**CONSTITUTION OF BETTER SMILE FOUNDATION**

**Article I: Name, Purpose, and Non-Discriminatory Policy**

Section 1 - Name: Better Smile Foundation

Section 2 - Purpose: The purpose of the Better Smile Foundation is to advocate for and educate underprivileged youth about dental hygiene. We aim to inspire a lifelong commitment to oral health and provide resources and opportunities for learning and practicing good dental care.

Section 3 - Non-Discrimination Policy: Brighter Smiles Foundation prohibits discrimination against any individual based on age, ancestry, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, genetic information, HIV/AIDS status, protected veteran status, or any other bases under the law, in its activities, programs, admission, and employment.

**Article II: Membership: Qualifications and Categories**

Section 1 – Membership: Membership is open to individuals who are committed to the cause of dental hygiene education for underprivileged youth. Volunteers, health professionals, educators, and others passionate about dental care are welcome.

Section 2 – Membership Process: To become a member, students must join the club GroupMe. The link can be accessed by scanning the QR code on our flyers or by contacting any member of the executive board.

Section 3 – Membership Timeline: Membership is open year-round. Students may join at any point during the academic year, including the summer.

Section 4 – Qualifications and Categories of Membership: Members must demonstrate a commitment to the Foundation's goals. Regular participation in activities and events is encouraged. The Foundation may also include honorary members recognized for their significant contributions to dental hygiene and public health.

Section 5 – Student Status: As required by the Guidelines for Student Organizations, 90% of the membership of a student organization must include current Ohio State University students. Active members and Executive Committee are able to make decisions regarding the membership of community and other non-student members of an organization. Community or other non-student members may be temporarily suspended with a majority vote of the Executive Committee.

**Article III: Partnerships and Affiliations**

Section 1 - Affiliations: The Foundation may partner with dental health organizations, educational institutions, and other non-profits to advance its mission.

**Article IV: Leadership**

Section 1 – Executive Positions: Leadership positions include President, Vice President, Treasurer, Secretary, and Volunteer Coordinator.

Section 2.a – President Roles and Responsibilities: The president serves as the primary leader and representative of the group. Their responsibilities include overseeing meetings, coordinating with other executive members, setting goals for the organization, and ensuring that events and initiatives run smoothly.

Section 2.b – Vice President Roles and Responsibilities: The vice president supports the president and helps ensure the group operates efficiently. They take the lead on internal affairs, assist in planning events, and step in to lead meetings or initiatives when the president is unavailable

Section 2.c – Treasurer Roles and Responsibilities: The treasurer is responsible for managing the group's finances. This includes maintaining accurate records of all income and expenses, preparing budgets, and ensuring that funds are used responsibly and in line with university and club policies.

Section 2.d – Secretary Roles and Responsibilities: The secretary is responsible for keeping accurate records and maintaining effective communication. They help keep members informed of upcoming meetings, events, and deadlines, and assist with scheduling and logistics.

Section 2.e – Volunteer Coordinator Roles and Responsibilities: The volunteer coordinator's role is to set up volunteer events and track volunteer hours. They are responsible for organizing service opportunities that align with the organization’s mission and ensuring all logistics are in place for successful participation.

**Article V: Officer Selection**

Section 1 – Selection: Officers are elected annually by the membership near the end of the spring semester. Vote of each position is to be conducted in person following a 2-minute speech by each candidate through an anonymous survey. The existing executive committee has to right to change election procedures with a majority vote.

Section 2 – Eligibility: Must be a current Ohio State University undergraduate student and a current member of the organization.

Section 3 – Resignations/Impeachments: Following a resignation or impeachment, the executive committee has the right to elect a new officer for the term via a majority vote.

**Article VI:** **Procedures for Removal of Members and Executive Officers**

*Section 1- Removal of Members:* A member may be removed from the organization if they engage in behavior that harms the organization’s mission or activities, violate the organization’s constitution or by-laws, or breach any applicable policies, including the Code of Student Conduct, university rules, or local, state, or federal laws. Removal may be initiated by a majority vote of the officers, in consultation with the organization’s advisor. The process will include a clear and fair review of the allegations, and the member will be given an opportunity to respond before any action is taken.

*Section 2- Removal of Executive Officers*: An officer may be removed for failing to perform duties, engaging in conduct harmful to the Foundation, violate the organization’s constitution or by-laws, or breach any applicable policies, including the Code of Student Conduct, university rules, or local, state, or federal laws. Removal may be initiated by a majority vote of the officers, in consultation with the organization’s advisor. The process will include a clear and fair review of the allegations, and the member will be given an opportunity to respond before any action is taken.

*Section 3- Removal Process Confidentiality:* If the reason for removal is related to matters protected by the Family Educational Rights and Privacy Act (FERPA), or if the issue involves an ongoing investigation that cannot be disclosed, the organization will ensure confidentiality in the removal process. In such cases, the specifics of the situation may not be shared publicly, but the individual affected will be informed of the general nature of the proceedings.

**Article VII: Executive Committee**

Section 1 – Duty: The executive committee is responsible for strategic planning, oversight of programs, and operational management.

**Article VIII: Committees**

Section 1 – Formation: Committees are formed as needed for specific functions or projects, with members appointed by the President or the executive committee.

**Article IX: Advisor(s)**

Section 1 – Eligibility and Role: Advisors should have expertise in dental health, education, or non-profit management. They provide guidance and support to the Foundation.

**Article X: Meetings**

Section 1 – Expectations: Regular meetings are held to organize, plan, and evaluate the Foundation's activities and impact.

**Article XI: Amendments to the Constitution**

Section 1 – Proposals and Voting: Any proposed amendments should be presented to the organization in writing and should not be acted upon when initially introduced. Upon initial introduction, the proposed amendments should be read in the general meeting, then read again at a specified number of subsequent general meetings and the general meeting in which the votes will be taken, and should either require a two-third or three-quarter majority of voting members, present or not. The constitution should not be amended easily or frequently

**Article XII: Dissolution of the Foundation**

Section 1 – Process: In the event of dissolution, remaining assets are to be used to pay debts, with any remaining funds donated to a related charitable cause.

Constitution Revision Date: 2/14/2025]