

ASSOCIATION EUROPEENNE DES ETABLISSEMENTS D'ENSEIGNEMENT VETERINAIRE

(A.E. E. E. V.)

EUROPEAN ASSOCIATION OF ESTABLISHMENTS FOR VETERINARY EDUCATION

(E. A. E. V. E.)

STATUTES

NAME. REGISTERED OFFICE

Article 1 –An Association governed by the French law of 1st July 1901 and the French Decree of 16th August 1901, having as its name the European Association of Establishments for Veterinary Education (E.A.E.V.E.), hereafter called the Association that shall be founded by those agreeing to the present statutes.

Article 2 – The registered offices of the Association shall be at the National Veterinary School of Alfort, 94704 MAISONS-ALFORT. They may be transferred by a decision of the General Assembly. At the end of 2007 a branch of EAEVE was set up in Vienna, Austria, where it was registered under Austrian law in order to employ supportive staff. The Association is a non-profit organization.

OBJECTIVES

Article 3 – The objective of the Association shall be to maintain and develop the standards of veterinary education in Europe and so ensure that those trained in veterinary medicine meet the requirements of the society. The Association shall reinforce, particularly in Europe, co-operation between establishments for Higher Education in Veterinary Science and other relevant bodies. The Association should also act as a forum for the discussion of matters for Veterinary Education, in order to improve and harmonize veterinary education among the members. The Association is managing the European System of Evaluation of Veterinary Training, based on the mandate given by the Commission of the European Community [01-02-1994] and run on a voluntary basis since the effect of the Directive 2005/36/EC.

The Association's primary tasks shall be:

- To represent and serve its members.
- To develop by suitable means a “List of evaluated, approved or accredited, conditionally approved and non-approved Establishments” for veterinary education in line with the European System of Evaluation of Veterinary Training. This list should be published on the EAEVE website under the supervision of the Executive Committee.

- To promote the exchange of information on teaching and research between the European establishments teaching veterinary science, as well as with establishments in other parts of the world.
- To promote exchanges of teaching staff between these teaching establishments.
- To promote mobility of students between these institutions.
- To promote the development and distribution of teaching materials for use in veterinary education at all levels, undergraduate, postgraduate and continuing education.
- To organise meetings having as their objective the study and organisation of the aforementioned points.
- To present useful proposals in these various areas to the European Commission.

MEMBERS. ADMISSION AND EXCLUSION

Article 4 –The Association shall be composed of members who shall be the establishments for Higher Education in Veterinary Sciences, as indicated in Article 3, which lead to an academic degree, permitting application for a professional status allowing the exercise of veterinary medicine. All members have to pay the annual membership fee.

The full voting right is restricted to establishments that:

- 1) have paid their annual membership fee before 1st April of each year AND
- 2) have been approved or conditionally approved.

Non-approved establishments in good standing have restricted voting rights limited to the following:

- 1) Election of the President
- 2) Election of the Vice-President
- 3) Election of the Auditors
- 4) Definition of the geographical groups
- 5) Confirmation of the members of the Executive Committee
- 6) Decision on location and time of the General Assembly
- 7) Exclusion of members
- 8) Adoption of Agenda and Minutes of the General Assembly

Article 5 – Establishments for Higher Education in Veterinary Sciences, shall be eligible for membership on condition they adhere to the present statutes, pay the annual membership fee and comply with the Association's evaluation system, as published in the current Standard Operating Procedures (SOP).

Article 6 – Qualification for membership entails:

- I. Fulfilling the conditions defined in Article 5.
- II. Applying for membership through the Executive Committee and agreeing to undergo a preliminary on-site visit at the discretion of the Committee.
- III. Being admitted by the Executive Committee.

Article 7 – Membership shall cease under the following circumstances:

- 1) By written resignation presented to the President. The resignation will take effect at the end of the year corresponding to the last membership fee paid.
- 2) By exclusion, as a result of non-payment of membership fees for more than one year.
- 3) By reclassification to Affiliate Status, pronounced by the General Assembly, under proposal of the Executive Committee as a result of
 - a) not undergoing a full evaluation within 3 years after becoming member
 - b) not having undergone a full evaluation/visitation after 5 years of being a non-approved establishment.

