

**The International
College of Dentists**

**Constitution
and Bylaws**

Canadian Section

2016



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CONSTITUTION

ARTICLE I: NAME OF ASSOCIATION

This Association shall be known as the Canadian Section or Section 2 of the International College of Dentists.

ARTICLE II: OBJECTIVES OF THE SECTION

Its objectives are:

1. To recognize conspicuous and meritorious service to the profession of dentistry, and to the community at large;
2. To cultivate and foster cordial relations among those engaged in the practice of the arts and sciences of dentistry and of medicine and collateral branches where dentistry is practiced throughout the world;
3. To cooperate with dentists and various organizations in the interest of progress in the arts and sciences of dentistry;
4. To unite outstanding members of the dental profession of Canada, for the purpose of fostering the growth and the diffusion of dental knowledge;
5. To establish and maintain a high standard of competency and character for practitioners of dentistry;
6. To uphold, assist and maintain a high standard in dental education and in regulating the practice of dentistry;
7. To foster and aid clinical practice of dentistry in hospital as well as civil practice, Armed Forces and other Government services;
8. To encourage and support projects of a humanitarian nature both in Canada and the rest of the world;
9. To perpetuate the history of dentistry and to raise and maintain high standards of ethics;
10. To foster measures for the prevention of disease resulting especially from dental disorders;
11. To encourage post graduate study in the field of oral health;
12. To maintain the dignity of the profession in its relationship with the patient, and attempt to secure a high appreciation of the aims of the dental profession;
13. To provide a method of granting Fellowships in this Association.

ARTICLE III: DISTRICTS

The Canadian Section of the International College of Dentists shall be composed of seven districts or geographical areas as follows;

- a. District #1: the province of British Columbia and the Yukon Territory.
- b. District #2: the province of Alberta and the Northwest Territories.
- c. District #3: the province of Saskatchewan.
- d. District #4: the province of Manitoba.
- e. District #5: the province of Ontario, including the sub-districts of the Golden Horseshoe (GTA), Southwestern Ontario (SWO) and Northern Ontario/Eastern Ontario (NO/EO).
- f. District #6: the province of Quebec and the Nunavut Territory.
- g. District #7: the provinces of New Brunswick, Newfoundland, Nova Scotia and Prince Edward Island.

ARTICLE IV: FELLOWS

There shall be four (4) categories of Fellows:

Section 1. Active Fellows

Fellows shall, at the time of their induction, be dentists engaged in active practice, teaching, administration or the Armed Forces.

Section 2. Master Fellows

Masters shall, at the time of their election, be Active Fellows or Life Fellows who have rendered conspicuous and outstanding service to the College.

Section 3. Honorary Fellows

Honorary Fellows shall be those who have rendered conspicuous service to dentistry, or closely related fields in the arts and sciences of dentistry or to the affairs of the College.

Section 4. Life Fellows

- a) A Fellow who is not licensed or registered on a provincial register and who has retired from active practice, teaching, administration or the Armed Forces and who otherwise meets the requirements of the Bylaws for Life Fellowship, including any approved prescribed age, may apply to the Section for Life Fellowship.
- b) A Fellow who has retired from active practice, teaching, administration or the Armed Forces, and who is required to be licensed or registered on a provincial register to act as a consultant or advisor to a federal, provincial, municipal or university agency, or engage in any phase of dental practice on a voluntary or humanitarian basis, without personal remuneration, and who otherwise meets the requirements of the Bylaws for Life Fellowship, including any prescribed age, may apply to the Section for Life Fellowship.

ARTICLE V: FINANCES AND MEMBERSHIP

Section 1. Fiscal Year

The fiscal year of the Section shall be the calendar year.

Section 2. Fellowship and Annual Dues

The fellowship and annual dues of the Section shall be determined by the Board of Regents at each annual meeting and shall be payable as specified in the Bylaws.

