

2026 ADEA ANNUAL SESSION & EXHIBITION

BRIDGING PATHWAYS ADVANCING ACCESS

2026 ADEA HOUSE OF DELEGATES MANUAL

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ADEA

THE VOICE OF
DENTAL EDUCATION



2026 ADEA House of Delegates Manual

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Table of Contents

Schedule of the 2026 ADEA House of Delegates	1
Opening Session of the ADEA House of Delegates	1
Voting for Chair-elect of the ADEA Board of Directors	1
ADEA Reference Committee Hearings	1
Closing Session of the ADEA House of Delegates	1
Members of the 2026 ADEA House of Delegates.....	2
ADEA Board of Directors	2
ADEA Council of Advanced Education Programs.....	2
ADEA Council of Allied Dental Program Directors	2
ADEA Council of Deans	3
ADEA Council of Faculties	5
ADEA Council of Sections.....	6
ADEA Council of Students, Residents and Fellows.....	9
ADEA Corporate Council	10
Introduction to the ADEA Governing Process.....	11
Introduction	11
How ADEA Is Organized	11
ADEA House of Delegates.....	11
ADEA Board of Directors	11
ADEA Councils	11
Council Administrative Boards.....	13
Sections	13
Standing and Special Committees	13
How Resolutions Are Introduced and What Happens to Them	15
Format of Resolution	15
How ADEA Reference Committees Function	18
Hearings.....	18
More.....	18
Conclusion	18
ADEA Reference Committees	19
ADEA Reference Committee on Association Policy	19
ADEA Reference Committee on Administrative Affairs.....	19
Resolutions to be Considered by the ADEA House of Delegates.....	20
Resolutions to be Heard by the ADEA Reference Committee on Association Policy.....	20
Resolutions to be Heard by the ADEA Reference Committee on Association Administrative Affairs	20

Order of Business of the ADEA House of Delegates.....	21
Opening Session—Saturday, March 21, 2026, 4:30 – 5:30 p.m.	21
Closing Session—Tuesday, March 24, 2026, 3:30 – 4:30 p.m.	21
Procedures for the Conduct of Business in the ADEA House of Delegates	22
Alternates	22
Admission Cards	22
Seating of Delegates	22
Visitors.....	22
Presiding Officer	22
Recording Officer.....	23
Rules of Order	23
Parliamentarian	23
Explanation of Motions	23
Amendments to the ADEA Bylaws	23
Voting Procedures During ADEA House of Delegates Sessions	23
Principal Rules Governing Motions in the ADEA House of Delegates.....	24
Voting for Chair-elect of the ADEA Board of Directors.....	27
The Nomination Process for Chair-elect of the ADEA Board of Directors.....	27
The ADEA Board of Directors Presents the Following Candidate for 2026–27 Chair-elect of the ADEA Board of Directors	27
Nominee for Chair-elect of the ADEA Board of Directors	28
Report of the ADEA Board of Directors on Resolutions for Consideration by the 2026 ADEA House of Delegates.....	30
Actions at the Opening Session of the ADEA House of Delegates	31
Actions at the Closing Session of the ADEA House of Delegates.....	39
Background:	78
Proposed Action:	78
New Chief Administrators at Member Institutions.....	79
In Memoriam.....	81
Proclamation Honoring the Life, Legacy and Contributions of Jeanne Craig Sinkford, D.D.S., M.S., Ph.D., FACD, FICD.....	84
BYLAWS OF THE AMERICAN DENTAL EDUCATION ASSOCIATION.....	87
Preamble.....	87
Chapter I: The House of Delegates—The ADEA Governing Body.....	87
Chapter II: The Association’s Officers	90
Chapter III: Board of Directors	95
Chapter IV: Governance Procedures	96
Chapter V: Committees	97

Chapter VI: Membership	98
Chapter VII: Councils	101
Chapter VIII: Sections	108
Chapter IX: Special Interest Groups (SIGs)	111
Chapter X: Rules for Councils, Sections, and SIGs	113
Chapter XI: President and CEO	115
Chapter XII: Official Publication, Editor, Tenure of Office and Remuneration.....	116
Chapter XIII: Representatives to Other Organizations.....	117
Chapter XIV: Conflicts of Interest	117
Chapter XV: Indemnification and Limitation of Liability.....	118
Chapter XVI: Parliamentary Authority.....	119
Chapter XVII: Amendments.....	119
Chapter XVIII: Additional Provisions and Association Rules.....	119
ADDENDUM Approval of the Fiscal Year 2027 (FY2027) Budget	122

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Schedule of the 2026 ADEA House of Delegates

Opening Session of the ADEA House of Delegates

Saturday, March 21, 2026, 4:30 to 5:30 p.m.

Voting for Chair-elect of the ADEA Board of Directors

The candidate forwarded by the ADEA Board of Directors for the position of Chair-elect of the ADEA Board of Directors is Dr. Herminio L. Perez, Assistant Dean for Campus Life, Rutgers School of Dental Medicine. Unless another candidate applies for the position by Feb. 19, 2026, Dr. Perez will be declared elected at the Opening of the ADEA House of Delegates.

ADEA Reference Committee Hearings

The Reference Committee on Association Policy Hearing will be held on Sunday, March 22, 2026 from 2:00 to 3:00 p.m.

The ADEA Reference Committee on Administrative Affairs Hearing will be held on Sunday, March 22 from 4:30 to 5:30 p.m.

For the names of the members of the Reference Committees and the resolutions assigned to them, please see page 19.

Closing Session of the ADEA House of Delegates

Tuesday, March 24, 3:30 – 4:30 p.m.

For the order of business of each session of the House, please see the section on “Order of Business of the ADEA House of Delegates” on page 21.

Members of the 2026 ADEA House of Delegates

ADEA Board of Directors

Dr. Todd V. Ester, Chair of the ADEA Board of Directors, University of Michigan
Dr. Cherae M. Farmer-Dixon, Chair-elect of the ADEA Board of Directors, Meharry Medical College
Dr. Susan H. Kass, Immediate Past Chair of the ADEA Board of Directors, Miami Dade College
Dr. Mert Aksu, Board Director for Deans, University of Detroit Mercy
Dr. Russ Bergman, Board Director for Advanced Education Programs, Newark Beth Israel Medical Center
Mr. Justin Bower, Board Director of Corporate Council, Haleon
Mr. Justin James Donato, Board Director for Students, Residents and Fellows, Western University of Health Sciences
Dr. Erin Gross, Board Director for Faculties, The Ohio State University
Prof. Marion C. Manski, Board Director for Allied Dental Program Directors, Virginia Commonwealth University
Dr. Dharini van der Hoeven, Board Director for Sections, University of Iowa
Dr. Karen P. West, President and CEO, American Dental Education Association

ADEA Council of Advanced Education Programs

Administrative Board

Chair, Dr. Robert Nadeau, University of Minnesota
Chair-elect, Dr. Shreekrishna Akilesh, NYU Langone Dental Medicine
Secretary, Dr. Jacy Stauffer, Oregon Health & Science University
Member-at-large, Dr. Maricelle Abayon, University of Rochester Medical Center
Eastman Institute for Oral Health

Additional Delegates

Dr. Sunday O. Akintoye, University of Pennsylvania
Dr. Taj Al-Jewair, University at Buffalo
Dr. Sherwin Arman, University of California, Los Angeles
Dr. Monica Prasad Gibson, Indiana University
Dr. Richie Kohli, Oregon Health & Science University
Dr. George Kushner, University of Louisville
Dr. Wei-Shao Lin, Indiana University
Dr. Tiffany Neimar, Jacobi Medical Center
Dr. Joanne Prasad, University of Pittsburgh
Dr. Sonali Rathore, Medical University of South Carolina
Dr. Theodore Ravenel, Augusta University
Dr. Tiffany Williams, Virginia Commonwealth University

ADEA Council of Allied Dental Program Directors

Administrative Board

Dr. Risa Handman, University of Tennessee Health Science Center
Dr. Carrie Hanson, Johnson County Community College
Prof. Lattice Sams, University of North Carolina at Chapel Hill
Prof. Dianne Smallidge, University of New England

Additional Delegates

Prof. Leciel Bono, Idaho State University
Dr. Wanda Cloet, Central Community College
Prof. Rebecca Henderson, The Ohio State University
Prof. Frances McConaughy, Weber State University
Prof. Sherri L Meyers, Northampton Community College
Prof. Lisa Moravec, University of Nebraska Medical Center
Prof. Rosa Query, Phoenix College
Prof. Adrine Reganian, Pasadena City College
Dr. Cynthia Stull, University of Minnesota
Dr. Hema Udupa, Metropolitan Community College - Penn Valley Health Science Institute
Dr. Kiesha Werlitz, University of Tennessee Health Science Center

ADEA Council of Deans

Administrative Board

Chair, Dr. Richard Black, Texas Tech University Health Sciences Center El Paso
Chair-elect, Dr. Linda Niessen, Kansas City University
Secretary, Dr. Elizabeth Andrews, Western University of Health Sciences
Member-at-large, Dr. John Valenza, UTHealth Houston

Additional Delegates

Dr. Donald S. Altman, A.T. Still University-Missouri
Dr. Marcelo Araujo, University at Buffalo
Dr. Noel Aymat, Ponce Health Sciences University
Dr. Dale Alan Baur, Case Western Reserve University
Dr. Charles N. Bertolami, New York University
Dr. Sheri Brownstein, Midwestern University-Arizona
Dr. Greg Chadwick, East Carolina University
Dr. Yang Chai, University of Southern California
Dr. Elisa Chavez, University of the Pacific
Dr. Saulius Drukteinis, Southern Illinois University
Dr. Beverly Escalona, Universidad Ana G. Méndez
Dr. Edward Farkas, Yeshiva University
Dr. Cecile A. Feldman, Rutgers University
Dr. Des Gallagher, A.T. Still University-Arizona
Dr. John Gallo, III, Louisiana State University Health New Orleans
Dr. Lily T. Garcia, Texas A&M University
Dr. Ana Isabel Garcia, University of Florida
Dr. Shawn Gerstenberger, University of Nevada, Las Vegas
Dr. Nicolaas Geurs, University of Alabama at Birmingham
Dr. William Giannobile, Harvard University
Dr. Lidia Guerrero-Rodriguez, University of Puerto Rico
Dr. Janet Guthmiller, University of North Carolina at Chapel Hill
Dr. Steven Haas, Larkin University
Dr. Harold Haering, Jr., Midwestern University-Illinois
Dr. Robert Handysides, Loma Linda University
Dr. Kenneth M. Hargreaves, UT Health San Antonio
Dr. Margaret Hill, University of Louisville
Dr. Sarandeep Huja, Medical University of South Carolina
Dr. Wyatt Rory Hume, University of Utah
Dr. Amid Ismail, Temple University

