



# Minutes of the Special General Assembly 2016-2017

The Special General Assembly was held in Raleigh, North Carolina, United States of America (USA) from the 1<sup>st</sup> to the 8<sup>th</sup> of January 2017

Written by Denise van Eekelen, Secretary General 2016-2017



## General Assembly – Meeting I

3<sup>rd</sup> of January, 2017

Malcolm Chong (President) gave a presentation introducing IVSA, its governing and advisory bodies and the General Assembly (GA). He also explained the voting system and Robert's Rules of Order Newly Revised (RONR) that will be used during the GA.

Malcolm Chong (President) called the GA to order at 15.12 GMT-5.

### Roll call of active Member Organizations, 15.12 GMT-5

Member Organizations	Present	Absent
IVSA Algeria, Batna		
IVSA Algeria, Blida		
IVSA Austria		
IVSA Belgium, Ghent		
IVSA China		
IVSA Croatia		
IVSA Czech Republic		
IVSA Denmark		
IVSA Estonia		
IVSA Finland		
IVSA France, Alfort		
IVSA France, Lyon		
IVSA France, Nantes		
IVSA France, Toulouse		
IVSA Germany		
IVSA Ghana, Kumasi		
IVSA Greece, Thessaloniki		
IVSA Greece, Thessaly		
IVSA Hungary		
IVSA Indonesia		
IVSA Iran		
IVSA Italy, Milan		
IVSA Italy, Naples		
IVSA Japan		
IVSA Kosovo		



IVSA Malaysia, Kelantan		
IVSA Malaysia, Selangor		
IVSA Morocco		
IVSA Namibia		
IVSA Nepal		
IVSA Netherlands		
IVSA Nigeria, Abuja		
IVSA Norway		
IVSA Pakistan		
IVSA Palestine		
IVSA Philippines, CBSUA		
IVSA Philippines, Los Banos		
IVSA Poland, Krakow		
IVSA Poland, Lublin		
IVSA Poland, Olstyn		
IVSA Poland, Poznan		
IVSA Poland, Warsaw		
IVSA Poland, Wroclaw		
IVSA Portugal		
IVSA Romania, Bucharest		
IVSA Romania, Cluj-Napoca		
IVSA Romania, Iasi		
IVSA Russia, St. Petersburg		
IVSA SAVMA (Student American Veterinary Medical Association)		
IVSA Serbia, Belgrade		
IVSA Slovakia		
IVSA Slovenia		
IVSA South Africa		
IVSA South Korea		
IVSA Spain, Barcelona		
IVSA Sweden		
IVSA Switzerland, Bern		
IVSA Switzerland, Zurich		
IVSA Taiwan		



IVSA Thailand		
IVSA Tunisia		
IVSA Turkey, Ankara		
IVSA Turkey, Bursa		
IVSA Turkey, Firat		
IVSA Turkey, Istanbul		
IVSA Turkey, Kirikkale		
IVSA Turkey Konya		
IVSA Turkey, Samsun		
IVSA UK & Ireland		

**Quorum was reached with 47% (22/47 voting entities present and eligible to vote).**

### **1. Welcome, 15.22 GMT-5**

Malcolm Chong (President) explained the GA would now proceed with the first points on the agenda.

### **2. Election of the Election Committee, 15.23 GMT-5**

Malcolm Chong (President) gave a short introduction on the Election Committee. Samuel Williams (IVSA UK & Ireland) nominated Ivan Kotze (Treasurer), Lidia Steczek (IVSA Poland, Krakow) and Lara Scherer (IVSA Austria and Secretariat) for the Election Committee. Ivan Kotze (Treasurer), Lidia Steczek (IVSA Poland, Krakow) and Lara Scherer (IVSA Austria and Secretariat) accepted the nominations.

Ivan Kotze (Treasurer), Lidia Steczek (IVSA Poland, Krakow) and Lara Scherer (IVSA Austria and Secretariat) were elected to the Election Committee.

### **3. Election of the Chairman, 15.25 GMT-5**

Malcolm Chong (President) gave a short introduction on the responsibilities of the Chairman of the GA. Nina Schmidt (IVSA Denmark and Secretariat) nominated Emma van Rooijen (Trustee) for Chairman. Emma van Rooijen (Trustee) accepted the nomination. Emma van Rooijen (Trustee) was elected as Chairman.

### **4. Election of the Parliamentarian, 15.27 GMT-5**

Nadine Tod (IVSA Austria) nominated Lucian Todirica (IVSA Romania, Cluj-Napoca and Secretariat) for Parliamentarian. Lucian Todirica (IVSA Romania, Cluj-Napoca and Secretariat) accepted the nomination. Lucian Todirica (IVSA Romania, Cluj-Napoca and Secretariat) was elected as Parliamentarian.

### **5. Amendments to and approval of the agenda, 15.28 GMT-5**



Tom Merten (IVSA Germany) moved to approve the agenda as shown on the screen. This was adopted without amendments.

#### **6. Approval of the Minutes from the 65<sup>th</sup> IVSA Congress, 15.30 GMT-5**

Nina Schmidt (IVSA Denmark and Secretariat) moved to approve the minutes of the 65<sup>th</sup> IVSA Congress in Vienna. This was adopted without amendments.

#### **7. Partner Presentations – World Veterinary Association (WVA) 15.31 GMT-5**

Dr. René Carlson, President of the World Veterinary Association (WVA), gave a short presentation introducing the WVA and its governance, actions and projects. In addition to this she explained the current position of the WVA on certain topics such as antimicrobial resistance and education of veterinarians. At last, the several possibilities for student involvement in the WVA were explained.

More information can be found [here](#).

Nina Schmidt (IVSA Denmark and Secretariat) moved to recess at 16.09 GMT-5 for ten (10) minutes.

Ivan Kotze (Treasurer) moved to allow any observers and guests the right to speak during the GA at 16.20 GMT-5. This was adopted.

#### **8. Nominations for President 2017-2018, 16.20 GMT-5**

Branden Nettles (IVSA SAVMA) nominated Ondrej Vitula (Member Organization Director and (Member Organization Director and Vice-president) for the position of President. Ondrej Vitula (Member Organization Director and Vice-president) accepted.

Samantha Morici (IVSA SAVMA) nominated Vera González Carbo (External Relations Officer) for the position of President. Vera González Carbo (External Relations Officer) accepted.