Section 3. Failure to pay Annual Dues

- a) A member shall be regarded as delinquent and not in good standing with the Section should he/she fail to pay the required annual dues within one hundred and eighty (180) days after the date on which such dues are payable. The said member shall automatically be dropped from the list of members, when this obligation is not met.
- b) The Executive Committee may grant an extension of time for the payment of dues by a member in those situations where a written request for an extension has been received by the Registrar within one hundred and eighty (180) days after the date on which the dues are payable and where, in the opinion of the Executive Committee, justifiable reasons are provided to support an extension.

Section 4. Termination of Membership

Upon termination of membership for any reason, excluding the death of the member, a written notice shall be forwarded to the former member requesting that he/she return to the Section the Certificate of Membership, the Key, and any other Section property belonging to the Section.

ARTICLE VI: ADMINISTRATION

Section 1. Officers

The elected officers of the Canadian Section of the College shall be a President-Elect, a Vice-President, a Registrar and two (2) International Councilors.

The appointed officers shall be a Deputy Registrar, a Treasurer, an Editor, a Student Awards Chair, and a Constitution and Bylaws Chair. The President and Immediate Past President shall assume positions as officers, and appointment to such positions shall be deemed to be automatic.

The Board of Regents may appoint a fellow to the ceremonial position of Honorary Registrar.

The term of office of all officers, excluding the two (2) International Councilors, shall be for one year, commencing from the conclusion of the annual meeting at which they were elected or appointed, to the conclusion of the annual meeting in the following year. The terms of the International Councilors shall be three (3) years from the annual meeting at which they were elected, renewable for a maximum of three (3) years, unless the individual is in line for an executive position on the International Council of the College. The term of the Treasurer shall be the fiscal year of the College.

Section 2. Board of Regents

The governing body of the Canadian Section shall be a Board of Regents which shall be composed of the officers enumerated in Section 1 of this Article and a Regent appointed from each of the seven (7) Districts. All Regents shall be an Active or Life Fellow and their term of office shall be for a maximum of two (2) terms of three (3) years.

Each District shall nominate one or more Deputy Regents who shall be appointed by the Board of Regents to assist the Regent from that District, and who shall attend the annual meeting of the Board of Regents. A District may request more than one Deputy Regent for their District by a motion to the Board of Regents. The majority of voting members of the Board of Regents must agree to the number

of Deputy Regents for a District. All Deputy Regents shall be an Active or Life Fellow and their term of office shall be for a maximum of two (2) terms of three (3) years.

The, President, the Immediate Past President, the President-Elect, a Vice-President, the Registrar, the Deputy Registrar, the Treasurer, the Editor, International Councilors and the Regents from each District shall be granted voting privileges at any meeting of the Board. In case where a Regent from any District is unable to attend a meeting of the Board, the Deputy Regent from the District, or in the case of District 5, one of the Deputy Regents from that District shall be granted voting privileges for the District.

Section 3. Committees

The Committees of the Section shall be:

- a) Executive
- b) Credentials
- c) Nominations
- d) Student Awards
- e) Constitution and Bylaws

Section 4. Quorum

The quorum for any meeting of the Board of Regents or committee of the Section shall be a simple majority of those members in attendance.

ARTICLE VII: ANNUAL BUSINESS MEETING AND CONVOCATION

There shall be an annual Convocation and Business Meeting of the Section at the time and place designated by the Board of Regents, notice of which shall be in writing; by electronic methods or printed notice at least thirty (30) days prior to the meeting.

ARTICLE VIII: RIGHTS OF FELLOWS

Section 1. The Fellows of the Section acquire no property in the effects of the Section, which are declared to be vested in the Section as such.

Section 2. Members of the Section are authorized to use the letters signifying their degree of fellowship as conferred by the International College of Dentists, in accordance with the applicable provincial regulatory authority.

Section 3. Any former member whose name has been dropped from membership in the Section as set forth in Article V of this Constitution may make application for reinstatement at any time within six (6) months following the date of termination of membership by making application to the Registrar, the application being accompanied by delinquent and current dues. Any such application is subject to review and approval of reinstatement by the Board of Regents.

