

Veterinary Public Health Club

Student Organization Constitution

ARTICLE I. NAME OF ORGANIZATION

Veterinary Public Health Club At The Ohio State University, Referred To As “Vph Club”

ARTICLE II. ORGANIZATION PURPOSE

Due to the growing importance of animal and human interactions and public health on a local and global scale, the club aims to increase public health awareness through lectures, wet labs, and tours that advocate participation in global and public health as well as increase understanding of the field. Another aim of the VPH Club is to encourage communication and networking between veterinarians, public health officials, and students. All veterinarians, from small animal practitioners to government officials will be involve in public health through out their career through the intersection of animal, human, and environmental health. Veterinary Public Health focuses on the interface of humans and animals; not only on the relevant diseases, but also the quality of life, health benefits and environmental issues. As veterinarians, it is our duty and commitment to influence the human-animal connection and advance the OneHealth concept.

ARTICLE III. UNIVERSITY REGULATIONS

Section A. Harassment and Discrimination, including Sexual Misconduct

Veterinary Public Health 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 the Student Organization Registration Guidelines.*

Section B. Hazing

Veterinary Public Health Club *agrees to maintain a zero-tolerance policy for hazing, in compliance with Ohio State University and Collin's Law. All members must conduct themselves in a manner that supports an environment free from hazing. Hazing includes any activity, regardless of consent, that causes or creates a substantial risk of physical, mental, or emotional harm or humiliation to any individual as part of membership or affiliation with the student organization. If found responsible for hazing, members and/or the organization may face disciplinary actions.*

Section C. Bylaws

Veterinary Public Health Club *retains the right to maintain separate bylaws to outline the day-to-day operations of the organization and to clarify policies and procedures otherwise not included in the previous articles. Bylaws and/or other guiding documents may not take precedence over the requirements set forth by local, state, and federal laws, The Ohio State University's regulations, policies, and procedures, and the Council on Student Affairs (CSA) Student Organization Registration Guidelines. Organizations may make amendments and changes to the bylaws without consulting the Ohio Union & Student Activities department, and changes to bylaws do not require approval. All elements of organizational bylaws shall be consistent with the organization's currently approved constitution on file and CSA constitution requirements.*

ARTICLE IV. MEMBERSHIP

Section A. Membership Eligibility

Any individual may be a member, assuming they are in good standing with The Ohio State University. The following criteria determine the three types of membership:

1. Affiliated members: Currently enrolled graduate students and DVM candidates in The Ohio State University College of Veterinary Medicine and currently enrolled students in the Veterinary Public Health program in The Ohio State University College of Public Health may be full voting members, may be given priority for some events, and may hold office.
2. Unaffiliated members: Currently enrolled Ohio State University students, including undergraduate, graduate and professional students not enrolled in programs officially affiliated with the College of Veterinary Medicine, may be a full voting member in the club and may participate in events when space is available, but may not hold office.
3. Others such as faculty, alumni, professionals, and community members are encouraged to become honorary members. They may not vote and may not hold office but may participate in events when space is available.

Section B. Member Selection

A person is considered to be a voting member upon payment of dues for the current academic year or is a current member of the Executive Board. Failure to pay dues results in a termination of membership. Honorary members and Executive board members are not required to pay dues, only if there is sufficient funding (i.e., the VPH club is breaking even on costs, etc.), determined by the treasurer and approved by the president and majority vote from the Executive Board.

Section C. Membership Timeline

Dues for affiliated and unaffiliated members will be set annually by majority decision of the officers at the beginning of autumn semester. Dues for affiliated members and unaffiliated members will be determined independently of each other. Membership enrollment periods are as follows: beginning of Autumn semester through October 1st, and beginning of Spring semester through February 15th. Those wanting to become dues paying members of the club outside of the enrollment periods must contact the president and receive $\frac{3}{4}$ vote of executive board to join.

Section D. Member Removal

Members may leave the club at a time of their choosing. To be removed from the VPH club, members must email the Secretary and ask to leave the VPH club. Dues will not be refunded. 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.

ARTICLE V. ADVISOR

Section A. Advisor Duties and Responsibilities

The advisor's duties shall include assisting the organization, as the advisor sees fit, in development of the vision, mission, programs, and activities of the VPH club. The advisor must also complete any necessary training required by the university.

Section B. Advisor Term

Advisors will serve a term length of 2 years at which time the executive board and current advisor will discuss renewal of the term or replacement.

Section C. Advisor Selection

The advisor(s) must be a full-time member of the University faculty or administrative/professional staff. Additionally, the advisor will harbor public health affiliations or interests that aligns with the club goals.

Section D. Advisor Replacement

At the completion of the 2-year advisor term, the executive board and current advisor are to meet, discuss, nominate, and contact potential replacement advisors that fit within the selection criteria. Should the advisor opt to terminate their duties prior to the end of their term, the executive board and advisor will meet to discuss replacement candidates. Selection of the replacement advisor will be made when unanimous agreement is reached among all executive board members and the current advisor.

ARTICLE VI. ORGANIZATION LEADERSHIP

Section A. Officer Positions

The officer positions shall consist of President, Vice President, Secretary, Treasurer, Fundraising Chair, Events/Outreach Chair, Publicity Chair, Master of Public Health-Veterinary Public Health (MPH-VPH) Liaison, and One Health and Sustainability Chair.

The duties of the officers shall be as follows:

1. *President* - To organize and preside over all general meetings and all executive board meetings and to represent the VPH club in an official capacity; to register the VPH club annually and participate in any presidential training required by the university. To delegate tasks to the appropriate executive board members to carry out missions of the VPH club. The President shall also ensure any activities conducted by the club fall within the overall club mission.

