

### Article III. Officers

#### Section 1: *List of Officers*

The elective officers of this Club shall be President, President Elect (who will automatically become President the following semester), Secretary, Treasurer (a year-long term), Parliamentarian (a year-long term), Senior Editor, Junior Editor (who will automatically become the Senior Editor the following semester), Senior Activities Chairperson, Junior Activities Chairperson (who will automatically become the Senior Activities Chairperson the following semester), Reward System Chairperson and two Agri Life Council Representatives. These officers, coordinating advisors, and committee chairs comprise the Executive Committee. In addition, former Club Presidents may serve as ex-officio members of the Executive Committee.

#### Section 2: *Requirements*

All officers of the Club, except the faculty members, shall be undergraduate or post-degree students who have achieved active Club member status as outlined in Article XI and who, during the semester they serve, are in good standing with the University (which includes a minimum cumulative GPA of 2.0 for undergraduates or 3.0 for post-degree students). A candidate for President must be one whose term of office will follow in his or her junior or senior year. The candidates for President Elect should have attained at least junior standing and other offices shall have attained at least a freshman status at the time of taking office. The candidates for Junior Editor and Junior Activities Chairperson must be members who will return the following semester to assume the respective senior offices.

#### Section 3: *Elections*

- A. Elections of officers shall be the last meeting of each semester. The election or appointment of the Dairy, Beef, Sheep/Goat, Swine, or Horse Committee Chairperson(s) for the State Fair Showstrings shall be the last meeting of the Spring semester, and for Club Day Showstrings shall be the last meeting of each Fall semester. Species chairmen may not show the species that they chair.
- B. Nominations for officers may be made from the floor during a meeting set by the Executive Committee and will remain open until the following meeting when they will be closed and voted upon. Nominees must be present to be voted upon unless extenuating circumstances exist. In such a case, the Executive Committee shall review the situation and decide prior to elections if the candidate is eligible.
- C. Voting, for one office at a time, shall be by a show of hands with heads bowed. A majority of all votes cast will be necessary for election. If there are three or more candidates for one office and no candidate receives a majority on the first ballot, the candidate receiving the smallest number of votes shall be declared eliminated, and the balloting continues in the same manner for the remaining candidates until one shall have received a majority.

- D. Before voting, nominations shall be called for one office at a time, beginning with that of the President Elect. Nominees which are not elected for an office may then be nominated from the floor for other offices, if such is desired of the members present.
- E. No member shall hold more than one office per semester. No one shall hold the same office for more than one term. A term shall be one semester for all offices other than Treasurer and Parliamentarian, which are year-long terms.
- F. Officers shall be elected in the following order: President Elect, Secretary, Treasurer, Junior Activities Chairperson, Reward System Chairperson, Junior Editor, Parliamentarian, and Agri Life Council Representatives.
- G. Any officer unbecoming his or her office may be removed by two-thirds majority of the Active members of the Club present and voting at a regular meeting, but only after specific charges have been filed and investigated by a review committee, consisting of the Executive Committee and one non-officiating member of the Club who is elected when the charge is filed.
- H. If an officer other than the President steps down or must leave for any reason, nominations will be taken from the floor and a simple majority will fill the vacated position.
- I. The officers provided for in Article III, Section 1 shall constitute the Executive Committee of the Club, two-thirds of whom shall constitute a quorum for the transaction of any business not requiring actions by the Club at a regular or special meeting. Former Club Presidents can serve as ex-officio student advisors.

Section 4. *Duties, Responsibilities, and Powers*

A. *President*

- 1. Is bound by the provisions of this constitution and is responsible for upholding the rules of this constitution.
- 2. Presides over regular Club meetings.
- 3. Keeps in close contact with all officers in assuring that they carry out their respective duties.
- 4. Appoints committees which are not otherwise provided for in this constitution, or which may be authorized by voting of the Club at any business meeting and serve as an ex-officio member of all standing committees.
- 5. Acts as liaison with other clubs, the University, faculty and advisors.
- 6. Is chairman of the Executive Committee and will:
  - a. Call Executive Committee meetings when needed.
  - b. Preside over Executive Committee meetings.

B. *President Elect*

1. Is bound by the provisions of the constitution.
2. Is an ex-officio member of all standing committees and should keep in close contact with committee chairpersons and attend the meetings when necessary.
3. Presides over meetings in the absence of the President.
4. Is in charge of Community Service activities.
5. Is responsible for upkeep of the Clubroom.
6. Acts as liaison between alumni and current club members.

C. *Secretary*

1. Takes minutes at all regular Club meetings.
2. Reads minutes from the previous meeting at all regular Club meetings and allows for revisions.
3. Receives all general Club mail.
4. Is responsible for a file of all Club records and copies of all paperwork.
5. Is responsible for sending invitations for the first Club meeting and mixer to all incoming freshmen.
6. Writes correspondence and thank you notes when appropriate.
7. Supplies members with important forms such as a calendar of events and a Club roster.
8. Provides a description of Club activities for inclusion in the Undergraduate Newsletter each month.
9. Turns over all materials to the newly elected secretary at the close of the semester.

D. *Treasurer*

1. Presents to the Club at each regular meeting a complete report on the Club's financial status.
2. Receives and records all incoming monies and keeps accurate records of all receipts.
3. Arranges to pay all bills promptly.

