

# Omega Omega Chapter Omicron Kappa Upsilon By-Laws

## Article I. Origin, Name and Objectives

### Section 1. Origin And Name.

This Society, a component of the national dental honor society, Omicron Kappa Upsilon, established by charter on July 25, 1957 is named Omega Omega Chapter of Omicron Kappa Upsilon.

### Section 2. Objectives.

(a). Omega Omega Chapter has been established to promote a spirit of emulation among students in dentistry for high scholarship and good character (*Character is defined as conforming to professional standards of conduct or ethics and demonstrating integrity in morals of behavior and expression as deemed proper by the active membership of Omega Omega Chapter*); and to honor, in an appropriate manner, those who have distinguished themselves in these qualities.

(b). This Society is not organized for profit and none of its net income inures to the financial benefit of an individual or individuals.

## Article II. Membership

### Section 1. Types Of Membership.

This chapter shall consist of charter, alumni, faculty and honorary members.

(a). Charter members are members of the faculty whose names appear on the charter as founders of the chapter. They shall have all the privileges of active members while remaining a member of the dental school faculty.

(b). Alumni members. Alumni members shall be elected as follows:

(1). Graduating students. A list containing the names of at least the upper 20% of the graduating class (*class-a group that generally began studies together*) who rank highest in scholarship for the entire period that they have been in attendance at a dental school shall be submitted by or secured from the Dean or the registrar. From any on this list, a number constituting not more than 12% of the entire class, who, in addition to scholarship, have demonstrated exemplary traits of character and potential qualities of

39 future professional growth and attainments, may be elected to alumni membership by the  
40 active members of the component chapter.

41 The election of such members may be held at the discretion of the active members at any  
42 time after December of the senior year at which time at least 80% of the class has the  
43 potential to graduate. The method of balloting shall be determined by this component  
44 chapter. A two-thirds affirmative vote of the active members of Omega Omega Chapter  
45 who participate (*Any active member who fails to return the membership committee's*  
46 *"Student Evaluation Form" by the stated deadline, will forfeit his/her right to vote.*) in  
47 the voting shall be necessary to elect a graduating student to alumni membership. If 12%  
48 of the class shall be less than three, a maximum of three seniors may be elected.

49

50 (2). Alumni members who become members of a dental school faculty are eligible for all  
51 the privileges of active membership.

52

53 (c). Faculty members are those dentists on the faculty who have been elected to  
54 membership after service as a full-time teacher at UMD-New Jersey Dental School for  
55 three continuous years or a part-time teacher at UMD-New Jersey Dental School for six  
56 continuous years. Full-time and part-time shall be defined by the administration of this  
57 school of dentistry.

58

59 To be eligible for election, a member of the faculty shall have made outstanding  
60 contribution to the art, science, or literature of dentistry.

61

62 (*The terms art, science, or literature of dentistry wherever appearing in the By-laws of*  
63 *this Society shall be interpreted as:*

64 (a). *The art of dentistry shall imply skill in performance, acquired by experience, study*  
65 *and observation and may be manifested by presentation, before graduate, post-graduate*  
66 *refresher courses or dental meetings not sponsored or financed by a business firm or*  
67 *commercial enterprise, of a method of performing an operation or the development of an*  
68 *instrument, appliance, machine or equipment to facilitate dental operations with no*  
69 *purpose of self-profit.*

70 (b). *The science of dentistry shall be interpreted as the introduction of a new theory or*  
71 *suggestion and based upon facts which have been established by study, observation and*  
72 *research, as distinguished from skill in performance.*

73 (c). *The literature of dentistry shall imply the publication of a book or the publication in*  
74 *a professionally controlled journal on dentistry or its allied sciences, of a original essay,*  
75 *treatise or thesis.)*

76

77 In addition, the mechanism for nominating and voting an individual to faculty  
78 membership in Omega Omega Chapter shall be as follows:

79

80 (1). A faculty nomination must be made in writing by three (3) active members, each  
81 from different disciplines.

