CONSTITUTION OF THE DENTAL STUDENT GOVERNMENT OF THE EAST CAROLINA UNIVERSITY SCHOOL OF DENTAL MEDICINE

Article I – Dental Student Government.

The official name of this organization shall be the Dental Student Government of the East Carolina University School of Dental Medicine.

Article II – Purpose.

The purpose of this Dental Student Government (“DSG”) is to provide a self-governing body that will represent the students of the School of Dental Medicine (“SoDM”) and guide in all academic, social, and other affairs. It will function to accommodate the needs and address the concerns of the student body and will facilitate communication between and among students, faculty, and different organizations throughout the dental school community. The DSG will also work to devise, develop, and implement projects that will work towards the advancement of the good of the SoDM community and the profession overall.

Article III – Membership.

Section 1. Membership in the DSG—meaning the opportunity to be elected or appointed to serve as a class officer under Article V of this constitution or as a member of the Executive Board under Article IV—is open to all SoDM students and will not be restricted on the basis of race, color, creed, national origin, religion, gender, age, sexual orientation, disability, or veteran status.

Section 2. Students in good standing with the DSG and SoDM, according to the Office of Student Affairs, are eligible to seek any office or position defined within this Constitution. Good standing within DSG is defined as being current with all DSG dues. Officers are required to attend DSG meetings regularly, pay dues as required, and actively support DSG projects.

Section 3. Faculty or Staff members may participate in all SoDM organizations as associate or guest members. Associate or guest members may participate in meetings and events but may not hold voting rights or be considered for office.

Article IV – DSG Executive Board.

Section 1 – Membership and Elections. The DSG Executive Board (“Board”) shall consist of the members listed in Sections 1 through 7 of this Article. Each Board position shall be elected by majority vote of all class officers listed under Article V of this Constitution no closer than one week before the term break between Spring and Summer sessions. The election of Board members must take place at an actual, physical meeting at which a quorum is present or through submission of virtual ballots as the majority of the class officers may agree in writing. In order to be eligible for consideration for election under this Article, the prospective candidate must submit to the DSG Executive Board Secretary and the Office of Student Affairs of the SoDM a candidacy statement indicating the position sought, summarizing the candidate’s qualifications, and consisting of sentence-form prose, not bulleted lists. The candidacy statement must be at least 150 words in length but not greater than 300 words in length, and must include a recent, professional photograph of the candidate. All candidacy statements must be submitted in electronic form no later than midnight on the day following class officer elections under Article V. The Office of Student Affairs or the DSG Executive Board Secretary shall provide a compiled electronic
reproduction of all candidacy statements to the elected class officers as soon as possible thereafter. The provisions of Article V, Section 1 pertaining to run-off votes shall apply to this section as well. The term of all Board members shall be one year, beginning upon their election and being coterminous with the term of the class officers elected under Article V, Section 1. Each Board member (i) shall have one vote in all matters put before the Board, (ii) shall exercise the powers and perform the duties described herein, (iii) has the responsibility to ensure that somebody attends regular GPSS meetings, which are essential to secure future funding; and (iv) is subject to removal through a process substantially conforming with the provisions of Article V, Section 9.

Section 2 – Director. Beginning in the academic year immediately following initial ratification of this Constitution, in order to be eligible for election under this section, the candidate must be either a rising second-year, or rising third-year student of the SoDM in good academic standing. The duties and powers of the Director are to: (i) prepare the agenda for each Board meeting, (ii) preside over Board meetings by calling on members to speak and acting as moderator when necessary; (iii) make the final decision on voting matters brought before the Board which result in a tied vote; (iv) cosign DSG checks with the Treasurer; (v) appoint individuals to special committees created by the DSG; and (vi) represent the DSG on campus, liaise with the DSG adviser, and make reasonable efforts to ensure that the DSG operates in conformity with East Carolina University standards and the Student Activities and Organizations Office. The Director has, in addition to his or her vote under this Article, the power to decide a matter if normal voting by the Board results in a tied vote on that matter.

Section 3 – Vice Director. In the event of the death, illness, suspension, removal, or other absence of the Director that renders the Director unavailable and incapable of performing his or her duties under this Constitution, the Vice Director shall perform the duties described in Section 2 of this Article for as long as the Director’s absence persists or until a new Director is placed into office. At these and all other times, the Vice Director shall (i) oversee and support all committee heads, (ii) schedule meetings or events with appropriate University offices as necessary, and (iii) coordinate organization, promotion, and publicity of DSG events.