4. Approves all fund raisers in accordance with the University Solicitation Policy.
5. Distributes the award money to scholarship recipients.
6. Is responsible for preparing the end of year budget for presentation to the Agri-Life Council and to the club.
7. Provides the Junior Advisor with the books to be audited at the conclusion of each semester.

E. *Senior Activities Chairperson*

1. Is responsible for all Club activities.
2. Submits the Club's Chapter Activities Report (see <http://www.blockandbridle.org/actaward.htm>) and Chapter Abstract (see <http://www.blockandbridle.org/abstract.htm>) to National Block & Bridle by the deadline if serving in Spring semester.
3. Posts announcements of Club activities.

F. *Junior Activities Chairperson*

1. Assists the Senior Activities Chairperson with all Club activities.
2. Provides refreshments at meetings and at all Club activities.
3. Displays the Club sign on the day of all Club meetings.

G. *Reward System Chairperson*

1. Is responsible for maintaining activity points earned throughout the semester.
2. Is responsible for having the President appoint a Rewards System Committee consisting of two Club members from each class by the second meeting of the semester.
3. Is responsible for ensuring that at least one committee member be present at all Club activities.
4. Is responsible for leading the committee in preparing the next semester's activity credit guidelines.

H. *Senior Editor*

1. Composes the annual Club yearbook (spring) or scrapbook (fall). The scrapbook is brought to the annual Block & Bridle Convention to be entered in the competition. The yearbook is mailed to the National Editor of Block & Bridle by the postmark deadline (see <http://www.blockandbridle.org/yearbook.htm>).

2. Acts as official photographer for the Club.
3. Is responsible for raising funds for publication of the yearbook.
4. Is responsible for transferring supplies and materials to the successor at the end of the semester.

I. *Junior Editor*

1. Assists the Senior Editor as needed.

J. *Parliamentarian*

1. Makes sure all meetings abide by Robert's Rules of Order (see <http://www.constitution.org/rror/rror--00.htm>).
2. Posts necessary information on the board during Club meetings.
3. Maintains the student-generated club website and submits the web page entry to National Block & Bridle by the postmark deadline (see <http://www.blockandbridle.org/webaward.htm>).

K. *Agri Life Council Representatives*

1. At least one of the two representatives shall attend all Agri Life Council meetings.
2. Represent Animal Science Club at Agri Life Council meetings and functions.
3. Convey information to the Club about Agri Life Council and College of Agriculture and Life Sciences activities.
4. Are in charge of the Agri-Life Council notebook, and will pass it to their successors at the conclusion of the semester.

L. *Advisors*

1. Are the official non-voting representatives between the Club and the Animal Science Department.
2. Counsel with the officers, members, and committees of the Club.
3. Are faculty members of the Animal Science Department.
4. The Junior Advisor will audit all financial transactions of the Club and will automatically move up to the Senior Advisor position. Both terms are for one year.
5. The Block and Bridle Advisor will keep the Club informed of all National Block and Bridle news. This term will last three years.

#### **Article IV. Amending the Constitution**

Section 1: This constitution may be amended at any time by a two-thirds majority vote of the active membership as outlined in Article XI, subject to the review of the coordinating advisors.

#### **Article V. Meetings**

Section 1: The regular meetings of the Club shall be held every first and third Tuesday of each month during the school year, except during regularly scheduled exam periods. Meeting dates may be adjusted to accommodate scheduling conflicts such as State Fair, spring break, or other events.

Section 2: Special meetings may be called by the Executive Committee at any time.

Section 3: The following order of business shall be practiced at any regular meeting when possible:

- a. Call to order
- b. Reading of the Secretary's minutes
- c. Treasurer's report
- d. Report of standing committees
- e. Report of special committees
- f. Unfinished business
- g. New business
- h. Announcements
- i. Program
- j. Adjournment

Section 4: All meetings shall be conducted according to Robert's Rules of Order (see <http://www.constitution.org/rror/rror--00.htm>).

#### **Article VI. Committees**

Section 1: *Standing Committees*

The Standing Committee of this association shall be determined by the Executive Committee. The chairperson will be elected by the members of the committees or will be appointed by the President and then become members of the Executive Committee. Standing Committees include, but are not limited to: Yearbook, Rewards, and Banquet committees.

Section 2: *Appointment of Committees*

The President of the Club shall appoint such committees as are deemed necessary and name chairpersons. The President and President Elect shall be ex-officio members of the committees.



## **Article VII. Support for Animal Judging Teams**

- Section 1: The existing judging teams (dairy, horse, and livestock) will be granted a cash sum of (\$50) fifty dollars for each active Club member on the team up to (\$200) two hundred dollars. This amount will be granted to each team in the semesters they are actively competing.
- Section 2: The sum is to be paid to the teams during the first part of the semester, if possible, prior to the team's first contest.
- Section 3: This two hundred dollar sum is the Club's monetary support for one semester. Any money not used by the team, in the particular semester granted, is to be held over for the next contest by the team.
- Section 4: All money granted to the judging teams is to come from the general funds of the Club treasury.
- Section 5: A budget of individual team finances, containing estimated expenses, a list of participating Club members, and other sources of income is to be presented to the Club for review as soon as possible at the beginning of each semester prior to the transfer of the grant sum.

