



## 2017.02.11 – Minutes for the 4<sup>th</sup> Online meeting of the IVSA Executive Committee 2016-2017

The fourth (4<sup>th</sup>) Online meeting of the IVSA Executive Committee (ExCo) 2016-17 was held at 9.00 AM GMT+1 via join.me, the Vice-President being the Chair for agenda points one (1) to seven (7) and the President being the Chair for agenda point 8 onwards. The Secretary General was present to take the minutes.

### Executive Committee Officers Present:

Malcolm Chong	President
Denise van Eekelen	Secretary General (SG)
Ondrej Vitula	Member Organization Director (MOD), Vice-President (VP) and President-elect (PE)
Andrei Ungur	Development Aid Director (DAD)
Vera González	External Relations Officer (ERO)
Alexandra Sousa	Committee Coordinator (CC)
Kerstin Abraham	Public Relations Coordinator (PRC)
Ivan Kotze	Treasurer

### Trust Representatives Present:

Emma van Rooijen	Trustee
Ann-Katrin Autz	Trustee

### Other IVSA Officials Present:

Leonie Fingerhut	Secretary
------------------	-----------

### Apologies:

None

- 1) Opening** – The meeting was called to order by Ondrej Vitula at 10.07 GMT+1.
- 2) Approval of agenda** – The agenda was approved after one amendment, being the agenda point 'Archive and Slack' added to the agenda as point 19.
- 3) Approval of the minutes of the third (3<sup>rd</sup>) Live meeting ExCo 2016-2017** – The minutes of the third (3<sup>rd</sup>) Live meeting of the IVSA ExCo 2016-17 were approved without amendments.
- 4) Approval of the minutes of the extra meeting of ExCo 2016-2017 on 2017.01.07** – The minutes of the extra meeting of ExCo 2016-2017 on 2017.01.07 were approved without amendments.
- 5) Action points** – Denise van Eekelen read out the list of action points.
- 6) Trust report** – Emma van Rooijen gave the trust report. She explained the trust had a meeting one month ago. During the meeting issues regarding the Special General Assembly (SGA), the ExCo 2016-2017 and Trust were discussed. Since then,



Trust has become more active. Other issues that were discussed will be discussed later during this meeting. At last, Emma mentioned several trustees seem to have problems with receiving emails on their official email accounts and therefore ask to contact them on their personal email addresses. Kerstin Abraham asked why she hasn't been contacted about the non-functioning email addresses. Emma van Rooijen replied she does not know that and will ask the Trust for feedback on this.

**7) Committee reports – Alexandra Sousa gave the reports on the committees and working groups. Herein, she was assisted by Emma van Rooijen, who gave the report on the Standing Committee on Wellness (SCoW).**

- a. Standing Committee on One Health (SCOH) – Alexandra Sousa** explained SCOH is a very hard and smoothly working committee. She has handed over the contact and communication with this committee to Lara Scherer (secretary). Denise van Eekelen explained SCOH has faced some issues with two less functioning members over the past months. Together with Malcolm Chong, Denise van Eekelen has spoken and worked on a solution for this with the Chair of SCOH – Clara Buxbaum.
  
- b. Standing Committee on Veterinary Education (SCoVE) – Alexandra Sousa** explained SCoVE is still doing very good. She explained SCoVE is currently working on the diversity project on Edu+, as well as on new videos for the Vet(s)Talks project. In mid-January there would have been a meeting with afriVIP on join.me and Skype to train people in using and updating the platform. Unfortunately, due to technical problems the meeting did not work out well. The meeting will therefore be rescheduled for the near future. Vera González and Alexandra Sousa explained the Vetstream/SCoVE ambassador project has been started last month, for which a lot of applications were received. Besides IVSA members that applied to become an ambassador, there were a few non-IVSA members that applied. Alexandra Sousa asked if non-IVSA members should be allowed to become Vetstream/SCoVE ambassadors as well. This was discussed. Voting resulted in a majority voting for allowance of non-IVSA people as ambassadors. Vera González explained the project with Vetstream that is being worked on next to Vetstream/SCoVE the ambassador project, which is the 'translation project' that has been discussed during one of the former ExCo meetings. Vetstream updated Vera González on the two prizes for the top two translators of the project, which are: a full-paid trip to either the World Small Animal Veterinary Association (WSAVA) congress, the North American Veterinary Community (NAVC) conference or the British Small Animal Veterinary Association (BSAVA) congress and a half-paid trip to one of these three events. If the project will succeed, translation into more languages will follow in the future.
  