82

83 (2). The three (3) nominating faculty members must forward their individual letters of  
84 recommendation and their nominee's C.V. to the chapter's president or secretary-treasurer  
85 by October 1<sup>st</sup>  
86

87 (3). All active members voting on a nominee for faculty membership must have read the  
88 nominee's C.V. and have signed a roster prior to the date of the voting meeting in order to  
89 vote. (The nominee's C.V. will not be available for review at the meeting.)  
90

91 (4). At least one of the three nominating faculty must be present at the election meeting  
92 in order to present his/her nominee.  
93

94 (5). Letters of nomination are to be invalidated after each election meeting. That is to  
95 say, letters of nomination do not carry over to the next nominating period. A new set of  
96 letters must be submitted each time a faculty member is to be considered for membership.  
97

98 (6). In addition to outstanding contributions to the art, science or literature of dentistry  
99 and the minimum period of service, a nominee must demonstrate a keen sense of ethics  
100 and professionalism as defined in the Principles of Ethics of the American Dental  
101 Association.  
102

103 (7). Finally, it is highly recommended that there be a maximum effort to maintain the  
104 confidentiality of the nomination from the individual who is being considered for  
105 membership.  
106

107 A two-thirds (2/3) affirmative vote of the active members of this component chapter who  
108 participate in the voting shall be necessary to elect to faculty membership. Faculty  
109 members are eligible for all the privileges of active membership.  
110

111 (d). Honorary members. The component chapter may elect to honorary membership any  
112 member of the dental profession who has made outstanding contribution to the art,  
113 science, or literature of dentistry, and others not members of the dental profession who  
114 have made similar contribution to the advancement of dentistry. Any active or associate  
115 member of Omega Omega Chapter may propose candidates to Honorary Membership in  
116 Omega Omega Chapter. The name of the candidate, a letter of recommendation and the  
117 candidate's C.V. shall be delivered to the chapter president or secretary-treasurer by  
118 December 1<sup>st</sup> (which is approximately sixty (60) days before the annual business  
119 meeting.) The executive committee shall study the qualifications of all candidates and  
120 determine those eligible pursuant to the By-laws. From those eligible, only one may be  
121 submitted for Honorary Membership at the next officially convened business meeting.  
122 Nominations will not be held over. If an individual is to be reconsidered, a new  
123 nomination process must be initiated.  
124

125 At the annual business meeting only one (1) person may be elected to such Honorary  
126 Membership. It is required that in order to vote on the candidate for Honorary  
127 Membership, an active member must have read the candidate's letter of recommendation  
128 and C.V. and signed a roster prior to the date of the annual business meeting. (The

129 candidate's letter of recommendation and C.V. will not be available for review at the  
130 meeting.) A two-thirds (2/3) affirmative vote of the active members who are eligible to  
131 vote will be necessary to elect.

132

133 An Honorary Member, either of the Supreme Chapter or of a Component Chapter, is  
134 entitled to the privileges of active membership. An Honorary Member of the Supreme  
135 Chapter may attend the meetings of any component chapter, and enjoy the privileges of  
136 active membership therein, except for voting if he/she is not a member of the school's  
137 faculty.

138

139 (e). Life Members. To be granted life membership by this component chapter one must  
140 have been an active member or an associate member for thirty (30) years and have  
141 reached the age of sixty (60). A written request must be presented to the president or  
142 secretary-treasurer by December 1<sup>st</sup> (which is approximately sixty (60) days prior to the  
143 annual business meeting.) The request for Life Membership shall be presented to the  
144 membership at the annual business meeting with the recommendations of the executive  
145 committee. A two-thirds (2/3) affirmative vote of the active members in attendance shall  
146 be necessary to grant Life Membership. Life Members retain all privileges of Active  
147 Members while remaining a member of the dental school faculty, and are exempt from  
148 dues.

