

AMERICAN DENTAL EDUCATION ASSOCIATION

2019 ADEA ANNUAL SESSION & EXHIBITION

Celebrating OUR
COLLABORATIVE
Spirit

MARCH 16-19
CHICAGO, IL

2019

ADEA HOUSE OF
DELEGATES MANUAL

#ADEA2019

ADEA | THE VOICE OF
DENTAL EDUCATION



2019 ADEA House of Delegates Manual

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Schedule of the 2019 ADEA House of Delegates

Opening Session of the ADEA House of Delegates

Saturday, March 16, 2019, 4:30 – 5:30 p.m.

Voting for Chair-elect of the ADEA Board of Directors

Ballots may be cast on Sunday, March 17 and Monday, March 18 at the ADEA House of Delegates Booth in the registration booth only. Voter registration cards must be surrendered to receive a ballot

Voting hours are:

- Sunday, March 17 – 8:00 a.m. to 4:00 p.m.
- Monday, March 19 – 8:00 a.m. to noon.

ADEA Reference Committee Hearings

Association Policy Reference Committee Hearing
Sunday, March 17, 1:30 – 2:30 p.m.

Association Administrative Affairs Reference Committee Hearing
Sunday, March 17, 3:30 – 4:30 p.m.

For the names of the members of the Reference Committees and the resolutions assigned to them, please see page 18.

Closing Session of the ADEA House of Delegates

Tuesday, March 19, 3:30 – 4:30 p.m.

For the order of business of each session of the House, please see the section on “Order of Business of the ADEA House of Delegates” on page 20.

Members of the 2019 ADEA House of Delegates

ADEA Board of Directors

Dr. R. Lamont MacNeil, Chair of the ADEA Board of Directors, University of Connecticut
Dr. Henry A. Gremillion, Chair-elect of the ADEA Board of Directors, Louisiana State University Health New Orleans
Dr. Leon A. Assael, Immediate-Past Chair of the ADEA Board of Directors, California Northstate University
Dr. Heather J. Conrad, Board Director for Advanced Education Programs, University of Minnesota
Ms. Susan M. Ferrante, Board Director for Corporate Council, A-dec
Prof. Joyce Hudson, Board Director for Allied Dental Program Directors, Ivy Tech Community College - East Central Region
Dr. Keith A. Mays, Board Director for Sections, University of Minnesota
Dr. Ryan Quock, Board Director for Faculties, University of Texas at Houston
Dr. Michael S. Reddy, Board Director for Deans, University of California, San Francisco
Dr. Timothy J. Treat, Board Director for Students, Residents and Fellows, Indiana University
Dr. Richard W. Valachovic, President and CEO, American Dental Education Association

ADEA Council of Advanced Education Programs

Administrative Board

Chair, Dr. Darwin K. Hayes, Bronx-Lebanon Hospital Center
Chair-elect, Dr. Gregory M. Ness, The Ohio State University College of Dentistry
Secretary, Dr. Craig Hirschberg, Rutgers, The State University of New Jersey School of Dental Medicine
Member-at-large, Dr. Russ S. Bergman, Newark Beth Israel Medical Center

Additional Delegates

Dr. Angela Broome, University of North Carolina at Chapel Hill School of Dentistry
Dr. Carlotta A. Evans, Boston University Henry M. Goldman School of Dental Medicine
Dr. Lynda Harhad, Louisiana State University Health New Orleans School of Dentistry
Dr. Dexter Mattox, Case Western Reserve University School of Dental Medicine
Dr. Alton G McWhorter, Texas A&M University College of Dentistry
Dr. Laurie F. Moeller, Louisiana State University Health New Orleans School of Dentistry
Dr. Kalu U. E. Ogbureke, University of Texas School of Dentistry at Houston
Dr. Roberta Pileggi, University of Florida College of Dentistry
Dr. Martin B. Steed, Medical University of South Carolina James B. Edwards College of Dental Medicine
Dr. Peggy Timothè, Texas A&M University College of Dentistry
Dr. Pinelopi Xenoudi, University of California, San Francisco, School of Dentistry
Dr. Luis Yepes, UT Health San Antonio School of Dentistry

ADEA Council of Allied Dental Program Directors

Administrative Board

Chair-elect, Prof. Rachel C. Kearney, The Ohio State University
Chair, Ms. Michelle McGregor, Virginia Commonwealth University
Secretary, Dr. Wanda J. Cloet, Central Community College
Member-at-large, Dr. Danielle Furgeson, University of Michigan

Dental Assisting

Ms. Misty Mesimer, Germanna Community College
Dr. Lisbeth Shewmaker, Northern Virginia Community College
Dr. Hema Udupa, Metropolitan Community College

Dental Hygiene

Dr. Shirley M. Beaver, Fox College
Dr. Linda D. Boyd, Massachusetts College of Pharmacy and Health Sciences
Ms. Jennifer Brame, University of North Carolina at Chapel Hill
Prof. Ann Brunick, University of South Dakota
Ms. Cynthia Cadoret, Mount Wachusett Community College
Dr. Denise M. Claiborne, Old Dominion University
Prof. Mallory Edmondson, Indiana University South Bend
Prof. Marji J. Harmer-Beem, University of New England
Ms. Gwen Hlava, University of Nebraska Medical Center
Ms. Carrie L. Hobbs, Tyler Junior College
Prof. Monica L. Hospenthal, Pierce College
Dr. Michelle Hurlbutt, West Coast University
Dr. Susan H. Kass, Miami Dade College
Prof. Janet S. Kinney, University of Michigan
Prof. Linda Lambert, Pensacola State College
Prof. Sherri L. Meyers, Northampton Community College
Ms. Ann O'Kelley Wetmore, Eastern Washington University
Dr. Lynn Russell, University of Tennessee Health Science Center
Dr. Dianne Smallidge, Massachusetts College of Pharmacy and Health Sciences
Ms. Tammy Swecker, Virginia Commonwealth University
Ms. Maureen Vanhook, University of Detroit Mercy
Prof. Jane M. Walsh, Louisiana State University

ADEA Council of Deans

Administrative Board

Chair, Dr. Mary Truhlar, Stony Brook University
Chair-elect, Dr. Steve W. Friedrichsen, Western University of Health Sciences
Secretary, Dr. Nader A. Nadershahi, University of the Pacific
Member-at-Large, Dr. Mert N. Aksu, University of Detroit Mercy

Additional Delegates, U.S. Dental Schools

Dr. Gary C. Anderson, University of Minnesota School of Dentistry
Dr. Mathew Bateman, Lake Erie College of Osteopathic Medicine School of Dental Medicine
Dr. Charles N. Bertolami, New York University College of Dentistry
Dr. Anthony T. Borgia, West Virginia University School of Dentistry
Dr. T. Gerard Bradley, University of Louisville School of Dentistry
Dr. Greg Chadwick, East Carolina University School of Dental Medicine
Dr. Kenneth B. Chance, Case Western Reserve University School of Dental Medicine
Dr. Gary T. Chiodo, University of Washington School of Dentistry
Dr. Raymond A. Cohlma, University of Oklahoma College of Dentistry
Dr. Bernard J. Costello, University of Pittsburgh School of Dental Medicine
Dr. Scott S. De Rossi, University of North Carolina at Chapel Hill School of Dentistry
Dr. R. Bruce Donoff, Harvard School of Dental Medicine

Dr. Cherae M. Farmer-Dixon, Meharry Medical College School of Dentistry
Dr. Cecile A. Feldman, Rutgers, The State University of New Jersey School of Dental Medicine
Dr. David A. Felton, University of Mississippi Medical Center School of Dentistry
Dr. A. Isabel Garcia, University of Florida College of Dentistry
Dr. Sharon M. Gordon, University of Connecticut School of Dental Medicine
Dr. Henry A. Gremillion, Louisiana State University Health New Orleans School of Dentistry
Dr. Janet M. Guthmiller, University of Nebraska Medical Center College of Dentistry
Dr. Harold J. Haering, Jr., Midwestern University College of Dental Medicine-Illinois
Dr. Robert A. Handsides, Loma Linda University School of Dentistry
Dr. Larry Holloway, University of Kentucky College of Dentistry
Dr. Sarandeep Huja, Medical University of South Carolina James B. Edwards College of Dental
Medicine
Dr. W. Rory Hume, University of Utah School of Dentistry
Dr. Jeffrey W. Hutter, Boston University Henry M. Goldman School of Dental Medicine
Dr. Amid I. Ismail, The Maurice H. Kornberg School of Dentistry, Temple University
Dr. Andrea D. Jackson, Howard University College of Dentistry
Dr. David Johnsen, The University of Iowa College of Dentistry & Dental Clinics
Dr. Denise Kassebaum, University of Colorado School of Dental Medicine
Dr. Paul H. Krebsbach, University of California, Los Angeles, School of Dentistry
Dr. Mark Latta, Creighton University School of Dentistry
Dr. Carol A. Lefebvre, Dental College of Georgia at Augusta University
Dr. Frank W. Licari, Roseman University of Health Sciences College of Dental Medicine - South
Jordan, Utah
Dr. Patrick Lloyd, The Ohio State University College of Dentistry
Dr. William K. Lobb, Marquette University School of Dentistry
Dr. Peter M. Loomer, UT Health San Antonio School of Dentistry
Dr. Phillip T. Marucha, Oregon Health & Science University School of Dentistry
Dr. José R. Matos-Perez, University of Puerto Rico School of Dental Medicine
Dr. Laurie K. McCauley, University of Michigan School of Dentistry
Dr. Dwight McLeod, Missouri School of Dentistry & Oral Health
Dr. Ronnie Myers, Touro College of Dental Medicine at New York Medical College
Dr. Linda C. Niessen, Nova Southeastern University College of Dental Medicine
Dr. Marsha A. Pyle, University of Missouri - Kansas City School of Dentistry
Dr. James Ragain, Jr., University of Tennessee Health Science Center College of Dentistry
Dr. Michael S. Reddy, University of California, San Francisco, School of Dentistry
Dr. Mark A. Reynolds, University of Maryland School of Dentistry
Dr. Michelle A. Robinson, University of Alabama at Birmingham School of Dentistry
Dr. Bruce Rotter, Southern Illinois University School of Dental Medicine
Dr. Jon S. Ryder, University of New England College of Dental Medicine
Dr. Avishai Sadan, Herman Ostrow School of Dentistry of USC
Dr. David Sarrett, Virginia Commonwealth University School of Dentistry
Dr. Bradford Smith, Midwestern University College of Dental Medicine-Arizona
Dr. Clark M. Stanford, University of Illinois at Chicago College of Dentistry
Dr. Christian S. Stohler, Columbia University College of Dental Medicine
Dr. Huw F. Thomas, Tufts University School of Dental Medicine
Dr. Robert M. Trombly, Arizona School of Dentistry & Oral Health
Dr. John A. Valenza, University of Texas School of Dentistry at Houston
Dr. Karen P. West, University of Nevada, Las Vegas, School of Dental Medicine
Dr. John N. Williams, Indiana University School of Dentistry
Dr. Mark Wolff, University of Pennsylvania School of Dental Medicine
Dr. Lawrence E. Wolinsky, Texas A&M University College of Dentistry
Dr. Joseph J. Zambon, University at Buffalo School of Dental Medicine

Additional Delegates, Association of Canadian Faculties of Dentistry

Dr. Paul J. Allison, McGill University

Additional Delegates, Federal Dental Service Programs

Dr. Patricia E. Arola, U.S. Department of Veterans Affairs

Brig. Gen. Shan K. Bagby, U.S. Army Dental Corps

Brig. Gen. Sharon R. Bannister, U.S. Air Force Dental Service

Col. Jay D. Graver, U.S. Air Force Dental Service

Col. Peter H. Guevara, U.S. Army Dental Corps

Capt. Sean Meehan, U.S. Navy Dental Corps

Rear Adm. Timothy L. Ricks, U.S. Public Health Service (USPHS)

Dr. Thomas R. Schneid, Uniformed Services University of the Health Sciences

Rear Adm. Gayle D. Shaffer, U.S. Navy Dental Corps

Additional Delegates, Nonhospital Based Advanced Dental Education Programs

Dr. Eli Eliav, University of Rochester Medical Center

Dr. John F. Hatton, Saint Louis University

Dr. Steven H. Rose, Mayo Graduate School of Medicine

Dr. Wenyuan Shi, Forsyth Institute

ADEA Council of Faculties

Administrative Board

Chair, Dr. Nahid Kashani, University of Detroit Mercy

Chair-elect, Dr. Sophia Saeed, University of Nevada, Las Vegas

Secretary, Dr. Michael L. Bates, Louisiana State University

Member-at-Large, Dr. Burke W. Soffe, Roseman University of Health Sciences

Additional Delegates

Dr. William R. Bachand, Augusta University

Dr. Douglas M. Barnes, University of Maryland

Dr. Laura Barritt, Creighton University

Dr. Yaara Y. Berdan, University of Southern California

Dr. Eric Bernstein, University of Connecticut

Dr. Susan M. Chialastri, Temple University

Dr. Paula L. Collins, University of Louisville

Dr. John D. Da Silva, Harvard University

Dr. Tracy De Peralta, University of Michigan

Dr. Marcia Ditmyer, University of Nevada, Las Vegas

Dr. Kimon Divaris, University of North Carolina at Chapel Hill

Dr. Evelyn Donate-Bartfield, Marquette University

Dr. Alison Doubleday, University of Illinois at Chicago

Dr. David Dunivan, A.T. Still University-Missouri

Dr. David G. Dunning, University of Nebraska Medical Center

Dr. Vicky Evangelidis-Sakellson, Columbia University

Dr. Kim Fenesy, Rutgers, The State University of New Jersey

Dr. Daphne Ferguson-Young, Meharry Medical College

Dr. Ronald E. Forde, Loma Linda University

Dr. Gerald Glickman, Texas A&M University

Dr. Eric E. Gottman, University of Missouri - Kansas City

Dr. Erin Gross, The Ohio State University
Dr. John Guarente, Boston University
Dr. Alexander A. Hall, Jr., New York Medical College
Dr. Lindsey M. Hamil, Medical University of South Carolina
Dr. Kevin L. Haney, University of Oklahoma
Dr. Uri Hangorsky, University of Pennsylvania
Dr. Zsuzsa Horvath, University of Pittsburgh
Dr. Brian J. Howe, The University of Iowa
Dr. Jean M. Iannadrea, Case Western Reserve University
Dr. Cameron Jeter, University of Texas at Houston
Dr. Anita Joy-Thomas, Southern Illinois University
Dr. Anastasios Karydis, University of Tennessee Health Science Center
Dr. Allan J. Kucine, Stony Brook University
Dr. Mitchell J. Lipp, New York University
Dr. James R. Lott, University of Mississippi Medical Center
Dr. Gary Lowder, University of Utah
Dr. William P. Lundergan, University of the Pacific
Dr. Crystal McIntosh, Howard University
Dr. Jocelyn A. Medina-Paneto, University of Puerto Rico
Dr. Denise Mills, Midwestern University-Arizona
Dr. Alberto Noguera, Nova Southeastern University
Dr. Kalu Ogbureke, University of Texas at Houston
Dr. Norma Olvera, UT Health San Antonio
Dr. Gary Pape, Western University of Health Sciences
Dr. Kenneth Peters, University of Colorado
Dr. Maureen Pezzementi, University of Alabama at Birmingham
Dr. Gitanjali Pinto-Sinai, University of Kentucky
Dr. Flavia Pirih, University of California, Los Angeles
Dr. Sonali A. Rathore, Virginia Commonwealth University
Dr. Frank A. Roberts, University of Washington
Dr. Mark A. Romer, Lake Erie College of Osteopathic Medicine
Dr. Kelton T. Stewart, Indiana University
Dr. Tammy L. Thompson, University at Buffalo
Dr. Paul L. Trombly, Tufts University
Dr. Kevin E. Van Kanegan, Midwestern University-Illinois
Dr. R. Todd Watkins, Jr., East Carolina University
Dr. Martha Wells, University of Tennessee Health Science Center
Dr. Janet L. Woldt, A.T. Still University-Arizona

ADEA Council of Sections

Administrative Board

Chair, Prof. Gail Childs, University of Florida
Chair-elect, Dr. Igor J. Pesun, University of Manitoba
Secretary, Dr. Laura M. Romito, Indiana University
Member-at-large, Dr. Thanhphuong Dinh, Lake Erie College of Osteopathic Medicine

Additional Delegates

Dr. Maricelle Abayon, University of Rochester Medical Center, Chair, Section on Graduate and Postgraduate Education

Ms. Suzanne M. Adolphson, Western University of Health Sciences, Chair, Section on Business and Financial Administration

Dr. Yaara Y. Berdan, University of Southern California, Chair, Section on Endodontics

Dr. Abby Brodie, Nova Southeastern University, Councilor, Section on Academic Affairs

Prof. Patricia A. Capps, Indiana University, Councilor, Section on Dental Assisting Education

Dr. Vincent K. Chee, Loma Linda University, Chair, Section on Physiology, Pharmacology and Therapeutics

Ms. Lorinda L. Coan, University of Southern Indiana, Councilor, Section on Dental Hygiene Education

Dr. Paula L. Collins, University of Louisville, Chair, Section on Behavioral Science

Dr. Larry D. Crouch, University of Nebraska Medical Center, Councilor, Section on Biochemistry, Nutrition and Microbiology

Dr. Joan M. Davis, A.T. Still University-Missouri, Councilor, Section on Addiction Education

Dr. Mark A. Dellinges, University of California, San Francisco, Councilor, Section on Prosthodontics

Dr. Richard D'Innocenzo, Boston University, Chair, Section on Oral and Maxillofacial Surgery/Anesthesia/Hospital Dentistry

Dr. Elise S. Eisenberg, New York University, Chair, Section on Dental Informatics

Dr. Alia Eldairi, University of Louisville, Chair, Section on Dental Anatomy and Occlusion

Dr. Mark E. Estey, Loma Linda University, Chair, Section on Prosthodontics

Dr. Cherae M. Farmer-Dixon, Meharry Medical College, Councilor, Section on Minority Affairs

Dr. Laurie R. Fleisher, New York University, Councilor, Section on Endodontics

Dr. Margherita Fontana, University of Michigan, Councilor, Section on Cariology

Dr. Joana N. Forsea, New York University, Chair, Section on Orthodontics

Ms. Dianne D. Foster, University of Louisville, Councilor, Section on Student Affairs and Financial Aid

Dr. Tanya M. Gibson, University of Missouri - Kansas City, Councilor, Section on Oral and Maxillofacial Pathology

Dr. Andrew Gross, Roseman University of Health Sciences, Chair, Section on Biochemistry, Nutrition and Microbiology

Dr. Ethel Harris, Meharry Medical College, Chair, Section on Minority Affairs

Dr. Jennifer Hartshorn, The University of Iowa, Chair, Section on Gerontology and Geriatrics Education

Dr. Marcela Hernandez, The University of Iowa, Councilor, Section on Operative Dentistry and Biomaterials

Dr. Aniket Jadhav, University of Texas at Houston, Chair, Section on Oral and Maxillofacial Radiology

Dr. Poonam Jain, A.T. Still University-Missouri, Chair, Section on Cariology

Dr. Charles Janus, Virginia Commonwealth University, Chair, Section on Educational Research, Development and Curriculum

Dr. Cameron Jeter, University of Texas at Houston, Councilor, Section on Anatomical Sciences

Dr. Sajitha Kalathingal, Augusta University, Councilor, Section on Oral and Maxillofacial Radiology

Dr. Edmund Khoo, New York University, Councilor, Section on Orthodontics

Dr. Karl Kingsley, University of Nevada, Las Vegas, Chair, Section on Gay-Straight Alliance

Dr. Josephine Lomangino-Cheung, New York University, Councilor, Section on Clinical Simulation

Dr. Lucille London, Stony Brook University, Chair, Section on Integrated Clinical and Applied Biomedical Sciences

Dr. Steven D. London, Stony Brook University, Councilor, Section on Integrated Clinical and Applied Biomedical Sciences

Dr. Barbara MacNeill, UT Health San Antonio, Councilor, Section on Postdoctoral General Dentistry

Dr. Leonardo Marchini, The University of Iowa, Councilor, Section on Gerontology and Geriatrics Education

Dr. Kyriaki Marti, University of Michigan, Chair, Section on Clinical Simulation

Prof. Lisa Maxwell, Indiana University, Chair, Section on Dental Hygiene Education

Ms. Eileen McIlhagga, University at Buffalo, Councilor, Section on Business and Financial Administration

Dr. Gargi Mukherji, University of Texas at Houston, Councilor, Section on Oral Diagnosis Oral Medicine

Dr. Anders Nattestad, University of the Pacific, Councilor, Section on Oral and Maxillofacial Surgery/Anesthesia/Hospital Dentistry

Dr. Ana Candia Solari Neumann, University of Texas at Houston, Councilor, Section on Dental Informatics

Dr. Jean O'Donnell, University of Pittsburgh, Chair, Section on Academic Affairs

Dr. Ezinne I. Ogbureke, University of Texas at Houston, Chair, Section on Addiction Education

Dr. Herminio Perez, Rutgers, The State University of New Jersey, Councilor, Section on Gay-Straight Alliance

Dr. Judith A. Porter, University of Maryland, Chair, Section on Dental School Admissions Officers

Dr. Steven R. Powell, Loma Linda University, Chair, Section on Operative Dentistry and Biomaterials

Ms. Constance J. Reed, Hillsborough Community College, Chair, Section on Dental Assisting Education

Ms. Linda Reed, Boston University, Councilor, Section on Dental School Admissions Officers

Dr. Valerie Rico, Rutgers, The State University of New Jersey, Chair, Section on Student Affairs and Financial Aid

Dr. Phil Rinaudo, NYU Langone Health, Chair, Section on Postdoctoral General Dentistry

Dr. Ahmed I. Sabbah, UT Health San Antonio, Chair, Section on Comprehensive Care and General Dentistry

Dr. Yun Saksena, University of Nebraska Medical Center, Councilor, Section on Educational Research, Development and Curriculum

Dr. Andrew B. Schenkel, New York University, Chair, Section on Community, Preventive and Public Health Dentistry

Dr. Stuart M. Schrader, Indiana University, Councilor, Section on Behavioral Science

Dr. Andrew Schwartz, Stony Brook University, Councilor, Section on Practice Management

Dr. Harlan Shiau, University of Maryland, Councilor, Section on Periodontics

Dr. Becky Smith, University of Missouri - Kansas City, Councilor, Section on Comprehensive Care and General Dentistry

Mr. Dan Soine, University of the Pacific, Councilor, Section on Development, Alumni Affairs and Public Relations

Dr. Amerian Sones, Texas A&M University, Chair, Section on Continuing Education

Ms. Jane E. M. Steffensen, Tufts University, Councilor, Section on Community, Preventive and Public Health Dentistry

Dr. Jeanne C. Sutton, University of Oklahoma, Chair, Section on Clinic Administration

Dr. David Thein, University of Missouri - Kansas City, Chair, Section on Practice Management

Dr. Dharini Van Der Hoeven, University of Texas at Houston, Councilor, Section on Physiology, Pharmacology and Therapeutics

Ms. Taressa C. Visor, University of Texas at Houston, Chair, Section on Development, Alumni Affairs and Public Relations

Dr. Linda M. Wells, University of Missouri - Kansas City, Councilor, Section on Clinic Administration
Ms. Melissa Welsh, Columbia University, Councilor, Section on Continuing Education
Dr. Richard White, University of the Pacific, Councilor, Section on Dental Anatomy and Occlusion
Dr. Rashidah T. Wiley, University of New England, Chair, Section on Oral and Maxillofacial Pathology
Dr. Duane R. Winden, Roseman University of Health Sciences, Chair, Section on Anatomical Sciences
Dr. James R. Winkler, University of Utah, Councilor, Section on Graduate and Postgraduate Education
Dr. Thomas Y. Yoon, Lake Erie College of Osteopathic Medicine, Chair, Section on Periodontics

ADEA Council of Students, Residents and Fellows

Administrative Board

Chair, Ms. Natalie J. Lorenzano, Indiana University
Vice Chair, Ms. Frances E Hollinger, University of Nebraska Medical Center
Secretary, Ms. Mylea Wilson, University of Southern California
Member-at-large, Mr. Shannon Green, Stony Brook University

District Commissioners

Ms. Marym Abdelmaseh, New York University College of Dentistry, District 2
Ms. Kelly Binding, Roseman University of Health Sciences College of Dental Medicine - South Jordan, Utah, District 10
Ms. Asia-Bryanne Greenleaf, Meharry Medical College School of Dentistry, District 4
Mr. Kalp Juthani, Tufts University School of Dental Medicine, District 1
Mr. Adam Parikh, Midwestern University College of Dental Medicine-Illinois, District 7
Ms. Angelyn Rosenberger, University of Missouri - Kansas City School of Dentistry, District 8
Ms. Margaux Schwartzstein, Western University of Health Sciences College of Dental Medicine, District 11
Ms. Ambika Srivastava, University of Mississippi Medical Center School of Dentistry, District 5
Ms. Jiayin Tan, University of Texas School of Dentistry at Houston, District 9
Ms. Adrienne Wong, University of Detroit Mercy School of Dentistry, District 6

Dental Hygiene Delegates

Ms. Natalie Black, Herman Ostrow School of Dentistry of USC
Ms. Tiffany Ly, Pacific University

Non-Hospital Based Delegate

Ms. Sangita Murali, Tufts University School of Dental Medicine

ADEA Corporate Council

Administrative Board

Chair, Ms. Mary C. Morrison-Littleton, Hu-Friedy Manufacturing Co., LLC
Chair-elect, Mr. Kenneth Davis, Pacific Dental Services, Inc.
Secretary, Ms. Jackie L. Sanders, Sunstar Americas, Inc.
Member-at-large, Ms. Elizabeth Ashworth, Dentsply Sirona

Introduction to the ADEA Governing Process

Introduction

The American Dental Education Association (ADEA) is incorporated as a District of Columbia nonprofit corporation and as such is subject to the District of Columbia Nonprofit Corporation Code. As established by its Articles of Incorporation, the purpose of the Association is to advance and support dental education, dental research and the dental health and education of the general public, and it is recognized by the Internal Revenue Service as a 501(c)(3) organization.

