

PREAMBLE TO THE CONSTITUTION OF THE HISPANIC STUDENT DENTAL ASSOCIATION (HSDA)

The **Hispanic Dental Association (HDA)** was founded in **1990** by a group of Hispanic oral health professionals who recognized the need for an organization to address the specific oral health challenges faced by the Hispanic community. The HDA was created to advocate for the oral health of Hispanic populations, to promote Hispanic representation within the dental profession, and to support Hispanic dental professionals.

The organization was established in **Washington, D.C.**, with a vision to improve the recruitment, retention, and success of Hispanic students in dental programs, and to increase the number of Hispanic dentists in the workforce. It also focuses on promoting public awareness about oral health disparities affecting Hispanics and encouraging service to underserved communities.

Since its founding, the HDA has grown into a national organization with chapters across the United States, working closely with local communities, dental schools, and healthcare providers to advance its mission.

The Hispanic Student Dental Association (HSDA) was founded to address the underrepresentation of Hispanics in the dental profession and to promote oral health care in Hispanic communities. Through this organization, we seek to empower Hispanic dental students, foster their development, and create a national network that connects Hispanic dental professionals and students.

HSDA strives to support Hispanic dental students through mentorship, professional development, and community service, aiming to improve the oral health of underserved Hispanic populations.

ARTICLE I: NAME

The name of this association shall be the **Hispanic Student Dental Association**, hereafter referred to as "HSDA."

This organization is a university chapter of the national organization, The Hispanic Dental Association.

ARTICLE II: PURPOSE

The Hispanic Student Dental Association exists to empower and support Hispanic/Latino students and allies pursuing careers in dentistry by providing resources, mentorship, and a sense of community. We aim to address the unique challenges seen in the dental profession of underrepresentation in individuals with hispanic/latino background as well as share cultural experiences with all individuals. Through outreach

initiatives, professional development, and collaboration with other campus organizations, we strive to elevate the presence and contributions of Hispanic individuals and culture in dental care. Our purpose is to foster an inclusive environment that values diversity and promotes academic and professional excellence. By creating a supportive network and advocating for underrepresented students and allies in dentistry, the HSDA contributes to the university's broader goals of advancing education, research, and community engagement, particularly within the Hispanic community.

ARTICLE III: UNIVERSITY REGULATIONS

Section A: Harassment and Discrimination, and Sexual Misconduct

The Hispanic Student Dental Association agrees that it will not engage in sexual misconduct nor any harassment or discrimination 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, protected veteran status or any other basis in accordance with these guidelines.

Section B. Hazing

The Hispanic Student Dental Association agrees to maintain a zero-tolerance policy for hazing, in compliance with Ohio State University and Collin's Law. All members must conduct themselves in a manner that supports an environment free from hazing. Hazing includes any activity, regardless of consent, that causes or creates a substantial risk of physical, mental, or emotional harm or humiliation to any individual as part of membership or affiliation with the student organization. If found responsible for hazing, members and/or the organization may face disciplinary actions.

Section C. Bylaws

The Hispanic Student Dental Association retains the right to maintain separate bylaws to outline the day-to-day operations of the organization and to clarify policies and procedures otherwise not included in these constitutional articles. Bylaws and/or other guiding documents may not take precedence over the requirements set forth by local, state, and federal laws, The Ohio State University's regulations, policies, and procedures, and the Council on Student Affairs Student Organization Registration Guidelines. Organizations may make amendments and changes to the bylaws without consulting the Ohio Union & Student Activities Department, and changes to bylaws do not require approval. All elements of organizational bylaws shall be consistent with the organization's currently approved constitution on file and CSA constitution requirements

ARTICLE IV. MEMBERSHIP

Section A. Membership Eligibility

Membership is open to all students enrolled in the College of Dentistry. This includes dental and dental hygiene students.