- c. Animal Welfare Committee (AWC) – Alexandra Sousa** explained the AWC is still on a bit of a standstill, although information is being posted on the Facebook page. Lara Scherer is currently working on getting the committee more active. The second edition of the IVSA Animal Welfare Conference (IAWC) will be organized next year (2018) and a call for the next hosting MO will be send out in the next weeks. Alexandra Sousa will send the



new logo designed by Kerstin Abraham and the call for the IAWC to ExCo and the AWC for approval.

- d. **Standing Committee on Wellness (SCoW)** – Emma van Rooijen gave the report on SCoW. She explained the committee has been really active on Facebook over the past weeks and is still working on designing a ‘course on wellness’. There hasn’t been a meeting in a while and this had the committee on a small standstill regarding the other projects. Hopefully, a meeting will be coming up soon.
- e. **Working Group on Policies (WGP)** – Alexandra Sousa explained the working group has not been very active over the past weeks and will hopefully get more active in the next weeks, as the Chair of the WGP – Mélissa De Lombaert – will have more time.
- f. **Ad Hoc Committee on Paid Positions (AHCPP)** – Alexandra Sousa explained this committee has been on a standstill as they needed information from FVE, especially about the contract, advertisements, etc. Denise van Eekelen explained she has sent information given by FVE to the AHCPP, which will hopefully help the AHCPP moving forward again.
- g. **Working Group on Alumni (WGA)** – Alexandra Sousa explained there has been talked about the possible resignation of the Chair of the WGA – Mathieu Visser – during the last meeting. During this meeting, there was decided to ask Arvid Cardinaels if he would be interested in taking over the position of Chair. Emma van Rooijen explained Trust was not pleased with the whole course of this situation, mainly as they were not asked for a recommendation. Therefore, the Trust wants to recommend to reconsider who to appoint as the Chair of the WGA should the current Chair resign. The recommendation of Trust and the communication between ExCo and Trust were discussed. Malcolm Chong explained that, should ExCo want to follow the formation of the WGA, there should be four people in the working group, including the Chair. If someone outside of the WGA would be appointed as Chair, then a member of the WGA would actually have to leave, as there would then be five members of the WGA. Ondrej Vitula moved onto a vote to reconsider the appointment of a new chair. The majority voted not to reconsider the decision made during the previous ExCo meeting. Malcolm Chong suggested that a member of the Trust becomes an informal member of the WGA. This was agreed upon. Emma van Rooijen will inform the Trust on this and ask whom of Trust will join the WGA informally. At last, Ivan Kotze asked if there could be started with sending out the invoices of the alumni at this point in time. Alexandra Sousa explained it indeed is. Ivan Kotze will start getting the invoices ready.

## 8) Upcoming events – IVSA Representatives

- a. **General Assembly of the International Federation of Medical Students Association (IFMSA GA)** – IFMSA has sent an invitation for the IFMSA GA in Montenegro from the 2<sup>nd</sup> until the 8<sup>th</sup> of March 2017. IVSA ExCo has discussed and approved attendance of Malcolm Chong via email. With regards to this year’s budget, ExCo decided to reconsider whom to



send to the IFMSA GA during the previous meeting. Malcolm Chong explained he has not received further information yet. Malcolm Chong suggested Ondrej Vitula looks into the dates of this meeting as well and a decision on the IVSA representative will be made in the next four (4) days via email.