#### **9. Nominations for hosting the 67<sup>th</sup> IVSA Congress, 16.21 GMT-5**

There were no nominations for hosting the 67<sup>th</sup> IVSA Congress at this time.

Emma van Rooijen (Chairman and Trustee) explained that there were already nominations for hosting the 67<sup>th</sup> IVSA Congress from IVSA Morocco, Rabat and IVSA Namibia.

#### **10. Nominations for hosting the 67<sup>th</sup> IVSA Symposium, 16.22 GMT-5**

Emma van Rooijen (Chairman and Trustee) explained the nominations for hosting the 67<sup>th</sup> IVSA Symposium will also be open during the 66<sup>th</sup> IVSA Congress in Malaysia.

Samantha Morici (IVSA SAVMA) nominated IVSA South-Korea for hosting the 67<sup>th</sup> IVSA Symposium. IVSA South Korea accepted.



## **11. Forming the Ad Hoc Committee on the Paid Position, 16.23 GMT-5**

Emma van Rooijen (Chairman and Trustee) explained the formation of the Ad Hoc Committee on the Paid Position (AHCPP) during the 65<sup>th</sup> IVSA Congress in Vienna, Austria in the summer of 2016.

Lara Scherer (IVSA Austria and Secretariat) moved to form an Ad-Hoc Committee on the IVSA Paid Position until end of the GA of the 66<sup>th</sup> IVSA Congress where it will be dissolved, unless the GA decides to extend the term of the Committee for an additional six (6) months. The Chair will be appointed by the IVSA Executive Committee (ExCo). In case the GA decides to extend the term during the GA of the 66<sup>th</sup> IVSA Congress, the Chair will be elected by the GA. The Chair will select two (2) additional committee members via application forms submitted to the Chair. This was adopted.

The ExCo would like to re-appoint the current Chair, Brian Jochems (IVSA SAVMA and Chair of the AHCPP), to ensure the continuity and efficiency of the committee. This was adopted.

## **12. The Excellence Award, 16.25 GMT-5**

The Excellence Award was created by the ExCo in June 2015. The award is granted twice a year; at the IVSA Congress and at the IVSA Symposium. The award will be given to an IVSA member that, in the opinion of the ExCo, has excelled in his/her position and exceeded what is to be expected of a member in that position. Nominations are sent to the ExCo in the weeks before the start of the GA and the receiver of the award is selected by the ExCo. Emma van Rooijen (Chairman and Trustee) presented all the nominees for the 4<sup>th</sup> Excellence Award.

Branden Nettles (IVSA SAVMA) was awarded the 4<sup>th</sup> Excellence Award for his enthusiasm, for motivating everyone around him to join IVSA, for his effort to help IVSA and the auctions and his hard work in the Organizing Committee (OC) of the Special General Assembly (SGA) and the SAVMA Symposium 2017.

Other nominees were: Caroline Bulstra (IVSA The Netherlands), Michael Huang (IVSA China, Chair of the Standing Committee on Veterinary Education (SCoVE)), Brian Jochems (IVSA SAVMA, Chair of the AHCPP), Mélissa De Lombaert (IVSA SAVMA, Chair of the Working Group on Policies (WGP)) and Wasseem Tahboub (IVSA Palestine).

## **13. IVSA Activities, 16.28 GMT-5**

- a. **Presentation on the Development Fund (DF)** – Andrei Ungur (Development Aid Director) gave an update on the DF, the Scholarship Fund, the past and current projects. During the 65<sup>th</sup> IVSA Congress in Austria 2056 EURO (€) was raised through the live and silent auctions and 1355 EURO (€) was raised through the silent auction at the SAVMA Symposium in 2016. The Faculty of Veterinary Medicine of the Chittagong Veterinary and Animal Sciences University in Bangladesh has received funding from the DF for the term 2015-2016 for purchasing veterinary equipment. The veterinary faculty at Barili, Philippines has been granted to receive funding for purchasing veterinary equipment through the DF for the term 2016-2017.



- b. Presentation on the IVSA Committees and Working Groups –** Alexandra Sousa (Committee Coordinator) gave a presentation on the work of the Standing Committee on One Health (SCOH) and the Working Group on Alumni (WGA). Hilary Antosh (IVSA SAVMA and Chair of the Animal Welfare Committee (AWC)) gave a presentation on the work of the AWC. Mélissa de Lombaert (IVSA SAVMA and Chair of the WGP) gave a presentation on the work of the WGP. Brian Jochems (IVSA SAVMA and Chair of the AHCPP) gave a presentation on the work of the AHCPP. Lisa Buren (IVSA The Netherlands) gave a presentation on the work of the SCoVE. Xavier Canalvilhas (IVSA Portugal and Chair of the Standing Committee on Wellness (SCoW)) gave a presentation on the work of SCoW.

Lara Scherer (IVSA Austria, Secretariat and Election Committee) asked if the members of the AHCPP will be the same for the extended term of the AHCPP. Emma van Rooijen (Chairman and Trustee) explained the Chair of the AHCPP will select two (2) additional committee members via application forms submitted to him, as agreed on in the motion that passed earlier this meeting.

- c. Presentation on sponsorship –** Vera Gonzalez (External Relations Officer) gave an update on the current status of partners and sponsors of IVSA. She explained Hill's Pet Nutrition decided to end the contract as 'Diamond Sponsor' of IVSA at the 1<sup>st</sup> of January 2017. The External Relations Team has started working on a sponsorship tiers system and contacted potential sponsors and partners.
- d. Presentation on the work of the MOD –** Ondrej Vitula (Member Organization Director and Vice-president) gave an update on the MOD team and the past, future and upcoming projects.

Ivan Kotze (Treasurer) moved to recess at 17.21 GMT-5 until the scheduled time for GA meeting 2 at 8.00 am GMT-5 on the 4<sup>th</sup> of January, 2017. This was approved.

The GA went into recess at 17.21 GMT-5.



## General Assembly – Meeting 2

4<sup>th</sup> of January, 2017

Emma van Rooijen (Chairman and Trustee) called the GA to order at 8.23 GMT-5.

