

Constitution for the Student Professionalism and Ethics Association

West Virginia University School of Dentistry

ARTICLE I. NAME

- The official name for this organization shall be the Student Professionalism and Ethics Association in Dentistry.
- This organization will use the name or its acronym, WVU School of Dentistry SPEA, in all publicity materials and correspondence.

ARTICLE II. MISSION AND OBJECTIVES

- The Student Professionalism and Ethics Association in Dentistry is a national, student driven association that was established to promote and support a student's lifelong commitment to ethical behavior in order to benefit the patients they serve and further the dental profession.
- The objectives of the Association are:
 - Act as a support system for students in strengthening their personal and professional ethics values by:
 - Providing a resource for ethics education and development.
 - Fostering a non-punitive, open-forum environment for ethics communication
 - Promoting awareness of ethics standards and related issues within dentistry
 - Collaborating with leadership of the dental profession to effectively advocate for our members

ARTICLE III. MEMBERSHIP

- All currently enrolled dental students are eligible to be full, voting members and hold leadership positions.
- All other dental hygiene, post-doctoral, advanced standing program for international dentists, and specialty program students as well as school staff, faculty, alumni, and alumnae are eligible to be non-voting, affiliate members.
- All members are required to demonstrate support for the mission and objectives of this organization.
- Membership decisions will not discriminate on the basis of age, race, religion or creed, national origin, ethnicity, gender, disability, or sexual orientation.

ARTICLE IV. OFFICERS

- President
- Vice President
- Immediate Past President [optional]
- Secretary /Treasurer
- 9 Member At Large [optional]



ARTICLE V. AFFILIATIONS

- This organization is a recognized student organization at WVU School of Dentistry, but is not part of the University itself.
- In all correspondence and business transactions, it may refer to itself as an organization at WVU School of Dentistry, but not as part of WVU School of Dentistry itself.
- SPEA accepts full financial and production responsibility for all activities it sponsors.
- SPEA agrees to abide by all pertinent WVU School of Dentistry policies and regulations. Where WVU School of Dentistry policies and regulations and those of SPEA differ, the policies and regulations of WVU School of Dentistry will take precedence.
- This organization recognizes and understands that the University assumes no legal liability for the actions of the organization, and that the University is not providing blanket indemnification insurance coverage for any activities of the organization, unless those activities expressly benefit and further the goals of the University, and have received prior review, approval, and consent of Campus Activities, Risk Management, and/or General Counsel.
- This local chapter recognizes that the national organization, the Student Professionalism and Ethics Association (SPEA), can assume no legal liability for the actions of the local chapter and that the national organization is not providing blanket indemnification insurance coverage for any activities of the organization, unless those activities are expressly and specifically sponsored by the national leadership, which must include formal written authorization from SPEA's National Executive Board.

ARTICLE VI. FACULTY/STAFF ADVISOR

- As a recognized student organization at WVU School of Dentistry, SPEA is required to have an official advisor from the WVU School of Dentistry faculty and/or staff.
- Other persons may serve as special advisors as needed.

ARTICLE VII. BY-LAWS AND AMENDMENTS

- This constitution should be in accordance with, and is subject to, the official national organization by-laws.
- Both the by-laws and constitution may be amended by a two-thirds vote of the SPEA membership.



By-Laws for the Student Professionalism and Ethics Association

WVU School of Dentistry

A. PURPOSE

- The purpose of this organization is to increase the overall level of ethics and professionalism at WVU School of Dentistry. By uniting the community of students, faculty and staff of WVU School of Dentistry, SPEA will promote lifelong thought and action in the arena of dental ethics. Through various programs, activities and associations, SPEA aims to foster an environment where ethical and professional behavior issues can be addressed in an open, unbiased forum.
- SPEA aims to further the ethics education of every student at WVU School of Dentistry and help achieve the development of ethical and professional behavior in the educational setting that will accompany the students throughout their professional careers. SPEA also aims to form a student-centered committee to mediate and resolve concerns relative to professional behavior.

B. MEMBERSHIP

- An individual will be considered an active member in good standing by meeting the Chapter's standard of attendance and by signing the Chapter Charter in pledge of support for the SPEA Mission and its ideals.
- In order to retain active member in good standing status, attendance of at least one meeting per semester/trimester is required.
- All members are eligible to attend all general meetings and events of this organization.
- If a fee is charged to attend a particular event, the membership may establish a fee scale for members and other attendees as appropriate.

C. DUTIES OF OFFICERS

- The President will chair all meetings of SPEA and will call special meetings as needed. The President will be a member of the executive board.
- The Vice President will chair all meetings of SPEA in the absence of the President, will serve as the Local Chapter Liaison. The Vice President will be a member of the executive board.
- The Immediate Past President will serve as advisor to the Board and Executive Committee. She/he will guide the President and other officers in fulfilling their duties and help them while transitioning into their respective roles. The Immediate Past President will be a member of the Executive Committee and will serve as the liaison to the local Section of the American College of Dentists.
- The Secretary/Treasurer will take, record, and file meeting minutes and attendance and will approve all official correspondence for the organization. The Secretary/Treasurer will be responsible for recruitment initiatives and maintenance of a current membership database. The Secretary/Treasurer will be a member of the executive board.



