The Constitution of the Veterinary Public Health Club at The Ohio State University
College of Veterinary Medicine

Article I- Name, Mission & Non-Discrimination Policy

Section 1. Name: The organization will be known as the Veterinary Public Health Club at the Ohio State University’s College of Veterinary Medicine, hereafter referred to as “the club.”

Section 2. Mission statement: Due to the growing importance of animal and human interactions and public health on a local and global scale, the club aims to increase public health awareness through lectures, wet labs, and tours that advocate participation in global and public health as well as increase understanding of the field. Another aim is to encourage communication and networking between the veterinarians, public health officials, and students.

Section 3. Non-discrimination Policy: This organization and its members shall not discriminate against any individual(s) for reasons of age, color, disability, gender identity or expression, national origin or ethnicity, race, religion, sex, sexual orientation, or veteran status.

Article II- Membership: Qualifications and Categories of Membership

Section 1. Any individual may be a member, assuming they are in good standing with the Ohio State University. The following criteria determine the three types of membership:

1. Affiliated members: Currently enrolled graduate students and DVM candidates in the Ohio State University College of Veterinary Medicine and currently enrolled students in the Veterinary Public Health program in the Ohio State University College of Public Health may be full voting members, may be given priority for some events, and may hold office.
2. Unaffiliated members: Currently enrolled Ohio State University students, including undergraduate, graduate and professional students not enrolled in programs officially affiliated with the College of Veterinary medicine, may be a full voting member in the club and may participate in events when space is available, but may not hold office.

3. Others such as faculty, alumni, professionals, and community members are encouraged to become honorary members. They may not vote and may not hold office, but may participate in events when space is available.

Section 2. A person is considered to be a voting member upon payment of dues for the current academic year. Failure to pay dues results in a termination of membership. Honorary members are not required to pay dues.

Section 3. Dues for affiliated and unaffiliated members will be set annually by majority decision of the officers at the beginning of autumn term. Dues for affiliated members and unaffiliated members will be determined independently of each other.

Section 4: Members may leave the club at a time of their choosing. To be removed from the club, members must email the Secretary and ask to leave the club. Dues will not be refunded.

Section 5: If a member conducts themselves in such a manner deemed detrimental to advancing the purpose of this organization or is in violation of the OSU Student Code of Conduct, they can be removed through a majority vote of the other voting membership or unanimous vote of the officers, with the consultation of the advisor.

Article III- Organization Leadership

Section 1. The officer positions shall consist of President, Vice President(s), Secretary, Treasurer, Fundraising Chair, Events Chair, Master of Public Health Liaison, and Historian.

Section 2. Officers will be elected annually at a regular meeting during the spring term, or by absentee ballot prior to the meeting at which elections are being held. An opportunity for nominations of candidates will be provided and announced prior to elections. To be elected, a candidate must receive a majority of votes of those eligible voting members casting ballots in the election. Newly elected officers will work under the officer in the position they were elected for during spring term and then start their new leadership role summer term.

Section 3. Vacancies occurring among the offices will be filled by appointment of the President. In the case of a vacancy in the office of President, another officer shall assume the role of President, and then a new Vice President shall be appointed.
Section 4. An officer may be removed from office for dereliction of duty by a two thirds vote of the officers and advisor(s). The officer in question must be given two weeks advance notice of the removal vote in order to submit a statement in their defense to the officers and the advisor(s).

Section 5. The duties of the officers shall be as follows:

1. **President** - To organize and preside over all general meetings and all Executive Council meetings and to represent the club in an official capacity; to register the club annually with the appropriate office of The Ohio State University.

2. **Vice President** - to coordinate the activities of the president, secretary, treasurer and committees, including to serve as committee chair or appoint committee chairs.

3. **Secretary** - To prepare minutes of all general and officer meetings; to maintain membership list; to send official correspondence; to coordinate preparation and distribution of publications.

4. **Treasurer** - To receive and distribute funds; to keep a detailed account of all monetary transactions, including original receipts; to ensure expenses are kept within appropriate budget limits. The treasurer shall render a statement of financial condition of the club at the request of the President or advisor(s).

5. **Fundraising Chair** - To provide activities and opportunities for the club’s members to raise funds for the use of the club. The Fundraising Chair is also responsible for heading the Fundraising Committee. At least one fundraising activity shall be planned per term in which at least five members participate.

6. **Events Chair** - To organize and run events for the club’s members and to procure food for meetings decided on by the Executive Board. The Events Chair is responsible for heading the Events Committee and planning at least two events per term that at least ten members can participate in.

7. **Historian** – To document club events (such as wet labs and tours) and maintain the club’s social networking pages. The historian is responsible for updating and maintaining the club’s bulletin board.

8. **Master of Public Health Liaison** – To foster communication between the OSU College of Veterinary Medicine and the College of Public Health. The MPHL will keep the officers informed on College of Public Health activities and MPH class schedules.
Article IV - Other Positions and Standing Committees

Section 1. The officers shall create or appoint such committees and representatives as needed for the successful operation of the club.

Section 2. The officers, advisor(s), committee chairs, and representatives shall be known collectively as the Executive Council, and will meet at the direction of the President to discuss organizational business, program planning and other such concerns as they pertain to the function of the organization.

Section 3. Standing Committees:

1. Fundraising Committee - It is the purpose of the Fundraising Committee to develop and coordinate all fundraising events for the club. It is also the responsibility of the Fundraising Committee to update the general and executive members of the Club about their events.

2. Events Committee - It is the purpose of the Events Committee to develop and coordinate all events for the club. It is also the responsibility of the Events committee to update the general and executive members about their events.

Article V - Advisor

Section 1. The advisor(s) must be a full-time member of the University faculty or administrative/professional staff.

Section 2. The advisor’s duties shall include assisting the organization, as the advisor sees fit, in development of the vision, mission, programs, and activities of the club.

Article VI - Meetings

Section 1. Meetings shall be held for general members at least once per term, excluding summer term. An announcement via email of all general meetings should be made at least seven days in advance to all voting members, honorary members, and advisor(s).

Section 2. Additional general meetings and meetings of the Executive Council will be determined and announced by the President.

Section 3. Meetings held during the summer term shall not have issues for voting, including but not limited to proposed constitutional amendments or officer positions.
Article VII- Constitutional Amendments

Section 1. Any member, voting or honorary, may propose an amendment. All proposed amendments to the constitution must be made in writing to all officers.

Section 2. Amendments will be presented to all members via email following proposal in order to give the membership time to consider the amendment. The amendment will be presented again at the subsequent general meeting, at which time a vote from the membership present at the meeting will be taken. Amendments may not be voted upon during summer term, and will be considered at the first general meeting of autumn term if proposed during the summer term.

Section 3. A proposed amendment will be accepted only if three-fourths of the voting membership votes in favor of the amendment.

Article VIII- Dissolution

Section 1. This organization shall be dissolved upon a three-fourths vote of the membership, as well as a three-fourths vote of the officers.

Section 2. Upon dissolution of this organization, the treasurer shall, upon payment of all liabilities of this organization, dispose of all assets in the following manner:

1. Reimburse dues to all members on a prorated basis, and;

2. Forward the remaining assets to the Ohio State University College of Veterinary Medicine with the request that they should be retained and made available to this organization should it be reorganized within one year, or;

3. Contribute the remaining assets to the Ohio Veterinary Medical Association.

Section 3. The president shall bear personal responsibility for any matters left unsettled.