

**CONSTITUTION**

**of the**

**SPURGEON DENTAL SOCIETY**

**of the**

**UNIVERSITY OF NORTH CAROLINA  
AT CHAPEL HILL**

**SCHOOL OF DENTISTRY**

**SPURGEON DENTAL SOCIETY**  
OF THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL SCHOOL  
OF DENTISTRY

**THE CONSTITUTION**

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SPURGEON DENTAL SOCIETY  
OF THE UNIVERSITY OF NORTH CAROLINA SCHOOL OF DENTISTRY  
THE CONSTITUTION<sup>1, 2, 3</sup>

Article I

INTRODUCTION

This Constitution and its By-laws and Standing Rules from the legal and working framework for the student government of the University of North Carolina at Chapel Hill School of Dentistry.

Article II

NAME

The name of this Society shall be The Spurgeon Dental Society<sup>2</sup> of the University of North Carolina at Chapel Hill School of Dentistry.

Article III

PURPOSE

The purposes of this Society shall be the establishment of a student government to promote the highest professional ideals and standards in preparation for the practice of dentistry and to oversee student body organizations.

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<sup>1</sup> This Constitution drafted by Bill Hand, President, and Joe Lenard, Vice-president, during the School year 1979-80 was approved by the Spurgeon Council and was ratified by the student body on April 16, 1980.

<sup>2</sup> The constitution was amended and approved by the voting members of the Spurgeon Council on June 11, 1996.

<sup>3</sup> The constitution was amended by Nicole Scheffler and Danielle Tart and approved by the voting members of the Spurgeon Council on April 23, 2002.

<sup>4</sup> Named in honor of the late Dr. J.S. Spurgeon of Hillsborough, NC, one of North Carolina's most outstanding dentists.

## Article IV

### MEMBERSHIP

**Section 1:** Membership in this Society shall be of three (3) types: active, associate, and honorary. Only active members may vote or hold office.

**Section 2:** ACTIVE membership in the Society shall be limited to all undergraduate students in dentistry, dental hygiene, and dental assisting students in good standing at the University of North Carolina at Chapel Hill.

**Section 3:** ASSOCIATE membership may be granted to graduate students of dentistry.

**Section 4:** HONORARY membership may be conferred by the Society on any person who has contributed in an exceptional manner to the advancement of the Society or of the dental profession.

## Article V

### OFFICERS

**Section 1:** Officers of the Society shall be the President, Vice-president, Treasurer, and Secretary.

**Section 2:** Class officers shall be the President, Vice-President, Secretary-Treasurer, or Secretary and Treasurer.

**Section 3:** Each class shall have one representative to the Spurgeon Council, hereinafter defined in Article VI of the Constitution.

**Section 4:** Each class shall have representatives to the Honor Court as described in the Standing Rules.

**Section 5:** The officers' qualifications, duties, and methods of election shall be set forth in the By-laws.

SPURGEON COUNCIL

**Section 1:** The name of the governing body of the Society shall be the Spurgeon Council, which shall act for and by the authority of the membership in all matters of legislation, as defined within this Constitution and its By-laws and Standing Rules.

**Section 2:** The Spurgeon Council shall be composed of the following voting members:

- (1) The President, Vice-president, Treasurer, and Secretary of the Society, comprising the Executive Board of the Council;
- (2) The Presidents of the seven (7) classes (four dental classes, two hygiene classes; one dental assistant class);
- (3) The Spurgeon Council representative from each class;
- (4) The Primary American Student Dental Association (A.S.D.A.) representative;
- (5) The Primary American Dental Education Association (A.D.E.A.) representative;
- (6) The Student National Dental Association (S.N.D.A.) representative;
- (7) The Academy of General Dentistry representative;
- (8) American Association of Women Dentists (A.A.W.D.) representative;
- (9) The Student Research Group (S.R.G.) representative;
- (10) Representative to the University of North Carolina at Chapel Hill Graduate and Professional Student Federation (G.P.S.F.);
- (11) Representatives from the Dental Fraternities;
- (12) Table Clinic Chairman;
- (13) Honor Court representative
- (14) Clinical Services representatives from third and fourth year dental classes;
- (15) Student American Dental Hygienist Association (S.A.D.H.A.) representative;
- (16) Hispanic Dental Association (H.D.A.) representative.