ADEA is run by its members and has a democratically based governmental structure. Below is a summary of the Association's structure and its policymaking procedures.

How ADEA Is Organized

It's important to know how ADEA is organized in order to understand the Association's policymaking procedures. Illustration 1 at the end of this section shows that ADEA is organized into four basic components: (1) the House of Delegates, e.g., the ADEA Governing Body; (2) the Board of Directors, the ADEA Executive Committee; (3) Councils and their administrative boards and (4) Sections.

ADEA House of Delegates

The ADEA House of Delegates is the Association's governing (policymaking) body. It convenes twice at each ADEA Annual Session & Exhibition. The House of Delegates consists of the Board of Directors and all or some members of the Association's seven councils. All members of the ADEA Councils of Deans and Faculties are delegates. The numbers of delegates from the ADEA Councils of Allied Dental Program Directors and Advanced Education Programs are based on percentages of those councils' members. The number of delegates from the Council of Students, Residents and Fellows is comprised of the administrative board; members of the Council of Students, Residents and Fellows representing each of the 11 districts recognized by the Council; four advanced dental students, residents or fellows (two from hospital-based programs and two from non-hospital-based programs) and six allied dental students (two each from dental hygiene, dental assisting and dental laboratory technology education programs). The number of Section delegates depends on the number of sections. The councilor and chair of each section serve as delegates. The Administrative Board of the ADEA Corporate Council serves as delegates.

ADEA Board of Directors

The Board of Directors is ADEA's executive committee and is responsible for running the Association's affairs between ADEA Annual Sessions. It has 11 members—Chair of the Board, Chair-elect of the Board, Immediate Past Chair of the Board, Board Directors for each of the seven Councils and the President and CEO. The Board of Directors can establish ad hoc interim Association policies, rules and regulations, provided that such policies are not in conflict with existing Association policy and Bylaws and are presented for review at the next meeting of the House of Delegates.

ADEA Councils

Six of the Association's seven councils represent different constituencies at ADEA Member Institutions. The seventh consists of the councilor and chair of each ADEA section (see below). Councils represent their constituencies in the Association and at its Member Institutions. They

identify, initiate and oversee projects and reports of value to their members and other Association members. Councils may also participate in the Association's policymaking process. When requested, they identify potential consultants to the Board of Directors and other groups. All councils meet at the ADEA Annual Session, and some hold additional meetings between Annual Sessions.

The Council of Allied Dental Program Directors consists of the directors and administrators of dental hygiene, assisting and laboratory technology education programs conducted by Institutional/Affiliate Member Institutions. In addition, the council includes directors of advanced allied dental education programs at the post-entry level that lead to a baccalaureate or advanced degree at institutions that are not ADEA Institutional Members.

The Council of Deans consists of the dean of each Institutional and Provisional Member Institution, the chief dental administrator of each Affiliate Member institution conducting non-hospital-based advanced dental education programs, the chief dental officer or administrator of each Affiliate Member federal dental service and the President of the Association of Canadian Faculties of Dentistry.

The Council of Faculties consists of one faculty member elected by the faculty of each Institutional and Provisional Member Institution.

The Council of Advanced Education Programs includes faculty in Commission on Dental Accreditation-approved advanced dental education programs located in ADEA Member Institutions, Residents and Fellows in Commission on Dental Accreditation-approved advanced dental education programs located in ADEA Member Institutions and past members of the COAEP Administrative Board who are appointed to or employed in an ADEA Member Institution.

The Council of Sections Each Section consists of any Individual, Student, Affinity Member, Retired and Honorary ADEA member interested in the Section's particular academic or administrative area. An ADEA member may join any number of Sections.

The Council of Students, Residents and Fellows consists of students, residents and fellows representing any of the following types of programs conducted by each Active, Provisional and Affiliate Member Institution: (a) students, residents and fellows in a program leading to the D.D.S. or D.M.D. degree; (b) students, residents and fellows enrolled in advanced dental education programs; (c) students, residents and fellows in dental hygiene education programs; (d) students, residents and fellows in dental assisting education programs and (e) students, residents and fellows in dental laboratory technology education programs.

The Corporate Council consists of the official representative of each Corporate Member.

Council Representation in the House of Delegates:

All members of the Council of Deans serve as delegates to the House of Delegates.

All members of the Council of Faculties serve as delegates to the House of Delegates. Members are elected or appointed by their institutions.

The Council of Allied Dental Program Directors delegates to the House of Delegates are nominated by members of the Council and approved by the Council's Administrative Board. The Administrative Board also serves as delegates to the House of Delegates.

The Council of Advanced Education Programs delegates to the House of Delegates include representatives from the dental specialties who are nominated and reviewed by the Council's Administrative Board. Delegates that represent programs may self-nominate or are nominated by the Council's Administrative Board. Delegates are appointed by the Council's Administrative Board.

The Council of Sections delegates to the House of Delegates include the Councilor and Chair of each Section. The members of the Administrative Board also serve as delegates to the House of Delegates.

The Council of Students, Residents and Fellows elects delegates at the Annual Session & Exhibition. Each Member Institution represented at the Council meeting to elect delegates gets one vote.

The Corporate Council delegates to the House of Delegates consist of the Council's Administrative Board.

Council Administrative Boards

Each council has a five-member administrative board, consisting of a Board Director (who is an Association officer who serves on the ADEA Board of Directors), a Chair, a Chair-elect (or Vice-chair in the Council of Students, Residents and Fellows), a Secretary and a Member-at-Large. Each administrative board meets at least once between Annual Sessions and is responsible for planning its council's ADEA Annual Session & Exhibition program and for managing the council's affairs. Administrative boards relate to their councils much as the Board of Directors relates to the House of Delegates.

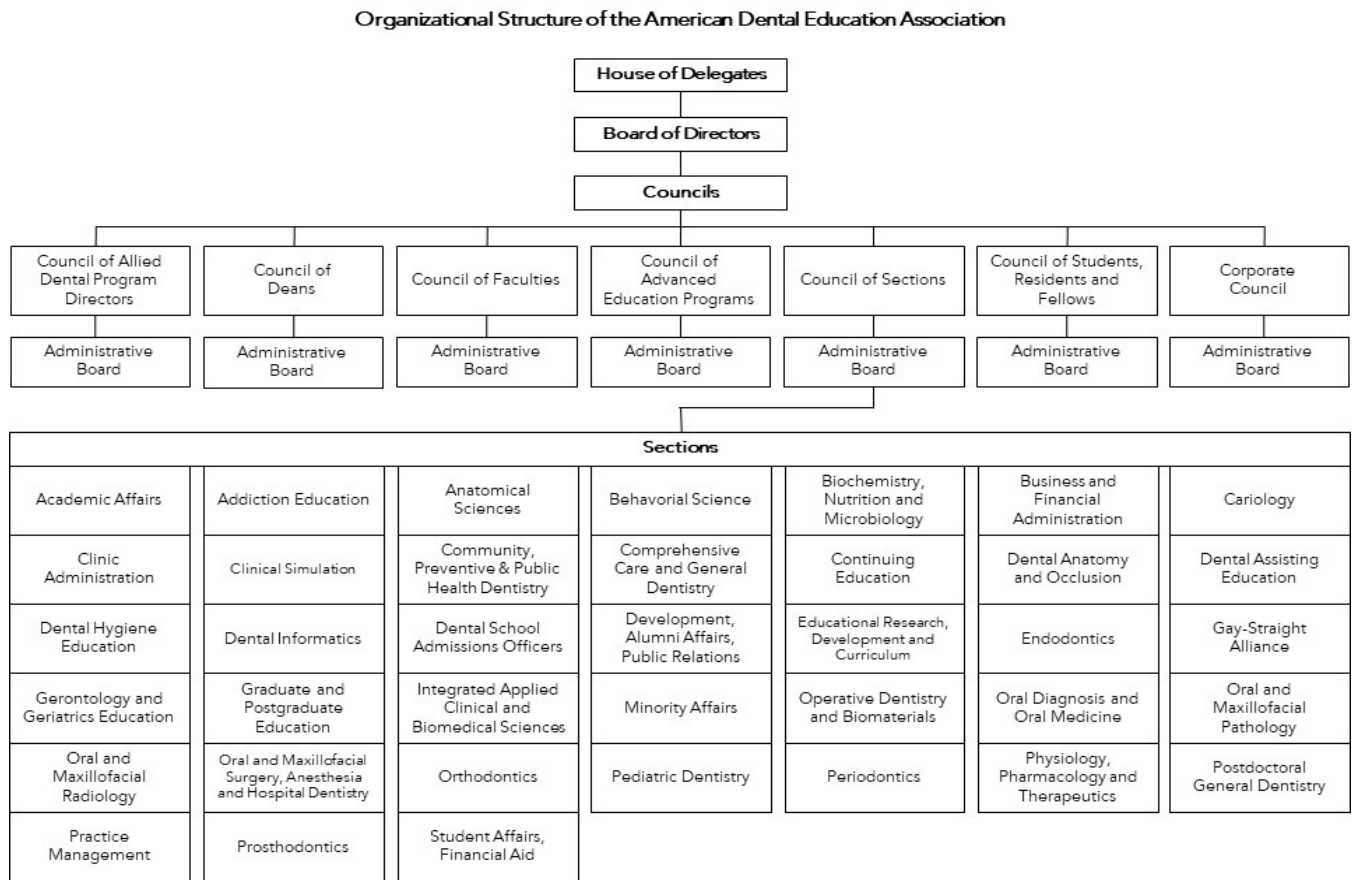
Sections

Each ADEA Individual, Student, Affinity, Honorary or Retired Member may join any of the Association's sections. Each section is concerned with a particular academic or administrative area. Individual members may attend the meetings of any sections but can participate in the business affairs of only those to which they belong. Each section has a Councilor, Chair, Chair-elect and Secretary. The section officers function much as the council administrative boards do, in that they plan their section's ADEA Annual Session & Exhibition meetings and manage the section's affairs between Annual Sessions.

Standing and Special Committees

The Board of Directors or the House of Delegates may appoint Standing and Special Committees to assist in performing its duties. Committees of the Board of Directors and House of Delegates shall have two or more directors or delegates, and directors must constitute a majority of committee membership. The Board of Directors may also appoint Advisory Committees. Task forces may include any Individual Member and does not require Director membership.

Figure 1: Organizational Structure of the American Dental Education Association



How Resolutions Are Introduced and What Happens to Them

Resolutions are the vehicles by which the Association's policies and administrative procedures are established, amended or deleted.

Procedures Regarding Resolutions

- Resolutions may be presented to the House of Delegates either by the Board of Directors or by any delegate in writing, up to and including the Opening of the House of Delegates.
- Any Individual Member may submit a resolution to the Board of Directors by December 1, prior to the next Annual Session & Exhibition, which in its discretion may or may not choose to forward it for further consideration.
- Resolutions not brought before the last Board of Directors meeting prior to the Annual Session & Exhibition may be introduced at the Opening of the House of Delegates and must be presented by a delegate.
- Resolutions brought after the Opening of the House of Delegates cannot be considered by the House until the following year. The resolution can be sent immediately after the Annual Session & Exhibition to the President and CEO, who then presents it to the Board of Directors for consideration before the next Annual Session & Exhibition.
- At its discretion, the Board of Directors may submit resolutions to an appropriate Association component group for advice before forwarding the resolution to the House of Delegates.
- Annually, the Board of Directors appoints Reference Committee Members to hold hearings at the Annual Session & Exhibition on resolutions being presented to the House of Delegates and to make recommendations on those resolutions upon request of the Board of Directors.
- Resolutions proposing expenditure of Association funds must be accompanied by a cost impact statement estimating the amount of funds required and the period of expenditure.
- Resolutions proposing changes in the ADEA policies and Bylaws must specify how the ADEA Policy Statements, Position Papers and Bylaws would be affected.

Staff will assist members in drafting resolutions and estimating expenditures.

Format of Resolution

Resolutions must follow a specific format. They should not be numbered because staff assigns numbers.

"Whereas" clauses should not be used. Instead, when necessary, a succinct background statement should precede the resolution.

The following fictitious statement and resolution exemplifies the format of an ADEA resolution.

**Sample ADEA Resolution
Board of Directors Quorum**

The present Bylaws of the American Dental Education Association provide that a majority of the members of the Board of Directors constitutes a quorum for the transaction of business. It is believed that the quorum requirements should be increased because it is presently possible for only six individuals to make important decisions affecting the Association. The following resolution is therefore presented for consideration.

Resolved, that the quorum requirement for the Board of Directors be increased from a majority of the members to two thirds of the members;

and be it further

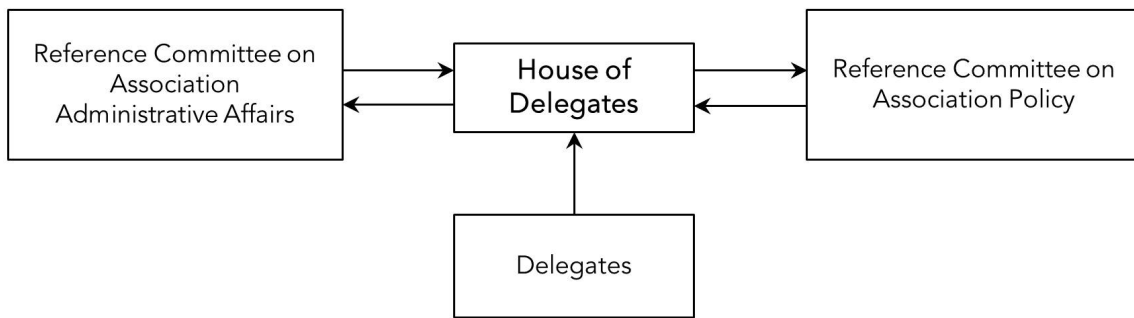
Resolved, that Bylaws Chapter IV (Board of Directors), Section E (Quorum), which reads:

Section E. Quorum. A majority of the members constitutes a quorum for the transaction of business at regular or special sessions.

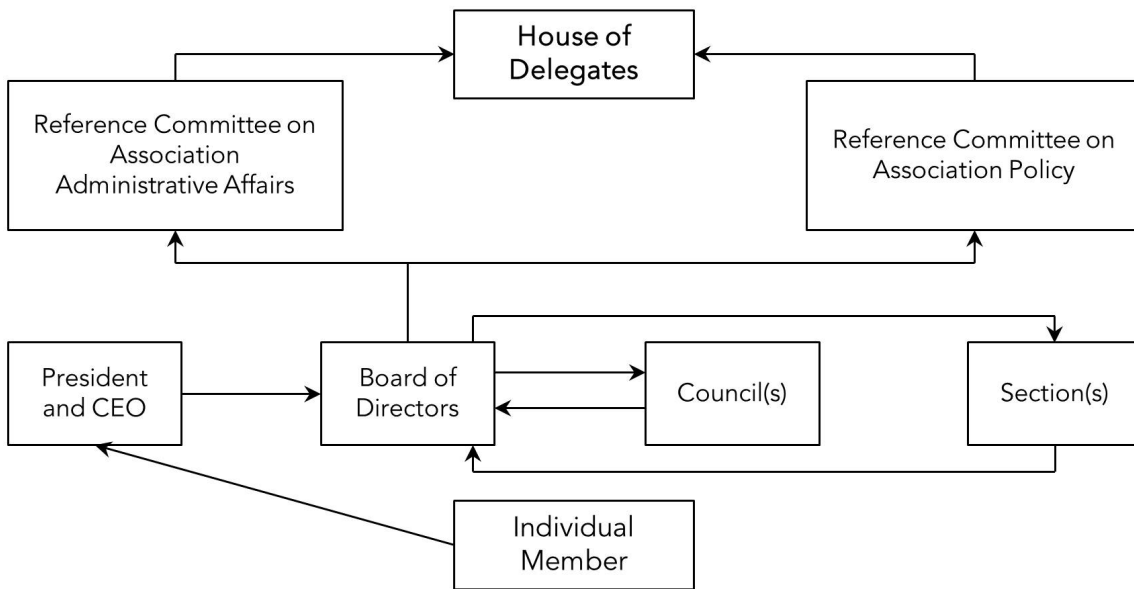
Be amended to read:

Section E. Quorum. Two thirds of the members constitute a quorum for the transaction of business at regular or special sessions.

Figure 2: What Happens to Resolutions Introduced at Annual Session?



What Can Happen to a Resolution Introduced Between Annual Sessions



How ADEA Reference Committees Function

Purpose

Before each ADEA Annual Session & Exhibition, the ADEA Board of Directors appoints two Reference Committees, the ADEA Reference Committee on Association Administrative Affairs and the ADEA Reference Committee on Association Policy. Most resolutions to be considered by the ADEA House of Delegates are referred to one of these committees. Resolutions dealing with administrative, procedural, and business affairs of the Association are referred to the Reference Committee on Association Administrative Affairs. Resolutions dealing with the policies and public positions of ADEA are referred to the Reference Committee on Association Policy.

The Reference Committees hold hearings at the Annual Session, at which all individual members have an opportunity to discuss and debate the resolutions before they are considered by delegates at the Closing Session of the House. After their hearings, the Reference Committees write reports recommending specific actions on each resolution, and the reports are presented at the Closing Session of the House of Delegates.

Hearings

Hearings are open to all individual members and other ADEA Annual Session & Exhibition participants. Reference Committee chairs have the authority to determine whether a nonmember may speak.

At their hearings, each Reference Committee provides an opportunity for discussion on each resolution referred to it. A Reference Committee must recommend action to the House on each resolution, even if there is no discussion at the hearing. However, if there is no discussion, a Reference Committee need not necessarily recommend approval of a resolution; it can recommend another action. Reference Committees have considerable authority; they may recommend the adoption of a resolution, the rejection of a resolution, to amend and adopt the amended resolution or refer the resolution to the ADEA Board of Directors for further study. Action on a resolution cannot be postponed beyond the close of the 2019 House of Delegates. Each committee should, in its report, explain its recommendations briefly, noting the reasons for agreement or disagreement with the original recommendations.

A Reference Committee chair cannot permit motions or votes at hearings because Reference Committees are intended only to receive information and opinions. Further, a chair may not debate points, either at the hearing or the Closing Session of the House.

More

There is more on Reference Committees specific to the 2019 ADEA Annual Session & Exhibition in the next section.

Conclusion

We hope this information has given you a basic understanding of how ADEA works and has encouraged you to participate actively in the Association's affairs. Please contact ADEA staff member Ms. Monique Morman, Senior Manager for Governance at 202-513-1186 or at MormanM@adea.org, for any further information you need.

ADEA Reference Committees

Additional information on Reference Committees appears in “Introduction to the ADEA Governing Process,” which immediately precedes this section. That material explains the purpose of Reference Committees and the ground rules governing their hearings at the ADEA Annual Session & Exhibition.

The ADEA Board of Directors has selected the following members to serve on this year’s Reference Committees:

ADEA Reference Committee on Association Administrative Affairs

- Chair, Dr. Steven Friedrichsen, Western University of Health Sciences, ADEA Council of Deans
- Ms. Kelly Binding, Roseman University of Health Sciences, ADEA Council of Students, Residents and Fellows
- Dr. Wanda Cloet, Central Community College, ADEA Council of Allied Dental Program Directors
- Mr. Kenneth Davis, Pacific Dental Services, Inc., ADEA Corporate Council
- Dr. Craig Hirschberg, Rutgers, The State University of New Jersey, ADEA Council of Advanced Education Programs
- Dr. Cameron Jeter, University of Texas at Houston, ADEA Council of Faculties
- Dr. Phil Rinaudo, NYU Langone Health, ADEA Council of Sections

ADEA Reference Committee on Association Policy

- Chair, Dr. Nader A. Nadershahi, University of the Pacific, ADEA Council of Deans
- Dr. Danielle Furgeson, University of Michigan, ADEA Council of Allied Dental Program Directors
- Ms. Asia-Bryanne Greenleaf, Meharry Medical College, ADEA Council of Students, Residents and Fellows
- Dr. Anita Joy-Thomas, Southern Illinois University, ADEA Council of Faculties
- Ms. Mary Littleton, Hu-Friedy Manufacturing Co., LLC, ADEA Corporate Council
- Dr. Gregory M. Ness, The Ohio State University, ADEA Council of Advanced Education Programs
- Thomas Yoon, Lake Erie College of Osteopathic Medicine, ADEA Council of Sections

Resolutions to be Considered by the ADEA House of Delegates

There are five resolutions (1H-2019 through 3H-2019) that will be acted upon by the House at its Opening Session on Saturday, March 16, 2019, from 4:30 to 5:30 p.m. and there are seven resolutions (4H-2019 through 10H-2019) that the ADEA Board of Directors has referred to hearings of Reference Committees. In addition, any resolutions introduced at the Opening Session of the House will be referred to the appropriate Reference Committee.