Dr. Andrea D. Jackson, Howard University
Dr. Jeffrey Johnson, Virginia Commonwealth University
Dr. Elsbeth Kalenderian, Marquette University
Dr. Steven Kaltman, Nova Southeastern University
Dr. Nadeem Karimbux, Tufts University
Dr. Denise Kassebaum, University of Colorado
Dr. Jill Keaton, University of Pikeville
Dr. Nicole Kimmes, University of New England
Dr. Pia Chatterjee Kirk, University of Mississippi Medical Center
Dr. Paul H. Krebsbach, University of California, Los Angeles
Dr. Gerard Kugel, University of Nebraska Medical Center
Dr. Cataldo Leone, Boston University
Dr. Steven M. Lepowsky, University of Connecticut
Dr. Frank Licari, Roseman University of Health Sciences
Dr. Patrick Lloyd, Stony Brook University
Dr. Paul Luepke, University of Missouri - Kansas City
Dr. Keith Mays, University of Minnesota
Dr. Dennis Mitchell, Columbia University
Dr. Paul Mullasseril, University of Oklahoma
Dr. Carol Anne Murdoch-Kinch, Indiana University
Dr. Ronnie Myers, Touro College of Dental Medicine
Dr. Jacques Nor, University of Michigan
Dr. Marnie Oakley, University of Pittsburgh
Dr. Jeffrey Okeson, University of Kentucky
Dr. Stephen Pachuta, West Virginia University
Dr. Fotinos Panagakos, Pacific Northwest University of Health Sciences
Dr. Michael Reddy, University of California, San Francisco
Dr. Mark Reynolds, University of Maryland
Dr. André V. Ritter, University of Washington
Dr. Susan Rowan, University of Illinois Chicago
Dr. Ronald Sakaguchi, Oregon Health & Science University
Dr. Ali Shazib, High Point University
Dr. Burke Soffe, Lyon College
Dr. Clark Stanford, University of Iowa
Dr. Sorin Teich, Northeast Ohio Medical University
Dr. Ken Tilashalski, University of Tennessee Health Science Center
Dr. Carroll Ann Trotman, The Ohio State University
Dr. Jillian Wallen, Creighton University
Dr. Qi Wang, Lincoln Memorial University
Dr. Mark Wolff, University of Pennsylvania
Dr. Pinelopi Xenoudi, California Northstate University
Dr. Thomas Yoon, Lake Erie College of Osteopathic Medicine
Dr. Nancy Young, Augusta University

Additional Delegates, Association of Canadian Faculties of Dentistry

Dr. Paul W. Major, University of Alberta

Additional Delegates, Federal Dental Service Programs

Cmdr. Jared Beck, U.S. Navy Dental Corp

Dr. Drew Fallis, Uniformed Services University of the Health Sciences

Col. David Isaac Tucker, U.S. Army Dental Corps

Additional Delegate, Nonhospital Based Advanced Dental Education Programs

Dr. Eli Eliav, Eastman Institute for Oral Health

ADEA Council of Faculties

Administrative Board

Chair, Dr. Theodora Danciu, University of Michigan

Chair-elect, Dr. Eric Bernstein, University of Connecticut

Secretary, Dr. Ethelyn Thomason, University of Colorado

Member-at-large, Dr. Roopali Kulkarni, University of Pennsylvania

Additional Delegates

Dr. Shahrzad Aarup, Western University of Health Sciences

Dr. Ana Andrada, Virginia Commonwealth University

Dr. Alice Arroyo Julia, University of Puerto Rico

Dr. Joyce A. Barbour, Meharry Medical College

Dr. Ana Carolina Botta-Maltese, Stony Brook

Dr. Sheila Brear, University of Pikeville

Prof. Ann Bruhn, Old Dominion University

Dr. Po-Hsu Chen, University of Alabama

Dr. Susan M Chialastri, Temple University

Dr. Kelli Christensen, Midwestern University College of Dental Medicine-Illinois

Dr. Elaine Davis, University at Buffalo

Dr. Thanhphuong (Katie) Dinh, Lake Erie College of Osteopathic Medicine

Dr. David Scott Dunivan, A.T. Still University-Missouri

Dr. Rhonda J. Everett, Texas Tech University Health Sciences Center El Paso

Dr. Ronald E. Forde, Loma Linda University

Dr. Anna Forsyth, University of Washington

Dr. Janine Fredericks-Younger, Rutgers University

Dr. Nathalia Garcia, Southern Illinois University

Dr. Alberto Gasparoni, University of Iowa

Dr. Eric Gottman, University of Missouri - Kansas City

Dr. Lea Hachem, UT Health San Antonio

Dr. Alexander Hall, IV, New York Medical College

Dr. Lindsey Hamil, Medical University of South Carolina

Dr. Barry D. Hammond, Augusta University

Dr. Kevin L. Haney, University of Oklahoma

Dr. Marc Hayashi, University of California, Los Angeles

Dr. Pantip Henprasert, Pacific Northwest University of Health Sciences

Dr. Maria A Hernandez, Nova Southeastern University

Dr. Mohamed Ibrahim, Marquette University

Dr. Ryan Jones, Roseman University of Health Sciences

Dr. Anita Joy-Thomas, UTHealth Houston

Dr. Anastasios Karydis, University of Tennessee Health Science Center

Dr. Christine Keith, Creighton University

Dr. Gabriela Lagreca, Tufts University

Dr. Afsheen Lakhani, Boston University

Dr. Theresia Laksmana, Herman Ostrow School of Dentistry of USC

Dr. Ariadne Letra, University of Pittsburgh

Dr. A.C. Liles, III, Louisiana State University Health New Orleans

Dr. Paul Lindauer, East Carolina University

Dr. James Lott, University of Mississippi Medical Center
Dr. Gary Lowder, University of Utah
Prof. Lisa Mallonee, Texas A&M University
Dr. Melanie Mayberry, University of Detroit Mercy
Dr. Aniruddh Narvekar, University of Illinois Chicago
Dr. Gustavo Oliveira, University of North Carolina at Chapel Hill
Dr. Scott Pelok, Case Western Reserve University
Dr. Jennifer Perkins, University of California, San Francisco
Dr. Gitanjali Pinto-Sinai, University of Kentucky
Dr. Ane Poly, University of Florida
Dr. Reginald O. Salter, Howard University
Dr. Sonal S. Shah, University of Nevada, Las Vegas
Dr. Harlan Shiau, University of Maryland
Dr. Michelle F. Siqueira, University of Saskatchewan
Dr. Analia Veitz-Keenan, New York University
Mr. David Zahl, Indiana University

ADEA Council of Sections

2026 Administrative Board

Chair, Matt Mara, Boston University
Chair-elect, Jeff Hicks, UT Health San Antonio
Secretary, Tanya Wright, University of Colorado
Member-at-large, Emily Sabato, Rutgers University

Section on Academic Affairs

Chair, Dr. Gwen Essex, California Northstate University
Councilor, Dr. Faizan Alawi, University of Pennsylvania

Section on Addiction Education

Chair, Dr. Manish Bhagania, Boston University
Councilor, Dr. Vincent Chee, Loma Linda University

Section on Advanced and Graduate Education

Chair, Dr. Vrushali Abhyankar, University of Tennessee Health Science Center
Councilor, Dr. Amirreza Ghassemi, Virginia Commonwealth University

Section on Anatomical Sciences

Chair, Dr. Geetha Duddanahalli Siddanna, University of Michigan
Councilor, Dr. Joshua Little, University of North Carolina at Chapel Hill

Section on Behavioral Sciences

Chair, Dr. Casey Wright, Pacific Northwest University of Health Sciences
Councilor, Dr. Carly McKenzie, University of Alabama at Birmingham

Section on Biochemistry, Nutrition and Microbiology

Chair, Dr. Philip Patston, University of Illinois Chicago
Councilor, Dr. David Fischer, University of Detroit Mercy

Section on Business and Financial Administration

Chair, Ms. Marla Laval, Kansas City University
Councilor, Dr. Michael Harner, University of Illinois Chicago

Section on Cariology

Chair, Dr. Silvia Amaya-Pajares, University of Florida
Councilor, Dr. Andrea Zandona, The Ohio State University

Section on Clinic Administration

Chair, Dr. Amy S Kim, University of Washington
Councilor, Dr. Brian Howe, Stony Brook University

Section on Clinical Simulation

Chair, Dr. David Hannigan, University of Louisville

Section on Community, Preventive and Public Health Dentistry

Chair, Dr. Rachel Greene, University of Washington
Councilor, Dr. Frank Roberts, University of Washington

Section on Comprehensive Care and General Dentistry

Chair, Dr. Phil Rinaudo, NYU Langone Dental Medicine Postdoctoral Residency Programs
Councilor, Dr. Elmer (E.J.) Newness, University of Pikeville Tanner

Section on Continuing Education

Chair, Dr. Chia-Yu Chen, Harvard University
Councilor, Ms. Martha Clements, Midwestern University-Arizona

Section on Dental Anatomy and Occlusion

Chair, Dr. Joseph Curtis, University of Iowa
Councilor, Dr. Kenneth Peters, University of Colorado

Section on Dental Assisting Education

Chair, Dr. Tena A. Phillips, Chattanooga State Community College
Councilor, Prof. Cara M Miyasaki, Foothill College

Section on Dental Hygiene Education

Chair, Prof. Emily Ludwig, Old Dominion University
Councilor, Prof. Iwonka Eagle, University of Michigan

