

1 **CONTENTS**

2 **Constitution of the Arkansas State Dental**

3 **Association**

4 Amendments, Article IX 112

5 Sessions, Article VI 111

6 Ethics, Article VIII 112

7 Government, Article IV 111

8 Name, Article I 111

9 Object, Article II 111

10 Officers, Article V 111

11 Organization, Article III 111

12 Publications, Article VII 111

13

14 **Bylaws of the Arkansas State Dental Association**

15 Amendments, Chapter XIV 125

16 Appointive Officers, Chapter VI 120

17 Appointments to State Agencies, Chapter

18 VII 120

19 Committees, Chapter VIII 121

20 Component Societies, Chapter II 114

21 Delegates & Alternate Delegates,

22 Chapter X 123

23 Elective Officers, Chapter V 118

24 Executive Council, Chapter IV 117

25 Finances, Chapter XI 124

26 General Assembly, Chapter III 116

27 Membership, Chapter I 112

28 Principle of Ethics and Judicial Procedure,

29 Chapter IX 122

30 Publications, Chapter XII 124

31 Scientific Sessions, Chapter XIII 125

32

33 **CONSTITUTION**

34 **ARTICLE I • NAME**

35

36 The name of this organization shall be the Arkansas

37 State Dental Association, herein referred to as “the

38 Association” or “this Association.”

39

40 **ARTICLE II • OBJECT**

41

42 The object of this Association shall be to improve

43 the dental health of the public, to promote the art

44 and science of dentistry in all its phases, and to

45 maintain an ethical level of practice in the best

46 interest of the public.

47

48 **ARTICLE III • ORGANIZATION**

49

50 *Section 1. INCORPORATION:* This Association

51 is incorporated not for profit under the laws of the

52 State of Arkansas. If at any time this corporation

53 should be dissolved, no part of its funds or property

54 shall be distributed to or among its members, but

55 after payment of all just indebtedness of the

56 corporation its surplus funds and properties shall be

57 used for dental education within the State of

58 Arkansas in such manner as the then-governing

59 body of the Association may determine.

60

61 *Section 2. MEMBERSHIP:* The membership of

62 this Association shall be open to all ethical dentists

63 licensed to practice in the State of Arkansas and to

64 others whose qualifications and classifications shall

65 be as set forth in Chapter I of the Bylaws, and who

66 shall have been admitted to membership pursuant to

67 Bylaws of the Association duly adopted.

68

69 *Section 3. COMPONENT SOCIETIES:* Component

70 societies shall be those district dental societies that

71 hold charters from this Association, the membership

72 of which shall be composed of legal and ethical

73 practitioners in accordance with Chapter II of the

74 Bylaws.

75

76 **ARTICLE IV • GOVERNMENT**

77

78 *Section 1. LEGISLATIVE BODY:* The legislative

79 and governing body of this Association shall be a

80 General Assembly, which may be referred to as “the

81 Assembly” or “this Assembly” as provided in

82 Chapter III of the Bylaws.

83

84 *Section 2. ADMINISTRATIVE BODY:* The

85 administrative body of this Association shall be an

86 Executive Council, which may be referred to as “the

87 Council” or “this Council” as provided in Chapter

88 IV of the Bylaws.

89

90 **ARTICLE V • OFFICERS**

91

92 *Section 1. ELECTIVE OFFICERS:* The elective

93 officers of this Association shall be a President, a

94 President-Elect, a Vice-President, a Secretary-

95 Treasurer and an Editor, each of whom shall be

96 elected by the General Assembly as provided in

97 Chapter III of the Bylaws.

98

99 *Section 2. APPOINTIVE OFFICERS:* The

100 appointive officer of this Association shall be an

101 Executive Director who shall be appointed by the

102 Executive Council as provided in Chapter IV of the

103 Bylaws.

104

105 **ARTICLE VI • SESSIONS**

106

107 All sessions of this Association shall be conducted

108 in accordance with Chapters III and XIII of the

109 Bylaws.

110

111 **ARTICLE VII • PUBLICATIONS**

112

113 The official publication of this Association shall be
114 known as the ARKANSAS DENTISTRY.
115
116 ARTICLE VIII • ETHICS
117
118 The Principles of Ethics and Code of Professional
119 Conduct of the American Dental Association and the
120 provisions of the Arkansas Dental Practice Act shall
121 govern the professional conduct of all members of
122 this Association.
123
124 ARTICLE IX • AMENDMENTS
125
126 This Constitution may be amended by a two-thirds
127 (2/3) affirmative vote of the General Assembly
128 (there being a quorum present) at any regular or
129 special session provided the proposed amendment
130 shall have been previously presented to the
131 Executive Council in writing for its study and
132 recommendation to the General Assembly. This
133 Constitution may also be amended by a three-fourths
134 (3/4) affirmative vote of the General Assembly
135 (there being a quorum present at any regular or
136 special session, provided the proposed amendment is
137 presented in writing to the Secretary-Treasurer at
138 such session.
139

140

141 BYLAWS

142 CHAPTER 1 • MEMBERSHIP

143

144 *Section 1. CLASSIFICATION:* The membership
145 of this Association shall be classified as follows:
146 Active Members
147 Life Members
148 Retired Members
149 Associate Members
150 Graduate Student Members
151 Honorary Members
152 Team Associate
153

154 *Section 2. QUALIFICATIONS:*

155 A. ACTIVE MEMBER: A dentist shall be
156 classified as an active member of this Association
157 who is licensed to practice in Arkansas, or is a
158 member of a federal dental service residing in
159 Arkansas, providing he is a member in good
160 standing of this Association and one of its
161 component societies. Election to active membership
162 shall be in accordance with Chapter II, Section 6A,
163 of these Bylaws. (The term "federal dental service"
164 shall mean the dental departments of the military
165 and civilian agencies of the Federal Government).
166

167 B. LIFE MEMBER: An active or retired member
168 who has been an active or retired member in good
169 standing for thirty (30) consecutive years or a total
170 of forty (40) years, having attained the age of sixty-
171 five (65) years, may be classified as a life member
172 upon application to the Executive Council in any
173 year, and upon election by the General Assembly in
174 the same year. Such applicant shall be an active
175 member in good standing at the time of his

Revised 6/24/09

176 application and election to life membership.
177 Maintenance of membership in good standing in his
178 component society shall be requisite for continuance
179 of life membership in this Association.
180

181 C. RETIRED MEMBER: An active member in
182 good standing who has been an active member for
183 twenty-five (25) years or more, and is now retired
184 from the practice of dentistry, and who is no longer
185 earning income as a dental practitioner, dental
186 educator, dental administrator or dental consultant,
187 may be classified as a retired member upon
188 application and proof of qualification to the
189 Executive Council and election by the General
190 Assembly. The applicant must be an active member
191 in good standing at the time of his application and
192 election to retired membership, and maintenance of
193 active or retired membership in good standing of his
194 component society shall be requisite for continuance
195 of retired membership in this Association.
196

197 D. ASSOCIATE MEMBER: An ethical dentist
198 practicing and residing in a State other than
199 Arkansas, who is a member in good standing of the
200 American Dental Association and one of its
201 constituent societies, may apply to the Secretary-
202 Treasurer of the component society of this
203 Association nearest his residence for election to
204 associate membership, and upon election by the
205 component society, shall be classified as an
206 associate member of this Association. Election to
207 associate membership shall be in accordance with
208 Chapter II, Section 6B, of these Bylaws.
209

210 E. GRADUATE STUDENT MEMBER: A
211 member in good standing of this Association who is
212 engaged full time in (1) an advanced training course
213 of not less than one academic year's duration in an
214 accredited school or (2) an internship or residency
215 program approved by the Council on Dental
216 Education of the American Dental Association, shall
217 be classified as a graduate student member of this
218 Association. Such classification shall continue to
219 the end of the calendar year in which such graduate
220 work is completed.
221

222 F. HONORARY MEMBER: An individual who
223 has made outstanding contributions to the
224 advancement of the art and science of dentistry,
225 upon nomination by the Executive Council and
226 election by the General Assembly shall be classified
227 as an honorary member of this Association. A
228 member of this Association shall not be eligible for
229 election to this classification.
230

231 G. DENTAL STUDENT MEMBER: An
232 individual who is a legal resident of the state of
233 Arkansas and is enrolled full time in an accredited
234 dental school shall be classified as a dental student
235 member of this Association. Such classification
236 shall be awarded based upon a completed
237 membership application that shall be forwarded to
238 the Arkansas State Dental Association for
239 processing. Such classification shall continue to the
240 end of the calendar year in which the student

241 graduates from dental school.
242
243 H. TEAM ASSOCIATE: An individual who is a
244 licensed dental hygienist or dental assistant in the
245 state of Arkansas may be classified as a team
246 associate of this association, provided the individual
247 is employed by a member in good standing of the
248 Arkansas State Dental Association or is otherwise
249 approved by the Executive Council. Such
250 classification shall be awarded based upon a
251 completed membership application that shall be
252 forwarded to the Arkansas State Dental Association
253 for processing and approval.
254

