The Ohio State University College of Dentistry

Special Care Dentistry Association

Article I. **NAME**

Section I. The official name of the organization shall be the “Special Care Dentistry Association.”

Article II. **MISSION STATEMENT**

Section I.​To have an organization that is closely affiliated with both The Ohio State University and the Special Care Dentistry Association

Article III. **PURPOSE**

Section I.​The purpose of the organization shall be:

1. To function as a student organization

2. To promote the advancement of special care health in the field of dentistry

3. To encourage participation

4. To foster loyalty to the organization

5. To provide learning through community service and volunteerism

6. To work and ultimately function as the student arm of the international organization of SCDA

Article IV. **ORGANIZATION**

Section I.​Mission

To provide community awareness to future dental professionals and engage students in dialogue about current dental special care issues.

Section II.​ Rules

1. The student organization is a representation of the Ohio State College of Dentistry and should hereby adhere to the College of Dentistry Codes of Conduct and Ethics.

2. The student organization shall follow any specific state, local governmental or university rules and regulations relative to non-profit chapters.

Article V. **MEMBERSHIP AND DUTIES**

Section I.​ Membership in this organization shall be open to all Ohio State University College of Dentistry and Hygiene students who express interest in providing a supportive community to promote the education and advancement of special care dentistry. Membership fees will be determined by the student chapter, and active membership status is determined by the executive committee. Members can join by attending at least one meeting and submitting their information (name, email, graduation date) via the sign-in sheet at the meeting. Active membership is achieved by attendance to one meeting yearly. The executive team monitors the attendance.

 Section II. Membership Removal Process

Should the need to remove a member arise based on disorderly conduct, failure to meet minimum requirements to be a member such as following our anti-hazing and nondiscriminatory statements, failing to pay dues, or abuse towards any member of the club or the club as a whole they will be warned and then their membership will be revoked if they still fail to follow the clubs requirements.

Article VI. **OFFICERS**

Section I.​ Officers will consist of President, Vice-President, Treasurer, Secretary, Dental Hygiene Liason,

and D1 Liason.

Section II.​ Duties and powers

1. The duties of the President include, but are not limited to, presiding at meetings, overseeing and managing the Student or Professional Chapter, maintaining contact with the University, the national office of SCDA and to serve as the immediate “voice” of the Chapter.

2. The duties of Vice-President include, but are not limited to, performing duties of the President in his/her absence. Additionally, they are in charge of setting up monthly meetings (venue, time, etc.), leading membership, taking minutes of all meetings, and photography at club events. This person will be in charge of managing the club social media accounts with the help of the Dental Hygiene Liason, and the D1 Liason.

3. The duties of the Treasurer include, but are not limited to, attending workshops, submitting budget requests, keeping an accurate record of all transactions, leading fundraising, and collecting association dues.

4. The duties of the Secretary include, but are not limited to, keeping an official record of all proceedings, record minutes of all meetings and notify members of meeting dates.

5. The duties of the Public Service Chair include, but are not limited to, assisting president and vice president in interacting with outside organizations, creating/heading opportunities to volunteer with the special care community.

7. The duties of the Dental Hygiene Liason is to create communication with other hygiene students to get more involvement, they are in charge of assisting with social media and attending all meetings.

8. The duties D1Liason are to create communication with other D1 students to get more involvement, they are in charge of assisting with social media and attending all meetings.

Section III.​Election of Officers

1. Elected Position terms shall be for the duration of the elected officials time as a student at The Ohio State University College of Dentistry or if the elected official resigns.

2. Elections of open officer positions will be held annually to allow time to prepare the annual budget and revise the by-laws if needed.

3. The candidate shall be nominated from nominations taken from the floor.

4. Voting shall be done by the current board members through open discussion and voting.

5. A simple majority of all votes cast shall be necessary for election.

 a. If there is a tie, the decision for who gets the position is up to the president.

6. Following each election or change of office/advisor, the University shall be notified.

Article VII. **IMPEACHMENT OF OFFICERS**

Section I.​ If a member engages in behavior that is detrimental to advancing the purpose of this organization, violates the organization’s constitution or by-laws, or violates the Code of Student Conduct, university policy, or federal, state or local law, the member may be removed through a majority vote of the officers in consultation with the organization’s advisor.

Section II. Any elected officer of the chapter may be removed from their position for cause. Cause for removal

includes, but is not limited to: violation of the constitution or by-laws, failure to perform duties, or any behavior that is detrimental to advancing the purpose of this organization, including violations of the Student Code of Conduct, university policy, or federal, state, or local laws. The Executive Committee may act for removal upon a two-thirds affirmative vote of the executive board in consultation with the organization’s advisor.

Section III. In the event that the reason for member removal is protected by the Family Educational Rights and

Privacy Act (FERPA) or cannot otherwise be shared with members (e.g., while an investigation is pending)

Article VIII. **MEETINGS**

Section I.​The officers should officially meet a minimum of 4 times per year, not including special events.

Article IX. **QUORUM**

Section I.​ A quorum to transact business will be a minimum of 10 percent of the Chapter membership.

Article X. **AMENDMENTS**

Section I.​Proposed amendments to these bylaws shall be submitted in writing and read at the next meeting and shall be acted upon at the following meeting.

Section II.​ These By-laws may be amended by a majority of two-thirds of those members present at the meeting.

Article XI. **RATICFICATION**

Section I.​ A two-thirds majority of those present at the first meeting of the newly formed organization will be necessary to ratify these By-laws.

Article XII. **ANTI HAZING STATEMENT**

Section I.​ This student organization considers hazing to be a most destructive and degrading activity which is inconsistent with the standards of this student organization. The Special Care Dentistry Association recognizes the dignity of every individual and opposes all forms of hazing.

Article XIII. **NONDISCRIMINATION STATEMENT AND SEXUAL MISCONDUCT**

Section I.​The student organization admits students without regard to their of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status or any other basis under the law, in its activities, programs, admission and employment. This is in accordance with the OSU student organization registration and funding guidelines.

Section II. As a student organization at The Ohio State University, Special Care Dentistry Association expects its members to conduct themselves in a manner that maintains an environment free from sexual misconduct. All members are responsible for adhering to University Policy 1.15, which can be found at <http://hr.osu.edu/public/documents/policy/policy115.pdf>

 If you or someone you know has been sexyally harassed or assaulted, you may find the appropriate resources at [http://titleIX.osu.edu](http://titleix.osu.edu) or by contacting the Ohio State Title IX Coordinator at titleIX@osu.edu