



2019.11.30 – Minutes of the Second (2nd) Live Meeting of ExCo 2019-2020

The Second (2nd) Live Meeting of the IVSA Executive Committee (ExCo) 2019-2020 was held at 09.00 GMT+1 on 2019.11.30. Elwin van Oldenborgh (President) was present to Chair and Kylie Small (Secretary General) was present to take the minutes.

Attendance

Executive Committee Officers Present

	Elwin van Oldenborgh	President
Kylie Small		Secretary General (SG)
Merel Knoops		External Relations Officer and Vice President (ERO)
Aninca Jordaan		Committee Coordinator (CC)
Anna Ciećkiewicz		Member's Organization Director (MOD)
Kathi Loose		Treasurer
Daniel Lund		Post Treasurer
Laura Scowen		Development Aid Director (DAD)
Cahyani Fortunitawanli		Public Relations Coordinator (PRC)

Other IVSA Officials Present

Laure
Jaklien
Julia
Karoline Aamo
lina Airasmaa
Tieyosi Jegede
Kerstin
Dauda Onawola
Katerina Kokkinidou
Andre Firmansyah
Ghofran Aladdin

Apologies

1) **Opening** – Elwin van Oldenborgh (President) called the meeting to order at 09.09 GMT+1.

2) **Approval of the Agenda** –





- a. Elwin van Oldenborgh (President) moved to move point 13 B to before point 3 (Action Points). This was approved.
- b. The Agenda of the Second (2nd) Live Meeting was approved without any further amendments.

3) 68th IVSA Symposium in Morocco - Anna Ciećkiewicz

- a. Delegates
 - i. Acceptance letters have been sent to delegates
 - ii. we will have a final list once they have paid the fee once we have the bank account
 - iii. Concerns regarding quorum because some countries have withdrawn
 - 1. 32 countries with voting rights
 - 2. Need 21 for quorum
 - 3. Some countries have accepted via google form, but they cannot complete accept without paying the fee
 - 4. Selection process was directed in regards to quorum
 - iv. resend minutes to new delegates list
- b. Bank account
- c. Cooperation with other student associations at the Symposium
 - i. IAAS, IFMSA, IPSF, AMESE
 - ii. Theme is going global, important to cooperate with associations during event
 - 1. invited to opening ceremony
 - 2. receive invitations to attend lecture and formal dinner, concert, stand in international stands
 - 3. observer member during GA
 - 4. attending or hosting workshops
 - 5. authorization to promote event including lectures and piano concert
 - 6. OC would like to send official invitations stating the terms of our agreement
 - 7. Once GA agenda has been determined, we can inform them which GAs they can attend
- d. Itinerary
 - i. Final itinerary is on the ExCo drive
- e. Alumni program
 - i. Tavishi planned an Alumni event for Morocco
 - ii. 4 spots were allowed for this event
 - iii. Concerns regarding alumni





1. Would like alumni to be present during GA even though they don't have voting rights, will discuss during the creation of the agenda
 2. Alumni do not pay the CF tax if they are not delegates
 - a. Option to donate money
 3. Due to the limited number of spots for delegates, our option is to have them there as a separate event or not at all
 4. Need clarification as to the dates that they will be attending
 - a. If they are attending the whole event they should pay the CF tax and be set as delegates
 5. Questions regarding alumni event
 - a. how involved will alumni be and adjust the cost to Mehdi and OC
 - b. Needs to be regulated through a bylaw
 - c. event needs ExCo approval
- iv. Discussion needs to be tabled so ExCo can have a discussion with Tavishi regarding event

Elwin calls exec session

Back to order at 11.21 GMT +1

4) Action Points

- a. Morocco has been discussed
- b. Handover reports have been completed
- c. Approval of minutes will occur later
- d. Google ad grants
 - i. http has been obtained
 - ii. working on validation code
- e. MoU with Mini Vet guides first draft has been completed
- f. Update of Bylaw Amendments- don't have it
- g. Committee website-PRC update
- h. MoU with Purina- agreed to sponsor IVSA, Nettles stated that he would start the outline for the MoU. Merel and Nettles will work on that together
- i. MoU with CEVA-first draft is done