- b. **World Health Assembly (WHA)** – The WHA of the World Health Organization (WHO) will be held in May 2017. The possible IVSA representatives for the WHA were discussed during the previous meeting. Alexandra Sousa has contacted Caroline Bulstra and Clara Buxbaum and got into contact with IFMSA about attendance of the WHA. There was no further information on this at this point in time.
- c. **Student American Veterinary Medical Association (SAVMA) Symposium (SAVMA Symposium)** – The SAVMA Symposium will be held from the 16<sup>th</sup> – 18<sup>th</sup> of March 2017. During the third (3<sup>rd</sup>) Online meeting of ExCo there was decided to send Malcolm Chong, Andrei Ungur and Juraj Turňa to the SAVMA Symposium 2017 on behalf of IVSA. Ondrej Vitula explained Juraj Turňa is unfortunately not able to attend, but Hana Vitulova (also member from the MO – IVSA Brno, Czech Republic – that won the ‘best MO competition last summer) is able to attend in his place. This was approved.  
ExCo has discussed the lecture slot at the SAVMA Symposium, the title of the lecture and the type of lecture via email. Brian Jochems has asked Malcolm Chong for a brochure on IVSA that can be spread in the goodiebags of the delegates. Kerstin Abraham replied that there is no updated brochure, but that she could try to have one ready before the SAVMA Symposium starts.
- d. **Federation of Veterinarians of Europe (FVE) General Assembly (FVE GA)** – The next FVE General Assembly will take place from the 7<sup>th</sup> – 10<sup>th</sup> of June in Tallinn, Estonia. Denise van Eekelen explained she has been invited during the last FVE GA by the European Veterinarians in Education, Research and Industry (EVERI) to do a presentation on IVSA again during the meeting of EVERI that will be held on the 8<sup>th</sup> of June 2017. Denise van Eekelen asked if ExCo would agree with her attending as IVSA representative again, if this will be within a reasonable budget. This was approved.
- e. **British Small Animal Veterinary Association (BSAVA) Congress (BSAVA Congress)** – The BSAVA Congress will be held from the 6<sup>th</sup> – 9<sup>th</sup> of April 2017 in Birmingham, United Kingdom. Malcolm Chong explained, based on last years, it is recommended to send someone. Emma van Rooijen added that this usually is someone with partner understanding, as well as understanding of the Development Fund, which is why the president usually is recommended. She also mentioned this event is quite similar to the WSAVA Congress in Denmark this year, only focusing more on Great-Britain, and therefore may not be very necessary to attend this time, unless a meeting with WSAVA is needed. A vote resulted in the decision of not sending someone to the BSAVA Congress in Birmingham, this year.



- f. **European Association of Establishments for Veterinary Education (EAEVE) General Assembly (EAEVE GA)** – The EAEVE GA will be held on the 18<sup>th</sup> and 19<sup>th</sup> of May, 2017 in London, United Kingdom. There was no further information on this at this point in time. Malcolm Chong will ask EAEVE if IVSA will be able to attend this year and inform ExCo as soon as he has received information.
- g. **World Organisation for Animal Health (OIE) General Session (OIE GS)** – The OIE GS will be held in the last week of May 2017 in Paris, France. Malcolm Chong will contact OIE to ask for more information on this, before ExCo will make a decision on who will be the IVSA representative at the OIE GS.
- h. **International Federation of International Student Organizations (IFISO) Spring meeting (IFISO Spring meeting)** – The IFISO Spring meeting will be held from the 6<sup>th</sup> – 9<sup>th</sup> of April 2017 in Graz, Austria. The deadline for registration is the 28<sup>th</sup> of February 2017. ExCo has started discussing this via email, but no decision on the IVSA representative was made yet. Malcolm Chong proposed to send Ondrej Vitula to the IFISO Spring meeting. Should Ondrej Vitula eventually not be able to go, Denise van Eekelen will look into attendance. This was approved.
- i. **World Veterinary Congress & Global Seminar on Animal Welfare (WVC)** – The WVC will be held from the 27<sup>th</sup> – 31<sup>st</sup> of August 2017 in Incheon, Korea. Malcolm Chong explained he has been invited to speak during the Global Seminar on Animal Welfare. This was approved by ExCo and results in Malcolm Chong attending without having to pay registration fee and accommodation. Malcolm Chong explained he has talked with the president of IVSA South Korea about the volunteers at the WVC. The volunteers should be IVSA members from South Korea, but Malcolm Chong will try to create spots for IVSA members from other countries as well. Malcolm Chong and Denise van Eekelen explained the grant contest, which is organized by the Korean Veterinary Medical Association (KVMA) hosting the 33rd World Veterinary Congress jointly with the World Veterinary Association (WVA). With regards to this contest, Denise van Eekelen will contact SCOH and SCoVE.
- j. **Federation of European Companion Animal Veterinary Associations (FECAVA) Council meeting (FECAVA Council meeting)** – Denise van Eekelen explained the FECAVA Council meeting will be held from the 19<sup>th</sup> – 23<sup>rd</sup> of April in Moscow, Russia. Malcolm Chong suggested Ondrej Vitula, Denise van Eekelen and himself look into the dates and the costs, so ExCo can decide on the IVSA representative within the next week.
- k. **One Health Congress** – Denise van Eekelen explained the One Health Platform and the University of Saskatchewan organize the 5th International One Health Congress, which will be held in Saskatoon, Canada, from the 22<sup>nd</sup> – 25<sup>th</sup> of June 2018. She explained it might be an event to consider including in the budget for next year.



