

# NCSU-CVM Student Chapter of the American Association of Small Ruminant Practitioners Constitution

## Article I: Name

The name of this organization shall be the North Carolina State University- College of Veterinary Medicine Student Chapter of the American Association of Small Ruminant Practitioners (NCSU-CVM SCAASRP).

## Article II: Objectives

The objectives of this club shall be:

1. To promote and further the field of veterinary medicine as related to small ruminants.
2. To further the knowledge of interested students of how small ruminants enrich and enable the life of man and the environment
3. To educate the students on husbandry, diagnostics, pathology, surgery, internal medicine, agriculture, public health issues, economics, and social aspects of small ruminants.
4. To promote an attitude of professionalism, ethics and conduct among the students of the club and NCSU-CVM.
5. To promote an attitude of enjoyment and fellowship among members and those interested in the field of small ruminant medicine and production.

## Article III: Membership

- Section 1: Any student of the North Carolina State University-College of Veterinary Medicine may become student members of this organization upon payment of student dues.
- Section 2: All membership dues (student and non-student) shall be established by the Executive Committee and approved by the Student Membership.
- Section 3: Any non-students of the NCSU-CVM including faculty, staff, graduate students, residents, interns, alumni, or members of the general public may become non-student members of this organization upon payment of non-student dues. They will have the right to vote for officers in general elections, but not hold office or vote on changes to the club constitution or bylaws.
- Section 4: Any member of the faculty or staff of the NCSU-CVM or any other members of the general public may be awarded the indefinite status of "Honorary Member" as deemed fit by the president and unanimously approved by the Executive Committee.

## Article IV: Executive Committee

- Section 1: There shall be a business body known as the Executive Committee of the North Carolina State University-College of Veterinary Medicine Student Chapter of the American Association of Small Ruminant Practitioners (NCSU-CVM SCAASRP) made up of NCSU-CVM Student members.
- Section 2: The number of members of the Executive Committee, their term in office, method of selection, and filling of vacancies shall be provided for in Article X.
- Section 3: The Executive Committee shall also perform the actions of the Budget Committee to be headed by the Treasurer of the club.

## Article V: Relations With Other Organizations

- Section 1: Upon majority vote, the NCSU-CVM SCAASRP may become a member of such organizations as it desires. The NCSU-CVM SCAASRP may pay into the treasury of such organizations as dues are assessed.
- Section 2: In all relations to other organizations, the NCSU-CVM SCAASRP shall operate under the provisions of the constitution and its bylaws.

## Article VI: Amendments

This constitution may be amended only by written resolution presented to the Executive Committee and Club at least one month before final action is taken. The student members of the club shall be given the opportunity to vote on these changes by written ballot or by count-of-hands at a normally scheduled general meeting. A two-thirds

# NCSU-CVM Student Chapter of the American Association of Small Ruminant Practitioners Constitution

majority of the returned ballots or of members present at a general scheduled meeting with a minimum participation of 80% of the student membership shall be required for passage.

## Bylaws

### Article I: Officers

- Section 1: The Officers having immediate charge of the Club affairs shall consist of a President, Vice President, secretary, Treasurer, and a Class Representative from each Class.
- Section 2: Any NCSU-CVM student with student membership, in good standing with the club may hold office.
- Section 3: Non-student members of the club shall have the right to vote for officers, but not be able to hold office.
- Section 4: There shall be no restrictions on year/class of the officers of the NCSU-CVM SCAASRP.
- Section 5: The Executive Committee shall review and determine the eligibility of all nominees of the various offices.
- Section 6: Each Officer will keep a current notebook of activities to pass on to their replacing officer at the end of their term. The notebook shall contain a job description that shall be updated and reviewed annually.

### Article II: President

- Section 1: Election- See Article I and VIII of the bylaws.
- Section 2: The President shall be Chief Executive Officer of the club.
- Section 3: Duties
- A. The President shall preside at all meetings of the NCSU-CVM SCAASRP.
  - B. The President shall appoint all regular and special committee members and shall promptly fill vacancies in the membership of committees created by any cause.
  - C. The president shall serve as Chair of the Executive Committee and shall be an ex-officio member of all committees with full power to supervise and direct their work.
  - D. The President shall only vote to break a tie vote.
  - E. The President shall organize and oversee all NCSU-CVM SCAASRP sponsored events or appoint an appropriate officer to do so.