After the Reference Committees have met on Sunday, March 17, these resolutions (and any that are presented from the floor) will be considered by the House at its Closing Session on Tuesday, March 19, from 3:30 to 4:30 p.m.

At the Closing Session, the Reference Committees' chairs will read the resolutions that their committees have heard, and their reports will be submitted to the House (but not read aloud).

Resolutions to be Heard by the ADEA Reference Committee on Association Policy

The Reference Committee on Association Policy will hear Resolutions 6H-2019, 7H-2019 and 10H-2019 on Sunday, March 17 from 1:30 to 2:30 p.m. Additional resolutions that may be introduced at the Opening Session of the House may be referred to this committee.

Resolutions to be Heard by the ADEA Reference Committee on Association Administrative Affairs

The Reference Committee on Administrative Affairs will hear Resolutions 4H-2019, 5H-2019, 8H-2019 and 9H-2019 on Sunday, March 17, 3:30 to 4:30 p.m. Additional resolutions that may be introduced at the Opening Session of the House may be referred to this committee.

Order of Business of the ADEA House of Delegates

Opening Session—Saturday, March 16, 4:30 – 5:30 p.m.

- Call to Order—Chair of the ADEA Board of Directors, Dr. Monty MacNeil
- Report of Quorum
- Approval of the Minutes of the Previous Session
- Reports
- Chair-elect of the ADEA Board of Director’s Address—Dr. Henry Gremillion
- President and CEO’s Report—Dr. Richard Valachovic
- Report of the Nominating Committee—Dr. Leon Assael
- Action on Resolutions 1H to 3H-2019
- Referrals of Reports and Resolutions
- Recess until March 19, 2019, 3:30 p.m.

Closing Session—Tuesday, March 19, 3:30 – 4:30 p.m.

- Call to Order—Chair of the ADEA Board of Directors, Dr. Monty MacNeil
- Report of Quorum
- Consideration of Reference Committee Reports and Action on Resolutions 4H to 10H-2019
- Unfinished Business
- New Business
- Chair of the ADEA Board of Director’s Address—Dr. Monty MacNeil
- Announcement of New Officers and Recognition of Retiring Officers
- Adjournment

Procedures for the Conduct of Business in the ADEA House of Delegates

Alternates

Council members unable to attend a House of Delegates Meeting or a Council meeting, or who serve in the House of Delegates in two or more positions (e.g., as a member of the Council of Faculties and Council of Sections), may appoint alternates to represent them. Members of the Councils of Allied Dental Program Directors; Advanced Education Programs; and Students, Residents and Fellows must appoint alternates who are members of their Councils. Members of the Council of Sections must appoint the Chair-elect or Secretary of their Sections. Members of the Councils of Deans and Faculties must appoint individuals from their institutions.

Delegates representing two or more Councils in the House of Delegates must decide which Council they wish to represent and then appoint an alternate(s) for the other Council(s) according to the foregoing guidelines. All alternates must be ADEA Individual Members. Corporate Council Administrative Board members unable to attend a House of Delegates Meeting may appoint alternates to represent them; such alternates must be members of the Corporate Council. All Council alternates to the House of Delegates must be selected prior to the ADEA Annual Session & Exhibition and be ratified by the appropriate Council prior to the Opening of the House of Delegates. Please notify ADEA of the name of the alternate. This notification can be done by emailing ADEA prior to the ADEA Annual Session & Exhibition or when picking up voting cards at the ADEA House of Delegates booth in the registration area of the ADEA Annual Session & Exhibition.

Admission Cards

At registration, each delegate (or alternate) will receive three cards: (1) one for admission to the Opening Session of the House, (2) one for admission to the Closing Session and (3) one for balloting for Chair-elect of the Board of Directors if an election is required. Each delegate and alternate will surrender the signed, appropriate card when entering the floor for the Opening and Closing Sessions. Any delegates or alternates who misplace their credentials should immediately report the loss to staff in the Association's registration area.

Seating of Delegates

Delegates are seated by council affiliation, and each delegate is required to sit with his or her council. The council seating areas will be marked by signs.

Visitors

All registered ADEA Annual Session & Exhibition participants are not only invited but encouraged to attend the ADEA House of Delegates sessions, as well as meetings of the Reference Committees. There will be visitors' seating sections at both the Opening and Closing Sessions.

Presiding Officer

The Association's Chair of the ADEA Board of Directors—Dr. Monty MacNeil—is the presiding officer of the House. In the absence of the Chair of the ADEA Board of Directors, the Chair-elect of the ADEA Board of Directors is the presiding officer. The Chair may cast a vote in cases when their vote could alter the outcome, appoint tellers to assist in determining the result of any action taken by ballot and perform any other duties required by the rules of order.

Recording Officer

The ADEA President and CEO is the recording officer of the ADEA House of Delegates and the custodian of its records. The President and CEO may appoint a public stenographer to record the verbatim proceedings of the Opening and Closing Sessions of the House.

Rules of Order

The rules contained in the latest edition of the American Institute of Parliamentarians *Standard Code of Parliamentary Procedure* govern the deliberations of the House in all cases where they are applicable and not in conflict with the Association's Bylaws.

Parliamentarian

A parliamentarian will be present during the sessions of the House of Delegates.

Explanation of Motions

To avoid confusion, each type of motion is assigned a definite rank as shown in the tables on pages 23-25.

The rank is based on the urgency of each motion. When a motion is before the House, any motion is in order if it has a higher precedence or rank than the immediately pending motion, but no motion having a lower precedence is in order. Motions are considered and decided in a reverse order to that of their proposal. For example, a motion to amend the main motion is dispensed with before the main motion, and a motion to amend an amendment is voted on before the original motion to amend.

After a motion to approve is made and seconded, the resolution is before the House for debate, amendment and final action. A motion to approve is a main motion, and a vote by the House disposes of the resolution.

A motion to postpone to a certain time may be used to defer consideration of a resolution until some definite future time during this ADEA Annual Session & Exhibition. Resolutions may be referred to the ADEA Board of Directors, councils or sections for their recommendations.

Amendments to the ADEA Bylaws

A Bylaws amendment is enacted if it receives an affirmative vote of at least two thirds of the delegates present and voting.

Voting Procedures During ADEA House of Delegates Sessions

The presiding officer usually determines the method of voting during sessions of the House. He or she may choose a voice vote, a show of hands, a standing vote or a secret ballot, depending on the closeness of the vote and the presiding officer's sense of the House.

Principal Rules Governing Motions in the ADEA House of Delegates

Order of Precedence ¹	Can Interrupt?	Requires Second?	Debatable?	Amendable?	Vote Required?	Applies to what other motions? ⁵	What other motion can be applied to it?	Renewable?
Privileged Motions								
Adjourn	No	Yes	Yes ²	Yes ²	Majority	None	Amend, limit debate, close debate	Yes
Recess	No	Yes	Yes ²	Yes ²	Majority	None	Amend, limit debate, close debate	Yes ⁶
Question of Privilege	Yes	No (unless presented as motion)	No	No	None	None	None	Yes
Subsidiary Motions								
Table	No	Yes	No	No	2/3	Main Motion	None	No
Close debate	No	Yes	No	No	2/3	Debatable motions	None	Yes ⁶
Limit or extend debate	No	Yes	Yes ²	Yes ²	2/3	Debatable motions	Amend, close debate	Yes ⁶
Postpone to a certain time	No	Yes	Yes ²	Yes ²	Majority	Main motion	Amend, close debate, limit debate	Yes ⁶
Refer to committee or board	No	Yes	Yes ²	Yes ²	Majority	Main motion	Amend, close debate, limit debate	Yes ⁶
Amend	No	Yes	Yes ³	Yes	Majority	Re-wordable motions	Close debate, limit debate, amend	No ⁶

Order of Precedence	Can Interrupt?	Requires Second?	Debatable?	Amendable?	Vote Required?	Applies to what other motions?	What other motion can be applied to it?	Renewable?
Main Motions								
a. Main Motion								
The Main Motion	No	Yes	Yes	Yes	Majority	None	Subsidiary	No
b. Specific Main Motions								
Amend a previous action	No	Yes	Yes	Yes	Same vote	Adopted Main motion	Subsidiary	No
Ratify	No	Yes	Yes	Yes	Same vote	Adopted main motion	Subsidiary	No
Adopt in-lieu-of	No	Yes	Yes	Yes	Majority	None	Subsidiary	No
Reconsider	Yes ⁴	Yes	Yes ²	No	Majority	Vote on Main motion	Close debate, limit debate	No
Rescind	No	Yes	Yes	No	Same vote	Adopted Main motion	Subsidiary except to amend	No
Recall from committee	No	Yes	Yes ²	No	Majority	Referred Main motion	Limit debate, close debate	No

No Order of Precedence	Can Interrupt?	Requires Second?	Debatable?	Amendable?	Vote Required?	Applies to what other motions?	What other motion can be applied to it?	Renewable?
Incidental Motions								
Motions								
Appeal	Yes	Yes	Yes	No	Majority ⁷	Decision of Chair	Close debate, limit debate	No
Suspend rules	No	Yes	No	No	2/3	Procedural rules	None	Yes
Consider informally	No	Yes	No	No	Majority	Main motion or subject	None	Yes
Requests								
Point of order	Yes	No	No	No	No	Procedural error	None	No
Inquiries	Yes	No	No	No	No	All motions	None	No
Withdraw a motion	Yes	No (unless presented as a motion)	No	No	No ⁸	All motions	None	No
Division of question	No	No (unless presented as a motion)	No	No	No ⁸	Main motion	None	No
Division of assembly	Yes	No	No	No	No ⁸	Indecisive vote	None	No

Source: American Institute of Parliamentarians *Standard Code of Parliamentary Procedure* (2012), McGraw Hill

1. Motions are in order only if no motion higher on the list is pending. Thus, if a motion to close debate is pending, a motion to amend would be out of order; but a motion to recess would be in order, since it outranks the pending motion.
2. Restricted.
3. Is not debatable when applied to an undebatable motion.
4. A member may interrupt the proceedings but not a speaker.
5. Withdraw may be applied to all motions.
6. Renewable at the discretion of the presiding officer.
7. A tie or majority vote sustains the ruling of the presiding officer; a majority vote in the negative reverses the ruling.
8. If decided by the assembly, by motion, requires a majority vote to adopt.

Voting for Chair-elect of the ADEA Board of Directors

The 2019 Nomination Process for Chair-Elect of the ADEA Board of Directors

The ADEA Board of Directors placed several calls for nominations in the *Bulletin of Dental Education*, *Journal of Dental Education* and on the ADEA website.

All members were invited to nominate as many individuals as they wished, including themselves.

The Council Administrative Boards were also invited to nominate candidates; however, the Boards were not informed of the identity of the other candidates. In order to maintain confidentiality, only the Nominating Committee and the ADEA President and CEO knew the identity of all nominees.

The deadline for submitting nominations was November 1, 2018.

The ADEA Board of Directors Presents the Following Candidates for Chair-elect of the ADEA Board of Directors.

Upon the recommendation of the Nominating Committee, the Board of Directors presents two candidates for the 2019–2020 ADEA Chair-elect of the ADEA Board of Directors. (The office leads in successive years to the offices of Chair of the ADEA Board of Directors and Immediate Past Chair of the ADEA Board of Directors.) The candidates, for whom a brief biographical sketch follows, are:

- Dr. Denise K. Kassebaum, Dean and Professor of Diagnostic and Biological Sciences, University of Colorado School of Dental Medicine;
- Dr. Ryan L. Quock, Professor and Vice Chair of the Department of Restorative Dentistry and Prosthodontics, University of Texas School of Dentistry at Houston; and

The members of the ADEA House of Delegates will cast ballots for Chair-elect of the ADEA Board of Directors during the 2019 ADEA Annual Session & Exhibition. Delegates may cast their ballots for Chair-elect of the ADEA Board of Directors between the hours of 8:00 a.m. and 4:00 p.m. on Sunday, March 17 and between 8:00 a.m. and Noon on Monday, March 18. Voting will take place at the ADEA House of Delegates booth in the designated conference registration area. These are the only times when a delegate (or alternate) may cast a ballot for Chair-elect. Only a delegate (or official alternate) may vote, and he or she will surrender his or her voter registration card to receive a ballot.

Candidate Statements for Chair-elect of the ADEA Board of Directors



Denise K. Kassebaum, D.D.S., M.S.
Dean and Professor of Diagnostic and Biological Sciences
University of Colorado School of Dental Medicine

I am honored to be nominated for the position of 2019 Chair-elect of the ADEA Board of Directors. This is an exciting time to be a member of ADEA, as health professions education and health care are being disrupted by new technologies, scientific research discoveries, changes in health care and care delivery, demographic changes in our providers and patients, and other environmental factors.

The impact of ADEA is felt within and outside dental education through its national and international initiatives and strategic alliances. Today, ADEA is 20,000 members strong and represents the students, residents, faculty, and staff at the 76 dental schools in the United States and Canada; the over 1,000 allied and advanced dental education programs; and over 60 corporate members. The mission of ADEA is to lead institutions and individuals in the dental education community to address contemporary issues influencing education, research and the delivery of oral health care for the overall health and safety of the public.

Throughout my own career, ADEA has served as a professional compass, providing direction through faculty development, leadership training, peer networks, and the opportunity to contribute to national initiatives I am truly passionate about. My service on two of its seven councils, and on its commissions, task forces, institutes and international committees, has given me a great appreciation for the strength of ADEA's diverse voices and its power in North America and abroad.

I am currently the Chair of the ADEA Commission on Change and Innovation in Dental Education (ADEA CCI) 2.0 Steering Committee. In this role I have the great privilege to work with talented champions of innovation, faculty leaders from different types of academic dental institutions and programs, CCI liaisons, students and residents, and ADEA's talented professional staff. Together, we have set goals to support person-centered care provision, to graduate future-ready graduates, and to inspire transformative learning institutions. My recent service on the Task Force for the Assessment of Readiness to Practice, working with colleagues from the ADA and ASDA to create a call to action to modernize dental licensure, has fueled my passion to drive national change on behalf of new graduates and a more mobile dental faculty. I have been privileged to participate on the planning committee for the 2019 ADEA International Women's Leadership Conference VI to be held in Brescia, Italy, working with colleagues from the Association for Dental Education in Europe (ADEE), and others, to create a forum for highlighting the achievements of women around the globe. These roles have taught me the importance of listening before forging a consensus vision to move forward, the excitement of embracing innovation and change, the value of collaboration in pursuit of changing long-standing practices, and the importance of globalization to dental education.

The upcoming years at ADEA will be marked by change as a new President and CEO is appointed, and as the ADEA Board of Directors finish a strategic planning process with input from the membership. What won't change is the important role that ADEA plays in our academic dental institutions and programs, from centralized application services, to faculty

development and leadership training, professional publications, federal advocacy and state-wide policy monitoring, and critical policy making to support students and faculty. I view the elected Chair of the Board, the directors of the seven ADEA councils, the President and CEO, and ADEA's professional staff, as the strategic leadership team that works on behalf of ADEA's 20,000 members. If selected, I will listen to ADEA's diverse voices while working to provide collaborative leadership to advance ADEA's strategic initiatives and alliances.



Ryan Quock, D.D.S.
**Professor and Vice Chair of the Department of Restorative
Dentistry and Prosthodontics**
University of Texas School of Dentistry at Houston

It is presently a fascinating era in dental education. New schools and programs are opening. More students than ever are pursuing postgraduate education. And ADEA—The Voice of Dental Education—has blossomed to include more than 20,000 individual members, with seven robust Councils. At the same time, the profession is wrestling with questions regarding the sustainability of educational models, appropriate assessment and pathways for our trainees, and the evolution of practice paradigms.

An anchor in the midst of these achievements and challenges is the undeniable observation that dental education has a seat at the table. In fact, ADEA has positioned itself as a leading voice at the table. It has truly been a privilege to grow in my professional career as dental education has experienced this renaissance, and I would consider it the highest honor to serve my colleagues as the Chair-elect of the ADEA Board of Directors.

My educational pathway includes a double-major B.A. (Spanish Linguistics and Asian Studies) from Rice University, followed by a D.D.S. from University of Texas Dental Branch at Houston. After some time practicing as a dentist in both federally qualified health center and private sector settings, I joined the faculty at the University of Texas School of Dentistry at Houston (UTSD). I am grateful to have been promoted through the ranks of assistant, associate, and full professor, currently with the designation of University of Texas System Distinguished Teaching Professor. My schedule continues to regularly include teaching of dental hygiene and dental students, as well as resident thesis committees, with a scholarly emphasis on the intersection between preventive and restorative principles.

It has been an honor to lead interprofessionally as Chair of the UT-Houston InterFaculty Council, consisting of faculty from our six component schools, represent Houston at the statewide UT System Faculty Advisory Council (14 UT academic campuses and health science centers), and be elected to membership in the system-wide Kenneth Shine Academy for Health Science Education. From these experiences I have gained insight both into the concerns of grass roots educators as well as the complex issues facing educational institutions and systems.

I have been a member of ADEA since the beginning of my academic career, actively participate in the Sections on Operative Dentistry and Biomaterials and Cariology and am proud to have been elected by my UTSD colleagues to represent them on the ADEA Council of Faculties (ADEA COF). The ADEA COF then elected me to their Administrative Board, where I led the development and launch of ADEA weTeach®, a unique online collection of peer-reviewed resources in teaching, learning and assessment. As a graduate of the ADEA Leadership Institute, it has been a pleasure to mentor colleagues through the ADEA Summer Program for Emerging Academic Leaders, as well as students at Houston as they re-booted our ADEA Student Chapter. Currently it is my honor to serve as ADEA Board Director for Faculties. This immersive ADEA experience has expanded my appreciation and understanding of dental education, and I feel especially invigorated as the ADEA Board of Directors engages in strategic planning this year.

In addition to these professional experiences, I am particularly grateful for the many colleagues that have impacted me. It might be said that the strength of ADEA lies in its membership; I have been mentored, encouraged and inspired by so many dental education friends over the years. The sum of these professional experiences and interactions have confirmed my desire to be a responsible steward of what has been passed on to me. Thus, I humbly request your consideration and support for the position of Chair-elect of the 2019–20 ADEA Board of Directors.

There are real issues and opportunities for dental education going forward, and ADEA is poised as never before to lead the way. I believe that my experiences and empathies put me in an ideal position to not only understand the diversity of triumphs and circumstances that lie ahead, but also rally the membership to meet those milestones with optimism and excellence. It would be an honor to serve ADEA and dental education as the Chair-elect of the ADEA Board of Directors—thank you for your consideration!

Report of the ADEA Board of Directors on Resolutions for Consideration by the 2019 ADEA House of Delegates

The ADEA House of Delegates will consider the 10 resolutions in this report, plus any additional ones introduced at the Opening Session. The House will act on Resolutions 1H-2019 through 3H-2019 at its Opening Session on Saturday, March 16, 2019, from 4:30 to 5:30 p.m.

The House will act on Resolutions 4H-2019 through 10H-2019 at its Closing Session on Tuesday, March 19, 2019, from 3:30 to 4:30 p.m.

The resolutions from the Board of Directors in the report are sequenced as follows:

Resolutions to be Acted on at the Opening Session:

- 1H-2019 American Dental Association Council on Dental Education and Licensure Member
- 2H-2019 Commission on Dental Accreditation Member
- 3H-2019 Appreciations

Resolutions to be Acted on at the Closing Session:

- 4H-2019 Provisional Membership of the Texas Tech Health Science Center El Paso Woody L. Hunt School of Dental Medicine
- 5H-2019 Provisional Membership of the California Northstate University College of Dental Medicine
- 6H-2019 ADEA Council of Students, Residents and Fellow Bylaws Change to Update House of Delegates Representation
- 7H-2019 Bylaws Change to Update the Timing of Elections for ADEA Section Officers
- 8H-2019 ADEA Section on Graduate and Postgraduate Education Name Change
- 9H-2019 ADEA Section on Minority Affairs Name Change
- 10H-2019 ADEA Council of Faculties Bylaws Change to Membership and House of Delegates Representation

All of the resolutions in this report that require House action are printed in boldface for delegates' ease of identification.

Actions at the Opening Session of the ADEA House of Delegates

Resolution 1H-2019 American Dental Association Council on Dental Education and Licensure Member

The current ADEA representatives to the ADA Council on Dental Education and Licensure (ADA CDEL) and their termination dates (in the fall of the years shown) are:

- Dr. Steven Lepowsky, University of Connecticut School of Dental Medicine (2019)
- Dr. Bruce Donoff, Harvard School of Dental Medicine (2020)
- Dr. Linda Niessen, Nova Southeastern University College of Dental Medicine (2021)
- Dr. Uri Hangorsky, University of Pennsylvania School of Dental Medicine (2022)

Dr. Lepowsky will complete Dr. Mert Aksu's vacated term as one of ADEA's representatives to the CDEL which expires at the conclusion of the 2019 ADA Annual Session. For this reason, ADEA must select an appointee to serve on the Council for a new four-year term. ADA CDEL allows for an individual who is completing an unexpired term to be appointed to serve one full term. Thus, the ADEA Board of Directors is recommending that the House appoints Dr. Steven Lepowsky, University of Connecticut School of Dental Medicine, to a four-year term to conclude in 2023.

The ADEA Bylaws allow delegates to nominate additional candidates for ADA CDEL membership at the Opening Session of the House. (Please note: ADA CDEL members must be active members of the ADA.) Any delegate presenting a nominee must obtain the candidate's consent to run and a copy of the candidate's curriculum vitae, which will be made available for delegates' review in the ADEA Registration Area.

The ADEA Board of Directors asks the ADEA House of Delegates to approve the following resolution:

1H-2019 Resolved, that the ADEA House of Delegates appoint Dr. Steven Lepowsky to a four-year term on the ADA Council on Dental Education and Licensure with the term to begin at the close of the 2019 ADA Annual Session and conclude at the 2023 ADA Annual Session.

