- 3) **Approval of minutes from 5th Live Meeting ExCo 2014-2015** – Emma van Rooijen still has not received the minutes from Sara Wueggertz and therefore this point was postponed until the 5th Online Meeting of ExCo 2015-16.
- 4) **Approval of minutes from the General Assembly of the 64th IVSA congress Romania** – Emma van Rooijen still has not received the minutes from Sara Wueggertz and therefore this point was postponed until the 5th Online Meeting of ExCo 2015-16.
- 5) **Approval of minutes from 4th Online Meeting ExCo 2015-2016** – The minutes from the 4th Online Meeting of ExCo 2015-2016 with the amendments from



Hill's the Exclusive Diamond Sponsor of the IVSA

'IVSA and Hill's – Working together towards better veterinary education and care worldwide'



INTERNATIONAL VETERINARY STUDENTS' ASSOCIATION

Permanent Office: IVSA Info Office, DSR, Dyrslægevej 9, 1870 Frederiksberg C, DENMARK
Fax: +45 35 28 21 52; E-mail: info@ivsa.org; URL: www.ivsa.org
Bank Account: Danske Bank, Frederiksberg Afdeling, Falkoner Alle 55, 2000 Frederiksberg
Acc.No.: 3306720430, IBAN DK4630003306720430, SWIFT: DABADKKK

Panagiotis Galatsanos, Anil Türer and Aqil Jeenah were approved.

- 6) **Action points** – Emma van Rooijen read out all the outstanding action points.
- 7) **General Points**
 - a. **Communication via email** – Emma van Rooijen recommend the ExCo to reply to emails within the agreed 48 hours.
- 8) **Trust report** – Since there was no Trust Representative present until later in the meeting the ExCo evaluated the work of the Trust. The Trust had been very active and involved with the work of ExCo until the 64th IVSA Symposium in Taiwan. For the last three months however the Trust have not been as involved. Emma van Rooijen will send an email to the Trust to discuss more involvement. Kayleigh-Anne Norman joined the meeting at 15:29 GMT+2 to give the trust report.
- 9) **Committee reports**
 - a. **Standing Committee on One Health (SCOH)** – The committee has been working on publishing another issue of the 'Veterinary Public Health Journal' (VPHJ). SCOH has also drafted a manual on 'Antimicrobial Resistance'. The committee is aiming to set up two more projects that will focus on mosquito's and climate change.
 - b. **Standing Committee on Veterinary Education (SCoVE)** – SCoVE is now collaborating with 'Echovet' which is an online learning platform that focusses on clinical ultrasounds. 'Echovet' is offering IVSA members free extended use of their online platform. The committee would like to see more students submitting VetTalk videos. Emma van Rooijen suggests that students that submit a video can receive points for the 'Top EO Competition'.
 - c. **Animal Welfare Committee (AWC)** – The AWC has selected three additional committee members. The committee website will be launched soon once they have received material from World Animal Protection. They have also started working on a collaborative project with Wild Welfare again. The AWC would also like to organize a 'Animal Welfare Week' to motivate students to organize small animal welfare projects at their local university.
 - d. **Working Group on Policies (WGP)** – The WGP is still working on a policy on 'Student Wellness'.



Hill's the Exclusive Diamond Sponsor of the IVSA

IVSA and Hill's – Working together towards better veterinary education and care worldwide'



INTERNATIONAL VETERINARY STUDENTS' ASSOCIATION

Permanent Office: IVSA Info Office, DSR, Dyrslægevej 9, 1870 Frederiksberg C, DENMARK
Fax: +45 35 28 21 52; E-mail: info@ivsa.org; URL: www.ivsa.org
Bank Account: Danske Bank, Frederiksberg Afdeling, Falkoner Alle 55, 2000 Frederiksberg
Acc.No.: 3306720430, IBAN DK4630003306720430, SWIFT: DABADKKK

- e. **Working Group for Alumni (WGA)** – Currently, the main focus of the working group is the alumni event during the 65th IVSA congress in Austria. The WGA has finished the application form for Alumni but this has not been sent to ExCo yet for approval. The working group is also looking at the 'Continued Education Portal' of the World Veterinary Association (WVA). A discussion followed on whether or not the ExCo would like to propose forming a committee on alumni during the congress in Austria. Emma van Rooijen suggested to form a small committee consisting of three people and a Chair who is also a Trust member. Malcolm Chong proposed that Emma van Rooijen will write a proposal for a potential committee on alumni which will be discussed during the 5th Online Meeting of ExCo 2015-16.