Section 4. Any Fellow of the Section may be censured, suspended or expelled from the College for misconduct in his/her professional relations.

Section 5. It shall be deemed improper and cause for censure and suspension or

expulsion from the Section for a Fellow to use the letters signifying his degree of Fellowship in the International College of Dentists in conjunction with his name, for commercial or other purpose not included in Article VIII, Section 2 of this Constitution.

ARTICLE IX: AMENDMENT

This Constitution may be amended by a two-thirds vote of the members of the Board of Regents present at an annual meeting, provided the recommended amendments are supported by four (4) Fellows and have been sent electronically or by posted mail by the Registrar to each member of the Board of Regents at least thirty (30) days prior to the annual meeting.

BYLAWS

BYLAW 1: ELIGIBILITY FOR FELLOWSHIP

Section 1. Qualifications

- a) The candidate for the degree of Fellow, Canadian Section of the International College of Dentists as defined in Article IV, Section 1, of the Constitution shall be a member in good standing with the applicable provincial regulatory and member service organization.
- b) The candidate shall have graduated a minimum of five (5) years prior to the time of being proposed and shall be at least thirty (30) years of age.
- c) The candidate, shall be engaged in active clinical practice; a member of the Royal Canadian Dental Corps; or in dental teaching, research or administration.
- d) The candidate shall be recognized for exemplary professional conduct and excellence in the area of his or her professional focus - clinical, research, teaching or administration.
- e) The candidate shall be recognized for contributions to organized dentistry, voluntary work or community activities.

Section 2. Proposal Procedure

- a) A Fellow may propose or second a proposal for any member of any District for Fellowship in the Section, whom he/she feels fulfills the terms as set forth in Section 1 of these Bylaws.
- b) A Fellow proposing a candidate for Fellowship shall confidentially obtain the information required of such a candidate as contained in the official preliminary application form.
- c) All proposals for Fellowship are required to have one (1) proposer, and one (1) seconder.
- d) Completed proposals shall be forwarded to the Regent of the District to be checked and forwarded to the Registrar, who will conduct an opinion poll on the candidates in each District.
- e) The proposer and seconder for each successful candidate are expected to be present at the reception and induction to introduce the candidate to the other Fellows.

BYLAW 2: CATEGORIES AND PRIVILEGES OF FELLOWSHIP

Section 1. Active Fellows

- a) Active Fellows are those Fellows who are licensed or registered on their provincial registers and/or who do not qualify for any other category of Fellowship.
- b) Active Fellows may propose and second candidates for Fellowship.
- c) Active Fellows shall pay annual dues as determined by the Board of Regents.

Section 2. Master Fellows

- a) Masters shall be those Fellows who, on account of personal character, service to the International College, position of honor, eminence in practice or in dental research, or other notable attainment in the arts and science of dentistry, are recommended to the Board of the Section for special and well-earned distinction.
- b) Election to the Degree of Master shall be by secret ballot of the Board of Regents and the candidate must have a two-thirds majority of the votes cast in order to attain the status of Master.
- c) The conferring of the category of Master to any Fellow requires the prior approval of the International College.
- d) Master Fellows are exempt from all dues and assessments but may contribute to any humanitarian project of the College.
- e) Master Fellowship may be bestowed on any Fellow who is in good standing with the College.
- f) Master Fellows shall have all the rights and privileges of Active Fellows.

Section 3. Life Fellows

- a) A Fellow who is not licensed or registered on the Provincial register and who has fully retired from practice, teaching, administration or the Armed Forces, may apply to the College for Life Fellow status.
- b) A Fellow in good standing is eligible for Life Fellow status after a minimum ten (10) years service as an Active Fellow.
- c) A Fellow who is licensed or registered on a Provincial register as a requirement to act as a consultant or advisor to a federal, provincial, municipal or university agency, or engage in any phase of dental practice on a voluntary or humanitarian basis, without personal remuneration, may apply to the Section for Life Fellowship.
- d) A Fellow in good standing after twenty (20) years, and having reached the age of seventy-five (75) years, shall be granted Life Fellowship.
- e) A Life Fellow shall have all the privileges of an Active Fellow and shall be exempt from all dues and assessments, but may contribute to any humanitarian project of the College.