2. *Vice President* - To work and function at the discretion of the President. In the case of a presidential vacancy, the Vice President will assume the role of President and appoint a new Vice President.

3. *Secretary*- To prepare minutes of all general and officer meetings; to maintain membership list; to send official correspondence; to coordinate preparation and distribution of publications to appropriate recipients.

4. *Treasurer* - To receive and distribute funds; to keep a detailed account of all monetary transactions, including original receipts. The treasurer should make a budget to ensure expenses are kept within appropriate budget limits. The treasurer shall render a statement of financial condition of the VPH club at the request of the President or advisor(s). The Treasurer must also complete any training required by the university.

5. *Fundraising/Merchandise Chair* -To provide activities and opportunities for the club's members to raise funds for the use of the VPH club. At least two fundraising activities shall be planned per academic year.

6. *Events/Outreach Chair* -To organize and run events for the VPH club's members and to procure food for meetings decided on by the Executive Board. The Events/Outreach Chair is responsible for planning at least one event per semester and to help facilitate collaborations between other student organizations at the university. The Events/Outreach Chair is allowed to consult outside organizations to "sponsor" club events on and off campus only after discussion with the Executive Board and confirmation that their goals fall in line with the mission of the club.

7. *Publicity* – To document VPH club events (such as wet labs and tours) and maintain the VPH club's social networking pages, including posts, stories, and messages. The publicity chair is also responsible for updating and maintaining the VPH club's bulletin board (or PPS PowerPoint in VMC) and involvement fair

poster/materials.

8. *Master of Public Health Liaison* – To foster communication between the OSU College of Veterinary Medicine and the College of Public Health. The liaison will keep the officers informed on College of Public Health activities and MPH class schedules. They will also be responsible for ensuring that VPH club announcements and opportunities are accessible to all MPH-VPH cohorts. The MPH-VPH Liaison will help the Events/Outreach chair to facilitate collaborations between other student organizations at the university.

9. *One Health Sustainability Chair* - To organize, provide, and share opportunities for club members to engage with sustainability on and off campus, in addition to ensuring college involvement with sustainability and One Health focused initiatives. The One Health Sustainability Chair will be in charge of the annual Public Health Report Card initiation, progression, and completion and communicate the college's findings to the PHRC in order for them to be published and reported on the PHRC website. In addition, the chair will be responsible for conducting an educational One Health lecture in conjunction with tOSU's Pre-Veterinary Club.

Section 1. The officers shall create or appoint such committees and representatives as needed for the successful operation of the VPH club.

Section 2. The officers, advisor(s), shall be known collectively as the Executive Board, and will meet at the direction of the President to discuss organizational business, program planning and other such concerns as they pertain to the function of the organization.

Section B. Officer Eligibility

Any dues paying member of the VPH Club is eligible to apply to an officer position.

Section C. Officer Selection Process

Officers will be elected annually at a regular meeting during the spring semester, or by absentee ballot prior to the meeting at which elections are being held. An opportunity for nominations of candidates will be provided and announced prior to elections. To be elected, a candidate must receive a majority of votes of those eligible voting members casting ballots in the election. Newly elected officers will work under the officer in the position they were elected for during spring semester and then start their new leadership role summer semester. A standard operating procedure of each executive board position will be available for newly elected executive members prior to the start of their leadership role to ensure that there is a successful transition amongst the officers. Prior to the departure from their executive board position, the officer must ensure that the standard operating procedure has been reviewed and updated to incorporate any changes in responsibility or instruction. Vacancies occurring among the offices will be filled by appointment of the President. In the case of a vacancy in the office of President, the Vice President shall assume the role of President, and then a new Vice President shall be appointed.

Section D. Officer Removal

An officer may be removed from office for dereliction of duty by two-thirds vote of the officers and advisor(s). The officer in question must be given two weeks advance notice of the removal vote in order to submit a statement in their defense to the officers and the advisor(s). Possible causes of officer removal include but are not limited to not meeting behavioral or professional standards set forth by the club, such as engaging in conduct deemed detrimental to advancing the purpose of the organization, violating Student Code of Conduct, violating the College of Veterinary of Medicine Student Honor Code, or neglecting responsibilities of their position as describe in their SOP and within this document.

ARTICLE VII. ORGANIZATION DISSOLUTION

Section A. Dissolution Requirements

This organization shall be dissolved upon a three-fourths vote of the membership, as well as a three-fourths vote of the officers. Advisors must be informed of the decision and assist with any processes required for dissolution.

Section B. Dissolution Procedures, including Assets and Debts

Upon dissolution of this organization, the treasurer shall, upon payment of all liabilities of this organization, dispose of all assets in the following manner:

1. Reimburse dues to all members on a prorated basis, and;
2. Forward the remaining assets to the Ohio State University College of Veterinary Medicine with the request that they should be retained and made available to this organization should it be reorganized within one year, or;
3. Contribute the remaining assets to the Ohio Veterinary Medical Association.

Any outstanding debt will be paid with the club's finances. If club funds are insufficient to cover the outstanding debts, the club will work with the university to determine an appropriate resolution in accordance with university policies. The university shall not be held responsible for any outstanding debts or obligations of the organization.

ARTICLE VIII. CONSTITUTIONAL AMENDMENTS

Section A. Amendment Process

Section 1. Any member, voting or honorary, may propose an amendment. All proposed amendments to the constitution must be made in writing to all officers.

Section 2. Amendments will be presented to all executive board members via email following proposal in order to give time to consider the amendment. The amendment will be presented again, at which time a vote from the executive membership present at the meeting will be taken.

Section 3. A proposed amendment will be accepted by unanimous agreement of the executive board in favor of the amendment.