10) Events - IVSA representatives

- a. **The 84th OIE General Session - Hostel prices** – The 84th OIE General Session will be held at Maison de la Chimie in Paris from the 22nd to the 27th of May, 2016. Emma van Rooijen will be the IVSA representative who will be attending the meeting. After a discussion on accommodation options, Malcolm Chong proposed to approve the costs of € 188,- for a 4 night stay in the cheapest hostel within reasonable distance in Paris during those dates. This was approved.
- b. **World Small Animal Veterinary Association (WSAVA) World Congress 2016 – deadlines** – Like discussed in the 4th Online Meeting, the WSAVA World Congress will be held in Cartagena, Colombia from the 27th to the 30st of September, 2016. Malcolm Chong will be the main IVSA representative. Another IVSA representative will attend the congress and will receive full reimbursement for accommodation during the congress and a reimbursement up to € 500,- for their travel expenses. All ExCo Officers that would like to be the additional IVSA representatives must send a motivation letter to the Trust and Malcolm Chong. This motivation letter will be one page at most and will be submitted before the 1st of June, 2016. The Trust and Malcolm Chong will then decide on the representative by the 8th of June 2016.
- c. **World Buiatrics Congress (WBC) - 3-8 July 2016** – Like discussed during the 4th Online Meeting (SEE MINUTES), the WBC will be held in Dublin from the 3rd to the 8th of July, 2016. Emma van Rooijen has been approved to attend the congress as the IVSA representative. The registration fee for students is € 340,-. Ann-Katrin Autz will speak to her professor in Vienna to agree on a discount for the fee to be paid by the IVSA representative. Malcolm Chong proposed to not send an IVSA



Hill's the Exclusive Diamond Sponsor of the IVSA

'IVSA and Hill's – Working together towards better veterinary education and care worldwide'



INTERNATIONAL VETERINARY STUDENTS' ASSOCIATION

Permanent Office: IVSA Info Office, DSR, Dyrslægevej 9, 1870 Frederiksberg C, DENMARK
Fax: +45 35 28 21 52; E-mail: info@ivsa.org; URL: www.ivsa.org
Bank Account: Danske Bank, Frederiksberg Afdeling, Falkoner Alle 55, 2000 Frederiksberg
Acc.No.: 3306720430, IBAN DK4630003306720430, SWIFT: DABADKKK

representative, being Emma van Rooijen, if no reduced registration fee is received. This was approved.

- d. **25th PANVET congress and the WVA General Assembly 2016 (Panama)** – Malcolm Chong will be the IVSA representative for both the PANVET congress and the WVA General Assembly which will both be held in Panama from the 3rd to the 7th of October, 2016. Sofie Svensson has friends in Panama that can maybe offer Malcolm Chong accommodation.
- e. **International Federation of Medical Students' Associations (IFMSA) August Meeting (Mexico)** – The IFMSA August Meeting 2016 will be held from the 1st to the 8th of August in Mexico. The 65th IVSA congress in Austria will be held until the 3rd of August, 2016, therefore no ExCo Officer can attend the meeting. The current SCOH chair, Elizabeth Malcolm, is not available to attend the meeting either. Aqil Jeenah proposed to not send an IVSA representative to the IFMSA August Meeting 2016. This was approved.
- f. **World Aquatic Veterinary Medical Association (WAVMA) AGM - (Romania)** – WAVMA has requested for two students to give a presentation on aquatic medicine in veterinary education during their WAVMA AGM in Romania which will be held in September 2017. Emma van Rooijen proposed to send out a call, for students active in aquatic medicine, in September. Sofie Svensson will promote the call actively in Norway since their curriculum offers courses focussing on aquatic medicine.
- g. **The 2nd Global One Health Conference by World Veterinary Association/World Medical Association (WVA/WMA)** – The 2nd Global One Health Conference will be held in Japan in November 2016. WVA/WMA have requested a joint presentation from IVSA and IFMSA, similar to the presentation given during the 1st Global One Health Conference in Barcelona 2015. Emma van Rooijen proposed to send Malcolm Chong as the IVSA representative and to deliver the presentation. This was approved.

Recess at 11:20 GMT+2

The meeting was called to order by Malcolm Chong at 11:35 GMT+2

- 11) **WVA working groups on Policies - IVSA representative for animal welfare and zoonotic disease** – As a results of the IVSA Animal Welfare Conference, the WVA has asked for two student representative from IVSA to be member of the Working Group on Policies. One student would be a member of the



Hill's the Exclusive Diamond Sponsor of the IVSA

'IVSA and Hill's – Working together towards better veterinary education and care worldwide'



INTERNATIONAL VETERINARY STUDENTS' ASSOCIATION

Permanent Office: IVSA Info Office, DSR, Dyrslægevej 9, 1870 Frederiksberg C, DENMARK
Fax: +45 35 28 21 52; E-mail: info@ivsa.org; URL: www.ivsa.org
Bank Account: Danske Bank, Frederiksberg Afdeling, Falkoner Alle 55, 2000 Frederiksberg
Acc.No.: 3306720430, IBAN DK4630003306720430, SWIFT: DABADKKK

Working Group on Policies on Animal Welfare and the other student would be a member of the Working Group on Policies on Zoonotic Disease. ExCo discussed which IVSA members could be considered for these positions, including all the IVSA Officials and all committee and working group members. This item was postponed until point 32 to give any secretaries that might be interested the opportunity to make themselves aware to the ExCo.

