The Ohio State University Student Chapter of the American Veterinary Medical Association

By-Laws

(Last revised Sept. 22, 2014)

Introduction

The Executive Committee and Board of the Ohio State University Student Chapter of the American Veterinary Medical Association (SCAVMA) is responsible for guiding and directing the policy and activities of the Chapter in the best interest of the student members it serves. The SCAVMA Executive Committee and Board have the authority to make and adopt resolutions; and to amend the Constitution and Bylaws of the Association.

Article 1 – Executive Committee

Section 1: President

The President shall be the chief executive officer of the Chapter. He/She shall preside at the meetings of the Chapter, the Board and the Executive Committee; appoint regular and special committees; and fill vacancies arising in them. He/She shall schedule monthly Executive Committee and Board meetings; whereas all Student Chapter members are invited to attend Board but not Executive Committee meetings. He/She shall vote in all elections only in the case of a tie. Furthermore, he/she shall attend SCAVMA President’s meetings at SAVMA Symposium in March and AVMA Convention in July; including a minimum of one session of the Student AVMA House of Delegates during his/her term as President, with the intent of strengthening awareness and communication of happenings in the national organization. Every spring, the president shall register the chapter as a student organization with the Student Union while also completing the presidents’ training. The President's term of office shall be one year commencing on the first day of classes after SAVMA Symposium in the spring of his/her second year and concluding of the first day of classes after SAVMA Symposium in the spring of his/her third year. The President is a voting member of the Executive Committee.

Section 2: Vice President

The Vice President shall serve as program coordinator for all Chapter sponsored lectures. He/she shall attend, and in the absence of the President preside over, all meetings of the Chapter, Executive Committee and Board. In the event that the President is unable to execute the duties of his or her office, the Vice President shall assume the office of President for the remainder of the term, or until the President is able to resume office. The Vice President’s term of office shall be one year. Only students in the second year class are eligible to run for the office of Vice President. See Article 4, Section 1 for exceptions. He/She is a voting member of the Executive Committee.
Section 3: President Emeritus

The President shall assume the office of President Emeritus at the end of his/her term of office as President. The President Emeritus shall attend meetings of the Chapter, Board, and Executive Committee whenever possible, serve to advise the Executive Committee, and assist the President. As President Emeritus, his/her term of office shall be one year. He/She has a voice on the Executive Committee, but is a non-voting member.

Section 4: President-Elect

The President-Elect shall assist the President and learn the workings of the Chapter. He/She has a voice on the Executive Committee, but is a non-voting member. The President-Elect shall attend meetings of the Chapter, Board and Executive Committee. If so directed by the Vice President, the President-Elect may serve as a proxy for the President at meetings or functions in the President’s absence, but must defer to the Vice President on matters that require a vote. He/she will act as Parliamentarian during the term of President-Elect and be required to review and advise the executive board on the current by-laws. In the spring, he/she is charged with holding elections for the following year’s Executive Committee. He/she shall attend SAVMA President’s meetings at SAVMA Symposium and AVMA Convention with the President. He/she must be a member of the first year class upon election and the term of office shall be for one year. The President’s term of office shall be one year commencing on the first day of classes after SAVMA Symposium in the spring of his/her first year and concluding of the first day of classes after SAVMA Symposium in the spring of his/her second year, after which he/she becomes President.

Section 5: Secretary

The Secretary shall attend meetings of the Executive Committee and Board and record the minutes of each meeting. The Secretary shall forward the Executive Committee meeting minutes to the Executive Committee and the Board meeting minutes to the Information Technology Committee Chair for publication on the SAVMA website, CVM Community and Carmen. He/She shall report to the Chapter at each Board meeting concerning the business of the previous meeting. He/She shall be responsible for all official correspondence of the Chapter, specifically timely announcements of SAVMA lecture meetings, primarily via email to the classes’ list serves. He/She shall also be responsible for the design of and updates to the SAVMA bulletin board. The Secretary’s term of office shall be one year. He/She is a voting member of the Executive Committee.