Section 4. Honorary Fellowship

- a) An Honorary Fellowship may be conferred upon an individual who has rendered conspicuous service to the science of dentistry or the promotion of the dental profession or to the affairs of the College.
- b) Honorary Fellows shall be elected by the Board of Regents by receiving nine-tenths majority of the votes cast.
- c) Honorary Members are exempt from all dues and assessments.
- d) Honorary Members may be granted such privileges as decided on by the Board of Regents but such privileges shall not include the right to vote, hold office, move or second any motion or propose any individual for Fellowship in the Section.

Section 5. Transfer of Membership

- a) If a Fellow in good standing moves from one District to another District, upon his/her notification, or that of the Regent of either District, his/her membership shall be transferred when he/she relocates.
- b) Following such relocation and transfer of membership of such a Fellow, that Fellow shall be a member of the District where he/she is now located and shall be encouraged to participate in the membership of that District.

Section 6. Annual Meeting

Fellows are encouraged to attend and participate in the Annual Meeting of the Board of Regents, excluding those portions which are deemed to be confidential in nature. Only members of the Board of Regents have a vote, or may move or second a motion at such meetings.

BYLAW 3: NOMINATION AND ELECTION TO FELLOWSHIP

- a) Candidacy for Fellowship in the Section will be by invitation only.
- b) The sponsor will not in any manner inform the proposed candidate of the action being taken. He or she will submit the name of the proposed candidate stating the candidate's qualifications and all relevant details upon the current application form, sign it as sponsor and have it seconded by another Fellow and forward it to the Regent of the proposed candidate's District for approval. When all the nomination applications have been received by the Regent, the Regent will, by the deadline, forward the same to the Registrar who will arrange an opinion poll to be taken in each District. The Registrar will then prepare a list of all names so submitted for consideration by the Credentials Committee of the Board of Regents. The Board will approve acceptable candidates from this list.
- c) Following the Board meeting, the Registrar will write to each of the selected candidates stating, "In recognition of your achievements in dentistry and the contribution you have made to the arts and sciences of dentistry, you are invited to become a Fellow of the International College of Dentists." The Registrar will inform the candidate who his or her sponsors are and will supply the candidate with a biography form. If the reaction of the candidate is favorable he or she will fill in the application form, affix the induction fee and forward it to the Registrar no later than the time specified to the candidate by the Registrar.
- d) ICD Fellowship will be conferred by the President or Installing Officer at the next annual convocation of the Section. If unavoidable circumstances make it impossible for the candidate to attend, at the request of the candidate, his/her induction may be deferred at the discretion of the Registrar.
- e) In those situations where a proposed candidate was not approved by the Credentials Committee of the Board of Regents, for reasons of objections, the Registrar shall, following the Board meeting, write to the sponsors of that proposed candidate informing them that the candidate was not accepted to be issued an invitation for induction into the International College of Dentists, provide the sponsors information as to the reason approval was not given, and indicate to the sponsors that there is a five-year interval prior to the candidate becoming eligible for proposal again.
- f) Should a proposed candidate not be approved by the Credentials Committee of the

Board of Regents, and a further proposal be received for that candidate within a five year period from sponsors other than those who previously submitted a proposal, the Registrar shall inform the new sponsors that the proposed candidate is not eligible to be considered at that time.

BYLAW 4: INDUCTION CEREMONY

The induction Ceremony will utilize the following format:

A candidate, chosen by the President, will mount the platform and face the President. This candidate will represent the class. The members of the class shall be asked to stand to signify their acceptance of the oath. The President shall recite the following:

"Being admitted into the Fellowship of a professional organization of distinction is one of the most significant experiences of a person's vocational career. In the profession of dentistry, such reception signifies that through devoted service and high ethical standards, he/she is being honored by that profession. In 1928 the International College of Dentists was created for these purposes:

- To recognize ability;
- To promote ethical practice; and
- To honor meritorious service.