### Roll Call

Member Organizations	Present	Absent
IVSA Austria		
IVSA Czech Republic		
IVSA Denmark		
IVSA Finland		
IVSA Germany		
IVSA Greece		
IVSA Italy		
IVSA Malaysia		
IVSA Netherlands		
IVSA Norway		
IVSA Philippines		
IVSA Poland		
IVSA Portugal		
IVSA Romania		
IVSA SAVMA		
IVSA Serbia		
IVSA Slovenia		
IVSA South Africa		
IVSA South Korea		
IVSA Taiwan		
IVSA Thailand		
IVSA UK & Ireland		

**Quorum was reached with 40% (19/47 voting entities present and eligible to vote).**

### 14. Nominations for President, 8.26 GMT-5

Nina Schmidt (IVSA Denmark and Secretariat) nominated Xavier Canalvilhas (IVSA Portugal and Chair of SCoW) for the position of President. Xavier Canalvilhas (IVSA Portugal and Chair of SCoW) accepted.





### **15. Nominations for hosting the 67<sup>th</sup> IVSA Congress, 8.27 GMT-5**

There were no other nominations for hosting the 67<sup>th</sup> IVSA Congress at this time.

### **16. Nominations for hosting the 67<sup>th</sup> IVSA Symposium, 8.28 GMT-5**

There were no nominations for hosting the 67<sup>th</sup> IVSA Symposium at this time.

Emma van Rooijen (Chairman and Trustee) explained that there was already a nomination for hosting the 67<sup>th</sup> IVSA Symposium from IVSA South Korea.

### **17. Partner presentations – American Veterinary Medical Association (AVMA), 8.29 GMT-5**

Dr. Sabin, AVMA's Associate Director for International and Diversity Initiatives, gave a short presentation introducing the AVMA and its aim and governance, different divisions and actions, as well as its international involvement. At last, SAVMA – the national organization of veterinary students –, the aim of SAVMA and possibilities for externships were explained.

More information can be found [here](#).

### **18. Bylaw Amendment – Role of the Parliamentarian, 8.55 GMT-5**

Mélissa De Lombaert (IVSA SAVMA) moved to replace the last paragraph with the following paragraph at the end of the section “General Assembly – Officials of the General Assembly – Parliamentarian”:

*“The Parliamentarian shall refrain from making motions and participating in debate as much as is reasonably possible. The Parliamentarian shall retain the right to vote.”*

The motion was adopted after amendment.

### **19. Executive Sessions, 8.58 GMT-5**

According to the bylaws, the ExCo has to inform the GA of any Executive Session that were held since the last GA adjourned. Emma van Rooijen (Chairman and Trustee) stated that there two (2) executive sessions had been held since the GA during the 65<sup>th</sup> IVSA Congress in Vienna was adjourned.

Sarah Waibel (IVSA SAVMA) requested more information on the executive sessions itself and the subjects of the discussions. Malcolm Chong (President) and Emma van Rooijen (Chairman and Trustee) explained why ExCo could decide to go into an executive session. Malcolm Chong (President) explained briefly that the subjects of discussion in the two past executive sessions were possible new partnerships and sponsors and functioning of certain IVSA Officials, which was explained further by Ondrej Vitula (Member Organization Director and Vice-President), Alexandra Sousa (Committee Coordinator) and Vera González (External Relations Officer). At last, Malcolm Chong explained steps have been taken to assure the functioning of IVSA Officials.



## **20. Presentation of the Preliminary Financial Statement for the current Financial year (2016-2017), 9.17 GMT-5**

First, Ivan Kotze (Treasurer) explained the current situation of the IVSA bank account. The bank account of IVSA got frozen in August 2016 and would be closed at the 31<sup>st</sup> of December 2016. Hereby, no bank transfers have been conducted until this point in time. At last, he explained Denise van Eekelen (Secretary General) and himself are working on opening a new bank account for IVSA in Belgium.

## **21. Presentation of the Financial Report for the previous Financial Year (2015-2016) for approval, 9.22**

Ivan Kotze gave the financial report of the previous financial year, including the total expenses and income. The total income was 51.839,80 EURO (€) and the total expenses were 28.349,86 EURO (€). This resulted in a surplus of 23.498,94 EURO (€).

Tom Merten (IVSA Germany) moved to accept the report of the previous Financial Year (2015-2016). This was adopted.

## **22. Constitution amendment – Relocation of the Bank, 9.26**

Emma van Rooijen (Chairman and Trustee) explained any amendment to the Constitution has to be voted on and adopted twice, before it can go into effect. The first time this amendment to the Constitution was voted on (during the 65<sup>th</sup> Congress in Austria), the amendment was adopted.

Nina Schmidt (IVSA Denmark and Secretariat) moved that “.. to the laws of Denmark with a registered address in Copenhagen, Denmark.” in the Constitution under the section ‘Registered Office’ will be replaced with:

“.. to the laws of Belgium with a registered address in Brussels, Belgium.”

So that this section reads:

*IVSA is founded as an association according to the laws of Belgium with a registered address in Brussels, Belgium.*

The motion was unanimously adopted and the amendment to the Constitution had been approved for the second time. With this, the amendment to the Constitution will go into effect.

## **23. Presentation of each Executive Committee (ExCo) Officers work since the Handover Meeting for approval, 9.28 GMT-5**

Lara Scherer (IVSA Austria) moved to approve the reports of the ExCo Officers as sent by email to all the delegates before the start of the GA. This was adopted.

## **24. Report of the 65<sup>th</sup> IVSA Congress in Vienna, 9.30 GMT-5**

Lara Scherer (IVSA Austria and Secretariat) and Nadine Tod (IVSA Austria) presented the final report of the 65<sup>th</sup> IVSA congress in Austria. This presentation included the total amount



of delegates (247), a summary of the different educational streams and other activities during the Congress. Lara Scherer (IVSA Austria and Secretariat) presented the financial report of the 65<sup>th</sup> Congress, including the total income (congress fees and sponsors) which was 125.531,41 EURO (€) and the total expenses that were €121.674,88. This resulted in a surplus of 3856,53 EURO (€).

Ivan Kotze (Treasurer) asked what will be done with the surplus of money (3856,53 EURO (€)). Lara Scherer explained that the Austrian Veterinary Students Association most likely will receive the surplus, as they supported the organization financially.

Branden Nettles (IVSA SAVMA) moved to approve the report on the 65<sup>th</sup> IVSA Congress in Vienna, Austria. This was adopted.