255 *Section 3. DEFINITION OF "IN GOOD*
256 *STANDING":* A member of this Association whose
257 dues and also assessments levied by the membership
258 for the current year have been paid or exempt shall
259 be in good standing; provided, however that a
260 member in good standing who is under a
261 disciplinary sentence of suspension shall be
262 designated as a "member in good standing
263 temporarily under suspension" until his disciplinary
264 sentence has terminated. A member of this
265 Association receiving assistance from the Relief
266 Fund shall be exempt from payment of dues and
267 shall be in good standing during the period of such
268 assistance. A member of this Association who is
269 totally disabled for a period of one year and who is
270 unable to engage in the duties of the dental
271 profession and who is a member in good standing at
272 the time total disability was incurred, shall be
273 exempt from payment of dues and shall be in good
274 standing during the period of total disability. Such
275 member shall submit to the Association a medical
276 certificate attesting to his total disability.
277

278 *Section 4. PRIVILEGES:*

279 A. ACTIVE MEMBER.

280 1. An active member in good standing shall receive
281 annually a certificate of membership and the
282 ARKANSAS DENTAL JOURNAL, the
283 subscription price of which shall be included in the
284 annual dues. He shall be entitled to attend any
285 session of this Association and such other services
286 as are provided by the Association.
287

288 2. An active member in good standing shall be
289 entitled to voting privileges and shall be eligible for
290 election or appointment to any office or agency of
291 this Association, except as otherwise provided in
292 these Bylaws.
293

294 3. An active member under a disciplinary sentence
295 of suspension shall have no voting privileges and
296 shall not be eligible for election or appointment to
297 any office or agency of this Association for the
298 duration of such suspension.
299

300 B. LIFE MEMBER. A life member in good
301 standing shall be entitled to all the privileges of an
302 active member in good standing.
303

304 C. RETIRED MEMBER. A retired member in
305

306 good standing shall be entitled to all the privileges
307 of an active member in good standing.
308

309 D. ASSOCIATE MEMBER. An associate
310 member in good standing shall be entitled to all the
311 privileges of an active member in good standing,
312 except he shall have no voting privileges nor shall
313 he be eligible for election or appointment to any
314 office or agency of this Association.
315

316 E. GRADUATE STUDENT MEMBER. A
317 graduate student member in good standing shall be
318 entitled to all the privileges of an active member in
319 good standing, except he shall have no voting
320 privileges nor shall he be eligible for election or
321 appointment to any office or agency of this
322 Association.
323

324 F. HONORARY MEMBER. An honorary
325 member shall be entitled to attend all sessions of this
326 Association and such services as may be authorized
327 by the Executive Council. Such members shall have
328 no voting privileges nor shall he be eligible for
329 election or appointment to any office or agency of
330 this Association.
331

332 G. DENTAL STUDENT MEMBER. A student
333 member in good standing shall be entitled to all the
334 privileges of an active member in good standing,
335 except he shall have no voting privileges nor shall
336 he be eligible for election or appointment to any
337 office or agency of this Association.
338

339 H. TEAM ASSOCIATE: A team associate in
340 good standing shall be entitled to all the privileges
341 of a member in good standing, except he shall have
342 no voting privileges, nor shall he receive the
343 ARKANSAS DENTAL JOURNAL. He shall not
344 be eligible for election or appointment to any office
345 or agency of this association, except as an
346 appointment by the association president to an ad
347 hoc committee.
348

349 *Section 5. DUES AND REINSTATEMENTS:*

350 A. ACTIVE MEMBERS. The dues of active
351 members shall be determined by the General
352 Assembly on recommendation of the Executive
353 Council, and shall be due on January 1 of each year.
354 Dues of members of a federal dental service shall be
355 one-third (1/3) of the dues of other active members.
356 In the first year after graduation from dental school
357 or from a graduate training program, and upon the
358 initiation of active practice in Arkansas, a new
359 member will pay one-fourth (1/4) of the full dues.
360 In the second such year, he or she shall pay one-half
361 (1/2) of full dues. In the third and all subsequent
362 years of active membership, he or she shall pay full
363 dues.
364

365 B. LIFE MEMBERS. Life members who no
366 longer derive any income from the practice of
367 dentistry are exempt from payment of dues. Life
368 members who derive any income from the practice
369 of dentistry shall pay one-half (1/2) of full dues.
370

371
372 C. RETIRED MEMBERS. Retired members shall
373 be required to pay no dues.
374
375 D. ASSOCIATE MEMBERS. The dues of
376 associate members shall be equal to the cost of
377 subscription to the Arkansas Dental Journal.
378
379 E. GRADUATE STUDENT MEMBERS. The
380 dues of graduate student members shall be equal to
381 the cost of subscription to the Arkansas Dental
382 Journal. Graduate student membership terminates
383 on December 31 of the year in which graduate
384 training is complete. If a graduate student member
385 transferring to active membership has not already
386 used his reduced dues schedule for active
387 membership after graduation from dental school, he
388 is eligible for it at completion of his graduate
389 studies.
390
391 F. HONORARY MEMBERS. Honorary
392 members shall be exempt from payment of dues.
393
394 G. DENTAL STUDENT MEMBER. Dental
395 student members shall be required to pay no dues.
396 Dental student membership terminates on December
397 31 of the calendar year in which the student
398 graduates from dental school.
399
400 H. WAIVER OF DUES. The payment of annual
401 dues to this Association shall be waived for:
402 1. Any member who is totally disabled as
403 provided in Chapter I, Section 3.
404 2. Any member receiving assistance from
405 the Relief Fund as provided in Chapter I, Section 3.
406 3. The Secretary-Treasurer of this
407 Association.
408
409 I. MEMBERS ELECTED AFTER JULY 1.
410 Active members elected to active membership in
411 this Association for the first time, and who are
412 elected after July 1, shall pay one-half (1/2) the
413 current year's dues, subject to further reductions as
414 listed in Section A.
415
416 J. LOSS OF MEMBERSHIP and
417 REINSTATEMENT
418 1. A member whose dues have not been
419 paid by March 31 shall cease to be a member of this
420 Association.
421 2. A member having been suspended from
422 membership for nonpayment of dues may be
423 reinstated to membership upon the payment of
424 annual dues and on compliance with the provisions
425 of Chapter II, Section 6 of these Bylaws.
426
427 K. ACCEPTANCE OF BACK DUES. Back
428 dues shall be accepted for not more than the three
429 years of delinquency prior to the date of application
430 for such payment. The rate of such dues shall be in
431 accordance with Chapter I, Section 5 of these
432 Bylaws.
433
434 L. MANDATORY ASSESSMENTS. A
435 Mandatory Assessment may be levied upon the

Revised 6/24/09

436 general membership of the Arkansas State Dental
437 Association, with the set assessment not exceeding
438 \$100 in any one calendar year and must be approved
439 by a majority vote of those present and voting at the
440 annual spring General Assembly meeting.

441 CHAPTER II • COMPONENT SOCIETIES

442
443
444 *Section 1. ORGANIZATION:* Component
445 societies may be organized in conformity with a
446 plan approved by the General Assembly of this
447 Association. The members of each component
448 society shall consist of dentists who are members in
449 good standing of this Association. Each component
450 society shall adopt and maintain a constitution and
451 bylaws which shall not be in conflict with, or limit,
452 the Constitution and Bylaws of the American Dental
453 Association, and shall file a copy thereof and any
454 changes which have been made thereafter with the
455 Executive Director of the American Dental
456 Association.

457
458 *Section 2. NAME:* The component societies of
459 this Association shall take their names from the
460 geographical division of the State of Arkansas and
461 shall be named as follows:

462 Central District Dental Society
463 Northeast District Dental Society
464 Northwest District Dental Society
465 Southeast District Dental Society
466 Southwest District Dental Society

467
468 *Section 3. GEOGRAPHICAL DIVISION BY*
469 *COUNTIES:* The geographical division by counties
470 for each component society of this Association shall
471 be as follows:

472 CENTRAL DISTRICT DENTAL SOCIETY.
473 The Central District Dental Society shall
474 consist of the counties of: Conway, Faulkner,
475 Garland, Lonoke, Perry, Prairie, Pulaski, Saline
476 and White.
477 NORTHEAST DISTRICT DENTAL
478 SOCIETY. The Northeast District Dental
479 Society shall consist of the counties of:
480 Baxter, Clay, Cleburne, Craighead, Crittenden,
481 Cross, Fulton, Greene, Independence, Izard,
482 Jackson, Lawrence, Mississippi, Poinsett,
483 Randolph, St. Francis, Sharp, Stone and
484 Woodruff.
485 NORTHWEST DISTRICT DENTAL
486 SOCIETY. The Northwest District Dental
487 Society shall consist of the counties of:
488 Benton, Boone, Carroll, Crawford, Franklin,
489 Johnson, Logan, Madison, Marion, Newton,
490 Pope, Scott, Searcy, Sebastian, Van Buren,
491 Washington and Yell.
492 SOUTHEAST DISTRICT DENTAL
493 SOCIETY. The Southeast District Dental
494 Society shall consist of the counties of:
495 Arkansas, Ashley, Bradley, Calhoun, Chicot,
496 Cleveland, Dallas, Desha, Drew, Grant,
497 Jefferson, Lee, Lincoln, Monroe and Phillips.
498 SOUTHWEST DISTRICT DENTAL
499 SOCIETY. The Southwest District Dental
500 Society shall consist of the counties of: Clark,

501 Columbia, Hempstead, Hot Springs, Howard,
502 Lafayette, Little River, Miller, Montgomery,
503 Nevada, Ouachita, Pike, Polk, Sevier and
504 Union.

