

BYLAWS OF THE

ASIAN ASSOCIATION OF VETERINARY SCHOOLS

Article I Name and Location

Section 1

The name of the organization is the Asian Association of Veterinary Schools, a nonprofit organization. The official abbreviation of the association is AAVS.

Section 2

The association shall maintain a registered office at the University of Tokyo (UT), Tokyo, Japan and supported by AAVS-Japan.

Section 3



Section 4

The philosophy behind the logo:

1. The unity of veterinary schools in Asia;
2. Veterinarian education has the responsibility to provide teaching learning process with many species of animals under one health system, animal production and husbandry, ethics and animal welfare;
3. AAVS as the veterinary school association with a vision on the professionalism of day one competencies;
4. The blue color represents the blue sky;
5. The yellow color represents success and glory.

Article II Objectives

Section 1

The purpose of the association is to advance the education, research and public services in veterinary sciences. The purpose is exclusively educational and scientific and will never include any political matters.

Section 2

In order to achieve the purpose, the association shall carry out the following activities.

- (1) Organize symposiums
- (2) Commend young teaching staff, students and researchers
- (3) Exchange educational and scientific information
- (4) Other necessary activities to achieve the purpose

Article III Association Membership

Section 1

The regular members of the association are the heads of educational institutions (University, Faculty, Department, etc.) of veterinary medicine in Asian countries.

Section 2

Application to be a member of the association must be endorsed by at least two (2) member institutions and approved by the executive committee.

Section 3

The membership year is the fiscal year, from January 1st to December 31st.

Section 4

The regular member is to pay an annual membership fee of US\$ 100.
It should be paid to the treasurer by January 15th each year.

Section 5

The association can accept associate and supporting members who pay US\$ 200 and US\$ 500 respectively as annual membership fees (associate member = veterinary institution outside Asia or non-educational bodies; supporting

member = private donors). The associate and supporting members may attend the assembly as observers.

Section 6

Member institutions who failed to pay membership fee for 3 years, the Executive Committee may remove those institutions from the list of AAVS members. To encourage payment, invoice will be issued and sent out to member institutions during October/ November of each year.

Article IV Representation

Section 1

Each due paying member institution shall submit the name of its representative to the secretary-general promptly whenever there is any change. The representative shall be the highest rank officer of the organization or that person's designee.

Section 2

Each institutional member shall have a single vote in all matters to be decided in the association. The vote may be transferred from the representative to a designee. The designee must be an employee of the member institution.

Section 3

A representative may execute a proxy in writing to authorize another representative to cast his or her vote on any matter to be decided.

Article V Assembly

Section 1

The governing body of the association shall be the assembly. The assembly shall supervise, direct, and control the affairs of the association, its committees, and publications. It shall determine its policies and changes therein, actively pursue its objectives and supervise the association's budget.

Section 2

The members of the assembly shall be representatives or designees of member institutions.

Section 3

Fifty percent of the members of the assembly, represented in person or by proxy, shall constitute a quorum for the conduct of business and any business thus transacted shall be valid provided it is affirmed by a majority of those present.

Section 4

The presiding officer of the assembly shall be the president of the association or, in his or her absence, the vice president.

Section 5

The assembly shall have one or more meetings every two years. The special meetings of the assembly may be called by resolution of the executive committee. The secretary-general of the association shall provide each member of the assembly written notice of the regular and any special meetings.

Section 6

As a general rule, the assembly of the association will be held in the institution of any member of the association. The head of the host institution must provide the members with appropriate booking for accommodation.

Article VI Officers

Section 1

The association has a president and president-elect (vice president). The president shall be the official representative of the AAVS, preside over the executive committee and annual assembly meetings, and organize the annual AAVS meeting. The president-elect shall become acquainted with the work of the president. The term of the president is 2 years, from the next day of the AAVS assembly of that year to the last day of the assembly 2 years. No person can serve for two consecutive terms. The president shall be nominated among deans or chairmen

of the schools or departments of veterinary medicine by the EC and elected by the members at the assembly one year before beginning his/her term, and serve as president-elect.