**Section 3:** The Spurgeon Council shall have the authority to interpret the Constitution, By-laws, and Standing Rules.

**Section 4:** Additional specifications shall be set forth

within the By-laws and the Standing Rules.

Article VII HONOR COURT

**Section 1:** The Honor Court shall function in the same capacity with jurisdiction and working rules as all other component Honor Courts recognized by the University Honor Court.

**Section 2:** Membership shall be defined by the University Honor Court policy and the definition contained within the Standing Rules shall be consistent with this policy.

**Section 3:** Additional specifications shall be set forth within the By-laws and the Standing Rules.

Article VIII QUORUM

At a regularly called meeting of the Society, or of the Student Council, or a particular class, fifty percent (50%) of respective active membership shall constitute a quorum.

Article IX BY-LAWS

The By-laws shall elaborate on precepts established in the Constitution and shall not conflict with the Constitution. They shall be a binding part of this Constitution and may be amended as stated in Article XI of this Constitution.

Article X STANDING RULES

The Standing Rules shall provide further detail and direction to the actual procedural operations of the Society and the Student Council. They shall not conflict with the Constitution or the By-laws, and may be amended as stated in Article XI of this Constitution.

Article XI

AMENDMENTS

**Section 1:** Amendments to this Constitution and its By-laws may be proposed to the members of this Society by one of two methods:

- (1) A two-thirds (2/3) vote of the Spurgeon Council;
- (2) Petition by twenty-five (25%) of the members of the Society submitted directly to the Spurgeon Council.

**Section 2:** Amendment(s) to the Constitution: May be adopted or repealed by a two-thirds (2/3) majority vote of active members voting, by written ballot in the same manner as elections, as covered in the By-laws.

**Section 3:** Amendment(s) to the By-laws: May be adopted, amended, or repealed by a one-half (1/2) majority vote of active members voting, by written ballot in the same manner as elections, as covered in the By-laws.

**Section 4:** Amendment(s) to the Standing Rules:

- (1) May be proposed by a member of the Spurgeon Council;
- (2) Standing Rules may be adopted, amended, or repealed by a two-thirds (2/3) majority vote of the Spurgeon Council.

Article XII

ENABLING CLAUSE

This Constitution shall become effective upon the first Monday following its ratification. This revised Constitution shall require two-thirds (2/3) affirmative vote of all votes cast by voting members at the next scheduled meeting.

# **SPURGEON DENTAL SOCIETY**

OF THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL SCHOOL  
OF DENTISTRY

## **THE BY-LAWS**

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## SPURGEON DENTAL SOCIETY

### OF THE UNIVERSITY OF NORTH CAROLINA SCHOOL OF DENTISTRY

#### THE BY-LAWS

##### Article I INTRODUCTION

These By-laws shall elaborate on precepts established in the Constitution and shall not conflict with the Constitution and may be revised as explained in the Amendments section of the Constitution (Article XI, Section 3).

##### Article II PURPOSE OF THE SOCIETY

**Section 1:** To establish a dental student and dental auxiliary student government representing the entire undergraduate student body of the School of Dentistry.

**Section 2:** To promote the highest professional ideals, consistent with the Code of Ethics of the American Dental Association.

**Section 3:** To further the professional and cultural development of dental and dental auxiliary students.

**Section 4:** To provide appropriate representation and coordination for the membership in activities involving the membership, the faculty, the administration, and any extracurricular organizations.

**Section 5:** To make recommendations concerning any considered changes in rules, policy, and curriculum of the School of Dentistry concerning the membership.

**Section 6:** To provide individual opportunities for the development of leadership and responsibility through participation in student government.

**Section 7:** To sponsor the Honor Court (Article VII, Constitution).

**Section 8:** To promote optimum student-facultelationships and relationships between students of dentistry and all other students of the University.

**Section 9:** To sponsor all dental school student organizations (as listed in Article VI, Constitution).

Article III

**SPURGEON SOCIETY FUNDING**

**Section 1:** Student fees are collected each semester and included in the total tuition, in accordance with the accepted policy of the University of North Carolina at Chapel Hill. A portion of these fees shall be redistributed to the Spurgeon Society as determined by the Graduate and Professional Student Federation and deposited in the Society’s account. Such funds may be drawn upon by the Society in accordance with the policy of withdrawals of the “Student Activity Funds” as coordinated by the Student Activities Funding Office.