"In order that you may have a deeper appreciation of the honor now being conferred upon you and in order that we all may grasp more fully the aims, objectives and purposes of the International College of Dentists, I would like to direct your attention to the Bylaws which clearly set forth that the organization's specific purpose is: the recognition of conspicuous and meritorious service within the profession of dentistry; the promotion of cordial relations among the practitioners of the healing arts including medicine and collateral branches; cooperation with members of various organizations interested in the progress of dentistry; to endeavor to unite all recognized and well qualified members of the dental profession of the world by promoting the growth and diffusion of dental knowledge; to recognize established impressive competency and character; to uphold, assist and maintain a high standard in dental education and practice regulations; to foster measures for the prevention of disease attributable to dental disorders; and better understanding of the aims of the profession. Then, may I remind you of the Fellowship pledge by which you are bound to live in strict accordance with the ideals, rules and regulations of the College, and at all times adhere to the principles of the 'Golden Rule' in your relations with your patients and colleagues. This occasion marks the arrival of a time in you life when recognition of your work and accomplishments is due. Your qualifications have been examined by the Credentials Committee and you have met all the requirements for membership. And may I admonish you that this occasion does not mark you as having fulfilled your professional achievement. As in all other associations, you will receive in proportion to what you give.

"Now by the authority vested in me as President of the International College of Dentists, Canadian Section, it gives me great pleasure and distinct honor to confer upon you Fellowship in the College. I extend to you the right hand of Fellowship which is an ancient and honorable sign of friendship, and thus extend to you the rights and privileges of this College, wishing you continued health and success in your professional career. We shall work together for the common purpose of alleviating human suffering."

(The President will then place the College Ribbon and Key around the neck of the candidate, stating,) "Congratulations." The President-Elect will present College Certificate.

BYLAW 5: NOMINATION AND ELECTION OF OFFICERS

- a) The officers and elected members of the Board of Regents shall be nominated by a Nominations Committee of three (3) members, the President, Immediate Past President and the President-Elect. The Chair of the Nomination Committee shall be the President-Elect.
- b) The appointed officers (Deputy Registrar, Honorary Registrar, Treasurer, Editor, Student Awards Chair and Constitution and Bylaws Chair) shall be recommended by the Nominations Committee and approved by the Board of Regents.
- c) The Board of Regents ceremonial office of Honorary Registrar may be conferred upon an individual who has rendered conspicuous service to the affairs of the College.
- d) Appointment to the office of Honorary Registrar shall be by recommendation of the Nominations Committee and unanimous approval of the Board of Regents.
- e) With the exception of the Honorary Registrar, Treasurer and International Councilors, all elected and appointed officers shall hold office until the next annual meeting or until their successors are duly elected or appointed and installed. The term of office for the Honorary Registrar shall be determined by the Board of Regents, the term of office for the Treasurer shall be the fiscal year, and the term of office for the International Councilors shall be three (3) years in length until their successors are elected as provided by the Constitution.

BYLAW 6: DUTIES OF OFFICERS, REGENTS, EXECUTIVE COMMITTEE & CHAIRPERSONS OF COMMITTEES

Section 1. President

- a) Preside at all meetings of the Section, Board of Regents and Executive Committee.
- b) Appoint the Chair and members of all committees, subject to approval of the Board of Regents, except as may be otherwise specifically provided in these Bylaws.
- c) Serve ex-officio, as a member of all committees of the Section.
- d) Preside at the Induction Ceremony for New Fellows.
- e) Perform such other functions as usually devolve upon the President of an organization and as are prescribed by the Bylaws or action of the Board of Regents or Executive Committee.

Section 2. Past President

- a) Serve on the Nominations and Credentials Committee.
- b) Assist the President as required.