Article 7A – Affiliates

Affiliates pay 50% of the membership fee and can attend the General Assembly and other events of the association without voting right. Affiliate status will cease in case of non payment of affiliate fee for more than one year.

Transition rule, valid until 2016:

Non-evaluated member institutions, which became members before 2013 have to be evaluated within 3 years otherwise their membership will be changed to Affiliates.

FUNDING

Article 8 – The payment of membership fees shall constitute the basic funding of the Association. Furthermore, the Association may receive grants from organisations and donations from individuals with a view to financing its activities and all other contributions as authorised by the law. All donations will be a noted matter of public record.

ORGANISATION

Article 9 – *The bodies of the Association* shall be:

- I. The General Assembly; the Association shall appoint auditors to assist the General Assembly.
- II. The Executive Committee.
- III. The European Committee on Veterinary Education (ECOVE)
- IV. The Committee of Internal Quality Assessment (CIQA)

Article 10 – *The General Assembly* shall be the supreme body of the Association. The Association shall have at its disposal all the powers necessary for the running and administration of the Association [see also article 19]. It shall define the general policies of the aforesaid Association.

To this effect, the General Assembly:

- I. Shall elect the President by a secret ballot. The mandate of the President shall be two years renewable twice. Any nomination of a candidate for President must be received, in writing by the Association's administrative office two months before the date of the General Assembly for that year. Candidates for President must hold office as Dean (or equivalent) or must have been Dean (or equivalent) of a currently approved member establishment of EAEVE. Candidates must be veterinarians and professionally active in the field of veterinary education. They must be proposed by, at least, two members coming from two different regions with the consent of the nominated candidate. The *curriculum vitae* of the candidate as well as the electoral manifesto of the candidate shall be provided and sent to all EAEVE members, at least, one month prior to the General Assembly. The General Assembly has the *quorum* if the vote of at least half of the member establishments with voting rights is represented. Members with voting rights unable to attend the General Assembly may delegate their vote to another member with voting rights. Any delegation of voting rights has to occur in writing and must be signed by the delegating faculty's Dean. Delegation letters have to reach the President no later than 2 days before the General Assembly. Each member with voting right may accept only one delegated vote. An absolute majority (more than 50% of the votes present) is necessary for the presidential election. If no candidate obtains the absolute majority of votes in the first ballot, a second ballot shall be held in which the candidate who obtains the simple majority of votes shall be elected.
- II. Shall elect the Vice-President by secret ballot, after a proposal from the President. The Vice-President must be a member of the Executive Committee. The criteria for President also apply for Vice-President of EAEVE. The Mandate of the Vice-President shall be two years, renewable once.
- III. Shall define the geographical groups within the Association. The Association shall have maximally ten geographical groups in which its members are organized (see Annex 1). The President will not represent his/her geographical group area.
- IV. Shall confirm the members of the Executive Committee which shall be nominated by the members of the respective geographical groups during the General Assembly. Rotation amongst different countries is encouraged. Only representatives of approved, or conditionally approved establishments are eligible for office in the Executive Committee.
- V. Shall define the responsibilities of the Executive Committee.
- VI. Shall define and adopt its own rules of procedure and those of the Executive Committee.

- VII. Shall adopt proposed modifications to the statutes by a two-thirds majority of members with voting right present. If there is more than one legitimate proposal for a modification of the statutes concerning the same item presented, any modification of statutes to be considered for adoption shall be identified by a vote requiring absolute majority -for this purpose, all proposed amendments of the statutes must be handed in at the administrative office of the Association at least four weeks before the General Assembly.
- VIII. Can create, or deactivate, Working Groups to realize any of the objectives described in Article 3. This may include Working Groups in which the EAEVE collaborates formally with other appropriate organizations.
- IX. Shall set and adopt the annual membership fee.

Article 11 – *Composition and functions of the General Assembly:* The General Assembly shall be composed of the Deans, or the equivalent official or their nominated Representatives, of the member establishments. In case of vote, each member establishment with voting right shall have one single vote, in line with Article 4.

An ordinary session of the General Assembly shall be called once every year, on the initiative of the President, who shall chair and determine the Agenda in conjunction with the Executive Committee. The date and place shall be decided by the General Assembly by proposal from the floor or by approving a proposal from the Executive Committee.

