

**Iowa State University College of Veterinary Medicine
Veterinary Public Health Club**

Article I: The name of this organization is the Veterinary Public Health Club (VPHC).

Article II: Membership

Section 1: The VPHC at the Iowa State University College of Veterinary Medicine (ISU CVM) provides a network for veterinary students interested in public health and those enrolled in the DVM/MPH concurrent program through ISU and the University of Iowa. The Club serves as an information source for career opportunities, MPH class scheduling, practicum guidance, and as an avenue for exposure to the various facets of the field of public health through activities in the community, private veterinary practice and interaction with various public health and veterinary professionals. The VPHC is a resource that will help veterinary students and DVM/MPH concurrent students understand the expanding role of veterinarians in public health and provide opportunities for involvement as a student.

Section 2: The VPHC abides by and supports established Iowa State University policies, rules and regulation, and State and Federal Laws.

Article III: Statement of Compliance

Veterinary Public Health Club abides by and supports established Iowa State University policies, State and Federal Laws and follows local ordinances and regulations. Veterinary Public Health Club agrees to annually complete President's Training, Treasurer's Training and Adviser Training (if required)"

Article IV: Non-Discrimination Statement

Iowa State University and the Veterinary Public Health Club do not discriminate on the basis of genetic information, pregnancy, physical or mental disability, race, ethnicity, sex, color, religion, national origin, age, marital status, sexual orientation, gender identity, or status as a U.S. Veteran.

Article V: Membership

Membership shall be open to all registered students at Iowa State, those employed by the university, and any community members interested in veterinary medicine and public health. As a recognized member, one is required to pay dues and is strongly encouraged to attend and participate in Club activities. Membership may be revoked by ½ officer vote plus ¾ general membership vote if actions are deemed inappropriate by the membership. Iowa State University VPHC does not discriminate on the basis of race, color, age, religion, national origin, sexual orientation, gender identity, sex, marital status, disability or status as a U.S. Veteran.

Article VI: Risk Management

The president will serve as the risk management officer. The role of the risk management officer is to a) help minimize potential risks for club activities, b) recommend risk management policies or procedures to Veterinary Public Health Club, c) to submit documentation to ISU's Risk Management Officer and d) to ensure that Iowa State University policies are followed at all of the organization's events and e) to ensure that proper waivers and background checks are on file with Risk Management for events (if applicable).

Article VII: Officers

The VPHC has a President, Vice President, Secretary, Treasurer, up to two Events Coordinators, a fundraising chair, and up to two VM1 representatives. The Vice President, Secretary and Treasurer will be elected by simple majority vote during the spring semester, with each term being one full year (spring to spring). The Vice President position is a one year term that will transition into President the following year (spring to spring). The Secretary, Treasurer and Event Coordinator positions can serve a maximum of two terms in their respective office. Officers are elected by majority vote of general membership; if a candidate fails to receive a majority of votes, a run-off election will be held with the top two candidates that received the most votes. Candidate qualifications include a desire to participate and veterinary college enrollment. Members interested in becoming an officer must meet the following requirements:

- Have a minimum cumulative GPA of 2.00 and meet that minimum GPA in the semester immediately prior to the election/appointment, the semester immediately prior to the election/appointment and semesters during the term of office. At least six hours (half-time credits) must have been taken for the semester under consideration.
- Be in good standing with the university and enrolled as a full-time graduate student (unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement) at ISU during their term in office.
- If these requirements are not met, a member may not be granted officer status.
- Grounds for impeachment include inappropriate use of club funds and failure or inability to perform assigned duties (see "Officer Duties" below).
 - Impeachment will occur by 2/3 vote from club membership and full approval from all other executive members and advisers.
 - The individual facing impeachment will be allowed to testify on their behalf and be present at the final vote.
 - Voting will be anonymous.

Officer Duties:

- The President will oversee all Club operations, assist officers with their duties as needed, and coordinate with the Club advisors and the Student Chapter of the American Veterinary Medical Association (SCAVMA). The President must be in their second or third year of veterinary school.

- The Vice President will assist the President in overseeing the Club and will take the position of President upon expiration of Presidential term or at such time otherwise decided upon. The Vice President must be in their first or second year of veterinary school.
- The Secretary will record meeting notes and provide a report at each meeting, and will keep updated contact information for all members and advisors.
- The Treasurer will collect and deposit dues, keep an active record of the treasury, and be responsible for paperwork regarding funding for the Club.
- The Events Coordinator will work with the advisors to arrange activities for the Club (a maximum of three per semester) and will also be responsible for scheduling meetings and administering sign-up sheets for upcoming Club activities.

Officers may be removed from office by $\frac{1}{2}$ vote of other officers and $\frac{3}{4}$ vote of the general membership if actions are deemed inappropriate by the membership. The officer may state his or her case to the membership and officers about the charges made concerning his or her performance, but the officer is not permitted to participate in the deliberation of his or her future as an officer.

If an officer or adviser is removed the replacement procedure is the same as the election procedure described in Article IV. It shall take place at the first meeting following the removal of the previous officer/adviser. The adviser facing impeachment will be allowed to testify on their behalf at the executive meeting when the vote takes place.

Article VIII Adviser

The VPHC will have up to three advisors. Each advisor will serve a 2 year term and is eligible to serve subsequent terms. Advisors will serve as an information source for students regarding class scheduling, coursework, practicum experience, and career opportunities. Advisors may remove themselves from the position if desired or may be voted out by simple majority vote of the Club. New advisors may be nominated and added every two years with majority approval of the Club membership. Grounds for adviser impeachment include inappropriate use of club funds and failure or inability to perform assigned duties described above. Impeachment will occur by full approval of all executive members. Voting will occur anonymously.

Article IX: Finances

The amount of dues collected is at present (2016) \$12 per member per year, obtained at the beginning of each fall semester (date of collection can be determined by the Treasurer). Students joining the organization at the start of the spring semester will pay \$8 to join for the spring semester. The dues will go into the Club treasury and be utilized to provide food for meetings, arrange speakers, support Club member travel expenses to public health related meetings, and other activities for the Club. Should the Club want to change the amount or the time the dues are collected, this can be accomplished through simple majority vote of general membership. If the organization is dissolved, the remaining balance in

the treasury shall be donated to SCAVMA, the mother organization of all veterinary school Clubs.

All monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization at the Campus Organizations Accounting Office and/or approved institution/office (must receive authorization via Campus Organizations Accounting Office). All funds must be deposited within 48 hours or two business days after collection. The Adviser to this organization must approve and sign each expenditure before payment.

Article VI:

Amendments to this constitution must be submitted in writing at a regular meeting of the organization. Said amendment(s) will be voted on at a subsequent meeting. Amendments will be presented at a regular meeting of the club and will be open for discussion at that time. Voting will occur electronically via the membership listserve and members will have 10 days from the time of electronic release of the ballot to submit a vote. In order to adopt the amendment, a vote of 2/3 of the general Club membership is necessary. The amended constitution will be submitted within 10 days to the Student Activities Center for approval. In like manner, ratified constitutions must be submitted to the Student Activities Center within 10 days for final approval.

(11/2016)