- i. IVSA Asian Conference** – The IVSA Asian Conference will be held in Malang & Surabaya, Indonesia from the 7<sup>th</sup> – 13<sup>th</sup> of August 2017. The post-conference will be held in Bali, Indonesia from the 13<sup>th</sup> – 16<sup>th</sup> of August 2017. Malcolm Chong explained the IVSA Asian Conference is organized by a different Asian MO each year to expose IVSA to students in Asia that don't know IVSA yet. Possible representatives of IVSA were discussed. Malcolm Chong will contact the OC for reduced fee spots and Ondrej Vitula will look into the costs of attending the IVSA Asian Conference. Malcolm Chong proposed to at least have him attending as IVSA representative and have Ondrej Vitula attending as well if he is able to. This was approved.
- m. The European Healthcare Students' Associations Summit (EHSAS)**  
– This summit is a meeting where the European Medical Students' Association (EMSA), the European Pharmaceutical Students' Association (EPSA), the European Federation of Psychology Students' Association (EFPSPA), the European Dental Students' Association (EDSA) as well as the European Nursing Student Association (ENSA) come together to discuss key issues of interprofessional collaboration and multidisciplinary approaches. This meeting will be held from the 17<sup>th</sup> – 19<sup>th</sup> of February 2017 in Brussels, Belgium. Denise van Eekelen explained IVSA was invited to attend the meeting in person in Brussels and if that would not be possible, the EHSAS associations would be delighted to have an IVSA representative attending online for the part of the meeting on One Health. As IVSA was only informed on this meeting short time ago, live attendance does not seem to be not possible. Denise van Eekelen will inform the EHSAS members, Malcolm Chong and Clara Buxbaum about the online attendance opportunities.
- n. Associations World Congress** – The Associations World Congress will be held from the 2<sup>nd</sup> – 4<sup>th</sup> of May 2017 in Vienna, Austria. Kerstin Abraham explained this might be an opportunity to meet with other organizations, but the registration fee is quite high. As this events looks similar to the UIA Round Table, Malcolm Chong suggested to check with the UIA what kind of event this is. This was agreed upon.
- o. Eastern European Regional Veterinary Conference (EERVC)** – The EERVC is a new small animal veterinary conference designed to serve the continuing education needs of veterinarians in the wider Eastern European region. Denise van Eekelen explained the event will be held in Bucharest, Romania from the 19<sup>th</sup> – 21<sup>st</sup> of October 2017. Denise van Eekelen suggested Andrei Ungur to look into it. This was agreed upon. Denise van Eekelen will inform Andrei Ungur on the event and ask him for more information.

**Recess at 13.00 GMT+1 for 20minutes**

The meeting was called to order by Malcolm Chong at 13.21 GMT+1.

**9) Special General Assembly (SGA) – Evaluation**

- a. Online attendance** – First of all, Malcolm Chong wanted to thank all ExCo members for their hard work during the SGA. Given the circumstances and the problems that were faced, he believes ExCo has done their best. Despite



efforts of ExCo to organize online attendance well, this turned out to be one of the major flaws of the SGA. Therefore, he suggested to start working on a manual for online attendance. Denise van Eekelen proposed to have a taskforce working on a manual for online attendance and updating the current GA manual. The taskforce and members of it were discussed. This resulted in approval of establishing a taskforce, that should have the following constitution: two members of the current ExCo, one/two members of Trust, one current Secretary and one general IVSA member (selected by an open call). The representatives of ExCo within the taskforce will be Malcolm Chong and Denise van Eekelen and the taskforce will be led by Denise van Eekelen.

- b. GA Agenda, reports and presentations** – Malcolm Chong believes that the GAs and presentations were less rigid than they could have been. He mentioned the election committee worked very smoothly and did a good job. Emma van Rooijen suggested to gather the IVSA Officials reports even earlier in the future, so the reports can be published on the website before the congress starts.
- c. ExCo workshops** – Malcolm Chong asked the ExCo members for feedback on their workshops and the workshops that were attended. Vera González, Andrei Ungur, Ondrej Vitula, Kerstin Abraham and Alexandra Sousa mentioned all workshops were received well. For SCOH it might be a good idea to focus on a certain One Health topic in their next workshop, as was also done in this workshop.
- d. Buddy System** – Denise van Eekelen explained the Buddy System was first used last year and she did not actively see it being used during the SGA. She asked for feedback on the Buddy System and if it should be changed. The Buddy System was discussed. There was concluded the Buddy System makes the MOs feel more welcome in the organization. Malcolm Chong suggested to think of changes needed in the Buddy System when the next IVSA Congress in Malaysia gets closer. This was agreed upon.

