

Veterinary Integrated Oncology Club

Student Organization Constitution

ARTICLE I. NAME OF ORGANIZATION

Full Organization Name

Veterinary Integrated Oncology Club

ARTICLE II. ORGANIZATION PURPOSE

Purpose Statement

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 and investigators in the field of oncology.
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.

ARTICLE III. UNIVERSITY REGULATIONS

Section A. Harassment and Discrimination, including Sexual Misconduct

The Integrated Oncology 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.

As a student organization at The Ohio State University, the Integrated Oncology Club expects its members to maintain an environment free from sexual misconduct. All members are responsible for adhering to **University Policy 1.15**, available at https://policies.osu.edu/assets/docs/policy_pdfs/SexualMisconduct_FINAL.pdf.

If you or someone you know has been sexually harassed or assaulted, please visit <https://titleix.osu.edu/> or contact the Ohio State Title IX Coordinator at titleIX@osu.edu.

Section B. Hazing

The Integrated Oncology Club maintains a **zero-tolerance policy for hazing**, in compliance with The Ohio State University and Collin's Law. Hazing includes any activity, regardless of consent, that causes or creates a substantial risk of physical, mental, or emotional harm or humiliation as part of membership or affiliation with the student organization. Members or the organization found responsible for hazing may face disciplinary actions.

Section C. Bylaws

The Integrated Oncology Club retains the right to maintain separate bylaws to clarify policies and day-to-day operations. These bylaws may not supersede local, state, or federal laws, or The Ohio State University's regulations and Council on Student Affairs guidelines. Amendments to bylaws do not require University approval but must remain consistent with this constitution.

ARTICLE IV. MEMBERSHIP

Section A. Eligibility

All currently enrolled students at The Ohio State University College of Veterinary Medicine and those on official leave of absence are eligible for active membership. Faculty and alumni may participate as non-voting members.

Section B. Selection

Non-members may become members by completing the following steps:

1. **Membership Form:** Complete the official Veterinary Integrated Oncology Club sign-up form or register during any club meeting or event.
2. **Dues Payment:** Submit annual membership dues as determined by the Treasurer and approved by the Executive Board.

Section C. Duration

Membership is ongoing throughout the academic year.

Section D. Member Removal

Members may be removed for behavior deemed detrimental to the organization's purpose, including violations of the Student Code of Conduct, harassment, repeated disruption of meetings, or failure to fulfill responsibilities.

1. **Process**
 - Concerns must be submitted in writing to the President or Advisor.
 - The member will be notified and given the opportunity to respond at an executive board meeting.
 - Following discussion, the board votes on removal.
2. **Decision-Making**
 - Removal requires a two-thirds (2/3) vote of the executive leadership.
 - The Advisor must be consulted before final action.

ARTICLE V. ADVISOR

Section A. Duties and Responsibilities

The Advisor serves as faculty liaison, ensures compliance with University policy, and provides guidance to officers and members.

Section B. Term

The Advisor must be a current faculty member who is a practicing veterinarian in radiation, medical, or surgical oncology.

Section C. Advisor Selection

1. Nominations may be made by any member or officer.
2. The executive board reviews candidates based on field alignment and availability.
3. Appointment requires a simple majority vote of the executive board.

Section D. Advisor Replacement

If the Advisor steps down or is unable to serve, the executive board will nominate a qualified replacement and confirm by simple majority vote after consultation with the outgoing Advisor (if possible).

ARTICLE VI. ORGANIZATION LEADERSHIP

Section A. Officer Positions

The organization will consist of the following officers:

- President
- Vice President
- Treasurer
- Shadowing Director
- Career Development Director
- Research Director
- Volunteer Director
- Any additional positions deemed necessary

Officer Responsibilities:

President

- Serves as the chief executive officer of the organization.
- Oversees all operations, ensuring the club fulfills its mission and complies with University requirements.
- Chairs and organizes all general and executive meetings.
- Represents the organization to the College of Veterinary Medicine, university administration, and external partners.
- Approves all official communications and major event plans.
- Maintains the constitution, meeting records, and official correspondence.
- Guides and supports all directors and the Vice President in executing their duties.

Vice President

- Assists the President in managing the organization's daily functions and assumes leadership in the President's absence.
- Coordinates logistics for meetings, events, and collaborative projects.
- Oversees member engagement and ensures smooth internal communication between officers and members.

- Helps track and report progress on ongoing initiatives.
- Supports officer transitions and training for continuity across academic years.
- Leads special committees or initiatives as delegated by the President.

Treasurer

- Maintains accurate financial records and oversees the club's bank account.
- Coordinates budget requests, reimbursements, and event-related expenses.

Shadowing Director

- Maintains and updates a list of oncology faculty mentors.
- Facilitates communication between students and mentors.
- Promotes and organizes shadowing opportunities.

Career Development Director

- Organizes oncology career panels and information sessions.
- Compiles and updates resources to help students pursue oncology-related internships or residencies.

Research Director

- Oversees oncology research-related events and student presentation opportunities.
- Coordinates collaboration with faculty or symposium organizers.
- Shares available oncology research positions and projects with members.

Volunteer Director

- Organizes and promotes volunteer opportunities in oncology-related outreach or service.
- Ensures events are properly staffed and communicated to members.

Section B. Officer Eligibility

Officers must be enrolled veterinary students in good academic standing.

Section C. Officer Selection Process

1. **Nominations** – Open each February. Any active member in good standing may self-nominate or be nominated.
2. **Elections** – Candidates deliver brief statements at a scheduled meeting. All active members may vote by anonymous ballot (paper or digital).
3. **Decision & Majority Requirement** – Winners are determined by simple majority (50% + 1). Ties trigger a run-off election between top candidates.

4. **Timeline** – New officers assume their positions at the March meeting and serve for one year (March to March).
5. **Vacancies** – If positions remain open, special elections occur at the first mass meeting of the next academic year using the same process.

Section D. Officer Removal

Officers may be removed for neglect of duties, misuse of funds, violation of the Student Code of Conduct, or behavior detrimental to the organization.

1. Process

- A written complaint is submitted to the President or Advisor.
- The officer is notified and given a chance to respond at a board meeting.
- Remaining officers vote on removal.

2. Decision-Making

- Removal requires a two-thirds (2/3) vote of the remaining executive officers.
- The Advisor is consulted prior to final action.

ARTICLE VII. ORGANIZATION DISSOLUTION

Section A. Dissolution Requirements

The organization will be dissolved if the President and Vice President positions cannot be filled within an academic year.

Section B. Dissolution Procedures, including Assets and Debts

Upon dissolution, any remaining assets (financial or property) will be donated to the **Integrated Oncology Service at the Veterinary Medical Center**. If debts remain, responsibility falls on the individuals who originally incurred them.

ARTICLE VIII. CONSTITUTIONAL AMENDMENTS

Section A. Amendment Process

Any voting member may propose an amendment. Proposals must be discussed at an open meeting and approved by a two-thirds (2/3) majority of current voting members. The President is responsible for updating the official constitution after approval.

