Buckeyes 4 Greyhounds and K9s

The Ohio State University

Founded December 2011

Official Constitution of Buckeyes 4 Greyhounds and K9s

 The Ohio State University

**ARTICLE I** NAME

The name of this organization shall be Buckeyes 4 Greyhounds and K9s.

**ARTICLE II** PURPOSE

Section 1 Buckeyes 4 Greyhounds and K9s exists to provide students interested in greyhounds the opportunity to learn more about greyhound physiology and anatomy and all that sets it apart when treating them medically. It will also provide the opportunity for members to interact with greyhounds on a one-on-one basis to establish an appreciation for the greyhounds’ behavioral patterns and mannerisms.

Section 2 The club will devote time to those organizations who strive to improve the welfare and health of greyhounds, both on and off the race track.

**ARTICLE III** MEMBERSHIP AND NON-DISCRIMINATORY POLICY

Section 1 Membership shall be open to any person interested in the field of veterinary medicine who is in good standing with The Ohio State University College of Veterinary Medicine according to college requirements of academic performance and employee rules, regulations, and handbook. This includes students, faculty, administration, and all department members of the College of Veterinary Medicine. Any members who are not students will not be eligible to vote.

*Discrimination Policy: This organization and its members shall not discriminate against any individual(s) for reasons of age, ancestors, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected or veteran status.*

Section 2 Students who are members of the Student Chapter of the American Veterinary Medicine Association (SAVMA) in good standing are also members of Buckeyes 4 Greyhounds and K9s. Guidelines for good standing SAVMA members are outlined in SAVMA’s constitution in Article 10, Section 2.

Section 3 Members who wish to join Buckeyes 4 Greyhounds and K9s who are not a member of SAVMA must abide by the guidelines outlined in Article III, Sections 4-7.

Section 4 Active members are those who wish to join who are eligible as described in Article III, Sections 1 and 7.

Section 5 Members may choose to terminate active membership at any time by contacting the President and properly arranging to withdraw from organization activities.

Section 6 New members may join at any point up until January 31st of the spring semester.

Section 7 $10 will be charged for membership dues. These need to be collected by January 31st of the spring semester. Executive officers are exempt from paying these dues.

Section 8 A member may be made ineligible for particular activities if they do not meet the requirement criteria set forth by the executive committee.

Section 9 Members will receive participation points for attending events and meetings. These points are not mandatory but may determine member’s eligibility for future events.

**ARTICLE IV** EXECUTIVE COMMITTEE MEMBERS AND DUTIES

Section 1 Officers will include 1 president, 1 vice president (optional), 1 treasurer, 1 secretary, 1 or 2 foster coordinators, and 1 or 2 (optional) merchandise chairs and 1 social media chair (optional). The club may elect to add officer positions as needed as membership increases.

Section 2 Officer duties will consist of the following:

Duties of the President include scheduling three meetings with the Advisor at least once a semester:one being one on one, one with the Vice President and one with the whole board. They should also create agendas for each meeting, complete at least 2 transports during the year and if no merchandise chair is elected, then assist the treasurer with those duties. The President is responsible for ensuring each board members understand their duties and if they cannot complete a duty, that it is completed by the President themself or delegated to another officer(s). The President is also in charge of the SAVMA Committee and keeps track of points, organizes transportations, shadowing opportunities with the orthopedics department, and organizes students helping with checklists along with the Vice President.

Duties of the Vice President include reserving rooms for board meetings. If in person activities have not resumed, the Vice President can create and distribute the Zoom meeting link to a virtual room for meetings. The Vice President will also help the president create an agenda for the meetings in addition to meeting with the President at least once a year. They will help with checklists, upload photos of current dogs, and upload completed intake checklists to the google drive. The Vice President will complete at least 2 transports during the year. They will partner with a representative from SAVMA to appoint an advocacy week committee and organize events or speakers related to that event. Lastly, the Vice President will organize students wanting to watch surgeries and/or help with intake checklists by sending a mass text message, collecting student and faculty contact information, and coordinating with the orthopedics department to check in for time of surgeries.

Duties of the Treasurer include creating and maintaining the yearly budget, keeping record of receipts and deposits and organizing the money box for events. Creating the budget for the club includes maintaining the budget for merchandise and lunch lectures, while managing the money box includes ensuring there is change available and depositing cash following an event. The Treasurer is also responsible for submitting coke grants and picking up the drinks for lunch lectures, as well as submitting audits and requests for Operational and Programming funds as needed. If no merchandise chair is elected, then the Treasurer will take on those duties and be assisted by the President.