### Article III: Vice President

- Section 1: Election- See Article I and VIII of the bylaws.
- Section 2: Duties:
- A. The Vice President shall be a member of the Executive Committee.
  - B. The Vice President shall preside at all meetings of the Club in the absence of the President and shall assume all responsibilities of the President as outlined in Article II.
  - C. The Vice President is eligible to organize and oversee all NCSU-CVM SCAASRP sponsored events.

### Article IV: Secretary

- Section 1: Elections- See Article I and VIII of the bylaws.
- Section 2: Duties:
- A. The Secretary shall serve as a member of the Executive Committee.
  - B. The Secretary shall take the minutes of every meeting and shall distribute them to all Executive Committee Members prior to the next scheduled meeting.
  - C. The Secretary shall maintain a notebook of all meeting minutes which is to be available to all Executive Officers and Club Members upon request.
  - D. The Secretary shall keep accurate record of attendance at all Executive Committee meetings.
  - E. Upon request of the Executive Committee, the secretary shall transcribe official correspondence and documents of the NCSU-CVM SCAASRP.

### Article V: Treasurer

# NCSU-CVM Student Chapter of the American Association of Small Ruminant Practitioners Constitution

Section 1. Elections- See Article I and VIII of the bylaws.

Section 2. Duties:

- A. The Treasurer shall serve as a member of the Executive Committee.
- B. The Treasurer shall be the custodian of the monetary resources of the NCSU-CVM SCAASRP.
- C. The Treasurer shall keep careful account of and make disbursements as the Club may see fit.

## Article VI: Class Representatives

Section 1: Elections- See Article I and VIII in the bylaws.

Section 2: Duties:

- A. The Class Representative shall act as a liaison between the Executive Committee and the Classes of the NCSU-CVM.
- B. The Class Representative shall attend the Executive Committee meetings.

## Article VII: The Executive Committee

Section 1: The Executive Committee shall consist of the following: President, Vice President, Secretary, Treasurer, a first year Class Representative, a second year Class Representative, a third year Class Representative, and a fourth year Class Representative. Each Executive Committee Member shall have one vote on the Executive Committee.

Section 2: Election- See Article I and VIII of the bylaws.

Section 3: Duties:

- A. The Executive Committee shall be the administrative body of the club and shall serve as the governing body of the NCSU-CVM SCAASRP. Upon majority vote, the Executive Committee shall have the right to enter into written contract in the course of NCSU-CVM SCAASRP business. Such business must be conducted in accordance with NCSU-CVM SCAASRP Constitution and Bylaws.
- B. The Executive Committee shall be charged with the duty of carrying out the provisions of the constitution and its bylaws
- C. The Executive Committee shall review all expenditures incurred over the past month. Approval shall be evidenced by majority vote of those members present.
- D. The Executive Committee shall, with approval of the members, determine annual dues.
- E. The Executive Committee shall have the authority to make appointments to any vacancies that may occur in offices between elections.
- F. The Executive Committee is responsible for organizing and advertising monthly meetings.

## Article VIII: Elections

Section 1: All officers shall be elected by ballot in accordance with customary parliamentary procedure. Only NCSU-CVM SCAASRP student members in good standing in accordance with Article X of the bylaws may be nominated.

Section 2: The President shall appoint an election committee to supervise the election procedure and scheduling. The members of the committee shall be members of the Executive Committee.

Section 3: The nomination of club officers shall be made by means of a nominating petition bearing no less than ten signatures of members in good standing, as defined by Article X, to the Executive Committee no less than forty-eight hours prior to the election.

Section 4: The election of the officers shall take place at a time chosen by the Election Committee, but no later than the end of the spring semester for all positions except Class Representatives. The newly elected officials shall assume office at the first meeting of the fall semester.

Section 5: Only student and non-student members in good standing shall be allowed to vote.

Section 6: Class Representatives to the Executive Board shall be nominated and elected by their respective classes, in a manner in accordance with this document. The entering first year class shall elect a Class Representative in the first two weeks of the fall semester.