## **25. Presentation of and voting on applications of Member Organizations, 9.46 GMT-5**

Tom Merten (IVSA Germany) moved to postpone this agenda point to GA meeting four (4) directly before the point 'Continuing with agenda from GA session one (1) onwards'. This was adopted.

Tom Merten (IVSA Germany) moved to recess at 9.47 GMT-5 for twenty (20) minutes.

## **26. Bylaw amendment – Member Organization Director, 10.09 GMT-5**

Emma van Rooijen (Chairman and Trustee) gave a summary of the bylaw amendment regarding the name of the position of MOD that was sent in.

Tom Merten (IVSA Germany) moved to replace all mentions of "Member Organization Director" with "Member Organization Manager" within the bylaws.

So that the bylaws read:

At the section:

"Executive Committee – Structure"

*"The ExCo shall consist of six to eight (6–8) members, and must always contain the following specific named positions:*

- *President*
- *Secretary General*
- *Treasurer*
- *Development Fund Director*
- *Member Organization Manager"*

AND at the section:

"Executive Committee – Responsibilities"

*"Member Organization Manager*

*The responsibilities of the Member Organization Manager include but are not limited to:"*



AND at the section:

“Membership – Rights – Individual Supportive Members”

*“Individual Supportive Members who are veterinary students and wish to undertake an exchange may apply for one through the Member Organization Manager.”*

AND at the section:

“Membership – Duties – Membership Organizations”

*“6. notifying the Member Organization Manager of exchange activities within the Member Organization related to the work of IVSA.”*

AND at the section:

“Congresses and Symposia – Communication before a Congress or Symposium”

*“3. The OC is required to answer inquiries by the ExCo and give all necessary information about the work of the OC to the Member Organization Manager.”*

AND at the section:

“Congresses and Symposia – Official Parts of a Congress or Symposium”

*“4. EO meeting: The Member Organization Manager is responsible for arranging an EO meeting with the help of the OC. The Member Organization Manager will inform the OC at least 60 days prior to the Congress or Symposium about the requirements for the EO meeting.”*

After debate, the motion was lost by card raising vote with a majority of the votes cast against.

## **27. IVSA Endorsements – WSAVA Nutrition Guidelines, 10.19 GMT-5**

Will Koehler (IVSA SAVMA) moved to postpone this point to GA session three (3) directly before the point ‘continuing with agenda from GA session one (1) onwards’. This was adopted.

## **28. Associate Membership of the Federation of European Companion Animal Veterinary Associations’ (FECAVA), 10.21 GMT-5**

Emma van Rooijen (Chairman and Trustee) presented the Federation of European Companion Animal Veterinary Associations (FECAVA) and the benefits of becoming an Associate Member of FECAVA. Benefits for IVSA to partner with FECAVA are joining the council meetings, becoming part of their working groups, submitting articles for the FECAVA Journal and organizing pre-congress days before the FECAVA congress. Lastly, becoming an associate member of FECAVA is free for students organizations, such as IVSA.

Mélissa De Lombaert (IVSA SAVMA and Chair of the WGP) moved to submit the application form for IVSA to become an Associate Member of FECAVA. This was approved.

## **29. Memorandum of Understanding (MoU) with Mission Rabies (MR), 10.23 GMT-5**



Emma van Rooijen (Chairman and Trustee) presented the MoU between IVSA and MR. MR is a UK-registered charity and non-governmental organization that was founded in 2013 with the goal of eliminating dog bite-mediated rabies from the world by 2030. Since 2014, IVSA has been a partner of MR. The previous MoU was valid for one (1) year and ends this year. IVSA and MR have both worked on a new MoU for three (3) years in duration, which is now ready for approval.

Tom Merten (IVSA Germany) moved to approve the MoU between MR and IVSA. This was approved.

Xavier Canalvilhas (IVSA Portugal and Chair of SCoW) asked how the students are able to join the projects of MR. Emma van Rooijen explained students can fill in the application form on the website and for IVSA members the fee for joining the vaccination projects is lower than for non-IVSA members.

### **30. Bylaw amendment – Additional Surcharge on the Congress or Symposium Fee, 10.28 GMT-5**

Emma van Rooijen (Chairman and Trustee) explained that a new bylaw amendment regarding the additional surcharge on the Congress or Symposium fee was approved during the 65<sup>th</sup> IVSA Congress in Austria. Unfortunately, it has become unclear what number of delegates should be used for the calculation of the additional surcharge of the Congress or Symposium fee.

Mélissa De Lombaert (IVSA SAVMA and Chair of the WGP) moved to add the following sentence after the end of the second sentence of the fourth (4<sup>th</sup>) point of the section “Congresses and Symposia – Symposium Finances”:

*“The surcharge will be determined according to the number of the delegates that have to pay the surcharge.”*

So the new section reads:

*Each international delegate, except members of the ExCo, Secretariat or Trust and the delegates from the United Nations least developed countries list, will pay an additional surcharge on the Congress or Symposium fee to the IVSA Central Fund. The percentage of the additional surcharge will be determined according to the tiers in the tables below. The surcharge will be determined according to the number of the delegates that have to pay the surcharge. If the total amount of the surcharge due in a higher delegate number tier is lower than the total amount due in a lower delegate number, then the maximum amount from the lower delegate number tier is used.*

The motion was adopted.

### **31. Memorandum of Understanding (MoU) with Veterinary English (VE), 10.29 GMT-5**

Emma van Rooijen (Chairman and Trustee) explained VE, which is a course in English specifically for veterinarians and veterinary students. The MoU – initiated by Samantha Morici (IVSA SAVMA and the ERO of 2015-2016) – states that, IVSA will promote VE and its tools, give VE the opportunity to give workshops during IVSA Congress or Symposium and



encourage MOs from non-English-speaking-countries to use the VE tools. In return VE will promote IVSA, offer courses with discounts or for free to IVSA members and offer free assistance and advice on CVs, mock interviews and other professional development resources.

Samantha Morici (IVSA SAVMA) moved to approve the MoU between Veterinary English and IVSA. This was adopted.

### **32. Memorandum of Understanding (MoU) with StudyPortals (SP) for approval, 10.32 GMT-5**

Emma van Rooijen (Chairman and Trustee) presented the MoU between IVSA and SP. SP, a platform that shows different study opportunities worldwide, has been a partner of IVSA for a long time.

Vera Gonzalez (External Relations Officer) moved to approve the MoU between SP and IVSA. This was adopted.