Section 6: Treasurer

The financial affairs of the Chapter shall be the responsibility of the treasurer. He/She shall receive, hold and dispense funds as directed by the Executive Committee, and shall report on all transactions at each meeting. The Treasurer shall attend meetings of the
Chapter, Board and Executive Committee. He/She shall also be responsible for the deposit all checks within one week of receiving them. The treasurer is responsible for filing taxes with IRS. Every spring, the Treasurer shall complete the treasurer’s Student Organization Treasurer’s Training with the Student Union. The Treasurer's term of office shall be one year commencing on the first day of classes after spring break of his/her second year and concluding on the first day of classes after spring break his/her third year. He/She is a voting member of the Executive Committee.

Section 7: Treasurer-Elect

The Treasurer-Elect shall assist the Treasurer and learn the workings of the Chapter. He/She has a voice on the Executive Committee, but is a non-voting member. The Treasurer-Elect shall attend meetings of the Chapter, Board and Executive Committee. If so directed by the Treasurer, the Treasurer-Elect may serve as a proxy for the Treasurer at meetings or functions in the Treasurer’s absence. He/she must be a member of the first year class upon election and the term of office shall be for one year. He/She will be in charge of organization of the Hill’s sales. This includes assigning organizations to assist in distribution to the student body. The Treasurer's term of office shall be one year commencing on the first day of classes after spring break of his/her first year and concluding on the first day of classes after spring break his/her second year, after which he/she becomes Treasurer.

Section 8 SAVMA Delegates

One delegate shall be selected each year to represent the Chapter to the SAVMA House of Delegates meetings. Each delegate will serve for two years as liaison between SAVMA and the Chapter. The SAVMA Delegates shall attend meetings of the Chapter, Board and Executive Committee. Both the Junior and Senior Delegates are voting members of the Executive Committee. The delegate in his/her first year of office shall be the Junior Delegate, and the delegate in his/her second year of office shall be the Senior Delegate. The Junior Delegate shall assume his/her position at the time of appointment, as the past Junior Delegate will transition to assume the role of Senior Delegate. The duties of the delegates include, but are not limited to, the following:

a) Attend all SAVMA House of Delegates meetings; including the AVMA Convention and the SAVMA Symposium;

b) Maintain a computer file of committee reports, minutes, and other pertinent information for reference. This file should be passed on from the outgoing corresponding delegate to the new Junior Delegate.

c) Poll the Chapter for viewpoints on SAVMA business items

d) Disseminate information on the SAVMA meetings and activities to the Chapter

e) Keep a close relationship with the Chapter’s President in order to discuss national issues.

f) Junior Delegate will be approved and selected by review from the Delegate Selection Committee (see Article 4, Section 7), thus the Junior Delegate is the only position that is not voted into office by the student body.
Section 9: Faculty Advisors

The Faculty Advisors shall serve as advisors to the Chapter, and liaisons between the Chapter and the Veterinary Medical Faculty. When available, one of the two Faculty Advisors shall attend all lecture meetings of the Chapter, as well as Board and Executive Committee meetings. One Faculty Advisor shall complete the faculty advisor Student Organization Advisor training with the Student Union every three years. Faculty Advisors shall be members of the faculty of The Ohio State University College of Veterinary Medicine, and shall also be voting or affiliate members of the AVMA. The two Faculty Advisors shall be selected by the Executive Committee for five year terms.

Section 10: Annual Reports

At the conclusion of their term of office, the President, Vice President, Secretary, Treasurer, Officers, and Committee Chairs shall prepare written reports concerning their activities on behalf of the Chapter during the previous year. These reports shall be submitted to the newly-elected officers by the second Monday after spring break.

Article 2 – Board Members

Section 1: Class Representatives

Each class shall elect two representatives who shall serve on the SCAVMA Board. They shall report to their respective class concerning Chapter meetings and activities, and shall represent the interests of their class at all meetings. Each year they will distribute SAVMA membership identification cards and membership renewal “stickers”. First year Class Representatives will be responsible for ordering food for all lecture meetings with a budget provided by the Treasurer. The Class Representatives are responsible for taking photos of SCAVMA events and sending these photos to the IT chair. Their terms of office shall be one year though reappointment to a second, third, or fourth term is acceptable. If a Class Representative takes on an executive role in the organization, their class shall elect a new representative.