Section 7: All NCSU-CVM SCAASRP members in good standing shall elect all other Executive Committee members.

## NCSU-CVM Student Chapter of the American Association of Small Ruminant Practitioners Constitution

Section 8: The candidate receiving the most votes on the first ballot shall be declared winner. In the event of a tie, a second election shall be held within seven days.

### Article IX: Meetings

Section 1: The Executive Committee shall hold at least one regularly scheduled meeting each month. The first meeting of each semester shall be scheduled at the final Executive Committee meeting of the preceding semester.

Section 2: Regularly scheduled Executive Committee meetings shall be open to attendance to non-club members.

Section 3: The Executive Committee may convene a closed meeting of the members of the Executive Committee and those agreed on by vote of the Committee. The purpose of the closed meeting shall be stated publicly preceding the convening of the closed meeting. No formal action may take place at a closed meeting. All action will be voted upon in an open meeting of the club.

Section 4: At least one regularly scheduled general membership meeting shall be held each during the school year.

Section 5: The Executive Committee shall decide on a time, location and frequency of all general meetings as long as it does not interfere with Section 4 of this article.

Section 6: The standard order of business at the Executive Committee shall be:

- A. Call to order
- B. Approval of Agenda
- C. Approval of Minutes
- D. Officer's Reports
- E. Committee Reports
- F. Unfinished Business
- G. New Business
- H. Announcements
- I. Adjournment

Section 7: The President, with approval of the members present, may modify this order of business as deemed necessary or expedient.

### Article X: Good Standing

Section 1: The requirement for membership in good standing shall be either payment of club dues each year of membership or a gift, monetary or service, to the club for the express purpose explained in writing by the member giving said gift.

Section 2: The Executive Committee shall determine whether or not the requirements of this article have been met by a member, and shall have the authority to review and waive the requirements in special cases.

Section 3: All NCSU-CVM students meeting these requirements are eligible for the rights, privileges, and responsibilities of student memberships.

Section 4: Any non-students of the NCSU-CVM including faculty, staff, graduate students, residents, interns, alumni, or members of the general public are eligible for the rights, privileges, and responsibilities of non-student memberships.

Section 5: NCSU-CVM SCAASRP conduct:

This document recognizes that there is a tacit but generally recognized code of behavior under which members shall conduct themselves. Violations under this code shall include, but not be limited to, criminal conduct, academic dishonesty, and discrimination based upon race, sex, sexual orientation, age, or religion.

A. The Executive Committee shall rule on all matters of misconduct. They may either dismiss the

B. charges or revoke, deny or suspend the membership of the accused.

C. The Executive Committee shall present their ruling to the Club at the next general membership meeting. Accused individuals shall be offered the opportunity to offer a rebuttal at that time.

D. Upon the request of the accused, the Club shall be asked to vote on the Executive Committee's decision. A majority vote of the Club shall overturn or validate the ruling of the Executive Committee.

Section 6: Any active member of the NCSU-CVM SCAASRP can nominate any individual for honorary membership. The president and a unanimous vote of the executive committee shall confer an honorary membership.

NCSU-CVM Student Chapter of the American Association of Small Ruminant Practitioners  
Constitution

Section 7: Affirmative Action:

- A. Student members must be currently enrolled as NCSU-CVM veterinary students.
- B. Any person of NCSU-CVM faculty, staff, graduate student, resident, or intern status or any other member of the general public may become non-student member of the NCSU- SCAASRP.
- C. The NCSU-CVM SCAASRP is open to all persons regardless of race, religion, sex, age, color, creed, national or ethnic origin, physical, mental, or sensory disability, marital status, sexual orientation, and status as a Vietnam era or disabled veteran.

Article XI: Amendments

The bylaws may be amended by written resolution presented to the Executive Committee and Club at least one month before final action is taken. The student members of the club shall be given the opportunity to vote on these changes by written ballot or by count-of-hands at a normally scheduled general meeting. A two-thirds majority of the returned ballots or of members present at a general scheduled meeting with a minimum participation of 80% of the student membership shall be required for passage.

December 7, 2004