

Constitution

Article I - Name, Purpose, and Non-Discrimination Policy of the Organization.

Section 1: Name:

The name of this organization shall be the Arab Dental Society (ADS) at The Ohio State University College of Dentistry.

Section 2 - Purpose:

The Arab Dental Society (hereafter referred to as ADS) of the OSU College of Dentistry (OSUCoD) is a professional student organization that aims to serve as the collective voice of the Arab-American students at the OSUCoD and provide a community for those involved. ADS shall support and protect the interests of OSUCoD dental students of Arab descent through social, service-oriented, and networking events with the OSUCoD faculty and the broader Columbus community. These service-oriented events (via **Refugee Smiles**) aim to provide oral healthcare, education, and mentorship to refugees, immigrants and those most in need, both domestically and internationally, with a focus on an annual service trip to an area with limited access to healthcare services. Membership of the organization is open to any dental student enrolled in The Ohio State University College of Dentistry and supportive of our mission statement.

Section 3 - Non-Discrimination Policy:

Arab Dental Society and its members shall not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, or veteran status.

Article II - Membership

Section 1 - Qualifications and categories of membership.

Membership is open to any professional dental student or hygiene student enrolled in the Ohio State University College of Dentistry. Residents, faculty, alumni, and dentists from the local Columbus community are welcome to join the organization as honorary members. Honorary members are not eligible for election or appointment to any office of the organization.

Section 2: Membership dues.

Dues for membership shall be determined by the Executive Committee of the organization prior to the beginning of the academic year. Membership dues shall be utilized for the sole purpose of achieving ADS' mission and not for any personal or private purposes.

Section 3: Removal of Membership.

If a member conducts themselves in such a manner deemed detrimental to advancing the purpose of the organization or is in violation of the OSU Student Code of Conduct, they can be removed through a majority vote of the officers, with the consultation of the advisor.

Article III - Organization Leadership

Section 1: Executive Board

Arab Dental Society shall be governed by the Executive Board which will be comprised of the following voting members: President, Vice President, Secretary, Treasurer, Social Media Chair(s), Social Chair(s), Event Coordinator(s), D1 Liaison and Refugee Smiles Co-Chairs; each of whom shall be an enrolled dental student at The Ohio State University and elected by the previous executive board.

Section 2: Terms of Office

- A. The election of an active member to serve as an officer shall be for one year.
- B. Vacancies resulting in an unexpired term may be filled by appointment by the Executive Board until the next scheduled annual election takes place.

Section 3: Duties of Organization Leaders

The general descriptions and duties of each of the aforementioned board positions are as follows:

- A. **President** - It is the duty of the President to ensure that all necessary steps have been taken for the efficient and timely occurrence of all major ADS events, international service trips, board meetings, and elections for a smooth transition to new officers. The President shall also ensure that the constitution is being followed and maintain a good relationship with the supervising faculty, work to increase networking with Arab dentists in central Ohio.
- B. **Vice President** - This position is only open for incoming D2s and D3s. He/She/They shall work closely with the President and assist them with any tasks he/she/they may have. The Vice President shall also delegate tasks provided by the President, help coordinate local volunteer opportunities, and run general body and/or board meetings if the President is not present.
- C. **Treasurer** - It is the duty of the treasurer to manage all finances for the year, organize and submit budget requests to outside funding organizations, and retain accurate records and receipts of membership dues and ADS expenses, respectfully. The Treasurer shall present a financial status report at every Executive Board meeting and work closely with the Fundraising Chair in raising money for the annual service trip and banquet.
- D. **Secretary** - It is the duty of the secretary to record all meeting notes, manage the email list, create monthly email updates to be sent out to each member, and reserving rooms as necessary.
- E. **Social Media Chair(s)** - The Social Media Chair is responsible for all IT and marketing duties. This includes maintaining the ADS website, running the Facebook and Instagram public accounts, creating

flyers and promoting event and volunteer opportunities to the members.