Resolution 2H-2019
Commission on Dental Accreditation Member

The current ADEA representatives on the Commission on Dental Accreditation (CODA) and their termination dates (in the fall of the years shown) are:

- Dr. Tariq Javed, Medical University of South Carolina James B. Edwards College of Dental Medicine (2019)
- Dr. Steve Friedrichsen, Western University of Health Sciences College of Dental Medicine (2020)
- Dr. Lawrence Wolinsky, Texas A&M University College of Dentistry (2021)
- Dr. Bruce Rotter, Southern Illinois University School of Dental Medicine (2022)

Dr. Friedrichsen’s appointment as a Commissioner will end at the close of the 2020 ADA Annual Session. In 2011, the Commission adopted an enhanced six-month training period for all new Commissioners, thus requiring sponsoring organizations to appoint new Commissioners in advance to participate in the additional training, which will occur in fall 2019.

The ADEA Board of Directors is recommending that the 2019 ADEA House of Delegates elect Dr. Carol Anne Murdoch-Kinch, University of Michigan School of Dentistry, to a four-year term beginning Fall 2020 and to expire in 2024.

The ADEA Bylaws allow delegates to nominate additional candidates for CODA membership at the Opening Session of the House. (Please note: ADEA appointees to CODA must be active members of the ADA.) Any delegate presenting a nominee must obtain the candidate’s consent to run and a copy of the candidate’s curriculum vitae, which will be made available for delegates’ review in the ADEA Registration Area.

The ADEA Board of Directors asks the ADEA House of Delegates to approve the following resolution:

2H-2019 Resolved, that the ADEA House of Delegates appoint Dr. Carol Anne Murdoch-Kinch to a four-year term (2020-2024) on the Commission on Dental Accreditation.

Resolution 3H-2019
Appreciations

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2
3
4 ADEA relies significantly on outside support for a number of its activities, and numerous
5 organizations provided much-needed assistance since last year's ADEA Annual Session &
6 Exhibition. The ADEA Board of Directors expresses its sincere appreciation to the following
7 companies, organizations, institutions and individuals for their generous support. Those who
8 have supported ADEA activities and events over the past year—from last year's ADEA Annual
9 Session & Exhibition until the start of this year's Annual Session & Exhibition—are listed
10 alphabetically. Most of the companies listed are also Corporate Members of ADEA, and we are
11 especially grateful to them.

12 ACTEON, Inc. was a general sponsor at the 2018 ADEA Allied Dental Program Directors'
13 Conference, the 2018 BFACA Meeting and the 2018 Dean Conference.

14 ADA Publishing-ADA Library generously donated an exhibit hall raffle item at the 2018 ADEA
15 Annual Session & Exhibition.

16
17 ADEA Board of Directors was a Deans' List Sponsor of the 2018 William J. Gies Awards for
18 Vision, Innovation and Achievement.

19 ADEA Corporate Council collectively sponsored the Opening Plenary Session Keynote Address
20 at the 2018 ADEA Annual Session & Exhibition, as well as the 2018 ADEA Dental Student Virtual
21 Fair.

22 ADEAGies Foundation funded the ADEA/ADEAGies Foundation/Drs. Connie L. and Richard R.
23 Drisko Scholar in the ADEA Leadership Institute, as well as the ADEA/ADEAGies
24 Foundation/Dr. Anthony R. Volpe Scholar in the ADEA Leadership Institute.

25 A-dec was an Innovator Sponsor of the 2018 William J. Gies Awards for Vision, Innovation and
26 Achievement. The company also sponsored an evening networking reception at the 2018 ADEA
27 Allied Dental Program Directors' Conference, co-sponsor a networking reception/dinner at the
28 2018 ADEA BFACA Meeting and sponsored a luncheon at the 2018 ADEA Deans' Conference.

29 AEGIS Communications sponsored the opening evening reception at the 2018 ADEA Deans'
30 Conference.

31 Air Techniques, Inc. was a general sponsor of the 2018 ADEA BFACA Meeting.

32 Align Technology, Inc. was a general sponsor of the 2018 ADEA Deans' Conference.

33 American Association of Endodontists Foundation funded the ADEA/American Association of
34 Endodontists Foundation Scholar in the 2018-2019 ADEA Leadership Institute.

35 American Dental Association was a Collaborator Sponsor of the 2018 William J. Gies Awards for
36 Vision, Innovation and Achievement.

37
38 Aspen Dental Management, Inc. was a general sponsor of the 2018 ADEA Deans' Conference.

39 Bien-Air USA, Inc. was a general sponsor for both the 2018 ADEA BFACA Meeting and the 2018
40 ADEA Deans' Conference.

41 BioHorizons Implant Systems, Inc. was a general sponsor of the 2018 ADEA Deans' Conference.

42 Brasseler USA provided general sponsorships for the 2018 ADEA Allied Dental Program
43 Directors' Conference, the 2018 ADEA BFACA Meeting and the 2018 ADEA Deans' Conference.

44 Cejka Executive Search was a general sponsor of the 2018 ADEA Deans' Conference.

45 Centrix, Inc. was a general sponsor of the 2018 ADEA Deans' Conference.

46 Certiphi Screening, Inc. sponsored morning coffee at ADEA Sections on Dental School
47 Admissions Officers & Student Affairs & Financial Aid Members Forum II and they generously
48 donated a exhibit hall raffle item at the 2018 ADEA Annual Session & Exhibition.

49 Colgate-Palmolive Company provided generous support for the ADEA/Colgate-
50 Palmolive/National Dental Association Dr. Jeanne C. Sinkford Scholar in the ADEA Leadership
51 Institute, the ADEA/Colgate-Palmolive Co./Dominick P. DePaola Scholar in the ADEA
52 Leadership Institute, the ADEA/Colgate-Palmolive Excellence in Teaching Award, the
53 ADEA/ADEA Council of Students/Colgate-Palmolive Junior Faculty Award, and the
54 ADEA/Colgate-Palmolive Allied Dental Educators Fellowship. Colgate Palmolive Company was
55 a general sponsor of the 2018 Allied Dental Program Directors' Conference, the 2018 ADEA
56 BFACA Meeting and the 2018 ADEA Deans' Conference. The company also was a sponsor of
57 the 2018 ADEA Phase V Program.

58 Columbia University College of Dental Medicine was a Deans' List Sponsor of the 2018 William
59 J. Gies Awards for Vision, Innovation, and Achievement.

60 Dalhousie University Faculty of Dentistry was a Deans' List Sponsor of the 2018 William J. Gies
61 Awards for Vision, Innovation and Achievement.

62 Dental Assisting National Board, Inc./The Dale Foundation was a Collaborator Sponsor of the
63 2018 William J. Gies Awards for Vision, Innovation and Achievement. They also sponsored
64 Continental Breakfast at ADEA Section on Dental Assisting Education Members' Forum.

65 Dental College of Georgia at Augusta University was a Dean's List Sponsor of the 2018 William
66 J. Gies Awards for Vision, Innovation and Achievement.

67 Dental Services Group was a general sponsor for both the 2018 ADEA BFACA Meeting and
68 2018 ADEA Deans' Conference.

69 DentEZ Integrated Solutions was a Innovator Sponsor of the 2018 William J. Gies Awards for
70 Vision, Innovation and Achievement. The company also provided general sponsorship for both
71 the 2018 ADEA BFACA Meeting and 2018 ADEA Deans' Conference.

72 Dentsply Sirona, Inc. was the Premier Sponsor of the 2018 William J. Gies Awards for Vision,
73 Innovation and Achievement. The company also provided general sponsorships for the 2018
74 ADEA Allied Dental Program Directors' Conference, the 2018 ADEA BFACA Meeting, 2018
75 ADEA Deans' Conference and was a sponsor of the ADEA Student Poster Competition at the
76 2018 ADEA Annual Session & Exhibition.

77 Designs for Vision, Inc. was a general sponsor of the 2018 ADEA Allied Dental Program
78 Directors' Conference.

79 DrFirst was a general sponsor of the 2018 ADEA Deans' Conference.

80 Eastman Center for Oral Health University of Rochester Medical Center was a Deans' List
81 Sponsor of the 2018 William J. Gies Awards for Vision, Innovation and Achievement.

82 Eastern Dentists Insurance Company was a general sponsor at the 2018 ADEA Deans'
83 Conference.

84 eHuman generously donated an exhibit hall raffle item at the 2018 ADEA Annual Session &
85 Exhibition.

86 Fortress Insurance Company was a general sponsor of the 2018 ADEA Deans' Conference.

87 GlaxoSmithKline Consumer Healthcare was a sponsor of the 2018 ADEA Annual Session &
88 Exhibition Closing Plenary Session, general sponsor of the 2018 ADEA Allied Dental Program

89 Directors' Conference, 2018 ADEA BFACA Meeting and the 2018 ADEA Deans' Conference.
90 They also sponsored the 2018 ADEA/GlaxoSmithKline Consumer Healthcare Preventive
91 Dentistry Scholarships. Lastly, GlaxoSmithKline Consumer Healthcare was an Innovator Sponsor
92 of the 2018 William J. Gies Awards for Vision, Innovation and Achievement.

93 Harvard School of Dental Medicine was a Dean's List Sponsor of the 2018 William J. Gies
94 Awards for Vision, Innovation and Achievement.

95 Heartland Dental sponsored both the 2018 Allied Dental Program Directors' Conference and
96 the 2018 Deans' Conference.

97 Henry Schein, Inc. was a Visionary Sponsor of the 2018 William J. Gies Awards for Vision,
98 Innovation and Achievement. The company was also a general sponsor at the 2018 ADEA
99 BFACA Meeting and the 2018 ADEA Deans' Conference.

100 Howard University College of Dentistry was a Deans' List Sponsor of the 2018 William J. Gies
101 Awards for Vision, Innovation and Achievement.

102 Hu-Friedy Manufacturing Co., LLC was an Innovator Sponsor of the 2018 William J. Gies Awards
103 for Vision, Innovation and Achievement. The company sponsored a networking reception and
104 dinner at the 2018 ADEA Allied Dental Program Directors' Conference. They also co-sponsored
105 a networking reception and buffet dinner at the 2018 ADEA BFACA Meeting and a general
106 sponsor of the 2018 ADEA Deans' Conference.

107 Indiana University School of Dentistry was a Deans' List Sponsor of the 2018 William J. Gies
108 Awards for Vision, Innovation and Achievement.

109 International Pemphigus & Pemphigoid Foundation (IPPF) sponsored a breakfast at the Oral
110 and Maxillofacial Pathology Section Meeting 2018 ADEA Annual Session & Exhibition and
111 generously donated an exhibit hall raffle item at the 2018 ADEA Annual Session & Exhibition.

112 Johnson & Johnson Consumer, Inc. provided the "Own the Bathroom" sponsorship during the
113 2018 ADEA Annual Session & Exhibition. They also were general sponsors for both the 2018
114 ADEA Allied Dental Program Directors' Conference and the 2018 ADEA Deans' Conference.

115 Kahler Slater was a general sponsor for both the 2018 ADEA BFACA Meeting and the 2018
116 ADEA Deans' Conference.

117 KaVo Kerr Group – Consumables supported an education program at the 2018 ADEA Allied
118 Dental Program Directors' Conference, 2018 ADEA BFACA Meeting and the 2018 ADEA Deans'
119 Conference.

120 KaVo Kerr Group – Equipment supported an education program at the 2018 ADEA BFACA
121 Meeting.

122 Komet USA, LLC was a general sponsor of the 2018 ADEA Deans' Conference and they
123 generously donated a exhibit hall raffle item at the 2018 ADEA Annual Session & Exhibition.

124 Liaison International, Inc. was an Innovator Sponsor of the 2018 William J. Gies Awards for
125 Vision, Innovation and Achievement. The company sponsored the ADEA GoDental®
126 Recruitment Event at the 2018 ADEA Annual Session & Exhibition. They also supported the
127 Liaison International Educational Pathways Fellowship.

128 LM-Dental, a Planmeca Company was a general sponsor of both the 2018 ADEA BFACA
129 Meeting and the 2018 ADEA Deans' Conference generously donated an exhibit hall raffle item
130 at the 2018 ADEA Annual Session & Exhibition.

131 Loma Linda University School of Dentistry was a Deans' List Sponsor of the 2018 William J. Gies
132 Awards for Vision, Innovation and Achievement.

133 Louisiana State University Health New Orleans School of Dentistry was a Deans' List Sponsor of
134 the 2018 William J. Gies Awards for Vision, Innovation and Achievement.

135 MacPractice generously donated an exhibit hall raffle item at the 2018 ADEA Annual Session &
136 Exhibition.

137 Marquette University School of Dentistry was a Deans' List Sponsor of the 2018 William J. Gies
138 Awards for Vision, Innovation and Achievement.

139 Medical University of South Carolina James B. Edwards College of Dental Medicine was a
140 Deans' List Sponsor of the 2018 William J. Gies Awards for Vision, Innovation and Achievement.

141 Medisor Imaging sponsored was a general sponsor of the 2018 ADEA BFACA Meeting

142 Meharry Medical College School of Dentistry was a Deans' List Sponsor of the 2018 William J.
143 Gies Awards for Vision, Innovation and Achievement.

144 Midmark Corporation was a Sponsor of the 2018 William J. Gies Awards for Vision, Innovation
145 and Achievement. Midmark Corporation also provided general sponsorships for both the 2018
146 ADEA BFACA Meeting and the 2018 ADEA Deans' Conference.

147 Midwestern University College of Dental Medicine-Illinois was a Deans' List Sponsor of the 2018
148 William J. Gies Awards for Vision, Innovation and Achievement.

149 National Dental Association supported the ADEA/Colgate-Palmolive Co./National Dental
150 Association Dr. Jeanne C. Sinkford Scholar in the ADEA Leadership Institute in 2018.

151 New York University College of Dentistry was a Deans' List Sponsor of the 2018 William J. Gies
152 Awards for Vision, Innovation and Achievement.

153 Nova Southeastern University College of Dental Medicine was a Deans' List Sponsor of the 2018
154 William J. Gies Awards for Vision, Innovation and Achievement.

155 NSK America was a general sponsor of both the 2018 ADEA BFACA Meeting and 2018 ADEA
156 Deans' Conference.

157 NYU Langone Dental Medicine was a Deans' List Sponsor of the 2018 William J. Gies Awards for
158 Vision, Innovation and Achievement.

159 OraPharma, Inc., a subsidiary of Valeant Pharmaceuticals, provided an educational grant in
160 support of the 2018 ADEA Allied Dental Program Directors' Conference.

161 Pacific Dental Services, Inc. was a general sponsor of the 2018 ADEA Deans' Conference and
162 generously donated an exhibit hall raffle item at the 2018 ADEA Annual Session & Exhibition.

163 Panadent Corporation generously donated an exhibit hall raffle item at the 2018 ADEA Annual
164 Session & Exhibition.

165 PDT, Inc. - Paradise Dental Technologies was a general sponsor of the 2018 ADEA Allied Dental
166 Program Directors' Conference, the 2018 ADEA BFACA Meeting and the 2018 ADEA Deans'
167 Conference.

168 Philips Oral Healthcare, Inc. provided lanyards for the 2018 ADEA Annual Session & Exhibition
169 and for the 2018 ADEA Allied Dental Program Directors' Conference.

170 PLANMECA USA, Inc. was a general sponsor of the 2018 ADEA Deans' Conference.

171 The Procter & Gamble Company was a Visionary Sponsor of the 2018 William J. Gies Awards for
172 Vision, Innovation and Achievement. They also sponsored the ADEA/Crest Oral-B Scholarship
173 for Predoctoral Dental Students Pursuing Academic Careers, the ADEA/Crest Oral-B
174 Laboratories Scholarship for Dental Hygiene Students Pursuing Academic Careers, the Dental
175 Hygiene Clinic Coordinators' Luncheon, and breakfasts for the 2018 ADEA Allied Dental

176 Program Directors' Conference and 2018 ADEA Deans' Conference. Lunch was sponsored for
177 the 2018 ADEA BFACA Meeting. The Procter & Gamble Company sponsored the ADEA
178 GoDental® Recruitment Fair. Lastly, the Procter & Gamble Company continued to sponsor the
179 ADEA Leadership Institute and was a general sponsor of the ADEA Deans' Institute.

180 Roseman University of Health Sciences College of Dental Medicine – South Jordan, Utah was a
181 Deans' List Sponsor of the 2018 William J. Gies Awards for Vision, Innovation and Achievement.

182 Rutgers, The State University of New Jersey, School of Dental Medicine was a Deans' List
183 Sponsor of the 2018 William J. Gies Awards for Vision, Innovation and Achievement.

184 Sawbone Worldwide generously donated an exhibit hall raffle item at the 2018 ADEA Annual
185 Session & Exhibition.

186 Secure Innovations, Inc. was a general sponsor of the 2018 ADEA BFACA Meeting.

187 Sigma Phi Alpha funded the ADEA/Sigma Phi Alpha Linda DeVore Scholarship.

188 Stony Brook University School of Dental Medicine was a Deans' List Sponsor of the 2018 William
189 J. Gies Awards for Vision, Innovation and Achievement.

190 Sunstar Americas were a general sponsor for the 2018 ADEA Allied Dental Program Directors'
191 Conference, as well as the 2018 ADEA Deans' Conference. Sunstar Americas sponsored the
192 ADEA/Sunstar Americas, Inc./Harry W. Bruce, Jr. Legislative Dinner at the 2018 ADEA Annual
193 Session & Exhibition. The company also supported the ADEA/Sunstar Americas, Inc./Harry W.
194 Bruce, Jr. Legislative Fellowship and the ADEA/Sunstar Americas, Inc./Jack Bresch Student
195 Internship Award Program.

196 Texas A&M University College of Dentistry was a Deans' List Sponsor of the 2018 William J. Gies
197 Awards for Vision, Innovation and Achievement.

198 The Ohio State University College of Dentistry was a Deans' List Sponsor of the 2018 William J.
199 Gies Awards for Vision, Innovation and Achievement.

200 Tufts University School of Dental Medicine was a Deans' List Sponsor of the 2018 William J. Gies
201 Awards for Vision, Innovation and Achievement.

202 Ultradent Products, Inc. was a general sponsor at the 2018 BFACA Meeting.

203 University of Colorado School of Dental Medicine was a Deans' List Sponsor of the 2018 William
204 J. Gies Awards for Vision, Innovation and Achievement.

205 University of Connecticut School of Dental Medicine was a Deans' List Sponsor of the 2018
206 William J. Gies Awards for Vision, Innovation and Achievement.

207 University of Detroit Mercy School of Dentistry was a Deans' List Sponsor of the 2018 William J.
208 Gies Awards for Vision, Innovation and Achievement.

209 University of Florida College of Dentistry was a Deans' List Sponsor of the 2018 William J. Gies
210 Awards for Vision, Innovation and Achievement.

211 University of Kentucky College of Dentistry was a Deans' List Sponsor of the 2018 William J.
212 Gies Awards for Vision, Innovation and Achievement.

213 University of Maryland School of Dentistry was a Deans' List Sponsor of the 2018 William J. Gies
214 Awards for Vision, Innovation and Achievement.

215 University of Michigan School of Dentistry was a Deans' List Sponsor of the 2018 William J. Gies
216 Awards for Vision, Innovation and Achievement.

217 University of Minnesota School of Dentistry was a Deans' List Sponsor of the 2018 William J.
218 Gies Awards for Vision, Innovation and Achievement.

219 University of New England College of Dental Medicine was a Deans' List Sponsor of the 2018
 220 William J. Gies Awards for Vision, Innovation and Achievement.

221 University of North Carolina at Chapel Hill School of Dentistry was a Deans' List Sponsor of the
 222 2018 William J. Gies Awards for Vision, Innovation and Achievement.

223 University of Pittsburgh School of Dental Medicine was a Deans' List Sponsor of the 2018
 224 William J. Gies Awards for Vision, Innovation and Achievement.

225 University of the Pacific, Arthur A. Dugoni School of Dentistry was a Deans' List Sponsor of the
 226 2018 William J. Gies Awards for Vision, Innovation and Achievement.

227 UT Health San Antonio School of Dentistry was a Deans' List Sponsor of the 2018 William J. Gies
 228 Awards for Vision, Innovation and Achievement.

229 University of Toronto Faculty of Dentistry was a Deans' List Sponsor of the 2018 William J. Gies
 230 Awards for Vision, Innovation and Achievement.

231 Virginia Commonwealth University School of Dentistry was a Deans' List Sponsor of the 2018
 232 William J. Gies Awards for Vision, Innovation and Achievement.

233 VitalSource Technologies, Inc. was a general sponsorship for the 2018 ADEA Deans' Conference
 234 and generously donated a exhibit hall raffle item at the 2018 ADEA Annual Session & Exhibition.

235 Western University of Health Sciences College of Dental Medicine was a Deans' List Sponsor of
 236 the 2018 William J. Gies Awards for Vision, Innovation and Achievement.

237 Whip Mix Corporation sponsored the Section on Prosthodontics Members' Forum at the 2018
 238 ADEA Annual Session & Exhibition.

239 Zyris, Inc. (formerly Isolite Systems) was a general sponsor for the 2018 ADEA BFACA Meeting
 240 and the 2018 ADEA Deans' Conference.