Section 4 – Secretary. The Secretary shall (i) maintain, for all Board meetings, the minutes of those meetings, which must include a record of the substance of each meeting, the disposition of any matters put before the Board for voting, and a list of members in attendance at each meeting, (ii) make meeting minutes available electronically for review by all DSG members within seven days of each Board meeting; (iii) provide members with accurate and advance notice of the time of an upcoming meeting; (iv) maintain an electronic membership directory and an alumni directory in conjunction with the Office of Student Affairs; (v) correspond with University administration and other recognized organizations as necessary, and (vi) maintain the “Orgsync” organization web page for the DSG, keeping it current.

Section 5 – Treasurer. The Treasurer shall (i) maintain accurate records of the DSG’s financial transactions; (ii) develop an organization budget as described in Article VIII of this Constitution; (iii) cosign organization checks with the Director; (iv) arrange fundraising opportunities as directed by the DSG; and (v) solicit funding from the Student Government Association in conjunction with the Director.

Section 6 – Community Service Chair. The Community Service Chair shall (i) seek out, coordinate, and oversee community service activities for the DSG; (ii) coordinate with any committees involved in school-related service; and (iii) liaise between the Board, students, faculty, and the community regarding community service events.

Section 7 – Special Representation of Recognized Groups. Under the conditions prescribed in this section, student organizations at the SoDM may designate, by any voting or selection mechanism of their
own choosing, a member of their group to serve as Special Representative on the Board. After being so-designated, the Special Representative shall exercise the power to cast one vote on behalf of his or her student group in any voting matters put before the Board. In order to be eligible to designate a Special Representative under this section, a SoDM student organization must: (i) consist wholly of current SoDM students who are in good academic standing; (ii) be recognized and approved by the DSG pursuant to Article X of this Constitution; and (iii) demonstrate to the DSG and to the DSG Advisor, by a formal writing made available to the entire student body, that the officers appointed under Section 2 of this Article do not adequately represent the interests of the group and that designation of the Special Representative is necessary to preserve fair and effective student government. Upon a compliant designation of a Special Representative by a group recognized and qualified under this section, the Director shall appoint the designee to the Board.

**Article V – Class Officers**

**Section 1 – Candidacy, Elections, and General Duties.** Candidacy for any office under this Article requires that the prospective candidate be in good standing with DSG, as defined by Article III, Section 2 and with the SoDM. Each dental class of the SoDM shall hold elections to fill the offices defined in this Article. Candidates for class office under this Article must submit candidacy statements in the same manner as candidates for Board membership under Article IV, Section 1. However, the deadlines for class officer elections and submission of candidacy statements are to be determined by the DSG Advisor in consultation with the SoDM’s Office of Student Affairs. Election of a student candidate requires the majority vote of the candidate’s dental class. If no candidate receives a majority of the votes cast, a run-off election will be held for the two candidates that received the most votes in the initial election, and the winner of the run-off is the officer-elect. Once elected, the officer shall serve for a full academic year, and notwithstanding the timeframe of their nominal term of office, their duties under their respective office shall begin at the close of the annual meeting at which they are elected. Their nominal term of office is from September to September of the calendar year following the year in which they were elected. All officers shall serve as leaders of their class and as liaisons between the greater campus, other health science entities, the faculty, and the students that they represent.

**Section 2 – President.** The President of each class shall perform, with respect to his or her own class, substantially the same duties as those described in Article IV, Section 2 of this Constitution, as applicable, and shall interact with other officers of the class in substantially the same fashion in which the Board’s Director interacts with other members of the Board. In any instance where a position is not filled a the time of the initial election, the president may delegate said duties to any other elected officers, or may appoint any eligible student from their class.

**Section 3 – Vice President.** The Vice President of each class shall perform, with respect to his or her own class, substantially the same duties as those described in Article IV, Section 3 of this Constitution, as applicable, and shall interact with other officers of the class in substantially the same fashion in which the Board’s Vice Director interacts with other members of the Board.

**Section 4 – Secretary.** The Secretary of each class shall perform, with respect to his or her own class, substantially the same duties as those described in Article IV, Section 4 of this Constitution, as applicable, and shall interact with other officers of the class in substantially the same fashion in which the Board’s Secretary interacts with other members of the Board.

**Section 5 – Treasurer.** The Treasurer of each class shall perform, with respect to his or her own class, substantially the same duties as those described in Article IV, Section 5 of this Constitution, as applicable, and shall interact with other officers of the class in substantially the same fashion in which the Board’s Treasurer interacts with other members of the Board.
Section 6 – Community Service Coordinator. The Community Service Coordinator of each class shall perform, with respect to his or her own class, substantially the same duties as those described in Article IV, Section 6 of this Constitution, as applicable, and shall interact with other officers of the class in substantially the same fashion in which the Board’s Community Service Chair interacts with other members of the Board.