## 10) Partner Points

- a. WikiVet** – Vera González explained WikiVet is working on setting up moodle courses in which IVSA could be involved. She suggested to have the committees creating a moodle course together with WikiVet on a topic they choose themselves. Next to this, WikiVet is working on an idea similar to VetTalks, that could result in a conflict of interest. Vera González will look into both ideas of WikiVet and keep ExCo updated on this.
- b. IFISO KM Booklets** – Malcolm Chong explained the IFISO KM booklets is a joint project of various student-run organizations that was last worked on in 2014. This year, a new booklet will be written on ten different subjects, for which surveys have been sent. Malcolm Chong will send out an email with specific information on this project and the surveys to ExCo.
- c. One Welfare Conceptual Framework** – This independent consultation research project (initiated by a number of well-known welfare experts) aims



to develop a globally recognized conceptual framework for One Welfare. They are seeking for contributions to help shape this framework and gather relevant underpinning evidence, practical examples and case studies. All associations that will contribute will be thanked in the report that will be written about the consultation. Denise van Eekelen asked who could best fill in the survey on this framework on behalf of IVSA. Malcolm Chong explained he has informed the Chair of SCOH and SCoW on this and he will update the Chair of SCOH, as well as ExCo as soon as possible.

- d. **EAEVE Memorandum of Understanding (EAEVE MoU)** – Malcolm Chong explained has been contacted by EAEVE for reviewing the MoU IVSA has with EAEVE. One of the things needed for this, is feedback on the visitations IVSA students did together with EAEVE. Unfortunately, no reports from the people that went on visitations together with EAEVE were collected the past years. He has asked two people that went on visits the last year for reports and those will be sent in the next days. Alexandra Sousa will send all the information she has on the IVSA-EAEVE visitors to Malcolm Chong as well, so Malcolm Chong is able to provide EAEVE with feedback on the MoU.
- e. **World Federation of Public Health Associations (WFPHA)** – The WFPHA is very keen on having student associations on board. Moreover the WFPHA has one seat on the governing council for young professionals. As IVSA and the WFPHA have common targets, IVSA has been invited to become a member of the WFPHA, as are IFMSA and the International Pharmaceutical Students' Federation (IPSF). Membership will cost two-hundred-and-fifty (250) dollar (\$) per year. Alexandra Sousa explained she sees several options, being IVSA becoming a member by paying the annual fee, IVSA looking into an MoU with the WFPHA or cooperate informally with the WFPHA. Denise van Eekelen suggested to verify with IFMSA how they are involved in the WFPHA, inform at the WFPHA what the benefits for IVSA would be and based on that make a decision in the near future. This was agreed upon.
- f. **Federation of Veterinarians of Europe (FVE) – The Standing Committee of European Doctors (CPME) & European Medical Students Association (EMSA) – IVSA** – FVE and CPME agreed to work together on promoting a One Health approach in (undergraduate) education and decided to include the students in this initiative too. FVE and CPME therefore organized a meeting between the two professions and the students' organizations of both professions (EMSA and IVSA). Denise van Eekelen attended this meeting the 19<sup>th</sup> January 2017 in Brussels, Belgium. She explained that there will be worked on a joint letter for all human and veterinary medicine faculties in Europe. A joint taskforce has been set up for this, that will be joined by Denise van Eekelen, the Chair of SCOH and the Chair of the WGP or a member of the WGP.
- g. **EMSA and the European Pharmaceutical Students Association (EPSA)** – Malcolm Chong explained IFMSA and EMSA and IPSF and EPSA are not closely related and do not necessarily work together a lot, although they represent students from the same studies. IVSA is related to IFMSA and IPSF





through the WHSA. Therefore, the question raised if it would be justifiable to work with EMSA and EPSA as well. ExCo agreed that this would be justifiable.

