



National Student Veterinary Emergency & Critical Care Society (NSVECCS) Constitution

Mission: To provide our members with opportunities to advance their knowledge in medicine and surgery relating to the Emergency and Critical Care specialty. Emphasis will be placed on the importance of interdisciplinary approaches, team work, and communication to members of the community and professionals within veterinary medicine. Information regarding opportunities for externships, internships, careers, etcetera will be shared with our members as soon as we receive them.

1. Article I – Organization

1.1. Section I: Name

This organization will hereafter be known as the National Student Veterinary Emergency and Critical Care Society; hereinafter referred to as “NSVECCS.”

1.2. Section II: Incorporation

NSVECCS is a nonprofit organization operated under the guidance of the Veterinary Emergency and Critical Care Society; hereinafter referred to as “VECCS.” VECCS is incorporated under the laws of the State of Texas as a nonprofit 501(C)(3) corporation. All student chapters of the Student Veterinary Emergency and Critical Care Society and non-National Board related information will be hereafter referred to as “SVECCS.”

1.3. Section III: Structure

This organization will be a sub-organization of VECCS and will adhere at all times to the guidelines set forth by that organization. NSVECCS will exist as a liaison and parent organization for the individual student chapters established at the various Colleges and Schools of Veterinary Medicine (CVM/SVM). NSVECCS Constitution & Bylaws 2

1.4. Section IV: Logo

NSVECCS will have as its logo the one displayed above. The symbol shall possess a veterinary caduceus and shall bear the words “Student Veterinary Emergency and Critical Care Society.”

1.5. **Section V: Communication**

Communication to all SVECCS members will occur via NSVECCS board member email list-serve and Facebook page to serve as an opportunity for communication between general members and the National Board as well as communication between members. Communication amongst specific members, chapter presidents, and schools will be through email. The NSVECCS Facebook page will serve as a place for members around the world to gather, socialize, and participate in various updates, challenges, discussions, etcetera.

2. **Article II – Purpose**

2.1. The purpose of this organization will be the advancement of knowledge to veterinary medical and technology students, and the promotion of the Emergency and Critical Care (ECC) specialty, both for awareness of the members and in the community. To this end NSVECCS will function in the following capacities.

- 2.1.1. Dissemination of information about the functioning of VECCS to its membership, particularly in regards to policy changes, activities, symposiums, etcetera. To this end, a newsletter (“Vital Signs”) will be published biannually (Spring and Fall) and distributed to all student members.
- 2.1.2. Dissemination of information about the various student chapters for the purposes of information VECCS and all the SVECCS of activities therein, and for the chapters to garner information and enthusiasm from the activities of others. This will also be included in the biannual newsletter.
- 2.1.3. Provide the elected officers of VECCS with a yearly report detailing the activities and finances of NSVECCS.
- 2.1.4. Encourage the inclusion of ECC topics in the curriculum for those CVMs/SVMs having student chapters.
- 2.1.5. To promote and coordinate potential externships and preceptorships in order to facilitate these opportunities for SVECCS members in their individual chapters. Encourage the pursuit of internships or residencies in ECC by the SVECCS members.
- 2.1.6. To encourage the members to pursue activities related to ECC, such that the members are able to gain exposure and experience in this important topic prior to graduation.

**National Student Veterinary Emergency & Critical Care Society (NSVECCS)
Bylaws**

1. **Article I – Membership**

1.1. **Section I: Individual School Chapters**

Individual school chapters shall be approved by the unanimous decision of the NSVECCS Board of Directors. Any activity carried out by a SVECCS chapter that

is in variance with the bylaws of VECCS or the NSVECCS will jeopardize the membership of that chapter. To be considered as a chapter in good standing, an individual chapter must meet the qualification requirements in Article VII.

1.2. **Section II: Members**

Members in the NSVECCS will be those members in good standing with their respective SVECCS chapter. Members will be required to follow the bylaws of the VECCS, NSVECCS, and their respective SVECCS chapter in order to be considered in good standing with NSVECCS. To qualify for any awards or promotions sponsored by VECCS or NSVECCS, members must be in good standing with their respective SVECCS chapter and that same chapter must be in good standing with NSVECCS and VECCS.