149

150 Section 2. Ballot.

151

152 Balloting for all classes of membership shall be by secret ballot.

153

154 Section 3. Proxy Votes And Mail Ballots.

155

156 Proxy votes and mail ballots shall not be used.

157

158 Section 4. Classes Of Membership Activity.

159

160 (a). Active Members. All charter members are active members while remaining a  
161 member of the dental school faculty. All alumni, faculty, and honorary members who are  
162 members of the dental school faculty and have been approved by Omega Omega Chapter  
163 are active members. Only active members may vote or be elected to office.

164

165 (b). Associate Members. All members of this component chapter who are not active  
166 members, but do support the component chapter by payment of annual dues with a  
167 regularity satisfactory to the Executive Committee are associate members.

168

169 (c). Inactive Members. Those members of the component chapter who are not active or  
170 associate members and who do not pay dues shall be considered inactive members.  
171 Inactive members may be reinstated as associate or active members upon payment of all  
172 unpaid dues and the approval of the Executive Committee of Omega Omega Chapter.

173

174 Section 5. Acquiring Active Classification.

175 All newly elected members of the Chapter who are eligible for active membership may  
176 be automatically classified active by the secretary when they indicate a desire to  
177 participate in the responsibilities of active membership, these being: to attend meetings,  
178 to serve on committees, to serve in office, and to pay dues. Those members of the  
179 faculty who have been elected elsewhere may acquire membership by a similar  
180 expression to the secretary, and after approval by the Executive Committee of the  
181 Chapter.

182

183 Section 6. Change From Active To Associate Membership.

184

185 Those members who express to the secretary their inability to meet the responsibilities  
186 stated in Section 5 above may be changed to the associate classification by the Executive  
187 Committee. At least thirty days before each election meeting, the secretary should  
188 consult about the classification with each active member who did not participate in two  
189 consecutive previous meetings.

190

191 Section 7. Change To Inactive Membership.

192

193 The secretary will reclassify both active and associate dues-delinquent members to  
194 inactive in accordance with the dues payment schedule stated in Article III, Section 2.

195

### 196 **Article III. Dues and Assessments**

197

198 Section 1. Amount Of Dues.

199

200 The annual dues shall be determined by the Executive Committee. Dues shall be payable  
201 by June 1<sup>st</sup>. Life members shall pay no dues. Active members on military leave shall  
202 have their annual dues waived during their leave.

203

204 Section 2. Delinquency Of Dues.

205

206 If dues of an active or associate member are not paid by June 1<sup>st</sup> of the current year,  
207 he/she shall be notified by the secretary-treasurer of such delinquency, and if not paid by  
208 September 1<sup>st</sup> of the same year, he/she shall be reclassified by the secretary as an inactive  
209 member upon instruction of the Executive Committee.

210

211 Section 3. Assessments.

212

213 There shall be no assessments except by two-thirds vote of the active members present at  
214 a meeting called to consider such assessment.

215

### 216 **Article IV. Officers**

217

218 Section 1. Officers.

219 The officers of Omega Omega Chapter shall be President, President-elect (Vice-  
220 President) and Secretary-Treasurer. They shall serve collectively as the Executive  
221 Committee of Omega Omega Chapter.

222

223 Section 2. Terms Of Office.

224

225 The term of office shall be two (2) years for all component chapter officers except that of  
226 Secretary-Treasurer who shall serve a term of office of three (3) years. Officers shall  
227 continue to perform their duties until successors have been elected and installed.

228

229 Section 3. Consecutive Terms.

230

231 No officer with the exception of the Secretary-Treasurer shall serve two or more  
232 consecutive terms in the same office.

233

234 Section 4. Nomination Of Officers.

235

236 Officers of the Chapter shall be nominated from the floor at the annual business meeting.  
237 Election shall be by majority ballot of active members in attendance, providing a quorum  
238 is present. No proxy or mail ballot shall be used. When but one candidate has been  
239 nominated for an office, the Secretary-Treasurer may be empowered by a unanimous vote  
240 of the attending members to cast a ballot for the election of the candidate.