## I I) Development Fund

- a. **SAVMA Merchandise items** – Andrei Ungur explained he has been working on the merchandise items that could be sold at the SAVMA Symposium in March 2017. The items he had listed at this point in time were: sweatshirts and hoodies, koozies, key chains (two different designs), high quality stickers of the IVSA logo and scrubs. Malcolm Chong proposed to approve producing and selling these items. This was approved.
- b. **New IVSA Scholarships** – As the Development Fund (DF) has a certain amount of money left that can be used this year, Andrei Ungur suggested to create more scholarships for which all IVSA members can apply. This was discussed. After discussion, a majority voted for creating three (3) scholarships of one-thousand (1000) Euro (€) each. Andrei Ungur explained he will write a document with the conditions for these scholarships as soon as possible, share this with ExCo for approval and will send out the call for applications after approval.
- c. **Development fund application** – A representative of SAVMA has offered a lot of veterinary books, that could be donated to faculties in underdeveloped countries. Andrei Ungur proposed to cover the shipping costs with money from the DF and open applications for faculties to receive (part of) the books. Thereby, Andrei Ungur suggested to start an application process for faculties from underdeveloped countries to receive an amount of five-thousand Euro (€5000) from the DF for improvement of their faculty.
- d. **Barili project, Philippines** – Andrei Ungur asked if it would be possible to transfer the money from the DF to Barili, Philippines already. Ivan Kotze explained it is almost for sure possible to transfer to do so. However, this does have to confirmed with IVSA Denmark, who temporarily secures IVSA's money.

**I 2) MOD Update** – Ondrej Vitula gave a brief update on the projects the MOD team is currently working on. Recently, the MOD team brainstormed about a so-called 'mentoring project', whereby the new IVSA MOs will be linked to 'older mentoring MOs'. Next to this, the first 'Office hour' was organized, which was successful as Ondrej Vitula was contacted by several people. This 'Office hour' will be organized per group of MOs of separate regions in the world in the future. Ondrej Vitula will send additional information on the projects of the MOD team to ExCo via email. Kerstin Abraham raised the issue regarding the President of IVSA Algeria, who tells people that IVSA Algeria has been suspended for two years. She explained the issue needs to be tackled soon and ExCo has to look into a solution for this. Ondrej Vitula proposed Kerstin Abraham sends him all available information on this, so he can work on it together with Ann-Katrin Autz the next couple of weeks. This was approved.



Ann-Katrin Autz asked if Ondrej Vitula has had any contact with Vetstage. Ondrej Vitula replied that there hasn't been contact for two months, which he would like to discuss with Ann-Katrin Autz personally.

### 13) 66<sup>th</sup> IVSA Congress

- a. **Meeting of ExCo with the Organizing Committee (OC)** – Malcolm Chong explained that members from ExCo who at least have to be present at the meeting are the MOD and DAD. Denise van Eekelen reminded everyone to fill in the Doodle form quickly, so a date can be chosen soon.
- b. **American Pre Veterinary Medical Association (APVMA)** – Malcolm Chong explained he has received a message from Nicholas Biondo, the President of APVMA, asking if he could attend the IVSA congress in Malaysia as representative of the APVMA. Malcolm Chong proposed to allow Nicholas Biondo (APVMA) to attend the congress in Malaysia as a guest. This was approved. Malcolm Chong will inform the OC of the congress in Malaysia about this.
- c. **Invitation partners** – Malcolm Chong explained the invitations for attending the 66<sup>th</sup> IVSA Congress to partners have not been sent yet. This will be done soon by Vera González and himself.

### 14) Finances

- a. **Reimbursements** – Ivan Kotze explained he has completed the first reimbursements of this year last week. Before the end of March, all reimbursements that have been sent in should be finished.
- b. **SGA Central Fund Tax** – Ivan Kotze explained he is in contact with Samantha Morici – co-President of the OC of the SGA – and will send out the invoice of the central fund tax for the SGA to IVSA SAVMA next week.
- c. **Membership Fee** – Ivan Kotze explained he has been in contact with Nina Schmidt from IVSA Denmark on receiving the membership fees on the IVSA Denmark account, that currently secures IVSA's money. He will start calculating and sending out the invoices.
- d. **PayPal** – Ivan Kotze explained he has no further information on the opening of a new Paypal account at this point in time.

**15) Relocation of the Office and bank** – Last meeting, Denise van Eekelen explained she would try to have all official documents signed and submitted within a few weeks at the Belgian authorities. There were no updates on the relocation of the office and bank at this point in time.

### 16) Public Relations

- a. **Website** – During the last meeting, Kerstin Abraham proposed to look into recoding the website and creating a secured section on the (new) website.



