

Student Chapter of the American Animal Hospital Association
“SCAAHA”

Constitution

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Article 1: Name and Objective

Section 1. The name of this organization shall be the Student Chapter of the American Animal Hospital Association (SCAAHA). AKA “AAHA”

Section 2. The objectives of this organization are: first, to introduce veterinary students of [*University School of Veterinary Medicine*] to AAHA membership, ideals, and vision. Second, members are part of a network of veterinary professionals who truly care about providing excellent care to companion animals. Third, to introduce students to different aspects of small animal medicine. Fourth, to give students the opportunity to practice different skills in small animal medicine and Fifth, to teach the proper standards enforced by the American Animal Hospital Association in future small animal practices.

Article 2: Officers

Section 1. The Student Chapter of the American Animal Hospital Association shall consist of an Executive Board: the President, Vice President, Secretary, and Treasurer. Subsequently offices for fundraising (2) and social events (2) will be in existence. There shall be one elected representative from each class to attend board proceedings.

Section 2. These officers shall be elected by a majority vote of all club members present in the last month of the spring term (or) whenever a full year of service has been completed (two terms).

- A.** The term of office shall be one year. The Executive Board may appoint a new officer in the event of a relinquished position. The previous Executive Board shall relinquish their duties to the new Executive Board during the end of April.
- B.** The duties of the Executive Board shall be to recruit new members to the Club, and promote/encourage quality standards of care in future colleagues.

- C.** The President shall be the chairperson of the Constitution Revision and Adherence committee and act as liaison to AAHA Headquarters regarding Chapter business; the Vice President shall act as the chairperson in Constitution Revision and Adherence committee proceedings; and the treasurer shall handle all funds of the club's budget and produce an "end of term" report of the club's use of funds provided by annual dues, fundraisers, and [university or other] funding. *Three* copies of this statement are to be distributed: one to the Club President, one to AAHA Headquarters and one to [University] at the end of each term. Club members have the right to view the "end of term" financial report at this time.
- D.** The Secretary shall take minutes of the Meetings and *Constitution Revision and Adherence committee proceedings* and be responsible for correspondence via e-mail/web page to SCAAHA members. The secretary shall be in charge of meeting reports and emailing a picture of all meetings to Lori Gray.
- E.** Additional specific duties of the Executive Board are as described within this paragraph: The President shall conduct all general meetings and work in conjunction with the Faculty Representative and Student Advocate (if applicable) to plan and prepare for meetings and events. The Vice President shall be responsible for the recruitment of new members and assisting the President. He/She shall also preside over general meetings in President's absence. The Treasurer shall be additionally responsible for maintaining a saving /checking account and keeping record of all monetary transactions and for submitting a current "end of year" report. The Secretary shall provide a summary of meetings and events to AAHA Headquarters at the end of the school year.
- F.** The Executive Board shall use the budget to cover the expenses of club members for club-related activities
- G.** Elected class representatives shall attend the executive board proceedings and relay upcoming events to their class. If representatives are unable to attend proceedings it is their responsibility to acquire the minutes from the Secretary, Vice-President, or President.
- H.** Elected offices for fundraising and social events shall contribute ideas, planning, and execution of at least 3 events for each term.
- I.** All elected officers shall be in attendance for general member meetings and executive proceedings. At least two board members must be present at special lectures, wet labs, etc.
- J.** The President-elect shall shadow the President first semester and be the primary participant in presidential duties second semester.

Section 3. An advisor to the Executive Board shall be appointed.

Article 3: Yearly Conference

- Section 1.** The Student Chapter of the American Animal Hospital Association shall be represented at the AAHA yearly conference if funds are available.
- Section 2.** Elected fundraising officials will plan activities to raise money for attendance at the AAHA Yearly Conference if possible.

Article 4: Finances

- Section 1.** Yearly dues, as shown in the by-laws, shall be paid to the Executive Board by all members at the time of their application for membership or membership renewal to the SCAAHA. Chapter dues must be in by October 1. National dues are free to veterinary student.

Article 5: Amendments

- Section 1.** The constitution may be amended by three-fourths vote of the Constitution Revision and Adherence Committee (executive board and members).

Article 6: Constitution and Implementation

- Section 1.** The official recognition of this organization will occur on *September 1, 2004* if the club members obtain approval from *St. George's University Student Government Association*.

*Last Amended:
9/01/2009*