

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 (General Incorporated Association, ASIAN ASSOCIATION OF VETERINARY SCHOOLS, hereinafter referred to as "AAVS Office") at the University of Tokyo, Tokyo, Japan. The AAVS Office is registered according to the procedure defined by the Japanese Act on General Incorporated Associations and General Incorporated Foundations (Act No. 48 of June 2, 2006).

Article II Objectives

Section 1

The purpose of the Association is to advance education, research and public service in the field of veterinary medicine and sciences. This purpose is exclusively educational and scientific and does not pertain to political matters.

Section 2

In order to achieve its purpose, the Association shall carry out the following activities:

- (1) organizing symposiums;
- (2) commending the performance of young teaching staff, students and researchers;
- (3) exchanging educational and scientific information;
- (4) other necessary activities to achieve the purpose.

Article III Membership

Section 1

Regular members of the Association are the educational institutions (universities, faculties, colleges, departments, etc.) of veterinary medicine in Asian countries, recognized or accredited by the relevant national authority in their country.

Section 2

An application to become a member of the Association must be submitted by the Head of the Veterinary Institution, 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 1 to December 31 of each year.

Section 4

The Regular Member is to pay an annual membership fee of US\$ 100.

Section 5

The Association can accept Associate and Supporting Members who pay US\$ 200 and US\$ 500, respectively, as annual membership fees. Associate Members are veterinary institutions outside Asia or non-educational bodies, and Supporting Members are donors. Associate and Supporting Members may attend Assembly meetings as observers.

Section 6

Membership will cease by written resignation or in case of non-payment of the membership fees for three (3) consecutive years, except for exceptional circumstances which have been considered by the Executive Committee.

Article IV Representatives

Section 1

Each Member Institution shall submit the name of its Representative to the Secretary General. The Representative shall be the Head of the Veterinary Institution or that person's designee. The designee must be a faculty member of the Member Institution.

Section 2

Each Member Institution shall have a single vote in all matters to be decided in the Association. The vote can be transferred from the Representative to a designee. The designee must be a faculty member 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. 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 of the Member Institutions or their designees.

Section 3

The Assembly meeting of the Association may be held physically or virtually. More than 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 when it is affirmed by a majority of those present.

Section 4

The presiding officer of the Assembly shall be the President of the Association ("the President"), or in his or her absence, the Vice President.

Section 5

The Assembly shall have one meeting every year. Special meetings of the Assembly may be called by resolution of the Executive Committee.

Article VI Executive Committee

Section 1

The Executive Committee shall consist of between nine (9) and eleven (11) members: the President, the Vice President, the immediate Past-President, the Secretary General, the Treasurer and approximately five (5) Representatives of Member Institutions elected by the Assembly. Consideration should be given to selecting at least one Representative from each of the East Asia, Southeast Asia and South Asia sub-regions.

Section 2

The Executive Committee meeting shall be held before the annual meeting of the Assembly. The President may call for other meetings. The Committee may also engage in decision-making by virtual means.

Section 3

The Executive Committee represents the Assembly during the interval between annual meetings of the Assembly. 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.

Section 4

Representatives of the "AAVS Office" are invited to attend the AAVS Executive Committee meeting as observers.

Article VII Officers

Section 1

The President and the Vice President shall be elected by the Assembly. Candidates for the President and the Vice President shall be recommended by the Executive Committee or by at least two Members of the Assembly. These candidates shall be recommended from among the Representatives present at the Assembly.

The President shall preside over the Assembly and the Executive Committee. The terms of the President and the Vice-President are two (2) years, from the day following the annual Assembly meeting to the last day of the Assembly meeting 2 years later. No person can serve for two consecutive terms. The President shall preside over the Assembly and the Executive Committee.

Section 2

The Secretary General shall be nominated from among the faculty members of Member Institutions by the Executive Committee and approved by the Assembly. The Secretary General shall serve three (3) years and can be re-elected once. The Secretary-General is supported by the AAVS Office.

Section 3

The Treasurer shall be nominated from among the faculty members of Member Institutions by the Executive Committee and approved by the Assembly. The Treasurer shall serve five (5) years and may not be re-elected. The Treasurer is supported by the AAVS Office, and shall be responsible for all financial matters.

Article VIII Miscellaneous Provisions

Section 1

Ad hoc committees, if needed, shall be formed, when requested by the Executive Committee, to handle matters regarding education, research and other academic collaboration.

Section 2

The resources of the Association consist of:

- annual membership fees;
- contributions of Member Institutions;
- any donations.

Article IX Amendments

Any Representative or duly-appointed committee may propose an amendment to these bylaws. The Secretary General shall distribute the proposed amendment to all Member Institutions before the Assembly meeting. The amendment shall be adopted if approved by at least two-thirds of the Member Institutions 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 October 1, 2007.

Second revision on September 6, 2013.

Third revision on December 11, 2015.

Fourth revision on June 25, 2019.

Fifth revision on September 24, 2021.