Section on Dental Informatics

Chair, Dr. Alexander Lee, Western University of Health Sciences
Councilor, Dr. Elise Eisenberg, New York University

Section on Dental School Admissions Officers

Chair, Mr. Scott Edward, A.T. Still University-Arizona
Councilor, Ms. Susan Wold, University of Minnesota

Section on Development, Alumni Affairs and Public Relations

Chair, Ms. Melissa Evans, Indiana University
Councilor, Mr. Doug Day, University of Washington

Section on Educational Research, Development and Curriculum

Chair, Dr. Hanann Tomeh, A.T. Still University-Arizona
Councilor, Dr. Se-Lim Oh, University of Maryland

Section on Endodontics

Councilor, Dr. Leticia Guajardo-Morales, UTHealth Houston

Section on Evidence-based Dentistry

Chair, Dr. Sobia Bilal, University of Illinois Chicago

Councilor, Dr. Hanan Omar, A.T. Still University-Missouri

Section on Gerontology and Geriatrics Education

Chair, Dr. Karin Arsenault, Tufts University

Councilor, Dr. Leonardo Marchini, University of Iowa

Section on Implant Dentistry

Chair, Dr. Mohamed Rahhal, A.T. Still University-Missouri

Section on Integrated Clinical and Applied Biomedical Sciences

Chair, Dr. Nasrin Bahari Chopiuk, University of Southern California

Councilor, Dr. Anita Joy-Thomas, UTHealth Houston

Section on Minority Affairs, Diversity and Inclusion

Chair, Dr. Katherine D Velasco, Nova Southeastern University

Councilor, Dr. Ethel Harris, Meharry Medical College

Section on Operative Dentistry and Biomaterials

Chair, Dr. Yvette Alania, University of Maryland

Councilor, Dr. Supattriya Chutinan, Harvard University

Section on Oral Diagnosis Oral Medicine

Chair, Dr. Sahar Mirfarsi, Western University of Health Sciences

Councilor, Dr. Mahnaz Fatahzadeh, Rutgers University

Section on Oral and Maxillofacial Pathology

Chair, Dr. Brandon Veremis, Icahn School of Medicine at Mount Sinai

Councilor, Dr. Tanya Gibson, University of Missouri - Kansas City

Section on Oral and Maxillofacial Radiology

Chair, Dr. Anusha Vaddi, Virginia Commonwealth University

Councilor, Dr. Suvendra Vijayan, University of Pittsburgh

Section on Oral and Maxillofacial Surgery, Anesthesia and Hospital Dentistry

Chair, Dr. Brandon Key, UTHealth Houston

Councilor, Dr. Faisal A. Quereshey, Case Western Reserve University

Section on Orthodontics

Chair, Dr. Chenshuang Li, University of Pennsylvania

Councilor, Dr. Mitchell Lipp, New York University

Section on Pediatric Dentistry

Chair, Dr. Chaitanya Puranik, University of Colorado

Councilor, Dr. Kimberly Patterson, Stony Brook University

Section on Periodontics

Chair, Dr. Beatriz De Brito Bezerra, University of California, Los Angeles
Councilor, Dr. Jessica Owens, University of California, Los Angeles

Section on Physiology, Pharmacology, and Therapeutics

Chair, Dr. Farzana Alam, University of Utah
Councilor, Dr. Jayne Reuben, Texas A&M University

Section on Practice Management

Chair, Dr. VaCorra Rainey, Virginia Commonwealth University
Councilor, Dr. James Harrison, University of Louisville

Section on PRIDE, Promoting Respect for Identity, Dignity and Expression

Chair, Dr. Joe Vuthiganon, Medical University of South Carolina
Councilor, Dr. Colin Haley, University of Illinois Chicago

Section on Professional, Ethical and Legal Issues in Dentistry

Chair, Dr. Breacya Washington, University of Louisville
Councilor, Prof. Pamela Zarkowski, University of Detroit Mercy

Section on Prosthodontics

Chair, Dr. Mayumi Onoe-Miyamoto, Boston University
Councilor, Dr. Damian J. Lee, Tufts University

Section on Scholarship of Teaching and Learning

Chair, Dr. Rita Patterson, Oregon Health & Science University

Section on Student Affairs and Financial Aid

Chair, Ms. Danielle Harris, University of Detroit Mercy
Councilor, Dr. Juliette Daniels, University of Detroit Mercy

Section on Women in Leadership

Chair, Dr. Lisa Cain, UTHealth Houston
Councilor, Dr. Michelle Brady, A.T. Still University-Arizona

ADEA Council of Students, Residents and Fellows

Administrative Board

Chair, Ms. Alexis Distefano, University of Pittsburgh
Vice-chair, Ms. Anna Bullard, Indiana University
Secretary, Ms. Brittney Duong, California Northstate University
Member-at-large, Ms. Shivangi Patel, University of Pittsburgh

Additional Delegates

Mr. Mina Kamel Anwar, A.T. Still University-Missouri
Ms. Lauren Briggs, University of Alabama at Birmingham
Ms. Danitza Cheline-Del Carpio, University of Michigan
Mr. Nikolas Christoffel, Columbia University
Ms. Moura Ghattas, Western University of Health Sciences
Mr. Philopateer Hanein, University of Toronto Faculty of Dentistry
Mr. Jaliyl Jones, Howard University
Mr. Jacob R. Kelly, Roseman University of Health Sciences

Ms. Anna Lubitz, Tufts University
Andrew Naguib, University of North Carolina at Chapel Hill
Mrs. Delaney Nowotarski, Virginia Commonwealth University
Ms. Rani Patel, University of Pittsburgh
Kristina Piner, Indiana University
Ms. Ira Sharma, University of Pittsburgh
Ms. Priyanka Sharma, University of Colorado
Ms. Isabel K. Terrasa, Tufts University
Ms. Juhi Vyas, Tufts University
Mr. Zhiyuan Yang, University of Washington

ADEA Corporate Council

Administrative Board

Chair, Ms. Debora Bridges, Spectrum Solutions
Member-at-large, Mr. James R. Day, Air Techniques
Secretary, Ms. Jamie Collins, MouthWatch
Chair-elect, Ms. Wendy Bebey, Young Innovations

Introduction to the ADEA Governing Process

Introduction

The American Dental Education Association (ADEA) is incorporated as a District of Columbia nonprofit corporation and as such is subject to the District of Columbia Nonprofit Corporation Code. As established by its Articles of Incorporation, the purpose of the Association is to advance and support dental education, dental research and the dental health and education of the general public, and it is recognized by the Internal Revenue Service as a 501(c)(3) organization.

ADEA is run by its members and has a democratically based governmental structure. Below is a summary of the Association's structure and its policymaking procedures.

How ADEA Is Organized

It's important to know how ADEA is organized in order to understand the Association's policymaking procedures. Illustration 1 at the end of this section shows that ADEA is organized into four basic components: (1) the House of Delegates, e.g., the ADEA Governing Body; (2) the Board of Directors, the ADEA Executive Committee; (3) Councils and their administrative boards and (4) Sections.

ADEA House of Delegates

The ADEA House of Delegates is the Association's governing (policymaking) body. It convenes twice at each ADEA Annual Session & Exhibition. The House of Delegates consists of the Board of Directors and all or some members of the Association's seven councils. All members of the ADEA Councils of Deans and Faculties are delegates. The numbers of delegates from the ADEA Councils of Allied Dental Program Directors and Advanced Education Programs are based on percentages of those councils' members. The number of delegates from the Council of Students, Residents and Fellows is comprised of the administrative board; members of the Council of Students, Residents and Fellows representing each of the 11 districts recognized by the Council; four advanced dental students, residents or fellows (two from hospital-based programs and two from non-hospital-based programs) and six allied dental students (two each from dental hygiene, dental assisting and dental laboratory technology education programs). The number of Section delegates depends on the number of sections. The councilor and chair of each section serve as delegates. The Administrative Board of the ADEA Corporate Council serves as delegates.

ADEA Board of Directors

The Board of Directors is ADEA's executive committee and is responsible for running the Association's affairs between ADEA Annual Sessions. It has 11 members—Chair of the Board, Chair-elect of the Board, Immediate Past Chair of the Board, Board Directors for each of the seven Councils and the President and CEO. The Board of Directors can establish ad hoc interim Association policies, rules and regulations, provided that such policies are not in conflict with existing Association policy and Bylaws and are presented for review at the next meeting of the House of Delegates.

ADEA Councils

Six of ADEA's seven councils represent different constituencies at ADEA Member Institutions. The seventh consists of the councilor and chair of each ADEA section (see below). Councils represent their constituencies in the Association and at its Member Institutions. They identify,

initiate and oversee projects and reports of value to their members and other Association members. Councils may also participate in the Association's policymaking process. When requested, they identify potential consultants to the Board of Directors and other groups. All councils meet at the ADEA Annual Session, and some hold additional meetings between Annual Sessions.

The Council of Allied Dental Program Directors consists of the directors and administrators of dental hygiene, assisting and laboratory technology education programs conducted by Institutional/Affiliate Member Institutions. In addition, the council includes directors of advanced allied dental education programs at the post-entry level that lead to a baccalaureate or advanced degree at institutions that are not ADEA Institutional Members.

The Council of Deans consists of the dean of each Institutional and Provisional Member Institution, the chief dental administrator of each Affiliate Member institution conducting non-hospital-based advanced dental education programs, the chief dental officer or administrator of each Affiliate Member federal dental service and the President of the Association of Canadian Faculties of Dentistry.

The Council of Faculties consists of one faculty member (or an alternate) elected by the faculty of each Institutional and Provisional Member Institution, one faculty member from each one of the Canadian Faculties of Dentistry, and 10 non-program director allied dental faculty, selected by the CADPD Administrative Board through an application process

The Council of Advanced Education Programs includes faculty in the Commission on Dental Accreditation-approved advanced dental education programs located in ADEA Member Institutions, Residents and Fellows, and past members of the COAEP Administrative Board who are appointed to or employed in an ADEA Member Institution.