Section 2: Committee Chairs

Committee Chairs must be selected by current Committee Chairs before the end of their term and approved by the Executive Committee. Committee Chairs shall serve a 1-year term, though reappointment to a second term is acceptable. If desired, a committee may appoint a second chairperson, though no more than two Co-Chairs may serve at a given time. Their committee members shall be appointed each fall semester following the First Year’s Committee selections.

The following committees must select a Chair to represent them by the end of January each year. Old committee chairs must accompany new committee chairs to one (1) board meeting and be fully transitioned before SCAVMA Symposium in March (with the exception of the Vet Olympics Committee, whose Committee Chairs will be selected and transitioned after the event each Spring*).

- Community Outreach Committee
- Josh Project
- SAVMA Symposium Fundraising Committee
- Information Technology Officer
- Merchandise Committee
- Points Committee
- Social Committee
- Vet Olympics Committee*
- International Veterinary Students' Association (IVSA)
- SCAVMA Chapter Fundraising Committee
- Heifer International

Section 2.1: Community Outreach Committee Chair(s)

The Community Outreach Chair(s) shall serve as coordinator for all Chapter Community Outreach activities including, but not limited to, the Josh Project, One Health Challenge (with IVSA), World Rabies Day, Ohio SPCA, and Special Olympics. He/She may select Coordinators for any or all of these activities.

Section 2.2: SAVMA Symposium Fundraising Committee Chair(s)

The SAVMA Symposium Committee Chair(s) shall coordinate with the Treasurer and President to formally recognize past and current donors to the Chapter. He/She shall also coordinate solicitation of future donations to the Chapter’s Symposium fund. The Symposium Committee Chair shall encourage student interest in attending SAVMA Symposium. The Symposium Committee Chair shall coordinate transportation and accommodation at Symposium for all those students interested. He/She shall also assemble teams for the academic and athletic competitions.

Section 2.3: Information Technology Officer

The Information Technology Officer shall be responsible for the maintenance of the SCAVMA website www.vet.osu.edu/scahma, Carmen website, CVM Community and Facebook page. The Chair must assure that all dates and information on the website are current; he/she shall correspond at least monthly with the College Webmaster to update the website with SCAVMA Calendar updates and other pertinent news. The IT Chair will keep a file of all the chapter’s current and past photos which will be received from the Class Representatives.

Section 2.4: Merchandise Committee Chair(s)

The Merchandise Committee Chair shall be responsible for inventory of all SCAVMA merchandise and reorder as needed. He/She shall coordinate student volunteers for merchandise sales (including, but not limited to, the Alumni, Orientation, Holiday, OVMA, and Open House Merchandise sales) and keep records of all income to be turned over to the Treasurer. He/She shall also receive sale inquiries for
items available on the SCAVMA website.

Section 2.5: Points Committee Chair

The Points Committee Chair will be responsible for gathering the lists of names of students who attend SCAVMA lectures, participate in SCAVMA events, serve on SCAVMA committees and hold office in other campus clubs. The chair shall track each member’s earned SCAVMA points on class rosters, Carmen, CVM Community and the appropriate Google Document, for maintaining the annual points records for Professional Development Fund eligibility; for preparing the list of fourth-year students who are considered “active” SCAVMA members eligible for discounted Professional Liability Insurance, for free AVMA membership and for any other benefits upon graduation.

Section 2.6: Social Committee Chair(s)

The Social Committee Chair will be responsible for organizing and running social events, new and previously established (including, but not limited to, the Fall Finals Party and the Winter Talent Show) for the purpose of fostering school spirit and camaraderie among students, faculty, and their families.

Section 2.7: Vet Olympics Committee Chair

The Vet Olympics Committee Chair will be responsible for organizing the competitions for the Vet Olympics. He/she will also be charged with the duty of garnering funds from sponsors.