### **33. Proposal of a Bylaw amendment without prior notice – Responsibilities Secretary General, 10.35 GMT-5**

Emma van Rooijen (Chairman and Trustee) explained ExCo only became aware of the need of this bylaw amendment after the deadline. She explained the bylaws currently state the President holds signatory power on all legal documents of IVSA, while the Treasurer holds signatory power for the bank accounts. She explained why the ExCo believes the Secretary General should also be given signatory power.

Lara Scherer (IVSA Austria and Secretariat) moved to entertain the motion to amend the bylaws regarding the 'Responsibilities - Secretary General'.

Emma van Rooijen (Chairman and Trustee) explained a written ballot vote was needed to vote on this motion. To have the motion being adopted, unanimous approval was needed.

The motion did not pass with 37 out of 38 votes cast in favor (97%).

Tom Merten (IVSA Germany) moved to recess at 10.56 GMT-5 until the scheduled time for GA meeting 3 at 8.00 am on the 5<sup>th</sup> of January, 2017. This was approved.

The GA went into recess at 10.56 GMT-5.



## General Assembly – Meeting 3

5<sup>th</sup> of January, 2017

Emma van Rooijen (Chairman and Trustee) called the GA to order at 8.15 GMT-5.

### Roll Call

Member Organizations	Present	Absent
IVSA Austria		
IVSA Czech Republic		
IVSA Denmark		
IVSA Finland		
IVSA Germany		
IVSA Greece		
IVSA Italy		
IVSA Malaysia		
IVSA Netherlands		
IVSA Norway		
IVSA Philippines		
IVSA Poland		
IVSA Portugal		
IVSA Romania		
IVSA SAVMA		
IVSA Serbia		
IVSA Slovenia		
IVSA South Africa		
IVSA South Korea		
IVSA Taiwan		
IVSA Thailand		
IVSA UK & Ireland		

**Quorum was reached with 43% (20/47 voting entities present and eligible to vote).**

### **34. Nominations for President 2017-2018, 8.36 GMT-5**

Mélissa De Lombaert (IVSA SAVMA and Chair of the WGP) nominated Victoria Drauch (IVSA Austria) for the position of President 2017-2018. Victoria Drauch (IVSA Austria) accepted.



Setthatt Likichatpakdee (IVSA Thailand) nominated Chelsea Van Thof (IVSA SAVMA) for the position of President 2017-2018. Chelsea Van Thof (IVSA SAVMA) accepted.

There were no further nominations at this time and nominations were then closed.

### **35. Nominations for hosting the 67<sup>th</sup> IVSA Congress, 8.38 GMT-5**

Casper Bester (IVSA South Africa) nominated IVSA Poland, Krakow for hosting the 67<sup>th</sup> IVSA Congress. IVSA Poland, Krakow accepted.

### **36. Nominations for hosting the 67<sup>th</sup> IVSA Symposium, 8.39 GMT-5**

There were no nominations for hosting the 67<sup>th</sup> IVSA Symposium at this time.

### **37. Partner Presentation, 8.40 GMT-5**

Dr. Sifford, representative of the World Organisation for Animal Health (OIE) and Executive director of the National Import Export Services (NIES) of the Animal and Plant Health Inspection Services (APHIS) of the United States Department of Agriculture (USDA), gave a short presentation about the OIE. She explained the aim and governance of the OIE, her different divisions and actions, such as offering official health statuses for certain diseases based on surveillance information.

The OIE also offers internships for (veterinary) students at the headquarters in Paris, France.

More information can be found [here](#).

### **38. Policy Papers for Approval – Face-to-face Career Guidance, 9.11 GMT-5**

Emma van Rooijen (Chairman and Trustee) explained policy papers are general documents explaining IVSA's opinion and beliefs on a general topic. Policy papers stand for five (5) years and must be accepted by a two-third (2/3) majority vote during a later meeting of the GA than the meeting in which the policy is first presented to delegates. Therefore, this specific policy paper would be voted on in the next scheduled meeting of the GA.

Mélissa De Lombaert (IVSA SAVMA and Chair of the WGP) explained the content of the policy paper on 'Face-to-Face Career Guidance'.

### **39. Presentation on attended events, 9.16 GMT-5**

A presentation was given on events attended by IVSA representatives since the 1<sup>st</sup> of September 2016.

Samantha Morici (IVSA SAVMA) attended the United Nations General Assembly Meeting on Antimicrobial Resistance (UN-GAM). The UN-GAM was held in New York, the United States of America at the 21<sup>st</sup> of September 2016.

Malcolm Chong (President) attended the World Small Animal Veterinary Association (WSAVA) Congress, as well as Emma van Rooijen (Chairman and Trustee), who coordinated





the volunteers that were present at this congress. The WSAVA Congress was held in Cartagena, Colombia from the 27<sup>th</sup> to the 30<sup>th</sup> of September 2016.

Malcolm Chong (President) attended the WVA General Assembly (WVA GA). The WVA GA was held in Panama City, Panama at the 4<sup>th</sup> of October 2016.

Malcolm Chong (President) attended the South East Asia Veterinary School Association (SEAVSA) Congress and delivered a plenary lecture on IVSA. The SEAVSA Congress was held in Kelantan, Malaysia on the 13<sup>th</sup> and 14<sup>th</sup> of October 2016.

Alexandra Sousa (Committee Coordinator) attended the Southern European Veterinary (SEVC) Conference. The SEVC Conference was held in Granada, Spain from the 20<sup>th</sup> to the 22<sup>nd</sup> of October 2016.

Malcolm Chong (President) attended the WVA/World Medical Association Global Conference on One Health (WVA/WMA GCOH) and delivered a joint presentation with a Japanese representative of IFMSA. The WVA/WMA GCOH was held in Kitakyushu City, Fukuoka, Japan from the 10<sup>th</sup> to the 12<sup>th</sup> of November 2016. He was invited as a speaker and delivered a joint presentation with a Japanese representative of IFMSA.

Denise van Eekelen (Secretary General) attended General Assemblies (GAs) of the Federation of Veterinarians of Europe (FVE) and the FVE section European Veterinarians in Education Research and Industry (EVERI) and delivered a presentation on IVSA and current and past projects (of IVSAs committees) at the EVERI GA. The EVERI and FVE GAs were held from the 10<sup>th</sup> to the 12<sup>th</sup> of November 2016.