## **Article VIII. Awards**

- Section 1: The Hall of Fame recipient each year shall be nominated and voted on by the club members on the basis of the most outstanding individual who has made the greatest contribution to the livestock industry. Individuals involved with any species shall be considered equally.
- Section 2: The Outstanding New Club Member, the Nancy High Nichols Memorial Outstanding Club Member, the Outstanding Senior Club Member, the Outstanding Agricultural Institute Student in Livestock Management and Technology, and the Outstanding Senior in Animal Science Awards shall be presented at the annual Animal Science Club Awards Banquet.
- Section 3: Other winners to be recognized at the Banquet may include the winning Quadrathlon team members, the Club Day Rookie Showman, and the Reserve and Champion of each species, and the Overall Grand and Reserve Champion Club Day winners.
- Section 4: Any Club member who wins the Grand Champion within a species at Club Day may not show that species again. The Overall Grand Champions may not show again. All are welcomed to be species chairmen and help in any way possible.

## **Article IX. Scholarships**

- Section 1: The Club's goal is to present three \$500 scholarships each year.
- Section 2: At any time the Club deems it economically feasible and acceptable, the number and/or amounts of scholarships may be increased.

- Section 3: The scholarship shall be open to active Club members as outlined in Article XI who have not previously received the scholarship and who are rising sophomores, juniors, and seniors (or rising second year Ag Institute students), in any major, and who will be full time students the following academic year.
- Section 4: All candidates will be required to complete an application that will give the opportunity to detail Club leadership, financial need, and scholarship. The Selection Committee will base their selections on Club leadership and activities, with a maximum of 50 points available; financial need with a maximum of 25 points; and scholarship (25 points) if applicant has a GPA of 2.25 or more.
- Section 5: The Scholarship Committee shall consist of 3 current Club advisors and 4 graduating seniors, which shall be nominated and elected along with spring officers in the fall semester.
- Section 7: All awarded scholarships shall be paid from the general checking account. Monies donated to the club for the specific purpose of scholarships will be used only for that purpose.

#### **Article X. Non-profit Classification**

- Section 1: This organization is non-profit and no profit will inure to the benefit of any individual.
- Section 2: In the event of dissolution of the organization, any remaining assets would be distributed among the state.

#### **Article XI. Definition of Active Member Status**

- Section 1: In order to be considered an active Club member in the upcoming semester, a student must earn the specified number of activity credits per semester. Activity credits are earned by participation in Club activities. Guidelines for events in which a member can earn activity credits will be determined at the end of the preceding semester by the Reward System Committee. A list of those guidelines will be made available for the Club members each semester.
- Section 2: Benefits from attaining active Club member status include one Club discount determined by the Executive Committee based on the members' active status for the preceding semester. Eligibility for a Club scholarship and the allowance to run for Club office will be based upon active membership status from the current and preceding semester.



# CONSTITUTION OF THE NCSU ANIMAL SCIENCE CLUB

Revised November 16, 1999

## Article I. Name and Purpose

Section 1: This organization shall be known as the North Carolina State University Animal Science Club.

Section 2: The purposes of this Club are as follows:

- 1) To enhance knowledge, promote interests, and provide enrichment opportunities to students regardless of species interest, expertise, age, or industry involvement.
- 2) To promote the development of organized animal science activities.
- 3) To encourage the improvement of scholarship and develop competent leadership among student members.
- 4) To provide services to the animal science industry and the community.

## Article II. Membership

Section 1: *Requirements*

Membership is open to any undergraduate or graduate student enrolled and in good standing with the university who agrees to uphold this constitution and the purposes of the Club. Active membership is outlined in Article XI.

Section 2: *Privileges*

Each member in good standing has the right to one vote on all matters concerning the Club, activities, the election of its officers and other business as governed by these laws. Also, each member is entitled to participate in any activity restricted to Club members. Privileges of active members are defined in Article XI.

Section 3: *Responsibility of Members*

- A. Promote the purposes of the Club as outlined in Article I of this constitution and support Club activities by active participation as outlined in Article XI.
- B. Support the elected officers of the Club and abide by the decisions they make under the powers delegated to them by this constitution.

Section 4: *Senior Standing*

Second year Agricultural Institute students shall be considered seniors in matters concerning the Club.

## Article III. Officers

### Section 1: *List of Officers*

The elective officers of this Club shall be President, President Elect (who will automatically become President the following semester), Secretary, Treasurer (a year-long term), Parliamentarian (a year-long term), Senior Editor, Junior Editor (who will automatically become the Senior Editor the following semester), Senior Activities Chairperson, Junior Activities Chairperson (who will automatically become the Senior Activities Chairperson the following semester), Reward System Chairperson and two Agri Life Council Representatives. These officers, coordinating advisors, and committee chairs comprise the Executive Committee. In addition, former Club Presidents may serve as ex-officio members of the Executive Committee.

### Section 2: *Requirements*

All officers of the Club, except the faculty members, shall be undergraduate or post-degree students who have achieved active Club member status as outlined in Article XI. A candidate for President must be one whose term of office will follow in his or her junior or senior year. The candidates for President Elect should have attained at least junior standing and other offices shall have attained at least a freshman status at the time of taking office. The candidates for Junior Editor and Junior Activities Chairperson must be members who will return the following semester to assume the respective senior offices.