Section 2.8: IVSA Representative(s)

The student(s) shall represent the Chapter in the International Veterinary Students’ Association (IVSA). He/She shall keep the Chapter informed of international events and experiences and promote exchange opportunities for students; in doing so he/she shall create a committee of interested student members. He/She shall also serve as the primary liaison between the Chapter and the Student AVMA International Veterinary Experience Committee (IVEC) and/or the SAVMA International Exchange Officer (IEO). He/She may attend or lead a group of students to attend the IVSA World Congress. He/She will facilitate the ONE HEALTH challenge with the help of the Community Outreach Committee. His/Her term of office shall be one year though reappointment to a second term is acceptable.

2.9 SCAVMA Chapter Fundraising Committee

The Fundraising Committee Chairs shall coordinate with the Treasurer and President to formally recognize past and current donors to the Chapter. He/She shall also coordinate solicitation of future donations to SCAVMA. The Fundraising Committee Chairs shall
coordinate fundraisers to benefit the SCAVMA Chapter Professional Development Fund. His/Her term of office shall be one year.

2.10 OVMA Representative

An OVMA Student Representative shall serve as the primary liaison between the SCAVMA chapter and the Ohio Veterinary Medical Association. He/She shall attend all Board meetings and keep the Chapter updated on current news, events, and opportunities from the OVMA. He/She will in turn attend OVMA Board meetings, if available, and keep the OVMA Board informed on current events of the SCAVMA Chapter. The OVMA Representative will be a non-voting member of the SCAVMA Board.

Article 3: Order of Business

Section 1: Rules of Order

The presiding officer, at his or her discretion, may suspend formal rules of order unless two or more members object. If an objection is presented and seconded, Robert’s Rules of Order shall govern the meeting in all cases to which they are applicable.

Section 2: Agenda

a) Call to order;
b) Secretary’s report;
c) President’s report;
d) Treasurer’s report;
e) SAVMA Delegate report;
f) Committee reports;
g) Adjournment

Article 4: Election of Executive Committee Officers

Section 1: Nominations

Only SCAVMA members in good standing (see Article 10, Section 2) are eligible to run for office. Nominations for President-Elect, Vice President, Secretary, and Treasurer-Elect will be accepted starting the beginning of spring semester and thereafter via email, handwritten notice, or oral confirmation to the President up until the designated deadline. A member will only remain on the ballot after nomination if they communicate at least once with the current executive officer before the election date to discuss an interest/understanding of the responsibilities they would assume should they take office. Nominations will close upon the nomination deadline dictated from the President-Elect for that election, unless there are no nominees for a given office.

Only members of the second year class may be nominated for the office of Vice President. Exceptions may be made if no second years accept nominations for Vice President. Only members of the first year class may be nominated for President-Elect and Treasurer-Elect. Members of the first or second year classes may be nominated for
Secretary. The Executive Committee shall rule on the eligibility of all nominees if questions arise.

Refer to Article 3, Section 7 for the selection and approval process of the Junior SAVMA Delegate.

Section 2: Election of Officers

The election of President-Elect, Vice President, Secretary, and Treasurer-Elect shall take place at an annual election meeting to be scheduled on or before February 15th. Voting shall be by written secret ballot or by clicker vote. A majority of votes cast shall determine the winner of a given election for a specific office. If no candidate in a given election gains at least fifty percent (50%) of votes cast, then a run-off election shall take place between the two candidates with the most votes in that election. The current President-Elect and Secretary shall administer the election and count ballots. Any member of the SCAVMA Board who is a candidate for office shall not participate in the administration or counting of ballots for that election (i.e. if the Secretary is running for office, then the duties of administering the election and counting ballots may be passed to any other members of the Executive Committee).

The election of Class Representatives is the responsibility of each class. The term of office of class representatives shall begin with each new academic year. First year elections are not held until the seventh week of classes of the fall semester.

Refer to Article 3, Section 7 for the selection and approval process of the Junior SAVMA Delegate.

Section 3: Absentee Ballots

Absentee ballots may be obtained from the Chapter Secretary or President-Elect with approval of the President-Elect. Absentee ballots must be distributed and returned before elections. No ballots will be counted after the results of the elections have been announced. Absentee ballots will be counted at the same time as other ballots.

Section 4: Announcement of Election Results

When all ballots have been counted and the results determined, the Secretary shall announce the winner for each office via email and a posting on the SCAVMA bulletin board. The actual count is not to be divulged unless a majority of the members of the Executive Committee vote to enter the figures for any or all contests in the record. If they do so vote, the Secretary shall announce the actual count after the President has announced the winners.

