

VETERINARY SOCIETY CONSTITUTION

NAME

1. There shall be a society called The Veterinary Society or VetSoc for short (hereafter referred to as the society).

OBJECTIVES

2. The objectives of the society shall be to promote the interests and welfare of the members of the society by:
 - a) Organizing and coordinating all activities within the scope of the society which are directed towards the improvement of veterinary education and the maintenance of veterinary science as a profession
 - b) Affording a recognized means of communication between students and staff through elected class representatives
 - c) Making and maintaining contact with veterinary students in other countries through the International Veterinary Students Association, the Association of Veterinary Students and other international student bodies
 - d) Representing veterinary students in such matters as may affect their interests
 - e) Organizing social activities for members of the society while in college.
3. The funds of the society shall be applied for the purpose of furthering these objectives.

MEMBERSHIP

4. Membership of the society shall be open to all students, staff and graduates of U.C.D.
5. Membership shall be obtained by signing the roll of members and paying the appropriate membership fee as stipulated by the committee.
6. A roll of members will be compiled each year by the last day of October. A registration day shall take place each year between the opening of term and this date where prospective members will give their name and student number. This roll will be compiled by the secretary of the society and forwarded to the Society officer by the last day in October.

COMMITTEE

7. There shall be a committee of the society, which, subject to this constitution and to decisions of the general meeting of the society, shall be the governing body of the society.
8. The committee shall consist of:
 - a) The Auditor, the Treasurer and the Secretary, hereafter referred to as the officers of the society

- b) The Junior Auditor, the Junior Treasurer and the Junior Secretary, hereafter referred to as the junior officers of the society.
 - c) One representative of each veterinary year, who shall be ordinary members of the society.
 - d.) The senior and junior Association of Veterinary Students of the UK and Ireland (A.V.S.) reps.
 - e.) The senior and junior International Veterinary Students Association (I.V.S.A.) reps.
 - f) Auxillary positions such as Talks representative, Vet Ball representative, Student Welfare representative and LGBTQ+ representative.
 - g) The Vet Nurse representative
9. The committee shall have the power to co-opt additional members in an advisory capacity with no power to vote.
 10. The officers of the society shall come into office on the 31st of May after the A.G.M. at which they are elected.
 11. Two representatives to the AVS will be elected during the year. The junior rep will be elected from students in the second year of the curriculum. The senior rep will be elected from students in the third year of the curriculum. The election for these positions will be completed by February of each year following an election of the members of the society.
 12. The IVSA reps will be elected at the AGM. He/ she shall be a member in their second or third year of the cycle of the school.
 13. Class representatives shall be elected at the start of each college year by a democratic vote of their class.
 14. In the event of a vacancy occurring amongst the officers of the society, the committee may at its discretion appoint a substitute to fill the vacancy at its next meeting and the appointment shall continue until the next subsequent extraordinary general meeting where a member will be elected to fill the vacancy permanently.
 15. The committee shall meet at least once during each college term and the secretary shall give not less than two days notice to all members.
 16. The quorum for the meeting of the committee shall be five members of the committee, which must include the officers of the society.
 17. At meetings of the Committee the Auditor of the Society shall be the Chairperson.
 18. Only members of the committee shall be entitled to vote at meetings of the committee.
 19. The chairperson shall have a deliberative vote and in the event of a tie, a casting vote.
 20. The committee shall have the power to make by-laws for the conduct of its own business and the administration of the society consistent with this constitution.

THE OFFICERS

21. The officers of the society shall be the Auditor, the Secretary, the Treasurer, the Junior Auditor, the Junior Secretary and the Junior Treasurer.
22. The officers of the society shall be elected annually by secret ballot at the A.G.M.

To be eligible for nomination for election to the position of one of the senior officers a person shall be a member of the society and in the senior cycle (3rd, 4th or 5th year) of the school of veterinary medicine. To be elected to the position of one of the junior officers a person shall be a member of the society and in the second or third year of the curricular year.

23. The Auditor shall be chief officer of the society and shall preside over all general meetings of the society and the committee. At meetings of the committee the Auditor shall have a normal and casting vote. The duties of the Auditor shall include:
 - a) Be a point of contact for students, staff and outside the college
 - b) Oversee the society's activities and ensure they are conducted in a business-like and efficient manner
 - c) Decide the date of the A.G.M.
 - d) Contact the Senior Treasurer
 - e) Represent the society to outside organizations and at functions of such organizations.
24. There shall be a Secretary of the society. The duties of the Secretary shall include:
 - a) Recording the minutes of all meetings of the society and the committee
 - b) Undertaking the correspondence of the society as directed by the auditor and committee
 - c) Keeping the records, other than the financial records, of the society
 - d) Giving due notice of all meetings of the society and its committee.
 - e) Keeping a roll of members of the society.
25. There shall be a Treasurer of the society. The duties of the Treasurer shall include:
 - a) Managing the financial affairs of the society
 - b) In association with the Senior Treasurer maintain and operate bank accounts in the name of the society
 - c) Reporting to each meeting of the committee on the state of the society's finances
 - d) In cooperation with the Senior Treasurer prepare an annual report on the financial transactions of the society
 - e) Present an annual financial report to the A.G.M. of the society.
26. There shall be three Junior officers of the society. These elected members of the society will act as assistants to the Senior Officers of the society. They will carry out duties (within the officers remit as outlined for the senior officers) as requested by the Senior Officers of the society in their absence.

