

Constitution of the Stony Brook Pre-Vet Society

ARTICLE I – Name

The name of this organization shall be the Stony Brook Pre-Vet Society.

ARTICLE II – Purpose

We seek to educate and serve pre-veterinary students by providing *educational resources* (e.g., workshops with local veterinarians and rescuers; advising from relevant members of the campus community), *experiential opportunities* (e.g., to volunteer at shelters or in rescue efforts; or to view and, where appropriate, participate in veterinary treatments and surgeries), and *social gatherings* of people with similar career goals. We will also work with the Health Professions Advising Center to create a more knowledgeable base of information for future pre-veterinary students, and bring to our membership relevant information from other Pre-Vet Societies and Veterinary Schools.

As an Undergraduate Student Government recognized club, we fully acknowledge that we are not permitted to enter any contractual obligation with any outside organization.

ARTICLE III – Membership

Membership shall be open to all registered and matriculated Stony Brook University undergraduates. All members must attend at least three meetings per semester to maintain their membership. The Pre-Vet Society does not discriminate on the basis of age, sex, race, creed, sexual preference, or ethnic or national origin. Also, this club fully abides by the office of Civil Rights' Affirmative Action/Equal Opportunity Guidelines.

ARTICLE IV – Officers

The offices of the Pre-Vet Society shall be those of the President, Vice President, Treasurer, Secretary, Special Events Officer, and Public Relations Officer. All Officers must be matriculated undergraduates. All members are eligible to vote in Officer elections. All Officers' positions will be re-opened in the Spring semester for the following academic year.

Section A: President

The President shall:

- 1) Act as a spokesperson for the organization.
- 2) Organize and lead General Body and Executive Board meetings, events, and group discussions.
- 3) Coordinate Pre-Vet Society events.
- 4) In the President's absence, or in the event that the President cannot perform these duties, these responsibilities shall fall to the Vice President.

Section B: Vice President

The Vice President shall:

- 1) Assist the President in execution of his or her duties
- 2) Attend meetings and facilitate group discussions.
- 3) Oversee the publicity of upcoming meetings and events by leading and, where necessary, delegating to, members of the general body in advertising to the campus community.

- 4) In the Vice President's absence, or in the event that the Vice President cannot perform these

duties, these responsibilities shall fall to the Secretary.

Section C: Secretary

The Secretary shall:

- 1) Maintain a list of the active members.
- 2) Record the attendance and minutes of club meetings.
- 3) Assist the President and Vice President with general responsibilities.
- 4) In the Secretary's absence, or in the event that the Secretary is unable to perform these duties, these responsibilities shall fall to the Treasurer.

Section D: Treasurer

The Treasurer shall:

- 1) Plan and organize fundraisers with the President and Vice President.
- 2) Record funds and expenditures.
- 3) Draft a budget in collaboration with the other Officers and General Body members.
- 4) Assist the President and Vice President with general responsibilities.
- 4) In the Treasurer's absence, or in the event that the Treasurer is unable to perform these duties, these responsibilities shall fall to an able and available signatory Executive Board Officer.

Section E: Special Events Officer

The Special Events Officer shall:

- 1) Take primary responsibility for organizing club events, including educational workshops and parties. This includes booking speakers, reserving rooms and materials, and managing the delegation of specific tasks to team members.
- 2) Securing appropriate permissions from university officials, where necessary, for these events.
- 3) Work with the Vice President and Public Relations Officer to ensure that these events are properly publicized.

Section F: Public Relations Officer

The Public Relations Officer shall:

- 1) Take responsibility for publicizing club events.
- 2) Organize efforts to publicize the mission and accomplishments of the organization.
- 3) Work alongside the faculty advisor to provide information to campus officials regarding the organization's efforts.
- 4) Collaborate with the Special Events Officer to solicit support from outside organizations and commercial entities for specific events and fundraisers.

ARTICLE V – Meetings

Meetings shall be held once a month at minimum. There must be at least five general body members and at least two officers in attendance. Meetings shall be announced to general body members at least four (4) days ahead of time.

ARTICLE VI – Elections

Officers shall be determined by election of the general body. Prospective officers must be active members of the organization, and may nominate themselves for candidacy. Those who wish to run for a position must prepare a speech to be presented before the general body on the prescribed election date. Majority vote among the general body members in attendance will determine the chosen candidate. These decisions will take place no later than May 1st of each year. New officers will assume their role immediately upon election and will remain in office until the end of the following spring semester. No person shall be elected to more than one office position in any given term. It is recommended that the

previous Executive Board hold a separate meeting with the new Executive Board for the purpose of reviewing the constitution, relaying useful information, and reiterating the roles of each office.

ARTICLE VII – Removal

Section A: An Officer may only be removed for material violations of this constitution, applicable by-laws, policies of the Undergraduate Student government, failing to meet requirements for active voting membership or a wrongful act of substance.

Section B: In the interest of protecting the accused, no written accusations are required, nor is impeachment required for removal. Additionally, all discussion about disciplinary matters must take place in Executive Session. There shall be two methods by which an Officer of the organization may be removed from his or her Office.

1. Any Executive Board Officer may be removed from his or her position by a three-fourths (3/4) affirmative majority vote of the entire voting membership of the Executive Board.
2. Any Executive Board Officer may be removed from his or her position by a two-thirds (2/3) affirmative majority vote of the entire active voting membership of the General Body.

Section C: Upon the removal of an Executive Board Officer, the Officer's position shall be considered vacant. In the case of the removal of the President, the Vice-President shall become President and the Vice-President's position shall be considered vacant. A special election for any vacancy shall be held within the next two meetings of the General Body for the vacant position, but only after all members have been notified at least two (2) school days prior to the special election.

Section D: Removed officers or dissenting members may appeal a removal to the USG Judiciary by filing a brief before the special election is held to fill the vacancy. A removed Officer is still a voting member, and must be notified at least two (2) school days prior to the special election.

ARTICLE VIII – Amendments

Amendments may be introduced at any time—from the General Body or the Officers. A majority vote from the General Body is necessary for the passage of an amendment.

ARTICLE IX – Dissolution In the event of the dissolution of this organization, all accrued funds and assets shall revert to Undergraduate Student Government.

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