- The Members-at-Large from each class will serve as chair of the professional standards council; the nine Members-at-Large will be voting members.

D. REQUIREMENTS FOR RUNNING FOR AND HOLDING OFFICE

- All officers and candidates for office must be currently enrolled WVU School of Dentistry students in good academic standing, i.e. a student who has met all Academic/Professional Performance Standards and no penalties/sanctions are pending, and with no history of ethics sanctions.

E. NOMINATIONS AND ELECTIONS

- Nominations may be submitted to the President at the election meeting for inclusion on the ballot. Additionally, write-in nominations will be accepted during the meeting itself if given to the President anytime before the last call, which immediately precedes chapter elections.
- Any members may nominate any other member, including him or herself.
- Elections will be held at the first general SPEA meeting of the spring semester.
- A simple majority vote of voting members present (quorum met) at that meeting will be sufficient to elect an officer. If there are more than two candidates and no candidate receives a majority, there will be a run-off vote between the top two vote recipients in the general meeting.

F. REMOVAL FROM OFFICE

- Officers may be removed from office for failure to perform duties, violation of the membership clause, failure to remain in good academic standing as defined above, or if sanctioned for an ethics violation.
- Officers to be voted upon in this regard will be notified of the intention to do so in writing or by electronic means at least one week prior to the meeting at which the vote will be taken. A two-thirds majority of the Board membership present at a scheduled Board meeting shall be required for removal from office.

G. TERMS OF OFFICE AND VACANCIES

- The term of office of the board will be February 1st through January 31st.
- Should a vacancy in office occur, the board will appoint a SPEA member to fill this position. If the President's position becomes vacant the Vice President will assume the duties of the President for the remainder of their term and the board will appoint a SPEA member as Vice President.

H. COMPOSITION OF SPEA

- SPEA will consist of three students from each matriculating class, which are voted on by their respective dental class. Once chosen, the elected SPEA members will



have another election amongst the group to determine the President, Vice President, Immediate Past President, Secretary/Treasurer, and nine Members-at-Large.

I. INTERNAL PROCEDURES

Section I. Meetings

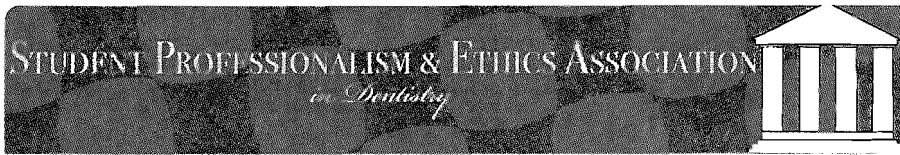
- General meetings will be held as scheduled. Twenty-five percent of the executive board shall constitute a quorum for transaction of business at any general meeting.
- Special meetings of the Association may be petitioned to the President at any time by twenty-five percent of the executive board.
- The Board will have regularly scheduled meetings. A quorum for any board meeting is defined as seventy-five percent of the board.
- Special meetings of the Board may be called at any time by the President or petitioned to the President by twenty-five percent of the Board members. Notice of special meetings must be communicated to all Board members at least 48 hours in advance of the meeting.
- The Executive Committee of the Board shall consist of the President, Vice President, Secretary/Treasurer, and Immediate Past President. The quorum of the executive committee shall be four members.
- There are two types of official meetings: general meetings and case meetings. A quorum will consist of 75 percent of the committee membership, with at least two members from each class participating. A faculty advisor or proxy must also be present during the vote.

Section I. A. General Meetings

- General meetings will be held quarterly or as needed as determined by the membership of SPEA. All decisions will be rendered by a simple majority vote.

Section I. B. Case Meetings

- Case meetings will occur promptly within one week, whenever possible, after a concern is brought to the committee. Students, faculty, or administration may refer matters to SPEA. All final judgments as outlined in Article IV, Section I will be rendered by a two-thirds majority vote of the members participating.