Duties of the Secretary include taking notes during board meetings, managing the 4 Legs 4 Hounds Greyhound Program facebook page, sending out club emails, and managing club events. Creating and preparing for club events include creating RSVPs, sending RSVP emails to the club, ordering food and coordinating with the treasurer to do so, and reserving rooms for lunch lectures are responsibilities of the Secretary. The club Secretary also coordinates with other clubs for joint lectures or for coordinating case series.

Duties of the Foster Coordinators include creating a master list of fosters (old, current, and new), and conducting home visits. The Foster Coordinator will send the foster guidelines document and review this document with fosters. They will have the foster sign a student foster agreement and upload this document to the google drive. They also will communicate with Team Greyhound, COGR, and GAO adoption groups. Communication with the adoption groups will occur if student fosters fail to back greyhounds, when student fosters can no longer foster and they need a new home, when greyhounds are ready for adoption and student fosters do not want to adopt, and also when we cannot find a foster and we need one through their adoption group from the community. Foster Coordinators will also keep track of supplies on the google drive and make sure fosters are returning supplies. They will check in with current fosters weekly. They also will communicate with the Vice President about checklist results and relay this information to the foster.

Duties of the Merchandise Chair include creating merchandise with the club logo or the OSU circle design, as well as creating new designs if they so choose. The Merchandise Chair shall use Connect Top of the World for ordering clothing and work alongside the Treasurer to create and maintain a merchandise budget.

Duties of the Social Media Chair include posting pictures of new dogs to the Buckeyes 4 Greyhounds instagram and the class facebook pages. The social media chair will post updates about current adoptions, dogs in foster, etcetera to the B4G instagram and the 4L4H facebook page. The Social Media Chair will post about merchandise and fundraisers.

Section 3 Executive meetings will be held as needed on a formal or informal basis.

Section 4 The club advisor will be chosen and his/her ability to serve as said advisor evaluated as needed. The advisor will help guide the organization and keep it from straying from its goals.

**ARTICLE V** EXECUTIVE COMMITTEE ELIGIBILITY AND ELECTION

Section 1 Starting in the academic year 2014-2015, officer positions shall be elected in late spring for a term of one year to begin immediately.

Section 2 Officers are required to meet at least 3 times a quarter, or 4 times a semester to discuss activities and fundraising.

 Section 3 Nominations for each position will be made by active club members. The nominees for each position require at least 2 nominations in order to be put on the ballot and for active members to vote. Winners will be determined by majority vote.

Section 4 Those members eligible to vote shall be those who are active members as specified by Article III Section 2.

**ARTICLE VI** METHODS FOR REMOVING MEMBERS AND EXECUTIVE OFFICERS

Section 1 If a member engages in behavior that is detrimental to advancing the purpose of this organization, violates the organization’s constitution or by-laws, or violates the Code of Student Conduct, university policy, or federal, state or local law, the member may be removed through a majority vote of the officers in consultation with the organization’s advisor.

Section 2 Any elected officer of the chapter may be removed from their position for cause. Cause for removal includes, but is not limited to: violation of the constitution or by-laws, failure to perform duties, or any behavior that is detrimental to advancing the purpose of this organization, including violations of the Student Code of Conduct, university policy, or federal, state, or local laws. The Executive Committee may act for removal upon a two-thirds affirmative vote of the executive board in consultation with the organization’s advisor.

Section 3 In the event that the reason for member removal is protected by the Family Educational Rights and Privacy Act (FERPA) or cannot otherwise be shared with members (e.g., while an investigation is pending) the executive board, in consultation with the organization’s advisor, may vote to temporarily suspend a member or executive officer.

**ARTICLE VII** CONSTITUTION

Section 1 Amendments to the constitution shall be submitted to or suggested by the Executive Officers for review, and then will be read aloud at the following Officer meeting for discussion. Voting shall take place amongst only the Executive Officers, and requires ¾ of majority vote. All Officers must be present for voting to take place.

**ARTICLE VII** DISSOLUTION OF THE CLUB

Section 1 If membership drops and remains below four members for two consecutive semesters or 1 academic year, then the club shall balance all accounts and donate remaining funds to a non-profit organization of affiliation that focuses on Greyhound rescue and adoption.