

PIERRE FAUCHARD ACADEMY CONSTITUTION & BYLAWS

CHAPTER I-NAME

The name of this organization shall be the Pierre Fauchard Academy, an international dental honor society, hereinafter referred to as "Academy."

CHAPTER II - PURPOSE

The purpose of the Academy as an honor society shall be the elevation of dentistry to the highest degree of professionalism attainable as made manifest by the practice of integrity and ethics. The Academy shall position itself to accomplish this by publicly honoring in significant and noteworthy manner, those practitioners who exemplify these ideals. The Academy shall further expand the accomplishment of the above stated purpose by creating a fellowship that in itself becomes an honor to be so selected. The selection of fellows commensurate with the honor-fellowship ideal shall be the practice of all sections. It is through this purpose in deed and action that the causes, aims and objectives of the Academy for the benefit of dentistry and the society which it serves will be achieved.

CHAPTER III - OBJECTIVES

The objectives of this Academy, an Academy of service to the dental profession through promotion of the art and science of dentistry throughout the world, are as follows:

- Section 1** To elevate the character, education and professional ability of dentists by making available to them a body of dental literature that presents the developments and innovations of dentistry.
- Section 2** To encourage practitioners to contribute to professional literature and share their knowledge with the fellow practitioners.
- Section 3** To recognize, through annual awards, outstanding contributions to the art and science of dentistry and service to the profession.
- Section 4** To encourage personal contacts between leaders in the profession and those who seek advice on technical, scientific or economic subjects.
- Section 5** To encourage dental students and foster the advancement of their scientific and professional standards; and promote continuing education for all members of the profession.
- Section 6** To encourage improvement of the oral health of the public through prevention, intervention and restoration.

- Section 7** To encourage fellowship among the fellows of the Academy and to emphasize understanding of our professional responsibility to the public.
- Section 8** To recognize conspicuous and meritorious service to the profession and/or the community by granting fellowship in the Academy
- Section 9** To promote and foster the history of dentistry through its museums and exhibits.

CHAPTER IV - FELLOWSHIP

Section 1 **Classification:** The Fellows of the Academy shall be classified as active, honorary, life and associate.

Section 2 **Qualifications:**

A. Active Fellow:

A candidate for Active Fellowship in this Academy shall be an ethical dentist and shall have rendered outstanding contributions and service to the advancement of the art and science of dentistry and to society. The candidate in the United States or its territories shall be a member in good standing of the American Dental Association. The candidate shall strictly observe the ethical principles of his or her national dental association or its equivalent. Fellowship shall be by invitation only. A candidate shall have graduated from an accredited dental school no less than five (5) years prior to the time of invitation. The candidate shall first be approved by the chair of the section in which the candidate holds membership in his national dental association. The candidate shall complete the nomination form provided by the Secretary General. A section's own fellowship nomination and screening committee may be used. The candidate shall adhere to the Academy's purpose of encouraging all Fellows to take part in contributing to the improvement of the dental profession. The accepted candidate shall receive a fellowship card, a lapel pin and a certificate of fellowship. The candidate shall adhere strictly to the principles of ethics of his or her national dental organization, in accordance with Chapter XVI of these Bylaws. In the event a candidate resides in an area not geographically defined as a section, that candidate shall be assigned to an appropriate section by the Board of Trustees.

B. Honorary Fellow

A candidate for an Honorary Fellowship in this Academy shall be an individual who has made a valuable contribution to the advancement of the art and science of dentistry or to the Academy. Upon nomination by the Awards Committee of the Academy, honorary fellowship may be bestowed upon an individual with the approval of the Board of

Trustees. Such nomination shall be at least sixty (60) days before the annual or any special meeting. A two-thirds vote of the Board of Trustees shall be required for election as an Honorary Fellow. All recipients of the Pierre Fauchard Gold Medal and the Elmer S. Best Memorial Award shall automatically be deemed Honorary Fellows.

C. Life Fellow

1. A Fellow who has paid dues and held active fellowship in the Pierre Fauchard Academy for a minimum of ten (10) consecutive years and is not earning a substantive income in the dental profession may make a written request to the Board of Trustees to become a Life Fellow. Life Fellows shall have all the privileges of Active Fellows. Payment of dues is not required.
2. Any Fellow who has paid dues and held active fellowship in the Pierre Fauchard Academy for a minimum of ten (10) consecutive years and is not earning any income in any capacity in dentistry and has reached the age of sixty-five (65), may present a written request to the secretary-general and become a Life Fellow with a 2/3 vote from the Board of Trustees. Payment of dues is not required.

D. Associate Fellow

Any individual who has made valuable contributions to the Academy may be elected as an Associate Fellow by a two-thirds (2/3) vote of the Board of Trustees. Nominations for Associate Fellowship shall be made to the Awards Committee for its recommendation to the Board of Trustees. Recipients shall receive a certificate and the Pierre Fauchard Academy lapel pin. Payment of dues is not required.

Section 3 Voting Rights: Fellows shall have no right to vote, except when serving as a member of the Board of Trustees.