5) Trust Report – table until nettles is online

6) Committee Coordinator (CC) Update – Aninca

- a. Data for Committees
 - i. Dauda has been using personal data to complete chair tasks





- ii. Allocate funds to purchase data
 - 1. Each committee has 250 euros
 - 2. 20 euros have been utilized
- iii. Unexpected costs-2500 euros
- iv. Vote for allocating 135 euros from unexpected expenses
 - 1. unanimous vote from ExCo
- b. SCoCA
 - i. Strategic plan
 - 1. for trainers network, being finalized this week
 - ii. 2nd Founders Meeting
 - 1. Meeting with new Committee of SCoCA and the original planning team
- c. Workshops in Morocco
 - i. Dauda can present in Morocco if they have completed the workshop prior to Morocco
 - ii. Chairs that are not in attendance can have a committee member present
 - iii. SCoVE will present, they have a committee member attending Morocco
 - iv. SCAW-Laure would also like to do a workshop
 - v. Aninca will update regarding the remaining committees

7) Committee reports –

a. Standing Committee on Animal Welfare (SCAW): Laure

- i. Article series
 - 1. Series on how student experiences with wildlife in Africa and how it impacts welfare and the communities in the area
 - 2. Wildest Trail: interviewed an NGO responsible for creating these student experiences
 - 3. Reaching out to IVSA community to get student impressions on these experiences
 - 4. Vets Without Borders will also be contacted regarding this topic
 - 5. Dauda-possible collaboration regarding the education perspective
- ii. Animal Welfare Week
 - 1. Lurgen is in contact with Adidas regarding sponsorship for the run to raise money
 - a. Need to determine where the money would be donated
- iii. Ambassador Program
 - 1. applications have been reviewed





2. Miran is in the process of screening applicants
- iv. Animal Welfare Conference
 1. Meeting with the OC
 2. they are very motivated, large and organized team. Roles and tasks have been assigned
 3. Plan to have a meeting in one or two months
 4. August 14-16th 2020 in Malaysia
- v. Céva & WVA Animal Welfare Awards
 1. will review applications with a grading system, WVA will choose the people that receive the award
- vi. Fear Free Organization
 1. Contact regarding giving lectures at IVSA events or universities
 2. Fear Free is able to pay for travel
 3. Elwin: very good initiative to involve IVSA
 4. will be in contact with OCs regarding planning lectures

b. Standing Committee on Veterinary Education (SCoVE): Dauda

1. Survey: this has been completed, working on publishing the article from the survey
 - a. want the survey to interest as many people as possible
 - b. Restructuring the questions to include more students
2. Online Veterinary Library
 - a. Over 300 access requests
 - b. Working on uploading more books
3. Essay contest winners
 - a. Comparative medicine
 - b. IVSA UK & Ireland winner, received certificate
 - i. just need to send prize money, 20 euros
4. Potential partners + quiz sponsors
 - a. Quiz has been completed
 - b. Reached out to sponsorship for award for the highest score on the quiz
5. SCoVE quiz
 - a. Reached out to sponsorship for award for the highest score on the quiz
6. WikiVet Live 2020
 - a. Bev has been messaged, no response so far
 - b. The Event will not occur thus far, typically occurs in March every year.
7. SCoVE + SCOME webinar