Section 3. President-Elect

- a) Assist the President as required.
- b) Fill the office of President in the event of a vacancy in that office; otherwise to succeed to the office of President at the next annual meeting of the Section following his/her election as President-Elect.
- c) Serve on the Nominations Committee.

Section 4. Vice-President

- a) Assist the President as required.
- b) Fill the office of President-Elect in the event of a vacancy in that office.

Section 5. International Councilors

- a) Represent the Section at the annual meeting of the International College.
- b) Present the views and represent the interests of the Section to the International College.
- c) Perform those duties required as a member of the International College, including serving on any committees to which they are appointed.
- d) Provide an annual report to the Board of Regents on all activities of the International College.
- e) Attend the annual Section meetings.
- f) Participate in all Board of Regents sessions as provided by the Constitution.

Section 6. Registrar

- a) Under the direction of the Board of Regents, supervise and discharge the activities and business of the Board of Regents, sign with the President all certificates and official documents, conduct the correspondence of the Section and of the College, notify the members of the Board of Regents of all meetings of the Board, prepare an annual report, coordinate and carry out all activities related to the proposing and induction of new Fellows, and perform such other duties as may be assigned to him/her by these Bylaws or by the Board of Regents..
- b) Shall receive an honorarium, the amount of which shall be established on an annual basis by the Board of Regents.
- c) Upon vacating said office, shall deliver to his/her successor, all papers, books, records and other property belonging to the Section that may be in his/her possession or for which he/she is responsible.

Section 7. Deputy Registrar

- a) The Board shall appoint a member of the College as Deputy Registrar. It shall be the duty of this appointed member to acquaint himself/herself with the details of conducting the affairs of the College, and to maintain a history of the activities of the Section.

- b) In the event of permanent disability, withdrawal, removal or demise of the Registrar, the Deputy Registrar may assume the duties of the Registrar, with the approval of the Board of Regents, until the next annual election.

Section 8. Honorary Registrar

- a) The Board may appoint a member of the College to the ceremonial position of Honorary Registrar.
- b) The Honorary Registrar shall be granted such privileges as a Master Fellow. Additional privileges shall be decided on by the Board of Regents but such privileges shall not include the right to vote.

Section 9. Treasurer

- a) Shall with the Registrar receive funds of the Section and deposit the same in a chartered bank.
- b) Shall ensure that all duly authorized accounts of the Section are paid and also ensure that all cheques written on the account bear the signature of the Treasurer or Registrar.
- c) Submit a financial statement to the annual meeting, or an interim statement upon the request of the Executive Committee.
- d) Prepare an annual budget.
- e) Shall receive an honorarium, the amount of which shall be established on an annual basis by the Board of Regents.

Section 10. Editor

- a) Shall be appointed by the Board of Regents and shall, under its direction, supervise the official publication of the Section. The Editor shall gather items of interest concerning Fellows' activities from the Regent in each District and include these, and any other items of interest concerning the Section, in the annual Newsletter.
- b) Shall receive an honorarium, the amount of which shall be established on an annual basis by the Board of Regents.

Section 11. Regents

- a) Attend and participate in all meetings of the Board of Regents.
- b) Be familiar with the Constitution and Bylaws of the Canadian Section.
- c) Administer the business of the Section in his/her District, with the assistance of the Deputy Regent or Deputy Regents duly nominated by the District for appointment by the Board of Regents.
- d) If an opportunity presents, such as at a provincial or regional convention, shall organize an annual District get-together such as a luncheon or dinner for the Fellows in his/her District, on years when the annual meeting and convocation of the Canadian Section are not held in that District.
- e) Receive all proposals for new members, check the same and if in order forward promptly to the Registrar.