- 12) **Relocation of Office and Bank** – Emma van Rooijen had a meeting with the Federation of Veterinarians of Europe (FVE) and WVA to discuss the relocation of the IVSA office and bank. The FVE had assisted the WVA to relocate their bank from Denmark to Brussels, Belgium and could therefore provide very relevant and useful information.
- a. **Location of the Office** – Emma van Rooijen discussed with the FVE it would be possible for IVSA to be registered at the address of the FVE office in Brussels, Belgium. After discussing with FVE Emma van Rooijen is optimistic that it will be possible to register at the same address.
 - b. **Registration in Belgium - translation of the constitution** – In order to register as a non-profit organization in Belgium, the organization would need to have certain rules and information included in their constitution. The constitution then has to be submitted in French or Dutch. Emma van Rooijen proposed to ask her mother, who is a professional translator, to help her translate the constitution and possibly reimburse some of the working hours if necessary. This was approved. Sofie Svensson also recommended that Emma van Rooijen and herself look through the documents that are currently stored at the IVSA Office in Copenhagen, Denmark.
 - c. **Paid position** – Like discussed in previous meetings, IVSA is growing at such a rate and in such a manner that it would be a good idea, in the opinion of the ExCo, to employ someone part-time and create a paid position within IVSA. This paid position would for example track the reach of promotional messages and benefits, assist the Secretary-General with administrative task, audit the Treasurer's reports, assist the Public Relations Coordinator with updating the website, assist the External Relations Officer with keeping the sponsor contracts up to date and apply for grants. The employee would assist the ExCo Officers in their tasks so it would be possible for the officers to focus more on actual projects and he or she would also ensure continuity of projects and of the level of professionalism of IVSA. Emma van Rooijen proposed to request information on salary for such an employee from different organizations and universities so that a proposal can be drafted and



Hill's the Exclusive Diamond Sponsor of the IVSA

'IVSA and Hill's – Working together towards better veterinary education and care worldwide'



INTERNATIONAL VETERINARY STUDENTS' ASSOCIATION

Permanent Office: IVSA Info Office, DSR, Dyrslægevej 9, 1870 Frederiksberg C, DENMARK
Fax: +45 35 28 21 52; E-mail: info@ivsa.org; URL: www.ivsa.org
Bank Account: Danske Bank, Frederiksberg Afdeling, Falkoner Alle 55, 2000 Frederiksberg
Acc.No.: 3306720430, IBAN DK4630003306720430, SWIFT: DABADKKK

presented to the GA for approval. This was approved. Aqil Jeenah will request information from IFMSA and his university and Emma van Rooijen will request information from several other organizations and universities.

13) Bylaw Amendments

- a. **Central Fund Tax** – Aqil Jeenah presented a proposal for a bylaw amendment to change the current system for calculating the tax that the Organizing Committees of the IVSA congress and symposium have to pay to the IVSA Central Fund. With this new system, OCs would be motivated to accept a larger amount of delegates. ExCo was very supportive of this proposal and Aqil Jeenah and Ann-Katrin Autz will work together on a final proposal and bylaw amendment that will be presented during the next Online ExCo Meeting. If the final proposal gets approved by ExCo, it will then be presented to the GA for approval
- b. **Change in Membership Fee calculation and the membership period** – Panagiotis Galatsanos presented a proposal for a bylaw amendment to change the calculation of the Membership Fee. The new calculation of the fee focusses more on the GDP of a country rather than the size of the MO. The new calculation will be very beneficial for the MOs from the lower GDP countries and it will only be a minor raise for the higher GDP countries. ExCo is very supportive of the proposal and the bylaw amendment will be presented to the GA during the 65th IVSA congress in Austria.

Recess at 12:55 GMT+2

The meeting was called to order by Malcolm Chong at 13:15 GMT+2

- c. **Other trivial changes -**
 - i. Changing the term of the MO; The current deadline for Membership Fee Payment in the bylaws has been shown to not be realistic over the last few years. Many MOs struggle to make the deadline of November 1st each year. The deadline also creates problems for new MOs that were accepted during the IVSA symposium. Panagiotis Galatsanos presented a bylaw amendment to change the membership term from 1st of September to 31st of August to the 1st of February to 31st of January. ExCo is supportive of the proposal and the bylaw amendment will be presented to the GA during the 65th IVSA congress in Austria.
 - ii. Definition of receipt; Panos proposed to include a description of what could be considered as a valid 'receipt' in the manuals. This was



Hill's the Exclusive Diamond Sponsor of the IVSA

'IVSA and Hill's – Working together towards better veterinary education and care worldwide'



INTERNATIONAL VETERINARY STUDENTS' ASSOCIATION

Permanent Office: IVSA Info Office, DSR, Dyr-lægevej 9, 1870 Frederiksberg C, DENMARK
Fax: +45 35 28 21 52; E-mail: info@ivsa.org; URL: www.ivsa.org
Bank Account: Danske Bank, Frederiksberg Afdeling, Falkoner Alle 55, 2000 Frederiksberg
Acc.No.: 3306720430, IBAN DK4630003306720430, SWIFT: DABADKKK

approved.

