

**The Ohio State University College of Veterinary Medicine
Student Chapter of the American Academy of Veterinary Nutrition
Constitution**

ARTICLE I – NAME

The name of the club shall be: The Students of the American Academy of Veterinary Nutrition (SAAVN). It will be affiliated with The Ohio State University's College of Veterinary Medicine and the American Academy of Veterinary Nutrition.

ARTICLE II – PURPOSE/OBJECTIVES

To promote and comply with the primary objectives of the American Academy of Veterinary Nutrition.

1. To provide a forum of discussion and exchange of information on matters of common interest as applied to the field of nutrition and its relationship to animal health.
2. To promote greater interest in and better understanding of current developments in nutrition as affecting animal health.
3. To promote research in fields where nutrition may have a relationship to health and/or disease.
4. To promote a closer cooperative relationship with those who share with veterinarians the responsibility of maintaining animal health through adequate nutrition.

ARTICLE III – NON-DISCRIMINATION POLICY

1. This organization does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, admission, and employment.
2. This organization will also abide by the University's Sexual Misconduct Policy: As a student organization at The Ohio State University, The Students of the American Academy of Veterinary Nutrition, expects its members to conduct themselves in a manner that maintains an environment free from sexual misconduct. All members are responsible for adhering to University Policy 1.15, which can be found here:
<https://hr.osu.edu/public/documents/policy/policy115.pdf>.
If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleIX.osu.edu> or by contacting the Ohio State Title IX Coordinator at titleIX@osu.edu.

ARTICLE IV – MEMBERSHIP

1. All full-time students of The Ohio State University who are enrolled in a program of study leading to a degree of Doctor of Veterinary Medicine (or equivalent) shall be eligible for membership.
2. The student shall be considered an active member upon completion of registration with the student chapter and payment of dues (no dues for the first year) for the duration of the academic year in which they completed the criteria.

3. A member is in good standing if they are current with chapter dues (no dues for the first year) and attend at least 50% of all general meeting and events.
4. Members in good standing are eligible to vote, hold office, and serve on committees.
5. Members are encouraged to register for student membership with the AAVN.

ARTICLE V- METHODS FOR REMOVING MEMBERS AND EXECUTIVE OFFICERS

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.
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.
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 VI- OFFICERS

1. Officers shall be President (1 or 2 individuals), Vice President (1 or 2 individuals), Secretary, and Treasurer.
2. Faculty Advisor(s) (1 to 3 individuals) shall be employed by Dr. Valerie Parker or an active member of the AAVN. Faculty advisors are not eligible to vote on Executive Board or general membership decisions.

ARTICLE VII – Duties of Officers

1. The President(s) shall:
 - a. Preside over all executive and general membership meetings.
 - b. Serve a term of one (1) academic year.
 - c. Administer the affairs of the organization according to the constitution and such other policies as may be adopted by the Executive Board or general membership.
 - d. Be the primary liaison to send and receive communications to/from the AAVN
 - e. Submit a summary of the chapter's activities for the previous academic year to the Executive Director of the AAVN by **June 1st of each calendar year**.
2. The President-Elect shall:
 - a. Preside over all executive and general membership meetings in the absence of the president.

- b. Serve a term of one (1) academic year.
 - c. Assist the president in the affairs of the chapter according to Article VI, 1, c.
 - d. Arrange the place and time of Executive Board and general chapter membership meetings.
3. The Secretary shall:
- a. Serve a term of 1 – 3 academic year(s).
 - b. Record and maintain accurate minutes of all executive and general chapter meetings.
 - c. Maintain membership records and general documents of the chapter.
 - d. Assist the president in the affairs of the organization according to Article VI, Section 1, c.
 - e. By **October 15th of each calendar year**
 - i. Distribute copies of the constitution to all officers, faculty advisors and chapter members.
 - ii. Distribute applications for student membership to the AAVN to all new student chapter members.
 - iii. Submit a register of officer and faculty advisor names and contact information including email and phone number to the Executive Director of the AAVN.
4. The Treasurer shall:
- a. Serve a term of 1 – 3 academic year(s).
 - b. Be the sole custodian of the financial resources of the chapter and shall receive and hold all monies of the chapter in a depository as directed by the Executive Board.
 - c. Keep an account of all income, expenses, and assets.
 - d. Provide a projected annual budget at the first general membership meeting of the academic year.
 - e. Present a financial report at all executive and general chapter meetings.
5. The Faculty Advisor(s) shall:
- a. Advisors of student organizations must be full-time members of The Ohio State University faculty or Administrative & Professional staff.
 - b. Act as a mentor to provide expertise, guidance, and profession networking to achieve the chapter's objectives.
 - c. Must attend or be available remotely if needed for at least 1/2 of chapter and executive board meetings. If a person is serving as an advisor who is not a member of the above classifications, a co-advisor must be chosen who is a member of these University classifications.
 - d. May be removed from their role by majority vote of the chapter membership.
6. Other positions(s):
- a. May be appointed by unanimous decision of the Executive Board.
 - b. May be removed from their role by majority vote of the Executive Board.