241

242 Section 5. Installation Of Officers.

243

244 Upon election, they shall be installed no later than the awards dinner, which follows the  
245 election.

246

247 Section 6. Vacancies.

248

249 A vacancy in the office of President shall be filled by the President-elect. A vacancy in  
250 any other office shall be filled by appointment by the President for the unexpired term.

251

252 Section 7. Duties Of President.

253

254 (a). To supervise generally the activities of the chapter.

255

256 (b). To enforce its laws.

257

258 (c). To decide all questions of order.

259

260 (d). To call and specify the time and place of the annual business meeting or any special  
261 meeting.

262

263 (e). To preside at the annual and any special meetings of the Chapter.

264

- 265 (f). To conduct the installation of the officers.  
266  
267 (g). To preside at the annual awards dinner.  
268  
269 (h). To preside at meetings of the Executive Committee.  
270  
271 (i). To appoint such committees as may be required by the By-laws and other committees  
272 as may be deemed essential.  
273  
274 (j). To sign all membership certificates and such papers as may be required to  
275 authenticate them.  
276  
277 (k). To appoint a delegate and alternate to the annual meeting of the Supreme Chapter.  
278  
279 (l). To examine the records of the Secretary-Treasurer.  
280  
281 Section 8. Duties Of President-elect.  
282  
283 (a). To assist the President in his/her duties.  
284  
285 (b). To be a member of the Executive Committee.  
286  
287 (c). To serve as chairperson of the membership committee.  
288  
289 (d). To assume the office of President automatically should a vacancy occur in that  
290 office.  
291  
292 (e). To be installed as president at the completion of the term of office of the President at  
293 the annual awards dinner.  
294  
295 (f). To preside at meetings in the absence of the President.  
296  
297 Section 9. Duties Of Vice-President.  
298  
299 (a). A Vice-President shall be elected at the annual business meeting just prior to the  
300 annual awards dinner which marks the expiration of the term of office of the current  
301 President.  
302  
303 (b). Upon the installation of the President-elect as President, the Vice-president will  
304 assume the position of President-elect and assume responsibilities of both offices.  
305  
306 (c). The duties of the Vice-President shall be those usually pertaining to that office.  
307  
308 Section 10. Duties Of Secretary-Treasurer.  
309  
310 (a). To have charge of the books, papers, and all other documents of the chapter.

- 311  
312 (b). To keep historical and biographical records.  
313  
314 (c). To maintain an official registry of all members of the chapter, according to type of  
315 membership and classification of activity.  
316  
317 (d). To submit to the Secretary-Treasurer of the Supreme Chapter, at least thirty (30)  
318 days before its annual meeting, an annual report, including a roster of all active members  
319 in the chapter, names and addresses of newly elected members, names of deceased  
320 component members, activities and projects of the chapter and other items of general  
321 interest to the Society.  
322  
323 (e). To conduct the correspondence relating to the official business between the Supreme  
324 Chapter and Omega Omega Chapter.  
325  
326 (f). To prepare and conduct ballots as required.  
327  
328 (g). To notify the active membership of all meetings.  
329  
330 (h). To notify all members of the annual awards dinner.  
331  
332 (i). To sign, together with the President, all membership certificates and other papers as  
333 may be required to authenticate them.  
334  
335 (j). To cause to be issued to each new member an electronic copy of the Omega Omega  
336 Chapter Bylaws, and a copy of the "Historical Review" of Omicron Kappa Upsilon,  
337 National Dental Honor Society, as distributed by the Supreme Chapter.  
338  
339 (k). To prepare and present a record (including roll call and minutes) of all business  
340 transactions of the Chapter and of the Executive Committee.  
341  
342 (l). To maintain the financial records of the Chapter and prepare and submit, at the  
343 annual meeting, the financial report of the Chapter.  
344  
345 (m). To receive all monies due the Chapter, be responsible for monies of the Chapter,  
346 and pay out the same on proper authority.  
347  
348 (n). To issue yearly statements of dues to all active members who have not tendered their  
349 dues by June 1<sup>st</sup>.  
350  
351 (o). To pay the annual dues to the Supreme Chapter by December 31<sup>st</sup> and include a  
352 report listing the names and addresses of Chapter officers elected during the year.  
353  
354 (p). To obtain from the Dean or the registrar a list of the top twenty percent (20%) of the  
355 graduating class who will be eligible for alumni membership, to notify these students and

356 obtain from them a "Student Profile" and to provide this information to the chair of the  
357 Membership Committee in a timely manner.