2. **Article II – Dues**

2.1. **Section I: Individual Member Dues**

Individual members must pay dues for the respective SVECCS chapter at the discretion of that individual chapter and its current officers.

2.2. **Sections II: SVECCS Chapter Dues**

Individual SVECCS chapters do not pay dues to be in good standing with NSVECCS.

3. **Article III – Officers**

3.1. **Section I: Elected Officers**

The elected officers of NSVECCS will consist of a Chairperson and 5 elected boardmembers. Elections will be carried out by electronic ballot. Students in good standing with their respective SVECCS chapters are eligible for applying. Voting will take place once all identifying information has been removed from each application to ensure fairness. Voting will be carried out by the outgoing NSVECCS officers and is decided by the majority. In the event of a tie, the President of VECCS (professional organization, not NSVECCS) will be the tiebreaker. Students that get elected into office must remain in good standing with their respective SVECCS chapter in order to maintain their current position throughout the term.

3.2. **Section II: Term of Office and Nominations**

Terms of office for all elected officers will be two calendar years, starting and ending officially on March 15th 3 positions will be available for elections each year to ensure there are 3 incumbent board members retained on the board. Officers will assume their elected position immediately upon election through until new board members are elected 2 years thereafter.

3.3. **Section III: Vacancies**

Any vacancy left when an officer is unable to complete their term of office will be filled by special election conducted by the Chairperson. The Chairperson will send notice to Chapter Presidents and receive applications for new positions and remove any personal information. Remaining board members will then elect the new board member from these applicants to serve the remaining term by electronic vote.

3.4. **Section IV: Scheduling Elections**

Students in good standing with their respective SVECCS chapters that wish to run for a position on the NSVECCS Board must submit their application via the online application system in place on the VECCS website (veccs.org/sveccs) for their desired position no later than the date decided by the current board on a yearly basis. The current Chairperson will announce the results to those nominated and to the individual chapters by electronic mail within three (3) business days of receiving the results.

3.5. **Section V: New Positions**

If the current NSVECCS Board unanimously votes to create an additional board position, a formal proposal must be drafted and sent to Natalie Bausand and the current President of VECCS for approval. The position will not be created if approval from Natalie Baus and the current President of VECCS is not granted. The position will be created if both Natalie Baus and the current President of VECCS approve the proposal.

4. **Article IV – Duties of the Officers**

4.1. **Section I: Chairperson**

The Chairperson shall serve in the capacity of administrator of NSVECCS, subject to the policies and bylaws of the organization. They shall serve as spokes-person for the organization, to VECCS, sponsors, and to the general public. They shall also conduct meetings of the NSVECCS officers to discuss policy change, ideas, concerns, questions, and shall carry out all other responsibilities by the office. The Chairperson will appoint and direct ad hoc committees as necessary for specific projects. It is the duty of the Chairperson to oversee the activities and communications of the officers. The Chairperson will be nominated from the incumbent members of the board and confirmed by majority electronic vote. The voting body will consist of the 3 outgoing board members, remaining incumbent board members and 3 incoming board members. The nominated individual is to recuse themselves from voting.

4.2. **Section II: Board Members (5)**

The Boardmembers will consist of 5 elected members (2 incumbent, 3 new elects) to participate in the operations of NSVECCS. These responsibilities

include attendance at monthly meetings, voting on all scholarships, awards or other matters required by the board or VECCS, maintaining contact with assigned school chapter presidents, maintaining the NSVECCS webpage on VECCS website and fulfilling any other responsibilities required by the board within reason and with understanding of veterinary school obligations.

4.3. Section V: All Positions

Each position is not limited to the responsibilities listed above and may be asked to take on additional responsibilities for the betterment of the board and NSVECCS. Each member is expected to be present at 60% of the meetings conducted by the NSVECCS board with reasonable understanding of emergencies and prior veterinary school commitments.