Section 4 Censure, Suspension and Expulsion: The Board of Trustees may censure, suspend or expel a Fellow for cause after an appropriate hearing or opportunity to be heard, conducted in accordance with procedures adopted by the Board of Trustees. The Board of Trustees may terminate the membership of any Fellow who fails to pay dues owed or who becomes ineligible for membership.

CHAPTER V - DUES, FEES AND ASSESSMENTS

Section 1 Active Fellows: The dues of the Academy for Active Fellows shall be established annually by the Board of Trustees.

Section 2 Honorary Fellows: Honorary Fellows shall be exempt from payment of dues and assessments. Honorary Fellows shall be assessed administrative charges as determined by the Board of Trustees.

- Section 3 Life Fellows:** Life Fellows shall be exempt from the payment of dues, but shall be assessed administrative charges as determined by the Board of Trustees.
- Section 4 Associate Fellows:** Associate Fellows shall be exempt from payment of dues and assessments
- Section 5 Assessments:** Special assessments may be levied by a two-thirds vote of the Board of Trustees and additional dues may be assessed by sections upon approval of the Board of Trustees.
- Section 6 Initiation Fee:** An initiation fee shall be charged to new Fellows. The amount shall be established by the Board of Trustees.

CHAPTER VI – ORGANIZATION

- Section 1 Incorporation:** This Academy is a non-profit corporation originally organized under the laws of the State of Minnesota on July 5, 1940. On August 1, 1995, the Academy was incorporated under the laws of the State of Illinois. Should the corporation be dissolved at any time, no part of its funds or property shall be distributed to the Fellows. After payment of all indebtedness of the corporation, its surplus funds and properties shall be distributed to one or more scientific or philanthropic organizations, business leagues or professional societies exempt from federal taxes under Section 501 (c) of the Internal Revenue Code, in a manner to be determined by the Board of Trustees.
- Section 2 Regions:** The Academy shall be organized worldwide into ten (10) regions to facilitate administration and to more effectively promote the aims and objectives of the Academy, with each region represented on the Board of Trustees by an elected trustee. Each region shall be composed of geographically defined sections and shall consist of the Fellows residing within its sections. The ten regions of the Academy are:
1. Europe
 2. United States, northeast
 3. United States, southeast
 4. United States, mid-west
 5. United States, west
 6. Canada
 7. Latin America
 8. Australasia
 9. Asia
 10. United States, central

Section 3 International Region: The Academy shall also have an international region with no geographically designated boundaries and with no representation on the Board of Trustees. The international region shall include those sections that are not geographically close to one of the ten recognized regions, or that may choose, with the approval of the Board of Trustees, to be excluded from the ten recognized regions.

Section 4 Sections: Each region shall be divided into sections. A section may be a country, state or province, or a group of countries, states or provinces. Each section shall have a section chair. Sections approved by the Board of Trustees shall consist of Fellows residing in geographically grouped areas. Each Fellow of the Academy shall be a member of the region, and section in which he or she resides or practices. Each section shall be a self-governing body within the framework of the Academy. The section's bylaws must not be in conflict with the Bylaws of the Academy. The Board of Trustees shall approve all amendments to the Bylaws of any section. Each section shall have proper rules of conduct. Such rules shall conform to the objectives of the Academy and shall be subject to confirmation by the Board of Trustees. Fellows who do not reside in a recognized section of one of the ten regions of the Academy shall be assigned to a region that is geographically suitable

Section 5 Region Composition: The Regions are composed of the following sections:

Region 1. The European region shall include the sections of Austria, Belgium, Bulgaria, Denmark, Egypt, Finland, France, Germany, Greece, Hungary, Iran, Israel, Italy, Libya, Monaco, Morocco, Norway, Poland, Russia, Spain, Sweden, Switzerland, United Kingdom and Yugoslavia.

Region 2. The United States northeastern region shall include the sections of Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont and the District of Columbia.

Region 3. The United States southeastern region shall include the sections of Alabama, Florida, Georgia, Louisiana, Mississippi, North Carolina, Puerto Rico, South Carolina, Tennessee, Virginia, West Virginia and the American Virgin Islands.

Region 4. The United States mid-western region shall include the sections of Illinois, Indiana, Kentucky, Michigan, Ohio, U.S. Military, Public Health Service, Veterans Administration and Wisconsin.

Region 5. The United States western region shall include the sections of Alaska, Arizona, Hawaii, Idaho, Montana, Nevada, Northern California, Oregon, Southern California, Utah, U.S. Pacific Islands, Washington and Wyoming.

Region 6. The Canadian region shall include the sections in Canada.

Region 7. The Latin American region shall include the sections of Argentina, Brazil, Chile, Costa Rica, Cuba, Dominican Republic, El Salvador, Ecuador, Guatemala, Honduras, Mexico, Panama, Paraguay, Peru, Uruguay and Venezuela.

Region 8. The Australasian region shall include the sections of Australasian which includes the countries of Australia and New Zealand.

Region 9. The Asian region shall include the sections Hong Kong, India, Japan, Korea, Malaysia, Pakistan, Philippines, Singapore, Sri Lanka and Thailand.