If there are no objections from members of the Executive Committee, the results announced by the Secretary are final. If there is an objection, a majority vote of the Executive Committee shall be required to settle any questions.

Section 5: Term of Office
The term of office of the new officers shall begin with the first day of classes after SAVMA Symposium and end on the first day of classes after SAVMA Symposium the following year. Newly elected officers are required to attend any Executive Committee and Chapter meetings for one board meeting before their term has begun to facilitate the transition between incoming and outgoing officers. Outgoing officers will stay for one board meeting after their term has ended.

**Section 6: Special Elections**

A special election may be held at any Chapter meeting should the need arise. The date of this election must be approved by a unanimous vote of the Executive Committee. The SAVMA membership must be notified of the date and the positions up for election at least two weeks prior to the special election.

**Section 7: Junior Delegate Selection**

Junior Delegate will be selected through review and approved by the Delegate Selection Committee, thus the Junior Delegate is the only position that is not voted into office by the student body. The Delegate Selection Committee will consist of the Chapter President, President-Elect, Senior SAVMA Delegate, and Junior SAVMA Delegate.

**Article 5: Removal of Officers**

**Section 1: Grounds for Removal from Office**

Any officer may be removed from office for any cause found to be significant by a two-thirds vote of members present at a meeting as described in Section 2 below.

**Section 2: Procedure for Removing an Officer from Office**

Any SAVMA member may move that an officer be removed from office. He/She must attend a Board meeting and state in a motion the officer’s name and the specific reason he/she wishes the officer be removed from office. The motion must be seconded, but it may not be discussed further at the meeting. At the following Board meeting proponents of the motion may speak first. Opponents of the motion may speak next. When discussion is concluded, a vote shall be taken of members present. A motion for a secret ballot shall be considered in order and shall require a majority vote for passage. Members of the Executive Committee, excluding the officer in question, shall supervise the voting. A two-thirds vote of members present shall be required for passage of the motion. The results, including the numerical count, shall be announced by the Secretary unless he/she is the officer in question, in which case the President shall announce the results. No further discussion of the matter shall be considered in order. If the motion is carried, the person shall no longer hold office, but he/she shall retain all rights and privileges of membership.

**Article 6: Replacement of Officers**
Section 1: President-Elect, Vice President, Secretary, Treasurer, Treasurer-Elect, and SAVMA Delegates

If the President-Elect, Vice President, Secretary, or Treasurer-Elect is unable or unwilling to carry out the duties of his/her office, a successor may be appointed by the President with the approval of two-thirds of the remaining Executive Committee members. If the Junior SAVMA Delegate is unable or unwilling to carry out the duties of his/her office, a successor may be selected through review and approved by the Delegate Selection Committee (see Article 3, Section 7).

If the Treasurer or Senior SAVMA Delegate is removed from office, the Treasurer-Elect or Junior SAVMA Delegate will assume the open office and a successor may be chosen according to the respective process of each office (see above).

Section 2: President

The President shall not be replaced. If he/she is unable to resume his/her office before nominations for the annual elections in the spring, nominations shall be accepted for the office of President in accordance with Article 4, Section 2.

Section 3: Class Representatives

It is the responsibility of each class to replace its own representatives according to procedures determined by members of the class.

Section 4: General Members

For removal of general members, see Article 10, section 6.

Article 7: Meetings and Lecture Presentations

Section 1: Frequency

There shall be at least four Executive Committee and Board meetings during each semester. Every effort should be made to schedule these meetings once-monthly. There shall also be at least four scheduled lecture presentations per semester for all Chapter members. The President shall schedule all Board meetings and the Vice President all lecture presentations. All lecture presentations times shall be announced to the classes via email by the Secretary both one week and one day prior. The class representatives shall make announcements to each class at least one day in advance.

Section 2: Quorum

Two-thirds of the Executive Committee plus five additional Board or Chapter members shall constitute a quorum to conduct business.