241

242 **The ADEA Board of Directors asks the House to approve the following resolution:**

243 **3H-2019 Resolved, that the American Dental Education Association expresses its sincere**
 244 **appreciation to the following organizations and individuals for their generous**
 245 **support of the Association's activities and programs between the start of the**
 246 **2018 ADEA Annual Session & Exhibition and the start of the 2019 ADEA Annual**
 247 **Session & Exhibition:**

248

249 ACTEON, Inc.
 250 ADA Publishing-ADA Library
 251 ADEA Board of Directors
 252 ADEA Corporate Council
 253 ADEAGies Foundation
 254 A-dec
 255 AEGIS Communications
 256 Air Techniques, Inc.
 257 Align Technology, Inc.
 258 American Association of Endodontists Foundation
 259 American Dental Association
 260 Aspen Dental Management, Inc.
 261 Bien-Air USA, Inc.
 262 BioHorizons Implant Systems, Inc.
 263 Brasseler USA

264 Cejka Executive Search
 265 Centrix, Inc.
 266 Certiphi Screening, Inc.
 267 Colgate-Palmolive Company
 268 Columbia University College of Dental Medicine
 269 Dalhousie University Faculty of Dentistry
 270 Dental Assisting National Board, Inc./The Dale Foundation
 271 Dental College of Georgia at Augusta University
 272 Dental Services Group
 273 DentEZ Integrated Solutions
 274 Dentsply Sirona, Inc.
 275 DrFirst
 276 Eastman Center for Oral Health University of Rochester Medical Center
 277 Eastern Dentists Insurance Company
 278 eHuman
 279 Fortress Insurance Company
 280 GlaxoSmithKline Consumer Healthcare
 281 Harvard School of Dental Medicine
 282 Henry Schein, Inc.
 283 Howard University College of Dentistry
 284 Hu-Friedy Manufacturing Co., LLC
 285 Indiana University School of Dentistry
 286 International Pemphigus & Pemphigoid Foundation (IPPF)
 287 Johnson & Johnson Consumer, Inc.
 288 Kahler Slater
 289 KaVo Kerr Group – Consumables
 290 KaVo Kerr Group – Equipment
 291 Komet USA, LLC
 292 Liaison International, Inc.
 293 LM-Dental, a Planmeca Company
 294 Loma Linda University School of Dentistry
 295 Louisiana State University Health New Orleans School of Dentistry
 296 MacPractice
 297 Marquette University School of Dentistry
 298 Medical University of South Carolina James B. Edwards College of Dental Medicine
 299 Medcor Imaging
 300 Meharry Medical College School of Dentistry
 301 Midmark Corporation
 302 Midwestern University College of Dental Medicine-Illinois
 303 National Dental Association
 304 New York University College of Dentistry
 305 Nova Southeastern University College of Dental Medicine
 306 NSK America
 307 NYU Langone Dental Medicine
 308 OraPharma, Inc.
 309 Pacific Dental Services, Inc.
 310 Panadent Corporation
 311 PDT, Inc. - Paradise Dental Technologies
 312 Philips Oral Healthcare, Inc.
 313 PLANMECA USA, Inc.
 314 The Procter & Gamble Company
 315 Roseman University of Health Sciences College of Dental Medicine – South Jordan, Utah

- 316 Rutgers, The State University of New Jersey, School of Dental Medicine
- 317 Sawbone Worldwide
- 318 Secure Innovations, Inc.
- 319 Sigma Phi Alpha
- 320 Stony Brook University School of Dental Medicine
- 321 Sunstar Americas
- 322 Texas A&M University College of Dentistry
- 323 The Ohio State University College of Dentistry
- 324 Tufts University School of Dental Medicine
- 325 Ultradent Products, Inc.
- 326 University of Colorado School of Dental Medicine was
- 327 University of Connecticut School of Dental Medicine
- 328 University of Detroit Mercy School of Dentistry
- 329 University of Florida College of Dentistry
- 330 University of Kentucky College of Dentistry
- 331 University of Maryland School of Dentistry
- 332 University of Michigan School of Dentistry
- 333 University of Minnesota School of Dentistry
- 334 University of New England College of Dental Medicine
- 335 University of North Carolina at Chapel Hill School of Dentistry
- 336 University of Pittsburgh School of Dental Medicine
- 337 University of the Pacific, Arthur A. Dugoni School of Dentistry
- 338 UT Health San Antonio School of Dentistry
- 339 University of Toronto Faculty of Dentistry
- 340 Virginia Commonwealth University School of Dentistry
- 341 VitalSource Technologies, Inc.
- 342 Western University of Health Sciences College of Dental Medicine
- 343 Whip Mix Corporation
- 344 Zyris, Inc. (formerly Isolite Systems)

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Resolution 4H-2019
Provisional Membership of the Texas Tech Health Science Center El Paso,
Woody L. Hunt School of Dental Medicine

The ADEA Bylaws provide that a developing dental school planning to grant a D.D.S. or D.M.D. degree as part of an accredited college or university in the United States, Puerto Rico or Canada is eligible to apply for Provisional Membership. Applications for Provisional Membership are to be presented in writing at least 60 days before an ADEA Annual Session and & Exhibition. An institution is elected to membership by a majority affirmative vote of the House of Delegates. Membership becomes effective July 1 following House approval.

The Texas Tech Health Science Center El Paso, Woody L. Hunt School of Dental Medicine has made a timely application for ADEA Provisional Membership in writing and meets the criteria for Provisional Membership.

The ADEA Board of Directors asks the House to approve the following resolution:

4H-2019 Resolved, that the ADEA House of Delegates approves the Texas Tech Health Science Center El Paso, Woody L. Hunt School of Dental Medicine’s application for Provisional Membership in ADEA.

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Resolution 5H-2019
Provisional Membership of the California Northstate University
College of Dental Medicine

The ADEA Bylaws provide that a developing dental school planning to grant a D.D.S. or D.M.D. degree as part of an accredited college or university in the United States, Puerto Rico or Canada is eligible to apply for Provisional Membership. Applications for Provisional Membership are to be presented in writing at least 60 days before an ADEA Annual Session and & Exhibition. An institution is elected to membership by a majority affirmative vote of the House of Delegates. Membership becomes effective July 1 following House approval.

California Northstate University has made a timely application for ADEA Provisional Membership in writing and meets the criteria for Provisional Membership.

The ADEA Board of Directors asks the House to approve the following resolution:

5H-2019 Resolved, that the ADEA House of Delegates approves the California Northstate University College of Dental Medicine application for Provisional Membership in ADEA.

Actions at the Closing Session of the ADEA House of Delegates

Resolution 6H-2019 ADEA Council of Students, Residents and Fellows Bylaws Changes to Update House of Delegates Representation

Legend:

Black text = original Bylaws text to remain

~~Red Strikethrough text~~ = strike text from current Bylaws

Green underline text = editing of original Bylaws for clarity

Background: To recognize and encourage further participation by Canadian dental students in the Council of Students, Residents and Fellows (ADEA COSRF), the ADEA COSRF Administrative Board now recognizes a 12th district comprised of all 10 Canadian Faculties of Dentistry. The Council leadership would like its delegation to reflect this change.

Similarly, to recognize and encourage further participation by allied dental students and advanced dental students, residents or fellows in ADEA COSRF leadership, the Administrative board would like more flexibility in appointing allied and advanced dental delegates.

The ADEA COSRF Administrative Board supports the following amendment to the ADEA Bylaws Chapter 1: The House of Delegates—The ADEA Governing Body, B. Composition, 7., indicated by strikethroughs or underline:

The Council of Students, Residents and Fellows is represented by its Administrative Board; by ~~11~~ 12 members of the Council of Students, Residents and Fellows (one each from each of the ~~11~~ 12 districts recognized by the Council); by four advanced dental students, residents or fellows (~~two from hospital based programs and two from non-hospital based programs~~) and by six allied dental students (~~two each from dental hygiene, dental assisting and dental laboratory technology education programs~~);

The ADEA Board of Directors asks the House to approve the following resolution:

6H-2019 Resolved, that the ADEA House of Delegates adopts the revisions to the ADEA Bylaws Chapter 1: The House of Delegates—The ADEA Governing Body, B. Composition, 7., to read as follows effective at the close of the 2019 ADEA Annual Session & Exhibition.

The Council of Students, Residents and Fellows is represented by its Administrative Board; by 12 members of the Council of Students, Residents and Fellows (one each from each of the 12 districts recognized by the Council); by four advanced dental students, residents or fellows and by six allied dental students.

Resolution 7H-2019

Bylaws Changes to Update the Timing of Elections for ADEA Section Officers

Legend:

Black text = original Bylaws text to remain

~~Red Strikethrough text~~ = strike text from current Bylaws

Green underline text = editing of original Bylaws for clarity

Background: The ADEA Sections on Business and Financial Administration and Clinic Administration Section (ADEA BFACA), has found it challenging to elect leadership for their groups during the ADEA Annual Session & Exhibition due to lower attendance. During the Members’ Forum at the ADEA BFACA Meeting in October 2018, the sections discussed and agreed to seek a change in the timing when the election of their officers takes place. ADEA BFACA holds a mid-year meeting in October each year. This mid-year meeting is more heavily attended by the members of both sections than the ADEA Annual Session & Exhibition. Because most of the section members attend the mid-year meeting, the section would like to propose an amendment to the Bylaws allowing flexibility of when elections can be held while remaining in alignment with the current process of installing officers at the conclusion of the ADEA Annual Session & Exhibition.

The ADEA Sections on Business and Financial Administration and Clinic Administration support the following amendment to the ADEA Bylaws Chapter VIII, E. Officer and Term of Office, 5. Election, which provides ADEA Sections that have mid-year meetings to conduct their elections at that meeting with the installation of the new officers taking place at the conclusion of the following ADEA Annual Session & Exhibition.

Section Officers are elected at the Section Members’ Forum held at the Annual Session & Exhibition. The method of voting is left to the discretion of the Chairs or presiding officer. Sections that hold meetings at other times during the year, in which a majority of their members attend, may elect their officers at those meetings with installation of the new officers at the conclusion of the ADEA Annual Session & Exhibition following the mid-year meeting of a section.

The ADEA Board of Directors asks the House to approve the following resolution:

7H-2019 Resolved, that the ADEA House of Delegates adopts the revisions to the ADEA Bylaws Chapter VIII, E. Officer and Term of Office, 5. Election, to read as follows effective at the close of the 2019 ADEA Annual Session & Exhibition.

Section Officers are elected at the Section Members’ Forum held at the Annual Session & Exhibition. The method of voting is left to the discretion of the Chairs or presiding officer. Sections that hold meetings at other times during the year, in which a majority of their members attend, may elect their officers at those meetings with installation of the new officers at the conclusion of the ADEA Annual Session & Exhibition following the mid-year meeting of a section.

1 Resolution 8H-2019

2 ADEA Section on Graduate and Postgraduate Education Name Change

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4 **Background:** The ADEA Section on Graduate and Postgraduate Education is an ADEA section
5 that examines issues and ideas concerning graduate and postgraduate programs, curricula and
6 research activities. It is believed that the name of the section should be changed to Section on
7 Advanced and Graduate Education in order to be more consistent with the Commission on
8 Dental Accreditation (CODA) nomenclature for advanced dental education programs.
9 Furthermore, the mission statement of the section should be amended to focus on the
10 education component of advanced and graduate education. The officers polled the section
11 members via Survey Monkey and out of 33 respondents, 93.94% supported the name change.
12 96.97% supported the amendment in the mission statement.

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14 To address the member survey response, as well as to be more aligned with the CODA
15 nomenclature for advanced dental education programs and reflect the focus of the section on
16 the educational aspect of advanced and graduate education, the following resolutions is
17 therefore presented for consideration.

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19 The ADEA Board of Directors asks the House to approve the following resolution:

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21 **8H-2019** Resolved, that the name of the section be changed from ADEA Section on
22 Graduate and Postgraduate Education to ADEA Section on Advanced and
23 Graduate Education, effective at the close of the 2019 ADEA Annual Session &
24 Exhibition;

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26 and

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28 Be it further resolved, that the mission statement of the section be amended as
29 follows, effective at the close of the 2019 ADEA Annual Session & Exhibition:

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31 The mission of the ADEA Section on Advanced and Graduate Education is to
32 represent the education component of graduate and advanced dental education,
33 including but not limited to specific/topical issues of licensure, interprofessional
34 education, assessment, curriculum and scholarly activities.

35
36 and

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38 Be it further resolved, that upon approval of the name change, the ADEA Bylaws
39 will reflect the change accordingly and that the mission statement on the ADEA
40 website will reflect the amendment accordingly.

Resolution 9H-2019
ADEA Section on Minority Affairs Name Change

Background: The mission of the ADEA Section on Minority Affairs is to provide a vital source of leadership in promoting and sustaining optimum diversity of faculty and administrators in dental and dental hygiene education and to develop comprehensive strategies to increase the number of minorities in the dental professions.

In an effort to build an inclusive climate to support underrepresented minority faculty we must foster a culture of academic and inclusive excellence. The Section Officers and members of the ADEA Section on Minority Affairs, through member forum discussions and a survey poll, have agreed that changing the section name more holistically reflects our mission and continuing efforts to build an inclusive environment for all underrepresented minorities.

Proposed Amendment

To address the member survey response, the officers of the ADEA Section on Minority Affairs requests the section is renamed the **ADEA Section on Minority Affairs, Diversity and Inclusion**. The name change will clarify the mission, focus and expertise of the section and result in additional opportunities for broader collaboration with other sections and Special Interest Groups. This change also aligns with the overall mission of the ADEA Council of Sections, which is "to address contemporary issues influencing education, research, and the delivery of oral health care for the improvement of the health of the public." The requested name change will not have a financial impact on ADEA.

The ADEA Board of Directors asks the House to approve the following resolution:

9H-2019 Resolved, that the ADEA House of Delegates approves that the ADEA Section on Minority Affairs shall now be known as the ADEA Section on Minority Affairs, Diversity and Inclusion, effective at the close of the 2019 ADEA Annual Session & Exhibition;

and

Be it further resolved, that the mission statement of the section be amended as follows, effective at the close of the 2019 ADEA Annual Session & Exhibition:
The mission of the Section on Minority Affairs, Diversity and Inclusion is to provide a vital source of leadership in promoting and sustaining optimum diversity of faculty and administrators in dental and dental hygiene education and to develop comprehensive strategies to increase the number of minorities in the dental professions.

and

Be it further resolved, that upon approval of the name change, the ADEA Bylaws will reflect the change accordingly and that the mission statement on the ADEA website will reflect the amendment accordingly.

Resolution 10H-2019
ADEA Council of Faculties Bylaws Changes to Membership and
House of Delegates Representation

Legend:
Black text = original Bylaws text to remain
~~Red Strikethrough text~~ = strike text from current Bylaws
Green underline text = editing of original Bylaws for clarity

Background: To recognize and encourage participation by Canadian Faculties of Dentistry in the ADEA Council of Faculties (ADEA COF), the ADEA COF Administrative Board proposes that membership in the ADEA COF shall include one faculty member from each of the Canadian Faculties of Dentistry. Additionally, the ADEA COF Administrative Board proposes that the ADEA COF members from the Canadian Faculties of Dentistry elect one of those members to serve as a delegate to the ADEA House of Delegates.

The ADEA COF Administrative Board supports the following amendment to the ADEA Bylaws Chapter VII: Councils, D. The Councils of the Association – Membership and Quorum, 3. The Council of Faculties as indicated by strikethroughs or underline:

The Council of Faculties consists of one faculty member (or an alternate) elected by the faculty of each Institutional and Provisional Member institution and one faculty member from each one of the Canadian Faculties of Dentistry, in addition to any members of the Administrative Board who are no longer in the above category.

The ADEA COF Administrative Board also supports the following amendments to the ADEA Bylaws Chapter 1: The House of Delegates – The ADEA Governing Body, B. Composition, 3. as indicated by strikethroughs or underline:

The Council of Faculties as represented by all of its members from Institutional and Provisional Member institutions and one member elected from the members from the Canadian Faculties of Dentistry;

and

ADEA Bylaws Chapter 1: The House of Delegates – The ADEA Governing Body, B. Composition, 9. Delegate Selection, b) as indicated by strikethroughs or underline:

All members of the Council of Faculties from Institutional and Provisional Member Institutions serve as Delegates to the House of Delegates. One member as elected by the members from the Canadian Faculties of Dentistry also serves as a Delegate to the House of Delegates. Members are elected or appointed by their institution.

The ADEA Board of Directors asks the House to approve the following resolution:

10H-2019 Resolved, that the ADEA House of Delegates adopts the revisions to the ADEA Bylaws Chapter VII: Councils, D. The Councils of the Association – Membership and Quorum, 3. The Council of Faculties to read as follows effective at the close of the 2019 ADEA Annual Session & Exhibition:

The Council of Faculties consists of one faculty member (or an alternate) elected by the faculty of each Institutional and Provisional Member institution and one faculty member from each one of the Canadian Faculties of Dentistry, in addition

53 to any members of the Administrative Board who are no longer in the above
54 category.

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56 and be it further

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58 Resolved, that the ADEA House of Delegates adopts the revisions to the ADEA
59 Bylaws Chapter 1: The House of Delegates – The ADEA Governing Body, B.
60 Composition, 3. to read as follows effective at the close of the 2019 ADEA
61 Annual Session & Exhibition.

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63 The Council of Faculties as represented by all of its members from Institutional
64 and Provisional Member institutions and one member elected from the members
65 from the Canadian Faculties of Dentistry;

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67 and be it further

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69 Resolved, that the ADEA House of Delegates adopts the revisions to the ADEA
70 Bylaws Chapter 1: The House of Delegates – The ADEA Governing Body, B.
71 Composition, 9. Delegate Selection, b) to read as follows effective at the close of
72 the 2019 ADEA Annual Session & Exhibition:

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74 All members of the Council of Faculties from Institutional and Provisional
75 Member Institutions serve as Delegates to the House of Delegates. One
76 member as elected by the members from the Canadian Faculties of Dentistry
77 also serves as a Delegate to the House of Delegates. Members are elected or
78 appointed by their institution.

New Chief Administrators at Member Institutions

New Dental School Deans

Since the 2018 ADEA Annual Session & Exhibition, U.S. and Canadian academic dental institutions have appointed the following new deans, interim deans, acting deans and directors, whose service began between the end of the 2018 ADEA Annual Session & Exhibition and the beginning of the current ADEA Annual Session & Exhibition. The ADEA Board of Directors congratulates these members and wishes them success in their assignments.

- Dr. Gary Anderson, University of Minnesota School of Dentistry
- Dr. Gary Chiodo (Interim), University of Washington School of Dentistry
- Dr. Bernard J. Costello, University of Pittsburgh School of Dentistry
- Dr. Benjamin Davis, Dalhousie University Faculty of Dentistry
- Dr. Elham Emami, McGill University Faculty of Dentistry
- Dr. Sharon Gordon, University of Connecticut School of Dental Medicine
- Dr. Harold J. Hearing, Midwestern University College of Dental Medicine – Illinois
- Dr. Larry Holloway, (Interim) University of Kentucky College of Dentistry
- Dr. Robert Handysides, Loma Linda University School of Dentistry
- Dr. Andrea Jackson (Interim), Howard University College of Dentistry
- Dr. Peter Loomer, UT Health San Antonio School of Dentistry
- Dr. James C. Ragain, Jr., University of Tennessee Health Science Center College of Dentistry
- Dr. Michelle Robinson (Interim), University of Alabama School of Dentistry
- Dr. Esfandiari Shahrokh, Université de Montréal Faculté de Médecine Dentaire
- Dr. Mark Wolff, University of Pennsylvania School of Dental Medicine

New Federal Dental Chiefs

U.S. federal government agencies have reported the following appointments since February 2018. The ADEA Board of Directors congratulates these new Dental Service Chiefs:

- Brig. Gen. Shan Bagby, Army Dental Corps
- Brig. Gen. Sharon Bannister, Air Force Dental Corps
- Rear Adm. Timothy Ricks, United State Public Health Service

New Affiliate Members

Since February 2018, these programs and schools have become Affiliate Members. The ADEA Board of Directors welcomes them.

Allied Dental Members

- Jackson College, Professor Patricia D. Guenther, Dental Hygiene Program Director (Jackson, MI)
- Fortis College – Salt Lake City, Professor Jodie Lopez, Dental Hygiene Program Director (Salt Lake City, UT)
- Eastern Florida State College, Professor Jennifer McCann, Dental Hygiene Program Director (Cocoa, FL)
- Allegany College of Maryland, Professor Cathy Wakefield, Dental Hygiene Program Director (Cumberland, MD)
- Central Carolina Community College, Professor Vicky Wesner, Dental Programs Department Chair (Sanford, NC)

- Los Angeles City College, Professor Arax Cohen, Department Chair (Los Angeles, CA)
- Oakland Community College, Professor Renee S. Fox, Dental Hygiene Co-Program Director (Waterford, MI)

Advanced (Hospital based)

- Yale-New Haven Hospital, Dr. Derek Steinbacher, Associate Professor of Surgery (New Haven, CT)
- Cabell Huntington Hospital, Dr. Raj Khanna, Program Director (Huntington, WV)

Other New Administrators at Member Institutions

- Maj. Gen. (Ret.) Rob Tempel, Jr., Associate Dean for Extramural Clinical Practices, East Carolina University School of Dental Medicine
- Dr. Fotinos Panagakos, Associate Dean of Research, West Virginia School of Dentistry
- Pro. Andres Pinto, Assistant Dean of Graduate Studies, Case Western Reserve University School of Dental Medicine

Corporate Members

These companies have become ADEA Corporate Members since February 2018. The ADEA Board of Directors welcomes them.

- Align Technology, Inc., Ms. Meena Dorr (Morrisville, NC)
- Cejka Executive Search, Mr. Alan Johns, Executive Vice President (Berkeley Lake, GA)
- DrFirst, Dr. Michael J. Kaminski, Dental Strategist (Olney, MD)
- Secure Innovations, Inc., Mr. Pete Kesler, President (Salem, VA)

The ADEA Board of Directors welcomes all.

In Memoriam

With regret, the ADEA Board of Directors announces these deaths of faculty and staff as reported by ADEA Member Institutions.