The Council of Sections Each Section consists of any Individual, Student, Affinity Member, Retired and Honorary ADEA member interested in the Section's particular academic or administrative area. An ADEA member may join any number of Sections.

The Council of Students, Residents and Fellows consists of students, residents and fellows representing any of the following types of programs conducted by each Active, Provisional and Affiliate Member Institution: (a) students, residents and fellows in a program leading to the D.D.S. or D.M.D. degree; (b) students, residents and fellows enrolled in advanced dental education programs; (c) students, residents and fellows in dental hygiene education programs; (d) students, residents and fellows in dental assisting education programs and (e) students, residents and fellows in dental laboratory technology education programs.

The Corporate Council consists of the official representative of each Corporate Member.

Council Representation in the House of Delegates:

All members of the ADEA Council of Deans serve as delegates to the ADEA House of Delegates.

All members of the Council of Faculties serve as delegates to the House of Delegates. Members are elected or appointed by their institutions. The Council of Faculties is represented by all of its members from Institutional and Provisional Member institutions, one member elected from the members from the Canadian Faculties of Dentistry, and one member, selected by the Council of Allied Dental Program Directors Administrative Board, from the allied dental faculty. The allied dental faculty delegate must come from an institution that holds affiliate membership.

The Council of Allied Dental Program Directors delegates to the House of Delegates are nominated by members of the Council and approved by the Council's Administrative Board. The Administrative Board also serves as delegates to the House of Delegates.

The Council of Advanced Education Programs delegates to the House of Delegates include representatives from the dental specialties who are nominated and reviewed by the Council's Administrative Board. Delegates that represent programs may self-nominate or are nominated by the Council's Administrative Board. Delegates are appointed by the Council's Administrative Board.

The Council of Sections delegates to the House of Delegates include the Councilor and Chair of each Section. The members of the Administrative Board also serve as delegates to the House of Delegates.

The Council of Students, Residents and Fellows elects delegates at the Annual Session & Exhibition. Each Member Institution represented at the Council meeting to elect delegates gets one vote.

The Corporate Council delegates to the House of Delegates consist of the Council's Administrative Board.

Council Administrative Boards

Each council has a five-member administrative board, consisting of a Board Director (who is an Association officer who serves on the ADEA Board of Directors), a Chair, a Chair-elect (or Vice-chair in the Council of Students, Residents and Fellows), a Secretary and a Member-at-Large. Each administrative board meets at least once between Annual Sessions and is responsible for planning its council's ADEA Annual Session & Exhibition program and for managing the council's affairs. Administrative boards relate to their councils much as the Board of Directors relates to the House of Delegates.

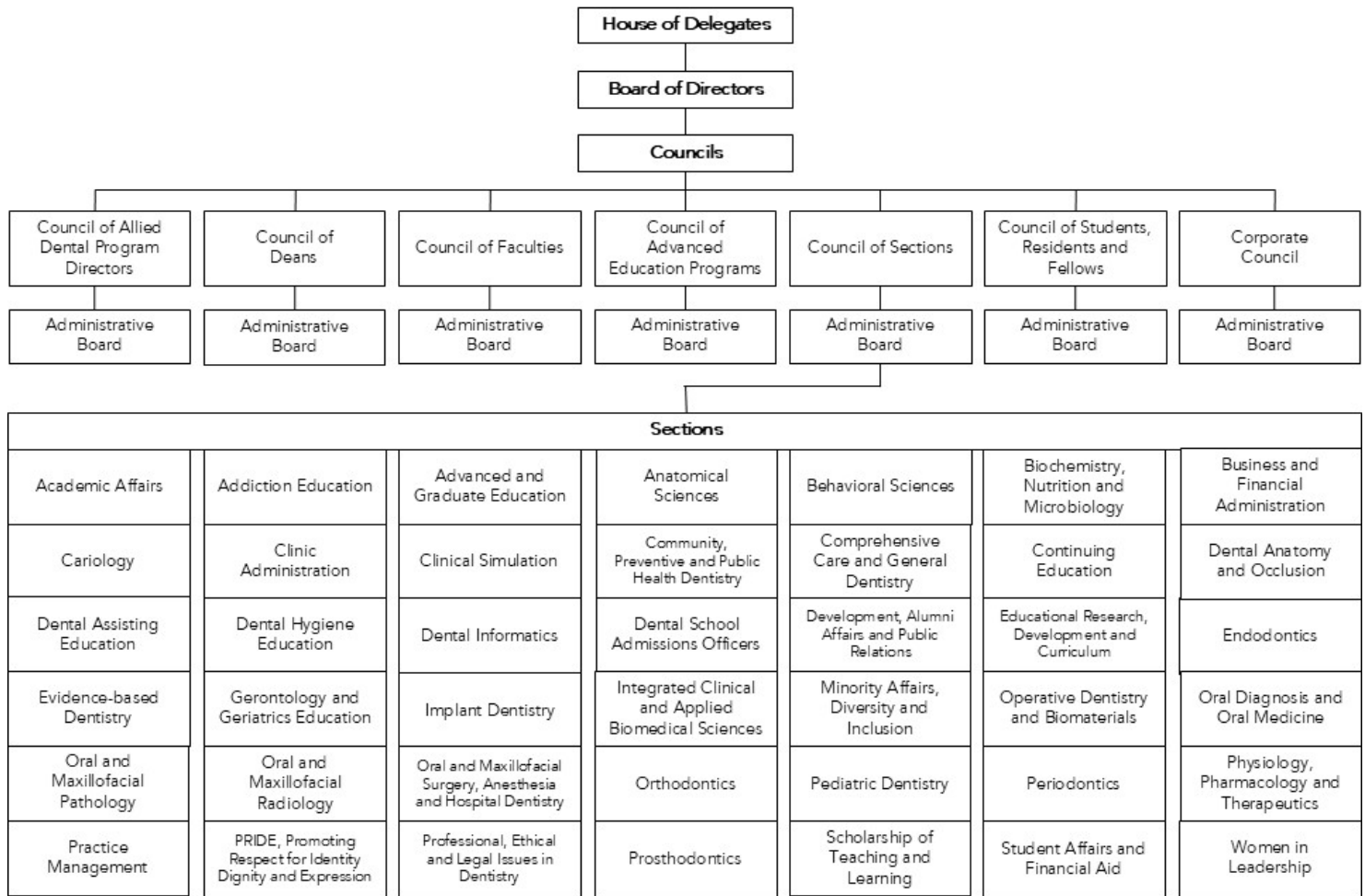
Sections

Each ADEA Individual, Student, Affinity, Honorary or Retired Member may join any of the Association's sections. Each section is concerned with a particular academic or administrative area. Individual members may attend the meetings of any sections but can participate in the business affairs of only those to which they belong. Each section has a Councilor, Chair, Chair-elect and Secretary. The section officers function much as the council administrative boards do, in that they plan their section's ADEA Annual Session & Exhibition meetings and manage the section's affairs between Annual Sessions.

Standing and Special Committees

The Board of Directors or the House of Delegates may appoint Standing and Special Committees to assist in performing its duties. Committees of the Board of Directors and House of Delegates shall have two or more directors or delegates, and directors must constitute a majority of committee membership. The Board of Directors may also appoint Advisory Committees. Task forces may include any Individual Member and does not require Director membership.

Figure 1: Organizational Structure of the American Dental Education Association



How Resolutions Are Introduced and What Happens to Them

Resolutions are the vehicles by which the Association's policies and administrative procedures are established, amended or deleted.

Procedures Regarding Resolutions

- Resolutions may be presented to the House of Delegates either by the Board of Directors or by any delegate in writing, up to and including the Opening of the House of Delegates.
- Any Individual Member may submit a resolution to the Board of Directors by December 1, prior to the next Annual Session & Exhibition, which in its discretion may or may not choose to forward it for further consideration.
- Resolutions not brought before the last Board of Directors meeting prior to the Annual Session & Exhibition may be introduced at the Opening of the House of Delegates and must be presented by a delegate.
- Resolutions brought after the Opening of the House of Delegates cannot be considered by the House until the following year. The resolution can be sent immediately after the Annual Session & Exhibition to the President and CEO, who then presents it to the Board of Directors for consideration before the next Annual Session & Exhibition.
- At its discretion, the Board of Directors may submit resolutions to an appropriate Association component group for advice before forwarding the resolution to the House of Delegates.
- Annually, the Board of Directors appoints Reference Committee Members to hold hearings at the Annual Session & Exhibition on resolutions being presented to the House of Delegates and to make recommendations on those resolutions upon request of the Board of Directors.
- Resolutions proposing expenditure of Association funds must be accompanied by a cost impact statement estimating the amount of funds required and the period of expenditure.
- Resolutions proposing changes in the ADEA policies and Bylaws must specify how the ADEA Policy Statements, Position Papers and Bylaws would be affected.

Staff will assist members in drafting resolutions and estimating expenditures.

Format of Resolution

Resolutions must follow a specific format. They should not be numbered because staff assigns numbers.

"Whereas" clauses should not be used. Instead, when necessary, a succinct background statement should precede the resolution.

The following fictitious statement and resolution exemplifies the format of an ADEA resolution.

**Sample ADEA Resolution
Board of Directors Quorum**

The present Bylaws of the American Dental Education Association provide that a majority of the members of the Board of Directors constitutes a quorum for the transaction of business. It is believed that the quorum requirements should be increased because it is presently possible for only six individuals to make important decisions affecting the Association. The following resolution is therefore presented for consideration.

