

# 27.06.2020 – Minutes of the Tenth (10th) Online Meeting of ExCo 2019-2020

The Tenth (10th) Online Meeting of the IVSA Executive Committee (ExCo) 2019-2020 was held at 10:26 am GMT+2 on 27.06.2020.. Merel Knoops was present to Chair and Laura Scowen (DAD/Acting Secretary General) was present to take the minutes.

## **Attendance**

### **Executive Committee Officers Present**

President

Merel Knoops

External Relations Officer and Vice President (ERO)

Anna Ciećkiewicz

Member's Organization Director (MOD)

Kathi Loose

Treasurer

Laura Scowen

Development Aid Director (DAD/acting SG)

Cahyani Fortunitawanli

Public Relations Coordinator (PRC)

Emily Freeman

Committee Coordinator (CC)

### **Other IVSA Officials Present**

Andre Firmansyah

Laure Chevalier

Iina Airasmaa

Nabeelah Rajah

Tiyeyosi Jegede

## **Apologies**

I. **Opening** – Merel Knoops (External Relations and Vice President) called the meeting to order at GMT+2.

I. **Approval of the Agenda** – The Agenda of the Second (2nd) Live Meeting was approved at 10:26 am GMT+2.

I. **Action Points**

I. **Trust Report**

I. **Committee Coordinator (CC) Update –**

a. CC Update

b. WHSA- HLPF Update - not selected for WHSA but they like our application.

I. **Committee reports –**

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

- i. Sponsorship Contracts with MOs – completed, if no further points then Elwin just needs to sign them. Vote to approve at 10:30 GMT +2 with 6 votes for yes.
- ii. Article Contracts – article contest launched to write about new animal welfare points, open until June, prize is to help attend 2021 animal welfare conference
- iii. African Vet Series – progress being made.
- iv. Animal Welfare Toolkit – progress being made.
- v. SGA workshop – Webex allows smaller groups, plan to have a similar format to before so having small groups debate animal welfare issues with as many regions involved as possible.
- vi. Handover – working on it,
- vii. Extra point : When forming the committees, several people had applied to be on several committees. We did not have a centralised system for forming the committees, or a meeting to harmonize the attribution of committee members. This means some of the committees were formed before the others, and the selection of the committee members should not be a “shotgun” situation. It would be interesting to think about a centralized system for committee applications, or at least to ensure there is a meeting with all the Chairs before the committee acceptance letters are sent out.

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

1. SCoVE survey -
2. SCoVE Webinar – first webinar planned in 3 weeks for members, acceptance emails will be sent out in the next few days
3. SCoVE Quiz 2.
4. Second Essay Contest
5. Ambassador Manual Review – asking for a report to be submitted once a month.
6. Partnerships – speaking to a Dr regarding sponsorship for after COVID.
7. SCoVE journal – problem with entries and quality, plan to interview vet techs for publishing material, cannot extend the deadline.

**c. Standing Committee on One Health (SCOH): Nabeelah on behalf of Andreas**

- i. Event
- ii. Payments - for the top ambassadors, checking that they have received their prizes.
- iii. Social Media – working with Nita, planning to record videos on the positions in the committee. Webinar on the 29<sup>th</sup> June, plan to advertise.
- iv. Food Safety Day Campaign – success with IAAS, posted a lot of posters, Nita can reuse these ones as they were very professional. Nita has suggested the Asian conference to use this format.

- v. Journal – struggling for submissions, waiting for the final deadline for more articles, plan to keep promoting.
- vi. OIE Ambassador Program
- vii. YouTube
- viii. WHSA – called all MOs to sign a form for international collaboration.
- ix. SWG-Event – 3 day workshop, invitation at IFMSA pre congress.
- x. Event – Turkey now out of lockdown, plans to downsize the event to 13 IVSA and 13 IFMSA, can be fully online, still being planned. The date of the event hasn't been confirmed but after September.
- xi. IHOPE – makes educational materials per content, we are part of planning team but at the moment mainly promoting information. Hoping to get more involved.
- xii. IPSF/ISOHA – Both want to sign MOU with IVSA, Merel has received contracts and the deadline is July 1st. Andreas would like to be included in any meetings for this.
- xiii. WHO's who webinars – suggested to use in the future. A variety of embers fully involved and given the floor. A regional webinar could be used.

**d. Working Group on Alumni (WGA) – not present**

- i. Member Planet – waiting for an update.
- ii. SGA Workshop – Ania and Tav working on alumni based webinar, focused on a panel of alumni to talk about their experiences as graduates and a place for current student members to ask questions.

**e. Standing Committee on Wellness (SCoW) – not present**

- i. Wellness Toolkit – updated before.
- ii. Wellness Week Reports – updated before.
- iii. LGBTQIA+ Community – Elwin has put together a survey asking for people's experience and to see if there is a large interest within IVSA to have this. SCoW keen to have this under their committee.

**f. Standing Committee on Career Attributes (SCoCA) – not present**

- i. Social Media – working to increase social media presence, tips posts and intro to committee.
- ii. TNT OC Manual – working on an event once it can be held. Feedback from previous trainers may be useful to collect.
- iii. Survey – final stages for a survey on soft skills, hoping to release this within the next month.
- iv. Website – currently being updated with current projects and resources.
- v. SGA Committee Workshop - have been emailing other organisations regarding a good soft skill topic for SGA workshop.