Dr. Roy P. Adams, University at Buffalo
Dr. William D. Ahrens, University of Nebraska Medical Center
Dr. Richard Akin, Louisiana State University
Dr. Don L. Allen, Sr., University of Texas at Houston
Mr. Duane M. Anderson, The University of Iowa
Mr. Larry Anderson, University of Detroit Mercy
Dr. Irwin D. Arbesman, University at Buffalo
Dr. Fred Douglas Archer, Jr., University at Buffalo
Dr. Michael Baumgartner, Indiana University
Dr. Donald H. Baxter, University at Buffalo
Dr. Alan J. Beck, University of Nebraska Medical Center
Dr. Richard M. Bedosky, University at Buffalo
Dr. Ellen Ann BeGole, University of Illinois at Chicago
Dr. Walter J. "Bud" Belanger, University of Texas at Houston
Dr. Martin H. Bell, University at Buffalo
Dr. William D. Bellavia, University at Buffalo
Dr. Eli Berger, University of Michigan
Dr. William M. Bloom, University at Buffalo
Dr. Leon R. Briggs Jr., Harvard University
Dr. Dana Brockington, Augusta University
Ms. Marietta D. Burns, University of Illinois at Chicago
Dr. Nicholas Cascario, Harvard University
Dr. Louis L. Castilian, University at Buffalo
Dr. Jagdish Chadha, Louisiana State University
Dr. John A. Chalmers, Harvard University
Dr. Joseph F. Ciano, Harvard University
Dr. Dennis B. Claridge, University of Nebraska Medical Center
Dr. John Cleall, University of Illinois at Chicago
Dr. Robert H. Clifton, Harvard University
Dr. Frank Comstock, University of Michigan
Mr. Mark A. Cooley, University of Southern California
Dr. Michael Davenport, Augusta University
Dr. Raphael H. de Boisblanc, Louisiana State University
Dr. Nicholas A. DeSocio, University at Buffalo
Dr. Robert O. "Rod" Dosch, University of Texas at Houston
Dr. Pauline "Jackie" Duke, University of Texas at Houston
Dr. Marion Durst, III, Augusta University
Dr. Robert C. Fazio, Harvard University
Dr. Philip B. Feinberg, University at Buffalo
Ms. Jane Flanders, Augusta University
Dr. Wai Choong Foong, University of Detroit Mercy
Dr. Clemens A. Full, The University of Iowa
Dr. Rudolph S. Fulton, University of Texas at Houston
Dr. Paul Gangarosa, Sr., Augusta University
Dr. Arnaldo J. Guzmán García, University of Puerto Rico
Dr. Andrea Garmon, Augusta University
Dr. Wendell Garrett, Jr., Louisiana State University

Mr. Richard T. Glass, University of Oklahoma
Dr. William Godwin, University of Michigan
Dr. William Gregory, University of Michigan
Dr. Wade Hammer, Augusta University
Dr. James M. Harris, The University of Iowa
Dr. Ernest J. Hausmann, University at Buffalo
Ms. Janis Hayden, University of Illinois at Chicago
Dr. W. Merrick Hayes, Jr., University at Buffalo
Ms. Janice Heys, University of Michigan
Dr. Archibald T. Hodge, Harvard University
Dr. Abdel Hady Kafrawy, Indiana University
Dr. Edward J. Kerr, University at Buffalo
Dr. Gloria Kerry, University of Michigan
Dr. Satish C. Khera, The University of Iowa
Dr. Raymond B. Kielich, University at Buffalo
Dr. Ronald G. Korn, University at Buffalo
Dr. Alvin A. Krakow, Harvard University
Dr. Earl L. Lampshire, University of Nebraska Medical Center
Dr. Paul Lang, University of Michigan
Dr. Donald R. Leith, McGill University
Dr. Gary S. Leske, Harvard University
Dr. John Lindquist, Indiana University
Dr. Edwin Jack Martin, UT Health San Antonio
Dr. Jacob McGuire, University of Missouri - Kansas City
Dr. Raymond J. Melrose, University of Southern California
Dr. Robert G. Mesires, University at Buffalo
Dr. John Mink, Indiana University
Dr. Todd Molis, University of Illinois at Chicago
Dr. Ronald Monica, Louisiana State University
Dr. Robert B. Nachbar, University at Buffalo
Dr. Dick Nieuwma, University of Michigan
Dr. Steven Offenbacher, Harvard University
Dr. Herman Rodriguez Olazagasti, University of Puerto Rico
Dr. Fred Padgelek, Augusta University
Dr. Charles Palenik, Indiana University
Lucy A. Pillinger, University of Illinois at Chicago
Dr. Gary Plymale, Indiana University
Dr. Billy Moore Pollard, Augusta University
Dr. Dale Redig, University of the Pacific
Dr. Joseph V. Reid, Augusta University
Mr. Glen E. Robinson, University of Mississippi Medical Center
Dr. James R. Roche, Indiana University
Dr. Harry Rosen, McGill University
Dr. Robert Rosen, University at Buffalo
Dr. Thaddeus Rowell, Augusta University
Dr. Elliot W. Salloway, Harvard University
Dr. Barbara Scott, University of Texas at Houston
Dr. Dennis Selechnik, Harvard University
Dr. Barry M. Shapiro, Harvard University
Dr. John J. Sheridan, Louisiana State University
Ms. Constance M. Short, The University of Iowa
Dr. Duane H. Smith, University of Nebraska Medical Center

Dr. James A. Sowles, Harvard University
Dr. Lloyd H. "Bud" Straffon, University of Michigan
Dr. Robert E. Sullivan, University of Nebraska Medical Center
Dr. David Lee Sumney, Harvard University
Dr. Anthony J. Swiatowy, University at Buffalo
Dr. Robert H. Tate, University of Texas at Houston
Dr. William H. Tate, University of Texas at Houston
Dr. Keith E. Thayer, The University of Iowa
Mr. George Tolentino, University of the Pacific
Dr. Victor Vignes, Louisiana State University
Dr. Leo Stephen Wagner, University at Buffalo
Dr. Manuel Isadore Weisman, Augusta University
Dr. Norman Weller, Augusta University
Dr. Mark Wilton, University of Illinois at Chicago
Dr. James T. Yang, Harvard University

BYLAWS OF THE AMERICAN DENTAL EDUCATION ASSOCIATION

Preamble

The American Dental Education Association (ADEA) is incorporated as a District of Columbia nonprofit corporation and as such is subject to the District of Columbia Nonprofit Corporation Code. As established by its Articles of Incorporation, the purpose of the Association is to advance and support dental education, dental research and the dental health and education of the general public, and it is recognized by the Internal Revenue Service as a 501(c)(3) organization.

Chapter I: The House of Delegates—The ADEA Governing Body

A. Function, Powers, Obligations and Duties

1. **Functions, Powers and Obligations.** The House of Delegates is the Association's governing and legislative body. The House of Delegates manages the property, business and affairs of the Association in accordance with these Bylaws and the purposes of the Association, and has the power:
 - a) To enact and, where appropriate, enforce policies of the Association;
 - b) To approve all resolutions in the name of the Association;
 - c) To elect Active, Provisional and Honorary Members;
 - d) To approve changes to the Bylaws, Policy Statements and Position Papers;
 - e) To approve new sections;
 - f) To establish branch offices of the Association or change the location of the ADEA Headquarters;
 - g) To elect the Chair-elect of the Board of Directors of the Association;
 - h) To elect nominees for representation in other organizations when so requested; and
 - i) To serve as an advocate on behalf of all Association policies and positions.
2. **Duties.** As the ADEA governing body, pursuant to the District of Columbia Nonprofit Code, members of the House of Delegates, are expected to discharge their duties in good faith with the care an ordinarily prudent person in a like position would exercise under similar circumstances in a manner the Delegate reasonably believes to be in the best interests of the Association; and in doing so to disclose to their fellow Delegates known information relevant to the issues being considered by the House of Delegates.

B. Composition

The House of Delegates is comprised the following:

1. The Officers;
2. The Council of Deans as represented by all of its members;
3. The Council of Faculties as represented by all of its members;
4. The Council of Allied Dental Program Directors is represented by its Administrative Board and one delegate for every 10 of its member programs (or major portion thereof) in each of its four membership categories—dental assisting education, dental hygiene education, dental laboratory technology education and advanced allied dental education. Each category is represented by at least two delegates; a minimum number is not required in the event that there are less than 10 programs in a particular category.
5. The Council of Advanced Education Programs (COAEP) is represented in the ADEA House of Delegates by its Administrative Board, one representative from each of the

ADA-recognized dental specialties, two representatives from advanced education in general dentistry programs plus one delegate for every 10 COAEP member programs. COAEP shall have at least 16 Delegates. Delegates do not need to be a current Program Director or Chief of a Hospital Dental Service.

6. The Council of Sections is represented by each Section's Councilor, Section Chair and its Administrative Board members. If a Section Councilor and/or Section Chair is unable to serve as a Delegate in the House of Delegates, he or she may appoint either the current Section Chair-elect or Section Secretary to be ratified to serve as the alternate Delegate;
7. The Council of Students, Residents and Fellows is represented by its Administrative Board; by 11 members of the Council of Students, Residents and Fellows (one each from each of the 11 districts recognized by the Council); by four advanced dental students, residents or fellows (two from hospital-based programs and two from non-hospital-based programs) and by six allied dental students (two each from dental hygiene, dental assisting and dental laboratory technology education programs);
8. The Corporate Council is represented in the House of Delegates by its Administrative Board.
9. Delegate Selection
 - a) All members of the Council of Deans serve as Delegates to the House of Delegates.
 - b) All members of the Council of Faculties serve as Delegates to the House of Delegates. Members are elected or appointed by their institution.
 - c) The Council of Allied Dental Program Director's Delegates to the House of Delegates are nominated by members of the Council and approved by the Council's Administrative Board. The Administrative Board also serves as Delegates to the House of Delegates.
 - d) The Council of Advanced Education Program's Delegates to the House of Delegates include representatives from the dental specialties who are nominated and reviewed by the Council's Administrative Board. Delegates that represent programs may self-nominate or are nominated by the Council's Administrative Board. Delegates are appointed by the Council's Administrative Board.
 - e) The Council of Sections Delegates to the House of Delegates include the Councilor and Chair of each Section. The members of the Administrative Board also serve as Delegates to the House of Delegates.
 - f) The Council of Students, Residents and Fellows elects Delegates at the ADEA Annual Session & Exhibition. Each member institution represented at the Council meeting to elect Delegates gets one vote.
 - g) The Corporate Council Delegates to the House of Delegates consist of the Council's Administrative Board.

C. Meetings of the House of Delegates

1. **Annual Session & Exhibition.** The House of Delegates normally convenes at the Association's Annual Session & Exhibition. The President and CEO sends each Delegate an official notice of the time and place of each Annual Session & Exhibition or other House of Delegates meeting electronically or via postal mail. The notice is sent no fewer than 30 days before the first day of the meeting.
2. **Special Meetings.** Special Meetings may be called by the Chair of the Board or by request of the membership as specified in the Bylaws, Chapter III, Section C.2. The President and CEO sends each Delegate an official notice of the time and place of each Special Meeting along with a statement of the business to be considered. The notice is sent electronically or via postal mail no fewer than 30 days before the first day of the Meeting. No other business except that provided for in the call may be considered unless the members present unanimously agree to consider additional business.

3. **Quorum.** A majority of the House of Delegates or any of its committees constitutes a quorum for the transaction of business at regular or special meetings.
4. **Order of Business in Meetings.**
 - a) **Regular Meeting:** The order of business at a regular Meeting of the House of Delegates is as follows, unless changed by a two-thirds vote by the Delegates.
 1. Call to order;
 2. Report of quorum by President and CEO;
 3. Approval of minutes of previous Meeting;
 4. Reports of Officers;
 5. Report of the Board of Directors;
 6. Referrals of reports and resolutions;
 7. Action on resolutions;
 8. Unfinished business;
 9. New business;
 10. Installation of Officers; and
 11. Adjournment.
 - b) **Special Meeting:** The order of business at a Special Meeting is as follows:
 1. Call to order;
 2. Report of quorum by President and CEO;
 3. Reading of call for Special Meeting;
 4. Transaction of business as provided in call; and
 5. Adjournment.
5. **Procedures Regarding Resolutions.**
 - a) Resolutions may be presented to the House of Delegates either by the Board of Directors or by any Delegate in writing up to and including the Opening of the House of Delegates.
 - b) Any Individual Member may submit a resolution to the Board of Directors by December 1, prior to the next ADEA Annual Session & Exhibition, which in its discretion may or may not choose to forward it for further consideration.
 - c) Resolutions not brought before the last Board of Directors meeting prior to the Annual Session & Exhibition may be introduced at the Opening of the House of Delegates and must be presented by a Delegate.
 - d) Resolutions brought after the Opening of the House of Delegates cannot be considered by the House until the following year. The resolution can be sent immediately after the ADEA Annual Session & Exhibition to the President and CEO, who then presents it to the Board of Directors for consideration before the next ADEA Annual Session & Exhibition.
 - e) At its discretion, the Board of Directors may submit resolutions to an appropriate Association component group for advice before forwarding the resolution to the House of Delegates.
 - f) Annually, the Board of Directors appoints Reference Committee Members to hold hearings at the ADEA Annual Session & Exhibition on resolutions being presented to the House of Delegates and to make recommendations on those resolutions upon request of the Board of Directors.
 - g) Resolutions proposing expenditure of Association funds must be accompanied by a cost impact statement estimating the amount of funds required and the period of expenditure.
 - h) Resolutions proposing changes in the ADEA policies and Bylaws must specify how the ADEA Policy Statements, Position Papers and Bylaws would be affected.

6. **Removal.** A member of the House of Delegates may be removed with or without cause upon a majority vote of the Delegates whenever in the Delegates' judgment the best interest of the Association would be served thereby, provided that all the Delegates have at least 21 days' notice of the proposed removal and the Delegate at issue has an opportunity to address the House of Delegates personally, either by phone, in-person or electronically as determined by the discretion of the Board of Directors.

Chapter II: The Association's Officers

A. Officers.

The Association's Elected Officers and *ex officio* Officers are as follows and, per Chapter III below, function as the Association's Executive Committee:

1. Chair of the Board
2. Chair-elect of the Board (who serves *ex officio* as Secretary)
3. Immediate Past Chair of the Board (who serves *ex officio* as Treasurer)
4. Board Director for Allied Dental Program Directors
5. Board Director for Deans
6. Board Director for Faculties
7. Board Director for Advanced Education Programs
8. Board Director for Sections
9. Board Director for Students, Residents and Fellows
10. Board Director for the Corporate Council
11. President and CEO (*ex officio*, voting)
12. In addition, the House of Delegates may from time to time appoint or authorize the President and CEO to appoint assistant Officers such as an Assistant Secretary or an Assistant Treasurer.

B. Qualifications.

To qualify for and serve as an Elected Officer, a person must be: an Individual Member of the Association, a member of the Council for which he or she serves as a Board Director, employed by, matriculated at or appointed to a Commission on Dental Accreditation-approved program and satisfy any other Council-specific criteria.

C. Duties and Responsibilities of Officers

1. **Duties in General.** Officers shall have such authority and shall perform such responsibilities as may be provided in these Bylaws or by resolution of the Board of Directors, subject to the control of the Board of Directors. Pursuant to the District of Columbia Nonprofit Code, Officers are expected to discharge their duties in good faith, with the care an ordinarily prudent person in a like position would exercise under similar circumstances, in a manner the Officer reasonably believes to be in the best interests of the Association; and to disclose relevant known information and any actual or probable material violation of law involving the Association or material breach of duty to the Association by an Officer, employee, or agent of the Association, that the Officer believes has occurred or is likely to occur.

2. Duties of Specific Officers.

- a) The Chair of the Board shall provide leadership in achieving the Association's mission, objectives, and ongoing business; to serve as presiding Officer of the House of Delegates and Board of Directors; and to supervise all of the affairs of the Association in accordance with the policies and directives approved by the Board of Directors.
- b) The Chair-elect of the Board is to serve in place of the Chair of the Board at the request of the Chair or in the absence of the Chair; and to perform any duties requested by the Chair of the Board.
- c) The Immediate Past Chair of the Board serves in place of the Chair of the Board at the request of the Chair or Chair-elect of the Board, or in the absence of both; to perform any duties requested by the Chair of the Board; to Chair the Finance Committee of the Board of Directors; and to Chair the Nominating Committee for Chair-elect of the Board.
- d) The Secretary shall cause there to be a process managed by the President and CEO for keeping the minutes of all meetings of the Board of Directors, including all votes and resolutions adopted, and shall cause there to be a process to record all such documents and records (in print or electronically) in a medium kept for that purpose. The Secretary will cause there to be a process managed by the President and CEO for issuing notices of all Board of Directors meetings, filing of all reports required by governmental authorities and performing such other functions and duties as the Board may from time to time prescribe.
- e) The Treasurer as the Chair of the Finance Committee will cause there to be a process to ensure the safe custody of all funds, securities and assets of the Association and the preparation of financial reports. He or she will cause there to be a process by the Finance Committee to review and approve an annual budget for the Association, conduct regular reviews of the Association's financial statements and progress against the budget, oversee Association investments and review the annual financial audit and reports required by governmental authorities. The Board of Directors may appoint and empower such Assistant Treasurers as shall be required to carry out the purpose of this section.
- f) Each Board Director represents an Association Council and, in addition to fulfilling the duties in this subsection, fulfills the responsibilities set forth in Chapter VII (Councils) of these Bylaws. The Board Directors are nominated according to procedures set forth in Chapter VIII (Councils) of these Bylaws.

D. Nominating and Electing the Chair-elect

1. **Nominating the Chair-elect of the Board.** Annually, the Board of Directors shall constitute a Nominating Committee, chaired by the Immediate Past Chair of the Board, to nominate one or more candidates for Chair-elect of the Board. The Committee shall receive and consider nominations from the general membership, Council Administrative Boards and Delegates, and shall recommend one or more candidates to stand for election.

Any member may make nominations according to the timetable and procedures set forth in the Policy on Nominations for Chair-elect of the Board.

2. **Electing the Chair-elect of the Board of Directors.** If there is only one candidate for Chair-Elect of the Board, he or she is declared elected at the Opening of the House of Delegates. If there are two or more candidates, the members of the House of Delegates shall cast ballots at the Annual Session & Exhibition during times designated by the Board of Directors. A majority vote is required for election.

E. Terms of Office, Succession, Installation, Removal, Filling Vacancies

1. **Terms of Office.** The term of office of any Officer shall be as follows but shall not terminate until: (a) the installation of a successor, (b) the effective date of his or her resignation submitted in writing to the Secretary or Chair of the Board, (c) upon his or her death or (d) upon removal from Office in accordance with the provisions of these Bylaws. The Chair-elect of the Board, Chair of the Board and Immediate Past Chair of the Board serve one-year terms. After serving a term in any such position, they are ineligible to serve again in any of those offices. The Board Directors serve a single three-year term, except that the Board Director for Students, Residents and Fellows shall serve a term of office specified in Chapter VII, Section B.7 of these Bylaws. Board Directors are ineligible to succeed themselves in the same role.
2. **Succession.** The Chair-elect of the Board automatically succeeds to the office of Chair of the Board, and the Chair of the Board automatically succeeds to the office of Immediate Past Chair of the Board.
3. **Installation.** Elected Association Officers are installed at the ADEA Annual Session & Exhibition on the floor at the Closing Session of the House of Delegates.
4. **Removal.** Any elected Officer may be removed from office, with or without cause, upon a vote of a majority of the Board of Directors Members then in office, whenever in the Board of Directors Members' judgment the best interest of the Association would be served thereby, provided that all the Board of Directors Members have at least 10 days' notice of the proposed removal and the Officer at issue has an opportunity to address the Board of Directors prior to the removal vote either in person, electronically or via a telephone meeting, as determined in the discretion of the Board of Directors. Any Officer appointed by the Chair of the Board may be removed by the Chair of the Board.
5. **Filling Vacancies.**
 - a) If either the Chair of the Board or Chair-elect of the Board dies, resigns or is removed for any reason, the Association's Nominating Committee shall nominate one or more candidates and conduct an election by ballot to fill that vacancy by vote of the last House of Delegates, to be held electronically, such as by email, or by postal mail, as determined in the discretion and according to procedures set forth by the Board of Directors. A majority of the votes cast is required for election.
 - b) If an Immediate Past Chair of the Board dies, resigns or is removed for any reason, the position remains vacant until the Chair of the Board assumes the office at the next ADEA Annual Session & Exhibition, except that the Chair of the Board may appoint the most recent Immediate Past Chair of the Board, if he or she is willing, to serve as the Immediate Past Chair of the Board until the next ADEA Annual Session & Exhibition when the Chair of the Board assumes such office.

- c) If a vacancy in the office of Immediate Past Chair of the Board is not filled, the Chair of the Board serves as Chair of the Finance Committee and the Nominating Committee for the Chair-Elect of the Board.
- d) In the event of the death, resignation or removal of one or more of the Board Directors, the vacancy shall be filled in accordance with the procedures set forth in Chapter VII, Section B.8 of these Bylaws.

Chapter III: Board of Directors

A. Composition and Function.

The Board of Directors is comprised of the Officers of the Association and functions as the Association's Executive Committee.

B. Powers and Duties.

The Board of Directors has the power to engage in the oversight in the business affairs of the Association, including the following powers and duties:

1. To serve as the Association's Executive Committee;
2. When the House of Delegates is not in session, to establish ad hoc interim policies, rules and regulations, provided that such policies are not in conflict with existing Association policy and Bylaws and are presented for review at the next Meeting of the House of Delegates;
3. To report its actions to the House of Delegates at each Annual Session & Exhibition;
4. To conduct the Association's planning, including the development of strategic, operational and related plans, and to apprise the House of Delegates of those plans;
5. To nominate: (a) a candidate(s) for ADEA Chair-elect of the Board, (b) candidates for honorary membership and (c) candidates for membership in other organizations, as well as to appoint representatives to other organizations;
6. To appoint and evaluate the President and CEO;
7. To ensure that all accounts of the Association are audited annually;
8. To approve the Association's operating budget;
9. For each ADEA Annual Session & Exhibition, to prepare and submit an annual operating budget for the following fiscal year allowing feedback from the House of Delegates prior to final approval by the ADEA Board of Directors;
10. To approve sections of the *ADEA Governance Policy and Procedures Manual*.
11. To establish branch offices of the Association or change the location of the ADEA Headquarters.

C. Meetings

1. **Regular Meetings.** The Board of Directors normally meets at least four times a year upon at least 10 days' notice, sent electronically or via postal mail, either in person or by teleconference.
2. **Special Meetings.** The Chair of the Board of Directors may call a Special Meeting at the request of at least three Board of Directors members, provided that notice of the Special Meeting is sent electronically or via postal mail to each member at least 10 days' before the meeting by the President and CEO. No other business, except that provided for in the call, may be considered unless the members present unanimously agree to consider additional business.

D. Limited Proxy Use.

A Board Director who is unable to attend a Board of Directors meeting may designate one of the other elected Council Officers to attend in his or her place as a non-voting member of the Board of Directors for that meeting.

Chapter IV: Governance Procedures

The following provisions apply to the members and committees of the House of Delegates and the Board of Directors.

A. Leadership.

The following officials have the described leadership roles at the Meetings of the House of Delegates:

1. **Presiding Officer.** The Chair of the Board is the presiding Officer. In the absence of the Chair of the Board, the Chair-elect of the Board is the presiding Officer. In the absence of both, past Chairs of the Board, in reverse order of service, are called on to preside.
2. **Recording Officer.** The President and CEO is the recording Officer and custodian of the House of Delegates records. Staff and/or a professional recorder may be used to obtain a record of the House of Delegates proceedings. The President and CEO ensures that a record of the proceedings is published annually in the Association's Proceedings.
3. **Parliamentarian.** The President and CEO appoints the Parliamentarian.

B. Quorum.

A majority of the membership of the Board, or any Committee of the Board, constitutes a quorum for the transaction of business for that entity.

C. Manner of Acting.

A majority of the votes cast on a matter where a quorum is present shall be necessary for the adoption thereof unless a greater proportion is required by law or these Bylaws.

D. Alternative Action.

Any action required by law to be taken at a meeting may be taken without a meeting if a consent in writing, setting forth the action so taken, is signed by (or sent by electronic means) all of those entitled to vote with respect to the subject matter thereof with the consent effective upon receipt of the last Director's or Delegate's consent, unless the consent form specifies a different effective date. Any requirement in these Bylaws that there be a writing or something in written form is satisfied by email or any form of communication inscribed on a tangible medium or that is stored in an electronic or other medium and is retrievable in perceivable form.

E. Meetings Held in Whole or Part Through the Use of Telecommunications.

Anyone who participates in a governance or committee meeting by means of a conference telephone or other telecommunications device which allows all persons participating in the meeting to hear each other and such participation in a meeting shall be deemed present in person at such meeting.

F. Emergency Powers.

In an emergency such that a quorum of the Delegates or the Board of Directors cannot readily be assembled because of some catastrophic event, the Board of Directors may modify the lines of succession to accommodate the incapacity of any Director, Officer, employee or agent and may relocate the principal office, designate alternative principal offices or regional offices or authorize the Officers to do so, may give notice of a meeting only to those whom it is practicable to reach and may be given in any practicable manner, may designate one or more Association Officers in order of rank and within the same rank in order of seniority to be Directors for a Board of Directors meeting, and may take corporate action in good faith during an emergency to further the ordinary affairs of the nonprofit corporation, which although binding on the Association, shall not be used to impose liability on a Director, Officer, employee, or agent.