Resolved, that the quorum requirement for the Board of Directors be increased from a majority of the members to two thirds of the members;

and be it further

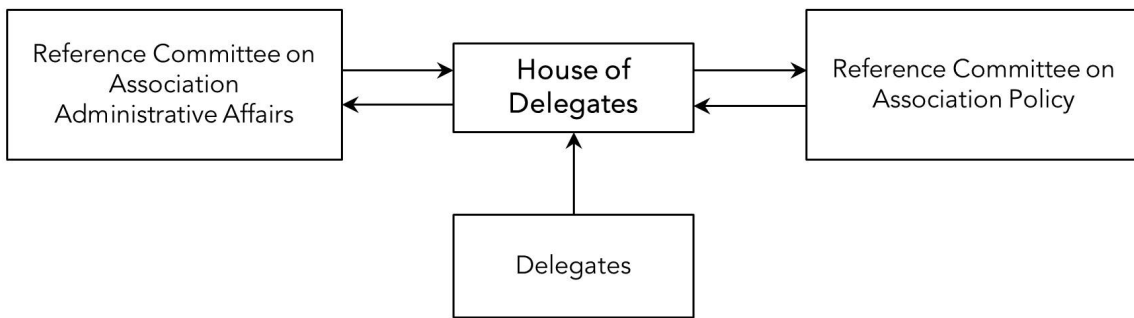
Resolved, that Bylaws Chapter IV (Board of Directors), Section E (Quorum), which reads:

Section E. Quorum. A majority of the members constitutes a quorum for the transaction of business at regular or special sessions.

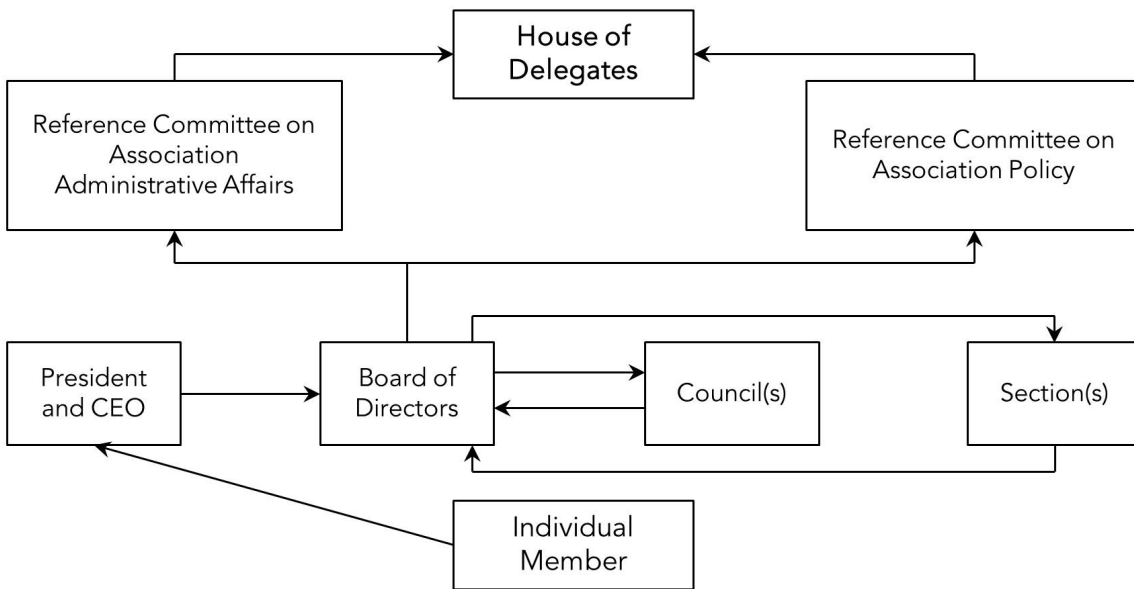
Be amended to read:

Section E. Quorum. Two thirds of the members constitute a quorum for the transaction of business at regular or special sessions.

Figure 2: What Happens to Resolutions Introduced at Annual Session?



What Can Happen to a Resolution Introduced Between Annual Sessions



How ADEA Reference Committees Function

Purpose

Before each ADEA Annual Session & Exhibition, the ADEA Board of Directors appoints two Reference Committees, the ADEA Reference Committee on Association Administrative Affairs and the ADEA Reference Committee on Association Policy. Most resolutions to be considered by the ADEA House of Delegates are referred to one of these committees. Resolutions dealing with administrative, procedural, and business affairs of the Association are referred to the Reference Committee on Association Administrative Affairs. Resolutions dealing with the policies and public positions of ADEA are referred to the Reference Committee on Association Policy.

The Reference Committees hold hearings at the Annual Session, at which all individual members have an opportunity to discuss and debate the resolutions before they are considered by delegates at the Closing Session of the House. After their hearings, the Reference Committees write reports recommending specific actions on each resolution, and the reports are presented at the Closing Session of the House of Delegates.

Hearings

Hearings are open to all individual members and other ADEA Annual Session & Exhibition participants. Reference Committee chairs have the authority to determine whether a nonmember may speak.

At their hearings, each Reference Committee provides an opportunity for discussion on each resolution referred to it. A Reference Committee must recommend action to the House on each resolution, even if there is no discussion at the hearing. However, if there is no discussion, a Reference Committee need not necessarily recommend approval of a resolution; it can recommend another action. Reference Committees have considerable authority; they may recommend the adoption of a resolution, the rejection of a resolution, to amend and adopt the amended resolution or refer the resolution to the ADEA Board of Directors for further study. Action on a resolution cannot be postponed beyond the close of the 2026 House of Delegates. Each committee should, in its report, explain its recommendations briefly, noting the reasons for agreement or disagreement with the original recommendations.

A Reference Committee chair cannot permit motions or votes at hearings because Reference Committees are intended only to receive information and opinions. Further, a chair may not debate points, either at the hearing or the Closing Session of the House.

More

There is more on Reference Committees specific to the 2026 ADEA Annual Session & Exhibition in the next section.

Conclusion

We hope this information has given you a basic understanding of how ADEA works and has encouraged you to participate actively in the Association's affairs. Please contact ADEA staff member Ms. Leah Franklin, Senior Director of Governance, at 202-238-3960 or at Governance@adea.org, for any further information you need.

ADEA Reference Committees

Additional information on ADEA Reference Committees appears in “Introduction to the ADEA Governing Process,” which immediately precedes this section. That material explains the purpose of Reference Committees and the ground rules governing their hearings at the ADEA Annual Session & Exhibition. The ADEA Board of Directors has selected the following members to serve on this year’s Reference Committees:

ADEA Reference Committee on Association Policy

ADEA Council of Faculties

Chair, Dr. Kelli Christensen, Midwestern University Dental Institute

ADEA Council of Advanced Education Programs

Dr. Shreekrishna Akilesh, NYU Langone Medical Center

ADEA Council of Allied Dental Program Directors

Dr. Carrie Hanson, Johnson County Community College

ADEA Council of Sections

Dr. Anita Joy-Thomas, UTHealth Houston

ADEA Council of Students, Residents, and Fellows

Ms. Isabel Terrasa, Tufts University

ADEA Council of Deans

Dr. John Valenza, UTHealth Houston

ADEA Corporate Council

Ms. Debora (Deb) Bridges, Spectrum Solutions

ADEA Reference Committee on Administrative Affairs

ADEA Council of Faculties

Chair, Dr. Christine Keith, Creighton University

ADEA Council of Advanced Education Programs

Dr. Rajesh Adhia, NYU Langone Post-Doctoral Hospitals

ADEA Council of Allied Dental Program Directors

Dr. Risa Handman, University of Tennessee

ADEA Council of Sections

Dr. James Harrison, University of Louisville

ADEA Council of Students, Residents, and Fellows

Mr. Jaliyl Jones, Howard University

ADEA Council of Deans

Dr. Linda Niessen, Kansas City University

ADEA Corporate Council

Mr. James (Jim) Day, Air Techniques

Resolutions to be Considered by the ADEA House of Delegates

There are 15 resolutions (1H-2026 through 15H-2026) that will be acted upon by the House at its Opening Session on Saturday, March 21, 2026, from 4:30 to 5:30 p.m., and at its Closing Session on Tuesday, March 24, 2026 from 3:30 to 4:30 p.m.

In the event that any resolutions are introduced at the Opening Session of the House, they will be referred to the appropriate Reference Committee.

When the Reference Committees meet on Sunday, March 22, 2026, any resolutions presented from the floor will be considered by the House at its Closing Session on Tuesday, March 24, 2026 from 3:30 to 4:30 p.m. At the Closing Session, the Reference Committee chairs will read the resolutions that their committees have heard, and their reports will be submitted to the House (but not read aloud).

Resolutions to be Heard by the ADEA Reference Committee on Association Policy

Resolutions 5H-2026, 6H-2026, and 8H-2026 will be assigned to the Reference Committee on Association Policy to hear on Sunday, March 22, 2026 from 2:00 to 3:00 p.m. Any resolutions introduced at the Opening Session of the House may be referred to this committee.

Resolutions to be Heard by the ADEA Reference Committee on Association Administrative Affairs

Resolutions 7H-2026 and 9H through 15H-2026 will be assigned to the Reference Committee on Administrative Affairs on Sunday, March 22, 2026, 4:30 to 5:30 p.m. Any resolutions introduced at the Opening Session of the House may be referred to this committee.

Order of Business of the ADEA House of Delegates

Opening Session—Saturday, March 21, 2026, 4:30 – 5:30 p.m.

- Call to Order—Chair of the ADEA Board of Directors, Dr. Todd Ester
- Report of Quorum
- Approval of the Minutes of the Previous Session
- Chair-elect of the ADEA Board of Director’s Address—Dr. Cherae Farmer-Dixon
- President and CEO’s Report—Dr. Karen P. West
- Report of the Nominating Committee—Dr. Susan Kass
- Action on Resolutions 1H-2026 to 4H-2026
- Referrals of Reports and Resolutions
- Recess until March 24, 2026, 3:30 p.m.

Closing Session—Tuesday, March 24, 2026, 3:30 – 4:30 p.m.

- Call to Order—Chair of the ADEA Board of Directors, Dr. Todd Ester
- Report of Quorum
- Consideration of Reference Committee Reports and Action on Resolutions 5H-2026 to 15H-2026
- Chair of the ADEA Board of Director’s Address—Dr. Todd Ester
- Recognition of Retiring Officers
- Adjournment

Procedures for the Conduct of Business in the ADEA House of Delegates

Alternates

ADEA Council members unable to attend the ADEA House of Delegates Meetings or a Council meeting, or who serve in the House of Delegates in two or more positions (e.g., as a member of the Council of Faculties and Council of Sections), may appoint alternates to represent them. Members of the Councils of Allied Dental Program Directors; Advanced Education Programs; and Students, Residents and Fellows must appoint alternates who are members of their Councils. Members of the Council of Sections must appoint the Chair-elect or Secretary of their Sections. Members of the Councils of Deans and Faculties must appoint individuals from their institutions.

