

# SBCC Animal Welfare & Pre-Veterinary (Pre-Vet) Club Constitution

## Article I

The name of this Club will be Animal Welfare & Pre-Veterinary Club, colloquially shortened to the Pre-Vet Club.

## Article II

The club has been organized to provide resources, community, and leadership opportunities for students interested in careers within the animal care field — whether they are interested in conservation, rehabilitation, veterinary school, veterinary nursing, research, or other areas.

## Article III

The Club derives its authority directly from the Student Senate and indirectly from the College Board of Trustees.

## Article IV

Membership is open to all SBCC students regardless of their religious affiliations, gender, age, sexual orientation, ethnicity, etc.

## Article V

Regular meetings of the Club will be determined by the membership at its initial meeting each semester and reported to the Office of Student Life, room CC-217.

## Article VI

### **1. President or Co-Presidents**

- a. Presides over online general meetings and board meetings

- b. Oversees planning and implementation of events in collaboration with board members
- c. Ensures club remains in Good Standing as a Student Organization
- d. Assigns delegate to attend monthly Inter-Club Council (ICC) meetings
- e. Establishes club-wide communications in collaboration with VP
- f. Co-approves all financial and PR decisions
- g. In absence of board members, takes on roles of:
  - i. Treasurer
  - ii. Public Relations Chair
  - iii. Events Chair
  - iv. (Flexible/subject to change)

## **2. Vice-President**

- a. Fill in for President as needed
- b. Assists with meetings, planning, and implementation of events
- c. Establishes club-wide communications in collaboration with President(s)
- d. Co-approves all financial and PR decisions
- e. Fields club member concerns and mediates as necessary
- f. In absence of board members, takes on roles of:
  - i. Treasurer
  - ii. Secretary
  - iii. (Flexible/subject to change)

## **3. Treasurer**

- a. Oversees club financial matters
- b. Plans fundraising events
- c. Collaborates with President and VP on financial matters

## **4. Secretary**

- a. Maintain meeting notes and record of club events
- b. Takes roll at the start of club and board meetings
- c. Keeps track of member participation
- d. Corresponds with members regarding participation/requirements (if any)

## **5. Public Relations Chair**

- a. Attends Associated Student Government (ASG) Inter-Club Council (ICC) meetings
- b. Maintains club social media accounts
- c. Produces material for outreach and club promotions
- d. Curates the club's merchandise (club t-shirts, hats, etc.)
- e. Hosts outreach events (i.e., tabling and flyering events)

## Article VII

Officers shall serve 1 (one) term, meaning one school year, and will be elected at the end of each Spring semester.

## Article VIII

The Constitution shall be amended upon the approval of 66% (or  $\frac{2}{3}$  majority vote) of the Club members.