- f) Keep him or herself apprised of the condition of the Fellows of the District, and report any deaths, serious illnesses, honors or promotions to the Registrar as soon as possible.
- g) Keep in consultation with the Fellows in the District to encourage proposals for people active in both the profession and their community, who are deserving of the honor of being admitted to Fellowship in the International College of Dentists.
- h) Prepare a summary and submit to the Editor by the deadline date the activities and status of the Fellows in his/her District for publication in an annual newsletter.
- i) When asked, assist the Registrar in collecting dues from delinquent Fellows.
- j) Shall establish and approve the geographical boundaries of the three sub-districts of District 5, namely the Golden Horseshoe sub-district, the Southwestern Ontario sub-district, and the Northern Ontario/Eastern Ontario sub-district, as provided for in the Constitution, and further approve the nomination of the Regent and the two Deputy Regents appointed by District 5 in accordance with the geographical boundaries.

Section 12. Deputy Regents

- a) Attend and participate in all meetings of the Board of Regents.
- b) Assist the Regent with the business of the Section in the District, such as organizing District Functions, establishing an effective communication system with all the Fellows in the District through written, or electronic or wireless means, and passing on to the Regent any information on the condition of Fellows in the District and information for the newsletter.
- c) When asked, assist the Registrar in collecting dues from delinquent Fellows.
- d) Prepare him or herself to be elected Regent at the expiration of the Regent's term of office.

Section 13. Executive Committee

- a) Shall consist of the President, Immediate Past President, President-Elect, Vice-President, Registrar, Deputy Registrar, Treasurer, Editor and International Councilors.
- b) Shall have charge of the properties and expenditure of funds of the Section, subject to the approval of the Board of Regents. It shall decide on all matters that may arise from time to time, making a complete report thereof to the Board of Regents by mail or at the annual meeting and perform such other duties as may be prescribed by these Bylaws and the Board of Regents.

Section 14. Student Awards Committee

- a) Shall consist of a Chair as appointed by the Board of Regents, with power to add.
- b) Shall receive the names of students selected by several faculties, forward the cheques received from the Treasurer to the various bursaries and send lists to the Registrar who will arrange certificates be forwarded to the recipients.

Section 15. Credentials Committee

- a) Shall consist of the Immediate Past President, who shall act as the Chairman, and four (4) other Past Presidents, representing diverse geographic areas of the Section, all of whom shall be appointed by the President.
- b) Shall review and provide recommendations to the Board of Regents on the candidates proposed for Fellowship, with consideration being given to the opinion poll on the candidates as undertaken by the Registrar.
- c) Shall provide recommendations to the Board of Regents on those Fellows applying for Life Fellowship.

Section 16. Constitution and Bylaws Committee

- a) Shall consist of a Chair as appointed by the Board of Regents, with power to add.
- b) Shall keep all matters pertaining to the Constitution and Bylaws under review and make appropriate recommendations to the Board of Regents.

BYLAW 7: BOARD OF REGENTS

Section 1.

- a) Shall manage and exercise executive supervision of the affairs of the Section. It shall have the powers to establish such rules as it deems expedient, touching the governance of the Section, the property and the objectives of the Section. It shall be constituted as a Committee on Admissions and Grievances with the power to censure, suspend and expel officers and members for cause in the manner provided in the By-laws.
- b) A majority of the Board of Regents shall have power to elect the officers of the Section, fill vacancies on the Board and in any office except as otherwise provided in these Bylaws.
- c) Newly elected officers, members of the Board of Regents and committees, unless otherwise provided for in the Bylaws shall assume their respective offices at the close of the annual meeting.

Section 2.

Shall meet in executive session annually, at the time and place of the annual meeting of the Section. Special meetings may be called by the President or the Registrar or on request made to the Registrar in writing and signed by five (5) members of the Board of Regents, or on request made to the Registrar in writing and signed by thirty (30) members of the Section.

Section 3.

With the advice and consent of the Board of Regents, the President shall appoint all committees necessary to conduct and discharge the business of the Section.

Section 4.

Shall hold its meetings, other than the Executive session provided in Section 2 of this Section, at such time and place(s,) as it may from time to time determine.

Section 5.