Chapter V: Committees

A. In General.

The Board of Directors or House of Delegates, by resolution adopted by a majority of the Directors or Delegates in office, may designate and appoint one or more committees and their members. Each committee that exercises the authority of the Board of Directors or House of Delegates shall be referred to as a Governance Committee, and shall consist of two or more Board of Directors members or Delegates and of only Board of Directors members. Each Governance Committee, to the extent provided in said resolution, shall have and exercise the authority of the Board of Directors or House of Delegates in the management of the Association, except that no such committee shall have the authority of the Board of Directors or House of Delegates in reference to: amending, altering or repealing the Articles of Incorporation or Bylaws; electing, adopting a plan of merger, dissolution, consolidation or approving the sale, exchange, mortgage or distribution of all or substantially all of the property and assets of the Association; amending, altering or repealing any resolution of the Board of Directors or House of Delegates. Committees that include non-Directors and non-Delegates are considered Advisory Committees.

B. The Finance Committee.

The Finance Committee consists of the Immediate Past Chair of the Board, who is Chair, and the Chair of the Board and Chair-elect of the Board. The Finance Committee is responsible for assisting the President and CEO in preparing the Association's budget, monitoring the Association's finances and reporting progress and recommendations to the Board of Directors and House of Delegates. The Finance Committee meets as requested by the Board of Directors and normally in conjunction with Board meetings. The Finance Committee functions as the Audit Committee.

C. Nominating Committee.

The Nominating Committee consists of the Immediate Past Chair of the Board, who will serve as Chair of the Committee, and seven Board Directors, to nominate one or more candidates for Chair-elect of the Board. The Committee shall receive and consider potential nominations from the general membership, Council Administrative Boards and Delegates.

D. Other Standing and Special Committees.

The Board of Directors or the House of Delegates may appoint Standing and Special Committees to assist in performing its duties. Committees of the Board of Directors and House of Delegates shall have two or more Directors or Delegates, and Directors must

constitute a majority of committee membership. The Board of Directors may also appoint Advisory Committees. Task forces may include any Individual Member and do not require Director membership.

Chapter VI: Membership

A. General Qualifications—Member Dues.

Membership shall be open to individuals and entities that apply for membership, who are interested in and supportive of the purposes of the Association and that timely remit applicable dues as established by the House of Delegates, within the following categories of membership.

B. General Rights and Powers.

Except as may otherwise be provided by law, the Articles of Incorporation, or by these Bylaws, the number, qualifications, rights, privileges, dues, fees, responsibilities and the provisions governing the withdrawal, suspension and expulsion of members shall be determined by the Board of Directors. Any right of members to title or interest in or to the Association, its properties and franchises, shall cease and divest upon termination of membership, except that the liability of a member for sums due the Association shall survive such termination, unless otherwise expressly provided by the Board of Directors.

C. Institutional Membership.

1. **Classes, Qualifications and Obligations.** Following are the classes, qualifications and obligations for Institutional Membership. Institutional Members do not have the right to vote but their representatives have the right to participate in and vote within the Council for which they qualify.

a) Institutional Members:

1. To qualify as an active Institutional Member, an entity shall be a dental school granting a D.D.S. or D.M.D. degree as a part of an accredited college or university in the United States or Canada and having begun instruction of its first class of dental students, residents or fellows is eligible to apply for Institutional Membership (Canadian dental schools have the option of selecting Institutional Membership or Affiliate Membership).
2. Applications for Institutional Membership should be presented in writing at least 60 days before an ADEA Annual Session & Exhibition. Institutions are elected to membership by a majority affirmative vote of the House of Delegates and their memberships take effect the July 1 following House of Delegates approval.

b) Provisional Members:

1. To qualify as a Provisional Member, an entity shall be a developing dental school planning to grant a D.D.S. or D.M.D. degree as part of an accredited college or university in the United States or Canada is eligible to apply for Provisional Membership (Developing Canadian dental schools have the option of selecting Provisional or Affiliate Membership).
2. Applications for Provisional Membership should be presented in writing at least 60 days before an ADEA Annual Session & Exhibition. Institutions are elected to membership by a majority affirmative vote of the House of Delegates and their memberships take effect the July 1 following House of Delegates approval.
3. Provisional Members in good standing automatically become Institutional Members upon matriculation of the first class of students.

c) Affiliate Membership:

1. The following types of institutions in the United States or Canada are eligible to apply for Affiliate Membership, provided that they are not eligible for Institutional or Provisional Membership and that their dental, advanced dental and/or allied dental education programs are approved by the Commission on Dental Accreditation. Each location or campus of an institution must have its own Institutional Membership.
 - Canadian dental schools approved by the Commission on Dental Accreditation of Canada.
 - Academic institutions—other than hospitals—conducting advanced dental education programs.
 - Hospitals that conduct advanced dental education programs and that are not under the same governance as an Institutional or Provisional Member institution. Hospital programs under the same governance as Institutional or Provisional Member institutions are included in the parent school's Institutional or Provisional Membership.
 - The United States Air Force, Army, Navy, Public Health Service, Department of Veterans Affairs and comparable agencies of the Canadian government.
 - Institutions conducting dental hygiene, dental assisting and dental laboratory technology education programs, and:
 - Those programs conducted at the main teaching site of an Institutional or Provisional Member institution but are not under the administrative control of that Institutional or Provisional Member institution; and
 - Those programs under the administrative control of an Institutional or Provisional Member institution and are conducted away from the main teaching site of that Institutional or Provisional Member institution. Such programs must be Affiliate Members in order to belong to the Council of Allied Dental Program Directors.
 - Institutions conducting other dental or allied dental education programs recognized by the Board of Directors.
2. Applications for Affiliate Membership can be submitted at any time for approval by the President and CEO. Memberships become effective on January 1, April 1, July 1 or October 1 (whichever date first follows approval).

d) Corporate Membership:

1. To qualify as a Corporate Member, an entity shall be a company dealing with products and/or services beneficial to dental education and/or dentistry is eligible to apply for corporate membership, and they must not cite Corporate Membership for commercial purposes (e.g., to not imply ADEA endorsement of products and services).
2. Applications to become a Corporate Member can be submitted at any time for approval by the Board of Directors at its next meeting. Memberships become effective immediately upon approval by the Board of Directors. Corporate Memberships are reviewed annually.

D. Individual Membership.

1. **Classes, Qualifications, and Obligations.** The classes, qualifications and obligations of Individual Membership are as follows:
 - a) Individual Members:

1. Any faculty member or other person appointed to or employed by a dental, advanced education, hospital and/or allied dental education ADEA member institution is eligible to become an Individual Member.
 2. An Individual Membership may be activated at any time during the year. They become effective as soon as the activation is processed and remain in effect for the following 12 months.
- b) Student Members:
1. Any student, resident or fellow enrolled in a dental school, an advanced dental education program and/or an allied dental education program in an ADEA member institution is eligible for Student Membership.
 2. A Student Membership may be activated at any time during the year. It becomes effective as soon as the activation is processed and remains in effect for as long as the member is enrolled at an ADEA member institution.
 3. Ceasing to meet the Student Member qualifications specified in these Bylaws results in immediate forfeiture of Student Membership. However, the individual may then apply for Individual Membership.
- c) Retired Members:
1. Any individual who has completely retired from dental education and dental practice and who has been an Individual Member is eligible to become a Retired Individual Member.
 2. A Retired Membership may be activated at any time during the year. Such memberships take effect as soon as the activation is processed and remain in effect for the following 12 months.
- d) Honorary Members:
1. Any individual who has rendered a distinct service to humankind, made outstanding contributions to dentistry and/or rendered exceptional service to the Association may be nominated by the Board of Directors for Honorary Membership.
 2. Individuals become Honorary Members by being elected by the affirmative vote from a majority in the House of Delegates. Honorary Members are entitled to all the privileges of Individual Membership except the right to vote. An Honorary Membership is effective for the member's lifetime.
- e) Affinity Members:
1. Any individual with a demonstrable interest in dental, allied dental or advanced dental education who is not currently a faculty member, employee or student, resident or fellow in an ADEA member institution is eligible for Affinity Membership.
 2. Applications for Affinity Membership may be submitted at any time during the year. Memberships become effective as soon as the application is processed and remain in effect for the following 12 months.

E. Membership Voting Rights.

Members who are on a Council, except for Honorary Members who are non-voting, have voting rights within respective Councils to elect Board Directors and the Administrative Boards of their Councils as provided for in their specific Council procedures and provisions. No class or category of member of the Association shall otherwise have any right to vote,

except as may be expressly required by statute or allowed by the Association's Articles of Incorporation or Bylaws.

Chapter VII: Councils

A. Functions and Rights of the Councils

1. The Councils represent institutions and programs in each of the Association's member categories, except that the Council of Sections represents the Association's Sections, and they have the following functions:
 - a) To represent its constituency within the Association and at the member institutions;
 - b) To recommend to the Board of Directors how the interests of the Council's constituency might be represented through the federal legislative and regulatory processes;
 - c) To exchange information among its members with other ADEA component groups and among member institutions;
 - d) To work with other ADEA component groups to encourage coordinated approaches to dental health care delivery;
 - e) To identify and provide consultation on projects, studies, and reports that will benefit the membership;
 - f) To introduce resolutions to the Board of Directors and/or House of Delegates; and
 - g) To meet at the Annual Session & Exhibition in order to set the priorities for and conduct business of the Council.
2. Each Council is entitled to representation in the House of Delegates as set forth in Chapter I, Section B above.

B. Leadership of the Councils—The Administrative Boards

1. **Council Leadership Positions and Duties.** Each Council has an Administrative Board consisting of a Chair, Chair-elect (Vice-Chair for the Council of Students, Residents and Fellows), Secretary, Member-at-Large and Board Director (*ex officio*).
 - a) It is the duty of **Chairs**:
 1. To provide leadership in meeting Council goals and objectives;
 2. To Chair Council meetings; and
 3. To plan programs for Council meetings.
 - b) It is the duty of **Chairs-Elect**:
 1. To Chair Council meetings in the absence of the Chair;
 2. To perform any duties requested by the Chair; and
 3. To serve as Chair of the Nominating Committee, which receives and considers nominations and recommends eligible candidates to stand for election for Council Office.
 - c) It is the duty of **Secretaries**:
 1. To record the minutes of Council and Administrative Board meetings or to see that they are recorded;
 2. To submit the minutes of Council Annual Session meetings to the ADEA Headquarters within 60 days after the Meeting; and
 3. To perform any duties requested by the Chair.
 - d) It is the duty of **Members-at-Large**:
 1. To perform any duties requested by the Chair.
 - e) It is the duty of **Board Directors**:
 1. To serve as *ex officio* Council Officers and to serve as Association Officers;
 2. To represent the Councils' interests on the Board of Directors;

3. To serve as consultants from the Board of Directors to the Councils in conducting their business and meeting their objectives; and
 4. To report Board of Directors' actions to the Council.
2. **Qualifications.** A person must be an Individual Member of the Association and a member of his or her Council to be eligible to serve on the Administrative Board, with the exception that a Board Director for Sections must have served as a past member or be a current member of the Council of Sections Administrative Board. To be eligible for nomination as Member-at-Large for Sections, an individual must also currently serve or have previously served as a Section Councilor or Section Chair.
 3. **Succession.** Each year, the Member-at-Large succeeds to the position of Secretary, the Secretary to the position of Chair-elect and the Chair-elect to the position of Chair, except for the Council of Students, Residents and Fellows, whose positions are not automatically successive.
 4. **Nominations.** Before each ADEA Annual Session & Exhibition, the Chair-elect and two Council members who are not on the Administrative Board serve as the nominating committee in order to receive and consider nominations from the membership and recommend eligible candidates for the position of Member-at-Large (and Board Director if the incumbent Board Director will complete a term at the end of the ADEA Annual Session & Exhibition). For the Council of Students, Residents and Fellows, the Vice-Chair and two Council members who are not on the Administrative Board serve as the nominating committee in order to receive and consider nominations from the membership and recommend eligible candidates for the positions of Secretary, Vice-Chair, Chair and Board Director. Members-at-Large are chosen by the Council of Students, Residents and Fellows' Administrative Board. Additional nominations may be made from the floor at a Council's ADEA Annual Session & Exhibition meetings when the nominating committee does not receive any nominations via the Call for Nominations process. An individual's eligibility for the open position will be reviewed and vetted by the nominating committee.
 5. **Election and Appointment.** Administrative Board members are elected at the ADEA Annual Session & Exhibition. The method of voting is left to the discretion of the Council Chairs, or the presiding officer as designated. For the Council of Students, Residents and Fellows, during the ADEA Annual Session & Exhibition, the four members of the new Administrative Board appoint a Council member to serve as a Member-at-Large. In the absence of a quorum at the ADEA Annual Session & Exhibition, an electronic ballot is issued within 30 days after the ADEA Annual Session & Exhibition.
 6. **Installation.** All Administrative Board members, except Board Directors, are installed at Council meetings held during the ADEA Annual Session & Exhibition. Board Directors are installed at the ADEA Annual Session & Exhibition at the Closing of the House of Delegates. Administrative Board members who are elected by electronic ballot following the ADEA Annual Session & Exhibition are installed immediately.
 7. **Terms.** All Council Administrative Board members, except Board Directors, serve only one, one-year terms. Board Directors serve three-year terms, except for the Board Director for Students, Residents and Fellows, who may serve up to three consecutive one-year terms if the individual qualifies for membership on the Council of Students, Residents and Fellows during that entire period. An individual who has served a full term as a Board Director (or three consecutive one-year terms as a Board Director for

Students, Residents and Fellows), and Chair, Chair-elect, Secretary or Member-at-Large may not succeed himself or herself in any of those positions.

8. **Replacement.** An Administrative Board member who ceases to qualify for membership on a Council may continue in that particular position for the duration of his or her term on the Board. An Administrative Board member who completely ceases to be active in dental, advanced dental or allied dental education no longer qualifies and immediately loses his or her position on the Council. In the event of the death, resignation or removal of a Council member or a Board Director, then the Council Administrative Board shall appoint a non-Board member of the Council to serve in such position until the next meeting of the Council at the ADEA Annual Session & Exhibition, at which an election (in accordance with this Chapter VII, 3–8) shall be held to fill the remainder of the term of the office of the Board Director that became vacant by reason of such death, resignation or removal.
9. **Alternates.** Council Administrative Board members may not send alternates to attend Council Administrative Board meetings. Council members unable to attend a House of Delegates Meeting or a Council meeting, or who serve in the House of Delegates in two or more positions (e.g., as a member of the Council of Faculties and Council of Sections), may appoint alternates to represent them. Members of the Councils of Allied Dental Program Directors, Advanced Education Programs and Students, Residents and Fellows must appoint alternates who are members of their Council. Members of the Council of Sections must appoint the Chair-elect or Secretary of their Section. Members of the Councils of Deans and Faculties must appoint individuals from their institutions. Delegates representing two or more Councils in the House of Delegates must decide which Council they wish to represent and then appoint an alternate(s) for the other Council(s) according to the foregoing guidelines. All alternates must be ADEA Individual Members. Corporate Council Administrative Board members unable to attend a House of Delegates Meeting may appoint alternates to represent them; such alternates must be members of the Corporate Council. All Council alternates to the House of Delegates must be selected prior to the Annual Session & Exhibition and be ratified during a meeting of the appropriate Council prior to participating in the Opening or Closing of the House of Delegates. At this meeting, a Council may choose to waive the notification of an additional meeting to approve alternate delegates that are identified after the initial meeting and prior to the alternate delegates' participation in either the Opening or Closing of the House of Delegates, provided that the newly identified alternate delegates are qualified and have been vetted by the appropriate Council Administrative Board.

C. Meetings of the Councils

1. **Meetings.** All Councils meet at the ADEA Annual Session & Exhibition and endeavor to meet in the fall season. Administrative Boards plan ADEA Annual Session & Exhibition programs and submit program details to the ADEA Headquarters for potential publication in the ADEA Annual Session & Exhibition Program. The schedule of Council programs is determined by the Board of Directors. Councils able to provide funding may hold additional conferences between the ADEA Annual Session & Exhibition meetings.

2. **Notice.**
 - a) Any Administrative Board meeting may be called by the Chair or by a majority of the Administrative Board upon seven days' notice. A majority of any Council's Administrative Board constitutes a quorum for the transaction of business for their respective meeting.
 - b) A Council meeting may be called by the Administrative Board or by 10% of the Council upon 30 days' notice.
3. **Rules.** Additional rules for Councils are included in Chapter X (Rules for Councils, Sections and Special Interest Groups) of these Bylaws.

D. The Councils of the Association—Membership and Quorum.

The Councils of the Association, and their membership, are as follows. All Council members must be Individual Members of the Association.

1. **The Council of Allied Dental Program Directors** consists of the following categories of membership:
 - a) Individual Members from an Institutional/Affiliate Member institution are eligible for Council membership, can be elected to a Council office, elected to Board Director of Council to serve on the Board of Directors, vote on Council issues, and can serve as Delegates in the House of Delegates. This includes the following:
 1. Director of a Commission on Dental Accreditation-approved Allied Dental Program or Dean, Department Chair; or
 2. Administrator that has oversight of a Commission on Dental Accreditation-approved Allied Dental Program.
 - b) Individual Members from an Institutional/Affiliate Member institution are eligible for Council membership, can be elected to a Council office, can vote on Council issues and can serve as a Delegate in the House of Delegates; however, the following individuals are not part of a CODA-approved program and therefore cannot be elected to Board Director of Council to serve on the Board of Directors:
 1. Director of a non-Commission on Dental Accreditation-approved Allied Dental Program in an ADEA member institution; or
 2. Director of an Advanced Allied Dental Education Programs leading to a Master's or Baccalaureate Degree in an Allied Dental Discipline.
 - c) Individuals holding Affinity Membership are eligible for Council membership and may participate in selected ADEA meetings and committees; however, they cannot be elected to a Council office or Board Director of Council to serve on the Board of Directors. These individuals are not part of a member institution and are therefore ineligible to vote. This includes the following:
 1. Director of a Commission on Dental Accreditation-approved Allied Dental Program in non-member institutions;
 2. Director of a non-Commission on Dental Accreditation-approved Allied Dental Program;
 3. Director of an Advanced Allied Dental Education Programs leading to a Master's or Baccalaureate Degree in an Allied Dental Discipline at institutions that are not ADEA institution members.
 - d) The quorum requirement for the transaction of any Council business, including the election of Members-at-Large and Board Directors, is one fourth of the total voting membership of the Council.

2. **The Council of Deans** consists of the dean (or an alternate) of each Institutional and Provisional Member institution, the chief dental administrator (or an alternate) of each Affiliate Member institution conducting non-hospital-based advanced dental education programs, the chief dental Officer or administrator (or an alternate) of each Affiliate Member federal dental service and the President (or an alternate) of the Association of Canadian Faculties of Dentistry. In addition, the Council includes any members of its Administrative Board who are no longer in the above categories. The Quorum requirement for the transaction of any Council business, including the election of Members-at-Large and Board Directors, is a majority of the total membership of the Council.

3. **The Council of Faculties** consists of one faculty member (or an alternate) elected by the faculty of each Institutional and Provisional Member institution, in addition to any members of the Administrative Board who are no longer in the above category. Members are elected to three-year terms, and approximately one third of the members are replaced or reelected annually, according to a schedule maintained in the ADEA Headquarters. The methods of electing members, removing members and electing new members to fill unexpired terms are left to the discretion of individual member institutions. Each faculty electing or reelecting a member in a given year is required to notify the ADEA Headquarters of the name of its representative by January 1 preceding the ADEA Annual Session & Exhibition at which the incumbent faculty member's term ends. The Quorum requirement for the transaction of any Council business, including the election of Members-at-Large and Board Directors, is a majority of the total membership of the Council.

4. **The Council of Advanced Education Programs** membership includes Program Directors or Chiefs of a Hospital Dental Service (as defined by CODA's list of Program Directors), faculty, residents and fellows, as well as advanced dental education administrators, in Commission on Dental Accreditation-accredited advanced dental education programs located in ADEA-member institutions, as well as past members of the COAEP Administrative Board who are appointed to or employed in an ADEA member institution.

Eligibility to vote on Council business or to vote for candidates nominated for either the Council's Administrative Board or for the Council's Board Director is limited to one vote per advanced education program. Only Program Directors or Chiefs of a Hospital Dental Service, or their designee, may vote during Council meetings on Council business. The quorum requirement for the transaction for any Council business, including the election of the Member-at-Large and Board Director positions, is one-tenth of the total voting membership of the Council.

To be eligible to serve as member of the COAEP Administrative Board, a person must:

1. Be an individual member of ADEA;
2. Be a member of ADEA COAEP;
3. Be a current Program Director or Chief of a Hospital Dental Service in a CODA-accredited advanced dental education program located in an ADEA-member institution.

To be eligible to serve as a COAEP Board Director, a person must:

1. Be an individual member of ADEA;
2. Be a member of ADEA COAEP;

3. Be appointed to or employed in an ADEA Member Institution;
 4. Be involved in advanced dental education at their institution;
 5. Be a current or former Program Director or Chief of a Hospital Dental Service; and
 6. Have previously been elected to and served on the Council's Administrative Board.
5. **The Council of Sections** includes the Council of Sections Administrative Board, Section Councilors and Chairs or their alternates and any former member of the Council's Administrative Board. Alternates for the Councilors and Chairs may only be a current Section Chair-elect or Section Secretary. All Section Officers from each Section and Chairs of each Special Interest Group are eligible to participate in Council business meetings and may vote at those meetings. Section Councilors, Chairs and those who have previously served as a Section Councilor or Chair are eligible for election to the Administrative Board. The Council of Sections Section Councilor is elected by each Section to a three-year term. Councilors may be reelected to one additional three-year term. The quorum requirement for the transaction of any Council business, including the election of Members-at-Large and Board Directors, is one third of the total voting membership of the Council.
6. **The Council of Students, Residents and Fellows** consists of students, residents and fellows representing any of the following types of programs conducted by each Active, Provisional and affiliate member institution: (a) students, residents and fellows in a program leading to the D.D.S. or D.M.D. degree; (b) students, residents and fellows enrolled in advanced dental education programs; (c) students, residents and fellows in dental hygiene education programs; (d) students, residents and fellows in dental assisting education programs and (e) students, residents and fellows in dental laboratory technology education programs. The methods of electing members, removing members and electing new members to fill unexpired terms are left to the discretion of individual member institutions. The quorum requirement for the transaction of any Council business, including the election of Members-at-Large and Board Directors, is a majority of those members who attend a meeting at which an election occurs.
7. **The Corporate Council** consists of one representative of each Corporate Member. The Corporate Council has five positions: Chair, Chair-elect, Secretary, Member-at-Large and Board Director (*ex officio*). An individual must be the owner or an employee of a Corporate Member to be eligible for a Corporate Council position. An individual may not hold two or more Corporate Council offices simultaneously. The quorum requirement for the transaction of any Council business, including the election of Members-at-Large and Board Directors, is a majority of those members who attend a meeting at which an election occurs.

Chapter VIII: Sections

A. Functions.

A Section is a programmatic group that provides an opportunity for its members to exchange information on the Section's specific academic and administrative interests.