- iii. Annual budget expenses to change to IVSA Officials – currently it states in our bylaws that the annual budget includes all income and expenses related to the management of IVSA and the expenses of the ExCo and the Secretariat. Panos proposed to propose a bylaw amendment to the GA during the 65th IVSA symposium in Austria to change 'ExCo and the Secretariat' to 'IVSA Officials'. This was approved.
- iv. Reimbursement for the President-Elect: Panos suggested to propose a bylaw amendment to the GA during the 65th IVSA congress in Austria to specify that in the case of the President-Elect also being on the current ExCo, he/she will be considered as a member of the ExCo and half of his/her registration fee (excluding the Central Fund tax) will be covered by the OC of the congress. This was approved.

14) 65th IVSA congress in Austria

- a. **Update** – The OC would like to receive lists from ExCo with materials they will need during the congress. Currently there are twenty hours scheduled in the itinerary for the GAs. Emma van Rooijen will calculate the average hours of GA during the congress in Romania and Indonesia to see twenty hours of GA will likely to be enough.
- b. **Partners & sponsors** – Currently there is one hour scheduled in the itinerary for the annual Hill's Petfood lecture. There is an additional hour available for a lecture. Ann-Katrin Autz will tell Victoria Drauch that this spot can be used for 'Veterinaires Sans Frontières' (VSF) in case there is no other time in the itinerary available.
- c. **Alumni program** – Aqil Jeenah had sent in a request for funding for the amount of € 500,- on behalf of the Working Group on Alumni (WGA). The request had gotten denied by ExCo because IVSA does not reimburse travel expenses of speakers. The budget for committees and working groups is meant to cover expenses made to run the committee/working group such as promotional materials, attendance of important events, websites, etc. However, Aqil Jeenah proposed to consider the request once more since he had been informed that the speaker (Rosie?!) had already booked and paid for her flight to Vienna. ExCo discussed the situation, their concerns and possible solutions. ExCo agreed that the WGA should have been more clear



Hill's the Exclusive Diamond Sponsor of the IVSA

'IVSA and Hill's – Working together towards better veterinary education and care worldwide'



INTERNATIONAL VETERINARY STUDENTS' ASSOCIATION

Permanent Office: IVSA Info Office, DSR, Dyrslægevej 9, 1870 Frederiksberg C, DENMARK
Fax: +45 35 28 21 52; E-mail: info@ivsa.org; URL: www.ivsa.org
Bank Account: Danske Bank, Frederiksberg Afdeling, Falkoner Alle 55, 2000 Frederiksberg
Acc.No.: 3306720430, IBAN DK4630003306720430, SWIFT: DABADKKK

about the financial situation towards the speaker and should not have let the speaker book her flight without receiving ExCo approval first. ExCo also agrees that it is important that the alumni event at the congress in Austria will be a success and they are very supportive of the topic of the lecture. After a lengthy discussion, Malcolm Chong proposed the following action plan:

1. The WGA must try to cut down on non-essential costs in the budget for the delegates such as parties and other social events.
2. The WGA must try to raise money through fundraising events (bake sales, benefit dinners, merchandise, tutoring sessions, etc.) to cover the speaker's expenses.

If step 1 and 2 fail, then step 3 and 4 will be taken. The WGA must send a report of step 1 and 2 before the 15th of June. If the report is not sent in on time, ExCo will not consider distributing any of the funds.

3. The WGA will raise the registration fee of the alumni participants
4. ExCo will, if given proof that steps 1 and 2 have been completed without success, approve an amount of funding from the IVSA Central Fund Budget to be used to cover the speaker's expenses.

At this point, ExCo has some serious concerns about the communication between ExCo, the WGA and individual members of the working group.

Recess at 13:43 GMT+2

The meeting was called back to order by Malcolm Chong at 15:02 GMT+2.

15) Partner points

- Hill's Contract** – Samantha Morici is waiting to receive the copy of the one year contract signed by Hill's. She has been discussing the 'Top EO' prize with Jolle Kirpensteijn, who is the Hill's contact person for IVSA. They are working on creating scholarships to do an internship at a clinic in Canada instead of giving scholarships to attend the annual SAVMA convention.
- LlamaZoo update** – LlamaZoo has agreed to a one year contract to sponsor IVSA with the lump sum of € 1000,- .
- Dr. Smarts – Termination of the MoU** Aqil Jeenah had sent them a final email which Dr. Smarts did not reply to. A termination email has been sent and the termination of the MoU will come into effect on June 4th, 2016.
- Vetcoach** – Vetcoach donated 28 of its global Vetcoach books, 8 North American Vetcoach books and about 3 veterinary practice management



Hill's the Exclusive Diamond Sponsor of the IVSA

'IVSA and Hill's – Working together towards better veterinary education and care worldwide'



INTERNATIONAL VETERINARY STUDENTS' ASSOCIATION

Permanent Office: IVSA Info Office, DSR, Dyrslægevej 9, 1870 Frederiksberg C, DENMARK
Fax: +45 35 28 21 52; E-mail: info@ivsa.org; URL: www.ivsa.org
Bank Account: Danske Bank, Frederiksberg Afdeling, Falkoner Alle 55, 2000 Frederiksberg
Acc.No.: 3306720430, IBAN DK4630003306720430, SWIFT: DABADKKK

books. The books were handed to Emma van Rooijen during the IVSA Animal Welfare Conference. The books will be distributed to IVSA members as prizes for committee competitions, receivers of the Excellence award, the silent auction for the Development Fund. The North American Vetcoach books will be sold during the silent auction at the annual SAVMA convention.