- a. IFMSA has been contacted for a webinar collaboration in order to substitute the WikiVet Live event
 - b. currently designing the program
 - i. lecture series, possible debate, etc
 - c. need to utilize a free webinar platform
8. IVSA JVE
- a. wants to publish a journal with three sections
 - i. articles
 - ii. artwork
 - iii. reports from SCoVE itself
 - I. any official can submit posts here
 - b. Will open call for articles in 2 weeks time
9. SCoVE workshop for tertiaries
- a. elementary and high school students already have workshops
 - b. want to create a workshop regarding vaccination for veterinary students so ambassadors can present to their vet schools
 - c. Should have by the 30th of December to present in Morocco
10. SCoVE ambassadors
- a. discussed sponsorship
11. SCoVE Merchandise (shirt, mug, tote bag +/- hoodie)
- a. ExCo would like to receive details about company
 - b. Discussion regarding effect on DAD
 - c. Moteefe would be the company that they would utilize
 - d. Dauda will email information to ExCo
12. SCoVE event 2020
- a. May or June of 2020
 - b. Working on sponsorship
 - c. Dauda will email structure for event to ExCo
13. SOFTVET Europe
- a. SCoVE sent comments on soft skills communication
 - b. Will have a meeting with SOFTVET regarding document
14. Partnership Update: Clinician's Brief, Inqaba Biotec
- a. ERO has been contacted regarding sponsorship
 - b. working on collaborating to create sponsorship
 - c. Clinician's Brief would like a sponsorship proposal from SCoVE
 - d. Plumb's for student use
 - i. will notify officials about upcoming meeting when the date is set
 - ii. possibly sponsoring Dauda for attending events





c. Standing Committee on One Health (SCOH)-Andreas was not present

i. WHSA

1. Collaboration for World Antibiotic Awareness week was very successful
2. ISOHA also collaborated with Antimicrobial Awareness week

ii. IFMSA

1. no planned workshops

iii. VPHJ#16

1. professors and students have submitted, also a chance WHSA will write articles for this journal was well

iv. YouTube

1. there was an old youtube account for public health
2. a new account has been created for this term

v. OIE Ambassadors (Midterm Application, Report Template)

1. Midterm application: certain MOs didn't have ambassadors, so they opened midterm applications
2. Report template

vi. I HOPE

1. waiting for contact

vii. 2nd One Health Colombia International Symposium -IVSA Alaska

1. IVSA Colombia cannot attend
2. Contact IVSA Alaska for attendance at a One Health Conference in Alaska

viii. SCOH One Health Conference

1. IVSA Turkey, Konya will be hosting
2. large free venue with multiple rooms
3. transportation will be busses, but still discussing
4. itinerary has been planned
5. local sponsorship have been in contact, but no international sponsors
6. logo has been completed
 - a. Logo was presented to ExCo, comments will be sent Andreas
7. All the details by the 3rd of December

d. Working Group on Alumni (WGA)- table until 4pm when Tav is online

e. Standing Committee on Wellness (SCoW)- Katerina Kokkinidou

i. Short Update about SCOW's work





1. Everything is going well
 2. very strong committee
 - ii. Wellness Webinar - SAVMA Collaboration
 1. Helping organizing the Wellness Webinar with Neil Vezeau
- f. Standing Committee on Career Attributes (SCoCA)-Aninca**
- i. Second Founders Meeting
 1. within the next two weeks
 - ii. Strategic Plan
 1. discuss the edited strategic plan

Elwin called recess 12.47 GMT +1

Elwin called the meeting back to order at 2.00 GMT +1

8) Development Aid Director (DAD) Update – Laura Scowen

- a. IVSA Scholarship Grant-
 - i. Closes on 2nd of December
 - ii. Task force is set up
 1. Secretariats to mark applications
- b. Philippines Barili Project-
 - i. Half the equipment has been delivered
 - ii. surgery tables are in transit, waiting for an update
- c. BSAVA Book Donation-
 - i. Laura has the donated books
 - ii. MO has been selected, IVSA Rampar
 - iii. Will look into getting them sent by the end of the year
- d. Philippines Microscopes-
 - i. working on finding a company for transport costs
 - ii. waiting on the quotes
 - iii. should be ordering within a month or two
- e. Vetbooks Ohio State-
 - i. Elen is working on keeping this organized
 - ii. waiting to see how much their university is going to fund and then they will move forward
- f. Sponsorship Week, Cree-
 - i. Nita posted for sponsorship week
 - ii. Begins the first week of December
 - iii. First successful donation from IVSA Germany
 - iv. Need to continue to promote
- g. Membership Fee Fund-
 - i. Application needs to be created