1. Academic and administrative Sections are periodically asked by the House of Delegates, Board of Directors, Chair of the Board and President and CEO to undertake assignments and to comment on appropriate materials.
2. A Section is further encouraged to initiate projects and studies of benefit to the Association and its members.

3. A Section may submit resolutions to the House of Delegates.

B. Membership in a Section.

Each Section consists of any Individual, Student, Affinity Member, Retired and Honorary ADEA member interested in the Section's particular academic or administrative area. An ADEA member may join any number of Sections, participate in the Section's business affairs, vote and attend any meeting of a Section to which he or she belongs. To hold office, the ADEA member must also be a member of the Section.

C. Formation of a Section.

1. To form a new Section, a group must have begun as a special interest group (SIG; see Chapter IX, Section C: Formation of a New SIG). When Section status is desired, the SIG must:
 - a) Notify the Chair of the Council of Sections Administrative Board and Council of Sections Staff Liaison of the intent to propose a new Section.
 - b) Prepare a proposal to support the case following criteria established by the Council of Sections Administrative Board.
 - c) Submit the completed proposal to the Chair of the Council of Sections Administrative Board and the Council of Sections Staff Liaison no later than the designated deadline date.
2. The Council of Sections Administrative Board considers each proposal to form a new Section at its interim fall meeting.
 - a) If the proposal is approved, the Council of Sections Administrative Board forwards the recommendation to the Board of Directors for consideration at its subsequent meeting.
 - b) If the recommendation is approved by the Board of Directors, the Board of Directors forwards a resolution to form the new Section to the House of Delegates for hearing at the subsequent Annual Session & Exhibition.
 - c) Only the House of Delegates has the authority to approve a resolution proposing a new Section. Upon approval by the House of Delegates, a new Section begins operation immediately. If the proposal is not approved, the SIG may resubmit its request in a subsequent year.

D. Review.

The Council of Sections Administrative Board reviews each Section annually. A review of performance is based on criteria established by the Council of Sections Administrative Board:

1. The Administrative Board may impose corrective actions, including probation, for those Sections that fail to submit annual reports or perform prescribed functions.
2. The Council of Sections Administrative Board may recommend that a Section be disbanded or suggest that two or more Sections be merged into one Section based on strong similarities.
 - a) The Council of Sections Administrative Board forwards a recommendation that a Section be disbanded or merged to the Board of Directors.
 - b) If the recommendation is approved by the Board of Directors, the Board of Directors forwards an appropriately worded resolution to the House of Delegates for hearing at the subsequent Annual Session & Exhibition.

- c) Only the House of Delegates has the authority to disband a Section or merge Sections.

E. Officer and Term of Office.

Each Section has a Councilor, who serves a three-year term of office, and a Chair, Chair-elect, and Secretary, who serve one-year terms in each office in succession.

1. **Qualifications:** A person must be a member of the Association and a member of the Section to be eligible for office in that Section. In the instance of Councilor, the person must first have served through the Officer positions, including the Chair, to be eligible for election to the Councilor position.
2. **Duties:**
 - a) It is the duty of the **Councilor** to provide continuity of leadership for the Section and mentoring of new Section Officers; attend the ADEA Annual Session & Exhibition and interim meetings of the Council of Sections; serve as a Delegate in the House of Delegates during the Annual Session & Exhibition; assist in planning, implementing, and assessing Section programs and projects; prepare and submit the Section annual report after each Annual Session & Exhibition to the Council of Sections Staff Liaison; and serve as Section liaison with the Council of Sections Administrative Board.
 - b) It is the duty of the **Chair** to provide leadership in the coordination of Section activities; attend the Annual Session & Exhibition and interim fall meetings of the Council of Sections; chair Section meetings; assist in planning programs for Section meetings; and serve as a Delegate in the House of Delegates during the Annual Session & Exhibition.
 - c) It is the duty of the **Chair-elect** to serve as Chair in the absence of the Chair; attend the ADEA Annual Session & Exhibition and interim meetings of the Council of Sections; perform any Section-related duties requested by the Chair; serve as Chair of the Nominating Committee, which receives and considers nominations and recommends eligible candidates to stand for election for Section office; and serve as the Program Chair for the Section and be responsible for submitting program proposals on behalf of the Section.
 - d) It is the duty of the **Secretary** to record the minutes of Section meetings and disseminate them to the Section membership; attend the Annual Session & Exhibition and interim meetings of the Council of Sections; submit the minutes and current Officer contact information to the Section Councilor for submission with the Section annual report to the Council of Sections Staff Liaison; publish and disseminate a Section newsletter; and perform any Section-related duties requested by the Chair.
3. **Succession:** Each year the Secretary succeeds to the office of Chair-elect, and the Chair-elect succeeds to the office of Chair. There is no automatic succession to the office of Councilor.
4. **Nominations:** Before each ADEA Annual Session & Exhibition, the Nominating Committee (Chair-elect and two Section members who are not Officers) recommends eligible candidates for the office of Secretary. Every third year, the Committee recommends eligible candidates for the office of Councilor. Additional nominations for these offices may be made from the floor at the Section business meeting during the Annual Session & Exhibition when the nominating committee does not receive any nominations via the Call for Nominations process. An individual's eligibility for the open position will be reviewed and vetted by the nominating committee.

5. **Election:** Section Officers are elected at the Section Members' Forum held at the Annual Session & Exhibition. The method of voting is left to the discretion of the Chairs or presiding officer.
6. **Installation:** All Section Officers take office after the conclusion of the Closing of the House of Delegates at the Annual Session & Exhibition.
7. **Consecutive and Simultaneous Terms of Office:** A Section Councilor may serve two consecutive three-year terms. A person may not hold more than one Section Officer position simultaneously or hold office in more than one Section simultaneously.
8. **Replacement of Vacancy:** If the position of Chair, Chair-elect, or Secretary becomes vacant, the remaining Section Officers appoint another member of the Section to serve out the unexpired term. If the Councilor is unable to serve for any reason, a new Councilor will be elected by mail or electronic ballot by the Section members to serve out the unexpired term.

Chapter IX: Special Interest Groups (SIGs)

A. Functions.

A Special Interest Group (SIG) provides an opportunity for its members to exchange information and work together on specific academic or administrative interests in dental, allied dental and advanced dental education not otherwise routinely addressed by an established Section. The structure of a SIG provides an opportunity and provides a means for a group of ADEA members to focus on areas of common interest.

1. A SIG may be assigned tasks by the Board of Directors, House of Delegates, or the Council of Sections Administrative Board on related studies of benefit to the Association and its members.
2. Each SIG Chair may be an active voting member of the Council of Sections at Council business meetings.

B. Participation and Membership in a SIG.

A SIG consists of any Individual, Student, Affinity Member, Retired and Honorary ADEA member interested in the SIG's particular academic or administrative area. An ADEA member may join any number of SIGs and attend any meetings of a SIG to which he or she belongs.

C. Formation of a New SIG

1. To form a new SIG, an individual or group must:
 - a) Notify the Chair of the Council of Sections Administrative Board and the Council of Sections Staff Liaison of the intent to propose a new SIG.
 - b) Prepare a proposal to support the case following criteria established by the Council of Sections Administrative Board.
 - c) Submit the completed proposal to the Chair of the Council of Sections Administrative Board no later than the designated deadline date.
2. The Council of Sections Administrative Board considers each submitted proposal:

- a) If the proposal is approved, the Council of Sections Administrative Board forwards its recommendation to the Board of Directors for consideration at its subsequent January meeting.
- b) If the proposal is approved by the Board of Directors, the SIG begins operation immediately upon notification by the Chair of the Council of Sections Administrative Board.

D. Review.

Each year, the Council of Sections Administrative Board reviews each SIG and its performance based on criteria established by the Council of Sections Administrative Board.

- 1. The Administrative Board may impose corrective actions, including probation, for a SIG that fails to submit an annual report or perform prescribed functions.
- 2. The Council of Sections Administrative Board may disband a SIG.

E. Officer and Term of Office.

Each SIG must have a Chair, who serves a one-year term. A Chair may serve three consecutive one-year terms if reelected by the members. The SIG may voluntarily form a leadership organizational structure similar to that of a Section (Chair, Chair-elect and Secretary) for managing the business of the group. The SIG Chair is the only Officer who can vote in the Council of Section's business meetings.

- 1. **Qualifications.** A person must be a member of the Association and a member of the SIG to be eligible for office in that SIG.
- 2. **Duties.**
 - a) The duties of the Chair are to: provide leadership in the coordination of SIG activities, attend the ADEA Annual Session & Exhibition and interim fall meetings of the Council of Sections, Chair SIG meetings, plan programs for SIG meetings, record the minutes of SIG meetings and disseminate them to the SIG membership and submit the SIG annual report and business meeting minutes.
 - b) If a SIG chooses to have a leadership organizational structure similar to that of a Section, see Chapter VIII, Section C, 4 for Officer duties.
- 3. **Succession.** If a SIG chooses to have a leadership organizational structure similar to that of a Section (i.e., Chair, Chair-elect and Secretary), the Secretary succeeds to the Office of Chair-elect, and the Chair-elect succeeds to the Office of Chair.
- 4. **Nominations, Elections, Terms and Installation.** If a SIG has a leadership organizational structure similar to that of a Section, before each ADEA Annual Session & Exhibition, the Nominating Committee (Chair-elect and two SIG members who are not Officers) receives and considers nominations and recommends eligible candidates to stand for election for the SIG office. Each year, a Chair is elected to serve a one-year term. Chairs may serve a maximum of three one-year terms. SIG Officers are elected at the SIG business meeting held at the ADEA Annual Session & Exhibition. A SIG Officer takes office at the conclusion of the ADEA Annual Session & Exhibition. A person may not hold office in more than one SIG simultaneously. SIG Chairs are not eligible to serve as an alternate in the House of Delegates.

5. Replacement of Vacancy.

- a) If the position of Chair becomes vacant, the SIG members must nominate and elect another member of the SIG to serve out the unexpired term by mail or electronic ballot.
- b) If a SIG chooses to have a leadership organizational structure similar to that of a Section (i.e., Chair, Chair-elect and Secretary), the remaining Officers will appoint a SIG member to serve out the unexpired term of the Officer whose position has become vacant.

F. Establishing a Section from a Special Interest Group

1. A SIG is eligible to apply for Section status after a minimum of two years of viable leadership and sustainable membership. If the SIG chooses to apply for Section status, it must:
 - a) Prepare a proposal to support the case following criteria established by the Council of Sections Administrative Board located in the *ADEA Governance Policy and Procedures Manual*.
 - b) Submit the completed proposal to the Chair of the Council of Sections Administrative Board and the ADEA Staff Liaison to the Council of Sections no later than the designated deadline date.
2. The Council of Sections Administrative Board considers each proposal that has been submitted.
 - a. If the proposal is approved, the Council of Sections Administrative Board forwards the recommendation to the Board of Directors for consideration at its subsequent meeting.
 - b. If the recommendation is approved by the Board of Directors, the Board of Directors forwards a resolution to form the new Section to the House of Delegates for hearing at the subsequent ADEA Annual Session & Exhibition.
 - c. Only the House of Delegates has the authority to approve a resolution proposing establishing a SIG as a Section. Upon approval by the House of Delegates, the new Section begins operation immediately. If the proposal is not approved, the SIG may resubmit its request in a subsequent year.

Chapter X: Rules for Councils, Sections, and SIGs

The above groups, Councils, Sections and SIGs are hereinafter referred to in this chapter as "component groups" or "groups."

A. Finances.

Records and accounts are maintained at the ADEA Headquarters. Any special allocation or residual amount, which is determined by the Board of Directors and House of Delegates, is available for a group's annual expenditures. The allocated or residual funds may be used by a group for any reasonable expenditure as outlined in the Board of Directors approved policies for such expenses. Reimbursements for approved expenses shall be processed according to Association policy. All group requests for funding from outside organizations must receive prior Board of Directors' approval and be coordinated by the ADEA Headquarters.

B. Employment.

Component groups may not employ an individual except on authorization of the Board of Directors.

C. Contracts.

Component groups may not execute a contract that in any way involves the Association, except on authorization of the Board of Directors.

D. Establishment of Policy.

Component groups have the privilege of recommending Association policy. However, they are not authorized to initiate or implement a new policy or to alter or extend an existing policy without prior review and approval by the House of Delegates.

E. Public Statements.

The President and CEO shall serve as the principal spokesperson for the Association along with the Chair of the Board of Directors in dealing with the profession and the public. No one except the President and CEO or someone authorized by the Board of Directors is allowed to issue a public statement on behalf of the Association or any subgroup within the Association.

F. Communication.

Communications dealing with major component group activities or policy should be sent to all group members by the Chair or another Officer. No one except the President and CEO or someone authorized by the Board of Directors is allowed to issue a public statement on behalf of the Association or any subgroup within the Association.

G. Relations with Other Organizations and Agencies.

No component group is authorized to appoint an official representative to another organization unless authorized to do so by the Board of Directors. No one except the President and CEO or someone authorized by the Board of Directors is allowed to issue a public statement on behalf of the Association or any subgroup within the Association.

H. Relations with Other Component Groups.

Component group Chairs should refer to the President and CEO all matters that properly are the concern of another component group. Requests for information or assistance from another component group should be channeled through the President and CEO's office.

I. Additional Rules for Component Groups.

Component groups may prepare additional rules needed to conduct their affairs, provided that those rules are consistent with the Association's Bylaws. Such additional rules should be transmitted to the President and CEO for his or her records.

J. Mail Ballots.

Component groups are authorized to transact business by mail ballot. Mail ballots may be sent and returned by electronically or via postal mail. The results of mail ballots are as binding as those obtained at official meetings. The following regulations apply to all mail ballots:

1. Mail ballots should be initiated by an Officer or appropriate staff member.

2. Each mail ballot should include enough information to allow recipients to register an opinion on the issue in question.
3. A majority vote of the ballots cast is required for approval; and
4. Ballots not returned within 30 days will not be counted.

Chapter XI: President and CEO

A. Function and Duties.

The President and CEO is the Association's Chief Administrative Officer appointed under contract by the Board of Directors. That contract establishes the tenure of office and salary, and more fully sets forth the duties, which include the following. The President and CEO is expected and empowered to:

1. Serve as the principal spokesperson for the Association, along with the Chair of the Board of Directors, in dealing with the profession and the public;
2. Serve as the chief administrator of the ADEA Headquarters and all of its branches;
3. Provide for the maintenance of the ADEA Headquarters and all property and offices owned or operated by the Association;
4. Employ and evaluate all members of the Association's staff;
5. Coordinate the activities of all committees, Councils, Administrative Boards and other Association component groups;
6. Approve applications for Affiliate Membership;
7. Serve as the custodian of all monies, securities and deeds belonging to the Association;
8. Prepare financial reports for the Board of Directors;
9. Disburse the Association's funds at the direction of the Board of Directors, provided those disbursements are consistent with the annual budget approved by the ADEA Board of Directors;
10. Cause all employees entrusted with Association funds to be bonded by a surety company and to determine the amount of the bond;
11. Supervise the publication and distribution of all Association publications;
12. Determine the time and location of the ADEA Annual Session and & Exhibition;
13. Notify Individual and Institutional Members of annual and special Meetings of the House of Delegates;
14. Provide a program for the ADEA Annual Session & Exhibition;
15. Present an annual report of the activities of the ADEA Headquarters;

16. Publish an Annual Proceedings of the Association;
17. Perform such other duties as may be determined by the Board of Directors and the Chair of the Board.

B. Appointment.

The President and CEO is appointed by the Board of Directors.

C. Tenure of Office and Salary.

The Board of Directors determines the tenure of office and salary of the President and CEO. No one term may exceed five years.

Chapter XII: Official Publication, Editor, Tenure of Office and Remuneration

A. Official Publication

1. **Title.** The Association publishes an official journal under the title of the *Journal of Dental Education*, hereinafter referred to as the "*Journal*."
2. **Objective.** The objective of the *Journal* is to report, chronicle and evaluate scientific and professional developments and Association activities of interest to dental and allied dental educators.
3. **Frequency of Issue and Subscription Rate.** The frequency of issue and the subscription rate of the *Journal* are determined by the Board of Directors on recommendations of the Editor and the Editorial Review Board.
4. **Editor.** The Association's Editor is the Editor of the *Journal*.

B. Editor.

The Association's Editor is appointed by the Board of Directors. The duties of the Editor are to consult with the Board of Directors in the selection of the Editorial Review Board; exercise, with the Editorial Review Board, editorial control over the *Journal*, subject to the policies and procedures established by the Board of Directors and these Bylaws; and perform such other duties as may be determined by the Board of Directors.

C. Tenure of Office and Remuneration.

The Board of Directors determines the tenure of office and remuneration for the Editor. No one term may exceed five years; however, the Editor may be appointed for more than one term.

Chapter XIII: Representatives to Other Organizations

A. Nominees for Appointment to the Commission on Dental Accreditation and the Joint Commission on National Dental Examinations.

The Board of Directors will recommend a person for appointment by the House of Delegates for each vacancy occurring in the following positions:

1. The Commission on Dental Accreditation, and
2. The Joint Commission on National Dental Examinations.

Additional nominations may be made from the floor at the Opening of the House of Delegates. If there are additional nominations, the election procedures are the same as those provided in Chapter I of these Bylaws. If there are no additional nominations, nominees are declared elected at the Opening of the House of Delegates.

B. Representatives to Other Organizations.

Representatives to other organizations are appointed by the Board of Directors, which also determines the organizations to which the Association appoints such representatives.

Chapter XIV: Conflicts of Interest

A. Representing the Association.

Individuals who serve in the House of Delegates as Officers, or who are appointed or elected to represent the Association in its relations with other private organizations or government agencies; who serve as Council, Section and/or SIG Officers; who serve in an advisory or consultative role for the Association individually or through group or committee assignments; or who are otherwise involved in Association policy and administrative matters do so in a representative or fiduciary capacity and, at all times while serving in such positions, shall further the interests of the Association as a whole. Those Association leaders are:

1. Expected to avoid placing themselves in a position where personal or professional interests may conflict with their duty to the Association;
2. Prohibited to use information learned through their position for personal gain or advantage;
3. Prohibited to obtain for a third party an improper gain or advantage at the expense of the Association;
4. Obligated to disclose to the President and CEO any situation that might be construed as placing the individual in a position of having an interest that may conflict with his or her duty to the Association;
5. Presumed to have a conflict of interest if they, their family, employers or business associates have an interest that could be an impediment to the loyalty of the Association leader to the Association, with the determination about whether there is a conflict to be resolved by a majority vote of the Board of Directors;
6. Expected to avoid even the appearance of impropriety while serving the Association;
7. Shall, in the event of an actual or apparent conflict of interest, disclose all the material facts as to the relationship or interest, shall retire from the room, shall not participate in the deliberation and shall not vote on the matter, which shall enable the remaining Association leaders to make a good faith determination about the proposed transaction or matter, including whether it is fair to the Association. Such a good faith determination about the fairness of the proposed transaction or matter may be made post facto, by a ratification vote.

B. Record.

All actions taken pursuant to any conflict of interest shall be noted in the meeting minutes. As is necessary to maintain a quorum, Association leaders who have the conflict of interest may be counted in determining the minimum number of decision-makers for such a matter.

Chapter XV: Indemnification and Limitation of Liability

Unless expressly prohibited by law, any person made, or threatened to be made, a party to an action, suit or proceeding (whether civil, criminal, administrative or investigative) by reason of the fact that such person, or such person's testator or intestate, is or was a person who served or is serving the Association as a Director, Officer, committee member, volunteer, partner, trustee, employee or agent of another entity (i.e., an "Eligible Person") by reason of that Eligible Person's position with or service to the Association:

- A. Shall be indemnified to the extent the Eligible Person was successful, on the merits or otherwise, in the defense of any such proceeding; and,
- B. May be indemnified if the person acted in good faith and reasonably believed in the case of conduct in an official capacity, that the conduct was in the best interests of the Association; and in all other cases, that her or his conduct was at least not opposed to the best interests of the Association; and in the case of any criminal proceeding, had no reasonable cause to believe his or her conduct was unlawful;
- C. But shall not be indemnified:
 - 1. In connection with the proceeding by or in the right of the Association (unless it is determined that the person met the relevant standard of conduct under subsection B above), or
 - 2. In connection with any proceeding with respect to conduct for which the person was adjudged liable on the basis that the person received a financial benefit to which she or her was not entitled, whether or not involving action in an official capacity; and,
- D. With regard to any indemnification, shall be done only after complying with the provisions in the D.C. Nonprofit Corporation Act with regard to the procedures for making determinations about indemnification and the advance of expenses; and,
- E. With regard to any Director or Officer, the indemnification provided by this Article shall not be deemed exclusive of any rights to which any such Director or Officer may be entitled under any statute, bylaw, agreement, vote of the Governing Body or otherwise, and shall not restrict the power of the Association to make any indemnification permitted by law; and provided further that
- F. The Association may in its judgment advance expenses for indemnification to such persons to the fullest extent allowed by law.

Chapter XVI: Parliamentary Authority

In all matters not covered by its Bylaws, this organization shall be governed by the most current edition of the *American Institute of Parliamentarians Standard Code of Parliamentary Procedure*.

Chapter XVII: Amendments

A. Procedure to Amend the Bylaws.

These Bylaws may be amended at a meeting of the House of Delegates being held in association with an ADEA Annual Session & Exhibition by a two-thirds vote of the House of Delegates, provided the proposed amendment is presented in writing to the House of Delegates prior to or during the meeting.

B. Procedure to Amend the Articles of Incorporation.

The Articles of Incorporation of the Association may be amended at a meeting of the House of Delegates being held in association with an ADEA Annual Session & Exhibition by a two-thirds vote of the Delegates, provided the proposed amendment is presented in writing to the House of Delegates.

Chapter XVIII: Additional Provisions and Association Rules

A. Fiscal Year.

The Association's fiscal year runs from July 1 through June 30.

B. Corporate Seal.

The official seal of the Association shall have inscribed thereon the name of the Association and shall be in such form and contain such other words and/or figures as the Board of Directors shall determine. The official seal may be used by printing, engraving, lithographing, stamping or otherwise making, placing or affixing or causing to be printed, engraved, stamped or otherwise made, placed or affixed upon any paper or document, by any process whatsoever, an impression, facsimile or other reproduction of said official seal.

C. Advisory Boards.

The House of Delegates or Board of Directors may establish one or more Advisory Boards, without governing power or authority, to serve as a resource to them by providing advice, assistance, expertise and support for the advancement and promotion of the mission of the Association. They may appoint a Chair of any such Advisory Board who may be authorized to serve as an *ex officio*, non-voting member of either the House of Delegates or Board of Directors, as the case may be.

D. Nondiscrimination Policy.

ADEA's Councils, Sections, Boards, the House of Delegates, committees, task forces, and similar entities do not discriminate on the basis of race, color, national or ethnic origin, ancestry, age, religion or religious creed, disability or handicap, sex or gender, gender identity and/or expression, sexual orientation, military or veteran status, genetic information, or any other characteristic as prohibited under applicable federal, state or local law.

Revised March 2018