5. Article V – Board of Directors

5.1. Section I: Duties and Responsibilities

The Board of Directors shall be responsible for carrying out the business of NSVECCS. To this end, the Board shall function in the following capacities:

- 5.1.1. Directing the policies and management of NSVECCS.
- 5.1.2. Providing guidance to the various committees, SVECCS chapters, and individual members as possible.
- 5.1.3. Determining the time, place, and content of meetings.
- 5.1.4. Managing the financial aspects of NSVECCS.
- 5.1.5. Voting and producing decisions upon the recommendations of the various committees.
- 5.1.6. Coordinating and working with the VECCS office as necessary to promote VECCS, NSVECCS, SVECCS, and IVECCS.

5.2. Section II: Composition

The Board of Directors shall consist of the elected officers as mentioned above, the NSVECCS advisor, and the immediate past-President/Chairperson.

5.3. Section III: Meetings

A meeting will be scheduled and held once annually with at least the current officers, and the remainder of the Board of Directors. Various meetings are to be scheduled and held as necessary with at least twenty-four (24) hours' notice. The Board will meet by conference call at least once per quarter, along with the introduction meeting held at the annual IVECCS conference. Additional meetings may be scheduled in need of emergency sessions.

6. Article VI – Benefits

6.1. Section I: IVECCS

Each new student elected for the NSVECCS Board of Directors, and at a minimum, the immediate past-President shall be invited to attend IVECCS each year to plan and prioritize objectives for the organization of that year.

6.2. **Section II: JVECC**

The student Board of Directors shall also receive a complimentary yearly subscription to the Journal of Veterinary Emergency and Critical Care (“JVECC”).

7. **Article VII – Chapter Requirements**

7.1. **Section I: Status of the Chapters**

The following sections are stated as requirements for all SVECCS chapters regardless of their country of origin. A chapter is deemed “Active” or “In Good Standing” if and when they are in accordance with the following sections. Any chapter and all chapters that fail to provide the required information in a timely manner (or by the stated deadline) will be put into “Probationary” status for six months. During that period the chapter may fulfill the requirements and become “Active” once again. If the chapter does not fulfill their requirements during their probationary period, they will be deemed “INACTIVE” and will not receive any benefits from NSVECCS. See Article VIII – Chapter Benefits for more information.

7.2. **Section II: Chapter Officer Changes**

Each chapter is required to submit an updated Chapter information via electronic mail or through Facebook to the NSVECCS Secretary within fourteen (14) days of their elections. Failure to do so may result in their chapter being placed in the “Inactive” status, and thereby, not eligible for any award or programs sponsored by VECCS.

- 7.2.1. Chapter elections shall occur within the month of January and results of those elections should be submitted to the NSVECCS Secretary as listed above.

7.3. **Section III: Biannual National Newsletter (“Vital Signs”)**

Each chapter is required to submit at least one contribution to Vital Signs each year. This can be done in the Fall or the Spring semester, and ideally should be sent to the NSVECCS Communications Director. It can be from members of the respective chapter or officers and should be related to VECCS, IVECCS, NSVECCS, or their own SVECCS. Topics may include, but are not limited to: fundraising events, wet labs, rounds/talks/lectures, special topics in ECC, externships, internships, residencies, or chapter business and marketing. Deadlines for submission in either Fall or Spring will vary slightly from year to year, but the most up to date information will be sent by each NSVECCS representative to the schools under their jurisdiction.

- 7.3.1. Biannual Newsletter submissions must be submitted by October 31st and March 31st of the fall and spring semesters to the NSVECCS Communications Director as listed above.

7.4. **Section IV: Updated Constitutions**

Each chapter must provide an updated copy of their Constitution at least once a calendar year to remain on file at the discretion of the executive board. All copies should be electronically submitted to the current National Secretary. A reply email for confirmation must be submitted by the NSVECCS Secretary to the sender. If a sender does not receive a reply correspondence within fourteen (14) business days, they should contact the current National Chairperson. This document must be emailed by the designated date.

- 7.4.1. Constitutions should be submitted with the results of the chapter elections as described in Section 7.2.1.

