

TEXAS DENTAL HYGIENE EDUCATORS' ASSOCIATION, BYLAWS

ARTICLE I. NAME AND OBJECTIVES

- Section 1. Name. The name of this organization shall be the Texas Dental Hygiene Educators Association, hereinafter referred to as "the Association" or "this Association."
- Section 2. Objectives. The objectives of this Association are to
- (a) Promote the professional development of dental hygiene educators,
 - (b) Act as an organized voice for dental hygiene education in legislative matters,
 - (c) Act as an advocate of the public in relation to dental hygiene education issues,
 - (d) Develop and share dental hygiene educational resources, and
 - (e) Promote the dental hygiene profession.

ARTICLE II. MEMBERSHIP

- Section 1. Classification. The members of the Association shall be classified as either Voting or Non-Voting.
- Section 2. Voting Members. Voting members shall be limited to Active Members. An Active Member shall currently hold a faculty position in a CODA accredited program in dental hygiene within the State of Texas. An Active Member may elect to join as a lifetime Active Member. The Institutional Membership will include two (2) voting members.
- Charter Members. Charter members of this Association shall be Active Members who joined the Association in the first year of formation, 2001.
- Section 3. Non-Voting Members. Non-Voting members shall be limited to Students, and Honorary Members.
- A. Student Member. A Student Member shall be a dental hygienist within the state of Texas who is working on an advanced degree toward the goal of dental hygiene education.
 - B. Honorary Member. An Honorary Member is an individual who is not a dental hygiene educator but has been elected by a two-thirds majority vote of the Association for having contributed significantly to the advancement of dental hygiene education.
 - C. Institutional Member. An Institutional Member shall be an institution of higher learning that is accredited by the Commission of Colleges and offers a CODA accredited program in dental hygiene or offers CODA accredited program in an advanced degree in dental hygiene.

Section 4. Rights of Voting Members. Voting members shall be entitled to:

- A. The right to vote on all matters,
- B. Eligibility for election to any office,
- C. Eligibility to serve on or chair any committee,
- D. Admission to any general meeting of the Association, and
- E. Such other rights as the Association may determine.

Section 5. Rights of Non-Voting Members. Non-Voting Members shall be entitled to:

- A. Admission to any general meeting of the Association,
- B. Eligibility to serve on any committee, and
- C. Such other right as the Association may determine.

Section 6. Application for Membership. Active and Student membership shall be granted upon receipt of application forms and dues for the current year. Honorary Members must be elected as provided for in these By-Laws.

Section 7. Dues. The annual dues of the Association are payable in advance at or before the annual meeting.

A. The dues of Active and Student members shall be twenty-five (\$25.00) dollars. Active members may elect to join as lifetime Active members for \$250.00.

B. Honorary members shall be exempt from payment of dues
C. The dues of Institutional Members shall be \$500. The institutional Membership will include two (2) voting members.

ARTICLE III. GOVERNMENT

Section 1. Quorum. The quorum for meetings of the Association shall be thirty-three (33) percent of the voting members.

Section 2. Procedure. The current edition of Roberts' Rules of Order Newly Revised shall govern the Association in all cases to which it is applicable and when not specified in these Bylaws.

ARTICLE IV. MEETINGS

Section 1. Regular Meetings. There shall be at least one (1) regular meeting of the Association each year.

Section 2. Special Meetings. Special meetings may be called by the Executive Board of Directors or upon written request by five (5) voting members. The call for the meeting shall be at least ten (10) days prior to the date set for the meeting and shall state the business to be considered. No other business shall be transacted except by unanimous consent of the members present.

ARTICLE V. OFFICERS

- Section 1. Officers. The elected Officers of this Association shall be the President, President-Elect, Secretary, and Treasurer.
- Section 2. Qualifications. A candidate for office shall be an Active Member of at least two (2) years, except during the first two years of the existence of the Association.
- Section 3. Term of Office. The Officers shall be elected for a term of one (1) year, except the Treasurer who will be elected for a term of two (2) years, or until their successors are elected. The president-elect shall automatically assume the office of President the following year. The terms of office shall begin immediately after the annual meeting of the Association.
- Section 4. Nomination. Nomination for office shall be made by the Chairperson of the Nominating Committee at the annual meeting each year. Additional nominations may be made from the floor.
- Section 5. Elections.
- A. Voting shall be by ballot.
 - B. In the event no nominee receives a majority of the votes cast, the name of the nominee receiving the least number of votes shall be dropped from the ballot and a new vote taken.
- Section 6. Vacancies. In the event of a vacancy in any office, the Executive Board of Directors shall, by majority vote, elect a successor for the unexpired term.
- Section 7. Duties. The Officers shall perform those duties usually pertaining to the Office held and as follows:
- A. President. The President shall:
 - 1. Preside at all meetings of the Association and the Executive Board of Directors,
 - 2. Serve as ex-officio member of all committees,
 - 3. Appoint chairpersons of all committees, and
 - 4. Place on file a copy of all correspondence.
 - B. President Elect. The President Elect shall:
 - 1. Attend all meetings of the Association and the Executive Board of Directors,
 - 2. Preside at all meetings in the absence of the President,
 - 3. Assist the President as requested, and
 - 4. Serve as Chairperson of the Bylaws Committee.
 - C. Secretary. The Secretary shall:

1. Record all minutes of all meetings, and
2. Send notices of all meetings and a copy of all minutes.

D. Treasurer. The Treasurer shall:

1. Receive and dispense funds,
2. Maintain all records of receipt and distribution of funds,
3. Prepare the books for audit, and
4. Submit an Annual Report of receipts and expenditures.

ARTICLE VI. EXECUTIVE BOARD OF DIRECTORS

Section 1. Composition. The Executive Board of Directors shall consist of the elected Officers of this Association and the Immediate Past President.

Section 2. Rights and Duties. The Executive Board of Directors shall:

- A. Conduct all business of the Association occurring between meetings,
- B. Have business conducted between meetings ratified by the Association,
- C. Submit an Annual Report to the Association, and
- D. Perform such other duties as directed by the Association.

Section 3. Meetings.

- A. Regular Meetings. There shall be at least two (2) regular meetings of the Executive Board of Directors annually.
- B. Special Meetings. Special meetings of the Executive Board of Directors may be called by the President. The President may be directed to call a meeting upon request of two (2) members of the Executive Board of Directors. The call for the meeting shall be issued at least ten (10) days prior to the day set to meet and shall state the business to be considered. No other business shall be transacted except by unanimous consent of the members present.

ARTICLE VII. COMMITTEES

Section 1. Classification.

- A. Standing Committees. The Association or Executive Board shall establish standing committees that may include:

Audit Committee
Bylaws Committee
Educational Resources Committee
Historian

Excellence Through Education
Liaison Committee
Nominating Committee
Professional Development/Program Committee
Membership Committee

- B. Special Committees. Special Committees shall be established by the Association or the Executive Board of Directors and shall dissolve upon completion of the task for which they were established.
- A. Composition. Committee chairpersons shall be Active members of the Association. Committee members shall be Active and Student members of the Association.

Article VIII. Fiscal Year

Sec.1. The fiscal year of this organization shall be January 1-December 31.

ARTICLE IX AMENDMENTS

Amending. These bylaws may be amended by a two-thirds (2/3) affirmative vote of the members of the Association present and voting at any meeting provided that the proposed amendment shall have been presented in writing at least twenty (20) days prior to the date of consideration.