A majority of the Board shall constitute a quorum for the transaction of business.

Section 6.

Minutes shall be kept by the Registrar of the meetings of the Board of Regents and same shall be read at the next succeeding annual meeting of the Section or of the Board of Regents for its ratification.

Section 7.

The President of the Section shall preside as Chairman of meetings of the Board of Regents. In the absence of the President, President-Elect and Vice-President, there shall be chosen a Chairman from the Board of Regents by a majority thereof.

Section 8.

Shall have power, from time to time, to establish rules for the proper conduct of the affairs of the Section consistent with the Constitution, Bylaws or Policies.

BYLAW 8: FELLOWSHIP FEE AND ANNUAL DUES

Section 1. Fellowship Fee

The initial Fellowship fee is payable on acceptance of the invitation for Fellowship.

Section 2. Annual Dues

Annual dues shall be payable within thirty (30) days following notification being received.

BYLAW 9: CERTIFICATE, KEY AND COLORS OF THE COLLEGE

Section 1.

Each new Fellow of the Section shall receive the Official Certificate and Key. The Certificate shall be suitably framed or plaqued and, with the Key, shall be presented during the induction ceremony conducted at the time and place of the annual meeting of the Section. Presentation exceptions may be authorized by the Board of Regents. Such presentation will be made at a time and place designated by the Board of Regents.

Section 2.

The Key and Certificate of the College shall be the permanent property of the College and shall be decreed held in trust by the members and they shall be returned to the Registrar of the Canadian Section of the International College of Dentists upon termination of membership in the College for any just cause.

Section 3.

The colors of the College shall be gold and dark green.

BYLAW 10: DEATH OF A FELLOW

The death of a Fellow shall be recorded on the Register of Fellows and the name thus recorded shall be announced at the next annual meeting of the Section.

BYLAW 11: RESIGNATIONS

A Fellow may resign at any time upon the return to the Registrar of all properties of the Section in his/her hands.

BYLAW 12: GRIEVANCES AND DISCIPLINE

Section 1.

The Board of Regents shall have the duty, with or without formal complaint, to investigate in a summary and informal manner any professional misconduct or conduct discreditable to the dignity and honor of the College or seditious of the statutes thereof or of this Constitution and Bylaws or which does anything to the damage or detriment of the College. The Board shall cause a formal hearing to be held after reasonable notice as to the time and place thereof to be served on such member either personally or by registered mail to such member's last known business or residence address. Such notice of hearing shall contain in brief form the specific act or acts of misconduct with which such member is charged. The Board of Regents shall thereupon proceed to hear and determine the matter and if a majority of the Board finds that such member is guilty of misconduct, it may adjudge that such member be censured or suspended or expelled from the Section and the judgment, in writing, shall be presented and announced by the President at the next annual meeting and reported to the International College headquarters.

Section 2.

The Board of Regents shall have the power to execute appropriately the method of discipline determined upon.

Section 3.

The Board of Regents shall have the power to summon witnesses and if members of the Section neglect or refuse to appear, such neglect or refusal may be treated as misconduct. The witnesses shall vouch on their honor to testify truthfully.

Section 4.

A copy of the finding and decision of the Board of Regents shall be served upon such member personally or sent by registered mail to such member's last know business or residence address.

Section 5.

The final action of the Board of Regents shall be entered in the Section's records.

BYLAW 13: ORDER OF BUSINESS

Section 1.

At the annual meeting the Board of Regents the order of business shall be as follows:

1. Reading of Minutes of preceding meetings.
2. Issues arising from Reports of Regents and Elected Officers.
3. Issues arising from Reports of Committees.
4. Election of Officers.
5. New Business.

BYLAW 14: AMENDMENTS

These Bylaws may be amended by a two-thirds vote of the members of the Board of Regents present at an annual meeting, provided the recommended amendments are supported by four (4) Fellows and have been sent electronically or by posted mail by the Registrar to each member of the Board of Regents at least thirty (30) days prior to the annual meeting.