

UNIVERSITY OF DETROIT MERCY DENTAL ALUMNI ASSOCIATION
CONSTITUTION

Article I. NAME

The name of the organization shall be the University of Detroit Mercy School of Dentistry Alumni Association, herein after termed as the "Association." The term University of Detroit Mercy henceforth shall encompass the School of Dentistry graduates from both the University of Detroit Mercy and the former University of Detroit.

Article II. PURPOSE

The purpose of this Association shall be:

1. To promote and perpetuate a close relationship between the School of Dentistry and its graduates.
2. To assist and support the University of Detroit Mercy School of Dentistry in its primary purpose of educating in the art and science of dentistry.
3. To uphold the highest ethical standards of the dental profession by inculcating in its graduate members a spirit of learning and service to the community which we serve.
4. To maintain and perpetuate the principles of friendly cooperation among graduates of the University of Detroit Mercy School of Dentistry and students.
5. To act as a conduit between dental educators, dental students, hygiene students and the dental profession.
6. To help facilitate the transition of dental and dental hygiene students into the practice of dentistry and hygiene.
7. To serve as the formal Advisory Board to the Dental Hygiene Program.
8. To serve as an advisor to the Director of Development for coordinated fundraising and capital campaigns of the University of Detroit Mercy School of Dentistry
9. To serve as the formal Advisory Board to the Institute for Advanced Continuing Education.

Article III. MEMBERSHIP

Section I. Alumni Member

Graduates of the University of Detroit Mercy School of Dentistry shall be entitled to all privileges of membership.

Section II. Honorary Membership

Any person or group who has rendered a service to the profession or this Association shall be eligible for honorary membership.
An honorary member may not vote on any item brought before membership.

Article IV. GOVERNANCE

Section I. The association is governed by a Board of Directors, each director including officers are entitled to one vote on governance matters.

Section II. The duties and activities of the Board of Directors are defined in the Bylaws of the Association.

Section III. The Association will conform to all rules and regulations as established by the University of Detroit Mercy and the University of Detroit Mercy School of Dentistry.

Article V. MEETINGS OF THE LEGISLATIVE BODY

Section I. Annual Meeting

The Association shall hold an annual meeting for the purpose of ratifying members to the Board of Directors. The time and place of the annual meeting shall be determined by the Board of Directors.

Section II. Regular Meetings

Regular meetings of this Association will be held as specified by the Board of Directors.

Section III. Special Meetings

Special meetings may be called by the Board of Directors or by written request signed by at least twenty (20) alumni members.

Section IV. Notice of Meetings

A notice of meetings must be given at least fourteen (14) days in advance of the meeting and the time, place and business to be transacted shall be stated in such notice.

Article VI. AMENDMENTS

The constitution may be amended by a ninety percent (90%) affirmative vote of the Alumni Board members. Votes to be taken at a regular meeting of the board whether in person or by absentee ballot.

Revised: September 2021

UNIVERSITY OF DETROIT MERCY DENTAL ALUMNI ASSOCIATION
BYLAWS

Chapter I. BOARD OF DIRECTORS

Section I. Composition

- A. The composition of the Board shall reflect a diverse membership that is representative of our alumni population in terms of race, gender, age and national origin.
- B. The Board of Directors shall consist of thirteen (13) University of Detroit Mercy Dental/Hygiene Alumni members. At least two (2) and not more than four (4) of the thirteen shall be dental hygiene alumni.
- C. Two student representatives (one dental student and one dental hygiene student) shall be appointed by the Dean of the School of Dentistry to serve as advisors to the Board. The student representatives will not have voting privileges.
- D. In the event that any Board member is unable to fulfill the term of their appointment, vacancies shall be voted on by a majority of Board members at a regular meeting from a list submitted to the Board by the Dean of the School of Dentistry. Those candidates receiving a majority of the vote shall be elected to the Board and will serve until the next annual meeting of the Association. If a candidate elects to run for a position on the Board at the next regular election, the time spent filling the vacancy shall not count as part of the ensuing three year term.

Section II. Vacancies

A vacancy is deemed to exist when a member of the Board fails to attend two (2) consecutive meetings of the Board, or three (3) non-consecutive meetings of the Board, during the Board year and if this occurs, the Board will discuss continued membership.

Section III. Duties

- A. The Board of Directors shall direct all activities of the Association in conformity with the governing policies of the Association and make rules and regulations consistent with the constitution and bylaws
- B. It may establish standing and special committees as deemed necessary.

- C. A report of the activity of the Board shall be made at the annual meeting by the alumni president.
- D. The Board shall make recommendations to policies or decisions established by the University of Detroit Mercy or the University of Detroit Mercy School of Dentistry.