F. **Social Chair(s)** - The Social Chair shall be playing a key role in organizing all big social events hosted by ADS. This includes but is not limited to: Arabic terminology workshop, Debka workshop, Dearborn trips, and other smaller scale social events. He/she/they shall work closely with the President and Vice-President in ensuring that all necessary steps have been taken for an event to be successful and will be responsible for delegating tasks as needed.

G. **Event Coordinator(s)**- The Event Coordinator(s) shall work closely with the Secretary, Social Chair(s) in planning and organizing the larger scale events ADS hosts each year- including but not limited to: Holiday Potluck Extravaganza in November, End of year banquet in April and the annual Ramadan Iftar. He/She/They will also work closely with the Vice President and President to organize and host these events. Coordinating co-sponsorships with other organizations will also be amongst the tasks of this position.

H. **Fundraising Chair** - The Fundraising Chair shall assist the Treasurer in facilitating and promoting all fundraising efforts. He/She/They shall think and implement new ideas of how ADS can raise money and collect donations for our big events and projects like our annual service trip and End-of-the-year Banquet.

I. **Refugee Smiles Co-Chairs** - The initiative "Refugee Smiles" shall be directed by the following three positions:

- **Refugee Smiles Clinic Coordinator:** This position is only open for incoming D3s and D4s. Clinic Coordinator shall be responsible for organizing initiatives to provide free oral healthcare to refugees and underserved populations in Central Ohio and around the world. The Clinic Coordinator is typically one of the main organizers of the annual service trip to Al-Zaatari Refugee Camp in Jordan and will be expected to be in charge of such responsibilities.
- **Refugee Smiles Education Chair:** The Education Chair shall be responsible for organizing outreach events and volunteer opportunities where our members can educate underserved children about the importance of oral health to one's overall health. He/She/They shall be in charge of coordinating school visits with our medical school partner - SHINE (Somali Health Initiative and Nutritional Education).
- **Refugee Smiles Mentorship Chair:** The Mentorship Chair shall be responsible for organizing outreach events and volunteer opportunities where our members can mentor underserved children in Central Ohio interested in seeking a career in dentistry. He/She/They shall be in charge of exposing young refugees and underserved immigrants to the field of dentistry in hopes of increasing diversity in the healthcare workforce. The Mentorship Chair typically works with the Community Refugee And Immigration Services (CRIS) in Columbus and SHINE and is expected to maintain such partnerships.

Article IV- Election / Selection of Organization Leadership

Elections for officers shall be held during the last meeting of the Spring semester. Only enrolled dental students and active members in good standing shall be eligible for election as an officer. Candidates shall need a majority vote of the executive board members to win the officer position. These offices will become effective at the first meeting of the Summer semester.

ARTICLE V – Removing Officers

Elected officers are expected to fulfill their respective officer duties and conduct themselves in a way that reflects well on the organization. In the event that an officer does not meet these expectations or is in violation of the OSU Student Code of Conduct, they can be removed through a two-thirds majority vote of the Executive Board, with the consultation of the advisor.

Article VI – Advisor Qualifications

Any Ohio State College of Dentistry faculty member who abides by the organization's constitution and works to actively support the organization's vision is welcome to participate as an advisor or co-advisor pending consensus from the Executive Board of the organization. Duties for this position include acting as one of the organization's liaisons with the OSU College of Dentistry administration, facilitating any internal issues, and being an overall support to the organization.

Article VII – Meetings of the Organization

General body and executive board meetings will occur at the discretion of the Executive Board.

Article VIII – Method of Amending Constitution

This constitution may be amended at any time with a majority vote of approval by the Executive Board members of this organization. The proposed amendment may be presented in writing by any active executive board member of the organization.

Article IX – Method of Dissolution of Organization

The organization may be dissolved following a consensus-based decision from the Executive Board. Should assets exist following dissolution, all profits must be donated to a health related non-profit organization determined by the Executive Board of the organization. Should debt exist following dissolution, all Executive Board members will be equally responsible and liable for settling such a debt.

Last revised and amended on 09/12/2021.