

**The Ohio State University College of Dentistry
American Student Dental Association (ASDA at The Ohio State University)
Constitution**

3/05/2026

Article I. Name of Organization

The name of this association shall be known as The American Student Dental Association at The Ohio State University, hereafter referred to as “ASDA at The Ohio State University” or “the Association”.

Article II. Organization Purpose

Mission Statement of the American Student Dental Association:

"The American Student Dental Association is a national student-run organization that protects and advances the rights, interests, and welfare of students pursuing careers in dentistry. It introduces students to lifelong involvement in organized dentistry and provides services, information, education, representation and advocacy." The objectives of the “ASDA at The Ohio State University” shall be:

1. To provide programs to educate members on topics important to their career development and political understanding, as well as to supplement regular curriculum.
2. To provide a means by which students may participate and communicate with the American Student Dental Association (ASDA), American Dental Association (ADA), Ohio Dental Association (ODA), and Columbus Dental Society (CDS).
3. To act in concert with The Ohio State University Student Government via appointment of a minimum of 5 ASDA Executive Officers to serve as a member of that body.

Article III. University Regulations

Section A. Harassment and Discrimination, including Sexual Misconduct

ASDA at The Ohio State University 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

ASDA at The Ohio State University 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

ASDA at The Ohio State University 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 in ASDA is open to all predoctoral and postdoctoral dental students enrolled in The Ohio State University, without regard to race, religion, color, gender, disability, handicap, national origin, sexual orientation, creed or political belief. Membership is also available to predoctoral students, dental school faculty members, and other persons at dental health facilities who have an interest in the Association's goals. ASDA at The Ohio State University provides equal opportunity and access to membership programs, facilities, and benefits to all persons. However, ASDA's voting membership is limited to currently enrolled Ohio State students. Others nonstudent members, such as faculty, alumni, professionals, etc., may become members, but only as non-voting associate or honorary members.

Section B. Member Selection

To become a member, the executive team releases a form in mid-summer for potential members to complete. An individual is considered a member when they (1) complete the form provided and (2) pay the established dues amount set by both the ASDA at The Ohio State University chapter and national ASDA organization. While the registration window begins in mid-summer, potential members can join at any time of year provided that they complete the form and pay dues.

Section C. Membership Timeline

A non-member can become a member following the release of a sign-up form in the middle of the summer for potential members to complete. While registration begins in the mid-summer, potential members can join at any time of year provided that they complete the form and pay dues.

Section D. Member Removal

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 Executive Board in consultation with the organization's advisor.

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 Board may act for removal upon a simple majority affirmative vote of the executive board in consultation with the organization's advisor.

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), the executive board, in consultation with the organization's advisor, may vote to temporarily suspend a member or executive officer.

Article V. Advisor

Section A. Advisor Duties and Responsibilities

The advisor for ASDA at The Ohio State University's duties and responsibilities are as follows:

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

Section B. Advisor Term

The term for the advisor for ASDA at The Ohio State University will be one year with the opportunity to be reappointed.

Section C. Advisor Selection

The advisor for ASDA at The Ohio State University is typically a member of the student affairs office at The Ohio State University College of Dentistry. Candidates are identified by the current executive board and the current advisor. The current executive board is responsible for confirming the advisor via a majority vote. The Primary advisor must be a member of the faculty or administrative and professional staff selected by the student organization.

Section D. Advisor Replacement

Cause for removal of the advisor for ASDA at The Ohio State University would include 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 university policy, or federal, state, or local laws. The executive board may act for removal upon a simple majority affirmative vote by the executive board to remove the advisor.

Article VI. Organization Leadership

Section A. Officer Positions

President

1. Preside at chapter meetings and oversee all activities of the Association.
2. Manage appointments to and from committees throughout the duration of the term.
3. 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.
4. To carry out the affairs of the Association in accordance with these Bylaws.
5. To represent the Association as ASDA first delegate, and to attend the national ASDA Annual Session and regional meetings in this capacity.
6. To represent ASDA at The Ohio State University at the Annual Session of the ODA (Ohio Dental Association).
7. To attend Student Leadership Meetings as a representative of ASDA at The Ohio State University
8. To oversee all executive, committee chairs, & committee responsibilities.