Region 10. The United States central region shall include the sections of Arkansas, Colorado, Iowa, Kansas, Minnesota, Missouri, Nebraska, New Mexico, North Dakota, Oklahoma, South Dakota and Texas.

CHAPTER VII - OFFICERS AND TRUSTEES

Section 1 **Officers:** The elective officers of the Academy shall be the President, President-Elect, Vice-President and Immediate Past President and these officers shall also serve as voting members of the Board of Trustees. The Board of Trustees of the Academy shall also appoint a Secretary-General, who shall serve as the chief staff officer of the Academy, and an Editor, both of whom shall serve on the Board of Trustees without the right to vote.

Section 2 **Officer Tenure:** The term of office of the elective officers of the Academy shall be one (1) year or until a successor is qualified and elected. The term of office of the Secretary-General and the Editor shall be one year or until a successor is qualified and elected

Section 3 **Trustees:** There shall be ten (10) elected Trustees of the Academy, each representing one of the ten (10) regions.

Section 4 **Trustee Tenure:** The term of office for a Trustee shall be three (3) years or until a successor is qualified and elected.

Section 5 **Duties of Officers:**

A. President: The duties of the President shall be as follows:

1. To preside at all meetings of the Academy.
2. To call a special meeting of the Board of Trustees as defined in Chapter IX, Section 5 of these Bylaws.
3. To serve as Chair of the Management Team
4. To serve as a member of the Nominating Committee
5. To sign, with the Secretary-General, all certificates and office documents. The signature of the resident shall be on all Certificates of Fellowship.

- 6.. To appoint the chair and members of all committees authorized in these Bylaws, with the approval of the Board of Trustees, who will serve for a term of one (1) year, except as otherwise provided in the Bylaws.
7. To serve as an ex-officio member of each committee without a vote.
8. To perform such other duties as may be provided by these Bylaws or assigned by the Board of Trustees.
9. To serve as an ex-officio member of the Foundation of the Pierre Fauchard Academy Board of Trustees.

B. President-Elect: The duties of the President-Elect shall be as follows:

1. To preside at all meetings of the Board of Trustees in the absence of the President.
2. To serve as a member of the Management Team
3. To serve as the chairperson of the Budget and Finance Committee.
4. To serve as a member of the Nominating Committee
5. To assist the President as requested.
6. To advance automatically to the office of President at the next annual meeting of the Academy.
7. To serve as acting President if for any reason the president is unable to fulfill the duties of the office.
8. To serve as an ex-officio member of the Foundation of the Pierre Fauchard Academy Board of Trustees.

C. Vice-President: The duties of the Vice-President shall be as follows:

1. To assist the President and the President-Elect as requested.
2. To serve as parliamentarian for all meetings of the Academy and the Board of Trustees.
3. To serve as a member of the Management Team
4. To serve as Chair of the Awards Committee
5. To serve as member of the Budget and Finance Committee.
6. To serve as President-Elect if, for any reason, the President-Elect is unable to fulfill the duties of the office.

D. Immediate Past President: The duties of the Immediate Past

President shall be as follows:

1. To serve as a member of the Board of Trustees of the Academy for one (1) year following the completion of his or her term as President.
2. To serve as a member of the Management Team
3. To serve as chairperson of the Nominating Committee.
4. To assist in officer visitation activities.

E. Secretary-General: The duties of the Secretary-General shall be as follows:

1. To serve as a member of the Board of Trustees without the right to vote.
2. To serve, ex-officio, as a member of the Management Team
3. To conduct the general business of the Academy with the approval of the Board of Trustees.
4. To handle the official business correspondence of the Academy.
5. To record and print all minutes of the Board of Trustees.
6. To maintain accurate records of all transactions of the Board of Trustees.
7. To sign, with the President, all certificates and official documents
8. To work with the President and local arrangements chair for the annual meetings of the Academy or the Board of Trustees.
9. To make arrangements, in cooperation with the Awards Committee, for the President's Luncheon, the presentation of the Pierre Fauchard Gold Medal and the Elmer Best Memorial Award ceremonies.
10. To process all applications for Fellowship as approved by the section chairs.
11. To maintain an accurate roster of all Fellows.
12. To cooperate with the Editor in the production of all publications and in the development of publicity for the Academy.
13. To serve as custodian of all moneys of the Academy.
14. To receive all moneys and bills of the Academy, and record all financial transactions according to accepted accounting procedures with all funds deposited or invested in federally insured banks or other appropriate financial institutions.
15. To pay all bills promptly by detailed warrants drawn against the President and the Secretary-General. Only expenditures authorized by the board of trustees shall be paid.
16. To submit quarterly financial statement to both the Management Team and the Budget and Finance Committees.
17. To arrange, in cooperation with the Budget and Finance Committee, an annual review of the finances of the Academy by a certified public accountant (CPA). This review shall be received by all members of the Board of Trustees at least fifteen (15) days prior to the annual meeting.
18. To prepare, in conjunction with the Budget and Finance Committee, an annual budget for consideration by the Board of Trustees at the annual meeting.
19. To arrange for the preparation of all medals, certificates and any other awards given by the Academy.
20. To deliver by appropriate means, the Pierre Fauchard Academy Plaques, the Pierre Fauchard Academy Certificates of Merit, the Pierre Fauchard Academy Undergraduate Certificates of Merit

and any other awards in accordance with Chapter XIII of these Bylaws.