Student organizations must follow the University's non-discrimination policy statement. It is as follows:

Per CSA Guidelines, so long as students are afforded an equal opportunity to attain membership, student organizations may impose neutral and generally applicable membership eligibility criteria such as the payment of dues, regular attendance, or achievement measures (e.g., interviews, applications, essays, or minimum grade requirements). Additional stipulations regarding maintaining membership (e.g. attendance requirements, etc.) may be addressed in a separate document (your bylaws). Rules Regarding Eligibility: The criteria must not violate any protected classes from Article III. 1 No student shall be excluded from full membership on the basis of sex, unless the student organization is exempt under Title IX of the Education Amendments of 1972. Only social fraternities and sororities recognized by the Office of Sorority and Fraternity Life may limit membership based on sex. Sports Clubs registered with the Department of Recreational Sports may limit membership based on sex if the primary purpose of the organization is to engage in sports in which the major purpose or activity involves bodily contact. No other organizations may limit membership based on sex. 90% of the voting membership must be currently enrolled Columbus campus Ohio State students. Faculty, staff, alumni, and the partners of students, faculty, staff, and alumni of Ohio State may participate in the activities and programs of student organizations as associate members but may not comprise more than 10% of the total membership.

Section B. Member Selection

Students may become members by:

1. Completing a membership form
2. Joining a GroupMe
3. Paying dues if required

Membership approval is granted by the Executive Board. Membership is voluntary, and members may leave at any time without retaliation.

Rules Regarding Membership:

Membership is open year-round, with primary recruitment occurring at the beginning of fall semesters, as this is when membership resets.

Section C. Membership Timeline

Membership year starts at the beginning of fall semester. Membership is open year round on rolling basis.

Section D. Member Removal

Members may be removed for:

- Violation of University policies
- Violation of this constitution or bylaws
- Failure to uphold organizational values
- Conduct detrimental to the organization

Removal Process:

- Review by Executive Board
 - Consultation with Advisor
- Two-thirds (2/3) vote of Executive Board required

Members may be temporarily suspended pending investigation.

Article V. Advisor

Section A. Advisor Duties and Responsibilities

The advisor shall:

- Provide guidance and mentorship
- Serve as a liaison between HSDA and the University
- Support leadership development
- Ensure compliance with University policies
- Approve registration and funding requests

The advisor shall not vote or hold office.

Primary Advisors must be able to satisfy the following requirements:

- Complete advisor training every two years
- Complete the anti-hazing training module available on BuckeyeLearn or through stophazing.osu.edu
- Submit online approval of the organization's registration every year
- Submit online approval of the organization's goals every year Submit online approval of any Council on
- Student Affairs (CSA) Operating or Programming funds requests initiated by the organization's treasurer
- Follow applicable laws, regulations, university rules, policies and guidelines
- Complete relevant reporting obligations

Section B. Advisor Term

The advisor shall serve a two-year term.

Section C. Advisor Selection

The advisor must be a full-time faculty or professional staff member at The Ohio State University.

Selection Process:

- Candidates identified by Executive Board
- Approval by majority vote of Executive Board

Section D. Advisor Replacement

Advisor may be removed for:

- Failure to fulfill responsibilities

- Policy violations
- Conduct detrimental to organization

Removal requires:

- Executive Board review
- Two-thirds (2/3) vote

ARTICLE VI. ORGANIZATION LEADERSHIP

Section A. Officer Positions

Required leadership positions:

Primary Leader (President)

- Oversee and lead the organization's overall direction
- Represent HSDA at school and external events
- Organize and run executive board and general meetings
- Ensure goals and initiatives align with HSDA's mission
- Act as the main point of contact with the faculty advisor and national HSDA

2. Vice President (Secondary Leader)

- Support the President and step in when needed
- Help coordinate events, initiatives, and projects
- Assist with recruitment and member engagement
- Oversee committees and ensure tasks are being completed
- Maintain communication with other student organizations and external partners

3. Treasurer

- Manage the organization's budget and financial records
- Handle funding requests, reimbursements, and transactions
- Work with the university to secure funding and sponsorships
- Assist in fundraising initiatives
- Ensure financial transparency and report on expenses