- e. **Mission Rabies – MoU ExCo** discussed how they would like to collaborate with Mission Rabies over the next few years since the current one year agreement has been completed. Aqil Jeenah suggested to create more projects in collaboration with the IVSA committees and working groups. Emma van Rooijen suggested to receive more (scientific) articles from Mission Rabies for the IVSA journals. Sofie Svensson expressed that she would like to promote Mission Rabies more and would like more promotional materials from Mission Rabies including material to inform students to organize individual fundraising activities. Kayleigh-Anne Norman suggested to publish the discount for IVSA members that will take part in one of the Mission Rabies projects more clearly visible on the IVSA and Mission Rabies websites.

16) Attended events - short reports

- a. **Federation of Asian Small Animal Veterinary Association (FASAVA) congress 2016** – Malcolm Chong attended the FASAVA congress 2016 which was held in April in Kuala Lumpur, Malaysia. He was able to speak to a lot of different people and connected to representatives of the Australian Veterinary Association (AVA) and several potential sponsor companies, such as Lintbells. Besides the potential contacts for global collaboration, Malcolm Chong was also able to speak to some representatives from organizations and companies that would benefit the MOs in the Asian region.
- b. **British Small Animal Veterinary Association (BSAVA) congress 2016** – Emma van Rooijen attended the BSAVA congress 2016 from the 7th to the 10th of April in Birmingham, the United Kingdom. She gained a lot of ideas for projects with (potential) partners and sponsors on animal physical therapy, the South European Veterinary Congress, education materials, and many more. She had several meetings with some of IVSA's partners, such as Vetstream, Computers4Africa, FVE and WSAVA. Emma van Rooijen also received contact from several potential sponsor companies such as Norbrook, Infiniti Medicine and Merial. Emma van Rooijen also arranged that BSAVA will donate copies of their BSAVA manuals to the IVSA Development



Hill's the Exclusive Diamond Sponsor of the IVSA

'IVSA and Hill's – Working together towards better veterinary education and care worldwide'



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
Bank Account: Danske Bank, Frederiksberg Afdeling, Falkoner Alle 55, 2000 Frederiksberg
Acc.No.: 3306720430, IBAN DK4630003306720430, SWIFT: DABADKKK

Fund to then be donated to Vet Books for Africa.

- c. **IVSA Animal Welfare Conference 2016** – The first IVSA Animal Welfare Conference was held in Utrecht, the Netherlands from the 22nd to the 24th of April. Emma van Rooijen, who was the main organizer with the assistance of Merel Rodenburg and IVSA the Netherlands, was very content with the conference and the outcome. Not only did the conference contribute to the education of the participants, it also strengthened the relationships with the represented partner organizations. Charlene Bremont expressed that for a future event, there could be more 'Panel Discussions' since she found that the most interesting. ExCo discussed the possibility of organizing a 2nd edition of the IVSA Animal Welfare Conference or organizing a conference focussing on one health or veterinary education. Emma van Rooijen explained that she would recommend to focus on animal welfare again since there would probably not be enough topics within veterinary education to collaborate with many partner organizations and there are already a lot of opportunities for students to learn more about one health. As a result of the discussion, Emma van Rooijen proposed to organize a 2nd IVSA Animal Welfare Conference with the Committee Coordinator and the External Relations Officer as the coordinators of the event. This was approved. Emma van Rooijen will write a report on the conference and a handover manual. A call for host will be sent out between July and September 2016.

Recess at 16:35 GMT+2

The meeting was called to order by Malcolm Chong at 16:46 GMT+2

- 17) **Secure section of the website** – Malcolm Chong informed if LlamaZoo would be able to assist him with setting up a secure section on the ivsa.org website. LlamaZoo was interested but unfortunately expressed that they do not have the (human) resources to assist. Malcolm Chong suggested that he can make a very basic secure section of part of the website. Aqil Jeenah offered to discuss this issue with his dean since there might be people at his university in Pretoria, South Africa willing and able to assist.
- 18) **Mailing List Problem Updates** – The security system of the website shut down the mailing list. Emma van Rooijen came to the conclusion that her emails to the Trust therefore had never been received by the Trust. Ann-Katrin Autz advised all ExCo members to set up their personal mailing lists in gmail.