Section 7 – Curriculum Coordinator. The Curriculum Coordinator of each class shall (i) facilitate communication between faculty and students; (ii) act as a liaison to faculty for student concerns and expectations in academic matters; (iii) act as a liaison to students for faculty concerns and expectations in academic matters; (iv) maintain open line of communication with the class; (v) coordinate and plan Curriculum Committee meetings pursuant to Article IX of this Constitution; (vi) notify and inform class of any academic schedule or curriculum changes; (vii) take reasonable efforts to ensure that all students are aware of the material to be covered on regularly-scheduled exams; and (viii) suggest, create, and implement measures for improving on educational issues of concern to the class.

Section 8 – Social Coordinator. The Social Coordinator of each class shall (i) cultivate an environment in which all students are aware of and excited about extracurricular activities; (ii) create and implement social events for classmates; (iii) bear responsibility for organizing informal events and outings as well as large-scale, traditional events that may only happen once per year or per semester; and (iv) maintain a log of all activities and functions for reference by future holders of this office.

Section 9 – Removal. If any member of the DSG, listed in Article III, Section I, deems an officer’s conduct inappropriate, that member shall notify the President of the offending officer’s class. The President, having been so-informed, will then deliver an initial warning in writing or electronic mail to the offending officer. If the offending officer’s conduct does not improve after receiving the warning, the Board may call a disciplinary meeting to investigate the offending officer’s conduct and to determine if removal is appropriate. At the disciplinary meeting, the offending officer may respond to any claims made concerning his or her conduct and may call witnesses on his or her behalf to rebut those claims or explain the facts. However, the offending officer is not permitted to participate in the deliberations of the Board regarding whether to permit a vote to remove the offending officer. If the Board determines removal may be appropriate, it shall refer the case to the offending officer’s fellow-officers for a vote. That officer may then be removed from office by a majority vote. In the event removal, resignation, or death of an officer creates a vacancy in any class office other than that of President, the President of the class in which the vacancy exists may nominate a student to hold the vacant office. That student must then be confirmed by majority vote of the officers in that class. If the student is not confirmed, a special election must be held to fill the vacant office. The special election must conform substantially to the procedures set forth in Section 1 of this Article.

Article VI – Advisors

Section 1 – DSG Advisor. The DSG Advisor shall be the Associate Dean for Student Affairs at the SoDM. The Advisor may (i) attend at least one Board meeting each month; (ii) attend on-campus events organized by the DSG; and (iii) must serve in a consultative capacity for any situations that may arise.

Section 2 – Class Advisor. There may be a Class Advisor for each year’s dental class at the SoDM. The class officers shall work with the Associate Dean for Students Affairs to choose a Class Advisor. The Class Advisor shall (i) attend at least one Board meeting each month; (ii) attend on-campus events organized by the class; and (iii) serve in a consultative capacity for any situations that may arise.
Article VII – Meetings

Section 1. The DSG Executive Board shall hold regular, monthly meetings of the members listed under Article I, during the academic term except when holidays, examination periods, or other events make meeting impractical. The Board will determine the schedule of meetings at the beginning of each semester, after the academic calendar is made available by the SoDM. Students seeking to meet with the DSG Executive Board are encouraged to attend.

Section 2. The Director or Vice Director may call additional or special meetings. The Board’s Secretary shall provide members with at least three days’ advance notice of these meetings.

Section 3. Attendance at all special meetings is expected. If a member must miss a meeting, he or she must notify the Board’s Secretary of their anticipated absence no later than twenty-four hours prior to the meeting. A quorum shall consist of fifty percent of the all elected officers, plus one.

Article VIII – Finances

Section 1 – DSG Dues. The members of each year’s dental class at the SoDM may be required to pay reasonable dues, the purpose for which would be to support school-wide projects, organizational funding, or other uses as voted on by the Executive Board. The amount of the dues, if any, will be determined at the beginning of the academic year by the Executive Board. Dues must be paid within twenty-one business days after their announcement to the students unless the Executive Board determines by majority vote that a different deadline is warranted.

Section 2 – Class Dues. The members of each year’s dental class at the SoDM may be required to pay reasonable dues, the purpose for which would be to support class projects or class events. The amount of the dues for each class, if any, will be determined at the beginning of the academic year by each class’s respective officers. Dues must be paid within twenty-one business days after their announcement to the class unless the officers of that class determine by majority vote that a different deadline is warranted.