### Section 3: *Elections*

- A. Elections of officers shall be the last meeting of each semester. The election or appointment of the Dairy, Beef, Sheep, Swine, or Horse Committee Chairperson for the State Fair Showstrings shall be the last meeting of the Spring semester, and for Club Day Showstrings shall be the last meeting of each Fall semester. Species chairmen may not show the species that they chair.
- B. Nominations for officers may be made from the floor during a meeting set by the Executive Committee and will remain open until the following meeting when they will be closed and voted upon. Nominees must be present to be voted upon unless extenuating circumstances exist. In such a case, the Executive Committee shall review the situation and decide prior to elections if the candidate is eligible.
- C. Voting, for one office at a time, shall be by a show of hands with heads bowed. A majority of all votes cast will be necessary for election. If there are three or more candidates for one office and no candidate receives a majority on the first ballot, the candidate receiving the smallest number of votes shall be declared eliminated, and the balloting continues in the same manner for the remaining candidates until one shall have received a majority.

- D. Before voting, nominations shall be called for one office at a time, beginning with that of the President Elect. Nominees which are not elected for an office may then be nominated from the floor for other offices, if such is desired of the members present.
- E. No member shall hold more than one office per semester. No one shall hold the same office for more than one term. A term shall be one semester for all offices other than Treasurer and Parliamentarian, which are year-long terms.
- F. Officers shall be elected in the following order: President Elect, Secretary, Treasurer, Junior Activities Chairperson, Reward System Chairperson, Junior Editor, Parliamentarian, and Agri Life Council Representatives.
- G. Any officer unbecoming his or her office may be removed by two-thirds majority of those members of the Club present and voting at a regular meeting, but only after specific charges have been filed and investigated by a review committee, consisting of the Executive Committee and one non-officiating member of the Club who is elected when the charge is filed.
- H. If an officer other than the President steps down or must leave for any reason, nominations will be taken from the floor and a simple majority will fill the vacated position.
- I. The officers provided for in Article III, Section 1 shall constitute the Executive Committee of the Club, two-thirds of whom shall constitute a quorum for the transaction of any business not requiring actions by the Club at a regular or special meeting. Former Club Presidents can serve as ex-officio student advisors.

Section 4. *Duties, Responsibilities, and Powers*

A. *President*

1. Is bound by the provisions of this constitution and is responsible for upholding the rules of this constitution.
2. Preside over regular Club meetings.
3. Keep in close contact with all officers in assuring that they carry out their respective duties.
4. Appoint committees which are not otherwise provided for in this constitution, or which may be authorized by voting of the Club at any business meeting and serve as an ex-officio member of all standing committees.
5. Act as liaison with other clubs, the University, faculty and advisors.

6. The President is chairman of the Executive Committee and will:
  - a. Call Executive Committee meetings when needed.
  - b. Preside over Executive Committee meetings.

B. *President Elect*

1. Is bound by the provisions of the constitution.
2. The President Elect is an ex-officio member of all standing committees and should keep in close contact with committee chairpersons and attend the meetings when necessary.
3. The President Elect shall preside over meetings in the absence of the President.
4. Shall be in charge of Adopt-A-Highway activities.
5. Shall be responsible for upkeep of the Clubroom.

C. *Secretary*

1. Take minutes at all regular Club meetings.
2. Read minutes from the prior meeting at all regular Club meetings and allow for revisions.
3. Receive all general Club mail.
4. Be responsible for a file of all Club records and copies of all paperwork.
5. Be responsible for sending invitations for the first Club meeting and mixer to all incoming freshmen.
6. Write correspondence and thank you notes when appropriate.
7. Supply members with important forms such as a calendar of events and a Club roster.
8. Provide a description of Club activities for inclusion in the Undergraduate Newsletter each month.
9. Turn over all materials to the newly elected secretary at the close of the semester.

D. *Treasurer*

1. Present to the Club at each regular meeting a complete report on the Club's financial status.

2. Receive and record all incoming monies and keep record of all receipts.
3. Arrange to pay all bills promptly.
4. Approve all fund raisers in accordance with the University Solicitation Policy.
5. Distribute the award money to scholarship recipients.
6. Responsible for preparing the end of year budget for presentation to the Agri-Life Council.

E. *Senior Activities Chairperson*

1. Is responsible for all Club activities.

F. *Junior Activities Chairperson*

1. Assist the Senior Activities Chairperson with all Club activities.
2. Provide refreshments at meetings and at all Club activities.
3. Display the Club sign on the day of all Club meetings.

G. *Reward System Chairperson*

1. Responsible for maintaining activity points earned throughout the semester.
2. Responsible for appointing a Rewards System Committee consisting of two Club members from each class.
3. Responsible for ensuring that at least one committee member be present at all Club activities.
4. Responsible for leading the committee in preparing the next semester's activity credit guidelines.

H. *Senior Editor*

1. Compose the annual Club yearbook (spring) or scrapbook (fall). Both of these are sent to the National Block & Bridle Officers for review at the annual conference.
2. Act as official photographer for the Club.

I. *Junior Editor*

1. Assist the Senior Editor as needed.
2. Post announcements of Club activities.

J. *Parliamentarian*

1. Make sure all meetings abide by Robert's Rules of Order.
2. Post necessary information on the board during Club meetings.

K. *Agri Life Council Representatives*

1. At least one of the two representatives shall attend all Agri Life Council meetings.
2. Represent Animal Science Club at Agri Life Council meetings and functions.
3. Convey information to the Club about Agri Life Council and College of Agriculture and Life Sciences activities.