Article IV

**QUALIFICATIONS OF OFFICERS AND REPRESENTATIVES**

**Section 1:** Society Officers:

- (1) Each officer shall be a student in good standing;
- (2) The President, when elected, shall be a junior dental student;
- (3) The Vice-president, when elected, shall be a sophomore dental student;
- (4) The Treasurer, when elected, shall be a freshman or sophomore dental student;
- (5) The Secretary, when elected, shall be a first year dental hygiene student;

**Section 2:** Representative(s) to the American Student Dental Association (A.S.D.A.):

- (1) Shall be (a) dental student(s) in good standing;
- (2) Shall be (a) freshman or sophomore dental student(s), when elected;
- (3) The representative who has the most seniority shall be the primary representative during his/her second year term.

**Section 3:** Representative(s) to the American Dental  
Dental Education Association (A.D.E.A.)

- (1) Shall be (a) dental student(s) in good standing;
- (2) Shall be appointed by the organization.

**Section 4:** Representative(s) to the University of North  
Carolina Graduate and Professional Student Federation  
(G.P.S.F.):

- (1) Shall be a dental student in good standing;
- (2) Shall be appointed by the Society President.

**Section 5:** Student National Dental Association (S.N.D.A.)  
representative to the Spurgeon Council:

- (1) Shall be a student in good standing;
- (2) Shall be elected in accordance with the Constitution of  
the S.N.D.A.

**Section 6:** Representatives from A.G.D., A.A.W.D., S.R.G.,  
S.A.D.H.A., H.D.A.:

- (1) Shall be students in good standing;
- (2) Shall be appointed by each individual organization.

**Section 7:** Class officers, representatives from Clinical  
Services, Table Clinic, Honor Court:

- (1) Shall be a member in good standing in his/her respective  
class.

## Article V

### ELECTIONS

The Office of Academic Affairs shall perform the duties of  
running the elections and Constitutional Amendments as  
authorized by the Spurgeon Council.

**Section 1:** The Officers of the Society:

- (1) Shall have the election on the first Tuesday of November;
- (3) Shall be elected by a majority of the ballots cast by the  
eligible voting members of the Society;
- (4) Shall be elected by secret ballot;
- (5) Shall be appointed by the newly elected Society  
President, if no candidacy is declared for an office.

**Section 2:** Class officers and representatives to the Spurgeon Council:

- (1) Shall be elected by secret ballot by the last day in September along with the elections for officers of the Society and A.S.D.A. and A.D.E.A. representatives. However, the freshman dental class may hold their elections no later than the first Tuesday in November (before then, the student whose last name is first alphabetically will assume the role as president) ;
- (2) Nominations shall be accepted by the Class President no less than three (3) days prior to election day;
- (3) One week notice shall be given orally or by written notice of the date/time/place of elections by the present President in accordance with the Communications Section of the Standing Rules;
- (4) For the D.D.S. I, D.H. I, and D.A. classes, oral and written notice of the date/time/place of nominations and the running of the nominations and elections are the responsibility of the following:
  - (a) D.D.S. I - the Director of Student Services;
  - (b) D.H. I - the current Dental Hygiene II President;
  - (c) D.A.- the Society President

**Section 3:** Honor Court representatives:

- (1) Shall be elected as defined in the Standing Rules and shall be consistent with University Honor Court policy.

**Section 4:** Election to office as an officer of the Society, class, representative to the Spurgeon Council, or as representative to other student organizations shall be valid upon a majority favorable vote of active members voting. If any one candidate fails to receive a majority vote, a runoff election between the top two respective candidates shall be held.

**Section 5:** Election procedures shall be defined in the Standing Rules.

Article VI

**TENURE AND REMOVAL FROM OFFICE**

**Section 1:** All class officers remain in office until the results of the following year's election are confirmed, at which time, the newly elected officers assume their position.

**Section 2:** New Society officers assume their offices at the beginning of the Spring semester following elections.

**Section 3:** The first person in the alphabet for the freshman dental class shall serve as Acting President for the period prior to freshman class elections (Article V).