Vera González Carbo (Externa Relations Officer) attended the Informal Forum of International Students Organisations (IFISO) Autumn Meeting. The IFISO Autumn Meeting was held in Lisbon, Portugal from the 17<sup>th</sup> to the 20<sup>th</sup> of November 2016.

#### **40. IVSA Endorsements – WSAVA Nutritional Assessment Guidelines, 9.40 GMT-5**

Malcolm Chong (President) explained the [WSAVA Nutritional Assessment Guidelines](#) that have been written and peer reviewed by WSAVA. IVSA had been asked to endorse these guidelines.

Kelsey Libbe (IVSA SAVMA) moved to endorse the WSAVA Nutritional Assessment Guidelines.

Brian Jochems (IVSA SAVMA and Chair of the AHCPP) moved to table the motion until the next meeting of the GA. This was adopted.

#### **41. Proposal of a Bylaw amendment without prior notice – Responsibilities Secretary General, 9.42 GMT-5**

Seunghun Heo (IVSA South Korea) moved to reconsider the vote to entertain the motion to amend the bylaws regarding the ‘Responsibilities – Secretary General’.



Emma van Rooijen (Chairman and Trustee) explained a written ballot vote was needed to vote on this motion. To have the motion being adopted, unanimous approval was needed. A vote can only be reconsidered if the losing party moves to reconsider.

The motion passed unanimously with 40 out of 40 votes cast (100%).

#### **42. Bylaw amendment – Responsibilities Secretary General, 9.55 GMT-5**

Kerstin Abraham (Public Relations Coordinator) moved to insert the following paragraph at the end of the section “Executive Committee – Responsibilities – Secretary General”:

*“In addition to these responsibilities the Secretary General holds the signatory power of IVSA, only with unanimous consent of ExCo, on all official documents and agreements.”*

So that the new section reads:

*The responsibilities of the Secretary General include but are not limited to:*

- *directing the work of the Secretariat, subject to direction by the ExCo,*
- *servicing as the Secretary of the General Assembly and ExCo meetings,*
- *certifying delegates before the start of the General Assembly,*
- *combining the list of active Member Organizations received from the Treasurer with the list of delegates received from the OC to produce the number of votes present at the General Assembly at Congress or Symposium,*
- *ensuring the taking and circulation of the minutes of the meetings of the General Assembly and the ExCo to all relevant parties,*
- *archiving all ExCo and General Assembly minutes, reports and other relevant information,*
- *assisting the President and Vice-President according to their requests.*

*In addition to these responsibilities the Secretary General holds the signatory power of IVSA, only with unanimous consent of ExCo, on all official documents and agreements.”*

Branden Nettles (IVSA SAVMA) moved to table the motion regarding the bylaw amendment about the responsibilities of the Secretary General. This was adopted.

Nina Schmidt (IVSA Denmark and Secretariat) moved to recess at 10.13 GMT-5 for fifteen (15) minutes. This was approved.

Lara Scherer (IVSA Austria and Secretariat) moved to untable the motion regarding the bylaw amendment about the responsibilities of the Secretary General. This was adopted.

Mélissa De Lombaert (IVSA SAVMA and Chair of the WGP) moved to replace the bylaw amendment as a whole with the following:

Insert the following paragraph at the end of the section ‘Executive Committee – Structure’:

*The President will hold the signatory power on all official documents and agreements.*

*The Treasurer will hold signatory power on all financial documents.*

*Any other member of ExCo, when necessary, will hold signatory power, only with the unanimous consent of the ExCo, on all official documents and agreements.*

AND strike out the following sentence under the section ‘Executive Committee – Responsibilities – President’:

*The President will also hold the signatory power of IVSA on all official documents and agreements.*



AND strike out the following sentence under the section 'Executive Committee – Responsibilities – Treasurer':

*In addition to these responsibilities the Treasurer will hold signatory power to the bank accounts of IVSA.*

The motion was extensively discussed, as well as the situations wherefore this bylaw amendment would be needed in the future and what the best wording of this bylaw amendment would be.

Nina Schmidt (IVSA Denmark and Secretariat) moved to remove the previous question and move onto voting on the amendment of the bylaw amendment. This was approved.

Samantha Morici (IVSA SAVMA) moved the GA to stand at ease for two (2) minutes. This was approved.

After debate and amendment, the motion to amend was adopted by card raising vote with the majority of the votes cast in favor.

Dustin Liechtly (IVSA SAVMA) moved to replace the third sentence of the first paragraph of the new bylaw amendment with:

*'Any other member of ExCo may hold signatory power for specified documents and/or agreements with the unanimous consent of the ExCo.'*

This was adopted by card raising vote with a majority of the votes cast in favor.

The amended main motion (see below) was unanimously adopted and the bylaws were amended.

#### Amended main motion

Insert the following paragraph at the end of the section 'Executive Committee – Structure':

*The President will hold the signatory power on all official documents and agreements.*

*The Treasurer will hold signatory power on all financial documents.*

*Any other member of ExCo may hold signatory power for specified documents and/or agreements with the unanimous consent of the ExCo.*

AND strike out the following sentence under the section 'Executive Committee – Responsibilities – President':

*The President will also hold the signatory power of IVSA on all official documents and agreements.*

AND strike out the following sentence under the section 'Executive Committee – Responsibilities – Treasurer':

*In addition to these responsibilities the Treasurer will hold signatory power to the bank accounts of IVSA.*

And add the explanatory comment:

*ExCo should only approve the signatory power of members of ExCo other than the President and the Treasurer if it is not feasible for either of them to sign the relevant documents.*



Samantha Morici (IVSA SAVMA) moved to recess at 11.53 GMT-5 until the scheduled time for GA meeting 4 at 8.00 AM GMT-5 on the 6<sup>th</sup> of January. This was approved.

The GA went into recess at 11.53 GMT-5.



## General Assembly – Meeting 4

6<sup>th</sup> of January, 2017

Emma van Rooijen called the GA to order at 8.20 GMT-5.