L. *Advisors*

1. Shall be the official non-voting representatives between the Club and the Animal Science Department.
2. Counsel with the officers, members, and committees of the Club.
3. Shall be faculty members of the Animal Science Department.
4. The Junior Advisor will audit all financial transactions of the Club and will automatically move up to the Senior Advisor position. Both terms shall be for one year.
5. The Block and Bridle Advisor will keep the Club informed of all National Block and Bridle news. This term will last three years.

**Article IV. Amending the Constitution**

Section 1: This constitution shall become effective when it has been adopted by a two-thirds vote of the members present at any regular meeting called for that purpose.

Section 2: This constitution may be amended at any time by a two-thirds majority vote of the active membership as outlined in Article XI, subject to the review of the coordinating advisors.



## **Article V. Meetings**

- Section 1: The regular meetings of the Club shall be held every first and third Tuesday of each month during the school year, except during regularly scheduled exam periods. Meeting dates may be adjusted to accommodate scheduling conflicts such as State Fair, spring break, or other events.
- Section 2: Special meetings may be called by the Executive Committee at any time.
- Section 3: The following order of business shall be practiced at any regular meeting when possible:
- a. Call to order
  - b. Reading of the Secretary's minutes
  - c. Treasurer's report
  - d. Report of standing committees
  - e. Report of special committees
  - f. Unfinished business
  - g. New business
  - h. Announcements
  - i. Program
  - j. Adjournment
- Section 4: All meetings shall be conducted according to Robert's Rules of Order.

## **Article VI. Committees**

- Section 1: *Standing Committees*

The Standing Committee of this association shall be determined by the Executive Committee. The chairperson will be elected by the members of the committees or appointed by the President and then become members of the Executive Committee.

- Section 2: *Appointment of Committees*

The President of the Club shall appoint such committees as are deemed necessary and name chairpersons. The President and President Elect shall be ex-officio members of the committees.

## **Article VII. Support for Animal Judging Teams**

- Section 1: The existing judging teams (dairy, horse, and livestock) will be granted a cash sum of (\$50) fifty dollars for each active Club member (as determined by the Executive Committee) on the team up to (\$200) two hundred dollars. This amount will be granted to each team in the semesters they are actively competing.
- Section 2: The sum is to be paid to the teams during the first part of the semester, if possible, prior to the team's first contest.

- Section 3: This two hundred dollar sum is the Club's monetary support for one semester. Any money not used by the team, in the particular semester granted, is to be held over for the next contest by the team.
- Section 4: All money granted to the judging teams is to come from the general funds of the Club treasury.
- Section 5: A budget of individual team finances, containing estimated expenses, a list of participating Club members, and other sources of income is to be presented to the Club, for review, as soon as possible at the beginning of each semester prior to the transfer of the grant sum.
- Section 6: The Executive Committee shall handle any alterations and exceptions to the previously mentioned points and present the alterations, exceptions, and a recommendation to the general body of the Club at the next Club meeting.

### **Article VIII. Awards**

- Section 1: The Hall of Fame recipient each year shall be chosen on the basis of the most outstanding individual who has made the greatest contribution to the livestock industry. Individuals involved with any species shall be considered equally.
- Section 2: The Outstanding New Club Member, the Nancy High Nichols Memorial Outstanding Club Member, the Outstanding Senior Club Member, the Outstanding Agricultural Institute Student in Livestock Management and Technology, and the Outstanding Senior in Animal Science Awards shall be presented at the annual Animal Science Club Awards Banquet.
- Section 3: Other winners to be recognized at the Banquet may include the Eyesharpener Contest winners, the winning Quadrathlon team members, the Club Day Rookie Showman, and the Reserve and Champion of each species, and the Overall Grand and Reserve Champion Club Day winners.
- Section 4: Any Club member that wins the Grand Champion within a species at Club Day may not show that species again. The Overall Grand and Reserve Champions may not show again. All are welcomed to be species chairmen and help in any way possible.

### **Article IX. Scholarships**

- Section 1: The Club's goal is to present three \$500 scholarships each year.
- Section 2: At any time the Club deems it economically feasible and acceptable, the number and/or amounts of scholarships may be increased.
- Section 3: The scholarship shall be open to active Club members as outlined in Article XI who are rising sophomores, juniors, and seniors (or rising second year Ag Institute students), in any major, and who will be full time students the following academic year.

- Section 4: All candidates will be required to complete an application that will give the opportunity to detail Club leadership, financial need, and scholarship. The Selection Committee will base their selections on Club leadership and activities, with a maximum of 50 points available; financial need with a maximum of 25 points; and scholarship if applicant has a GPA of 2.25 or more.
- Section 5: The Scholarship Committee shall consist of 3 current Club advisors and 4 graduating seniors, which shall be nominated and elected along with spring officers in the fall semester.
- Section 6: When adequate money has been accumulated, it is the Club's goal to place the money from the scholarship account into a 60 month savings account at Wachovia. The interest from this account will be left in the account to roll over annually. When a substantial amount of interest is generated, consideration shall be made to increase amounts or number of scholarships to be given annually.
- Section 7: All awarded scholarships shall be paid from the general checking account.
- Section 8: The Executive Board may deposit money into the scholarship fund at any time. It has been suggested by the founding Scholarship Committee that a sum of three thousand (\$3,000) dollars per year go towards this fund.
- Section 9: Money donated to the Scholarship Fund will be placed into the scholarship savings account.
- Section 10: If at any time the Club is financially unable to fund scholarships with money in the general account, the interest from the scholarship account may be used to fund these scholarships annually.
- Section 11: Club members may only receive the Club scholarship once.