Section 3: Program
The Vice President, along with the help of the Executive Committee, shall prepare a program for each lecture presentation, and shall submit it to the President for approval.

**Article 8: Honorary Membership**

*Section 1: Definition*

Honorary membership may be bestowed upon any person, with the exception of undergraduate or veterinary students, by a two-thirds vote of members present at a Chapter meeting. The honorary membership is for life, and does not involve any financial responsibilities or voting privileges.

**Article 9: Finances**

*Section 1: Repository of Funds*

The repository for the Chapter treasury shall be selected by the Treasurer with the approval of the Executive Committee.

*Section 2: Disbursements*

All disbursements shall be in the form of a check or debit card drawn on the account of the Ohio State University Student Chapter of the American Veterinary Medical Association. If the disbursement is in the form of a check, it shall bear the signature of the current Treasurer or the current President.

A budget for the coming year shall be prepared by the Treasurer and shall be presented at the last Board meeting of the spring semester. A two-thirds majority vote shall be required for adoption of the proposed budget.

*Section 3: Receipts*

All funds received by the Chapter are to be presented to the Treasurer for deposit into the treasury. In each instance, a receipt is to be issued and a copy of the receipt kept for the duration of the term of office of the current Treasurer.

*Section 4: Taxes & Annual Report*

After completion of the proposed budget for the academic year (August 1st- July 31st), the Treasurer shall assemble the receipts and documentation from the past academic year; if gross receipts (defined as the total amount the Chapter received from all sources during the academic year without subtracting any costs for that academic year), exceed $25,000 for that academic year, the Chapter cannot file a group exemption and must assemble receipts necessary for completion of an IRS Form 990- filing as a 501c6.

At the completion of his/her term of office, the Treasurer shall prepare a written report concerning the financial status of the Chapter and submit copies to the incoming President and Treasurer.
Article 10: Dues and Active Membership

Section 1: Dues

The dues for membership shall be set by the Executive Committee. Currently, AVMA and SCAVMA dues add up to $35 per year - $12 to the national organization and $23 to the Chapter. Four year membership dues are no longer available beginning with the class of 2016, and all students in the class of 2016 and thereafter shall pay annual dues online via the SAVMA dues website. The classes of 2013, 2014, and 2015 will have their dues paid by the SCAVMA Executive Board if they purchased multiple years of membership at an earlier date. Late dues may be accepted for the current year with the approval of the Treasurer and with a penalty of $10.00 in addition to regular dues for that year. Student subscriptions to AVMA journals (such as JAVMA and AJVR) may not be purchased late. Dues may not be paid retroactively.

Section 2: Definition of Active Membership/Membership in Good Standing

Members who pay their dues for all 4 years as a veterinary student and fulfill the following requirements shall retain membership in good standing:

- As a first year veterinary student, obtain four (4) points
- As a second year veterinary student, obtain three (3) points.
- As a third year veterinary student, obtain two (2) points.
- As a fourth year veterinary student, obtain one (1) point.
- The first year veterinary student is required also to obtain one (1) committee point for serving on and fulfilling the requirements of his/her assigned SCAVMA Committee. The individual Committee Chair(s) shall determine committee point requirements.

Should a student lose his/her good standing with the organization because he/she did not fulfill the points requirement of the previous year, he/she may, with a 2/3 vote of the Executive Committee, be granted the opportunity to compensate the Chapter the points he/she did not obtain in addition to the total number of points required for the current year. To be eligible for a vote of the Executive Committee, the following conditions must be met:

- The student has not lost previously his/her good standing with the Chapter.
- He/she obtained at least half of the points required the previous year.
- He/she paid dues on time in the previous year.
- He/she received the required “Committee Point” in his/her first year.

Should the student in question obtain the missing points from the previous year in addition to the points required for the current year, the student will regain his/her good standing with the organization.

