

The Constitution of the Veterinary Surgery Club at The Ohio State University

Article I – Name, Purpose, and Non-Discrimination Policy of the Organization

Section 1 Name

Veterinary Surgery Club at The Ohio State University

Section 2 Purpose

The main purposes of the Veterinary Surgery Club are to: further the students' knowledge in the area of veterinary surgery with a focus on, but not limited to small and large animal surgery, provide information about specializing in the field of surgery within the veterinary profession, and when possible, organize hands on opportunities for the members of the club.

Section 3 Non-Discriminatory Policy

Veterinary Surgery Club agrees that it will not engage in sexual misconduct nor any harassment or discrimination 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 basis in accordance with these guidelines.

Article II – Membership and Membership Qualifications

Section 1 Membership

Any individual affiliated and in good standing with The Ohio State University College of Veterinary Medicine may become a member.

Students interested in becoming a member can enroll during the beginning of the Fall or Spring semesters. Students have the ability to sign up in person via semester club fairs with an executive member or notification via email to the council regarding interest in enrolling. Members will have responsibility for paying yearly dues determined by the executive council to our treasurer. Payment to the treasurer can be done either via check, digitally or cash and must include a description detailing the student's name, class year and year they will be paying dues for. Returning members are responsible for paying yearly dues by the start of the fall semester and will be added to the yearly roster. Inability to do so will make them an inactive member unable to participate in member events until payment is received. Students will only become an active member once dues are received in full by our treasurer.

All members are free to leave and disassociate without fear of retribution, retaliation, or harassment.

Section 2 Voting Rights

Only currently enrolled veterinary students who have paid their dues or have earned free membership for the year based upon officer discretion (i.e. winning contests) may vote. Non-voting members will be considered associate members (i.e. advisors and other faculty).

Section 3 Dues

Dues are to be determined by the Executive Council prior to the beginning of the academic year by a majority vote. Voting members will be expected to pay dues. Only members who have paid dues will be invited to participate in any hands on activities or “field trips” to other facilities.

Article III – Organization Leadership

Section1 Officer Positions

Officer Positions shall consist of President, President-Elect, Vice President, Treasurer, Secretary, Fundraising/Merchandise Chair(s), Wet-Lab Chair, and Large Animal Liaison. 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 (see article III, section 3) will be held for election(s) of that position. Committees may be formed if a majority of officers deem them to be necessary and an election for committee members can be waived until the following election, where the new position will be voted on.

Section 2 - Elections

Officers shall be elected during a regularly scheduled meeting during the spring semester. 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. This process of nomination as well as any speech that the candidates wish to give will occur prior to the voting process. 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. Votes during elections will be submitted via clickers and absentee votes by e-mail up to 12 hours before the election.

Section 3 Vacancies

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

Section 4 Removal from Office

Any derelict officer may be removed from office by a majority vote of the Executive Council.

Section 5 Removal of Members

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.

Section 6 Official duties

President – Preside over all meetings, both general and officer meetings. Act as a liaison between the Surgery Club officers and the Faculty Advisor. Register the club with both the College of Veterinary medicine and The Ohio Union annually. Have the shared responsibility of finding speakers for club meetings and organizing any hands on activities. The president is expected to be at all club lectures and wet-labs and if he/she is absent it is expected that the vice president be present.

President Elect – Perform a variety of tasks to assist the President. Have the shared responsibility of finding speakers for the club and organizing any hands on activities.

Vice President – Preside in the absence of the President. Perform a variety of tasks to assist the President. Have the shared responsibility of finding speakers for the club and organizing any hands on activities. Attendance is expected at all club lectures. Attendance at wet-labs can be shared amongst other club members but when more assistance is needed attendance is expected to assist the president.

Treasurer – Collect dues from individual members. Keep an account of all monetary transactions. Create and maintain a budget with the assistance and input of other officers. Responsible for ordering food/drinks for club events. Keep all funds in a separate Club account. Oversee any fundraising activities and direct the members of the Fundraising Committee.

Secretary – Prepare minutes of all meetings and email out to all officers and advisor(s). Maintain a list of membership as well as the club listserve. Send official correspondence to members regarding wet labs, updates to club activities, and other needed items. Alert all members of upcoming events and collect RSVP lists for these events. Maintain club pages (including the club Google Calendar, Facebook, Twitter, Carmen, CVM Community and other social media).

Fundraising Chair(s)— In charge of securing community sponsorships, ensuring merchandise creation and sales, and fundraising. This position will be responsible for

securing resources from sales representatives, and hospitals (suture, lunch funds, reclaimed surgical tools etc.). He/she will be expected to propose merchandise ideas to the officers and put them forward for a vote to all officers or all voting club members if time permits. The fundraising committee will be under the direction of the Treasurer and will work closely with him/her to ensure appropriate use of funds.

(Optional) Journal Chair – Alert all members of pertinent articles pertaining to upcoming meetings. Alert all members of where background information pertaining to the upcoming event can be located. Work with advisors to locate current articles of note to be shared with club members via Carmen on a bi-monthly basis (posting two to three articles or links to full text per semester). Keep members and officers apprised of upcoming national, regional and local surgical meetings and events.

Large Animal Liaison – Organize individual events for those members interested in the large animal surgical experience. This should include (but is not limited to) one equine wetlab and lecture and one food animal wetlab and lecture distributed evenly between semesters. Help organize joint events encompassing both large and small animal topics. Maintain open communication channels with both the Food Animal Club and Equine Club. In addition, there should be communication with both Equine and Food Animal Clinicians.

Wet-Lab Chair – Organize events and wet labs for those members interested in hands on surgical experience. This should include communication with wet lab leaders, faculty, and the President. This individual will be expected to help organize the lab and prepare for set up to ensure all the needed materials are present. Attendance at wet-lab events is expected.

Article IV Faculty Advisor

Section 1 Qualifications for the Advisor and Co-Advisor

The faculty advisors must be full-time faculty members of The Ohio State University College of Veterinary Medicine. If the advisor deems it necessary to add on a co-advisor the same qualifications are expected from the faculty member. The faculty advisors must be involved in surgical instruction at the university.

Section 2 Advisor Duties

The advisors shall help the club to grow as an organization and will help in the development of ideas, programs, and activities for the club. The executive board is expected to discuss ideas/club decisions/changes with the advisor and co-advisor prior to implementation.

Article V Meetings

Section1

There will be at least two general meetings per quarter, excluding the summer. The Executive Board will meet at least twice a quarter.

Article VI Amendments to the constitution

Section1 Proposal of Amendment to the Constitution

Proposals for the Amendment of the Constitution must be submitted to the Executive Board. The proposal will then be read during the following two general meetings and a vote will be taken during the second meeting.

Article VII Dissolution of the Club

Section 1 Requirement for Dissolution

The requirements for dissolution of the club are a lack of qualified and interested student leadership, lack of a Faculty Advisor, or if all of the Executive board members are two months into the beginning of their clinical rotation.

Section 2 Remaining Funds

Before the dissolution of the club it is the responsibility of the Executive board to make sure any outstanding debts have been paid. Any remaining funds must then either be returned to the Ohio State University (if these funds originated from the university) or donated to a just or worthy charity (if the funds were raised by the members or their dues). This decision will be selected by a majority vote of the remaining members.