

Constitution of the Pre-Dental Society

Article 1: Name of Organization

This association shall be known as the Pre-Dental Society, otherwise referred to as the Society.

Article 2: Purpose

The purpose of the Society is to provide students interested in a career in dentistry the opportunity to participate in educational, community and social activities that will enhance their knowledge of the profession and assist them in becoming excellent dental-school applicants.

Article 3: Membership

- Section 1 Membership is open to all undergraduate, graduate and post-baccalaureate students at the University of Connecticut who are interested in a career in dental medicine. Membership is granted independent of gender, race, color, religion, national origin, age, sexual orientation, disability, veteran status, marital status, or political belief.
- Section 2 Membership is contingent upon a student's participation in a minimum of 50 percent of all society meetings and the participation in one other society event outside of society meetings (the Mentorship Program, Oral Health Presentation, DAT Study Session, or any other society-designated activity). Attendance records will be kept, and attendance conflicts will be excused at the discretion of the Executive Committee.
- Section 3 Membership applications are required by all Pre-Dental Society Membership Applicants.
- Section 4 Membership is contingent upon payment of dues each semester.
- Section 5 A member found in violation of the University Student Code of Conduct or acting in a non-professional manner may be dismissed from the organization following due process by a simple majority vote by active members as defined in Section 1-4 of Article 3.

Article 4: Officers and Advisors

This document was originally drafted by Emeritus Professor John Tanaka and Dean Edward A. Thibodeau, revised by Emeritus Professor James D. Stuart and effectively reviewed and edited by The Executive Committee lead by Alexandra Carroll

- Section 1 The officers also known as the Executive Committee of the Society include: President, Vice President, Secretary, Treasurer, and Committee Chairpersons. The President, Secretary, and Treasurer are all required to attend University organization functions such as SOLID (Organization Support and Training) meetings.
- Section 2 President (COO): The President shall preside at all meetings of the Society, represent the Society to the University and others, and shall convene the Executive Committee at least monthly when school is in session. The primary responsibilities of the President include coordinating and overseeing all Society activities, special projects and arranging for speakers. The President is also responsible for attending the Chief Operating Officer SOLID Workshop.
- Vice President: The Vice-President shall assume the duties of the President in his/her absence and assist the President in all Society activities. It is the responsibility of the Vice President to run and manage the Mentorship Program.
- Secretary: The Secretary shall keep all records of official business including, but not limited to minutes and attendance records. The Secretary is also responsible for attending the Secretary SOLID Workshop.
- Treasurer (CFO): The Treasurer shall be responsible for all financial transactions regarding the Society. Primary responsibilities include attending University Student Government (USG) funding sessions and classes, filing all necessary paperwork required for the collection and appropriation of paperwork with the Student Union (SU), collecting annual dues, and assuring the security of the Society treasury. The Treasurer is also responsible for attending the Chief Financial Officer SOLID Workshop.
- Section 3 The Society will have at least one advisor who is a faculty member at the Storrs campus and one advisor who is a faculty member representing the University of Connecticut School of Dental Medicine.
- Section 4 I. Terms of Office: Officers will hold office for one academic year. Officers will be elected at the end of the spring semester, for the following year, by a simple majority vote of those active members as defined in Article 3 present at the last scheduled meeting of the year. Requirements

for officer election and position upholding are: Active member status and a review of their application by the Executive Committee. Should an officer resign or leave before their term is completed a special election will be held to fill the position. Any officer may be removed by a two thirds majority vote of those active members as defined in Article 3 present at a scheduled meeting.

II. If a Vice President chooses to run for President, and has successfully held office as determined by a majority vote by active members as defined in Article 3, it is customary for the Vice President to rise the office of President the next academic year. This is to ensure the best care in management transition from year to year.

Article 5: Order of Business and Decision-Making Process

Section 1 The Society will conduct all business and make all decisions by consensus. The process for general decision-making including the expenditure of funds shall be by a simple majority vote of those present at a scheduled meeting. At least 40 percent membership must be present to hold a vote. An Officer or Advisor will preside over all meetings, and all meetings will be conducted in an open congenial forum. In the case of procedural questions the Robert's Rule of Order will prevail.

Section 2 In order to ensure that the incoming president has had experience in the Society's activities and understands its needs, a candidate for president should have had service in a capacity in at least one of the following arranged in order of priority: President, Vice-President, Executive Board, Committee Chairperson, and lastly an exceptionally active club member which will be determined by the present advisor(s).

Article 6: Committees

Section 1 All educational, social, and community service activities of the Society will be conducted through and assigned by a committee chairperson. Committee Chairman must be voted in by majority vote of the members present at the meeting.

The Webmaster Chairman is responsible for the design and maintenance of the Pre-Dental Society website and other matters of technology. The PDS website must be kept up-to-date at all times. Additionally, the

Webmaster is responsible for the design and maintenance of all electronic forms and databases.

The Oral Health Education Presentation Chairman is responsible for coordinating the oral health presentations at local elementary schools and the other volunteers from pre-dental society to come along with. The chair is responsible for making the dental gift bags for the students, altering the presentation to the appropriate age level, and practicing the presentation with members who will be helping with the presentation.

The Involvement Committee Chairman is responsible for coordinating the Pre-Dental society's participation in the involvement fair each semester as well as fundraisers of the Pre-Dental Society. It is also encouraged that the involvement chair plans events to improve relationships between members of the Pre-Dental Society.

The Internal Affairs Chairman will be responsible to educate members on the resources for the DAT. They should be able to answer questions about the DAT. The chair will also be responsible to educate members on the proper way to obtain shadowing opportunities. Although individual members need to reach out themselves, the chair can provide tips on how to approach dentists about shadowing and answer questions any members must have.

Article 7: Meetings

Meetings will be held bi-weekly from the beginning of the academic semester and dates and times are determined based on consensus of the officers and room reservation availability. Meetings are open to all officers and members. All executive officers and 1/3 of the active membership will constitute a quorum.

Article 8: Funding

Our organization will seek funding from Membership Dues as determined by the Treasurer and the Executive Committee.

Article 9: Amendments

The Constitution may be amended at any meeting of the Society by a simple majority vote of those present at a scheduled meeting. A proposed

amendment must be submitted in writing to an Executive Committee member at least 7 days prior to a Society meeting. Any active member of the Society can propose an amendment.

Article 10: Beneficiary Addendum

Should this organization cease to exist, our funds will be donated to the Professor Tanaka Fund for Innovative Undergraduate Advising at the UConn Foundation, Inc.

Article 11: Enabling Clause

This constitution was voted on and put into effect on Tuesday, November 6, 2012.