Should the necessity arise for a student to repeat a year, his/her points shall not carry over from the previous year to the current year.
Section 3: Point Allocation

Offices must be held (not elected) in the fall of the current year in order to receive points. Points will be awarded as follows:

- Three (3) points: Holding SCAVMA Executive Office (President, Vice President, Secretary, Treasurer, SAVMA Delegate)
- Two (2) points: Serving as chairperson or co-chairperson of an approved SCAVMA committee
- Two (2) points: Serving as SCAVMA President-Elect/Treasurer-Elect
- Two (2) points: Serving as a SCAVMA Class Representative first year.
- One (1) point: Serving as a SCAVMA Class Representative second and third years.
- One (1) points: Serving as a class executive officer: President, Vice President, Secretary, Treasurer, etc...
- One (1) point (a “Committee Point”) per year for serving as a member of an approved SCAVMA committee. At least one committee meeting or event must be attended.
- One (1) point: Paying annual dues on time.
- One (1) point: Holding an executive position of any officially recognized school club or organization- excluding fraternities. (A list of all clubs and organization officers is kept by the Office of Professional Programs and updated each year. Eligible clubs can be added or removed with a simple majority vote of the Executive Committee.)
- One (1) point: designated SCAVMA lectures
- One (1) point for volunteering for or donating at a College of Veterinary Medicine blood or for volunteering for or registering at a bone marrow donor registration drive

Other point opportunities will be available at the discretion of the President. The event organizer shall confirm event point eligibility with the President at least one week prior to the event. Eligible events include, but are not limited to, those serving the Chapter, the national organization, the College or the community.

Section 4: Benefits of Active Membership

Only members in good standing will be allowed to apply for Professional Development funds. First years must acquire 2+ points per semester to be considered a member in good standing.

Only members in good standing are eligible for student professional liability coverage through the AVMA Professional Liability Insurance Trust (PLIT). Members who maintain active membership during all four years of school will be eligible for automatic, free initial membership in the AVMA upon graduation and all other benefits therein associated with membership in the AVMA

Section 5: Point Appeal

The form for appealing points earned but not documented can be found on the SCAVMA website or obtained from the Points Committee Chairperson. This procedure may be modified by a simple majority vote of the Executive Committee. Any changes will go into effect at the beginning of the following semester.
Section 6: Member Removal

If a member is not in good standing for more than one year, such members are subject to removal from the organization at the discretion of the executive board. The executive board must discuss this issue with SAVMA membership directors at the AVMA (Program Coordinator of Membership and Field Services, and Student AVMA Advisor).

Article 11: Amendments

Amendments to these bylaws, excluding those presented in the yearly revision and approval process, may be presented at any Board meeting. The Secretary shall read the proposed amendment at the following Board meeting. A two-thirds vote of both the Executive Committee and Board members shall be required for adoption of the amendment.

The Chapter Secretary shall advise the SAVMA Advisor of any proposed amendments to the bylaws. Such alterations must be reviewed and approved by SAVMA before they can be presented to the Chapter.

Article 12: Approval of Bylaws

At an Executive Committee meeting, these bylaws must be approved by a two-thirds majority of the officers. These bylaws must then be approved by a two-thirds majority of all present at the next Board meeting.

Article 13: Professional Development Funds (PDFs)

Section 1: Applications & Regulations

The application form for professional development funds can be found on the SCAVMA website and with the Secretary. There shall be three PDF cycles per academic year: after summer break, after winter break, and after spring break. Applications are reviewed by the Treasurer and Treasurer-Elect, and disbursements are made shortly thereafter. Only active Chapter members are eligible for PDFs. Modifications to these procedures and regulations may be made with a majority vote of the Executive Committee. Any changes will go into effect at the beginning of autumn semester of the following academic year. The academic year is equal to the PDF year- funds distributed in the fall will mark the beginning of a PDF academic year.

Section 2: Awarding of Funds

Applications for PDFs will be reviewed by the Treasurer and Treasurer-Elect and funds allocated to students/groups shortly thereafter. Funds will be distributed based on the funds available and the amount of funding requested each PDF cycle. If funds are not sufficient to provide 100% reimbursements, a percentage of the each student’s request will be reimbursed. Fund availability is determined by income from the Hills College Feeding Program and the SCAVMA Chapter Fundraising Committee. The SCAVMA Executive
Committee reserves the right to deny any applications if sufficient funds are not available.

Article 14: Non-Discrimination Statement

This organization and its members shall not discriminate against any individual(s) for reasons of age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veterans.