505
506 *Section 4. POWERS:*
507

508 A. A component society shall have the power to
509 elect its active members as active members of this
510 Association and the American Dental Association as
511 provided in Chapter II, Section 40 of the Bylaws of
512 the American Dental Association and as provided in
513 Chapter II, Section 6 of these Bylaws.
514

515 B. A component society shall have the power to
516 elect its associate members as associate members of
517 this Association as provided in Chapter II, Section 6
518 of these Bylaws.
519

520 C. A component society shall have the power to
521 provide for its financial support.
522

523 D. A component society shall have the power to
524 discipline any of its members subject to the
525 provisions in Chapter XI, Section 20 of the Bylaws
526 of the American Dental Association.
527

528 *Section 5. MEMBERSHIP:*
529

530 A. The membership of each component society
531 shall be limited to dentists practicing within the
532 territorial jurisdiction of such component society,
533 except that a dentist practicing near the dividing line
534 of two component societies may hold membership in
535 the component society most convenient for him to
536 attend meetings of the society of this Association.
537

538 B. PRIVILEGES OF MEMBERSHIP: A member
539 in good standing shall have the opportunity of
540 enjoying all privileges of component society
541 membership without exception.
542

543 C. TRANSFER FROM ONE COMPONENT TO
544 ANOTHER: A member in good standing who has
545 changed residence or location of his practice, within
546 the jurisdiction of this Association, so that he no
547 longer fulfills the membership requirements of the
548 component society of which he is a member shall be
549 transferred by membership to the component society
550 having jurisdiction over his new location. The
551 transfer of membership shall be accomplished by
552 letter from the Central Office of this Association to
553 the Secretary-Treasurer of the component societies
554 involved. Such transfer of membership shall not
555 result in additional payment of dues by the member
556 during the calendar year in which the transfer is
557 made.
558

559 *Section 6. ELECTION OF MEMBERS:*
560

561 A. ACTIVE MEMBERS. Election to active
562 membership in a component society of this
563 Association shall carry with it automatic election to
564 membership in this Association and the American
565 Dental Association. Such election shall be in

Revised 6/24/09

566 accordance with the following procedures:

567 1. Applicants for active membership shall
568 complete the prescribed application form for active
569 membership and submit it to the Secretary-Treasurer
570 of the component society in which the applicant is
571 practicing, or intends to practice. The application
572 shall be accompanied by payment of all dues
573 applicable to active membership in the component
574 society, this Association and the American Dental
575 Association.
576

577 2. It shall be the duty of the component
578 society Secretary-Treasurer to refer the application
579 to the component society Membership Committee,
580 which shall, after proper investigation, present the
581 application for approval at the next business session
582 of the society. A majority vote (51%) of the
583 members present at the business session shall be
584 necessary to elect.

585 3. A component society may specify that
586 the applicant must be present in person at the
587 business session at which action is to be taken on his
588 application for membership.

589 4. A component society may provide in its
590 bylaws for an Ad Interim Committee to act on
591 applications for membership between business
592 sessions of the society. A majority vote of the
593 Committee shall be necessary to elect. In the event
594 such Ad Interim Committee rejects an application
595 for membership the society Membership Committee
596 shall present the application for vote at the next
597 business session of the society.

598 5. The component society Secretary-
599 Treasurer shall submit all approved membership
600 application forms, along with the applicable dues for
601 membership in this Association and the American
602 Dental Association, to the Executive Director of this
603 Association for further membership processing.
604 Following completion of such processing, the
605 Executive Director will cause the application forms
606 to be returned to the component society for retention
607 in the permanent files of the society.

608 B. ASSOCIATE MEMBERS. Applications for
609 election to associate membership shall be in
610 accordance with Chapter I, Section 2D of these
611 Bylaws. The application shall be accompanied only
612 by payment of dues applicable to the component
613 society to which application is being made and this
614 Association in accordance with Chapter I, Section 5
615 of these Bylaws. Election procedures for associate
616 members shall be the same as for active members.
617

618 *Section 7. OFFICERS:* The officers of a
619 component society shall be a President and a
620 Secretary-Treasurer, and such others as may be
621 prescribed in its constitution and bylaws.
622

623 *Section 8. SESSIONS:* A component society
624 shall hold a business session at least once each
625 calendar year.
626

627 *Section 9. ETHICS:* The Principles of Ethics and
628 Code of Professional Conduct of the American
629 Dental Association and the provisions of the
630 Arkansas Dental Practice Act shall be the code of

631 ethics of each component society for governing the
632 professional conduct of its members.
633
634 *Section 10. PRIVILEGES OF*
635 *REINSTATEMENT:*
636
637 A. Each component society shall have the
638 privilege of representation on the Executive Council
639 of this Association of two members, in accordance
640 with Chapter IV, Section 1 of these Bylaws.
641
642 B. Each component society shall have the
643 privilege of representation on the Arkansas State
644 Board of Dental Examiners of one member, in
645 accordance with Chapter VII, Section 1 of these
646 Bylaws.
647
648 C. Each component society shall have the
649 privilege of representation of at least one member on
650 each of the committees of this Association, unless
651 other wise provided in these Bylaws.
652
653 *CHAPTER III • GENERAL ASSEMBLY*
654
655 *Section 1. COMPOSITION:* The General
656 Assembly shall be composed of all active, retired
657 and life members in good standing of this
658 Association. The appointive officers of the
659 Association shall be ex-officio members of the
660 General Assembly without power to vote, associate,
661 honorary and graduate student members in good
662 standing of this Association are granted the privilege
663 of participation in sessions of the Assembly without
664 the power to vote.
665
666 *Section 2. POWERS:*
667
668 A. The General Assembly shall be the supreme
669 authoritative body of this Association.
670
671 B. It shall possess the legislative powers.
672 C. It shall determine the policies that govern the
673 Association and all its activities.
674
675 D. It shall have the power to enact, amend and
676 repel the Constitution and Bylaws of this
677 Association.
678
679 E. It shall have the power to grant, amend,
680 suspend or revoke charters of component societies.
681
682 F. It shall have the power to elect life, retired and
683 honorary members of this Association.
684
685 G. It shall have the power to approve all
686 memorials, resolutions or opinions issued in the
687 name of the Arkansas State Dental Association.
688
689 *Section 3. DUTIES:* It shall have the duty of the
690 General Assembly:
691
692 A. To elect the elective officers of the
693 Association.
694
695 B. To elect the members of the Executive

Revised 6/24/09

696 Council.
697
698 C. To elect the members of the Arkansas State
699 Board of Dental Examiners, subject to the
700 appointment by the Governor of the State of
701 Arkansas and subject to the applicable laws of the
702 State of Arkansas.
703
704 D. To receive and act upon reports and
705 recommendations of the Executive Council.
706
707 *Section 4. TRANSFER of POWERS and DUTIES*
708 *of the General Assembly:* The powers and duties of
709 the General Assembly, except the power to enact,
710 amend and repeal the Constitution and Bylaws, and
711 the duty of electing the elective officers, members of
712 the Executive Council and the State Board of Dental
713 Examiners, may be transferred to the Executive
714 Council in times of extraordinary emergency. The
715 existence of a time of extraordinary emergency may
716 be determined by a unanimous consent of the
717 members of the Executive Council present and
718 voting at a regular or special session. Action taken
719 by the Council under the provisions of this section
720 shall be subject to review by the General Assembly
721 at the next session of the Assembly.
722
723 *Section 5. ANNUAL SESSION:* The General
724 Assembly shall meet annually in March, April or
725 May of each year in conjunction with the annual
726 scientific session.
727
728 *Section 6. SPECIAL SESSIONS:* A special session
729 of the Assembly shall be called by the President on a
730 three-fourths (3/4) affirmative vote of the members
731 of the Executive Council, or on petition of not less
732 than one-fifth (1/5) the number of active, retired and
733 life members in good standing in each of not less
734 than three (3) of the component societies of this
735 Association. The time and place of a special session
736 shall be determined by the president, providing the
737 time shall not be more than forty-five (45) days after
738 the request was received. The business of the
739 special session shall be limited to that stated in the
740 official call except by unanimous consent.
741
742 *Section 7. OFFICIAL CALL:*
743
744 A. *ANNUAL SESSION.* The Executive
745 Director of the Association shall cause to be
746 published in the ARKANSAS DENTISTRY an
747 official notice of the time and place of each annual
748 session at least thirty (30) days prior to the opening
749 of the session.
750
751 B. *SPECIAL SESSIONS:* The Executive
752 Director of the Association shall send an official
753 notice of the time and place of each special session
754 and a statement of the business to be considered to
755 each active, retired and life member in good
756 standing of the Association at least fifteen (15) days
757 prior to the opening of the session.
758
759 *Section 8. QUORUM:* Forty (40) of the voting
760 members of the General Assembly shall constitute a