### Roll Call

Member Organizations	Present	Absent
IVSA Austria		
IVSA Czech Republic		
IVSA Denmark		
IVSA Finland		
IVSA Germany		
IVSA Greece		
IVSA Italy		
IVSA Malaysia		
IVSA Netherlands		
IVSA Norway		
IVSA Philippines		
IVSA Poland		
IVSA Portugal		
IVSA Romania		
IVSA SAVMA		
IVSA Serbia		
IVSA Slovenia		
IVSA South Africa		
IVSA South Korea		
IVSA Taiwan		
IVSA Thailand		
IVSA UK & Ireland		

**Quorum was reached with 47% (22/47 voting entities present and eligible to vote).**

Tom Merten moved to move the 'Presentation of the Nominees for the 67<sup>th</sup> Congress' from item 46 in GA Session 4 to Point 53 (after nominations for hosting the 67<sup>th</sup> Symposium) in GA Session 5 and to move 'Presentation on the 66<sup>th</sup> IVSA Symposium in South Africa' and 'Voting on the maximum fee for the 66<sup>th</sup> IVSA Symposium in South Africa, being point 57 and



point 58 respectively to point 46 and 47 in GA Session 4. This was approved and the agenda was amended.

#### **43. Nominations for hosting the 67<sup>th</sup> IVSA Congress, 8.38 GMT-5**

There were no nominations for hosting the 67<sup>th</sup> IVSA Congress at this time and nominations were then closed.

#### **44. Nominations for hosting the 67<sup>th</sup> IVSA Symposium, 8.38 GMT-5**

There were no nominations for hosting the 67<sup>th</sup> IVSA Symposium at this time.

#### **45. Presentations of the nominees for President 2017-2018, 8.39 GMT-5**

Branden Nettles (IVSA SAVMA) presented the reason for his nomination of Ondrej Vitula (Member Organization Director and Vice-President) for the position of President.

Ondrej Vitula (Member Organization Director and Vice-President) presented his nomination for the position of President.

Samantha Morici (IVSA SAVMA) presented her reason for her nomination of Vera González Carbo (External Relations Officer) for the position of President.

Vera González Carbo (External Relations Officer) presented her nomination for the position of President.

Nina Schmidt (IVSA Denmark and Secretariat) presented her reason for nomination of Xavier Canalvilhas (IVSA Portugal and Chair of the SCoW) for the position of President.

Xavier Canalvilhas (IVSA Portugal and Chair of the SCoW) presented his nomination for the position of President.

Mélissa De Lombaert (IVSA SAVMA and Chair of the WGP) presented her reason for nomination of Victoria Drauch (IVSA Austria) for the position of President.

Victoria Drauch (IVSA Austria) presented her nomination for the position of President.

Setthatt Likichatpakdee (IVSA Thailand) presented his reason for nomination of Chelsea van Thof (IVSA SAVMA) for the position of President.

Chelsea van Thof (IVSA SAVMA) presented her nomination for the position of President.

Emma van Rooijen (Chairman and Trustee) announced that the GA would stand at ease for one (1) minute.

The following questions were then asked to and answered by the nominees for the position of president: "Should you not win the election, will you then still be actively involved in IVSA?", "How are you planning on creating more partnerships with other (student) associations?" and "What is something that you admire in the other nominees?"



Lucian Todirica (IVSA Romania, Cluj Napoca, Secretariat and Parliamentarian) moved to recess at 10.08 GMT-5 for 20 minutes. This was approved.

The GA went into recess.. etc. etc.

#### **46. Presentation on the 66<sup>th</sup> IVSA Symposium in South-Africa 10.30 GMT-5**

Ivan Kotze presented the 66<sup>th</sup> IVSA Symposium to be held in South Africa including an overview of the preliminary itinerary, visa requirements and the post symposium. The 66<sup>th</sup> IVSA Symposium will possibly be held from the 3<sup>rd</sup> – 12<sup>th</sup> of December 2017, however, dates are not definite yet. The maximum fee will be three-hundred-and-fifty (350) EURO (€) and there will be places available for a maximum of one-hundred-and-twenty (120) delegates. There will also be looked into the organization of an IVSA alumni event in collaboration with the WGA.

#### **47. Voting on the maximum fee for the 66<sup>th</sup> IVSA Symposium in South-Africa – 10.49 GMT-5**

Lara Scherer moved to set a maximum fee of three-hundred-and-fifty (350) EURO (€) for the 66<sup>th</sup> IVSA Symposium in South Africa. This was approved.

#### **48. Voting on Policy Paper on Face-to-face career guidance – 10.52 GMT-5**

Mélissa De Lombaert (IVSA SAVMA and Chair of the WGP) explained everyone has now had the chance to read the policy paper that was proposed during GA Meeting 3. Tom Merten (IVSA Germany) moved to approve the Policy Paper on Face-to-face career guidance. This was adopted.

Mélissa De Lombaert (IVSA SAVMA and Chair of the WGP) explained the WGP will need all help of MOs to spread the policy paper to student, faculties and other organizations.

#### **49. Presentation of and voting on applications of Member Organizations, 10.59 GMT-5**

Mélissa De Lombaert (IVSA SAVMA and Chair of the WGP) moved to approve the applications as National Member Organizations from

- IVSA Bangladesh
- IVSA Colombia
- IVSA Egypt
- IVSA Kyrzygstan
- IVSA Philippines

and the applications as Local MOs from

- IVSA Algeria, Algiers
- IVSA Italy, Bologna

This was adopted.



## **50. IVSA Endorsements – WSAVA Nutrition Guidelines**

Brian Jochems (IVSA SAVMA) moved to untable the motion regarding the endorsement of the WSAVA Nutritional Guidelines. This was adopted.

The motion – to endorse the WSAVA Nutritional Assessment Guidelines – was adopted.

Nina Schmidt (IVSA Denmark and Secretariat) moved to recess at 11.21 GMT-5 until the scheduled time for GA meeting 5 at 14.30 on the 7<sup>th</sup> of January. This was approved.

The GA went into recess at 11.21 GMT-5.





## General Assembly – Meeting 5

7<sup>th</sup> of January, 2017

Emma van Rooijen (Chairman and Trustee) called the GA to order at 14.38 GMT-5.