Section IV. Tenure

- A. Directors are elected for a three (3) year term and may be elected to a second term of three (3) years to serve consecutively with the first term.
- B. A Director may not succeed himself/herself after serving two consecutive elected full terms.
- C. The President of the Board shall serve a one (1) year period with the option to run for election for a second year.
- D. A sitting president who is serving in his/her 6th year can serve another year as president for a following 1 year term.
- E. At the first Board meeting following the annual meeting, the Board shall elect a Vice President, and a Secretary for terms of one (1) year each.

Section V. Meetings

- A. The Board shall meet at least quarterly and more often if necessary. The schedule of regular meetings shall be set one year in advance.
- B. Meetings of the Board may be called (1) at the discretion of the President, (2) upon request of seven (7) Board members, or by petition of twenty (20) or more alumni members.

Section VI. Nominations

- A. A nominating committee shall select candidates to serve as members of the Board of Directors.
- B. The nominating committee shall consist of three (3) members of the Board and the Vice President, who shall serve as the Chairperson of the committee. The members shall be appointed annually by the President, and they will perform other duties as may be required.

- C. The Dean of the School of Dentistry, as well as existing board members, will forward the names of candidates to the nominating committee for consideration.

Section VII. Elections

- A. Only alumni of the University of Detroit Mercy School of Dentistry are eligible to be considered for nomination to the Board of Directors.
- B. Elections for Board members shall be conducted at the annual meeting of the School of Dentistry Alumni Association.
- C. A ballot for the election of Board members will be included with a notification of the annual meeting.
- D. A candidate receiving a plurality of the ballots cast for a designated office shall be declared elected.
- E. In the event that two (2) or more candidates for the same office are tied, the Board of Directors shall break the tie. In the event that the Board of Directors shall not be able to break the tie, the tied candidates shall break the tie by lot.

Section VIII Installation of Newly Elected Board Members

- A. The installation of newly elected Board members will occur at the first business meeting following the annual meeting.
- B. In the event of a vacancy, the installation of a replacement will occur at the first board meeting following the nomination of a replacement.

Chapter II. OFFICERS

Section I. Number and Title

The officers of the Board of Directors shall consist of the President, Vice President and Secretary

Section II. Duties

A. President

1. To serve as the official representative of the Association in its contact with governmental, civic, business and professional

organizations for the purpose of advancing the objectives and policies of the Association.

2. To serve as chairperson of the Board of Directors.
3. To serve as chairperson of the Executive Committee.
4. To serve as a consultant on all committees.
5. To appoint committees not otherwise provided for in these Bylaws.
6. To submit an annual message at the annual meeting.
7. To act as a liaison between the Association and the School of Dentistry.
8. To perform such other duties as may be provided by the Bylaws.

B. Vice President

1. To assist the President as requested
2. To function as President in the President's absence.
3. To assume the role of the President in the event that the President cannot complete his or her term of service.
4. To be eligible to, but not required to be elected as Alumni Board President following their term.

C. Secretary

1. To attend all meetings of the Board of Directors.
2. To take charge of and be responsible for all details surrounding the Board of Directors and the Executive Committee at the request of the President.
3. To keep the minutes and supervise the correspondence of the Association.

Chapter III. COMMITTEES

A. Standing Committee

1. Governance and Nominations
It shall consider, propose, rewrite, edit and submit any additions or alterations deemed necessary for the Association or any amendments requested.

The committee shall include the Dean of the School of Dentistry, three members of the Board, and the Vice President.

Recommendations will be forwarded to the entire Board for review and an internal vote. Based on the vote, the Board will

forward its recommendations to Alumni for approval at the annual meeting.

2. Scholarship

Scholarship Chairman Responsibilities: The chairman together with the Dean and the faculty will recommend to the Board of Directors the individual student or students who have demonstrated outstanding academic achievements, clinical skills and leadership qualities which will be recognized by the Alumni Board in the form of an Alumni Scholarship.

3. Special Committees

Special committees may be appointed by the President or upon direction of the Board of Directors.

Chapter IV. PARLIAMENTARY AUTHORITY

Robert's Rules of Order Revised shall be followed for all meetings of the Association, except when said interpretations are in conflict with the Constitution and Bylaws of the Association.

Chapter V. AMENDMENTS

The Bylaws may be amended by a ninety percent (90%) affirmative vote of the Alumni Board members. Votes are to be taken at a regular meeting of the board whether in person or by absentee ballot. If an amendment to the bylaws or constitution is proposed at a meeting, it shall be voted on at the subsequent meeting.

Revised: September 2021