21. To perform any other duties as set forth in these Bylaws or that are assigned by the Board of Trustees.
22. To receive compensation in the form of a salary and expenses as set by the Board of Trustees at its annual meeting, in accordance with contractual obligations.
23. To deliver to the successor, upon vacating the office of Secretary-General, all monies, papers, records and all other property belonging to the Academy.
24. To maintain close communication with the Past Presidents in order to keep them informed of Academy activities.
25. To maintain the continuity of this office, the Secretary-General, if unable to fulfill the required duties, should notify the Board of Trustees. Should a vacancy occur, the Management Team will appoint a replacement until a new Secretary-General can be selected. A new Secretary-General shall be selected at the next meeting of the Academy.

F. Editor: The duties of the Editor shall be as follows:

1. To serve as a member of the Board of Trustees without the right to vote.
2. To be responsible for the publication of "Dental World" and assuring the accuracy and appropriateness of articles and advertisements.
3. To serve as a member of the Publicity and Publications Committee.
4. To serve as a consultant to the Secretary-General on matters concerning the website.
5. To cooperate with the Secretary-General in the production of all publications and in the development of publicity for the Academy.
6. To maintain close liaison with the Officers, Board of Trustees, and Section Chairs in order to obtain timely member information.
7. To be a member of the American Association of Dental Editors and to insure that all publications of the Academy carry the AADE seal.
8. To maintain compliance with the American Dental Association Standards of Publication and Advertising Ethics.
9. To receive compensation in the form of stipend and expenses as set by the Board of Trustees at the annual meeting, in accordance with contractual agreements.
10. To obtain tri-annual bids for the publication of "Dental World" and "Dental Abstracts" and submitting these bids to the Board of Trustees for review and approval.
11. To maintain the continuity of this position, the Editor, if unable to

fulfill the required duties, should notify the Board of Trustees. Should a vacancy occur, the Executive Committee shall appoint a replacement until a new Editor is selected at the next meeting of the Academy.

Section 6 Bonds for Officers: All officers and the Secretary-General who are responsible for financial transactions of the Academy shall be bonded.

CHAPTER VIII - NOMINATION AND ELECTIONS

Section 1 Eligibility: Only an Active or Life Fellow of this Academy, in good standing, shall be eligible to serve as an elective officer or trustee. Only a current or previous trustee may be considered or nominated to serve as an elective officer.

Section 2 Nominating Committee: The Nominating Committee shall consist of the immediate Past President, the President, and the President-Elect of the Academy. The immediate Past President shall serve as chairperson.

Section 3 Duties of the Nominating Committee:

- A. The Nominating Committee shall confer on, receive and consider suggestions for nominees for the office of president-elect and vice-president and for the appropriate number of vacancies on the Board of Trustees.
- B. The Nominating Committee shall receive, and confer on, the names of those Trustees whose initial terms of office have been completed, and who are being considered for an additional term of office.
- C. The Nominating Committee shall prepare a report of their nominees and present it to the Secretary-General sixty (60) days prior to the annual meeting, for inclusion in the reports to the Board of Trustees.
- D. The chair of the Nominating Committee shall present the Nominating Committee report at the appropriate time during the business of the Academy at the annual meeting. In the absence of the chair of the Nominating Committee, the President shall present the report of the committee.

Section 4 Nominations: The presentation of the report of the Nominating Committee shall constitute a nomination of the individuals proposed. Additional nominations may be made from the floor by any officer or trustee at the annual meeting.

Section 5 Election: Election shall be by secret ballot of the Board of Trustees at the annual meeting. All members of the board are eligible to vote. In an uncontested election, the single nominee for the office or trustee position may be elected by a voice vote.

Section 6 President-Elect: The President- Elect of the Academy shall advance to the office of president at the annual meeting of the Academy.

Section 7 Installation: The officers and trustees of the Academy shall be installed at the annual meeting by the retiring President or by a designee of the President.

Section 8 Vacancy:

- A. In the event of a vacancy in the office of any elective officer or trustee, with the exception of the President, the Board of Trustees shall, at its next meeting, appoint a Fellow to fulfill the unexpired term. A quorum of the Board is necessary for such action and a majority vote is required.
- B. In the event of a vacancy in the office of the President, the President-Elect shall serve as acting President and automatically become the President at the next annual meeting.

CHAPTER IX - BOARD OF TRUSTEES

Section 1 Governing Board: The administrative, governing and legislative body of the Academy shall be the Board of Trustees, consisting of the officers and trustees, which shall manage and exercise supervision over the affairs of the Academy.

Section 2 President: The President of the Academy shall preside at all meetings of the Board of Trustees. In the event of the President's absence, the presiding officer shall be the President-Elect.