### Roll Call

Member Organizations	Present	Absent
IVSA Austria		
IVSA Czech Republic		
IVSA Denmark		
IVSA Finland		
IVSA Germany		
IVSA Greece		
IVSA Italy		
IVSA Malaysia		
IVSA Netherlands		
IVSA Norway		
IVSA Philippines		
IVSA Poland		
IVSA Portugal		
IVSA Romania		
IVSA SAVMA		
IVSA Serbia		
IVSA Slovenia		
IVSA South Africa		
IVSA South Korea		
IVSA Taiwan		
IVSA Thailand		
IVSA UK & Ireland		

**Quorum was reached with 47% (22/47 voting entities present and eligible to vote).**

### **51. Nominations for hosting the 67<sup>th</sup> IVSA Symposium, 15.12 GMT-5**

There were no nominations for hosting the 67<sup>th</sup> IVSA Symposium at this time.



Malcolm Chong (President) explained the criteria IVSA ExCo 2016-2017 decided to use for online attendance to guarantee the most fair voting procedures during this GA meeting. The criteria were as follows: “Only members that have been present during the meeting of the GA where the nominee presentations took place (GA Meeting 4), are allowed to vote during the elections being held in the following meeting (Meeting 5) of the General Assembly.” With regards to this and avoiding the same situation in the future, the following explanatory comment was also added to the Bylaws: “In case some members may attend a special session of the General Assembly via a form of telecommunication, the ExCo shall agree on a list of criteria for online attendance and specifically voting (i.e. if members have to be present for the nominee presentations in order to vote during the elections).”

## **52. Voting on nominees for President 2017-2018, 15.15 GMT-5 (continued after next agenda point)**

Lara Scherer (IVSA Austria, Secretariat and Election Committee) gave a presentation on voting procedures for the elections.

Tom Merten moved the GA to stand at ease for ten (10) minutes at 15.27 GMT-5.

Evy Marie Prado-Sanchez (IVSA SAVMA) moved to postpone the announcement of the results of the voting on nominees for President 2017-2018 until after the next agenda point. This was accepted.

## **53. Presentations of the nominees for hosting the 67<sup>th</sup> IVSA Congress, 15.43 GMT-5**

Emma van Rooijen (Chairman and Trustee) presented the nomination of IVSA Namibia for hosting the 67<sup>th</sup> IVSA Congress. The Organizing Committee (OC) would be able to host two-hundred (200) – two-hundred-and-fifty (250) delegates and the proposed fee would be three-hundred-and-eighty (380) EURO (€). The best suiting dates would be in early July. Delegates would require a yellow fever vaccination if coming from a country prone to yellow fever infection.

Emma van Rooijen (Chairman and Trustee) presented the nomination of IVSA Morocco, Rabat for hosting the 67<sup>th</sup> IVSA Congress. The OC would be able to host three-hundred (300) delegates and the proposed fee would be between three-hundred-fifty (300) and four-hundred (400) EURO (€). The fee for the post-congress would be around two-hundred-and-fifty (250) EURO (€). The best suiting dates would be between the end of July and the beginning of August. Delegates would require a yellow fever vaccination if coming to Morocco from a country prone to yellow fever infection within five (5) days.

Lidia Steczek (IVSA Poland, Krakow and Election Committee) presented the nomination for hosting the 67<sup>th</sup> IVSA Congress in Poland, Krakow. Subjects of the educational program of the congress would be animal welfare, student wellness and innovation. The OC would be able to host two-hundred-and-fifty (250) delegates at least and the proposed fee would be maximum three-hundred-and-fifty (350) EURO (€). The proposed dates were the 17<sup>th</sup> – 29<sup>th</sup> of July.

## **54. Results of the voting for President 2017-2018 – 16.26 GMT-5**



The voting for the elections for the President 2017-2018 was conducted by written ballot vote.

Ondrej Vitula (Member Organization Director and Vice-President) was elected as President 2017-2018 with 22 out of 42 votes cast (52%) in his favour.

### **55. Voting on nominees for hosting the 67<sup>th</sup> Congress I – 16.33 GMT-5**

Emma van Rooijen (Chairman and Trustee) explained that there might be a conflict of interest during the election of the host of the 67<sup>th</sup> Congress, as Lidia Steczek (IVSA Poland, Krakow and Election Committee) is a member of one of the nominated MOs and asked the parliamentarian for confirmation of this thought. Lucian Todirica (IVSA Romania, Cluj-Napoca, Secretariat and Parliamentarian) explained this was indeed correct and Lidia Steczek (IVSA Poland, Krakow and Election Committee) should resign from her position in the Election Committee to solve the conflict of interest. Lidia Steczek (IVSA Poland, Krakow and Election Committee) resigned from her position in the Election Committee. Corina Beres (IVSA Romania, Cluj-Napoca) was appointed as member of the Election committee for the election of the host of the 67<sup>th</sup> IVSA Congress (1½ year from now).

Tom Merten moved the GA to stand at ease for ten (10) minutes at 16.37 GMT-5. This was adopted.

Nina Schmidt (IVSA Denmark and Secretariat) moved to postpone the announcement of the results of the voting on nominees for hosting the 67<sup>th</sup> IVSA Congress until after the next agenda point. This was accepted.

### **56. Presentation on the 66<sup>th</sup> IVSA Congress in Malaysia, 16.52 GMT-5**

Malcolm Chong (President) presented the 66<sup>th</sup> IVSA Congress to be held in Malaysia including an overview of the preliminary itinerary and visa requirements. The congress will be held from the 24<sup>th</sup> of July – 6<sup>th</sup> of August 2017. The maximum fee will be three-hundred-and-fifty (350) EURO (€) and there will be places available for a maximum of two-hundred-and-fifty (250) delegates.

Lisa Buren (IVSA The Netherlands) moved the GA to stand at ease until the Election Committee has the results of the voting on nominees for the host of the 67<sup>th</sup> Congress at 17.02 GMT-5. This was accepted.

### **57. Results of the voting on nominees for hosting the 67<sup>th</sup> Congress, 17.10 GMT-5**

The voting on the nominees for hosting the 67<sup>th</sup> IVSA Congress was conducted by written ballot.

IVSA Poland, Krakow was elected as the Host for the 67<sup>th</sup> IVSA Congress with 32 votes out of 44 votes cast (73%) in their favour.

### **58. Any Other Business, 17.11 GMT-5**

No other business had come up during the meetings of the General Assembly.



Mélissa De Lombaert (IVSA SAVMA) moved to adjourn the Special General Assembly in Raleigh, North Carolina, USA in January 2017. This was approved.

The GA adjourned at 17.15 GMT-5.



Denise van Eekelen  
Secretary General 2016-2017  
International Veterinary Students' Association