Delegates representing two or more Councils in the House of Delegates must decide which Council they wish to represent and then appoint an alternate(s) for the other Council(s) according to the foregoing guidelines. All alternates must be ADEA Individual Members. Corporate Council Administrative Board members unable to attend a House of Delegates Meeting may appoint alternates to represent them; such alternates must be members of the Corporate Council. All Council alternates to the House of Delegates must be selected prior to the ADEA Annual Session & Exhibition and be ratified by the appropriate Council prior to the Opening of the House of Delegates. Please notify ADEA of the name of the alternate. This notification can be done by emailing ADEA prior to the ADEA Annual Session & Exhibition or when picking up voting cards at the ADEA House of Delegates booth in the registration area of the ADEA Annual Session & Exhibition.

Admission Cards

At registration, each delegate (or alternate) will receive three cards: (1) one for admission to the Opening Session of the House, (2) one for admission to the Closing Session and (3) one for balloting for Chair-elect of the Board of Directors if an election is required. Each delegate and alternate will surrender the signed, appropriate card when entering the floor for the Opening and Closing Sessions. Any delegates or alternates who misplace their credentials should immediately report the loss to staff in the Association's registration area.

Seating of Delegates

Delegates are seated by council affiliation, and each delegate is required to sit with his or her council. The council seating areas will be marked by signs.

Visitors

All registered ADEA Annual Session & Exhibition participants are not only invited but encouraged to attend the ADEA House of Delegates sessions, as well as meetings of the Reference Committees. There will be visitors' seating sections at both the Opening and Closing Sessions.

Presiding Officer

The Association's Chair of the ADEA Board of Directors—Dr. Todd Ester—is the presiding officer of the House. In the absence of the Chair of the ADEA Board of Directors, the Chair-elect of the ADEA Board of Directors is the presiding officer. The Chair may cast a vote in cases when their vote could alter the outcome, appoint tellers to assist in determining the result of any action taken by ballot and perform any other duties required by the rules of order.

Recording Officer

The ADEA President and CEO is the recording officer of the ADEA House of Delegates and the custodian of its records. The President and CEO may appoint a public stenographer to record the verbatim proceedings of the Opening and Closing Sessions of the House.

Rules of Order

The rules contained in the latest edition of the American Institute of Parliamentarians *Standard Code of Parliamentary Procedure* govern the deliberations of the House in all cases where they are applicable and not in conflict with the Association's Bylaws.

Parliamentarian

A parliamentarian will be present during the sessions of the House of Delegates.

Explanation of Motions

To avoid confusion, each type of motion is assigned a definite rank as shown in the tables on pages 24–26.

The rank is based on the urgency of each motion. When a motion is before the House, any motion is in order if it has a higher precedence or rank than the immediately pending motion, but no motion having a lower precedence is in order. Motions are considered and decided in a reverse order to that of their proposal. For example, a motion to amend the main motion is dispensed with before the main motion, and a motion to amend an amendment is voted on before the original motion to amend.

After a motion to approve is made and seconded, the resolution is before the House for debate, amendment and final action. A motion to approve is a main motion, and a vote by the House disposes of the resolution.

A motion to postpone to a certain time may be used to defer consideration of a resolution until some definite future time during this ADEA Annual Session & Exhibition. Resolutions may be referred to the ADEA Board of Directors, councils or sections for their recommendations.

Amendments to the ADEA Bylaws

A Bylaws amendment is enacted if it receives an affirmative vote of at least two thirds of the delegates present and voting.

Voting Procedures During ADEA House of Delegates Sessions

The presiding officer usually determines the method of voting during sessions of the House. He or she may choose a voice vote, a show of hands, a standing vote or a secret ballot, depending on the closeness of the vote and the presiding officer's sense of the House.

Principal Rules Governing Motions in the ADEA House of Delegates

Order of Precedence ¹	Can Interrupt?	Requires Second?	Debatable?	Amendable?	Vote Required?	Applies to what other motions? ⁵	What other motion can be applied to it?	Renewable?
Privileged Motions								
Adjourn	No	Yes	Yes ²	Yes ²	Majority	None	Amend, limit debate, close debate	Yes
Recess	No	Yes	Yes ²	Yes ²	Majority	None	Amend, limit debate, close debate	Yes ⁶
Question of Privilege	Yes	No (unless presented as motion)	No	No	None	None	None	Yes
Subsidiary Motions								
Table	No	Yes	No	No	2/3	Main Motion	None	No
Close debate	No	Yes	No	No	2/3	Debatable motions	None	Yes ⁶
Limit or extend debate	No	Yes	Yes ²	Yes ²	2/3	Debatable motions	Amend, close debate	Yes ⁶
Postpone to a certain time	No	Yes	Yes ²	Yes ²	Majority	Main motion	Amend, close debate, limit debate	Yes ⁶
Refer to committee or board	No	Yes	Yes ²	Yes ²	Majority	Main motion	Amend, close debate, limit debate	Yes ⁶
Amend	No	Yes	Yes ³	Yes	Majority	Re-wordable motions	Close debate, limit debate, amend	No ⁶

Order of Precedence	Can Interrupt?	Requires Second?	Debatable?	Amendable?	Vote Required?	Applies to what other motions?	What other motion can be applied to it?	Renewable?
Main Motions								
a. Main Motion								
The Main Motion	No	Yes	Yes	Yes	Majority	None	Subsidiary	No
b. Specific Main Motions								
Amend a previous action	No	Yes	Yes	Yes	Same vote	Adopted Main motion	Subsidiary	No
Ratify	No	Yes	Yes	Yes	Same vote	Adopted main motion	Subsidiary	No
Adopt in-lieu-of	No	Yes	Yes	Yes	Majority	None	Subsidiary	No
Reconsider	Yes ⁴	Yes	Yes ²	No	Majority	Vote on Main motion	Close debate, limit debate	No
Rescind	No	Yes	Yes	No	Same vote	Adopted Main motion	Subsidiary except to amend	No
Recall from committee	No	Yes	Yes ²	No	Majority	Referred Main motion	Limit debate, close debate	No

No Order of Precedence	Can Interrupt?	Requires Second?	Debatable?	Amendable?	Vote Required?	Applies to what other motions?	What other motion can be applied to it?	Renewable?
Incidental Motions								
Motions								
Appeal	Yes	Yes	Yes	No	Majority ⁷	Decision of Chair	Close debate, limit debate	No
Suspend rules	No	Yes	No	No	2/3	Procedural rules	None	Yes
Consider informally	No	Yes	No	No	Majority	Main motion or subject	None	Yes
Requests								
Point of order	Yes	No	No	No	No	Procedural error	None	No
Inquiries	Yes	No	No	No	No	All motions	None	No
Withdraw a motion	Yes	No (unless presented as a motion)	No	No	No ⁸	All motions	None	No
Division of question	No	No (unless presented as a motion)	No	No	No ⁸	Main motion	None	No
Division of assembly	Yes	No	No	No	No ⁸	Indecisive vote	None	No

Source: American Institute of Parliamentarians *Standard Code of Parliamentary Procedure* (2012), McGraw Hill

1. Motions are in order only if no motion higher on the list is pending. Thus, if a motion to close debate is pending, a motion to amend would be out of order; but a motion to recess would be in order, since it outranks the pending motion.
2. Restricted.
3. Is not debatable when applied to an undebatable motion.
4. A member may interrupt the proceedings but not a speaker.
5. Withdraw may be applied to all motions.
6. Renewable at the discretion of the presiding officer.
7. A tie or majority vote sustains the ruling of the presiding officer; a majority vote in the negative reverses the ruling.
8. If decided by the assembly, by motion, requires a majority vote to adopt.

Voting for Chair-elect of the ADEA Board of Directors

The Nomination Process for Chair-elect of the ADEA Board of Directors

The ADEA Board of Directors placed several calls for nominations in the *Bulletin of Dental Education*, *Journal of Dental Education* and on the ADEA website.

All members were invited to nominate as many individuals as they wished, including themselves.

The Council Administrative Boards were also invited to nominate candidates; however, the Boards were not informed of the identity of the other candidates. In order to maintain confidentiality, only the Nominating Committee and the ADEA President and CEO knew the identity of all nominees.

The deadline for submitting nominations was November 1, 2025.

The ADEA Board of Directors Presents the Following Candidate for 2026–27 Chair-elect of the ADEA Board of Directors

Upon the recommendation of the Nominating Committee, the Board of Directors presents one candidate for the 2026–27 ADEA Chair-elect of the ADEA Board of Directors. The office leads in successive years to the offices of Chair of the ADEA Board of Directors and Immediate Past Chair of the ADEA Board of Directors. The candidate, for whom a brief biographical sketch follows, is Dr. Herminio L. Perez, Assistant Dean for Campus Life, Rutgers School of Dental Medicine.

Nominee for Chair-elect of the ADEA Board of Directors



Herminio L. Perez, D.M.D., M.B.A., Ed.D.

Assistant Dean for Campus Life
Rutgers School of Dental Medicine

It is an honor and privilege to submit my nomination for the position of 2026-27 Chair-elect of the ADEA Board of Directors.

As a dentist with an M.B.A. in Healthcare and an Ed.D. in Leadership and Innovation, I bring multidisciplinary perspective to dental education—one that integrates curricular and clinical insight, strategic thinking, and transformative leadership allowing me to approach challenges with a holistic perspective. My career and leadership style have been characterized by fostering inclusiveness, innovation and cultivating environments where learners and educators thrive—principles that align closely with ADEA’s 2024–2027 strategic goals.

Inspired by Dr. William J. Gies’s vision of dental educators as scholars who advance the profession through knowledge and character, I have shaped my career to embody these ideals. With over 20 years of experience in both hospital administration and academic settings, I have taught and mentored students, developed innovative programs, and fostered inclusive, collaborative environments. My work spans program development, organizational leadership, and the advancement of diversity, equity, and student success.

