

Constitution

Article I: Name

The name of this association shall be known as the North Carolina State University American Student Dental Association Predental Chapter, here after referred to as "NC State ASDA" or "the association."

Article II: Mission and Objectives

Section 1: Mission Statement of the American Student Dental Association

The American Student Dental Association is a national student-run organization which protects and advances the rights, interests and welfare of students pursuing careers in dentistry. It represents students with a unified voice and provides information, education, advocacy and services. The association introduces lifelong involvement in an organized dentistry, and promotes change for the betterment of the profession.

Section 2: Objectives

The objectives of the NC State ASDA shall be:

1. To provide programs to educate members on topics important to their career development.
2. To provide a means by which students may participate in and communicate with the American Student Dental Association (ASDA).

Article III: Membership

Membership is open to all predental students enrolled in North Carolina State University, without regard to race, religion, color, gender, national origin, creed or political belief.

Article IV: Dues

1. National dues shall be set by the national ASDA organization.
2. Local dues are to set by the NCSU-ASDA (Executive Council).
3. The dues of this Association shall be payable by December 1 of each year.
4. Any member whose dues are in arrears shall forfeit membership in this Association.

Article V: Organization

The governing body of NCSU-ASDA Predental Chapter is the Executive Council. The Executive Council shall be comprised of the following positions: President, Vice President, Secretary and Treasurer. The Executive Council has the authority to appoint members to other designated offices to fulfill the work of the chapter as needed.

Bylaws

Article I: Duties and Powers of the Executive Council

- A. President
 - 1. To serve as chairperson of the Executive Council, preside at chapter meetings and oversee all activities of the Association.
 - 2. To appoint a member of the Association to complete the term of any vacant office with the approval of a majority of the Executive Council.
 - 3. To carry out the affairs of the Association in accordance with these Bylaws.
 - 4. To represent the Association, and to attend the national ASDA Annual Session and regional meetings in this capacity, if funds are available.
- B. Vice President (first alternate delegate)
 - 1. To assist the President-Elect and preside at chapter meetings in the absence or incapacity of the President-Elect.
 - 2. To represent the Association, and to attend the national ASDA Annual Session and regional meetings in this capacity, if funds are available.
- C. Secretary
 - 1. To take minutes at Association meetings and maintain records of all pertinent Association business.
 - 2. To preside at chapter meetings in the absence of the other Executive Council members.
 - 3. To submit the names of those persons comprising the Executive Council after elections are held.
 - 4. To represent the Association, and to attend the national ASDA Annual Session and regional meetings in this capacity, if funds are available.
- D. Treasurer
 - To act as the official custodian of the funds and accounts of the Association, and to dispense Association funds as directed by the Executive Council.

Article II: Term of Office

The Executive Council shall be elected by the membership and shall serve for one year.

Article III: Elections

- 1. Elections for vacant offices will be held in April. Elected positions include: President, Vice President, Secretary and Treasurer.
- 2. Candidates for office must announce their intent to run one week prior to the election.
- 3. Candidates for all offices must be students in good standing and current members of ASDA.
- 4. Leaders may hold no more than one elected chapter position during the term of office.
- 5. Elections are held by secret ballot. The candidate achieving the most votes for each position shall be declared the winner.
- 6. Eligible voters are all ASDA preidental members who are present during the specified time for chapter elections.

Article IV: Unexpired Terms

1. In the event of a vacancy, Vice President, Secretary and Treasurer, in that order, will succeed the President for the remainder of the unexpired term. The resulting Executive Council vacancy shall be appointed by the new President, with majority approval by the Executive Council.
2. All other office and committee vacancies will be filled by appointment by the President with majority approval of the Executive Council.
3. All replacement appointments will end at the conclusion of the unexpired term.

Article V: Removal from Office

1. An officer can be removed from office for:
 - A. infringement of any of these bylaws
 - B. commitment of an act discreditable to the profession of dentistry
 - C. failing to fulfill the duties and responsibilities of the position specified in the NCSU-ASDA Preidental Chapter Constitution and Bylaws or in the official position description
2. Any of the following conditions must be met to remove a delegate from office:
 - A. three instances of unexcused absences from official business meetings of the Association
 - B. three instances of failing to submit necessary materials to the ASDA national central office
 - C. misappropriating chapter funds
 - D. neglecting duties outlined in these Constitution and Bylaws or as stated in the official position description
3. If any of the above conditions exist, the removal procedure is as follows:
 - A. notification and counseling: the person will be given the opportunity to resign or meet specific requirements to fulfill his or her duties as determined by the Executive Council
 - B. a probationary period of 30 days to correct the problems and complete unfulfilled duties, after which time the officer will receive written notification of removal from office
 - C. a two-thirds majority vote of the Executive Council is required for removal from office.

Article VI: Amendments

The Constitution and Bylaws may be amended at any meeting of the Association at which a quorum is present by a two-thirds majority of the votes cast, when the proposed amendment is submitted in writing to an Executive Council officer five days prior to the Association meeting. Once the proposed amendment is introduced there should be a one month lay over period before any voting occurs. A quorum shall consist of no less than 10 percent of the membership at large.

Article VII: Meetings

Section 1: Local Meetings

The Association must conduct an official business meeting at least once per month, which shall be open to all members. Special meetings of the Association may be called by the President or by petition to the President by no less than five members. The Secretary shall be responsible for distributing meeting agendas, if applicable, as well as notifying members of unscheduled meetings. The current edition of the *Sturgis Standard Code of Parliamentary Procedure* is the parliamentary authority at all official meetings of the Association.

Article VIII: Committees

The standing committees of NCSU-ASDA shall include: Activities Committee, Membership Committee, Newsletter Committee.