Sample By-Laws

University name and affiliation with college

American Association of Public Health Dentistry Student Chapter (AAPHD-SC)

Article I. **NAME**

Section I. The official name of the organization shall be the American Association of Public Health Dentistry - (Name of School) Student Chapter

Article II. **MISSION STATEMENT**

Section I. To have an organization that is closely affiliated with both the University and the American Association of Public Health Dentistry.

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 public 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
   1. To work and ultimately function as the student arm of the national organization of AAPHD

Article IV. **ORGANIZATION**

Section I. Mission

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

Section II. Rules

1. The Student chapter is a representative body of the national AAPHD and as such will adhere to the bylaws and policies of the national AAPHD.
2. The Student chapter 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 University students who express interest in providing a supportive community to promote the education and advancement of public health in the field of dentistry. Membership fees will be determined by the student chapter under the guidance of the AAPHD National Office and all members of the student chapter will be members of the national AAPHD through the Chapter membership.

Article VI. **OFFICERS**

Section I. Officers will consist of President, Vice-President, and Treasurer.

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 AAPHD 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, which may include setting up monthly meetings (venue, time, etc.), and taking minutes of all meetings.
3. The duties of the Treasurer include, but are not limited to, attending workshops, submitting budget requests, keeping an accurate record of all transactions, and collecting association dues.

Section III. Election of Officers

1. The officers shall be elected annually to allow time to prepare the annual budget and revise the by-laws if needed.
2. The candidate shall be nominated from nominations taken from the floor.
3. Voting shall be done by closed ballot or via email.
4. A simple majority of all votes cast shall be necessary for election.
5. Following each election or change of office/advisor, the university and national AAPHD shall be notified.

Article VII. **IMPEACHMENT OF OFFICERS**

Section I. Should the need of impeaching an officer or officers arise based on disorderly conduct, failure to meet minimum requirements to be a board member, or abuse towards the Student chapter, a two-thirds majority of board members is needed to impeach the officer(s).

Article VIII. **MEETINGS**

Section I. The Student chapter shall 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 chapter considers hazing to be a most destructive and degrading activity which is inconsistent with the standards of this student organization. AAPHD-S recognizes the dignity of every individual and opposes all forms of hazing.

Article XIII. **NONDISCRIMINATION STATEMENT**

Section I. The Student chapter admits students without regard to their gender, race, religion, color, age, sexual orientation, or national/ethnic origin to all the rights, privileges, programs, and other activities, generally accorded or made available to members of the organization.