

## **Constitution of the Veterinary Dermatology Club**

### **Article I - Name, Purpose, and Non-Discrimination Policy of the Organization.**

#### *Section 1- Veterinary Dermatology Club*

#### *Section 2 - Purpose*

Dermatological disease is one of the most ubiquitous patient problems and obtaining clinical skills in this field is imperative for any general practitioner. There is both a need and a desire by the student body for additional opportunities in lesion identification, differential diagnoses, and client communication. First- and second-year students especially appreciate any additional opportunities for hands-on practice with techniques. As an organization, we will provide opportunities for veterinary students to gain additional experience in dermatology through wet labs and lunch/dinner lectures.

#### *Section 3 - Non-Discrimination Policy:*

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.

As a student organization at The Ohio State University, The Veterinary Dermatology Club 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](mailto:titleIX@osu.edu).

### **Article II - Membership: Qualifications and categories of membership.**

#### *Section 1- Membership*

Veterinary students affiliated with and in good standing with the Ohio State University may become members. Additionally, others such as faculty, alumni, professionals, etc. are encouraged to become associate or honorary members.

#### *Section 2- Voting Rights*

Voting membership is limited to currently enrolled Ohio State veterinary students who have paid membership dues. Associate and honorary members do not have voting rights.

#### *Section 3- Dues*

Dues are to be determined by the Executive Council prior to the beginning of the academic year by a majority vote. Both voting and associate members will be expected to pay dues. Only members who have paid dues will be invited to participate in hands on activities and learning opportunities.

### **Article III-Organizational Leadership- Titles, terms of office, type of selection, and duties of the leaders**

#### *Section 1- Officer Positions*

Officer Positions shall consist of President, Vice President, Treasurer, Secretary, and Fundraising Chair. There may be the potential to have two members holding the rank of the above officer positions until the time of the first electoral process. Other officer positions may be created as needed, and voted on by the Executive Council. Should a new position be created, a majority vote will be held for election(s) of that position.

*President-* Serve as contact to faculty advisors (term runs March-May over 14 months); work with the vice president to set up lunch lectures

*President-Elect-* Shadow President (after elected in March) and assume duties each May 1

*Vice-President-* Order/arrange for food delivery for lectures and wetlabs; assist other officers as necessary

*Treasurer-* Maintain club funds in good order; keep checking account current; provide bi-monthly statements to other club officers, create and update club's budget

*Fundraising Chair-* Organize events such as bake sales, merchandise sales, and other club fundraising opportunities; order club merchandise to be sold at different events.

*Secretary-* Keep meeting minutes; maintain membership database; email correspondence with club members (lunch lecture invites, track attendees); alert treasure about unpaid dues; maintain documents for RSVPs to lectures and wetlabs

#### *Section 2- Elections*

Organization leaders represent the Executive Committee and general membership and are elected or appointed from the ranks of the organization's voting membership. Leaders shall be elected to the following positions for a period of approximately 14 months (with two months of overlap between elections and end-of-term, to be used to transition new student leaders into their roles). Officers shall be elected during a regularly scheduled meeting during the spring quarter, preferably in March. Any member in good standing may be nominated. There will be an opportunity for nominations as well as time for speeches before the voting occurs. To become elected, the candidate must secure a majority of the votes. It will not be mandatory that all members be present for a vote to occur. If member(s) are unable to attend the meeting in which the voting is scheduled to take place he or she may still cast their vote by proxy. However, a vote will not be recalled due to the absence of member(s) or failure of the member(s) to send a proxy.

#### *Section 3 Vacancies*

Any vacant position which may occur during will be filled by appointment of the President. In the event of a vacancy in the President the Vice President will serve as President until the next annual voting process occurs.

**Article IV – Method of Selecting and/or Removing Officers and Members.**

In the event that an officer is not performing his/her duties, the remaining officers should vote to remove that officer. If the vote is unanimous, the remaining officers must then approach the club advisor(s) with a documented list of transgressions. The club advisor has the ability to accept the vote (and the officer voted out will be asked to leave), OR the club advisor can deny the vote (and the officer voted out will be given an opportunity to correct their failings). All officers are expected to behave in a professional manner, as well as to adhere to the College of Veterinary Medicine's Honor Code. If an officer is removed in this manner, an election will be held to replace the position the officer held.

Member removal: If a member engages in behavior that is detrimental to advancing the purpose of this organization, violates the organization's constitution or by-laws, the College of Veterinary Medicine Honor Code, 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.

**Article V – Advisor(s) or Advisory Board: Qualification Criteria.**

Advisors for the Dermatology Club should be clinicians or faculty employed in the Dermatology Department of the Ohio State University College of Veterinary Medicine. Their role is to provide direction and recommendations for Club officers, and to be available (within reason) as needed to plan club activities.

**Article VI – Meetings of the Organization: Required meetings and their frequency.**

The Dermatology Club will host general meetings for Club members at least twice a semester, except during the summer. The executive board should meet at least twice a semester.

**Article VII – Method of Amending Constitution: Proposals, notice, and voting requirements.**

Proposed amendments should be in writing and submitted to the Executive Board. They should not be acted upon but read in the general meeting in which they are proposed, then read again at the next general meeting, and then the general meeting in which the votes will be taken. Approval should require at least two-thirds of voting members present (and to conduct any business an organization should have quorum present at a business meeting, which is at minimum 50% + 1 of total organization members). The constitution should not be amended easily or frequently.

**Article VIII – Method of Dissolution of Organization**

The Dermatology Club may be dissolved if student interest has fallen below five members consistently for more than four (4) consecutive semesters. Any monies leftover should be donated (be check) to another student club at the College of Veterinary Medicine (club to be voted on by remaining officers/members.)