I view the role of Chair-elect as a platform to amplify members’ voices, advance ADEA’s mission and drive our shared goals. The Chair-elect must listen with intention, lead collaboratively, and guide the organization with integrity and vision. I am committed to ensuring that ADEA remains a space where members feel empowered, supported, and inspired to shape the future of oral health education—just as this community has uplifted me.

Since 2013, I have engaged with ADEA through service on numerous Sections and committees, including the Section on Student Affairs and Financial Aid; Section on PRIDE, Promoting Respect for Identity Dignity and Expression; the Faculty Diversity Toolkit Development Work Group; the Centennial Celebration Planning Committee; and the ADEA Men of Color in the Health Professions Summit. Recently, I have held leadership roles as Annual Session Program Committee Chair for the 2024 ADEA Annual Session & Exhibition, Chair of the ADEA Leadership Institute Alumni Association, and Co-chair of the ADEA Advisory Committee on Access and Strategic Change (formerly the Diversity and Inclusion Advisory Committee). These roles have expanded my understanding of members’ needs and deepened my insight into the strategic priorities that shape our organization.

Looking ahead, I aim to broaden ADEA’s reach by fostering partnerships that address local challenges in dental education. By engaging in meaningful collaboration with educators and institutions worldwide, we can position dental education as a vital source of knowledge and innovation. Through dialogue and shared learning, we will continue to strengthen our academic communities and advance oral health education, and health equity.

I would be honored to serve ADEA members in advancing their aspirations, strengthening our strategic priorities, and upholding the values that make our community strong. Together, we can shape a future that reflects the best of who we are and elevates what we can achieve for our

members and the communities we serve. As a dental educator, I bring to this role a deep respect for our mission, and a commitment to collaborative leadership honoring both ADEA's tradition and its spirit of transformation.

Thank you sincerely for considering my nomination and for the opportunity to contribute to ADEA's legacy of leadership and impact.

Report of the ADEA Board of Directors on Resolutions for Consideration by the 2026 ADEA House of Delegates

The ADEA House of Delegates will consider the 15 **4** resolutions in this report, plus any additional ones introduced at the Opening Session. The House will act on Resolutions 1H-2026 through 4H-2026 at its Opening Session on Saturday, March 21, 2026, from 4:30 to 5:30 p.m.

The House will act on Resolutions 5H-2026 through 15H-2026 at its Closing Session on Tuesday, March 24, 2026 from 3:30 to 4:30 p.m.

The resolutions from the Board of Directors in the report are sequenced as follows:

Resolutions to be Acted on at the Opening Session:

- 1H-2026 American Dental Association Council on Dental Education and Licensure Member
- 2H-2026 Commission on Dental Accreditation Member
- 3H-2026 Joint Commission on National Dental Examinations Member
- 4H-2026 Appreciations

Resolutions to be Acted on at the Closing Session:

- 5H-2026 ADEA Bylaws Changes to Include the Code of Conduct (via Appendix) Into the Bylaws
- 6H-2026 ADEA Council of Faculties Revisions to the 2008 "ADEA Competencies for the New General Dentist"
- 7H-2026 ADEA Bylaws Changes to ADEA Board of Directors Special Call Meetings Notice Period
- 8H-2026 ADEA Bylaws Changes to Membership Categories and Eligibility
- 9H-2026 Request to Update the Name of the ADEA Behavioral Sciences Section
- 10H-2026 Request to Update the Name of the ADEA Section on Minority Affairs, Diversity, and Inclusion (MADI)
- 11H-2026 Request to Update the Name of the ADEA Section on Women in Leadership
- 12H-2026 ADEA Council of Sections Bylaws Changes Regarding Council of Sections Membership, Voting and Quorum
- 13H-2026 ADEA Council of Sections Bylaws Changes Regarding Eligibility for Election as Section Councilor
- 14H-2026 ADEA Council of Sections Bylaws Changes Regarding Probationary Period for Special Interest Groups (SIGs) Seeking Section Status
- 15H-2026 Disbandment of the ADEA Clinic Simulation Section

All of the resolutions in this report that require House action are printed in boldface for delegates' ease of identification.

1
2 **Actions at the Opening Session of the ADEA House of Delegates**

3 **Resolution 1H-2026**
4 **American Dental Association Council on Dental Education and Licensure Member**

5
6 The current ADEA representatives to the ADA Council on Dental Education and Licensure (ADA
7 CDEL) and their termination dates (in the fall of the years shown) are:

- 8
9
 - 10 • Dr. Nicole Kimmes, University of New England College of Dental Medicine (2026)
 - 11 • Dr. Brian Howe, University of Iowa College of Dentistry and Dental Clinics (2027)
 - 12 • Dr. Mark Wolff, University of Pennsylvania School of Dental Medicine (2028)
 - 13 • Dr. Sarandeep Huja, Medical University of South Carolina James B. Edwards College of
14 Dental Medicine (2029)

15 Dr. Kimmes, who was appointed to a vacated term on the ADA CDEL, will complete the term
16 this fall at the close of the 2026 ADA Scientific Session. Thus, the 2026 ADEA House of
17 Delegates will have to appoint a new ADA CDEL member. The ADEA Board of Directors is
18 recommending that the ADEA House of Delegates elect Dr. Nicole Kimmes, Dean and Clinical
19 Professor, University of New England College of Dental Medicine, to a four-year term to expire
20 in 2030. Dr. Kimmes is eligible for a full four-year term.

21
22 The ADEA Bylaws allow delegates to nominate additional candidates for ADA CDEL
23 membership at the Opening Session of the House. (Please note: ADA CDEL members must be
24 active members of the ADA.) Any delegate presenting a nominee must obtain the candidate's
25 consent to run and a copy of the candidate's curriculum vitae, which will be made available for
26 delegates' review.

27
28 **The ADEA Board of Directors asks the ADEA House of Delegates to approve the following**
29 **resolution:**

30
31 **1H-2026** **Resolved, that the ADEA House of Delegates appoint Dr. Nicole Kimmes to a**
32 **four-year term on the ADA Council on Dental Education and Licensure with the**
33 **term to begin at the close of the 2026 ADA Scientific Session and conclude at**
34 **the 2030 ADA Scientific Session.**
35

Resolution 2H-2026
Commission on Dental Accreditation Member

The current ADEA representatives on the Commission on Dental Accreditation (CODA) and their termination dates (in the fall of the years shown) are:

- Dr. Cataldo Leone, Boston University Henry M. Goldman School of Dental Medicine (2026)
- Dr. Theresa Gonzales, Dental College of Georgia at Augusta University (2027)
- Dr. Keith Mays, University of Minnesota School of Dentistry (2028)
- Dr. Patrick Lloyd, Stony Brook School of Dental Medicine (2029)
- Dr. Ronnie Myers, Touro College of Dental Medicine at New York Medical College (2030)

Dr. Gonzales' appointment as a Commissioner will end at the close of the 2027 ADA Scientific Session. In 2011, the Commission adopted an enhanced six-month training period for all new Commissioners, thus requiring sponsoring organizations to appoint new Commissioners in advance to participate in the additional training, which will occur in fall 2026.

The ADEA Board of Directors is recommending that the 2026 ADEA House of Delegates elect Dr. Linda Niessen, Dean, Kansas City University College of Dental Medicine, to a four-year term beginning fall 2027 and to expire in 2031.

The ADEA Bylaws allow delegates to nominate additional candidates for CODA membership at the Opening Session of the House. (Please note: ADEA appointees to CODA must be active members of the ADA.) Any delegate presenting a nominee must obtain the candidate's consent to run and a copy of the candidate's curriculum vitae, which will be made available for delegates' review.

The ADEA Board of Directors asks the ADEA House of Delegates to approve the following resolution:

2H-2026 Resolved, that the ADEA House of Delegates appoint Dr. Linda Niessen to a four-year term (2027-2031) on the Commission on Dental Accreditation.

Resolution 3H-2026
Joint Commission on National Dental Examinations Member

The Joint Commission on National Dental Examinations (JCNDE) consists of three representatives each from the American Dental Association (ADA) and American Dental Education Association (ADEA), six from the American Association of Dental Boards (MDB), and one each from the American Dental Hygienists' Association (ADHA), the American Student Dental Association (ASDA) and the public sector. The JCNDE members previously appointed by the ADEA House of Delegates and their termination dates (in the fall of the years shown) are:

- Dr. Sara Gordon, University of Washington School of Dentistry (2026)
- Dr. Alberto Gasparoni, University of Iowa College of Dentistry and Dental Clinics (2028)
- Dr. Hiba Oari, The Ohio State University College of Dentistry (2029)

Dr. Gordon will complete her term on JCNDE this fall at the close of the 2026 ADA Scientific Session. The ADEA Board of Directors is recommending that the House appoint Dr. Clara Kim, Professor and Assistant Dean of Curriculum Integration and Specialty Care, Western University of Health Sciences School of Dental Medicine, to a four-year term to expire at the close of the ADA Scientific Session in 2030.

The ADEA Bylaws allow delegates to nominate additional candidates for JCNDE representative at the Opening Session of the House. (Please note: JCNDE members must be active members of the ADA.) Any delegate presenting a nominee must obtain the candidate's consent to run and a copy of the candidate's curriculum vitae, which will be made available for delegates' review.

The ADEA Board of Directors asks the ADEA House of Delegates to approve the following resolution:

3H-2026 **Resolved, that the ADEA House of Delegates elect Dr. Clara Kim to serve a four-year term on the Joint Commission for National Dental Examinations with the term to begin at the conclusion of the 2026 ADA Scientific Session and end at the conclusion of the 2030 ADA Scientific Session.**

Resolution 4H-2026
Appreciations

ADEA relies significantly on outside support for several of its activities, and numerous organizations have provided much-needed assistance since last year's ADEA Annual Session & Exhibition. The ADEA Board of Directors expresses its sincere appreciation to the following companies, organizations, institutions, and individuals for their generous support. Those who have supported ADEA activities and events over the past year, from last year's ADEA Annual Session & Exhibition until the start of this year's Annual Session & Exhibition, are listed alphabetically. Most of the companies listed are also Corporate Members of ADEA, and we are especially grateful to them.