19) IVSA Journal



Hill's the Exclusive Diamond Sponsor of the IVSA

'IVSA and Hill's – Working together towards better veterinary education and care worldwide'



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
Bank Account: Danske Bank, Frederiksberg Afdeling, Falkoner Alle 55, 2000 Frederiksberg
Acc.No.: 3306720430, IBAN DK4630003306720430, SWIFT: DABADKKK

- a. Editions and content; Emma van Rooijen had recommended to Malcolm Chong to publish three journals this year to ensure the quality. Emma van Rooijen requested more input on the content from the IVSA Officials. Aqil Jeenah recommended to only publish two editions of the journal annually in the future.
- b. Advertisement; Emma van Rooijen suggested to sell pages in the journals for advertisements to companies and organizations. Kayleigh-Anne Norman suggested to include discount vouchers of sponsors in the journal.
- c. External partner; Emma van Rooijen asked Karin de Lange, an active member of FVE, if she could help on a permanent basis with publishing the IVSA journals. Aqil Jeenah will request information from IFMSA about their journal.

- 20) **IVSA How-to Videos** – The new deadline for the 'Introduction to your ExCo tasks' videos deadline is the 21st of May, 2016.
- 21) **Website Traffic – competition** – Emma van Rooijen proposed to set up a competition for all IVSA members in the form of a short quiz. This short quiz will include questions of which all the answers can be found on the ivsa.org website which will hopefully generate more traffic to the website. This was approved. Anil Türer offered a 50 percent discount on the registration fee for the 65th IVSA symposium in Istanbul, Turkey for one of the MOs that had participated in the competition.
- 22) **Coca Cola** – Anil Türer explained that he had been in contact with a professor to assist him with setting up a 'Platinum-Gold-Silver' sponsor system for IVSA. Anil Türer will send all of the conversations via email to Emma van Rooijen and Samantha Morici who can then work together to draft a contract between IVSA and Coca Cola.
- 23) **S/LA payment with Credit-Debit Card** – Like discussed during the 4th Online Meeting, Sofie Svensson had looked up different companies that would enable IVSA to receive payments from debit/credit cards during the auctions. ExCo discussed one of the companies suggested by Sofie Svensson and Paypal. Panagiotis Galatsanos is going to make an overview of which company could best be used for what type of transaction.
- 24) **ExCo Live Meeting - MO bids** – Aqil Jeenah explained that the current system for reimbursement for ExCo Officers to attend the Live Meetings is unfair for officers that have to travel longer and therefore have more expensive flight tickets. Emma van Rooijen would like to add that one person from ExCo, preferably the treasurer, calculates all the travel costs using the same website (e.g. skyscanner,



Hill's the Exclusive Diamond Sponsor of the IVSA

'IVSA and Hill's – Working together towards better veterinary education and care worldwide'



INTERNATIONAL VETERINARY STUDENTS' ASSOCIATION

Permanent Office: IVSA Info Office, DSR, Dyrslægevej 9, 1870 Frederiksberg C, DENMARK
Fax: +45 35 28 21 52; E-mail: info@ivsa.org; URL: www.ivsa.org
Bank Account: Danske Bank, Frederiksberg Afdeling, Falkoner Alle 55, 2000 Frederiksberg
Acc.No.: 3306720430, IBAN DK4630003306720430, SWIFT: DABADKKK

cheaptickets, etc.) Sofie Svensson suggested to add that the live meeting will be hosted in a country of residence of one of the ExCo Officers in case there was no submitted application that met the criteria during the call for host. Aqil Jeenah will include these points in the proposal and write a clearer explanation of point 2.2, which he will present during the 5th Online Meeting.

Recess at 17:47 GMT+2

The meeting was called to order by Malcolm Chong at 18:02 GMT+2

25) **Ad-Hoc Committee on MO/country involvement** – Aqil Jeenah had gotten a few ideas from the IFMSA March Meeting. He suggested to start using coloured cards for different points of privilege. Aqil Jeenah also proposed to set up a committee to find out what the problems are with regards to cultural differences and find solutions. A discussion followed on whether or not to form a committee or to appoint secretaries and trustees. Malcolm Chong proposed to create an 'informal group' with secretaries and trustees and to ask for member involvement in the EO Bulletin in August or September. This was approved.

26) **Officials report card** – Aqil Jeenah proposed to make 'Officials Report Cards' which are evaluations of the officials at the end of their term. These reports can be used for personal use of their own report card by the ExCo Officers or can be requested for viewing by the GA if a past IVSA Official runs for another position with IVSA. ExCo discussed the different possible forms of the report cards; short essays, a point average, overview of all essays. ExCo was most supportive of a point average system with the possibility to include explanatory comments. Panagiotis Galatsanos suggested to set up and use an anonymous online evaluation system through Google Forms. Emma van Rooijen will write a proposal and an example form which will be presented during the 5th Online Meeting.

27) **New sessions within IVSA events**

- a. **MO hours** – Aqil Jeenah explained that during the IFMSA March Meeting, they had organized a MO hour every day. During this hour, the MO could meet to discuss the GAs or elections or any other topics. Ann-Katrin Autz suggested to make it a 'suggestive MO hour' to suggest to the MOs to meet and discuss during the proposed hour. Emma van Rooijen expressed interest in also organizing a 'Suggested IVSA Officials and Nominees Hour' where all delegates could ask the current IVSA Officials and the nominees for the next term questions. Malcolm Chong proposed a 'Suggested MO Hour' and a 'Suggested IVSA Officials & Nominees Hour'. This was approved.



