

ECAWBM BOARD MEETING
Monday, November 13 2017, 14.00-15.30h (CET)
Online

Participants: Gonçalo da Graça Pereira (GGP), Alessandro Cozzi (AC), Nancy de Briyne (NdB), David Morton (DBM), Pat Turner (PVT); Sagi Denenberg (SD).
Apologies: Valerie Jonckheer-Sheehy (VJS)

AGENDA and MINUTES of Discussion, Agreed points and Actions
Minutes written by DBM & VJS

1. Call to Order & Welcome (GGP)

GGP welcomed the participants and presented apologies for VJS's absence.

2. Approval of the Agenda (ALL)

Agenda approved with 2 other items under AOB

3. Approval of the Minutes of the last meeting (ALL)

Under discussion

4. EBVS matters:

a. P&P (DM & PVT) and Job Task Analysis (SD & PVT)

ACTION: DBM to send a copy of the 5 year report to the CB members for circulation to their sub-committee chairs.

ACTION: CB will wait for the budget analysis for following decisions.

b. EBVS Certification mark (DM)

Unofficially the EBVS Executive Committee have approved the title of EBVS Veterinary Specialist in Animal Welfare, Science, Ethics and Law. The CB will be informed in due course at which point it can circulate the decision to all diplomates.

ACTION: DBM to circulate titles when officially accepted by EBVS.

c. EBVS strategy day meeting 6th and 7th of November 2017 (GGP)

GGP attended on behalf of the College. This Strategy Day Meeting was very productive for EBVS (one representative from each College) and one and a half days were spent working on strategy, and defining goals and achievements for the future. Many proposals, working groups and an action plan were defined. GGP will send a report for the CB members.

ACTION: GGP will circulate a report of the meeting in due course.

5. Sub-specialties Executive Group Items:

a. AWSEL (PVT):

No meeting has taken place since the last CB meeting.

b. BM (SD):

No meeting has taken place since the last CB meeting

c. ExGp and sub-committee meeting minutes (GGP):

i. Protocols: agendas and minutes, stored with the Secretary.

AGREED: *Agendas and minutes of both sub-speciality ExGp and Sub-committee meeting should be sent to the Secretary to be stored on the Members Only private section of the College website.*

ACTION: *By Sub-Speciality Sub-Committee Chairs to send it to ExGp Chair that will forward the Minutes to the CB and stored by the Secretary*

ii. Signing of official documents.

AGREED: *Documents such as Residency approvals should be signed by 2 persons, preferably the President and Secretary, but the Vice-President and the Past-President may also be signatories. All these procedures should be included in the P&P.*

6. Administration:

a. Storage of documents and communication with members (NdB)

ACTION: NdB will send some proposals before next CB Meeting to take decisions there.

7. Financial matters (NdB)

a. Bank Account

i. Status of bankholder's name change

There has been a long delay in the change of bank due to unsatisfactory dealings with the current College's Bank.

AGREED: *a letter to the CEO of bank should be sent, pointing out the deficiencies in the bank's services.*

ACTION: *NdB*

ii. Should re-locate out of UK (Brexit)

AGREED: *to re-locate out of UK*

ACTION: *NdB will present some proposal during our next CB Meeting*

b. Budget

To be discussed after Samorin accounts received and when the current invoices are in and paid.

c. Reimbursement policy (ALL)

Reimbursement policy was once again postponed as we don't have Samorin balance and NdB can't prepare the budget to take decisions regarding this policy. But it was approved to be reviewed annually according the financial situation.

d. Resident's prize reimbursement

All winners have claimed already their registration reimbursement.

AGREED: *that this is to be reviewed in the light of other uses for the money e.g. Study Days.*

e. Bursaries and grants - to define a working group to present Rule/Conditions/Assessment for candidatures

AGREED: that this to be reviewed in the light of other uses for the money and annual budget. But as SD has already started a list of Rules for the Resident's award, NdB will check it up with SD and than it will be a starting point for this Rules to be done. To decide a working group to finalise these rules and a deadline in our next CB Meeting.