4. Secretary

- Take meeting minutes and documentation
- Maintain and organize important documents
- Help with correspondence, emails, and record-keeping
- Assist in scheduling meetings and events
- Ensure members stay informed about upcoming activities
- Compile a weekly newsletter of current hispanic/latino events

5. Community Service Committee Chair

- Plan and coordinate community outreach events
- Organize volunteer opportunities for members
- Partner with local dental clinics, schools, and nonprofits
- Ensure HSDA is making a positive impact in underserved communities
- Keep track of service hours and member participation

6. Membership Committee Chair

- Lead recruitment efforts and increase student involvement
- Organize social events to engage current and potential members
- Manage membership lists and ensure dues are collected if applicable
- Ensure the HSDA chapter follows membership guidelines and all information from members is collected
- Promote HSDA through social media, flyers, and word-of-mouth

7. Faculty Advisor

- Provide guidance and support to the executive board
- Act as a liaison between HSDA and the school administration
- Offer insights on professional and academic opportunities
- Assist in securing guest speakers and educational events
- Help ensure the organization's sustainability and long-term success

Section B. Officer Eligibility

Officers must:

- Be active members
- Be in good academic standing
- Be an enrolled dental or dental hygiene student

Section C. Officer Selection Process

Candidate Identification: Applications or nominations

Decision Makers: Executive Board

Procedure: Application review and interview

Approval: Majority vote of Executive Board

Elections occur annually during spring semester.

Section D. Officer Removal

An officer may be removed from their position for cause, including but not limited to:

- Failure to fulfill the duties and responsibilities of their office
- Violation of this constitution or organizational bylaws
- Violation of The Ohio State University policies, including the Code of Student Conduct
- Conduct detrimental to the mission, integrity, or functioning of the organization
- Abuse or misuse of organizational authority, funds, or resources
- Ineligibility due to academic standing or enrollment status

The decision to remove an officer shall be made by the Executive Board, in consultation with the organization's advisor. The officer under review shall not participate in the removal deliberation or vote.

The removal process shall include the following steps:

1. A written concern or motion for removal must be submitted to the President or, if the President is under review, to the Vice President or Advisor.
2. The Executive Board shall review the concern and provide the officer in question with notice and an opportunity to respond.
3. After review and discussion, a vote shall be conducted by the Executive Board.
4. Removal of an officer shall require a two-thirds (2/3) majority vote of the Executive Board.
5. The advisor shall be informed of the final decision.

ARTICLE VII. ORGANIZATION DISSOLUTION

Section A. Dissolution Requirements

The decision to dissolve must be met by everyone on the executive board. Upon the official dissolution of the organization, Student Activities staff must be contacted to remove organization information from the website.

Section B Dissolution Procedures, including Assets and Debts

Rules Regarding Dissolution:

Upon dissolution, all organizational assets — including funds, equipment, materials, and supplies — shall first be used to satisfy all outstanding debts and financial obligations. The treasurer and President will be responsible for taking the actions to manage assets and/or debts upon dissolution.

After all debts have been paid in full, any remaining assets shall be transferred by majority vote of the Executive Board, in consultation with the Advisor, to:

- The national Hispanic Dental Association (HDA), or
- Another registered student organization at The Ohio State University with a similar mission, or
- A nonprofit organization whose mission aligns with improving oral health, advancing diversity in dentistry, or serving underserved communities.

Under no circumstances may an organization leave debts to The Ohio State University or its entities.

ARTICLE VIII: CONSTITUTIONAL AMENDMENTS

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 require a two-thirds of the entire voting membership of the organization, present or not. The constitution should not be amended easily or frequently.

Rules Regarding Constitutional Amendments:

- Should the organization transition leadership or wish to amend the constitution in between registration cycles, the articles set forth in this document will remain in place until a new constitution is provided to the Ohio Union and Student Activities Department and is approved.
- Submission for approval of an amended constitution should occur within 30 days of the amendments.