**Section 4:** Class officers may be removed from office by two-thirds (2/3) vote of the class.

**Section 5:** Society Officers:

- (1) May be removed by three-fourths (3/4) vote of the voting Spurgeon Council;
- (2) A new school election shall be held to fill the vacant position(s).

**Section 6:** Class officers serving on the Spurgeon Council may be removed from the Council by a two-thirds (2/3) vote of the Spurgeon Council.

**Section 7:** Spurgeon Council representatives:

- (1) May be removed by a two-thirds (2/3) vote of the Spurgeon Council;
- (2) A new class election shall be held to elect new representative.

**Section 8:** A.S.D.A. representative(s) and A.A.D.E.A. representatives:

- (1) May be removed by three-fourths (3/4) vote of the voting Spurgeon Council;
- (2) A new school election shall be held to fill the vacant position(s).

**Section 9:** A.G.D., A.A.W.D., S.R.G., H.D.A., Honor Court, Table Clinic, dental fraternities, S.A.D.H.A. and clinical services representatives will assume offices immediately upon election.

## Article VII

### DUTIES OF THE OFFICERS AND REPRESENTATIVES

**Section 1:** Society Officers:

- (1) The President shall:
  - (a) Preside at all meetings of the Society, the Spurgeon Council, and Executive Board;
  - (b) Serve as a member of the Department Chairmen's Committee;
  - (c) Serve as Chairman of the Executive Board;
  - (d) Call the first Spurgeon Council meeting of each semester;

- (e) Act as official liaison for the Council;
  - (f) Appoint the Chairman of each Standing Committee, with the approval of the Spurgeon Council;
  - (g) Serve as ex-officio member of each Committee;
  - (h) Serve on specified Society Standing Committees;
  - (i) Appoint the Graduate Professional Student Federation (G.P.S.F.) representative;
  - (j) Nominate, with the approval of the Council, the student representative to the Faculty/Administration Committees;
  - (k) Appoint Officers of the Society, the A.S.D.A. representatives, and A.D.E.A. representatives if no candidacy is declared for an office prior to elections;
  - (l) Acquire a working knowledge of parliamentary law and procedure and a thorough understanding of the Constitution, By-laws, and Standing Rules of this Society;
  - (m) Notify the first-year dental class of the details of class elections, covered under Article V, Elections;
  - (n) Meet on a regular basis with the Director of Student Services.
  - (o) Serve as the delegate to the NC Dental Society;
- (2) The Vice-president shall:
- (a) Assume the duties of the President in his/her absence;
  - (b) Serve on a specified Society Standing Committees;
  - (c) Serve as Chairman of the Social Committee, or may appoint another chairman, retaining ultimate responsibility for the Committee's work;
  - (c) Serve as ex-officio member of each Committee;
  - (e) Coordinate the activities of the Spurgeon Committees and the student representatives to the Dental School Standing Committees, according to the Standing Rules;
  - (f) Assume specific responsibility at the request of the Society President;
  - (g) Meet with the Dean of Student Affairs on a regular basis.
  - (h) Coordinate the annual Spurgeon Society Awards Banquet.

- (i) Assist the Office of Student Services/Academic Affairs in organizing orientation activities for the freshman dental class.
- (3) The Treasurer shall:
- (a) Requisition moneys for the payment of bills, following the approval of the President for amounts over \$100.00, in accordance with the Student Activities Fund Office;
  - (b) Prepare an annual budget over the summer semester for the next academic year, to be approved by the Executive Board and by the Student Council on a regular meeting in September;
  - (c) Make an accurate report of the Society's treasury at the request of the President;
  - (d) Make recommendations to the Council concerning financial transactions under consideration;
  - (e) Be knowledgeable of the financial status of the Society;
  - (f) Prepare a detailed report on the Society's financial status at the end of his/her term of office;
  - (g) Investigate additional funding sources;
  - (h) Serve on special projects at the request of the President.
- (4) The Secretary shall:
- (a) Keep a record of all transactions of the Society and Spurgeon Council;
  - (b) Take attendance at the Spurgeon Council meetings;
  - (c) Attend to all correspondence;
  - (d) Keep all official letters received, with a copy of replies to same;
  - (e) Send notice to all members of time and place of meetings;
  - (f) Keep the official copy of the Constitution and By-Laws and Standing Rules in the Spurgeon Council office, and promptly provide a copy to all voting members.
  - (g) Promptly provide each Spurgeon Council member with a list of names, addresses, and phone numbers of all:
    - 1). Spurgeon Council members.
    - 2). Class officers.
    - 3). Student representative to Faculty-

Administration Standing Committees of  
the School of Dentistry.