8. Communication

a. **News-blast (DM)** - deadline and contents for first on.

b. **External Liaison (Involvement with other associations):**

i. **Other Colleges (American, Australian and Latin-American Colleges)**

AGREED: Meanwhile we should consider sending a first introductory letter presenting our Board and later an invitation to the Presidents of the American Colleges, the Australian/New Zealand Chapter, and the Latin American equivalent depending on finance.

ACTION: DBM to draft letter from ECAWBM President to send to other presidents.

ii. **East European Countries**

NdB and GGP, interestingly reported that EBVS had the same concerns, mentioned the fact that we have low numbers or even no diplomates from East European Countries. The question is how can we promote our specialities in these countries. Thus, sending a letter to Deans of Faculties, Veterinary Chambers and Veterinary Associations of these countries to inform them that the ECAWBM exists. FVE will be doing a research and will have specific data and contacts by April 2018, and could be a source to achieve these entities.

AGREED: To send out a flyer or a letter to tell them we exist and what is our role, promoting both BM and AWSEL. CB Secretary to put on May/April CB 2018 meeting agenda when have results from the FVE contacts.

9. Future Congresses (AC & GGP):

AC and GGP brought the CB up-to-date on the status of the organisations of next year's Congress. The call for papers was already launched, both on the website and by the joint organisations. It was defined that the joint Congress name (that comprises AWSELVA, ECAWBM, ESVCE and typically a local group) will from now on be: the "European Congress of Behavioural Medicine and Animal Welfare (ECBMAW)". A logo will be designed and cost will be covered by the 3 standing groups that will hold this Congress every year. Invited speakers have been already suggested by AWSELVA and ESVCE, and are being contacted by the German association. The Scientific Committee is being defined. AC and GGP need to nominate 5 reviewers from each speciality. AC will ask to each ExGp Chair to suggest names from among our Diplomates.

AGREED: to pay our portion on the Congress logo design.

ACTION: AC to contact PVT and SD to ask their Chairs to search for 5 reviewers from each branch to present to the Scientific Committee.

a. Study Day and Resident Day (fees, attendees, requirements)

It was suggested that there should be a reduced study day fee, or even for free, for residents. Each ExGp should try to obtain sponsorship for their Study Day. The local committee is looking for sponsors for the general Congress and we need to look for sponsors for each Study Day.

AGREED: Marlene (AW) and SD (BM) are the responsible persons to organise programme for each Study Day, to coordinate the search for sponsorship, and being the contact with the local organising committee.

ACTION: AC to inform Marlene and SD about this task and to introduce them to Barbara Schöning (as local organizer).

AGREED: Reduce Congress fee for residents or even for free. There should be no difference in study day charges between AW and BM. The study day should focus on the needs of Residents e.g. exams, mock questions, etc. Supervisors should to be invited to attend the Study Day.

b. Reviewing the ethics of submitted papers

AGREED: to add this to the review process. It is already included in the Call for papers and will be considered by reviewers.

c. Quality Assessment of Congresses (NdB & PVT)

AGREED: Survey draft proposed by NdB and SD's survey results to be circulated to the CB as soon as possible and before next meeting.

d. Virtual voting and attendance (AGM)

This matter was postponed for the next CB Meeting.

10. Comments and Announcements

a. Face-to-Face Meeting

NdB, VJS and GGP discussed a location for our face-to-face meetings. We decided in a previous CB Meeting, that the CB will meet twice yearly and not just at the Congress, depending on the financial situation.

11. AOB (ALL)

GGP proposed the approval of ECAWBM logo.

AGREED: the current College Logo was approved

Other points for the Berlin Congress – Barbara Schöning is trying to find a room for our CB Meeting on the day before the Congress starting at the University, with a lower price. Otherwise we'll have to book a room at a hotel for our CB Meetings on 26th September

AGREED: *CB Meeting on 26th September (Thursday), the day before the Congress start.*

- 12. Dates of next meetings (confirmed and tentative) (ALL)**
 - a. Monday 11th of December 2017 at 14:00 CET
 - b. Friday 19th of January 2018 at 14:00 CET

- 13. Closing of the meeting 15.42h CET**