J. THE ROLE OF SPEA IN PROFESSIONALISM

Section I. Cases

- Since SPEA is not a disciplinary body, it cannot make a determination of guilt. It is a committee charged with exploring the problem with the student(s) involved. The following options are available to it:
 - i. No further action
 - ii. Remedial action through assistance to the student and based upon concurrence by the students involved
 - iii. Deferred action for future contingencies
 - iv. Referral to the Academic and Professional Standards Committee
 - v. Referral to the Judicial Board on student conduct
 - vi. Other action as appropriate
- If a student commits a dishonorable action but makes a conscientious and voluntary effort to rectify the situation prior to any investigational procedures, SPEA may take the student's efforts into consideration.
- No details of the proceedings of SPEA will be included in the student's permanent record unless SPEA deliberations become part of the basis for subsequent action by the Office of Student Affairs or the Judicial Board on student conduct.
- Sanctions rendered against the subject student will be made on a case-by-case basis only after SPEA has investigated the case in question.
- A two-thirds majority vote will be required to determine the outcome of a particular student case brought to the SPEA members. If there is a tie then the President will be able to vote in order to resolve the tie.
- The accuser will remain anonymous as long as the case is being reviewed by the SPEA members. At the time that the complaint is brought forward by the accuser to SPEA, the SPEA member is responsible for telling the student that he/she will remain anonymous as long as the case is being reviewed by SPEA. If for any reason the case has to be sent to the Office of Student Affairs, then the anonymity of the accuser can and may be compromised in order to ensure full disclosure and to allow the Office of Student Affairs to question the accuser further if need be.
- An ethics complaint can be brought to the attention of SPEA members either via email or the referring party may choose to tell a SPEA member in person.

I. FACULTY/ STAFF ADVISOR

- The executive board must select the faculty advisor each year by a two-third majority vote.



- The advisor must sign the recognition application each year, whenever officer information changes, or when amendments are made to the constitution.
- An advisor may not vote in SPEA matters, hold office or unduly influence decisions of the student organization.



SPEA Mission and Objectives Statement

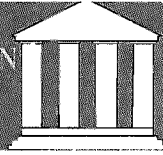
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- Collaborating with leadership of the dental profession to effectively advocate for our members
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We, the officers and faculty advisors of the _____ WVU School of Dentistry _____ chapter of the Student Professionalism and Ethics Association, agree to uphold the SPEA Mission and Objectives Statement.

Position	Name	Signature	Date
<u>President</u>	<u>Rawaa Haffar</u>	_____	_____
<u>Vice President</u>	<u>Jackie Johnson</u>	_____	_____
<u>Secretary/Treasurer</u>	<u>Austin Wright</u>	_____	_____
<u>Member-at-Large 1</u>	<u>Donovan Godwin</u>	_____	_____
<u>Member-at-Large 2</u>	<u>Chris Kurtz</u>	_____	_____
<u>Member-at-Large 3</u>	<u>Sam Kelch</u>	_____	_____
<u>Member-at-Large 4</u>	<u>Phi Hu</u>	_____	_____
<u>Member-at-Large 5</u>	<u>Dina Gaggi</u>	_____	_____
<u>Member-at-Large 6</u>	<u>Hom Motlagh</u>	_____	_____



SPEA Local Chapter Officers/Faculty Advisors

School Name: West Virginia University School of Dentistry

SPEA President: Rawaa Haffar rhaffar@mix.wvu.edu
(name) (email address)

SPEA Vice President: Jackie Johnson dentalgrrl@gmail.com
(name) (email address)

SPEA Secretary/Treasurer Austin Wright awrigh21@mix.wvu.edu
(name) (email address)

Member-at-Large 1: Donovan Godwin
(name) (email address)

Member-at-Large 2: Chris Kurtz
(name) (email address)

Member-at-Large 3: Sam Kelch
(name) (email address)

Member-at-Large 4: Phi Hu
(name) (email address)

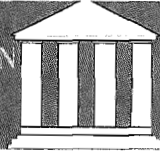
Member-at-Large 5: Dina Gaggi
(name) (email address)

Member-at-Large 6: Hom Motlagh
(name) (email address)

Faculty Advisor: Ashley Neuman anneuman@hsc.wvu.edu
(name) (email address)

Co-Advisor: Frank Mastalerz fmastalerz@hsc.wvu.edu
(name) (email address)

Co-Advisor: Robert Wanker rwanker@hsc.wvu.edu
(name) (email address)



Local Chapter Contact Update

Main Contact: Dr. Ashley Neuman

Mailing Address: 1 Medical Center Drive

Morgantown, WV 26506

Web site: <http://anneuman.wix.com/oralpathology>

Email Address: anneuman@hsc.wvu.edu

Phone Number: (304) 293-2841



Association Recognition

Please add our association as a recognized Local Chapter of SPEA, representing the school of _____ West Virginia School of Dentistry _____.

We have submitted:

- a list of our officers and faculty advisor(s)
- a confirmation of organization registration at our university
- a copy of our constitution & by-laws
- the SPEA Mission Statement signed by our officers and faculty advisors

We would like to receive the following additional items:

- National Chapter Contacts/Web-site Information
- SPEA Logo/Identity
- Activity Suggestions
- Resource List
- Ethics Case Studies

If your chapter would like to submit articles for publication on the SPEA Website, www.speadental.org, please contact our editor at speadental@gmail.com.

Please send the required items to your Regent

Regency 4:

Crystal Chopp – Indiana - crlpage@iupui.edu