Section 3 Powers: The powers of the Board of Trustees shall be as follows:

- A. To establish rules and regulations consistent with these Bylaws to govern its organization, procedure and the Academy's conduct.
- B. To establish administrative procedure for the management of the Academy.
- C. To establish the policies of the Academy.
- D. To designate those officers and agents who shall have the authority to execute any instrument on behalf of the Academy.
- E. To remove any officer or agent whenever the interest of the Academy shall be best served thereby, with a two-thirds (2/3) vote of the Board.
- F. To establish any compensation of the trustees, officers or other agents not provided elsewhere in these Bylaws.

Section 4 Duties: The duties of the Board of Trustees shall be as follows:

- A. To review and approve a budget for each ensuing calendar year.
- B. To approve and provide for the dispersal of funds on behalf of the Academy.
- C. To appoint all appointive officers and trustees of the Academy.
- D. To provide for the publications and distribution of all official publications of the Academy.

- E. To approve appointments, as provided in these Bylaws.
- F. To review the reports of all officers, trustees, committees and to act upon their recommendations.
- G. To review all proposed amendments to the Bylaws, the Policy Manual, the information brochure and any other official document of the Academy.
- H. To create or abolish committees.
- I. To approve all awards, honors or other special commendations given in the name of the Academy.
- J. To represent official Academy policy, as appropriate, and to communicate such representation by copy to the President and the Secretary-General.
- K. To maintain liaisons with dental, medical and allied health professions.
- L. To perform other duties as prescribed in these Bylaws.

Section 5 Meetings: The Board of Trustees shall meet not less than once each year immediately prior to, or during, the annual session of the American Dental Association ("ADA"). Special meetings of the Board of Trustees may be called at any time by the President, or upon the request of any five-(5) voting members of the Board of Trustees. Notice of any special meeting must be given in writing by the Secretary-General to each member of the Board of Trustees at least fifteen (15) days prior to the meeting. The Board of Trustees may sit with closed doors, and executive sessions may be called at any time as necessary for the Board to conduct its business. Fellows or guests in attendance who are not members of the Board of Trustees shall be excused from all executive sessions of the Board of Trustees. A majority vote of the board members present shall be necessary to call an executive session. Members of the Board, the Editor of the official publication of the Academy, and the Secretary-General shall be reimbursed for travel expenses to each board meeting attended, from their place of residence to the place of the meeting and return by coach air fare.

Section 6 Quorum: Eight members of the Academy Board of Trustees shall constitute a quorum.

Section 7 Vote: A majority vote of the members of the Board of Trustees of the Academy shall be required for the passage of each motion and resolution, except as otherwise provided in the Articles, Bylaws or the laws of the state of incorporation.

Section 8 Rules: The Board of Trustees shall adopt rules for the proper conduct of the business and affairs of the Academy, but such rules shall not be in conflict with these Bylaws or with the laws of the state of incorporation., *Robert's Rules of Order* shall govern all business meetings of the Academy in the United States, where not in conflict with these Bylaws or with the laws of the state of incorporation. Outside the United States, appropriate standard parliamentary procedures shall apply.

Section 9 Budget: The Board of Trustees shall approve, amend or reject the budget submitted by the Budget and Finance Committee and the Secretary-General

at the annual meeting. A two-thirds (2/3) vote of the board members present shall be required for the approval of the annual budget as presented or amended. The Board of Trustees shall not approve a deficit budget.

Section 10 Pierre Fauchard Gold Medal: No member of the Board of Trustees shall be eligible to be awarded the Pierre Fauchard Gold Medal while serving as a member of the Board.

Section 11 Interim Appointments and Business: Interim appointments and special business that require the approval of the Board of Trustees may be conducted by a unanimous signed written consent of all Trustees then in office. Any actions conducted and the vote in each action resulting from a mail vote shall be presented in the Secretary-General's report at the next meeting for the information of the Board.

CHAPTER X - PUBLICATIONS

The Academy shall have an official publication entitled *Dental World*. The editorial material shall be under the supervision of an editorial board appointed by the Board of Trustees chaired by the President-Elect. The Editor of the publication shall serve as an ex-officio member of the Board of Trustees without the right to vote.

CHAPTER XI- CERTIFICATE AND PIN

When a candidate has completed the requirements of Fellowship, the Secretary-General will send the certificate of Fellowship, Fellowship key and Fellowship pin to the appropriate section chair for presentation.

CHAPTER XII- PAST PRESIDENT'S PIN

Upon completion of the term as president, each President shall be presented with a past president's pin at the annual meeting.

CHAPTER XIII - AWARDS OF THE ACADEMY

Section 1 President's Luncheon: The Academy shall hold an annual awards luncheon ceremony to honor the recipients of the Pierre Fauchard Gold Medal and any other awards the Academy may choose to present.