4). Spurgeon Committee members.

5). Organization Officers (S.N.D.A., A.D.E.A.,  
A.S.D.A., A.A.W.D., S.R.G., etc.) and keeping said list appropriately  
updated;

(h) Appoint an Assistant Secretary to assist in the  
duties of the office;

(i) Reserve the meeting room for any Spurgeon related  
meetings.

**Section 2:** Class officers:

(1) The Class President shall:

(a) Preside at all meetings of the class;

(b) Represent the class in arbitration's with faculty and  
administration on matters that pertain specifically  
to the class;

(c) Attend and vote at all Spurgeon Council meetings;

(d) Appoint all class Committees and chairman as  
necessary;

(e) Act as ex-officio member of class Committees;

(f) Perform such other duties as are customary to his  
office;

(g) Vote in case of a tie in class meetings;

(h) Serve on specified Spurgeon Council Committees;

(i) Accept nominations for class officers in accordance  
with Article V of the By-laws, covering

Elections; (j) The President of the senior dental class has  
the responsibility of organizing  
Pearl Day in conjunction with the other class officers;

(k) The President of the freshman dental class has the  
the responsibility of organizing the Spring Picnic.

(2) The Vice-president shall:

(a) Assume the duties of the President in his/her  
absence;

(b) Serve as alternate when the Spurgeon Council  
representative cannot attend a Spurgeon Council  
meeting;

(c) Serve on specified Spurgeon Council Committees;

(d) Assume specific responsibility at the request of the



Class President;

(e) Arrange for distribution of educational materials to the class.

(3) The Spurgeon Council Representative shall:

(a) Attend and vote at all Spurgeon Council meetings;

(b) Act as the official representative of the class, in conjunction with the Class President, to the Spurgeon Council;

(c) Report pertinent Spurgeon Council activities to the class;

(d) Report pertinent class activities to the Spurgeon Council;

(e) Have the alternate (Class Vice-president) attend those meetings he/she is unable to attend for valid reason; another person than the Class Vice-President may be requested to attend for him/her;

(f) Serve on specified Spurgeon Council Committees;

**Section 3:** A.S.D.A. representative (s):

(1) Attend and vote at all Spurgeon Council meetings;

(2) Attend the national convention and regional convention as funding permits;

(3) Shall assist the membership drive among dental students;

(4) The secondary delegate shall be responsible for the membership drive and coordinating all A.S.D.A. activities;

(5) Communicate specific reports and important A.S.D.A. issues to the members of the Spurgeon Council, and solicit their input;

(6) Serve on specified Spurgeon Society Standing Committees.

**Section 4:** A.D.E.A. representative:

(1) Attend and vote at all Spurgeon Council meetings;

(2) Represent the school at a regional and national convention, as funding permits;

(3) Communicate specific reports and important A.D.E.A. issues to the members and the Spurgeon Council, and solicit their input;

(4) Serve on specified Spurgeon Society Standing

- Committees;
- (5) Promote A.D.E.A. membership to all students.

**Section 5:** NC Student Dental Society delegate:

- (1) Attend N.C.D.S. House of Delegates meeting as the voting representative of the student members of the N.C.D.S.;
- (2) Act in accordance with the NC Student Dental Society Constitution.

**Section 6:** S.N.D.A., A.G.D., A.A.W.D., and S.R.G. representatives:

- (1) Attend and vote at all Spurgeon Council Meetings;
- (2) Serve on specified Spurgeon Society Standing Committees.

**Section 7:** All non-voting representatives:

- (1) Attend all Spurgeon Council meetings;
- (2) Serve on Specified Spurgeon Society Standing Committees.

Article VIII

**COMMITTEES**

**Section 1:** Function:

- (1) The Spurgeon Society standing Committees listed herein shall be the primary mechanism for accomplishing the business of the Spurgeon Society;
- (2) The Spurgeon Society Standing Committees shall be accountable to the Spurgeon Council Committees.