7.5. **Section V: Updated Member Lists**

Each chapter must provide an updated list of their members at least twice per calendar year (Fall/Spring). The roster should be sent to the National Secretary in the Fall and Spring semester (October for the Fall and March for the Spring). A reply email for confirmation must be submitted by the NSVECCS Secretary to the sender. If a sender NSVECCS Constitution & Bylaws 9 does not receive a reply correspondence within fourteen (14) business days, they should contact the current National Chairperson. Deadlines will coincide with Biannual Newsletter submissions.

- 7.5.1. Updated member lists should be submitted with the Biannual Newsletter as described in Section 7.3.1 for both fall and spring semesters.

7.6. **Section V: Updated Advisor Information**

Each chapter must provide an updated contact information (full name and email) for their advisor at least once a year and any time there is a change or addition of an advisor. This should be sent to the National Secretary. A reply email for confirmation must be submitted by the NSVECCS Secretary to the sender. If a sender does not receive a reply correspondence within fourteen (14) business days, they should contact the current National President.

- 7.6.1. Advisor information should be submitted on October 31st alongside Biannual Newsletter submission (7.3.1), or at any time there is a change in Chapter Advisor

8. **Article VIII: Active Chapter Benefits**

- 8.1. Chapters that are considered "Active" will be able to apply for, and receive, the following:
 - 8.1.1. A stipend for traveling to IVECCS from VECCS. The amount is discretionary to the VECCS Board.
 - 8.1.2. Biannual education grants.

- 8.1.3. CPR Grant(s). The amount is discretionary to the NSVECCS Board.
- 8.1.4. Electronic JVECC subscription.
- 8.1.5. Monthly free webinars.

9. Article IX: Probationary Status

9.1. Section I: What is “Probation” and when does this occur?

Probationary status refers to a chapter that may have turned in all their requirements for the academic year, but failed to do so within the allotted time. For example, if Chapter X submits everything on November 1st, but the deadline was October 31st, they are on probation. This includes chapters that have turned in partial requirements and submit the remainder after the deadline. For example, Chapter Z submits everything except update contact information. Each chapter must be informed of their current status (active or probation) once our Excel sheet has been finalized and Natalie Baus has been informed and what it means (see next sections).

9.2. Section II: What does this mean for schools that fall under this category?

Probationary status means that the specific chapter may not apply for any grants that we offer for that academic year. If they do apply, their application will be removed and they will be NSVECCS Constitution & Bylaws 10 informed why that was. However, chapters will be eligible for the Cross-Over award, so their 4th year students don't miss an excellent opportunity for something that was not their fault.

9.3. Section III: How does a chapter become active again?

Chapters that are on probationary status will become active if they submit the requirements on time for the next academic year. They will remain on probation until that following year. For example, if they were on probation for 2020, they will remain so until requirements are due (and they submit them before the deadline) for 2021.

10. Article X: Amendments to the Constitution

10.1. Section I: Amendments to the NSVECCS Constitution and Bylaws can be made at any time by the Chairperson and National Boardmembers.

10.2. Section II: Voting and Ratification

Amended Constitutions and Bylaws must be voted for in favor by at least 2/3 of the current elected NSVECCS Board of Directors. A minimum thirty (30) day notice of the proposed changes and acceptance of comments for consideration prior to voting on the proposed amendments by the “Active” SVECCS chapters. Once the vote has been passed to amend either the Constitution or Bylaws, each

officer must e-sign at the end of this document in order to ratify the amended version. An updated version must be electronically mailed and posted to the NSVECCS Facebook page and VECCS Webpage NSVECCS attachment within seven (7) days of ratification.

NSVECCS 2022-2023 Board Members

President – Armen M Brus

Vice President/President-Elect – Cynthia Johnson

Secretary – Jordan Tarbutton

Education Director – Frank Fialkiewicz

Communications Director – Becca Ruiz

Webmaster – Nicole Lent

Revised 9/2014, 1/2018, 7/2020, 3/2021, 1/2023. Date of Ratification: 1/22/23.