761 quorum for transaction of business at any session of
762 the Assembly.
763
764 *Section 9. ORDER of BUSINESS:* The order of
765 business for each session of the General Assembly
766 will be determined by the President, or presiding
767 officer, with the approval of the members of the
768 Assembly.
769
770 *Section 10. RULES of ORDER:* The rules
771 contained in the Roberts Rules of Order shall govern
772 the deliberations of the General Assembly in all
773 cases in which they are applicable and not in conflict
774 with standing rules or these Bylaws.
775
776 *Section 11. ELECTION PROCEDURES:* Elective
777 Officers, members of the Executive Council and
778 members of the State Board of Dental Examiners
779 shall be elected by the General Assembly at the
780 annual session.
781
782 A. *NOMINATIONS:* Nominations for elective
783 officers (except for the office of President),
784 members of the Executive Council, and members of
785 the State Board of Dental Examiners will be made
786 from the floor at the annual session. No nominating
787 speech may exceed seven (7) minutes in length with
788 one seconding speech not to exceed three (3)
789 minutes in length. Following the completion of all
790 nominations, a period of open discussion of
791 candidates for contested offices will be allowed.
792 The discussion will be limited by the Chair to not
793 more than ten (10) minutes per candidate, and no
794 one person will be allowed to speak more than three
795 (3) minutes, nor more than one time, concerning
796 each contested office. Provided, however, the will
797 of the majority of members present shall be
798 determined by the Chair before this period of
799 discussion is allowed.
800
801 B. *VOTING:* Voting shall be by the secret
802 ballot, except that when there is only one candidate,
803 such candidate shall be declared elected by the
804 Chair. The Secretary-Treasurer shall provide
805 facilities and Tellers for voting. The majority of the
806 ballots cast shall elect. In the event no candidate
807 receives a majority of votes cast on the first ballot,
808 the two candidates receiving the greater number of
809 votes shall be balloted on again.
810
811 *Section 12. INSTALLATION:* Newly elected
812 officers and Council members shall be installed at
813 the concluding meeting of the annual session. All
814 other elective officers and Council members shall
815 assume their duties immediately following
816 adjournment of the session at which they are
817 installed. The President-Elect shall be installed as
818 President at the annual session following his
819 installation as President-Elect.
820

821 CHAPTER IV • EXECUTIVE COUNCIL

822
823 *Section 1. COMPOSITION:* The Executive
824 Council shall consist of two (2) members from each
825 of the component societies of this Association. Such

Revised 6/24/09

826 members shall constitute the voting membership of
827 the Council. The President, the immediate past
828 President, the President-Elect, the Vice-President,
829 the Secretary-Treasurer, the Editor and the
830 appointive officers of the Association shall be ex-
831 officio members of the Council without the power to
832 vote.
833
834 *Section 2. QUALIFICATIONS:* A member of the
835 Council must be an active, retired, or life member in
836 good standing of this Association and an active
837 member of the component society that he represents
838 at the time of his election to the Council. Should the
839 status of any Council member change in regard to
840 the preceding qualifications during his term of
841 office, that Council position shall be declared vacant
842 by the President and he shall fill such vacancy as
843 provided in Chapter IV, Section 4 of these Bylaws.
844
845 *Section 3. TERM OF OFFICE:* The term of office
846 of a member of the Council shall be five (5) years.
847 No member of the Council may be elected to serve
848 two consecutive full terms.
849
850 *Section 4. VACANCY:* In the event of a vacancy
851 on the Council the President shall appoint an active,
852 retired, or life member in good standing of the same
853 component society to fill such vacancy until a
854 successor is elected by the next General Assembly
855 for the remainder of the unexpired term. In the
856 event a member of the Council is to be absent for an
857 entire session of the Council, the President shall
858 appoint an active, retired, or life member in good
859 standing of the same component society as a
860 substitute member to serve during that session.
861
862 *Section 5. POWERS:*
863
864 A. The Executive Council shall be the
865 administrative body of the Association, vested with
866 full power to conduct all business of the
867 Association, subject to the laws of the State of
868 Arkansas, the Articles of Incorporation, the
869 Constitution and Bylaws and the mandates of the
870 General Assembly.
871
872 B. It shall have the power to establish rules and
873 regulations not inconsistent with these Bylaws to
874 govern its organization and procedures.
875
876 C. It shall have the power to direct the President
877 to call a special session of the General Assembly as
878 provided in Chapter III, Section 6 of these Bylaws.
879
880 D. It shall have the power to establish ad interim
881 policies when the General Assembly is not in
882 session and when such polices are essential to the
883 management of the Association, providing that all
884 such policies must be presented for review at the
885 next session of the General Assembly.
886
887 E. It shall have the power to create special
888 committees of the Association.
889
890 *Section 6. DUTIES:* It shall be the duty of the

891 Executive Council:
892
893 A. To appoint and establish terms of employment
894 of the Executive Director of the Association.
895
896 B. To determine the date and place of convening
897 each annual session.
898
899 C. To cause to be bonded by a surety company all
900 officers and employees of the Association entrusted
901 with Association funds.
902
903 D. To cause all accounts of the Association to be
904 audited by a certified public accountant once each
905 year.
906
907 E. To adopt a budget for carrying on the activities
908 of the Association for each ensuing fiscal year.
909
910 F. To review and approve appointments by the
911 President of chairmen and members of committees
912 of the Association.
913
914 G. To act upon applications for life and retired
915 membership.
916
917 H. To nominate honorary members.
918
919 I. To hear and review reports of the committees
920 of the Association and to make recommendations
921 concerning such reports to the General Assembly.
922
923 J. To perform such other duties as prescribed by
924 these Bylaws.

925
926 *Section 7. SESSIONS:*

927
928 A. REGULAR SESSIONS: There shall be three
929 regular sessions of the Executive Council each year:
930 1. One within sixty (60) days following the
931 close of the fiscal year for the purpose of reviewing
932 the annual audit, considering any other Association
933 business that may come before it.
934 2. One to be held during the Annual
935 Scientific Session.
936 3. One to be held during the Annual
937 Seminar.

938
939 B. SPECIAL SESSIONS: Special sessions of
940 the Council may be called at any time by the
941 President, provided at least ten (10) days notice is
942 given each member in advance of the session. The
943 President shall call a special session of the members
944 of the Council upon request of a majority of the
945 voting members of the Council.

946
947 *Section 8. QUORUM:* A majority of the voting
948 members of the Council shall constitute a quorum.

949
950 *Section 9. OFFICERS:*

951
952 A. CHAIRMAN AND SECRETARY. The
953 officers of the Council shall be the President of the
954 Association who shall be the Chairman, and the
955 Executive Director of the Association who shall be

Revised 6/24/09

956 the Secretary. In the absence of the President, the
957 office of Chairman shall be filled by the Vice-
958 President and in his absence; a voting member of the
959 Council shall be elected Chairman, pro tem. In the
960 absence of the Secretary, the Chairman shall appoint
961 a Secretary pro tem.

962
963 B. DUTIES:

964
965 1. CHAIRMAN. The Chairman shall
966 preside at all meetings of the Council. He
967 shall cast the deciding vote in case of a tie.

968 2. SECRETARY. The Secretary shall
969 serve as the recording officer of the Council and as
970 the custodian of its records. He shall cause a factual
971 record of the proceedings to be published as the
972 official transactions of the Council.

973
974 CHAPTER V • ELECTIVE OFFICERS

975
976 *Section 1. TITLE:* The elective officers of this
977 Association shall be President, President-elect, Vice-
978 President, Secretary-Treasurer, and Editor, as
979 provided in Article V of the Constitution.

980
981 *Section 2. ELIGIBILITY:* Only an active, retired,
982 or life member in good standing of this Association
983 shall be eligible to serve as an elective officer. No
984 elective officer of this Association (President, Vice-
985 President, President-Elect, Secretary-Treasurer, and
986 Editor) shall concurrently hold elective or
987 appointive office in or be employed by, or shall
988 serve on the board of directors of, any corporation or
989 business with which this Association conducts
990 business. This includes boards of dental examiners,
991 dental service corporations, dental insurance
992 companies, but does not include allied dental
993 associations or associations comprised of dental
994 specialists.