- ii. Wants to open the week before Symposium
- h. 10,000 Paws Project-
 - i. Project has been confirmed
 - ii. need to arrange to send the money
- i. Merchandise
 - i. In terms of the old merchandise, it needs to be sent to Morocco
 - ii. We need to figure out how much it will cost to send items to Morocco
 - iii. Ania will determine costs of shipping
 - iv. Jaklien has designed a logo for a new hoodie
 - v. The OC will order the merchandise and then the DAD will refund them

9) Member Organization Director (MOD) Update – Anna

- a. Communication and MO involvement
 - i. Contact with MOs
 - 1. In the past only active MOs were informed and contacted frequently
 - 2. Task of the MOD to contact all MOs, including inactive ones
 - 3. Created a list of lost MOs
 - a. Will send the list to all officials for contacts
 - ii. Official email addresses will be used, alternative emails will be removed
 - iii. Terminated MOs
 - 1. IVSA South Australia
 - a. leaves only 2 MOs in Pacific region
 - b. Regional Representative has been contacted
 - 2. IVSA Ukraine
 - 3. IVSA Brazil
 - 4. IVSA
 - 5. IVSA
 - iv. New MOs for Morocco were discussed
 - v. IVSA Excellence Award was published
 - 1. ExCo will score the applications
 - 2. Closes the 20th of December
- b. Exchanges and International events
 - i. Jaklien worked on individual exchange database
 - 1. Published on the MO drive
 - 2. It will be advertised
 - ii. Top MO competition
 - 1. Top exchange- 100 euros each
 - 2. Top MO competition- 2 reduced fee spots to Greece
 - 3. There is not enough money in the MOD budget





- a. Need to adjust the budget to allow for MOD
 - b. Daniel needs to discuss the budget in Morocco, this will need to be added to their budget for this year in unexpected expenses
 - c. Tabled
 - 4. Money needs to come out of the 2019-2020 budget because it is being spent during our term
 - iii. IVSA Instagram
 - iv. Croatia Evaluation Form has been sent, officials need to fill that out
- c. Information and committees
- i. EO bulletin will be sent after the live meeting
 - ii. Officials will send information that they would like in the bulletin to Thomas
 - iii. Members Newsletter
 - 1. Project from 2018-2019 term, it will not be continued
- d. Regional Representatives
- i. Invited to all ExCo meetings
 - ii. Reaching out to MOs from the "lost list" and all MOs in their area
 - iii. Encourage locals MOs to post on their regional facebook page
 - iv. Online meetings
 - 1. scheduled with local MOs, EO and President
 - 2. Doing a presentation about IVSA
 - v. Will be creating MO Bulletin with events that are relevant to their region
 - 1. will send to partners as well
 - vi. Bylaw Amendment- want to add them to officials list
 - 1. Elwin will write this
 - 2. Kerstin- if they are elected during GA, we would have to keep them for a year
 - 3. Elwin- $\frac{2}{3}$ vote could result in termination of a position

10) Public Relations Coordinator (PRC) Update - Nita

- a. Social Media
- i. Instagram: no problems, everything is going well
 - ii. Facebook: back online
 - iii. Twitter: Increased interaction on twitter
 - iv. Website: maintain regularly, lina is helping
 - v. LinkedIn: have the password for the previous IVSA account
 - 1. need to figure out what email it is under





- vi. Youtube: would like to have more information from the committees
- b. IVSA Journal
 - i. Still in progress, would like to post it in the first week of December
- c. Committee website
 - i. Discussed with Andre
 - ii. A lot of the information is not necessary for people, so it can be removed
 - iii. It will be incorporated into the main website instead
 - iv. Lina is working on the incorporation of the website
- d. Officials shirts
 - i. 315 euros for cost
 - ii. They have been completed and given to present officials
- e. Business Cards
 - i. 97 euros for cost
 - ii. They have been printed and given to present officials
- f. Link Shortener
 - i. Please use the link shorter, it looks cleaner
 - ii. Can see who clicked on the link
- g. Donation button on our website
- h. Stamp
 - i. 5 euros

