

**BYLAWS**  
**College of Veterinary Medicine**  
**Alumni Society**

**ARTICLE I**

**Name**

The name of this organization shall be the College of Veterinary Medicine (CVM) Alumni Society, herein referred to as the Society. The Society is an affiliate of the Oklahoma State University (OSU) Alumni Association and is governed by the Alumni Association Bylaws in general and by the Bylaws of this Society in particular.

**ARTICLE II**

**Objectives**

The objectives of the Society shall be to: 1) foster cooperation and communication among all CVM alumni; 2) promote activities that help recognize the profession of veterinary medicine and the significance of OSU to the profession; 3) consider supporting philanthropic priorities of the CVM and to promote individual and class giving in partnership with the OSU Foundation; 4) promote academic programs of the CVM and help make prospective students aware of these academic opportunities; 5) promote events and other activities for alumni; 6) participate in and support CVM programs which promote the hiring of CVM graduates.

**ARTICLE III**

**Organization**

1. The Society shall be a constituent group of the OSU Alumni Association consisting of members as described in Article IV.
2. Existing organizations relating to the CVM may affiliate with the Society upon approval of both the Board of Directors and the OSU Alumni Association.

**ARTICLE IV**

**Membership**

Membership in the CVM Alumni Society requires membership in the parent organization, the OSU Alumni Association. There shall be two classes of membership:

1. Active membership shall include graduates who have obtained a Doctor of Veterinary Medicine degree from the OSU CVM. Active members shall be current in dues to the parent organization, the OSU Alumni Association. Only active Alumni Society members may hold office or have voting status.
2. Associate membership shall include friends, staff, employees, faculty and retired faculty of the CVM. Nominations of individuals for Associate membership shall be presented and voted on at the Annual Meeting.

## ARTICLE V

### Officers, Executive Committee, Class Representatives and Ad Hoc Committees

All affairs of the Society shall be conducted by a CVM Alumni Society Board of Directors comprised of Executive Officers and one Class Representative of each CVM graduating class.

1. The Alumni Society Officers and Executive Committee:

- a. Officers include the President, President-elect, Secretary/Treasurer, and Immediate Past President. The Secretary/Treasurer is elected by the Board of Directors every other year and automatically succeeds the President-elect at the end of his/her term. The President-elect automatically succeeds the President. Officers will serve a two-year term for each office held, as does the past-president following his or her term as president. An officer's term will begin at the Society's Annual Meeting held each fall.
- b. The Society Officers and a representative of the Dean's Office and the Alumni Affairs Office shall constitute the Executive Committee and is authorized to conduct business between board meetings. The Dean or Dean's representative and Alumni Affairs representatives shall serve as a non-voting ex-officio member.
- c. If the President cannot complete his/her term of office, the President-Elect shall assume the office of President for the remainder of the vacated term and for his/her elected term. The Secretary-Treasurer shall become President-elect for the remainder of the term and for his/her elected term. If the President-elect is unable to serve as President, the Secretary-Treasurer would assume the office of President. The Executive Committee will appoint a new Secretary-Treasurer for the remainder of the term, and then the full Board will elect the Secretary-Treasurer (and President-Elect if vacant) at the next annual fall meeting.
- d. The Society President or other designated member shall serve as a voting member of the Leadership Council of the OSU Alumni Association.

2. Class Representatives/Board of Directors:

- a. Each CVM class, upon beginning year-one of the veterinary curricula shall elect a Class Representative and one alternate who fulfills Board duties if the Representative is unable to do so. The Class Representative, before graduation, will serve as a non-voting member on the Board of Directors. At the time of graduation, the Class Representative shall be elected to serve on the Board of Directors, becoming a voting member. The graduating class shall present the elected Representatives to the Dean for approval. The term will begin at the Society's Fall Meeting.
- b. The term of each Director shall be 5 years and will be evaluated at the end of every term for continued membership on the board. If a Director elects not to continue or resigns, the Alumni Affairs Office will query the class for a new representative.
- c. If a Director misses two consecutive annual meetings, the CVM Alumni Affairs office will contact the him/her to encourage attendance or the class selection of a new Director.
- d. In the event of a Class Representative's death or resignation, the respective class shall name a replacement to fill the vacancy.
- e. Any Director may be removed by majority vote of the Board for cause upon recommendation of the Officers. The Director will first be notified in writing by the Executive Committee 30 days before the Board of Directors vote. Cause may include, but not be limited to, unethical conduct, failure to pay required dues, or any other

conduct deemed inappropriate. The affected Director will be given an opportunity to be present and to be heard at the meeting at which his or her removal is considered.

3. Ad Hoc Committees: The Executive Committee shall appoint ad hoc committees for specific purposes.
  - a. An ad hoc committee will have a least three members and report to the Executive Committee. One member will be appointed as Chairperson for the committee.
  - b. Distinguished Alumni (DA) Selection Ad Hoc Committee: The Society President will establish an ad hoc committee annually for the CVM distinguished alumni selection, consisting of the Executive Committee and three DA distinguished alumni from the previous 5 years. The Board President will solicit these volunteers for the ad hoc committee, and once the purpose is completed, the committee will be dissolved. Three alumni are selected for the award annually in the categories of clinical practice, research/military, and academia. The ad hoc committee will categorize nominees from other fields such as industry and public health prior to voting.
4. The Board recommends engagement activities and fundraising projects for the Society, and alumni may donate for specific activities through the OSU Foundation. The Dean approves the annual budget; the Dean or Dean's Office representative along with an OSU Foundation staff member authorizes expenditures for alumni engagement activities. The Alumni Affairs representative shall be responsible to make a financial report to the Board at the Annual meeting.

#### ARTICLE VI Elections

Elections: Election for a Board secretary/treasurer elections shall be held every other year at the Annual Fall Meeting.

#### ARTICLE VII Meetings

1. Two general meetings of the CVM Alumni Society shall be required each year; one in the spring and the Annual Meeting in the fall. The date, time and place will be determined by the CVM Alumni Society Executive Committee. Additional meetings may be called by the Society President as necessary.
  - a. Meetings by the Board of Directors or Executive Committee may be conducted in person, via phone or via videoconferencing with audio. Action may be taken in meetings conducted in person, via phone or via videoconferencing provided a quorum is present. Electronic voting via email or web-based survey is acceptable. Proxy voting is not permitted.
  - b. All actions of the Board of Directors shall be decided by a majority of Board members present. A quorum of 15 voting members is required to transact business.
  - c. The Secretary/Treasurer shall be responsible for seeing that minutes are kept of all Board meetings, proceedings and attendance.
2. Meetings will be conducted using Roberts Rule of Order.

ARTICLE VIII  
Amendments

These Bylaws may be revised or amended by a majority vote of the members present at annual meeting of the Board of Directors following written notification to each board member to include digital communications of the proposed revisions or amendments, pending approval by the Dean's Office and the OSU Alumni Association Board of Directors.

ARTICLE IX  
Dissolution

Upon dissolution of this Society, the assets of the Society remaining, after payment of all debts, shall revert to the CVM Memorial Endowment.

AMENDED DATE