995
996 *Section 3. TERMS of OFFICE:* The elective
997 officers shall serve for a term of one (1) year, except
998 the Secretary-Treasurer who shall serve for a term of
999 three (3) years and the Editor, who shall serve for a
1000 term of five (5) years. No elective officer shall be
1001 eligible for election to more than one term in the
1002 same office, excepting the Editor.

1003
1004 *Section 4. ROTATION of ELECTIVE OFFICERS:*

1005
1006 A. The elective offices of President, President-
1007 Elect and Vice-President shall be filled in rotation
1008 among the component societies. The order of
1009 rotation, by precedent beginning in 1950, shall be as
1010 follows: Northwest, Northeast, Southwest, Central
1011 and Southeast. No two shall be from the same
1012 component society.

1013 B. The elective office of Secretary-Treasurer shall
1014 be filled in rotation among the component societies.
1015 The order of rotation, by precedent beginning in
1016 1965, shall be as follows: Central, Northwest,
1017 Northeast, Southwest and Southeast.

1018
1019 *Section 5. VACANCIES:* In the event the office of
1020 President becomes vacant, the Vice-President shall

1021 become the President for the unexpired portion of
1022 the term. In the event the office of Vice-President
1023 becomes vacant, this office shall remain vacant until
1024 the next annual session of the General Assembly. In
1025 the event the office of President-Elect becomes
1026 vacant, the office of President for the ensuing year
1027 shall be filled at the next annual session of the
1028 Assembly in the same manner as that provided for
1029 the nomination and election of elective officers,
1030 except that the nomination shall be for "President
1031 for the ensuing year." Any other vacancy not
1032 provided for will be filled by appointments by a
1033 majority vote of the Executive Council, such
1034 appointee to serve until the next session of the
1035 Assembly when the vacated office will be filled by
1036 election by the Assembly.

1037
1038 *Section 6. DUTIES:*

1039
1040 A. PRESIDENT. It shall be the duty of the
1041 President:

- 1042 1. To serve as an official representative of
1043 this Association in its contacts with governmental,
1044 business and professional organizations for the
1045 purpose of advancing the objectives and policies of
1046 the Association.
- 1047 2. To preside at all sessions of the
1048 Association and to deliver an address to the annual
1049 session of the General Assembly on such matters as
1050 he may deem important to the Association, the
1051 public and the dental profession.
- 1052 3. To serve as Chairman and ex-officio
1053 member of the Executive Council.
- 1054 4. To appoint the members of all
1055 committees of the Association, subject to approval
1056 by the Executive Council, except as provided in
1057 these Bylaws.
- 1058 5. To call special sessions of the Executive
1059 Council and the General Assembly as provided in
1060 Chapters III and IV of these Bylaws.
- 1061 6. To represent the Association as a
1062 delegate to the American Dental Association in
1063 accordance with Chapter X, Section 1 (a).
- 1064 7. To sign all certificates, citations, letters
1065 testimonial and other official acts of the Association.
- 1066 8. To cast the deciding vote in case of a tie.
- 1067 9. To attend at least one scheduled meeting
1068 of each component society during his term of office.
- 1069 10. To perform such other duties as may be
1070 provided in these Bylaws.

1071
1072 B. PRESIDENT-ELECT. It shall be the duty of
1073 the President-Elect:

- 1074 1. To assist the President as requested.
- 1075 2. To serve as an ex-officio member of the
1076 Executive Council.
- 1077 3. To succeed to the office of President at
1078 the next annual scientific session following his
1079 installation as President-Elect.
- 1080 4. To represent the Association as an
1081 alternate delegate to the American Dental
1082 Association.

1083
1084 C. VICE-PRESIDENT. It shall be the duty of
1085 the Vice-President:

- 1086 1. To assist the President as requested.
- 1087 2. To serve as an ex-officio member of the
1088 Executive Council.
- 1089 3. To preside at meetings of the
1090 Association when the President vacates the chair for
1091 the purpose of making reports or entering into
1092 debates, or in the absence of the President.
- 1093 4. To succeed to the office of President in
1094 the event vacancy occurs as provided in Chapter V,
1095 Section 5.
- 1096 5. To represent the Association as an
1097 alternate delegate to the American Dental
1098 Association.

1099
1100 D. SECRETARY-TREASURER. It shall be the
1101 duty of the Secretary-Treasurer:

- 1102 1. To assist the President as requested.
- 1103 2. To serve as custodian of all monies,
1104 securities and deeds belonging to the Association,
1105 and he shall be responsible for the proper
1106 management, investment and disbursement of same,
1107 subject to the actions and directives of the Executive
1108 Council and General Assembly.
- 1109 3. To countersign, with the President, all
1110 certificates, citations, letters testimonial and all other
1111 official acts of the Association.
- 1112 4. To represent the Association as an
1113 alternate delegate to the American Dental
1114 Association and to certify the Association's
1115 delegates and alternate delegates to the Executive
1116 Director of the American Dental Association.
- 1117 5. To serve as an ex-officio member of the
1118 Executive Council.
- 1119 6. To submit a written report of his office,
1120 including a necrology report, to the annual session
1121 of the General Assembly.
- 1122 7. To serve as advisor to the Executive
1123 Director and to assume the duties of the Executive
1124 Director in the event of a vacancy in that office until
1125 such time as a new Executive Director is appointed.
- 1126 8. To perform such other duties as may be
1127 provided in these Bylaws or as may be delegated to
1128 him by the Executive Council or the General
1129 Assembly.

1130
1131 E. ASSOCIATE SECRETARY-TREASURER.

- 1132 1. This office is an elective office of the
1133 Executive Council. The election shall be from the
1134 name or names submitted by the Secretary-Treasurer
1135 to the council. This office shall be an at-large office
1136 and the term shall run concurrent with the Secretary-
1137 Treasurer's term.
- 1138 2. It shall be the duty of the Associate
1139 Secretary-Treasurer to serve under the direction of
1140 the Secretary-Treasurer and assist in the duties of
1141 that office.

1142
1143 F. EDITOR. It shall be the duty of the Editor:

- 1144 1. To edit and be responsible for the
1145 contents of the ARKANSAS DENTISTRY, subject
1146 to the policies of the Association.
- 1147 2. To serve as an ex-officio member of the
1148 Executive Council.
- 1149 3. To submit a report of his office annually
1150 to the Executive Council.

1151 4. To attend each annual session of the
1152 American Dental Association to observe the
1153 proceedings of the House of Delegates and gather
1154 pertinent information for subsequent publication in
1155 the ARKANSAS DENTISTRY as a matter of
1156 interest to the membership of the Association.
1157
1158 G. ASSOCIATE EDITOR.
1159 1. This office is an elective office of the
1160 Executive Council. The election shall be from the
1161 name or names submitted by the Editor and
1162 Managing Editor to the Council. This office shall be
1163 an at large office and the term shall be two years.
1164 2. It shall be the duty of the Associate
1165 Editor to serve under the direction of the Editor and
1166 assist in the publication of the official publication.
1167 3. In the absence of the Editor he shall
1168 serve as an ex-officio member of the Executive
1169 Council and function as the Editor.
1170
1171 CHAPTER VI • APPOINTIVE OFFICER •
1172 EXECUTIVE DIRECTOR
1173
1174 *Section 1.* TITLE: The appointive officer of this
1175 Association shall be the Executive Director, who
1176 shall be the full time, salaried administrative officer
1177 of the Association.
1178
1179 *Section 2.* APPOINTMENT: The Executive
1180 Director shall be appointed to or dismissed from
1181 office by a majority vote of the Executive Council.
1182 The Executive Council will determine the salary and
1183 terms of employment of the Executive Director.
1184
1185 *Section 3.* DUTIES: The Executive Director
1186 shall be responsible for the operation of the Central
1187 Office and the supervision of the activities of the
1188 Central Office staff, including the engaging or
1189 discharging of all Central Office employees. It shall
1190 be his duty:
1191
1192 A. To keep accurate minutes of the proceedings
1193 of all meetings of this Association.
1194
1195 B. To give notice in writing to officers of their
1196 election.
1197
1198 C. To give proper notice to all members of the
1199 time and place of meetings.
1200
1201 D. To notify members of councils and
1202 committees, in writing, of their appointments and
1203 duties assigned to each.
1204
1205 E. To record all resolutions approved by the
1206 Association and to deliver copies to the proper
1207 committees, councils or persons.
1208
1209 F. To have accessible at all meetings, a master
1210 or duplicate copy of this Constitution and Bylaws
1211 complete with any amendments or revisions.
1212
1213 G. To keep a copy of all letters written or
1214 received by himself for the Association.
1215