Kerstin Abraham explained a friend of her is able to design a new website voluntarily and she will look into this. Thereby, Kerstin Abraham also got into contact with a website designer, who made the new website of the Portuguese veterinary association. Denise van Eekelen mentioned she has looked into designs of the websites of partner organizations and will send an overview with pros and cons of several websites to Kerstin Abraham.

- b. T-shirts** – Kerstin Abraham explained the new officials t-shirts will be almost the same as last year, although some more colors will be added. As soon as Kerstin Abraham has gathered all the t-shirt sizes, the order will be send to the manufacturer.
- c. IVSA Journal** – Kerstin Abraham explained she did not receive any advertisements of partners and does not feel able to finish the IVSA journal on her own at this point in time. To publish the IVSA Journal as soon as possible, she asked Denise van Eekelen to contact the secretaries to ask if a secretary is able to help her finish the IVSA Journal. Denise van Eekelen agreed to do so.
- d. Logos** – Kerstin Abraham explained almost all committee and working group logos are redesigned, except from the SCOH logo, which will also be finished soon.

**17) Event proposal – IVSA Naples** – The event ‘Neapolitan Fantastic Beasts (biodiversity in the Campania region)’ has been sent to ExCo to approve it as an official IVSA event and for promotion via the IVSA channels (website, Facebook). Denise van Eekelen explained the details of the event. Ann-Katrin Autz explained better insight in the budget of the event is needed before approval can be given. Denise van Eekelen will ask IVSA Naples for their budget, so there can be voted on the approval of the event.

**18) Fourth Live meeting** – Via email ExCo has decided the fourth live meeting will take place in Naples, Italy from the 24<sup>th</sup> – 26<sup>th</sup> of March 2017. Denise van Eekelen reminded the members of ExCo to book tickets as soon as possible.

**19) Archive and Slack** – Denise van Eekelen has created a channel on Slack for ExCo and asked all members of ExCo to accept invitation she has sent for this channel. Denise van Eekelen explained the Slack channel for ExCo will make discussions on certain subjects and sharing documents quicker and easier, besides having more insight in each other’s projects. At last, Denise van Eekelen asked all ExCo members to upload their documents and folders on the Google Drive, so she is able to organize the archive.

## **20) Questions and concerns raised**

- a. Aqil Jeenah** – Malcolm Chong explained the email from Aqil Jeenah – CC 2015-2016 – that was received at the 19<sup>th</sup> of January 2017 and the first draft of the reply that has been made. Ivan Kotze suggested to discuss all points raised in the email now. This was agreed upon.



First, the fact that the former ExCo was not contacted about the organization of the SGA was discussed. Malcolm Chong explained that there were struggles in the organization and carrying out of the SGA, but the ExCo was unaware about the extent of the problems faced until it was too late, and subsequently, ExCo did not realize the need for help from the previous ExCo. As such ExCo apologizes for this mistake and ensures that this will not happen again.

Second, an explanation for the choosing Raleigh, USA as location for the SGA was discussed. Malcolm Chong summarized the arguments of the choice for Raleigh, USA, being the hosting MO showing the potential to organize such an event despite being such a last-minute request, monetary support, the fact that the election of the President-elect would be around the time it usually is, having enough time for visa applications and the fact that the USA is the country where half of our members is.

The following concerns that were discussed were related to online attendance of the SGA and platforms used for online attendance. Malcolm Chong summarized quorum unfortunately failed definitively in the days before the start of the SGA and a plan for the potential of online attendance was created then. This plan was not as adequate as ExCo had hoped and ExCo acknowledges that they failed in creating a specific set of documents to explain how the online attendance was to be done. To avoid a similar situation in the future, a taskforce will be commanded to look into manuals for the future.

In addition to this, not all MOs were informed on online attendance, which seemed to be the result of the chaos that ensued closer to the date of the SGA. Malcolm Chong mentioned the ExCo still takes full responsibility for this and has acknowledged its failure. That being said, all MOs present at the GA (online or physically) were never barred from speaking nor making motions. The ExCo also took note of every MO that responded to the roll call, physically as well as online, and opened the floor for observers (watching the livestream). Malcolm Chong explained the discussion ExCo had during an extra meeting during the SGA – of which the minutes will be published online – during which there was decided when a country was allowed (not) to vote during the presidential elections. As every person present could respond to the roll call, online as well as physically, only a country of which at least one representative was present during the fourth GA session (during which the presentations for the elections were being held) and its roll call, were allowed to vote during the last GA session. During the extra meeting ExCo had, there was also decided to add an explanatory comment to the bylaws to avoid any unclear situations regarding online attendance in the future. This comment was certainly not added to aid the situation, although it could have looked as such, as the comment was added during the SGA.