President-Elect

1. To assist the President in the performance of his or her duties.
2. To preside at chapter meetings in the absence or incapacity of the President.
3. To represent the Association as ASDA second delegate, and to attend the national ASDA Annual Session and regional meetings in this capacity.
4. To attend Student Leadership Meetings as a representative of ASDA at The Ohio State University in the absence or incapacity of the President.
5. To serve as LL Liaison, if the position becomes neglected by both the Legislative Liaison and Legislative Liaison-Elect.
6. To automatically succeed to the office of President at the conclusion of the term of office.
7. To oversee all designated committee chairs and committee responsibilities.

Vice President

1. To assist the President-Elect and preside at chapter meetings in the absence or incapacity of the President and President-Elect.
2. To represent the Association as ASDA first alternate delegate, and to attend the national ASDA Annual Session and regional meetings in the capacity in the absence of the President Elect
3. To oversee all designated committee chairs and committee responsibilities.

Secretary

1. To take minutes at the Association meetings and maintain records of all pertinent Association business.
2. To maintain the files and facilities of the ASDA at The Ohio State University any designated office space.
3. To preside at chapter meetings in the absence of the other Executive Board members.

4. To represent the Association as ASDA second alternate delegate and to attend the national ASDA Annual Session and regional meetings in this capacity in the absence of (as listed) President, President elect, Vice President.
5. To oversee all designated committee chairs and committee responsibilities.

Treasurer

1. To act as the official custodian of the funds and accounts of the Association, and to dispense Association funds as directed by the Executive Board.
2. To oversee all designated committee chairs and committee responsibilities.

Legislative Liaison

1. To act as the main point of contact between ODA, ADA and ADPAC lobbying officials
2. To oversee all designated committee chairs and committee responsibilities.
3. To educate members on the topics of organized dentistry and advocacy within the profession.

Section B. Officer Eligibility

A member and/or non-member are eligible to assume an officer position if they are/become a member of the organization and are elected by a majority vote by all ASDA at The Ohio State University current members.

Section C. Officer Selection Process

1. Elections for vacant offices will be held during Fall Semester. Elected positions include: President-Elect, Vice President, Secretary, Legislative Liaison-Elect, and Treasurer.
2. Candidates for office may be nominated by either a nominating committee or by the general membership at least two weeks prior to the election date. Self-nominations must be submitted in writing.
3. Candidates for all offices must be in good academic standing and current members of ASDA at The Ohio State University
4. Candidates for President-Elect must be able to serve a three-year term; and therefore, must be in their first year since elections take place in the spring.
5. Leaders may hold no more than one elected chapter position during the term of office.
6. Elections are held by secret ballot. The candidate for each position with the most votes shall be declared the winner.
7. Eligible voters are all ASDA at The Ohio State University members who are present during the specified time for chapter elections.
8. In the event of a tie or no voting members, the winner will be selected by the majority decision of the departing executive board.

Section D. Officer Removal

Cause for removal of an officer of ASDA at The Ohio State University would include 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 conduct code, university policy, or federal, state, or local laws. The executive board may act for removal upon a simple majority affirmative vote by the executive board to remove the officer.

Article VII. Organization Dissolution

Section A. Dissolution Requirements

If necessary, dissolution of the organization may be proposed by a member of the executive board. To invoke dissolution of the organization, a unanimous vote must be achieved by the executive board, and then a 90% majority vote by all members within the organization must be met.

Section B. Dissolution Procedures, including Assets and Debts

The advisor and current president of the organization are responsible for executing the dissolution procedures. Upon dissolution of the organization, all remaining assets must first be utilized to cover any outstanding debts. Any remaining assets will be disposed of by the advisor in coordination with the student affairs office at The Ohio State University College of Dentistry.

Article VIII. Constitutional Amendments

The constitution and bylaws may be amended at any meeting of the Association and by any member at which a quorum is present by a two-thirds majority of votes cast. When the proposed amendment is submitted in writing to an executive board officer five days prior to the Association meeting. A quorum shall consist of no less than 10 percent of the membership at large.