Section 2 Pierre Fauchard Gold Medal: This award, with the accompanying citation, shall be presented at the annual meeting of the Academy to an individual holding a dental degree or its equivalent who resides within the United States. This award is designated for outstanding contributions to the progress and standing of the dental profession. The recipient shall be nominated by a committee of past recipients of the Pierre Fauchard Gold Medal Award, as well as members of the Board of Trustees. The award must be approved by the awards committee, and by a two-thirds (2/3) vote of the Board of Trustees.

- Section 3 Elmer S. Best Memorial Award:** This Award shall be presented annually to a member of the dental profession who resides outside the United States. The recipient shall be a member in good standing of the official dental organization of his or her respective country. This person shall have engaged in the practice of dentistry, dental education or dental research. The recipient shall have made an outstanding contribution to the art and science of dentistry. This person shall have received the unanimous vote of the Awards Committee. They must also be approved by a two-thirds (2/3) vote of the Board of Trustees. The Secretary-General shall be responsible for the preparation of the award. The President or his or her designee shall present the award at a place and time mutually agreeable to the recipient and the President.
- Section 4 The Pierre Fauchard Academy Honor Award:** This award may be presented by a section chairperson to an individual for outstanding and dedicated service to the dental profession. One award per year per section is authorized. The name of the recipient shall be submitted to the Secretary-General six weeks prior to the award presentation.
- Section 5 The Pierre Fauchard Academy Certificate of Merit:** This award may be presented by any international section to a fellow in recognition of a worthy effort on behalf of the profession or the Academy. The name of the recipient shall be submitted to the Secretary-General six weeks prior to the award presentation.
- Section 6 Distinguished Service Certificate:** This award may be presented to a Fellow of the Academy in appreciation for loyal and dedicated service to the profession. A recipient shall be nominated by the Awards Committee and must have the unanimous approval of the Board of Trustees. The Secretary-General shall be responsible for the preparation of the certificate. The presentation shall be at the discretion of the President.
- Section 7 Pierre Fauchard Academy Student Undergraduate Student Certificate of Merit:** This certificate may be presented by a section chairperson for outstanding and dedicated service to the profession by a dental student. Particular emphasis shall be placed on the student's contributions to the dental literature. The recipient shall be selected by the dean of the dental school or its Awards Committee. It shall be the responsibility of the Secretary-General to forward information regarding this award each year to the deans of the dental schools in ample time to permit selection of the recipients and the preparation and mailing of the certificates. The request for the certificate must be in writing, giving the name of the student, qualifications, name of the school and the proposed date of the presentation to the Secretary-General at least six weeks prior to the presentation date. The Secretary-General shall be responsible for the preparation and the mailing of the certificates. The Secretary-General shall also be responsible for notifying the chairpersons in sections where the dental schools awarding the certificates are located, as to the recipient's name, and the date and time of the presentation. The section chairpersons are encouraged to participate in the awards ceremony when feasible.

Section 8 Honorary Fellowship: The awarding of Honorary Fellowship in the Academy shall be in accordance with Chapter IV, Section 2.B. of these Bylaws.

Section 9 Dental Industry Award of Recognition: This award may be presented to honor an outstanding leader for contributions to dentistry. Only one plaque per year shall be awarded. The Secretary-General shall be responsible for the preparation of the plaque. The President, or his designee, shall present the plaque at a place and time mutually agreeable to the recipient and the president. The recipients must be nominated by the Awards Committee and have the approval of the Board of Trustees.

Section 10 Presidential Award: An award to be selected and presented by the President at a time and place of the President's choosing. This award does not need to be presented on an annual basis.

CHAPTER XIV - COLORS

The colors of the Academy shall be blue, white and red.

CHAPTER XV - STANDING COMMITTEES

Section 1 Name: The standing committees of the Academy shall be:

- A. Management Committee
- B. Budget and Finance Committee
- C. Nominating Committee
- D. Fellowship Committee
- E. Awards Committee
- F. Hall of Fame Committee
- G. Strategic Plan Committee
- H. Constitution and By-Laws Committee
- I. Publications/Website Committee
- J. Museum Committee
- K. Mentor Committee

Section 2 Appointments: The President shall appoint all committees and all committee chairs with the approval of the Board of Trustees.

Section 3 Composition, Duties and Term:

A. Management Committee:

1. COMPOSITION:

The Management Committee shall consist of the Immediate Past President, President, President-Elect, Vice President, and the Secretary-General who shall serve as an ex-officio member. The President shall serve as chair of the Management Committee.

2. DUTIES:

The duties of the Management Committee shall be to recommend to the Board of Trustees actions to be taken on matters within the purview of the Board and to exercise the authority of the Board between meetings of the Board on emergency matters which can not wait until the next board meeting, except where prohibited by law, by these Bylaws, or by specific directive from the Board of Trustees.

3. TERM:

The term of office for the Management Committee and its makeup are determined annually by the nomination and election process as noted in Chapter VIII – Nominations and Elections, of the Constitution and By-Laws.

B. Budget and Finance Committee:

1. COMPOSITION:

The Budget and Finance Committee shall be composed of five (5) members of the Board of Trustees: the Immediate Past President, the President, the President-Elect, the Vice- President, and the Secretary General with the President-Elect serving as chair. The Secretary General shall serve as an ex-officio member in an advisory capacity. The Trustee members shall be appointed by the President and approved by the Board of Trustees.