I 1) Treasurer Update- Kathi

- a. Paypal
 - i. Account is limited, Daniel is working on it because it is still name on the account
 - ii. We can receive money but we cannot send it out
- b. Purina
 - i. 10,000 euros should go in the Central Fund

I 2) Secretary General Update-

- a. Monthly Handovers
- b. Minutes update
 - i. Online meetings
 - ii. Croatia

Recess at 3:42 GMT +1

Called back to order at 4:40 GMT +1

I 3) Alumni Event Discussion- Tavishi Pandya

- a. Proposal





- i. maximum of 10 people
- ii. separate accommodation- AirBnB
- iii. Not an official delegate so they don't take up space from a student
- iv. 19th to the 24th
- v. Fee for the extra days that they stay as delegates
- vi. The alumni will not be a delegates, but the fee needs to be associated with the rest of the days that they are staying
- vii. Bank Account
 - 1. Discussed that we couldn't use a personal bank account if it is an official IVSA event
 - 2. Tavishi stated not calling it an official IVSA event
- viii. ExCo will continue to discuss the event
- b. OC Manual Taskforce
 - i. Chair will be shifted to someone else

I4) Secretary General Update Continued-

- a. GA Timeline

Recess 512

Back to order 531

I5) External Relations Officer Update- Merel Knoops

- a. Sponsors Update:
 - i. Bayer vs. Elanco
 - 1. Sent an invoice for 10,000 euros
 - 2. Sent invitation for symposium
 - ii. Independent VetCare
 - 1. Determining time and dates for IVSA Congress in Greece
 - iii. Purina
 - 1. Received 10,000 euros from Purina Institute
 - 2. Had a meeting with Purina Institute to discuss lectures, presentations and sponsorship
- b. Partners:
 - i. OIE- need a meeting with Elwin and Andreas, working on setting up a meeting next week
 - ii. Vet Festival-MoU has been signed by both parties
 - 1. sent us a stand contract to have an IVSA stand at Vet Festival
 - iii. IAAS
 - 1. Contacted for Whatsapp number, no further contact since then
 - 2. will be presented in Morocco
 - iv. WFPHA





1. Simon is in a whatsapp group for WHO
2. WFPHA Congress 2020 in October, it is after our term is over
 - a. Need to discuss who is going to attend
 - b. Collaboration with other student organizations to present or do a workshop at the Congress
- v. Multiview
 1. Received a new code for the website
 2. Contacts and MoUs should be updated
- c. Potential Partners:
 - i. Royal Canin: responded to sponsorship booklet, they have not made a decision on sponsorship yet
 1. Maybe getting other MARS corporations involved as well
 - ii. Anicura
 1. Elwin and Merel had a meeting with them, very enthusiastic, want to focus on education and give lectures and workshops
 2. Waiting for response on sponsorship booklet
 - iii. EU+ Grant
 1. Many brain boom booms
 2. The grant has been submitted
 3. Results in February of next year
 - iv. ED Scanner
 1. Two options
 - a. discount promotional code for students
 - b. purchase advertisement in EO bulletin or IVSA Journal
- d. Upcoming projects: Sponsorship proposal booklets for the Standing Committees

16) President Update

a. Partner communication

- i. London Vet Show
 1. Volunteer program was set up
 2. The idea was to have 10 volunteers, 6 attended
 3. SOP is in place for next year
 4. No one has filled out feedback form
- ii. WHSS
 1. 14th to 19th of June
 2. Sent contract revisions and signed it
 3. Waiting for further communication
- iii. WSAVA
 1. Volunteer Coordinator has been selected
 2. Endorsement paper was discussed previously





3. Meeting will occur in December to discuss how things are going with WSAVA and talk about internship position

iv. WVA

1. Sent a scientific article about topic that is being presented on
2. Meeting with CEVA on the 10th of December

v. ECCVT

1. want to involve IVSA, make them a 4th organisation in ECCVT
 - a. didn't like that the president wasn't always a European
 - b. Transition main contact from President to European regional representative