**I. Development Aid Director (DAD) Update –**

- a. IVSA Scholarship Grant-
- b. BSAVA Book Donation-
- c. Philippines Microscopes-
- d. Vetbooks Ohio State-
- e. 10,000 Paws Project-

### **I. Member Organization Director (MOD) Update –**

- a. Communication and MO involvement
  - Started reports and top MO competition started 1 week ago until 20<sup>th</sup> July, top MO competition for exchanges planned/already held. Prize for top MO competition is 2 reduced fee spots for the Netherlands, with the previous 2, this will be 4 spots. Everyone is happy with us using the budget for this.
  - Excellence award updated soon.
  - MO challenge competition, videos still being sent, Thomas will contact Nita to help collaborate this into 1 video for SGA.
  - 5 new MOs (2 local from Sudan and 2 local from Spain and national MO IVSA India)
    - b. Exchanges and International events
      - 3 day online Asian Symposium being worked on.
    - c. Information and committees
    - d. Regional Representatives
      - collecting EO reports, contacting MOs and working on strategic plan.
- new idea for strategic plan is to create a concise document for local MOs to expand (local MO development goals) allowing us to then build up globally.

### **I. Public Relations Coordinator (PRC) Update -**

- a. Social Media & Website – working on poster for LGBTQIA+ and Asian conference today. Google ad grant (free advertising on google, currently targeting new members in countries with fewer/no members) – specific projects can be chosen.
- b. IVSA Journal – working on the summer edition, 1<sup>st</sup> -19<sup>th</sup> July, publishing on first week of August.
- c. PR Network – second meeting held, new uniform banners being used for committees. Agreed that all committee members would create a handover manual for their positions.

### **I. Treasurer Update-**

- a. TransferWise – used to send money overseas, the account is currently locked, needs to be closed and a new one reopened so transfers currently on hold. Aim to solve ASAP.
- b. Anicura – invoice sent, will chase for response.
- c. Banfield Hospital – invoice also sent.
- d. Membership fees – still chasing some members. Ania has received concerns from struggling MOs regarding membership fees. Merel and Kathi could discuss in next meeting.

### **I. Secretary General Update- Elwin/Laura**

- Kylie has unfortunately had to step down.

-Please send out bylaw amendments to ExCo by 3<sup>rd</sup> July so we can send out to MOs on the 7<sup>th</sup>.

## **I. External Relations Officer Update-**

### **a. Sponsors:**

i. Banfield – still waiting for reply from invoice, delay due to COVID. Worried they may cancel the sponsorship but Merel still in contact with them.

### **b. Partners:**

-IFMSA ending in August, Merel will send the finished one to us. 3 year one so will need GA approval, no deadline but ideally send sooner to MOs.

i. Komodo One Health Course – meant to be in July in Indonesia, online webinar instead now. Will forward to Nita for promotion.

### **b. Potential sponsors / partners:**

i. Vet Mentor Solutions – with Dauda (SCoVE), contract still needs to be approved by ExCo. Emily will send out to ExCo and Merel will see if they were keen to partner at a more global level.

### **b. Upcoming projects:**

i. Sponsorship booklets for the Standing Committees – Nita working on the layout.

## **I. President Update**

### **a. Partner communication**

i. WSAVA – congress postponed from September to March 21<sup>st</sup>-23<sup>rd</sup>, volunteers have been informed, most can still attend. In conjunction with Chicago congress.

ii. FECAVA

iii. BEVA – postponed until January, overlaps Indonesia symposium.

iv. EUPHANxt -student department of EU public health association, standard MOU will be forwarded to us. Informal internship programme may be useful.

v. OIE – continuing ambassador programme without an intern for next year may mean a bit more work for us.

vi. ECCVT – replies on email.

vii. WVA – already postponed congress for next April.

### **b. Other things that require attention**

#### **I. Attended Events**

a. **FVE / EVERI GA** – Elwin and I other present, promoting FVE internship.

b. **WFPHA GA** – Emily and Elwin present.

#### **I. Upcoming Events**

##### **a. 69th IVSA Congress, Online SGA**

i. Amount of delegates – 466 applications from 41 countries with voting rights and some without and some new ones. Lina has been in contact with WebEx and now the account is up and working, their platform allows up to 1000 participants for the 30 day free trial.

ii. Application process – acceptance letters can be sent to everyone, make sure to have 1 representative per country. Some countries will have multiple delegates for different days, online attendance committee will look into this.

iii. Online attendance

-Ania has made a timeline, will send to delegates in the next few days.

-Nominations advertised 3 weeks before event and opened 1 week before with video. Parallel meetings during nominee 2 hours, 3 hours would be too long. Suggested to record/stagger start times, election committee will look into this.

-Facebook group will be made, some fun ideas for this – intro post, international stands idea so encourage MOs to create a poster with international stands hashtag. WhatsApp group only for info.

-1<sup>st</sup> August will be the preparatory meeting, 14:00 GMT+2, Ania will send with acceptance letter. Only for voting delegates but they should hold their own meetings after with other delegates in their country.

-Cultural evening on the Friday, IVSA dance? Zoom may be better for this.

**b. ExCo Meetings:**

i. Next online meeting – 12<sup>th</sup> July week

ii. Live meeting during online SGA? – Ania will ask Greece to host us.

**b. 69th IVSA Symposium in Indonesia**

Ania in touch with OC and will have meeting in July. Applications normally open in September but not looking good at the moment. Should allow online attendance to the event as some people may not be allowed/feel comfortable to travel. This would be an SGA then we have more time after September to choose the applicants. Ania will inform the OC and online attendance committee will bear this in mind.

**I. Any Other Business (AOB) –**

-Done with position statement, aim is to publish and promote in line with Asia online Symposium. Comments up until 5<sup>th</sup> July as slightly short on time then ExCo to approve.

-Merel working on racism survey and discussion with it then will send to us.

The meeting adjourned at 12:30 GMT+2.



Laura Scowen

Development Aid Director/ Acting Secretary General 2019-2020