Section 2

The secretary-general shall be nominated by the executive committee and approved at the assembly. The secretary-general shall serve three (3) years and can be re-elected once. The secretary-general shall (1) maintain an updated list of members' names, addresses and a file of all membership applications; (2) be responsible for the association's correspondence, including informing the members of AAVS meetings; (3) attend all meetings of the executive committee and the annual assembly, take minutes for these meetings, and submit for approval by members at the assembly meeting; (4) keep the original on file for reference and make copies available to the members on request; and (4) assist the president as needed.

Section 3

The treasurer shall be nominated by the executive committee and approved at the assembly. The treasurer shall serve five (5) years and may not be re-elected. The treasurer shall be responsible for all financial matters. The treasurer shall (1) set up an account in a convenient bank; (2) deposit and withdraw as authorized; (3) keep records of all transactions; (4) give an audited detailed account summary annually to the executive committee and assembly; (5) bill each member for annual dues and present to the secretary-general and the executive committee the list of members in good standing and those who have not renewed their membership, and (6) assist the president and secretary-general as needed. The auditor shall be nominated by the executive committee and approved at the assembly.

Article VII Executive Committee

Section 1

The executive committee shall consist of about ten (10) members: the president, the vice president (next president), the previous president, the secretary-general, the treasurer and about five (5) elected members. The

nominating committee shall propose at least two (2) candidates each year at the annual executive committee meeting. The consideration should be given to select at least 3 regional representatives from East, South East and South Asian regions. The nominating committee shall be appointed each year by the president and shall consist of three (3) members including one who is not currently serving as officer. The executive committee members are elected by affirmative vote of a majority of the executive committee members present during the annual AAVS meeting. The elected executive committee members should represent the major regions of Asia and serve for two years.

Section 2

The executive committee meeting shall be held before each regular meeting of the assembly. The chairman may call for other meetings if so, requested by any executive committee member. The committee may also meet through e-mail conference.

Section 3

The property and affairs of the association shall be managed and conducted by the executive committee. The executive committee shall also supervise the designation and operation of all special committees with the exception of the nominating committee.

Section 4

The AAVS-Japan should be invited to attend the EC Meeting as an attendant.

List of current EC members in appendix.

Article VIII Miscellaneous Provisions

Section 1

Ad hoc committees, if needed, shall be formed by the call of the executive

committee to handle matters regarding education, research and other academic collaboration.

Article IX Amendments

Any representative or a duly-appointed committee may propose an amendment to these bylaws. The secretary-general shall distribute the proposed amendment to all assembly members before the assembly meeting. The amendment shall be adopted if approved by at least two-thirds of the assembly members present. An amendment to these bylaws becomes effective immediately upon approval unless otherwise provided by its terms.

The Bylaws printed above have been approved by the organization on August 26, 2003. First Revised on Oct 1, 2007.

Second Revision on September 6, 2013.

Third Revision on December 11, 2015.

Fourth Revision on June 25, 2019

Takeshi Haga/Tanu Pinyopummintr/Masatoshi Hori

June 25, 2019

List of AAVS Executive Committee (EC) members

| | <u>Position</u> | <u>Institution</u> |
|----|------------------------------------|--|
| 1 | President | University of Tokyo |
| 2 | Past President | Seoul National University |
| 3 | Vice president (president-elect) | University of Putra Malaysia |
| 4 | Representative from East Asia | National Taiwan University |
| 5 | Representative from South Asia | University of Veterinary and Animal Sciences, Lahore, Pakistan |
| 6 | Representative from Southeast Asia | Universitas Gadjah Mada, Indonesia |
| 7 | EC member | Kasetsart University |
| 8 | EC member | Central Luzon State University |
| 9 | Treasurer- Dr. Takiguchi | Hokkaido University |
| 10 | Secretary General- Dr. Haga | University of Tokyo |

June 24, 2019
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