**Section 2:** The Chairman:

- (1) The Chairman of each Committee shall be appointed by the President of the Society, with the approval of the Spurgeon Council;
- (2) Responsibilities of the Chairman:
  - (a) The function of a Committee is directly charged to the Chairman;
  - (b) Report status of the Committee's work to the Spurgeon Vice-president and to Council as requested at Council meetings, via written and oral report. (See Communications Section of the Standing Rules for sample Committee Report Form);

- (c) Seek the guidance of the Spurgeon Council when appropriate;
- (d) Recruit additional member of his/her Committee as needed;
- (e) Call meetings of his/her Committee as needed to accomplish the responsibilities of that Committee.

**Section 3:** Committee Members:

- (1) Committee members have an important part in the workings of this student government and should approach this membership with an attitude of responsibility;
- (2) Committee members failing to attend Committee meetings and assisting in the work of the Committee are guilty of a breach of trust which their constituent members have placed with them.

**Section 4:** Spurgeon Society Standing Committees:

(1) Executive Board

(a) Responsibilities:

- 1) Transact routine business between meetings of the Spurgeon Council;
- 2) Coordinate activities of the Spurgeon Council and Standing Committees;
- 3) Act on emergency issues;
- 4) Report activities of the Executive Board at the next meeting of the Spurgeon Council;
- 5) Plan and review the Society's annual budget during the summer semester;
- 6) Pursue funding opportunities.

(b) Members:

- 1) President of the Society, as Chairman;
- 2) Vice-president of the Society;
- 3) Treasurer of the Society;
- 4) Secretary of the Society.

(2) Table Clinic Committee:

(a) Responsibilities:

- 1) Organize the Student Table Clinic Day in conjunction with the activities of the Dental

Alumni Association, the Parent's Club, the Office of Student Affairs, and the Student Research Group;

- 2) Solicit funding from appropriate sources;
- 3) Contact potential donors of awards;
- 4) Publication and distribution of the Table Clinic Day Brochure (if needed);
- 5) Encourage students to enter table clinics and publicize the event to the student body.

(b) Members:

- 1) Member of the sophomore dental class, appointed by the Executive Board, as Chairman;
- 2) Additional members as needed, appointed by the Table Clinic Chairman.

## Article IX

### Spurgeon Council

**Section 1:** The Spurgeon Council, composed as cited in Article VI of the Constitution, shall be considered the governing body of the Society.

**Section 2:** Attendance:

- (1) All Spurgeon Council members are expected to attend all sessions;
- (2) If attendance is not possible by a member, he/she is required to advise the class Vice-president to attend in his/her position.

**Section 3:** Authority of the Spurgeon Council:

- (1) Provide the governing functions of the Society;
- (2) Authorize the election of all officers of the Society;
- (3) Control expenditures;
- (4) Coordinate the functions and the uses of the Spurgeon Standing Committees;
- (5) Have the authority to call class meetings in accordance with the Standing Rules;
- (6) Have vested authority specifically listed elsewhere in the Constitution, By-laws, and Standing Rules;
- (7) Maintain and facilitate communication between students and faculty.

**Section 4:** Meetings:

- (1) The first Spurgeon Council meeting shall be called by the Spurgeon President;
- (2) The Spurgeon Council shall meet on a schedule determined by the Executive Board;
- (3) Special meetings may be called by the President as the occasion demand;
- (4) The President can be petitioned by twenty-five (25) Society members or by 25 percent (25%) of the Spurgeon Council members to call a special meeting of the Spurgeon Council;
- (5) Spurgeon Society Committees shall meet at the discretion of the Committee Chairman or upon request of the President of the Society.

**Section 5:** Delinquent Members:

- (1) Members failing to regularly attend the Council meetings are guilty of breach of trust which their constituent members have placed with them;
  
- (2) Habitually delinquent members may be asked to resign from their office by the President of the Society, acting after a two-thirds (2/3) majority vote of the Spurgeon Council, as covered within the Tenure and Removal from Office(Article VI) section of the By-laws. A new class election shall be held to elect a new officer/representative.

Article X

Honor Court

**Section 1:** The Honor Court, organized as cited in Article Vii of the Constitution, shall function in the same capacity, and with the same jurisdiction, as all other component Honor Courts recognized by the University Honor Court.

