

**Washington State University**  
**Student Chapter of the Humane Society Veterinary Medical Association**

The Student Chapter of the Humane Society Veterinary Medical Association Constitution

**Article I – Name of Organization**

The name of the organization shall be *The Student Chapter of the Humane Society Veterinary Medical Association (SCHSVMA)*.

**Article II – Affiliation**

This organization shall be affiliated with the Humane Society Veterinary Medical Association (HSVMA) and shall abide by its constitution and by-laws. The constitution and by-laws shall not be in conflict with University policies and procedures. University policies and procedures shall take precedence over the constitution and by-laws of the HSVMA.

**Article III – Purpose**

The purpose of SCHSVMA shall be to advocate for the more humane treatment of animals. The SCHSVMA shall also promote awareness of and foster an open dialog regarding animal welfare issues, especially as they pertain to veterinarians and veterinary students. This shall include, but is not limited to: discussions of animal welfare issues (including presentations sponsored by HSVMA), volunteerism, relevant field trips, and the promotion of humane veterinary education opportunities.

**Article IV – Membership**

Section 1: Regular membership. Voting members of this organization shall consist of regularly enrolled veterinary students of the University. Members shall be required to pay yearly dues and attend at least one meeting per year. A WSU veterinary student may join the SCHSVMA at any time during the academic year.

Section 2: Honorary or associate membership. Non-voting members may consist of University employees or non-students.

Section 3: Non-discrimination clause. Consistent with all applicable federal and state laws and University policies, this organization and its subordinate bodies and officers shall not discriminate on the basis of race, ethnicity, color, age, religion, veteran's status, sex, national origin, sexual orientation or disability in its selection of members. In addition, the SCHSVMA shall promote the membership of veterinary students with varying interests, backgrounds, and philosophies regarding animal welfare.

Section 4: Dues. Members of the organization will pay annual dues set by the club officers.

**Article V – Officers**

Section 1: Officers of the organization shall be as follows:

President – The President shall be the chief executive officer of the Chapter. His or her duties shall include, but are not limited to, presiding over all meetings of the Chapter, being

responsible for communicating with the HSVMA, and coordinating events with other College of Veterinary Medicine clubs.

Vice President – The Vice President shall preside at Chapter meetings in the absence of the President and shall take over responsibilities of the President should he or she be unable to complete his or her term of office. The Vice President shall also help maintain the club website and assist other officers where possible.

Treasurer – The Treasurer shall be the sole custodian of the financial resources of the Chapter and shall, together with the other Executive officers, ensure compliance with WSU RSO requirements. A separate checking account shall be in effect for Student Chapter Business through WSU RSO/Student Affairs.

The Treasurer and President shall be the sole purchasing agents of the Chapter and shall comply with WSU RSO guidelines/policies. The Treasurer shall be responsible for collecting dues and other funds, issuing receipts, and keeping an active roster in compliance with WSU RSO policies. The Treasurer shall file a written report at the end of the term detailing the past year's transactions. A copy of this annual finance report shall be forwarded to the ASV Student Liaison. Further, the Treasurer shall comply with any other accounting provisions required by WSU RSO guidelines or policies.

Secretary – The Secretary shall determine the number of members in attendance and record the minutes of the Chapter meetings. The Secretary shall also keep a log of club activities and be responsible for scheduling rooms for meetings and lectures.

Section 2: Election of officers: General elections shall be held in the Fall of each academic year. Candidates shall be self-nominated, and any student SCHSVMA member may run for office. Election shall be held by secret ballot, no sooner than one week following candidate nominations. Officers shall be elected by simple majority vote of SCHSVMA members. The Executive Board of the student organization will be elected between September and October for the academic year and the following Fall, where possible, with the exception of third year students. Third year veterinary students will only serve for the academic year.

Section 3: Officers shall take office immediately following election results and accepting his or her elected position. They shall serve for a period of one year.

Section 4: Officers shall not be on academic or University probation at the time of their elections and throughout their term of office.

Section 5: Officers failing to fulfill the given responsibilities and duties may be removed by the active organization.

Section 6: The removal of an officer requires a majority vote of two-thirds of organization members following notification of the officer in question. Such notification shall be provided in writing no less than seven days prior to the vote.

Section 7: An officer may renounce his or her position if unable or unwilling to hold said position at any time. This must be submitted to the executive board in writing.

Section 8: If an officer position becomes vacant within the academic year, a separate election to fill this position may be held.

#### **Article VI – Advisor**

Section 1: Method of selecting advisor. Advisors for SCHSVMA shall be selected from among the faculty, staff, or administration. He or she need not be an HSVMA member.

Section 2: The advisor must take an active role in assisting the SCHSVMA to achieve its mission and purpose.

Section 3: The advisor will serve as a liaison between the Chapter and the HSVMA, faculty and practitioners, as well as the dean's office.

#### **Article VII – Meetings**

Section 1: A regularly scheduled general meeting shall be held monthly, where possible. The officers may call additional meetings when the need arises, with one week's notice given to members. Special meetings may be called by the President at any time. Meetings held by the SCHSVMA shall be governed by SCHSVMA officer and shall be open to any interested student, faculty, or staff member associated with the College of Veterinary Medicine.

Section 2: A quorum shall consist of 5 voting members present at any regular or special meeting to conduct official business.

Section 3: A quorum shall be present in order for any official business to be conducted. Official business shall include setting of dues, and any other major decisions.

#### **Article VIII – Method of Amending Constitution**

Section 1: All amendments to this constitution require notice of one month prior to being discussed and voted upon.

Section 2: The constitution may be amended by a vote of two-thirds majority membership at any regular or special meeting.