Hill's the Exclusive Diamond Sponsor of the IVSA

'IVSA and Hill's – Working together towards better veterinary education and care worldwide'



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
Bank Account: Danske Bank, Frederiksberg Afdeling, Falkoner Alle 55, 2000 Frederiksberg
Acc.No.: 3306720430, IBAN DK4630003306720430, SWIFT: DABADKKK

- b. **Policy sessions** – Aqil Jeenah proposed another suggested hour to ask the Working Group on Policies about the policies that are presented for approval during the GA. ExCo agreed that this was a good idea but that there would not be a need for this suggested hour during the 65th IVSA congress in Austria.
- c. **Activity fair** – Aqil Jeenah proposed to include a 'Poster Exhibition' during the IVSA congress and/or symposium. This was approved. The posters in this exhibition can present research or projects organized by a MO. Emma van Rooijen suggested to combine the 'Poster Exhibition' to the 'International Stands'. Charlene Bremont expressed that it might be better to show the posters for the full duration of the congress/symposium. After a question from Sofie Svensson, ExCo agreed that each MO must print and bring their own poster. The OC of the congress/symposium could print the posters on request but must be reimbursed by the MO that had requested the printing. Emma van Rooijen and Ann-Katrin Autz will send out information regarding the exhibition and request posters from the delegates. Ann-Katrin Autz will include the 'Call for Posters' in the EO-bulletin and Emma van Rooijen will include it do it together. Ann-Katrin Autz will put it in the EO-bulletin and Emma van Rooijen will announce it in the official email to delegates.
- 28) **Ask me Anything update** – Ann-Katrin Autz does not have a definite platform to host the first 'Ask me anything' edition. Emma van Rooijen will contact Adobe Connect and Ann-Katrin Autz will contact some interactive webinar platforms.
- 29) **Online IVSA Credit Card** – Anil Türer suggested that it would be more practical if the Treasurer would be in the possession of a credit card. Panagiotis Galatsanos looked into several banks in Belgium, since a new IVSA bank account will be opened in Belgium, and most of them use an online debit card system. Panagiotis Galatsanos suggested that he will also look into using a creditcard through Paypal.
- 30) **5th Online Meeting** – The 5th Online Meeting will be held on the 5th of June.
- 31) **Sara Wueggertz** – Sofie Svensson explained that she has contacted Sara's mother which did not result in a positive outcome yet. Sofie Svensson also contacted the Swedish Authorities and came to the conclusion that a new official invoice with the correct amount needs to be sent. Sofie Svensson will send the correct to Panagiotis Galatsanos who will make the new invoice. Panagiotis Galatsanos will then send the invoice to Emma van Rooijen. Emma van Rooijen will then add an explanatory letter with a new deadline which she will send via email and registered mail.



Hill's the Exclusive Diamond Sponsor of the IVSA

'IVSA and Hill's – Working together towards better veterinary education and care worldwide'



INTERNATIONAL VETERINARY STUDENTS' ASSOCIATION

Permanent Office: IVSA Info Office, DSR, Dyrslægevej 9, 1870 Frederiksberg C, DENMARK
Fax: +45 35 28 21 52; E-mail: info@ivsa.org; URL: www.ivsa.org
Bank Account: Danske Bank, Frederiksberg Afdeling, Falkoner Alle 55, 2000 Frederiksberg
Acc.No.: 3306720430, IBAN DK4630003306720430, SWIFT: DABADKKK

32) WVA working groups on Policies - IVSA representative for animal welfare and zoonotic disease –After hearing from the secretaries and another discussion Malcolm Chong proposed to recommend Aqil Jeenah for the Working Group on Policies for Zoonotic Disease and to recommend Emma van Rooijen for the Working Group on Policies for Animal Welfare. This was approved. ExCo agreed that the representatives for both working groups should be evaluated in December so the new Exco could possibly propose new representatives, if they prefer current IVSA Officials.

33) Any Other Business (AOB)

- a. Paying fee in local currency** – Malcolm Chong proposed to allow members to pay their congress/symposium fee in either euro's or the local currency of the hosting country. The reason for his proposal is the fact that some banks charge a high fee to change currencies several times. For example: from GBP (delegate currency) to euro (IVSA currency) to NTD (host local currency). Ann-Katrin Autz proposed to have the fee in EURO and when you pay you will pay the equivalent in the local currency according to the monthly exchange rate of that month.
- b. Reimbursements for the costs of Malcolm Chong's flight** – Malcolm Chong is attending the IFISO Spring Meeting directly after the Live Meeting in Milan. Panagiotis Galatsanos therefore requested a decision on what Malcolm Chong should be reimbursed for fully, as part of the IFISO reimbursement, and what Malcolm Chong should be reimbursed for partially, as part of the Live Meeting reimbursement. After a long discussion, Malcolm Chong proposed that € 228,- will fall under the Live Meeting expenses and will be reimbursed partially. The remainder of the travel costs will fall under the IFISO expenses and will be reimbursed fully. This was approved.
- c. Budget for the Development Fund expenses** – Sofie Svensson proposed to draft a budget for the expenses and income of the Development Fund account and present this to the GA. The budget would not have to be approved by the GA. This was approved.
- d. MoU with 'Veterinaires Sans Frontières' (VSF)** – IVSA has worked together with VSF for the World Healthcare Student Symposium (WHSS) 2015 and the IVSA Animal Welfare Conference. VSF will also submit articles for the VPHJ and the IVSA Journal. During both events, many students were interested in VSF and its projects. Emma van Rooijen proposed to draft a MoU proposal to propose collaboration between VSF and IVSA. This was