2. DUTIES:

a: The committee, in cooperation with the Secretary-General, shall be responsible for the investment of Academy funds, to insure the best return to the Academy.

b: The committee, in cooperation with the Secretary-General, shall be responsible for preparing the annual budget and review in accordance with Chapter VII, Section E, 15 and 16 of the Bylaws.

c: The Budget and Finance Committee shall not recommend a deficit budget to the Board of Trustees.

3. TERM:

The term of service shall be three (3) years for the appointed Trustees, with Officers serving through their elected terms of office. _____

C. Nominating Committee:

1. COMPOSITION:

The Nominating Committee shall be comprised of the immediate Past President, the President, and the President-Elect of the Academy.. The immediate Past President shall serve as the chairperson.

2. DUTIES:

The committee's duties shall be in accordance with Chapter VIII, Section 3 of these Bylaws.

D. Fellowship Committee:

1. COMPOSITION:

The Fellowship Committee shall be comprised of three (3) members of the Board of Trustees, one of whom shall be the Vice-President, serving as chairperson; and four (4) members selected from the roster of Section Chairs. All members, except for the Vice-President, will be appointed by the President and approved by the Board of Trustees.

2. DUTIES

a. Establishing appropriate criteria for the granting of Fellowship in the Academy.

b. Assisting Section Chairs in identifying potential candidates for Fellowship through review of lists of state dental leaders, dental school faculties, and other reputable sources.

c. Working with Section Chairs to encourage usage of the Foundation Grants Program within their jurisdictions as a means of attracting potential Fellows and retaining present Fellows.

d. Coordinating fellowship lists with both Section Chairs and the PFA's Central Office for accuracy of addresses and status, as well as updating e-mail listings, which can be effective in Fellowship retention.

e. Educating Section Chairs and Regional Trustees in the development of communication tools for their respective states and

regions in conjunction with the Publication/Website Committee and the Central Office.

f. Advising Section Chairs about the award programs that can be used to recognize individual Fellows for their contributions to their profession and communities, as well as those that identify students qualifying for the PFA scholarship and leadership awards

3. TERM:

The term of service shall be three (3) years for the appointed members with the exception of the Vice-President, who shall serve through the term of election. . . _

E. Awards Committee:

1. COMPOSITION:

The Awards Committee shall be composed of five (5) members of the Board of Trustees, including the Vice-President, who shall serve as chairperson. They will be appointed by the President, with the exception of the Vice-President. Consultants may be appointed as deemed appropriate.

2. DUTIES:

a. The committee shall consider and make recommendations to the Board of Trustees for the Pierre Fauchard Academy Gold Medal, the Elmer S. Best Memorial Award, the Distinguished Service Certificate, Honorary Fellowship, the Dental Industry Award of Recognition, and other awards in accordance with Chapter IV, Section 2.B. and Chapter XIII of these Bylaws.

b. The Awards Committee is additionally responsible, in cooperation with the President and the Secretary-General, for the preparation of the various awards and award presentations of the Academy

3. TERM:

The term of service shall be three (3) years, with the exception of the Vice-President, who shall serve through the term of election.

F. Hall of Fame Committee:

1. COMPOSITION:

The Hall of Fame Committee shall be comprised of six (6) active Fellows who have been Fellows for over ten (10) years, and two (2) advisory Fellows who are broadly representative of the Academy and the profession.

(Remainder of the construct of this Committee must await clarification at the San Francisco meeting)

G. Strategic Planning Committee:

1, COMPOSITION:

The strategic planning committee shall be comprised of four (4) Fellows, three (3) of whom shall be selected from the roster of Section Chairs, and the fourth, the President-Elect of the Academy. They shall be appointed by the President with the exception of the President-Elect, and approved by the Board of Trustees.

2. DUTIES:

- a. Review the objectives of the Academy, both short-term and long-term
- b. Make recommendations to the Board of Trustees for the implementation of these objectives, based upon prioritization on an annual basis
- c. Formulate these objectives in a carefully constructed manner, while evaluating all elements of the Academy, as they may be effected by such evaluation.
- d. The objectives and recommendations determined on an annual basis shall serve as guidelines for all committees of the Academy.

3. TERM:

The term of service shall be three (3) years, with the exception of the President-Elect, who shall serve through the term of office.

H. Constitution and By-Laws Committee:

1, COMPOSITION:

Constitution and By-Laws Committee shall be comprised of three (3) members of the Board of Trustees, one of whom shall be appointed as chairperson; and the Secretary-General, who shall serve ex-officio. The members will be appointed by the President and approved by the Board of Trustees.

