

❖ **Article I: Name of Organization, Purpose of Organization, and Non Discrimination Policy.**

Section I: Name of Organization

- Integrated Oncology Club

Section II: Purpose of the Organization.

- 1) Introduce the fields of radiation oncology, medical oncology, and surgical oncology to students of The Ohio State University College of Veterinary Medicine.
- 2) Facilitate student opportunities for clinical exposure and shadowing experiences related to oncology at The Ohio State University Veterinary Medical Center and other veterinary institutions in Columbus.
- 3) Promote networking and research opportunities between students and faculty in the fields of radiation oncology, medical oncology, and surgical oncology.
- 4) Highlight oncology research being conducted by veterinary students.
- 5) Provide assistance in developing a competitive internship/residency application for those interested in pursuing a career related to oncology.
- 6) Prepare members of this organization to deliver compassionate care to veterinary oncology patients through both client interaction and community involvement.

Section III: Non-Discrimination Policy

- This organization and its members does not discriminate against any individual(s) on the basis of age, ancestry color, disability, gender identity or expression, genetic information, HIV/AIDS status, national origin, race, religion, sex, sexual orientation, military status, veteran status, or any other bases under the law, in its activities, programs, admission, and leadership.
- As a student organization at The Ohio State University, The Oncology Interest Group 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://policies.osu.edu/assets/docs/policy_pdfs/SexualMisconduct_FINAL.pdf
- If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <https://titleix.osu.edu/> or by contacting the Ohio State Title IX Coordinator at titleIX@osu.edu.

- ❖ **Article II - Membership: Qualifications and categories of membership.** □ All currently enrolled students at The Ohio State University College of Veterinary Medicine and students on an official leave of absence from The Ohio State University College of Veterinary Medicine are eligible to become active and voting members. Voting privileges are limited to members who have attended at least 50% of mass meetings since the beginning of the fall term. Individuals who

do not meet these requirements will be considered active non-voting members of the organization.

- Current faculty and alumni will be encouraged to join this organization as non voting members in order to achieve its goals.

❖ **Article III - Organization Leadership: Titles, terms of office, type of selection, and duties of the leaders.**

- The structure of the Oncology Interest Group will be composed of a faculty advisor, two Co-Presidents, Treasurer, Shadowing Director, Career Development Director, Research Director, and Volunteer Director and any other positions deemed necessary for the proper functioning of the organization
- **The President or Co-Presidents** shall be responsible for organizing and running all proceedings of the Interest Group as well as communicating the activities of the group to all members. They shall serve as student liaisons to The Ohio State University student body, and the Healthbeat HUB. They will be responsible for completing all the registration requirements. The President/Co- Presidents shall also ensure that the following events take place:
 - The initial interest group introduction meeting at the beginning of each academic year.
 - Communicating important updates about the field of oncology
 - Maintaining minutes for all meetings of the Interest Group.
 - Maintaining a current version of the constitution.
- **The Treasurer** shall be responsible for maintaining accurate financial records and overseeing the checking account of the group.
- **The Shadowing Director** shall be responsible for maintaining and updating a list of faculty in oncology related specialties who have indicated interest in mentoring medical students.
 - The Shadowing Director will be responsible for facilitating communication between medical students and faculty mentors.
 - Promoting shadowing opportunities to students.
- **The Career Development Director** shall be responsible for holding an information panel regarding career choices in Oncology and compiling/updating an informational guide for those interested in pursuing careers in oncology.
- **Research Director** shall be responsible for overseeing events related to oncology research.
 - The research director will find or plan opportunities for students to present research. This could include working with established oncology symposiums at The Ohio State University to hold a medical-student section or creating a new oncology symposium.
 - Learning of and presenting the research opportunities related to oncology at The Ohio State University to the group.
- **Volunteer Director** shall organize, lead, and communicate opportunities to
 - students at OSUCOM where they can gather more experience in the field of oncology while participating in service outreach events.
 - They will be responsible for promoting volunteer events and making sure there are adequate volunteers to staff the events.

❖ **Article IV Methods of selecting and/or removing Officers and Members** □ The decision to select and/or remove officers and/or members shall not be influenced

by the age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status of the individual. □ Executive leadership consisting of two Co-Presidents, Treasurer, Shadowing Director, Career Development Director, Research Director, Volunteer Director, and any other positions deemed necessary for the proper functioning of the organization. These positions shall serve a one-year term from March of one year to March of following year.

□ The new executive leadership will be selected by the current executive leadership in March based on candidates' responses to an application.

- In the event two or more current executive leadership members are interested in holding the same executive leadership position in the following year, they shall abstain from the selection process of the new executive board and the remaining executive leadership members shall select the new executive board.

- In the event the positions of Executive leadership consisting of two Co-Presidents, Treasurer, Shadowing Director, Career Development Director, Research Director, Volunteer Director, and any other positions deemed necessary cannot be filled, a second selection process will be held after the first mass meeting in the following academic year.

- The executive leadership will be chosen by the Co-Presidents based on candidates' responses to an application.

- Removal of an officer from their duty within the organization will require a unanimous vote amongst the remaining executive leadership members.

- Removal of non-officer members will occur by a unanimous vote among all members of the executive leadership positions.

❖ ***Article V Advisor Qualification Criteria***

□ This interest group will at all times be advised by a current faculty member that is a practicing Veterinarian in the fields of radiation oncology, medical oncology, or surgical oncology.

❖ ***Article VI Meetings of the Organization***

□ Monthly meeting will be held by this organization in order to promote its core objectives as described in Article I Section II.

□ The executive leadership consisting of the two Co-Presidents, Treasurer, Shadowing Director, Career Development Director, Research Director, Volunteer Director, and any other positions deemed necessary may hold additional meetings with only the executive leadership members present.

- Voting decisions regarding the removal of a member or officer will be made at this time.

❖ ***Article VII Methods of Amending Constitution***

□ A meeting will be held with an open discussion amongst current voting members

in regards to the proposed changes to the constitution. This meeting will be led by the current executive leadership.

- Any current voting member of the organization may propose an amendment of the constitution.
- Proposed amendments are contingent on a two-thirds majority vote amongst current voting members present at the meeting.
- The Co-Presidents shall be responsible for updating the constitution with the approved amendments.

❖ ***Article VIII Methods of Dissolution of Organization***

- The organization must be dissolved when the Co-President leadership positions can no longer be filled within an academic year.
- If at this point the organization holds assets including financial savings, property, or other valuables of monetary worth their value is to be donated to Integrated Oncology Service at VMC
- If at the point of dissolution the organization possesses any debt they shall be collected from the individuals who originally incurred the debts.