Section 3 – DSG Budget. The Board’s Treasurer, in addition to performing his or her duties under Article IV of this Constitution, shall update Board members regarding the status of any DSG accounts at the beginning of each semester. This update must include a summary of expenditures made and credits received during the previous semester. Within seven days of a request by any Board member, the Treasurer must provide that member with an electronic copy of requested DSG account records. Any individual student requesting funding from the DSG Executive Board must have paid DSG dues.

Article IX – Standing Committees

Section 1 – Community Service Committee. This committee shall be led by the Community Service Chair and staffed by the Community Service Coordinators elected from each year’s dental class. In addition, the Community Service Chair may appoint up to two additional members as they see fit to assist with day-to-day committee operations or secretarial needs, provided those additional members are not already members of a committee created by this Article. This committee’s function shall be to facilitate community service projects by the DSG and to liaise between appropriate SoDM personnel, students, faculty, and community leaders in furtherance of that function. All school wide service events should be coordinated through the Executive Board Community Service Chair.

Section 2 – Curriculum Committee. This committee shall be composed of the Curriculum Coordinators that have been elected from each year’s dental class. This committee’s function shall be to enhance the
ability of the Curriculum Coordinators to address the issues facing their respective classes and to present united findings and proposals to the DSG.

Section 3 – Professional Conduct Committee. This committee shall be co-chaired by the Board’s Director and the SoDM’s Associate Dean for Student Affairs, or designees of their choice. In addition, the Presidents of each class, or their designees, shall each be members of this committee. SoDM faculty shall also be members of this committee in such manner and in such number as they and the DSG shall mutually agree.

Section 4 – Social Committee. This committee shall be led by the most senior of the Social Coordinators to have been elected from each year’s dental class. The remaining Social Coordinators shall staff this committee equally. This committee’s function shall be to enhance the ability of the Social Coordinators to explore cost-effective, innovative ways to engage the SoDM student body, the DSG, and SoDM faculty and administrators in edifying social opportunities.

Section 5 – Student Affairs Committee. This committee shall be co-chaired by the Board’s Director and the SoDM’s Associate Dean for Student Affairs, or designees of their choice. In addition, the Presidents of each class, or their designees, shall each be members of this committee. SoDM faculty shall also be members of this committee in such manner and in such number as they and the DSG shall mutually agree.

Section 6 – Additional Committees. As additional committees form, the DSG and the SoDM’s Office of Student Affairs will work with the student body to organize and facilitate their development.

Article X – Student Organizations

Student organizations within the SoDM may seek funding from East Carolina University only through the DSG Executive Board. In order to apply for funding, a student organization must have all members current on DSG dues, and present the following to the DSG for review: (i) the organization’s constitution, (ii) a summary of its objectives, assets, membership, and achievements, and (iii) an organized budget outlining the amount of funding required and the objectives of said funds. After funding has been allocated to student organizations, the Executive Board may request additional documentation relating to expenditures.

Article XI – Hazing

The DSG, in keeping with East Carolina University’s expectations for a positive academic and social environment, unconditionally opposes hazing. No individual member of the DSG or the DSG itself may engage in or plan any activity that may be defined as hazing.

The DSG opposes any situation created intentionally to produce mental or physical discomfort, embarrassment, harassment or ridicule to its members or potential members. In addition, no individual or recognized organization may by physical or mental stress or by subtle or covert technique, impair, make captive, or destroy any individual’s freedom of thought and choice.

According to Section 14-35 of the North Carolina General Statutes, it is unlawful for any student in attendance at any university, college, or school in this State to engage in hazing, or to aid or abet any other student in the commission of this offense. Hazing is defined under the law as “subject[ing] another student to physical injury as part of an initiation, or as a prerequisite to membership, into any organized school group, including any society, athletic team, fraternity or sorority, or other similar group.” Such hazing is punishable as a Class 2 misdemeanor.
Section 14-35 is hereby incorporated as part of this Constitution and will serve as a guide for action by the university and the SoDM if there is an instance of hazing by the DSG or its members. It will be the duty of the officers of the DSG to educate its members regarding this policy.

Article XII – Amendments

Any proposed amendment to this Constitution must be submitted in writing, electronically or on paper, at a regular meeting of the DSG Executive Board. Proposed amendments will be voted upon at a subsequent meeting at which a quorum is present as defined under Article VII, Section 3. The affirmative vote of two-thirds of the members present at said meeting is required in order for the proposed amendment to be adopted. Once adopted, the amendment will be effective immediately.

Article XIII – Ratification

Read and ratified in Greenville, North Carolina on the eighteenth day of December, 2013, by a two-thirds majority of the students of the SoDM.