Hill's the Exclusive Diamond Sponsor of the IVSA

'IVSA and Hill's – Working together towards better veterinary education and care worldwide'



INTERNATIONAL VETERINARY STUDENTS' ASSOCIATION

Permanent Office: IVSA Info Office, DSR, Dyrslægevej 9, 1870 Frederiksberg C, DENMARK
Fax: +45 35 28 21 52; E-mail: info@ivsa.org; URL: www.ivsa.org
Bank Account: Danske Bank, Frederiksberg Afdeling, Falkoner Alle 55, 2000 Frederiksberg
Acc.No.: 3306720430, IBAN DK4630003306720430, SWIFT: DABADKKK

approved.

- e. **Student wellness committee** – During the meeting, several ExCo officers expressed that it might be a good idea to form a committee on 'Student Wellness'. Emma van Rooijen proposed to form a 'Committee on Student Wellness' during the 65th IVSA congress in Austria. This was approved with the condition that there was already a member interested in being nominated as the chair of such a committee.
- f. **Thessaloniki part during Symposium in Turkey** – Anil Türer explained that the OC for the 65th IVSA symposium in Istanbul, Turkey would like to host part of the symposium in Thessaloniki, Greece instead of Antalya. This would mean that some delegates would need to get an additional visa to be able to travel to Thessaloniki. ExCo agreed that this change is significantly different from the presented nomination during the 64th IVSA congress in Romania and therefore would require GA approval. Anil Türer expressed that it would not be possible for the OC to wait for the GA decision. Emma van Rooijen expressed that she would not feel comfortable approving the change without consenting the GA with which most of the ExCo officers agreed. Malcolm Chong proposed to approve the suggested change to host part of the symposium in Thessaloniki, Greece. This was not approved.

Recess at 21:03 GMT+2

The meeting was called to order by Malcolm Chong at 22:18 GMT+2

- g. **IVSA Asia – Thailand** – Malcolm Chong made ExCo aware of the fact that the selection of delegates for the IVSA Asia event in Thailand had not been fair since there was no balance between accepted delegates from different MOs within one country.
- h. **Update Australian Veterinary Association (AVA)** – Ann-Katrin Autz has been in contact with AVA and there will be an update soon on the progress.
- i. **World Congress for Chiropractic Students (WCCS) 2016** – Charlene Bremont attended the WCCS 2016 which was held in Paris, France from the 22nd to the 26th of April. She explained that it was a great learning experience and she will write a detailed report as soon as possible. Some ideas that she had gotten from attending the WCCS was creating a poster exhibition at IVSA events and setting up a system where one delegate per country would be the 'Head Delegate' to create more responsibility within attending MOs.



Hill's the Exclusive Diamond Sponsor of the IVSA

'IVSA and Hill's – Working together towards better veterinary education and care worldwide'



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
Bank Account: Danske Bank, Frederiksberg Afdeling, Falkoner Alle 55, 2000 Frederiksberg
Acc.No.: 3306720430, IBAN DK4630003306720430, SWIFT: DABADKKK

Aqil Jeenah suggested to appoint 'Mentor Delegates' that could assist delegates that needed more information or explanation during or about the GAs.

- j. **Reimbursements for the chairs to attend congress** – Aqil Jeenah proposed to propose a bylaw amendment to grant committee and working group chairs reimbursements of half of their registration fee (excluding the Central Fund tax) to attend the annual IVSA congress. This was approved with the condition that reimbursements will only be given if the chair submits (in time) and presents their annual report during the GA and attends the handover meeting after the new IVSA Officials are elected.
- k. **ExCo workshops for the 65th IVSa congress in Austria** – There will be 270 delegates attending the congress in Austria and therefore 7 or 8 ExCo workshops would, ideally, need to be organized. ExCo agreed to organize the following workshops, with the possibility to organize more; 'Student Wellness', 'Sponsorship & Fundraising', 'MOD workshop', 'SCOH workshop', 'SCoVE workshop' and a working given by the first and newly trained IVSA trainers.
- l. **Personal bank account that is used for IVSA Alumni Event** – Aqil Jeenah explained that all payments regarding the 2nd IVSA Alumni Event had been made through Lukas Huber's private bank account. According to the bylaws, IVSA events are not allowed to use private bank accounts. Aqil Jeenah will request a transfer of the funds from this bank account to a non-private bank account.

The meeting adjourned at 22:56 GMT+2

Emma van Rooijen
Secretary General and Vice-President



Hill's the Exclusive Diamond Sponsor of the IVSA

'IVSA and Hill's – Working together towards better veterinary education and care worldwide'