ARTICLE VIII – Executive Board

1. Voting members shall consist of the President(s), President-elect(s), Secretary, Treasurer, and other officers per Article VI, 6, e.

2. Non-voting ex officio members shall consist of the Faculty Advisors.
3. Shall be vested in the management and control of the business and professional affairs of the organization.
4. Shall have a quorum when three (3) voting members of the Executive Board are present in person or by other means of communication.
5. 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.

ARTICLE IX – ELECTION OF OFFICERS

1. The president(s), president-elect(s) and if eligible secretary and treasurer shall be elected by majority vote of all eligible members casting ballots annually for the proceeding academic year.
2. The election procedure is as follows:
 - a. Nominees may be submitted by the membership to the president(s) by a date to be established by the Executive Board.
 - b. A slate of candidates shall be announced, and a secret ballot distributed to voting members by the president(s).
 - c. Ballots are submitted to the president(s) by voting members.
 - d. The president(s) shall announce the winners no later than May 15th of each calendar year.
3. New officers will assume the responsibilities of office at the end of the spring semester of the academic year.
 - a. Will be trained by previous officer during the summer before the new academic semester
4. If a majority vote is not received by one candidate for an office a run-off between the two candidates receiving the highest numbers of votes shall be held.

ARTICLE X – MEETINGS

1. Executive Board meetings will be held at least once in the fall and spring semesters of each academic year to proceed the first general membership meeting of the semester.
2. General chapter meetings will be held at least twice in the fall and spring semesters of each academic year.
 - a. The organization reserves the right to address member or event attendee behavior where the member or event attendee's behavior is disruptive or otherwise not in alignment with the organization's constitution.
3. The time and location of all meetings will be announced by the president-elect(s).
4. The majority of eligible voting members present and voting at general chapter meetings shall carry a motion.

ARTICLE XI – DUES

1. Annual membership dues shall be determined by the Executive Board prior to the first general chapter meeting.
2. Annual membership dues are due to the treasurer by October 15th of each calendar year or at the time of member request if occurring after October 15th.

ARTICLE XII – AMENDMENTS

1. Proposed amendments to the constitution with rationale must be submitted to the chair of the AAVN Student Member Committee for approval.
2. Following approval by the AAVN Student Member Committee, the proposed amendment may be distributed to the eligible voting membership.
3. An affirmative vote shall require that at least two thirds (2/3) of eligible voting members voting to approve the proposal.
4. The secretary shall send a new copy of the amended constitution of the Executive Director of the AAVN and reupload a new constitution to the Student Organization Management System (OSU).

ARTICLE XIII – INACTIVE STATUS & DISSOLUTION

1. The student chapter will be considered inactive by the AAVN if the register of officer and faculty advisor names with contact information is NOT received by the Executive Director of the AAVN **by October 15th of each calendar year.**
2. A student chapter can regain their active status with submission of the register of officer and faculty advisor names with contact information to the Executive Director of the AAVN during the academic year.
3. If inactive status shall occur, the acting faculty advisor(s) shall notify the Executive Director of the AAVN. The student chapter shall be considered inactive and a copy of the student chapter constitution shall be retained by the AAVN.
4. In the event of dissolution, the chapter's assets shall be distributed to the respective Student American Veterinary Medical Association.