1216 H. To collect all monies due the Association
1217 from any source whatever, and to have an approved
1218 system of accounting including all receipts and
1219 disbursements as required by actions of the
1220 Executive council.
1221
1222 I. To furnish proper financial reports to the
1223 Secretary-Treasurer as requested.
1224
1225 J. To close the books of the Association not
1226 later than thirty (30) days following the close of the
1227 fiscal year and submit them to a certified public
1228 accountant for audit.
1229
1230 K. To maintain an accurate, up-to-date list of the
1231 membership of the Association with the date of their
1232 election to membership, resignation, death,
1233 suspension or expulsion.
1234
1235 L. To serve as the Managing Editor of the
1236 ARKANSAS DENTISTRY and as Editor and
1237 Managing Editor of all other publications of the
1238 Association.
1239
1240 M. To serve as Secretary to the Executive
1241 Council.
1242
1243 N. To assist all committee chairmen subject to
1244 the approval of the President and Secretary-
1245 Treasurer.
1246
1247 O. To perform services for allied and/or auxiliary
1248 dental organizations at the discretion of the
1249 Secretary-Treasurer.
1250
1251 P. To perform such other duties as requested by
1252 the President and/or Secretary-Treasurer.
1253
1254 CHAPTER VII • APPOINTMENTS TO STATE
1255 AGENCIES
1256
1257 *Section 1.* ARKANSAS STATE BOARD of
1258 DENTAL EXAMINERS:
1259 Appointments to the Arkansas State Board of Dental
1260 Examiners shall be in accordance with Section 2 of
1261 the Arkansas Dental Practice Act. The board shall
1262 be composed of five active members of this
1263 Association, one from each of the component
1264 societies. The nomination and election of members
1265 for appointment to the Board shall be as set forth in
1266 Chapter III, Section II of these Bylaws. It shall be
1267 the duty of the Secretary-Treasurer of the Arkansas
1268 State Board of Dental Examiners to submit a report
1269 of the Board's activities to each annual session of
1270 the General Assembly of this Association and to
1271 furnish a list of the names and addresses of dentists
1272 and dental hygienists to whom a license has been
1273 issued to the Executive Director of this Association.
1274
1275 *Section 2.* ARKANSAS STATE BOARD OF
1276 HEALTH: Appointments to the Arkansas State
1277 Board of Health shall be in accordance with the
1278 provisions of Section 1, Act 302 of the 1949
1279 Arkansas General Assembly. The names of three
1280 (3) active members of this Association shall be

1281 approved by a majority vote of the Executive
 1282 Council for submission to the Governor, who will
 1283 select one for appointment to the Board.
 1284
 1285 CHAPTER VIII • COMMITTEES
 1286
 1287 *Section 1. COMPOSITION:* Each standing
 1288 committee of this Association shall be composed of
 1289 at least five (5) members with each component
 1290 society represented. The President shall have the
 1291 privilege and the duty of appointing special
 1292 committees as he deems necessary and composed as
 1293 he may deem advisable. Special committees must
 1294 meet with the approval of the Executive Council,
 1295 and are appointed for a specific term of duty not to
 1296 exceed one year.
 1297
 1298 *Section 2. APPOINTMENT:* It shall be the duty of
 1299 the President to appoint the chairman and members
 1300 of all committees of this Association, subject to the
 1301 approval of the Executive Council, except as
 1302 otherwise provided in these Bylaws. Only active,
 1303 retired, or life members of this Association may be
 1304 considered for appointment to committees.
 1305
 1306 *Section 3. TENURE:* No member may serve more
 1307 than three (3) successive years as chairman of the
 1308 same committee of this Association, unless
 1309 otherwise provided for in the Bylaws. No officer of
 1310 the Association shall be a member, other than an ex-
 1311 officio member, of a standing committee, unless
 1312 otherwise provided for in the Bylaws.
 1313
 1314 *Section 4. STANDING COMMITTEES:* The
 1315 standing committees of this Association shall be:
 1316 Committee on Budget and Finance
 1317 Committee on Constitution and Bylaws
 1318 Committee on Continuing Education
 1319 Committee on Ethics, Grievances, and Peer
 1320 Review
 1321 Committee on Insurance
 1322 Committee on Membership and Necrology
 1323 Committee on Social Services and Third
 1324 Party
 1325 Reimbursement
 1326
 1327 *Section 5. DUTIES: GENERAL.* Each committee
 1328 chairman shall submit a report of the activities and
 1329 recommendations of his committee to the Executive
 1330 Council in writing, through the office of the
 1331 Executive Director, at least thirty days prior to the
 1332 annual spring meeting of the Council. This report
 1333 shall include a request for a budget allocation
 1334 sufficient to cover the ensuing fiscal year. Other
 1335 reports and information will be submitted as
 1336 requested by the President.
 1337 *SPECIFIC.* The specific duties of each committee
 1338 are as follows, excepting that the President may add
 1339 any additional duties that are required to carry on the
 1340 function's of the Association.
 1341
 1342 A. COMMITTEE on BUDGET AND
 1343 FINANCE. The committee on Budget and Finance
 1344 shall be composed of the President, the President-
 1345 elect, the Vice-President, the Secretary-Treasurer

Revised 6/24/09

1346 and the five (5) senior term members of the
 1347 Executive Council. It shall be the duties of this
 1348 committee:
 1349 1. To prepare an annual operating budget,
 1350 based on anticipated income and projected expense
 1351 allocations, and submit it to the Executive Council
 1352 for approval.
 1353 2. To receive and consider requests for
 1354 funds, other than budgeted amounts, and make
 1355 recommendations for disposition to the Executive
 1356 Council.
 1357 3. To advise the Executive Council in all
 1358 matters pertaining to Association finances,
 1359 properties and investments.
 1360 4. To review the required annual audit of
 1361 the Association funds as prepared by a certified
 1362 public accountant.
 1363
 1364 B. COMMITTEE on CONSTITUTION and
 1365 BYLAWS. The Secretary-Treasurer of the
 1366 Association shall chair this committee. The Editor
 1367 of the Journal shall be a member of this committee.
 1368 It shall be the duties of the Committee on
 1369 Constitution and Bylaws:
 1370 1. To review annually the Constitution and
 1371 Bylaws, recommending editorial correction and
 1372 appropriate amendments when needed to keep them
 1373 consistent with the Association's programs.
 1374 2. To receive, study and approve the text of
 1375 all proposed amendments to the Constitution and
 1376 Bylaws and make recommendations for approval or
 1377 disapproval to the Executive Council.
 1378 3. To interpret or clarify the Constitution
 1379 and Bylaws upon request by the President.
 1380
 1381 C. COMMITTEE on CONTINUING
 1382 EDUCATION. It shall be the duties of the
 1383 Committee on Continuing Education:
 1384 1. To serve as a coordinating agency to
 1385 prevent excessive overlapping or duplicating of
 1386 clinical subject matter presented in programs of
 1387 continuing education to sessions of this Association,
 1388 component societies, study clubs, and other allied
 1389 dental organizations.
 1390 2. To obtain clinicians for all scientific
 1391 sessions of this Association, scheduled up to three
 1392 years in advance, if possible.
 1393 3. To serve as the agency of this
 1394 Association to screen and approve all requests to
 1395 present programs of postgraduate dental education
 1396 within the state.
 1397
 1398 D. COMMITTEE on ETHICS, GRIEVANCES,
 1399 and PEER REVIEW. The President of each
 1400 component society shall appoint a committee for his
 1401 district on Ethics, Grievances, and Peer Review.
 1402 The chairman of the district committees shall
 1403 constitute the ASDA committee. Unless a different
 1404 chairman is elected by the ASDA committee in any
 1405 given year, the committee member from Central
 1406 District shall be the Chairman.
 1407
 1408 *DUTIES:* It shall be the duties of the Committee on
 1409 Ethics, Grievances, and Peer Review:
 1410 1. To receive and consider all grievances,