2, DUTIES:

1. Conduct an annual review of the Constitution and By-Laws of the Academy to be certain that all amendments and other alterations to them have been appropriately included and assigned.
 - a. Review all submitted amendments and changes in policy statements prior to action by the Board of Trustees at the annual meeting of the Academy in order to insure that they reflect the proper intent of the maker(s), do not conflict with already accepted sections of the By-Laws, and have been submitted only after thorough research by the maker(s). These must be received at least sixty (60) days prior to the annual meeting to allow time for this analysis to take place.
 - b. Any and all improperly submitted amendments or other changes shall be returned to the maker(s) by the committee with suggestions for proper language and alterations if they are deemed to be acceptable, or, returned without prejudice if deemed inappropriate or without rationale.

3. TERM:

The term of service shall be one (1) year.

I. Publications/Website Committee:

1. COMPOSITION:

The Publications/Website Committee shall be comprised of three (3) members of the Board of Trustees; the Vice-President of the Academy, who shall serve as chairperson; two (2) members—at-large, considered as knowledgeable in internet and website technology; the Editor and the Secretary-General who shall serve ex-officio; and the Web Master, who shall serve as a consultant to the Committee. The Board of Trustees members and the members-at-large will be appointed by the President and approved by the Board of Trustees.

2. DUTIES:

- a. Oversight of all official Academy publications.
- b. Responsibility for publicizing the activities of the Academy in appropriate media.
- c. Integration of technology, i.e., website, internet, e-mail, etc., into the fabric of the Academy

d, Formulation of an annual budget to reflect these duties in conjunction with the Web Master, the Budget and Finance Committee, the Editor, and the Secretary-General.

3. TERM:

The term of service shall be three (3) years for all members, is dependent upon the respective contracts with the Academy of the Web Master, Editor, and Secretary-General, and is one year for the Vice-President, relative to the term of office.

J. Museum Committee:

1. COMPOSITION:

The Museum Committee shall be comprised of four (4) members of the Academy: The Secretary-General, the Archivist, a member of the Board of Trustees, and one member-at-large from the Fellowship (the latter two appointed by the President and approved by the Board of Trustees). An additional member shall be appointed by the Pierre Fauchard Academy Foundation by its President to serve as liaison. .

2. DUTIES:

a. To serve as liaison between the Pierre Fauchard Academy Board of Trustees and the Pierre Fauchard Academy Museum of Dental History (official by-laws of the Museum were officially adopted in March 2005) for the purpose of maintaining a collaborative relationship and a means of communication.

3. TERM:

The term of service shall be three (3) years, assuming that the Foundation Board of Trustees concurs.

K. Mentorship Committee:

1.. COMPOSITION:

The Mentorship Committee shall be comprised of seven (7) Fellows, three (3) of whom shall be members of the Board of Trustees, and four (4) active Fellows possessing mentorship experience. They will be appointed by the President, who shall name the chairperson from among the Board members, and approved by the Board of Trustees.

2. DUTIES:

(This is being developed by the present chairperson and his committee)

3. TERM:

The term of service shall be three (3) years, dependent upon the terms of the appointed Trustees.

Section 4 Archivist: The Academy shall also have an archivist, who shall be the Academy's historian and shall be appointed by the President, for a five- year term. The archivist shall obtain, maintain and preserve records of activities and meetings of the Academy. These records shall be used to create an historical narrative, which shall be updated in a timely manner.

Section 5 Reports: All committees shall submit a semiannual report of their activities at least thirty (30) days prior to the Management Committee's spring session. An annual report must be submitted by all committees and the archivist to the Secretary-General at least thirty (30) days prior to the annual meeting of the Board of Trustees. The Secretary General shall notify the chair of each standing committee at least sixty (60) days prior to each meeting that a such a report is required. The Secretary-General shall include these in both semi-annual and annual reports to the Board of Trustees.

CHAPTER XVI - ETHICS

The principles of ethics of the American Dental Association shall be the principles of ethics of the Academy in Regions II, III, IV, V and X located within the United States. The ethical principles for Academy Regions I, VI, VII, VIII, and IX and the international region shall be the principles of ethics of their appropriate national dental association or its equivalent.

CHAPTER XVII- USE OF FPFA

The use of the fellowship designation, FPFA (Fellow Pierre Fauchard Academy) following one's name on stationery, business cards, etc., shall be in accordance with local custom.

CHAPTER XVIII- AMENDMENTS

These Bylaws may be amended by a two-thirds (2/3) majority vote of the Board of Trustees present at the annual meeting or at any special meeting, provided that the proposed amendments have been mailed to each member of the Board of Trustees thirty (30) days prior to the meeting. The Bylaws may also be amended by a unanimous vote of the Board of Trustees at the annual meeting or any special meeting, providing a quorum is present, or by unanimous signed written consent.

THESE DOCUMENTS WERE ADOPTED BY UNANIMOUS VOTE OF THE BOARD OF TRUSTEES AT THE ANNUAL MEETING, SAN FRANCISCO, CALIFORNIA, 2003.

(Minor typographical changes were made in March. 2004, which did not alter the intent of the documents.)

Amendments to the above document were made at the Annual Meeting of the Academy in Orlando, Florida, October 1, 2004. The Constitution and By-Laws were again amended at the Annual Meeting of the Academy in Philadelphia, October 9, 2005. The most recent amendments were adopted through the meeting in Las Vegas, October 17, 2006