358

359 (q). To deliver all money and property of the Chapter in his/her possession to his/her  
360 successor.

361

362 Section 11. Special Duties Of the Executive Committee.

363

364 (a). To decide all matters relating to the general welfare of the Chapter, for which the  
365 By-laws do not provide guidance, and such other duties as may from time to time be  
366 given to it by the Chapter.

367

368 (b). To rule upon changes in classification of membership activity.

369

370 (c). To study the qualifications of all proposed candidates for Alumni, Faculty, Honorary  
371 and Life membership prior to their consideration at the annual business meeting.

372

## 373 **Article V. Committees**

374

375 Section 1. Membership Committee.

376

377 (a). Candidates for alumni, faculty, honorary and life memberships shall be nominated  
378 by a committee of five (5) active members appointed by the President.

379

380 (b). Chairperson of the membership committee shall be the President-elect.

381

382 Section 2. Dr. William S. Kramer Award Committee.

383

384 (a). A candidate for the Dr. William S. Kramer Award shall be nominated by the Dr.  
385 William S. Kramer Award committee.

386

387 (b). Chairperson of the committee shall be the President-elect.

388

389 (c). The committee shall consist of two additional members from the membership  
390 committee, appointed by the chairperson.

391

392 Section 3. Dr. Stephen H. Leeper Award Committee.

393

394 (a). A candidate for the Dr. Stephen H. Leeper Award shall be nominated by the Dr.  
395 Stephen H. Leeper Award committee.

396

397 (b). Chairperson of the committee shall be the President-elect.

398

399 (c). The committee shall consist of all members of the membership committee.

400

401 Section 4. Events Committee

- 402  
403 (a). The Events Committee shall be responsible for coordinating and planning chapter  
404 activities such as but not limited to:  
405 (1). Annual Business Meeting  
406 (2). Annual Awards Dinner  
407 (3). OKU Scholarship Reception  
408 (4). Freshman Orientation  
409

## 410 **Article VI. Meetings**

### 411 412 Section 1. Annual Business Meeting.

413  
414 (a). This meeting shall be held the first Wednesday in February, and shall serve for  
415 reports, election of new members to the chapter, election of new officers and any other  
416 business that may come before the chapter.  
417

418 (b). The President shall specify the exact time and place, and the Secretary-Treasurer  
419 shall give written notice to all active members at least thirty (30) days in advance of the  
420 meeting.  
421

### 422 Section 2. Annual Awards Dinner.

423  
424 (a). An annual awards dinner for all members of the chapter shall be held on the first  
425 Saturday evening in May, for the purpose of honoring and conferring membership upon  
426 new members of the Chapter, presentation of the "Dr. William S. Kramer Award of  
427 Excellence", presentation of the "OKU-Omega Omega Scholarship Foundation"  
428 scholarship, presentation of special recognition awards (when applicable) and to install  
429 newly elected officers.  
430

### 431 Section 3. Special Meetings.

432  
433 (a). Special meetings may be called by the President or upon the written request to the  
434 President of six active members of the chapter, setting forth their reason for the special  
435 meeting.  
436

437 (b). The President shall specify the time and place, and the Secretary-Treasurer shall give  
438 written notice to active members in advance of such meetings.  
439

### 440 Section 4. Confidentiality.

441  
442 Strict confidentiality will be maintained as it pertains to the discussion of the nominees  
443 for the various classes of membership, the balloting results and other conduct as it  
444 pertains to the business of the chapter, so that each member may feel free to offer and  
445 voice his/her opinion during the meeting without the fear of reprisal or retribution.  
446

447 **Article VII. Parliamentary Authority**

448

449 Section 1. Procedures.

450

451 Parliamentary procedures not indicated in these By-laws shall be conducted in  
452 accordance with Robert's Rules of Order.