The General Assembly shall have a *quorum* if, at least, half of the number of the member establishments with voting right is represented, including delegated votes (see Article 10.I). Should the *quorum* not be reached, a second meeting of the Association shall be called, at which deliberation may take place, irrespective of the *quorum*.

At each session of the General Assembly:

There shall be a President's Report;

There shall be a financial report and an auditors' report; both have to be approved for relieving the Executive Committee for the year under consideration;

There shall be a budget plan reported for the next year, which must also be approved by the General Assembly.

With the exception of deliberations relative to modification of the statutes, as stated in Article 10, decisions shall be adopted by simple majority vote of those members with voting rights present, or validly represented by delegation. In the case of a tied vote, the President's vote shall be decisive.

Article 12 = If need be, the Executive Committee, or upon the request of more than half of the members with voting rights, an extraordinary session of the General Assembly may be called by the President, as laid down in Article 11. The place and date shall be decided by the Executive

Committee, at the suggestion of the requester. The rules concerning *quorum*, delegation of voting rights, and the validity of the deliberations as laid out in the aforesaid articles also apply.

Article 13 - The Association shall be managed by *the Executive Committee*. The Executive Committee is composed of the President, and the representatives of the geographical area groups. One of the Executive Committee members is elected as treasurer of the Association. Other ex officio members without voting rights can be appointed by the Executive Committee. The mandate for the Executive Committee members shall be two years renewable once.

Article 14 – In the case of absence of the President, he/she shall be replaced by the Vice-President.

Article 15 – The President shall call a meeting of the Executive Committee, at least, once a year and shall also be responsible for drafting the Agenda.

Article 16- The Executive Committee shall be answerable to the General Assembly for the running of the Association. The particular responsibilities of the Executive Committee shall be:

To prepare the agenda for the sessions of the General Assembly, the programme of activities and the budget;

To propose the annual membership fee;

To implement the decisions of the General Assembly;

To ensure the smooth running of the Association between the sessions of the General Assembly.

To nominate the EAEVE members of ECOVE, CIQA and any Working Group;

To maintain and publish the evaluation status of member establishments.

Article 17 – The President shall be responsible for the implementation of the decisions of the General Assembly. He/she represents the Association and bears the overall responsibility.

The Treasurer shall have final responsibility for all payments and the funds of the Association; payment of bills and daily account keeping will be executed by the administrative office.

RULES OF PROCEDURE

Article 18 – The rules of procedure shall be determined by the Executive Committee and approved by the General Assembly.

These rules of procedure shall have as their objective the regulation of any business not foreseen neither determined by the statutes.

CONSTITUTION. DISSOLUTION

Article 19 = The present statutes come into effect as of their adoption by the Constitutive Assembly of 27th May, 1988, at the National Veterinary School of Alfort, and

contains all amendments since then.

The measures that result from modifications adopted by the General Assembly take effect at the end of the meeting.

Article 20 – In case of Dissolution of the Association, being pronounced by at least a two-thirds majority of members with voting rights present at a General Assembly, or in case of termination of its activities, for whatever reason, the assets of the Association shall be shared out amongst members at a General Assembly specifically called for this purpose. The devolution of the assets by the Liquidator (s), nominated by this last General Assembly, shall be carried out in accordance with Article 9 of French law of 1st July, 1901 and the French Decree of 16th August, 1901.

TRANSITION RULES

Article 21 - Member establishments which have signed or will sign before December 31st 2011 a visitation contract, made or make timely payments and be visited before December 31, 2013, have and maintain voting rights thereafter until the establishment status is determined by ECOVE.

ANNEX 1

GEOGRAPHICAL GROUPS

Each member of the Executive Committee must come from a different geographical area group; these groups are:

Group 1: Ireland, the Netherlands and UK

Group 2: Portugal and Spain

Group 3: Albania, Greece, Israel, Italy, Jordan and Romania

Group 4: Belgium and France

Group 5: Austria, Germany and Switzerland

Group 6: Denmark, Estonia, Finland, Latvia, Lithuania, Norway and Sweden

Group 7: Croatia, Czech Republic, Hungary, Poland, Slovak Republic and Slovenia

Group 8: Bosnia-Herzegovina, Bulgaria, Macedonia, Serbia and Turkey