#### **Article X. Non-profit Classification**

- Section 1: This organization is non-profit and no profit will inure to the benefit of any individual.
- Section 2: In the event of dissolution of the organization, any remaining assets would be distributed among the state.

#### **Article XI. Definition of Active Member Status**

- Section 1: In order to be considered an active Club member in the upcoming semester, the student must earn the specified number of activity credits per semester. Activity credits are earned by participation in Club activities. Guidelines for events in which a member can earn activity credits will be determined at the end of the preceding semester by the Reward System Committee. A list of those guidelines will be made available for the Club members each semester.

Section 2: Benefits from attaining active Club member status include a Club discount determined by the Executive Committee based on the members' active status for the preceding semester. Eligibility for a Club scholarship, and the allowance to run for Club office will be based upon active membership status from the two preceding semesters.



# North Carolina State University

Department of Student Development  
Division of Student Affairs

Box 7314, Harris Hall  
Raleigh, NC 27695-7314  
(919) 515-2441  
FAX: (919) 515-2376



May 23, 1995

David Correll  
Animal Science Club  
Box 7621  
NCSU Campus

Dear David:

We have reviewed your organization's constitution and officers list and everything seems to be in proper order. You are now a registered student organization at North Carolina State University entitled to all privileges entailed in that status.

Understand that this registration in no way gives the University or Student Government responsibility for any financial liability which may be incurred by your group. Your status does, however, give you the opportunity to approach the Student Senate with a request for funds, and it gives you certain on-campus solicitation privileges.

Please be aware that we ask each student organization to update its file whenever there is a change of officers and at the beginning of each school year. Failure to do so will result in a loss of registration.

If the Department of Student Development can be of assistance to your group, please do not hesitate to call on us. Good luck with your new group.

Sincerely,

  
Robert S. Bryan, Jr.  
Associate Director  
Student Development

cc: John O'Quinn, President, Student Government  
Dick Parham, Reservations, Student Center  
Catherine Kuhary, Registration and Records  
Reservations, Witherspoon Student Center

May 4, 36

BY-LAWS AND RULES OF ORDER OF THE  
NORTH CAROLINA STATE COLLEGE ANIMAL INDUSTRY CLUB

Article I -- PURPOSE

Sec. 1. In furthering the objects of the Club as stated in Article I, of the Constitution, the Club shall follow such procedure as shall give the membership opportunity for

- (a) Practice in parliamentary law, in which Robert's Rules of Order shall be the official guide.
- (b) Practice in public appearance and public speaking.
- (c) Participation in round table discussion of professional, social, civic, and general questions.
- (d) Organization, presentation, and discussion of papers, or informal talks.
- (e) Practice in the organization and carrying out of projects involving initiative and responsibility.
- (f) Listening to outside speakers or witnessing motion pictures or demonstrations that shall contribute to our knowledge, or entertainment, and stimulate thought and vision.

Article II -- MEETINGS

Sec. 1. The regular meetings of the Club shall be held the first and third Thursdays of each month during the school year, except during the regularly scheduled examination periods.

Sec. 2. A special meeting may be called by the President when, in the judgment of the Executive Committee, an event or business of sufficient importance justifies immediate consideration.

Article III -- ROLL

Sec. 1. At each regular and special meeting the members shall sign a roll from which the secretary shall record those present.

Article IV -- VOTING

Sec. 1. Voting shall be by a show of hands for one office at a time. A majority of all votes cast will be necessary for election. If there be three or more candidates for one office and no candidate receives a majority on the first ballot, the candidate receiving the smallest number of votes shall be declared eliminated, and balloting continue in the same manner for remaining candidates until one shall have received a majority.



- Sec. 2. Before voting, nominations shall be called for but one office at a time, beginning with that of President. Candidates that are rejected for President may then be nominated from the floor for other offices, if such is the desire of the members present.
- Sec. 3. No member shall hold more than one office per semester. (This does not apply to Co-Circulation managers and committee appointments.)
- Sec. 4. Honorary Members (except the Faculty Advisor) of the Club shall not hold office, nor be entitled to a vote on any matters of business or policy of the Club, nor hold the chairmanship of any standing committee, except as hereinafter provided.

#### Article V - COMMITTEES

- Sec. 1. The President of the Club shall appoint the chairman of such committees as are deemed necessary and the chairman in turn shall select as many members as may be necessary to assist them in the performance of their duties. The President shall be an ex-officio member of all committees.
- Sec. 2. Any committee member may be relieved of his appointment in the same manner as prescribed for officers in Section 2 of Article III of the Constitution.

#### Article VI -- MEETINGS

- Sec. 1. For any regular meeting the following order of business shall be followed as closely as is practicable.
- (a) Call to order
  - (b) Roll
  - (c) Reading of Minutes
  - (d) Report of standing committees
  - (e) Report of special committees
  - (f) Unfinished business
  - (g) New business
  - (h) Announcements
  - (i) Program
  - (j) Adjournment

#### Article VII - CHANGES

- Sec. 1. These By-Laws shall become effective when and as prescribed in Section 1 of Article V of the Constitution.
- Sec 2 Any amendment to these By-Laws may be adopted by a vote of two-thirds of the members present.

These By-Laws have been:

Adopted by the North Carolina State College Animal Industry Club

(Date) 4 May 1956.