453 Section 2. Annual Meeting Order Of Business.

454

455 The business at the annual meeting of Omega Omega Chapter shall be conducted in this  
456 order:

457

458 I. Roll call.

459 II. Reading of minutes.

460 III. President's report.

461 IV. President-elect's report.

462 V. Secretary-Treasurer's report.

463 VI. Report of Committees.

464 VII. Unfinished business.

465 VIII. New Business.

466

467 Section 3. Suspension Of Bylaws.

468

469 Those By-laws, which are in the nature of rules of order, may be suspended at the annual  
470 meeting by a two-thirds (2/3) affirmative vote of the members, providing that a quorum  
471 of members is present.

472

473

**Article VIII. Quorum**

474

475 Thirty percent (30%) of the total Active Membership of this chapter shall be present in  
476 person to constitute a quorum of a regularly scheduled meeting.

477

**Article IX. Suspension & Forfeiture of Membership**

479

480 Section 1. Procedure.

481

482 Any member may be suspended or expelled from Omega Omega chapter by a three-  
483 fourths (3/4) affirmative vote of the active members of the chapter given the following  
484 conditions:

485

486 (a). The balloting occurs at an officially convened meeting.

487

488 (b). The member shall be notified by registered mail thirty (30) days in advance of the  
489 meeting and of the reason for consideration of his suspension or expulsion.

490

491 (c). The member be allowed to present answers to those charges at this meeting.

492

493 (d). Sufficient cause for initiating this procedure would be recognition of a violation of  
494 the Constitution and By-laws of the Supreme Chapter or the By-laws of this component  
495 chapter, or a violation of the Principles of Ethics of the American Dental Association.

496

497 Section 2. Mechanism For Appeal.

498

499 Any member suspended or expelled may appeal to the Executive Committee of the  
500 Supreme Chapter within thirty (30) days after such action has been taken. The decision  
501 of the Executive Committee of the Supreme Chapter shall be final.

502

503 Section 3. Return Of Property.

504

505 All insignia are the property of the Supreme Chapter and must be returned to the  
506 Supreme Secretary-Treasurer upon forfeiture of membership.

507

508

## **Article X. Amendments**

509

510 Section 1. Supreme Chapter Approval.

511

512 As provided in Article 1, Section 3, of the By-laws of the Supreme Chapter, the By-laws  
513 adopted by this chapter or any amendments thereof must be approved by the Executive  
514 Committee of the Supreme Chapter in order to be effective.

515

516 Section 2. Notice Of Amendment.

517

518 Each proposed amendment shall be signed by at least two active members and submitted  
519 to the component chapter Secretary at least thirty (30) days before it is voted upon. The  
520 Secretary shall within ten (10) days of the receipt of such amendment forward a copy of  
521 the same to each active member for consideration.

522

523 Section 3. Voting On Amendment.

524

525 These By-laws may be amended at any annual or special meeting by an affirmative vote  
526 of two-thirds (2/3) of the active members in attendance, provided each active member  
527 was given notice of the meeting and of the proposed amendment at least ten (10) days  
528 prior to the meeting.

529

530

## **Article XI. Foundation**

531

532 Section 1. Definition

533

534 The OKU-Omega Omega Scholarship Foundation is a non-profit organization established  
535 primarily for developing and managing support for the “OKU-Omega Omega Foundation  
536 Scholarship”.

537

## 538 Section 2. OKU-Omega Omega Foundation Scholarship and Funds

539

540 (a). The OKU-Omega Omega Foundation Scholarship is awarded, yearly, to a rising  
541 junior dental student at the University of Medicine and Dentistry of New Jersey based  
542 upon scholastic excellence, exemplary traits of character and the potential promise for  
543 future professional growth and attainment as determined by the members of Omega  
544 Omega Chapter.