**Section 2:** Specific duties of the Honor Court are defined in the Standing Rules

Article XI

Rules of Order

The Society and Spurgeon Council shall be governed in all matters not covered by the Constitution and By-laws by Robert's Rules of Order, Revised.

# **SPURGEON DENTAL SOCIETY**

OF THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL SCHOOL  
OF DENTISTRY

## **STANDING RULES**

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# SPURGEON DENTAL SOCIETY

## OF THE UNIVERSITY OF NORTH CAROLINA SCHOOL OF DENTISTRY

### STANDING RULES

#### Article I

##### INTRODUCTION

These Standing Rules shall cover specified procedural aspects of the Society, and may be revised at the discretion of the Spurgeon Council, as explained within the Amendments Section (Article XI) of the Constitution.

#### Article II

##### MEETINGS

###### **Section 1:** Class Meetings:

- (1) Shall be held at the discretion of the Class President or at the request of the Spurgeon Council;
- (2) Oral and written notice for any meetings except emergency meetings shall be given in accordance with the Communications Section of the Standing Rules.

###### **Section 2:** Spurgeon Council Meetings:

- (1) Shall be held at least once per month, the dates and times to be determined at the first Spurgeon Council meeting of the semester, to be called by the Spurgeon President;
- (2) Regular meetings can be rescheduled by a unanimous vote of the Executive Board;
- (3) Emergency meetings can be called by the Spurgeon President;
- (4) All meetings will require a written notice to the Spurgeon Council members in accordance with the Communications section of the Standing Rules;
- (5) Shall follow parliamentary procedures in accordance with Robert's Rules of Order, Revised;
- (6) Attendance shall be taken at each meeting by the Spurgeon Secretary and absentees shall be included in the minutes.

#### Article III

##### DELINQUENT MEMBERS

**Section 1:** Spurgeon Council Members:

- (1) Names of members not attending a Spurgeon Council meeting shall be listed in the minutes of the meeting;
- (2) Members frequently missing Spurgeon Council meetings shall be first contacted by the Spurgeon President to remind them of the need for their representation at meetings.

Article VI

**ELECTIONS**

**Section 1:** Elections for Spurgeon Officers, A.S.D.A. representative, and A.D.E.A. representative:

- (1) No later than one week prior to election day, each Society member shall be given the resumes of all candidates for office (if desired by the voting members);
- (2) Preparations for the printing and distribution of the ballots are the responsibility of the Office of Student Affairs;
- (3) Secret written ballots will be completed on election day at a time determined by the Class President and the Office of Student Affairs;
- (4) Ballots shall be distributed to and collected by the Office of Student Affairs;
- (5) One ballot shall be distributed to and collected from each class member by the Class President;
- (6) All ballots shall be counted by the Office of Student Affairs;
- (7) Run-offs shall be held within one week of the election day, in like manner;
- (8) Election results shall be reported by the Office of Student Affairs;

**Section 2:** Elections:

- (1) for representatives from A.A.W.D., A.G.D., S.R.G., and S.A.D.H.A. shall be conducted within each respective organization;
- (2) for dental fraternities shall be conducted within each respective organization according to its election policies.

Article VI

**HONOR COURT**

**Section 1:** Membership:



- (1) Four (4) Honor Court representatives shall be elected from each first year class, and shall serve for the number of years in which they are enrolled. In the case of dental students, they shall serve for four (4) years;
- (2) Shall be composed of students in good standing;
- (3) The Chairman of the Honor Court shall be chosen from the representatives of the junior dental class by the presiding Honor Court Chairman;
- (4) The Chairman shall serve for one (1) year, January to January;
- (5) The Attorney General shall be chosen from interested Honor Court representatives (by the presiding Honor Court Chairman). The Prosecutor may come from any class and will serve from January to January.

**Section 2:** Elections:

- (1) Elections for Honor Court representatives shall be held (in the fall), and shall be supervised by the acting President;
- (2) If an Honor Court representative can no longer serve, a new representative shall be elected from the same class under the supervision of that Class President.

Article VII

**COMMUNICATIONS**

Communications between Spurgeon Council and the Classes:

- (1) The Spurgeon representative shall make a copy of the Spurgeon Council minutes and any information of particular importance available to the class.
- (2) The Spurgeon representative shall provide the Spurgeon Council with any pertinent class information.