2. FVE

- a. Very happy with our progress

3. EBVS

- a. Don't currently have an agreement with them, but would like to create one

4. EAEVE

- a. There have been difficulties getting students to apply for the programs
- b. Need to european students and EAEVE accredited

5. EVERI

- a. presenting at the GA for EVERI
- b. they like us

Recess 19.00

Order 19.14

c. External Practical Trainings

- i. training in nonclinical subjects
- ii. up to 1000 euros to sponsor a student to attend the training
- iii. challenges with funding, they are working on getting funding for upcoming external practical trainings

vi. OIE

1. ambassadors are doing well
2. OIE did not agree with the ambassador winners that were selected last term, but the winners had already been sent out by the last chair
3. The winners will be adjusted based on the advice of the OIE
4. Midterm applications have opened for universities that don't have an ambassador yet
5. University list for ambassadors have been created by the MOD

vii. FEEVA





1. FVE general assembly, met the president of FEEVA
 2. interested in working with us
 3. Going to discuss collaboration at their board meeting
 - a. Attendance to Congress
 - b. Speakers at Events
- viii. BEVA
1. they currently have a student steward program set up at their yearly congress
 - a. will give IVSA 5 spots
- ix. FECAVA
1. student travel scholarships with FECAVA for european students
 2. send them the list on the 1st of June
 3. applications will open in April

I7) Attended Events

- a. FVE General Assembly-Elwin attended and discussed previously
- b. London Vet Show-Elwin and Merel
 - i. we love Joe, we drank a lot of good cocktails
 - ii. Talked with IDEXX, interested in sponsorship
 - iii. may not be necessary to budget for london vet show

I8)Upcoming Events

- a. **FVE One Health meeting- Ania is attending**
 - i. 500 euros to attend
- b. **Western Veterinary Conference (WVC)- Elwin is attending**
 - i. free accomodation
- c. **SAVMA Symposium**
 - i. Kylie will discuss with Perry and report on this in the next meeting
- d. **ExCo Meetings:**
 - i. Next online meeting
 1. December 14th 14.00 GMT +1
 - ii. Third Live Meeting of ExCo 2019-2020
 1. Decide on date
 2. May 15, 16, 17 2020
 3. Timeline
 - a. Open applications at the beginning of January
 - b. Close applications by February 15th

I9) Any Other Business (AOB) –

- a. Review of tasks





- b.** History Project- Elwin
 - i. contact information of a lot of alumni in the history event, this may help with fundraising
 - ii. Elwin would like help organizing this
- c.** IVC sent Merel an email requesting contact info from MOs to sponsor on the local level
 - i. Merel will send email addresses
- d.** EVSS-event every 2 years
 - i. applications have been open but no one has applied
 - ii. Merel would like IVSA Ghent to host
 - 1. will send information to ExCo to approve
- e.** Strategic Plan
 - i. would like it to be posted somewhere
 - ii. Nettles or Aquil may have final version
- f.** Alumni Event
 - i. Concerns how it will affect the budget in Morocco
 - ii. Need to vote on whether we want it to be an official event
 - 1. Vote to keep the alumni event as an official IVSA event
 - a. unanimous in favor
 - iii. Paid through Morocco bank account
 - iv. Deadline 13th of December for approval
 - v. Have them join in the free activities
 - vi. need to pay a flat fee to Morocco, cannot personalize
 - vii. The post needs to be taken down from the facebook
 - viii. Opinion of ExCo
 - 1. Take the post down
 - 2. meet with Mehdi, Ania and Aninca
 - 3. Keep it at the time frame they said
 - 4. if they wish to stay longer its their own expense
 - 5. no customizing fee
 - 6. Utilizing IVSA Morocco's bank account
 - 7. they are not delegates so they will not pay CF tax
 - 8. deadline for the 13th of december
- g.** We will discuss attendance of partner organisations at GA in symposium at the next online meeting

The meeting adjourned at 20.46 GMT +1

Kylie Small





Secretary General 2019-2020