SENIOR TREASURER

27. There shall be a Senior Treasurer of the society. The Senior Treasurer shall be chosen by the committee from among the full time members of staff of the faculty of Veterinary Medicine.
28. The duties of the Senior Treasurer shall include:
 - a) Overseeing general and financial activities
 - b) Sign annual financial report of the society having satisfied him/herself as to its content
 - c) Sign off on all transactions.

FINANCE

29. The Treasurer of the society shall be responsible for accounting to the committee for the monies of the society and shall produce a financial report within seven days of a receipt of a request from the committee.
30. The accounts shall be opened at either of the campus banks as the committee shall determine and these said accounts be operated by the Treasurer.
31. The accounts of the society shall be submitted for annual audit to the Societies Officer and Finance Committee.
32. The annual membership subscription to the society shall be decided by the committee and shall be paid, if applicable, at the beginning of each academic year by each member of the society.
33. The financial years shall be the term of office of the elected Treasurer from the first of June to the thirty first of May.
34. Grants to the various subcommittees and organizations affiliated to the society shall be agreed on by the committee and shall be within the range of the society finances.

GENERAL MEETINGS

35. The Annual General Meeting (A.G.M.) of the Society shall be held the 2nd week following Spring Break. At this meeting, the business conducted shall include the election of Officers and the delivery of Annual Reports by the Auditor, Secretary and Treasurer of the Society.
36. All members shall be eligible to attend the A.G.M. and speak, if they so wish, at the discretion of the Chairperson. Each member present has the right to vote.
37. Notice of any General Meeting shall be given to all members at least five working days before such meetings by means of notices displayed in suitable public areas and by official email from the Society email.
38. Any member of the Society may propose motions for discussion at a General Meeting. Notice of such motions shall be given at least 2 days before the AGM.
39. The quorum for any general meeting, other than the A.G.M. and meeting of the Committee, shall be 20 or one fifth of the membership, whichever is the greater.
40. An Extraordinary General meeting must be convened, if requested in writing by at least 10% of the members of the society. This item(s) for discussion in this meeting shall be forwarded to all members prior to the EGM.

ELECTIONS

41. Elections to Senior and Junior, Auditor, Secretary and Treasurer and Subcommittee members shall take place at the A.G.M.
42. Prior to the A.G.M., the Committee shall appoint a Returning Officer who shall be responsible for the conduct of the elections. The Committee shall give notice of such appointment. The Returning Officer shall not be a candidate for any office, and should be completely independent of any candidate or campaign team

43. Nominees for Officers of the Society shall be proposed and seconded by two members of the society. Nominees must contact the Auditor and accept or decline at least three days prior to the A.G.M.
44. To be eligible for nomination a candidate shall have paid the appropriate subscription, if applicable, prior to the end of the term immediately preceding (i.e. Sept – Christmas).
45. The Returning Officer shall arrange the details of the election, which shall be carried out using a system of proportional representation.
46. A vacancy arising in any office or among the members of the Committee, for whatever reason, shall be filled by the Committee.

DISMISSAL FROM OFFICE

47. No officer or member of the Committee shall be dismissed from the office unless the following procedures have been carried over:
 - a) Notice of a resolution to seek such dismissal, signed by at least 20 members of the Society, shall be given to the Auditor of the Society at least four days prior to the General Meeting at which such resolution will be debated.
 - b) The Auditor shall give notice of such resolution to the members at least three days prior to the General Meeting.
 - c) The resolution shall have been passed by a two-thirds majority vote at the General Meeting.

RESIGNATION OF OFFICERS

48. Any officer who is unable to continue in the post shall inform the Secretary in writing or in the case of the Secretary, the Auditor, giving at least fourteen days notice. The Committee will then at its discretion appoint a substitution to fill the vacancy, as detailed within this Constitution.

ALTERATIONS TO THE CONSTITUTION

49. Alterations or additions to this Constitution may be made by a majority of two thirds of the members present at the A.G.M. or an E.G.M. called for the aforesaid purpose.
50. Due notice of any proposed alterations to the Constitution shall be circulated to all members of the Committee and to all those due to attend the General Meeting not less than seven days before the General Meeting at which they are to be discussed.
51. Notice of any amendment, which has been duly approved, shall be forwarded to the Senior Treasurer and Societies Officer.

DISSOLUTION

52. If upon winding up or dissolution of the Society there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Society, but shall be entrusted to the Senior

Treasurer of that term until a suitable representation of the Veterinary Student body is reformed to continue the objectives laid out in this constitution.

GENERAL

53. The Society shall seek to gain and retain the status of Recognized Society within the University. To this end, the Society shall comply with all reasonable requests from the Academic Council of the University or its officers.