545

546 (b). The OKU-Omega Omega Scholarship Foundation may also, upon the 2/3 vote of the  
547 active membership voting at the annual meeting or at a special meeting at which a  
548 quorum is present and on the recommendation of the Board of Directors, fund additional  
549 scholarships to dental students at the University of Medicine and Dentistry of New Jersey  
550 for academic endeavors based on merit or need as recommended by the Board of  
551 Directors (to be referred to as the “OKU-Omega Omega Special Scholarship Fund.”)

552

553 (c.1). The OKU-Omega Omega Scholarship Foundation may also, upon the 2/3 vote of  
554 the active membership voting at the annual meeting or at a special meeting at which a  
555 quorum is present and upon the recommendation of the Board of Directors fund  
556 externships among disadvantaged peoples for dental students at the University of  
557 Medicine and Dentistry of New Jersey based upon such criteria as recommended by the  
558 Board of Directors (to be referred to as the “OKU-Omega Omega Externship Fund”).

559

560 (c.2). A portion of the OKU-Omega Omega Externship Fund not to exceed 100% of each  
561 year’s funding may be devoted to the expenses incurred by necessary qualified  
562 supervising dentists, who may be, but need not be, active members.

563

564 (d). Approval for funding for each such new fund under clause (b), (c.1) and (c.2) shall be  
565 made annually by vote of a majority of the active membership at the annual meeting or a  
566 special meeting at which a quorum is present.

567

## 568 Section 3. Board of Directors

569

570 The Board of Directors of the OKU-Omega Omega Scholarship Foundation shall consist  
571 of the Executive Committee of Omega Omega Chapter. The Board of Directors shall be  
572 the managing body of the Foundation.

573

## 574 Section 4. Executive Director

575

576 The Board of Directors of the OKU-Omega Omega Scholarship Foundation shall appoint  
577 an Executive Director responsible for handling the business of the OKU-Omega Omega  
578 Scholarship Foundation who shall report to the Board. The Executive Director shall

579 provide an annual report to be presented at the annual business meeting of Omega Omega  
580 Chapter.

581

## 582 **Article XII. Dissolution of Chapter**

583

584 Section 1. Duties Of The Executive Committee.

585

586 Upon dissolution of this chapter, the Executive Committee shall, after paying or making  
587 provision for the payment of all the liabilities of the chapter, dispose of the remaining  
588 assets of the chapter exclusively for one or more exempt purposes, within the meaning of  
589 Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision  
590 of any future Federal Tax Code), or shall distribute the same to the Federal Government,  
591 or to a state or local government for a public purpose. Any such assets not so disposed of  
592 shall be disposed of by order of Superior Court of the State of New Jersey in the judicial  
593 district where the principal office of the chapter is then located, exclusively for such  
594 purpose or to such organizations organized and operated exclusively for such purposes as  
595 said court shall determine.

596

597 Section 2. Disposition Of Chapter Assets.

598

599 In the event of dissolution of Omega Omega Chapter, and after compliance with Section  
600 1, all assets of this chapter shall be given to the Supreme Chapter of Omicron Kappa  
601 Upsilon, currently located at the University of Nebraska, College of Dentistry, Lincoln,  
602 Nebraska. A perpetual, national scholarship is to be established by the Supreme Chapter  
603 of Omicron Kappa Upsilon in honor of Omega Omega Chapter. This scholarship is to be  
604 awarded to a dental student who has completed at least two years of study at an  
605 accredited dental school in the United States or Canada. The criteria and selection of the  
606 recipient is to be established by the Board of Directors of the Supreme Chapter of  
607 Omicron Kappa Upsilon.

**POLICIES & GUIDELINES OF OMEGA OMEGA CHAPTER**  
**(Established-April 16, 2002)**

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- B. Faculty Membership Nomination Process

**A. ALUMNI VOTING PROCESS**

**A-1** Each active member in attendance at the meeting who is eligible to vote will receive a ballot with all candidates listed in ranked order according to the composite score results of the Membership Committee.