Signed Johnny E. Winston. - President

Approved by the Department Faculty, (Date) 4 May 1956

(Signed) John H. Gregory. (Title) Faculty Advisor

CONSTITUTION OF THE NORTH CAROLINA STATE COLLEGE ANIMAL INDUSTRY CLUB

Article I - NAME AND OBJECT

- Sec. 1. The name of the organization shall be the Animal Industry Club, and shall be located at North Carolina State College, Raleigh, North Carolina.
- Sec. 2. The object of this club is to foster a closer relationship between students in Animal Industry at North Carolina State College; to encourage leadership; to acquaint the students with activities in the field of Animal Industry; and to promote a greater interest in this profession.

Article II - MEMBERSHIP

- Sec. 1. Membership in the Club may consist of Honorary Members and Members.
- Sec. 2. Honorary Members shall consist of members of the faculty of the Animal Industry Department of North Carolina State College who desire membership and are approved by two-thirds majority of the Club.
- Sec. 3. Members shall consist of students enrolled in the Animal Industry Curriculum or Basic Division students who are planning to major in Animal Industry.

Article III - OFFICERS

- Sec. 1. Officers of the Club shall be President, Vice-president, Secretary, Treasurer, Reporter, Editor of Annual Publication, Faculty Advisor, and other officers deemed necessary by the Club.
- Sec. 2. The President shall preside at all meetings when present. He shall appoint committees which are not otherwise provided for in the By-Laws, or which may be authorized by vote of the Club at any business meeting. He shall assume active, constructive leadership of the Club and perform other customary duties of the office.
- Sec. 3. The Vice-president shall preside in the absence of the President, and assist him in his official duties.
- Sec. 4. The Secretary shall keep the roll, minutes, and other official records of the Club. He shall also handle any correspondence for the Club.
- Sec. 5. The Treasurer shall handle all receipts and expenditures of the Club. He shall keep suitable financial records and accounts of all financial transactions of the Club.
- Sec. 6. The Reporter shall have aptitude for journalism and shall write a monthly report of the activities of the Club for campus publications.

- Sec. 7. The Faculty Advisor shall be the official representative between the Club and the Department of Animal Industry. He shall counsel with officers, members, and committees of the Club, and assist toward highest accomplishment of the Club. He shall be a member of the Animal Industry Department.
- Sec. 8. The Editor of the Annual Publication shall be in charge of composing, printing and distributing the publication. The staff shall be selected by the Editor from members of the Club.
- Sec. 9. All officers of the Club, except the faculty members, shall be undergraduates. A candidate for President must be one whose term of office will fall in his senior year. The candidate for Vice-president and other officers shall have attained at least a sophomore standing.
- Sec. 10. The officers provided for in Article III, Sec. 1, shall constitute the Executive Committee of the Club, two-thirds of whom shall constitute a quorum for the transaction of any business not requiring action by the Club at a regular or special meeting.
- Sec. 11. Any officer unbecoming his office may be removed by two-thirds majority of one-half of the members of the Club and voting at a regular or special meeting, but only after specific charges have been filed and investigated by the Executive Committee.
- Sec. 12. Election of officers shall be the last meeting of the spring term. If the President leaves school during the year, the Vice-president shall become President. All offices vacated, other than the office of President, shall be filled by a regular election.

#### Article IV - MEETINGS

- Sec. 1. The Club shall hold regular meetings during the school year, as provided in the By-Laws, for the conduct of business and presentation of professional and other valuable programs.
- Sec. 2. The Executive Committee may postpone regular meetings or call special meetings when in their judgment such action is to the best interest of the Club.

#### Article V

- Sec. 1. This constitution shall become effective when it has been adopted by a two-thirds vote of the members present at any regular or special meeting called for that purpose.

**This constitution has been:**

**Adopted by the North Carolina State College Animal Industry Club**

**(Date) . . . . . (Signed) . . . . .**

**Approved by the Department Faculty, (Date) . . . . .**

**(Signed) . . . . . (Title) . . . . .**

**BY-LAWS AND RULES OF ORDER OF THE  
NORTH CAROLINA STATE COLLEGE ANIMAL INDUSTRY CLUB**

**PURPOSE**

1. In furthering the objects of the Club as stated in Article I, of the Constitution, the Club shall follow such procedure as shall give the membership opportunity for
  - (a) Practice in parliamentary law, in which Robert's Rules of Order shall be the official guide.
  - (b) Practice in public appearance and public speaking.
  - (c) Participation in round table discussion of professional, social, civic, and general questions.
  - (d) Organization, presentation, and discussion of papers, or informal talks.
  - (e) Practice in the organization and carrying out of projects involving initiative and responsibility.
  - (f) Listening to outside speakers or witnessing motion pictures or demonstrations that shall contribute to our knowledge, or entertainment, and stimulate thought and vision.

**MEETINGS**

2. The regular meetings of the Club shall be held monthly during the school year, except during the regularly scheduled examination periods.
3. A special meeting may be called by the President when, in the judgment of the Executive Committee, an event or business of sufficient importance justifies immediate consideration.

**ROLL CALL**

4. At each regular and special meeting the Secretary shall call the roll of attendance of members and keep a record thereof.

**VOTING**

5. Voting shall be by ballot for one office at a time. A majority of all ballots cast will be necessary for election. If there be three or more candidates for one office and no candidate receives a majority on the first ballot, the candidate receiving the smallest number of votes shall be declared eliminated, and balloting continue in the same manner for remaining candidates until one shall have received a majority.
6. Before voting, nominations shall be called for but one office at a time, beginning with that of President. Candidates that are rejected for President may then be nominated from the floor for other offices, if such is the desire of the members present.