1411 protests, and charges alleging infractions of the
1412 Principles of Ethics, and Code of Professional
1413 Conduct of the American Dental Association, or the
1414 Arkansas Dental Practice Act, as submitted by a
1415 component society or by a member.
1416 2. To attempt to resolve complaints against
1417 members received from patients, to the satisfaction
1418 of both, by the peer review process.
1419 3. To maintain liaison with the Arkansas
1420 State Board of Dental Examiners, insuring that peer
1421 review cases are handled in a timely manner.
1422 4. To maintain liaison with component
1423 society through its committee, insuring that all
1424 means necessary are employed on a local level to
1425 effect resolution of disputes.
1426 5. To maintain liaison with the Executive
1427 Council, to report findings and resolutions of ethics,
1428 grievance, and peer review problems.
1429 6. To consider grievances filed against
1430 dentists who are not members of this Association
1431 when appropriate, and report findings to the
1432 Arkansas State Board of Dental Examiners when
1433 advisable.
1434
1435 E. COMMITTEE on INSURANCE. It shall be
1436 the duties of the Committee on Insurance:
1437 1. To maintain liaison with the Council on
1438 Insurance of the American Dental Association.
1439 2. To study programs for insuring members of the
1440 Association and make recommendations regarding
1441 such programs.
1442 3. To serve as liaison between the Association and
1443 those firms or agencies underwriting the
1444 Association's insurance program.
1445
1446 F. COMMITTEE on LEGISLATION. It shall be
1447 the duties of the Committee on Legislation:
1448 1. To cooperate with the Council on Legislation of
1449 the American Dental Association to protect and
1450 further the interests of the public and dental
1451 profession in matters of legislation, patents and
1452 regulations by appropriate activities.
1453 2. To study legislation, both state and national, as it
1454 pertains to dentistry and other allied health
1455 professions and advise the Executive Council
1456 regarding such legislation.
1457 3. To initiate and propose legislation, upon
1458 approval of the Executive Council and/or the
1459 General Assembly, necessary to protect and further
1460 the interests of the public and the dental profession.
1461
1462 G. COMMITTEE on MEMBERSHIP AND
1463 NECROLOGY. The Committee on Membership and
1464 Necrology shall be composed of the Secretary-
1465 Treasurer of the component societies with the
1466 Secretary-Treasurer of this Association as chairman.
1467 It shall be the duties of this committee:
1468 1. To receive applications for membership
1469 and process them in accordance with Chapter II,
1470 Section 6 of these Bylaws.
1471 2. To collect all dues payable to the
1472 component societies, this Association and the
1473 American Dental Association and process them in
1474 accordance with administrative instructions issued
1475 by the American Dental Association and the Central

Revised 6/24/09

1476 Office of this Association.
1477 3. To encourage membership in this
1478 Association of non-member dentists practicing in
1479 the jurisdiction of the component societies.
1480 It shall further be the duties of the chairman of this
1481 committee:
1482 1. To provide from Association resources,
1483 appropriate memorials and resolutions, honoring
1484 deceased members of this Association.
1485 2. To present a necrology report to each
1486 annual session of the General Assembly.
1487
1488 H. COMMITTEE on SOCIAL SERVICES AND
1489 THIRD PARTY REIMBURSEMENT. It shall be
1490 the duties of the Committee on Social Services and
1491 Third Party Reimbursement:
1492 1. To promote and maintain satisfactory
1493 professional relations with the Social Services
1494 agencies of Arkansas and of the federal government.
1495 2. To serve in an advisory capacity to
1496 Arkansas Social Services regarding availability of
1497 dental services, compensation, and funding
1498 priorities.
1499 3. To provide liaison with other health-
1500 related professional organizations in dealing with
1501 government sponsored social services.
1502 4. To coordinate the profession's response
1503 to encroachment by "third-party reimbursement"
1504 groups into the practice of dentistry.
1505 5. To advise the President and Executive
1506 Council when special task forces should be
1507 appointed to deal with specific abuses by "third-
1508 party reimbursement" groups.
1509
1510 Section 6. SPECIAL COMMITTEES: The
1511 President shall have the privilege and the duty of
1512 appointing such special committees as are needed,
1513 with the approval of the Executive Council, for a
1514 specific term of duty not to exceed one year.
1515
1516 CHAPTER IX • PRINCIPLES OF ETHICS AND
1517 JUDICIAL PROCEDURE
1518
1519 Section 1. PROFESSIONAL CONDUCT of
1520 MEMBERS: The professional conduct of a member
1521 of this Association shall be governed by the
1522 Principles of Ethics and Code of Professional
1523 Conduct of the American Dental Association, and
1524 the provisions of the Arkansas Dental Practice Act.
1525
1526 Section 2. DISCIPLINE OF MEMBERS:
1527
1528 A. CONDUCT SUBJECT TO DISCIPLINE: A
1529 member may be disciplined by his component
1530 society or by this Association for (1) having been
1531 found guilty of a felony. (2) having been found
1532 guilty of violating the Arkansas Dental Practice Act,
1533 or (3) violating the principles of Ethics and Code of
1534 Professional Conduct of the American Dental
1535 Association, the Bylaws of this Association, or the
1536 Bylaws of his component society.
1537
1538 B. DISCIPLINARY PENALTIES. A member
1539 may be placed under a sentence of censure,
1540 probation or suspension or may be expelled from

1541 membership for any of the offenses enumerated in
1542 Section 2A of this Chapter.
1543
1544 C. REINSTATEMENT OF MEMBERSHIP
1545 FOLLOWING EXPULSION. A member having
1546 been expelled from membership for any of the
1547 offenses enumerated in Section 2A of this Chapter
1548 may be reinstated to membership only after he has
1549 conducted an ethical practice for at least one year
1550 and expressed a desire before his component society
1551 to apply for and be elected to membership in
1552 accordance with Chapter II, of Section 6 of these
1553 Bylaws.
1554
1555 *Section 3.* DISCIPLINARY PROCEEDINGS: A
1556 member having been accused of any of the
1557 violations enumerated in Section 2A of this Chapter
1558 shall be disciplined in accordance with the
1559 proceedings outlined in Chapter XI, Section 20C of
1560 the Bylaws of the American Dental Association.
1561
1562 *Section 4.* An accused member under sentence of
1563 censure, probation, suspension or expulsion for
1564 having been found guilty of any of the offenses
1565 enumerated in Section 2A of this Chapter shall have
1566 the right of appeal. Such appeal shall be in
1567 accordance with the provisions of Chapter XI,
1568 Section 20C of the Bylaws of the American Dental
1569 Association.
1570
1571 *Section 5.* Copies of all decisions resulting from
1572 disciplinary proceedings shall be furnished the
1573 President, the chairman of the Committee on Ethics
1574 and Grievances and the Central Office of this
1575 Association, in addition to those parties listed in
1576 Chapter XII, Section 20C of the Bylaws of the
1577 American Dental Association.
1578

1579 CHAPTER X • DELEGATES AND ALTERNATE 1580 DELEGATES

1581 *Section 1.* DELEGATES.

1582 A. EX-OFFICIO: The President of the
1583 Association shall be an alternate delegate to each
1584 annual session of the American Dental Association.
1585 However, the Executive Council shall have the
1586 authority to appoint the President to serve as a
1587 delegate for the term of his office provided such
1588 appointment does not exceed the number of
1589 approved delegates to which the Association is
1590 entitled.
1591

1592 B. ELECTIVE: The delegates to whom the
1593 Association is entitled shall be elected at large by
1594 the Executive Council. Such delegates shall serve
1595 for a term of four years each. No elective delegate
1596 shall serve for more than four full terms (sixteen
1597 years.)
1598

1599 C. ELECTION OF DELEGATES: Candidates
1600 for election as delegates shall make known their
1601 candidacy by letter to the President no later than 30
1602 days prior to the meeting of the Executive Council at
1603 which delegates are to be elected. Candidates shall
1604 appear before the Council in person stating their
1605

1606 qualifications and their reasons for wanting to serve
1607 as a delegate. Delegates shall be elected by a
1608 majority vote of the Council. If for any reason an
1609 elected delegate should be unable to complete his
1610 term the vacancy will be filled by an available
1611 alternate delegate by way of election of the
1612 Executive Council in the manner described above.
1613

1614 D. ASSUMPTION OF DUTIES: An elected
1615 delegate shall assume his duties at the first meeting
1616 of the House of Delegates of the American Dental
1617 Association following his election.
1618

1619 E. RECALL OF DELEGATES: The Executive
1620 Council shall have the right and duty to recall from
1621 office any elected delegate who fails to fulfill his
1622 duties as a delegate.
1623

1624 F. ADDITIONAL DELEGATES: Should the
1625 Association be entitled to additional delegates, they
1626 shall be elected in the manner described above.
1627

1628 G. DELETION OF DELEGATES and/or 1629 ALTERNATE DELEGATES:

1630 Should the Association be ordered or instructed to
1631 remove delegates, the delegate with the shortest
1632 tenure shall be removed from service as a delegate.
1633 Should the Association be ordered or instructed to
1634 remove alternate delegates, the Secretary-Treasurer
1635 shall be removed from service as an alternate
1636 delegate.
1637

1638 *Section 2.* ALTERNATE DELEGATES: The
1639 President-Elect and Secretary-Treasurer of the
1640 Association shall serve as alternate delegates.
1641 However, the Executive Council shall have the
1642 authority to appoint the Vice-President to serve as
1643 an alternate delegate for the term of his office if the
1644 Association is entitled to additional delegates.
1645

1646 *Section 3.* The Secretary-Treasurer and the
1647 Executive Director of the Association shall attend
1648 each session of the House of Delegates of the
1649 American Dental Association and be seated with the
1650 delegates of the Association without vote, excepting
1651 the Secretary-Treasurer, as an alternate delegate,
1652 shall vote if seated as a delegate.
1653

1654 *Section 4.* One Alternate Delegate to whom the
1655 Association is entitled shall be elected at large by
1656 the Executive Council in the same manner as
1657 described above for delegates. The at large alternate
1658 delegate shall serve for a term of four years and
1659 shall be limited to a maximum of four terms.
1660