**A-2** The chairperson presents each candidate in descending ranked order of their composite scores, starting with the candidate with the highest score.

**A-3** Each candidate is considered individually.

**A-4** The chairperson reviews the scores of the individual candidate and reads all comments that the faculty members provided on the faculty survey sheets, whether positive or negative. The Chairperson makes no personal comment. After the presentation, the Chair opens the floor for any additional faculty comments.

**A-5** At this time each voting member is given time to consider the candidate on his/her ballot and vote.

**A-6** This process continues until all candidates have been reviewed.

**A-7** Voting members may vote affirmatively on as many candidates as he/she feels are qualified for membership (which at this point may be more than the 12% cut off rule).

**A-8** Ballots are collected and votes are tallied to determine which candidates have received a 2/3rd-vote total. At this point only those candidates with a 2/3rd vote or better are considered. The candidates are ranked from the highest vote total to the lowest. From this list the top candidates constituting not more than the top 12% of the class are selected with no further discussion.

**A-9** If less than the maximum number of alumni members is elected at this point, voting is finished and the maximum number will not be elected from this graduating class.

**A-10** If more than the maximum number of candidates allowable receive the required 2/3rd vote then candidates will be selected based upon descending order of votes received until the maximum number of candidates is elected i.e., 12% of the class.

**A-11** Should there be a tie for the final position(s), the tied candidate's composite scores, as submitted by the Membership Committee, will be considered as the tiebreaker.

**A-12** If the composite scores are identical, then the candidates will be selected according to the following criteria until the tie is broken:

- GPA
- Clinic Points
- Faculty Survey, and finally
- National Boards and Committee Interview

## **B. FACULTY NOMINATION PROCESS**

Supplemental to the nomination process as outlined in the by-laws:

**B-1** All written nominations must be received only from active members in good standing for the past 3 or more years.

**B-2** An active member, in good standing, may nominate an individual for faculty membership only once every five years, providing their nominee has been brought forward for vote at the annual business meeting.

**B-3** There will be a limit of no more than 1 faculty member elected each year.

**B-4** A Screening Committee will be established to evaluate all candidates nominated for faculty membership. The Screening Committee will consist of the immediate past president, secretary-treasurer, and one member at large.

**B-5** The Screening Committee will evaluate the candidate(s) in the following areas:

-Outstanding contributions to the art, science or literature of dentistry. (A faculty member's contribution to the art, science or literature of dentistry should be clearly explained in the candidate's three letters of recommendation. The screening committee should identify and confirm the contributions through a thorough review of the candidate's CV. Anecdotal and personal feelings toward the candidate shall have no bearing on this process.)

-Input from "Faculty Profile" Form.

**B-6** When the Screening Committee receives a nomination, a "Faculty Profile" will be sent to all active faculty members. In order to be eligible to vote on the nomination at the annual business meeting, faculty members must return a "Faculty Profile" for the candidate being considered. The evaluation will be conducted using the double envelope return procedure in order to insure anonymity. "Faculty Profile" forms must be returned to the Screening Committee by November 1.

**B-7** If the Screening Committee receives only one nomination, and:

-the Screening Committee affirms the nomination, then the notification process will continue as usual,

or:

-if the Screening Committee does not support the nomination, the Screening Committee will notify the nominators by December 1 of its decision. At this point the nominators will be asked if they would like to withdrawal their candidate or continue with the election process without the support of the Screening Committee. If the nominators would like to continue the election process they must notify the Membership Committee by December 15 of their decision.

**B-8** If the Screening Committee receives more than one nomination, the committee will evaluate each candidate to see if any candidate submitted has meet the criteria for membership. If the Screening Committee is unable to support any candidate, the nominators will be so notified by December 1. If all nominations are withdrawn, the process ends. If no candidate is withdrawn and the nominators request that the election go forward, the Membership Committee will be notified.

**B-9** If the Screening Committee receives more than one nomination and after due consideration of each candidate affirms all candidates submitted, the Membership Committee and the nominators of each candidate will be notified.

**Revised  
6-16-06**