The next concern that was discussed were the not published minutes of the last ExCo meetings on the website. Unfortunately, the minutes of the ExCo meetings were written and published on the website, but not accessible due to a technical error. Being made aware of this, the technical error was solved immediately.

At last, IVSA Officials publicly stating nominees and purporting vicious rumors about others were discussed. Malcolm Chong explained that ExCo believed it was not unethical for the IVSA Officials to publicly state who the nominees



were and give answers to questions being asked. With that being said, the ExCo is proud to say that they did speak to each other and agreed from the very beginning not to badmouth any candidate, but rather speak only on work experience and merits. Unfortunately, even with the safeguards ExCo has put in place to prevent badmouthing candidates from happening, it still occurred. As soon as ExCo became aware of this, ExCo started working on new ways and means to bring back that sense of “family” into IVSA, to repair the damage that has been done, and to move on to a better, more united, future.

- b. Trust** – Directly after discussing the reply to the email sent by Aqil Jeenah, Ann-Katrin Autz explained the reaction ExCo has given after receiving ‘the call for attention’ had not been sufficient. Malcolm Chong mentioned ExCo was not aware of the written reply that should have been given after discussion of ‘the call for attention’. He explained the call for attention was discussed during an executive session and that checks and balances were built in after discussion of “the call for attention”. Malcom proposed Denise van Eekelen will send the part of the minutes from the Executive Session about the discussion of the call for attention to Trust as reaction to “the call for attention” on behalf of ExCo.

At last, the general functioning of ExCo was discussed shortly. Ann-Katrin Autz mentioned that the attitude of ExCo with regards to certain projects has been too passive. Denise van Eekelen addressed ExCo members should try to communicate better with each other and try to stay updated. With regards to this, sharing the handover documents of the positions in ExCo was discussed.

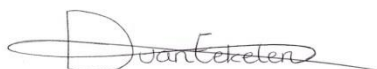
## 21) AOB

- a. Veterinary English** – Vera González explained she has been in contact with a representative of Veterinary English who wants to organize the first webinar on CV writing for IVSA members within the next months. Vera González will set up the webinar and look into the platform that can be used for this webinar in the next weeks.
- b. Trainers Network (TN)** – Vera González explained there has been a meeting of the TN last week. There should be organized a Training New Trainers (TNT) event close to (before) the IVSA congress in Malaysia. Vera González asked who should organize this. Emma van Rooijen explained the TN should organize the TNT. To do so, the TN should make a list of dates and locations on which the ExCo can comment. The eventual location and date should be approved by ExCo. Vera González proposed to have the TN organizing the next TNT event. This was approved.
- c. GA Chair** – Malcolm Chong explained ExCo did not discuss IVSA members who could be Chair during the GA in Malaysia. Ivan Kotze asked how long a person should be available to chair GAs. Emma van Rooijen explained this should ideally be for the next four events, as preparations and practice costs a considerable amount of time. Ann-Katrin Autz, Ondrej Vitula and Vera González have shown interest in the position of Chair already. Malcolm Chong proposed to send out an open call for the Chair position. This was approved.



- d. **Wix website login** – Emma van Rooijen asked Alexandra Sousa for the login of the Wix committees website. The login details will be send to Emma van Rooijen by Alexandra Sousa.
- e. **Vet tails** – A doctor from Vet tails has contacted Kerstin Abraham to translate a presentation from Spanish to English. The doctor from Vet tails wrote a paragraph about this task, which was promoted by IVSA on Facebook afterwards. This resulted in four applications and promotion of IVSA by the doctor in return.
- f. **Resignation** – Unfortunately, Alexandra Sousa has decided to resign from her positon as CC 2016-2017. Alexandra Sousa read out her resignation letter explaining her decision She hoped her decision will hopefully benefit the team of IVSA Officials and herself. Malcolm Chong replied to this statement that he is glad to have had Alexandra Sousa as member of ExCo and has respect for the decision made. Malcolm Chong asked Alexandra Sousa to send in her resignation letter officially. After receiving the resignation letter, Malcolm Chong will look into filling in the vacant position.

The meeting adjourned at 19.31 GMT+1.



Denise van Eekelen  
Secretary General 2016-2017