1661 *Section 5.* In the event an Alternate Delegate is
1662 elected by the Executive Council to serve as a
1663 delegate, prior years of service or terms served as an
1664 alternate delegate will not affect years and terms
1665 served as a delegate.
1666

1667 *Section 6.* The Editor of the Association shall attend
1668 the annual sessions of the American Dental
1669 Association but shall not serve as a delegate unless
1670 duly elected as such by the Executive Council. It

1671 shall be his duty to observe the proceedings and
1672 gather pertinent information for subsequent
1673 publications as a matter of interest to the
1674 membership of the Association.
1675
1676 *Section 5. TRAVEL AND PER DIEM*
1677 *ALLOWANCES:*
1678
1679 A. The delegates, alternate delegates and Editor
1680 shall be entitled to reimbursement by the
1681 Association for the cost of coach class air fare from
1682 his home to the site of the annual session of the
1683 American Dental Association and return, plus a per
1684 diem allowance for the number of days listed in the
1685 ADA Official Call for each annual session, plus two
1686 additional days for travel. The amount of such
1687 allowance shall be set annually by the Executive
1688 Council in its consideration of the annual operating
1689 budget of the Association.
1690
1691 B. The President, President-Elect, Vice-
1692 President, Secretary-Treasurer and Editor shall be
1693 entitled to per diem for one additional day for
1694 attendance at the State Society Officers Conference
1695 held annually one day prior to the opening of the
1696 annual session of the American Dental Association.
1697
1698 C. Attendance at all sessions of the House of
1699 Delegates of the American Dental Association, plus
1700 performance of all other assigned duties and
1701 responsibilities during each annual session shall be
1702 requisite to receiving reimbursement under the
1703 provisions of this Section.
1704
1705 **CHAPTER XI • FINANCES**
1706
1707 *Section 1. FISCAL YEAR:* The fiscal year of this
1708 Association shall begin January 1 of each year and
1709 end December 31 of the same year.
1710
1711 *Section 2. GENERAL FUND:* The General Fund
1712 shall consist of all monies received other than those
1713 specifically allocated to other funds by these
1714 Bylaws. This fund shall be used for defraying all
1715 expenses incurred by this Association not otherwise
1716 provided for in these Bylaws. The General Fund
1717 may be divided into Operating and Reserve
1718 Divisions at the direction of the Executive Council.
1719 All Checks issued on the General Fund shall bear
1720 the signatures of both the Secretary-Treasurer and
1721 the Executive Director.
1722
1723 *Section 4. RELIEF FUND:*
1724 A. *PURPOSE:* This Association shall establish
1725 the Arkansas State Dental Association Relief Fund,
1726 fully detached from any other fund of the
1727 Association for the purpose of granting financial aid
1728 to member dentists, their dependents and survivors
1729 in accordance with rules and regulations formulated
1730 by the Committee on Relief of the American Dental
1731 Association concerning constituent society
1732 participation in the American Dental Association
1733 Relief Fund.
1734
1735 B. *FUND:* This fund shall be held in the name of

Revised 6/24/09

1736 the Arkansas State Dental Association Relief Fund
1737 and shall be derived from contributions, bequests
1738 and earnings thereon.
1739
1740 *Section 5. ARKANSAS DENTISTRY FUND:* The
1741 Arkansas Dentistry Fund shall be detached from any
1742 other fund of this Association to meet governmental
1743 and administrative requirements of separate
1744 accounting records. The fund shall be held in the
1745 name of the Arkansas Dentistry and shall be used
1746 solely for the purpose of defraying expenses
1747 connected with the publication and mailing of the
1748 ARKANSAS DENTISTRY. Income to the
1749 Arkansas Dentistry Fund shall be derived from
1750 advertising, subscriptions and budget allocations
1751 from the General Fund.
1752
1753 *Section 6. OTHER FUNDS:* This Association may
1754 establish other funds, at the direction of the
1755 Executive Council, for activities and programs
1756 requiring separate accounting records to meet
1757 governmental and administrative requirements.
1758 Such funds shall consist of monies and other assets
1759 received or allocated in accordance with the purpose
1760 for which they are established. Such funds shall be
1761 used for defraying expenses incurred in their
1762 operation and shall serve only as separate
1763 accounting entities and continue to be held in the
1764 name of the Arkansas State Dental Association as
1765 divisions of the General Fund.
1766
1767 *Section 7. TRAVEL AND EXPENSES*
1768 *ALLOWANCES:*
1769
1770 A. The President, Secretary-Treasurer and Editor
1771 of the Association shall receive an annual expense
1772 allowance to be determined by the executive council
1773 of no less than \$400 for the purpose of defraying
1774 administrative and intrastate travel expenses
1775 inherent to their respective offices.
1776
1777 B. Any member of the Association who is
1778 directed to represent the Association at a meeting or
1779 conference shall be reimbursed the cost of coach
1780 class air fare to and from his home to the site of the
1781 meeting or conference, plus a per diem allowance
1782 for the number of days duration of the meeting or
1783 conference and one or two days additional per diem
1784 allowance for travel, depending on the meeting site.
1785 The amount of such per diem shall be the same as
1786 that established for delegates and alternate delegates
1787 to the annual sessions of the American Dental
1788 Association.
1789
1790 *Section 8. AUDIT:* All funds and accounts of this
1791 Association shall be audited annually by a certified
1792 public accountant.
1793
1794 **CHAPTER XII • PUBLICATIONS**
1795
1796 *Section 1. OFFICIAL JOURNAL:*
1797
1798 A. *TITLE:* This Association shall publish or
1799 cause to be published an official journal under the
1800 title of the ARKANSAS DENTISTRY, hereinafter

1801 referred to as the Journal.
1802
1803 B. OBJECT: The object of the JOURNAL shall
1804 be to report, chronicle and evaluate activities of
1805 scientific and professional interest to members of
1806 this Association.
1807
1808 C. FREQUENCY OF ISSUE AND
1809 SUBSCRIPTION RATE. THE JOURNAL shall be
1810 published at regular intervals to be determined by
1811 the Executive Council. The Subscription rate of
1812 THE JOURNAL shall be determined by the
1813 Executive Council.
1814
1815 D. EDITOR: The Editor of the Association shall
1816 be Editor-in-chief of THE JOURNAL.
1817
1818 *Section 2. OTHER PUBLICATIONS:* The
1819 Executive Council may direct other publications in
1820 the name of the Association. Such publications shall
1821 be published under the direction of the Executive
1822 Director.
1823
1824 CHAPTER XIII • SCIENTIFIC SESSIONS
1825
1826 *Section 1.* The Association shall conduct two
1827 scientific sessions annually, one to be known as the
1828 Annual Scientific Session and one to be known as
1829 the Annual Seminar.
1830
1831 A. TIME AND PLACE: The Annual Scientific
1832 Session will be held in March, April or May of each
1833 year and the Annual Seminar will be held in
1834 September or October of each year, the exact dates
1835 and places to be selected by the Executive Council
1836 at least one year in advance.
1837
1838 B. GENERAL ARRANGEMENTS: The
1839 President shall appoint a General Arrangements
1840 Chairman for each scientific session. The chairman
1841 shall have the authority and responsibility to select
1842 and appoint the necessary committee personnel to
1843 plan and carry out all details necessary for the
1844 successful accomplishment of each session.
1845
1846 *Section 2.* The object and purpose of each scientific
1847 session of this Association is to foster the
1848 presentation of subjects pertaining to the
1849 improvement of the dental health of the public and
1850 to promote the art and science of dentistry.
1851
1852 *Section 3. DENTAL TRADE AND*
1853 *LABORATORY EXHIBITS:* Products of the dental
1854 trade and dental laboratories and other products of a
1855 professional interest to the dental profession may be
1856 exhibited at the annual scientific session of this
1857 Association. Such exhibits shall comply with the
1858 adopted Advertising and Exhibit Standards of this
1859 Association.
1860
1861 *Section 4. ADMISSION:* Admission to all sessions
1862 of this Association who are in good standing and to
1863 others admitted in accordance with policies
1864 established by the Executive Council, upon payment
1865 of applicable registration fees.

Revised 6/24/09

1866
1867 CHAPTER XIV • AMENDMENTS
1868
1869 *Section 1.* These Bylaws may be amended by a
1870 two-thirds (2/3) affirmative vote of the General
1871 Assembly (there being a quorum present) at any
1872 regular or special session, provided the proposed
1873 amendment shall have been previously presented to
1874 the Executive Council in writing for its study and
1875 recommendation to the General Assembly.
1876
1877 *Section 2.* These Bylaws may also be amended by a
1878 three-fourths (3/4) affirmative vote of the General
1879 Assembly (there being a quorum present) at any
1880 regular or special session, provided the proposed
1881 amendment is presented in writing to the Secretary-
1882 Treasurer at such session.