7. No member shall hold more than one office. (This does not apply to committee appointments.)
8. Honorary Members (except the Faculty Advisor) of the Club shall not hold office, nor be entitled to a vote on any matters of business or policy of the Club, nor hold the chairmanship of any standing committee, except as hereinafter provided.

COMMITTEES

9. The President of the Club shall appoint the chairman of such committees as are deemed necessary and the chairman in turn shall select as many members as may be necessary to assist them in the performance of their duties. The President shall be an ex-officio member of all committees.
10. Any committee member may be relieved of his appointment in the same manner as prescribed for officers in Section 11 of Article III of the Constitution.

BUSINESS MEETINGS

11. Any regular meeting of the Club shall be considered a business meeting when called to order for that purpose, and conducted and adjourned as a business session separate from any program or entertainment features of such meeting.
12. The following order of business shall be followed as closely as is practicable;
  - (a) Call to order
  - (b) Roll call
  - (c) Reading of minutes
  - (d) Report of standing committees
  - (e) Report of special committees
  - (f) Unfinished business
  - (g) New business
  - (h) Announcements
  - (i) Adjournment

CHANGES

13. These By-Laws shall become effective when and as prescribed in Section 1 of Article V of the Constitution.
14. Any amendment to these By-Laws may be adopted by a vote of two thirds of the members present.

These By-Laws have been:

Adopted by the North Carolina State College Animal Industry Club

(Date) . . . . . (Signed) . . . . .

Approved by the Department Faculty, (Date) . . . . .

(Signed) . . . . . (Title) . . . . .

Passed

We, the committee, propose to amend Article III, Section 1, which now reads:.....

Article III - OFFICERS

Sec. 1. Officers of the club shall be, President, Vice-president, Secretary, Treasurer, Reporter, Historian, Editor of Annual Publication, Faculty Advisor, and other officers deemed necessary by the club.

So as to make it read by inserting Activities Chairman just after Editor of Annual Publication and before Faculty Advisor, which now reads:.....

Article III - OFFICERS

✓ Sec. 1. Officers of the club shall be, President, Vice-president, Secretary, Treasurer, Reporter, Historian, Editor of Annual Publication, Activities Chairman, Faculty Advisor, and other officers deemed necessary by the club.

The Committee also proposes to amend Article III by adding a Section 14 which reads:.....

Sec. 14. The Activities Chairman shall be elected at the time of Spring term elections and shall serve one year. The duties of the Activities Chairman shall be to organize and develop all activities of the club. Any help he may need shall be selected from members of the club.

Committee:

Bob Black  
Johnny Atwell  
Cleve Daniel

A. I. Students!! NOTE:

CONSTITUTION OF THE NORTH CAROLINA STATE COLLEGE ANIMAL INDUSTRY CLUB

We, the committee, propose to amend Article III, Section 1, which now reads:....

Article III- OFFICERS

Sec. 1. Officers of the Club shall be President, Vice-president, Secretary, Treasurer, Reporter, Editor of Annual Publication, Faculty Advisor, and other officers deemed necessary by the Club.

So as to make it read:.... insert the word Historian just after Reporter and before Editor of Annual Publication, which now reads:.....

Article III \* OFFICERS

Sec. 1. Officers of the Club shall be President, Vice-president, Secretary, Treasurer, Reporter, Historian, Editor of Annual Publication, Faculty Advisor, and other officers deemed necessary by the Club.

The Committee also proposes to amend Article III by adding a Section 13 which reads:.....

Sec. 13. The Historian shall be elected at the time of the spring term elections and shall serve one year. The duties of the Historian shall be to make and keep available a permanent record of A. I. Club activities other than those specifically handled by the Secretary. These records shall be filed with the Head of the Animal Industry Department as a permanent record.

*Committee:*

*Bob Williams*

*Ed James*

*John Collins*

# CONSTITUTION OF THE NCSU ANIMAL SCIENCE CLUB

Revised October 8, 2002

## Article I. Name and Purpose

Section 1: This organization shall be known as the North Carolina State University Animal Science Club.

Section 2: The purposes of this Club are as follows:

- 1) To enhance knowledge, promote interests, and provide enrichment opportunities to students regardless of species interest, expertise, age, or industry involvement.
- 2) To promote the development of organized animal science activities.
- 3) To encourage the improvement of scholarship and develop competent leadership among student members.
- 4) To provide services to the animal science industry and the community.

## Article II. Membership

Section 1: *Requirements*

Membership is open to any undergraduate or graduate student enrolled and in good standing with the university who agrees to uphold this constitution and the purposes of the Club. Active membership is outlined in Article XI.

Section 2: *Privileges*

Each member in good standing has the right to one vote on all matters concerning the Club, activities, the election of its officers and other business as governed by these laws. Also, each member is entitled to participate in any activity restricted to Club members. Privileges of active members are defined in Article XI.

Section 3: *Responsibility of Members*

- A. Promote the purposes of the Club as outlined in Article I (Section 2) of this constitution and support Club activities by active participation as outlined in Article XI.
- B. Support the elected officers of the Club and abide by the decisions they make under the powers delegated to them by this constitution.

Section 4: *Senior Standing*

Second year Agricultural Institute students shall be considered seniors in matters concerning the Club.