ADEA Corporate Council sponsored the Opening Plenary at the 2025 Annual Session & Exhibition, the 2025 Allied Dental Faculty Leadership Development Program (ADFLDP), and the Advanced Dental Education Summit.

A-dec sponsored the Welcome Reception, and five COSRF student registrations at the 2025 Annual Session & Exhibition, the Sunday Reception at the 2025 Allied Dental Program Directors' Conference (ADPDC), the 2025 Allied Dental Faculty Leadership Development Program (ADFLDP), the 2025 Summer Deans' Institute, the Welcome Reception at the 2025 Business and Financial Administration and Clinic Administration (BFACA) Meeting and the Luncheon at the 2025 Deans' Conference

Air Techniques sponsored the 2025 Deans' Conference

American Association of Endodontists Foundation supported the ADEA/American Association of Endodontists Foundation Scholar in the ADEA Leadership Institute

ADEA/American College of Dentists (ACD) supported the Dr. Jerome Bright Miller Scholars in the ADEA Leadership Institute

Aspen Dental Management sponsored the 2025 Allied Dental Program Directors' Conference (ADPDC)

Bien Air USA sponsored the 2025 Business and Financial Administration and Clinic Administration (BFACA) Meeting and the 2025 Deans' Conference

Brasseler sponsored the 2025 Business and Financial Administration and Clinic Administration (BFACA) Meeting and the 2025 Deans' Conference

CareCredit sponsored the 2025 Business and Financial Administration and Clinic Administration (BFACA) Meeting

Colgate Oral Pharmaceuticals, Inc. supported the Excellence in Teaching, ADEA COSRF Junior Faculty Award; Dr. Jeanne C. Sinkford Scholar in the ADEA Leadership Institute; the ADEA/American Association for Dental, Oral, and Craniofacial Research/Colgate-Palmolive Co. Dr. Dominick DePaola Scholar in the ADEA Leadership Institute Scholarship; the 2025 Allied Dental Program Directors' Conference (ADPDC); the 2025 Business and Financial Administration and Clinic Administration (BFACA) Meeting; and the 2025 Deans' Conference.

51 DCI Edge sponsored the 2025 Business and Financial Administration and Clinic Administration
52 (BFACA) Meeting and the 2025 Deans' Conference
53
54 DentEZ sponsored the 2025 Business and Financial Administration and Clinic Administration
55 (BFACA) Meeting and the 2025 Deans' Conference
56
57 Dentsply Sirona sponsored the Student Poster Session at the 2025 Annual Session & Exhibition,
58 the 2025 Allied Dental Program Directors' Conference (ADPDC), the 2025 Business and
59 Financial Administration and Clinic Administration (BFACA) Meeting and the 2025 Deans'
60 Conference
61
62 Elevate Oral Care sponsored the 2025 Deans' Conference
63
64 Envista sponsored the 2025 Business and Financial Administration and Clinic Administration
65 (BFACA) Meeting and the 2025 Deans' Conference
66
67 Gillette Hayden Memorial Foundation (GHMF) supported the ADEA/Gillette Hayden Memorial
68 Foundation/AAWD Woman Dentist Tuition Scholarship
69
70 Haleon supported the ADEA/Haleon Preventive Dentistry Scholarships, and sponsored the
71 Tapestry Table and the Preventive Dentistry Series at the 2025 Annual Session & Exhibition, the
72 2025 Allied Dental Program Directors' Conference (ADPDC), the 2025 Deans' Conference
73
74 Heartland Dental sponsored two COSRF student registrations at the 2025 Annual Session &
75 Exhibition
76
77 Henry Schein sponsored the 2025 ADEAGies Awards Celebration, 2025 Allied Dental Program
78 Directors' Conference (ADPDC), the 2025 Business and Financial Administration and Clinic
79 Administration (BFACA) Meeting and the 2025 Deans' Conference
80
81 Henry Schein One | Exan sponsored the 2025 Allied Dental Program Directors' Conference
82 (ADPDC), the 2025 Business and Financial Administration and Clinic Administration (BFACA)
83 Meeting and the 2025 Deans' Conference
84
85 HuFriedyGroup sponsored the Welcome Reception at the 2025 Annual Session & Exhibition,
86 the Networking Reception & Dinner at the 2025 Allied Dental Program Directors' Conference
87 (ADPDC), the 2025 Allied Dental Faculty Leadership Development Program (ADFLDP), the
88 Welcome Reception at the 2025 Business and Financial Administration and Clinic
89 Administration (BFACA) and the 2025 Deans' Conference
90
91 Jazz Imaging sponsored the 2025 Allied Dental Program Directors' Conference (ADPDC), the
92 2025 Business and Financial Administration and Clinic Administration (BFACA) Meeting and the
93 2025 Deans' Conference
94
95 Kahler Slater sponsored the 2025 Deans' Conference
96
97 KaVo sponsored the 2025 Business and Financial Administration and Clinic Administration
98 (BFACA) Meeting and the 2025 Deans' Conference
99
100 Komet USA sponsored the 2025 Business and Financial Administration and Clinic
101 Administration (BFACA) Meeting
102

103 The Leonard and Valachovic Fund supported the Dr. Jeanne C Sinkford Faculty Leadership
104 Award
105
106 Liaison International supported the Liaison International Educational Pathways Fellowship and
107 sponsored the ADEA Gies Awards Celebration and the GoDental Recruitment Fair at the 2025
108 Annual Session & Exhibition
109
110 LM - Dental, a Planmeca Group Company sponsored the Welcome Reception at the 2025
111 Deans' Conference
112
113 MedAssent sponsored the 2025 Allied Dental Program Directors' Conference (ADPDC)
114
115 MouthWatch supported the ADEA/MouthWatch Patti DiGangi Scholarship for Hygiene
116 Innovation and ADEA/MouthWatch Predoctoral Dental Student Scholarship for Innovation
117
118 National Dental Association (NDA) supported the ADEA/Colgate-Palmolive/NDA Dr. Jeanne C.
119 Sinkford Scholar in the ADEA Leadership Institute with Colgate Oral Pharmaceuticals.
120
121 NSK America Corp. sponsored the 2025 Summer Deans' Institute, the 2025 Business and
122 Financial Administration and Clinic Administration (BFACA) Meeting and the 2025 Deans'
123 Conference
124
125 Optimal Billing Solutions sponsored the 2025 Business and Financial Administration and Clinic
126 Administration (BFACA) Meeting
127
128 Orasoptic sponsored the 2025 Allied Dental Program Directors' Conference (ADPDC) and the
129 Social Event at the 2025 Deans' Conference
130
131 Patterson Dental sponsored the 2025 Allied Dental Program Directors' Conference (ADPDC),
132 the 2025 Business and Financial Administration and Clinic Administration (BFACA) Meeting and
133 the 2025 Deans' Conference
134
135 PDS Health sponsored the 2025 Summer Deans' Institute and the 2025 Deans' Conference
136
137 PDT - Paradise Dental Technologies sponsored the 2025 Allied Dental Program Directors'
138 Conference (ADPDC) and the 2025 Deans' Conference
139
140 Philips Oral Healthcare sponsored the GoDental Recruitment Fair at the 2025 Annual Session &
141 Exhibition, the 2025 Allied Dental Program Directors' Conference (ADPDC), 2025 Allied Dental
142 Faculty Leadership Development Program (ADFLDP)
143
144 Planmeca USA, sponsored the 2025 Business and Financial Administration and Clinic
145 Administration (BFACA) Meeting and the Welcome Reception at the 2025 Deans' Conference
146
147 P&G | Crest+Oral-B supported the ADEA/P&G Crest+Oral-B Scholarships For Dental Hygiene
148 Students Pursuing Academic Careers and Scholarships For Predoctoral Dental Students
149 Pursuing Academic Careers and sponsored the Student Leaders for Social Change (SLSC)
150 (Formerly SDLP) at the 2025 Annual Session & Exhibition, the 2025 Allied Dental Program
151 Directors' Conference (ADPDC), the 2025 Business and Financial Administration and Clinic
152 Administration (BFACA) Meeting, the Professional Development Workshop at the 2025 Fall
153 Meetings, the 2025 Deans' Conference
154

155 Sigma Phi Alpha supported the ADEA/Sigma Phi Alpha Linda DeVore Scholarship
156
157 Spectrum Solutions sponsored the 2025 Deans' Conference
158
159 Titanium Solutions sponsored the 2025 Business and Financial Administration and Clinic
160 Administration (BFACA) Meeting and the 2025 Deans' Conference
161
162 Ultradent sponsored the 2025 Allied Dental Program Directors' Conference (ADPDC) and the
163 2025 Deans' Conference
164
165 vWardis sponsored the 2025 Allied Dental Program Directors' Conference (ADPDC)
166
167 Dr. Rick Workman, Heartland Dental, sponsored the Speaker Sponsorship at the 2025 Deans'
168 Conference
169
170 **The ADEA Board of Directors asks the House to approve the following resolution:**
171
172 **4H-2026 Resolved, that the American Dental Education Association expresses its sincere**
173 **appreciation to the following organizations and individuals for their generous**
174 **support of the Association's activities and programs between the start of the**
175 **2025 ADEA Annual Session & Exhibition and the start of the 2026 ADEA Annual**
176 **Session & Exhibition:**
177
178 ADEA Corporate Council
179 A-dec
180 Air Techniques
181 American Association of Endodontists Foundation
182 American College of Dentists (ACD)
183 Aspen Dental Management
184 Bien Air USA
185 Brasseler
186 CareCredit
187 Colgate Oral Pharmaceuticals, Inc.
188 DCI Edge
189 DentalEZ
190 Dentsply Sirona
191 Elevate Oral Care
192 Envista
193 Gillette Hayden Memorial Foundation (GHMF)
194 Haleon
195 Heartland Dental
196 Henry Schein
197 Henry Schein One | Exan
198 HuFriedyGroup
199 Jazz Imaging
200 Kahler Slater
201 KaVo Dental Technologies
202 Komet USA
203 The Leonard and Valachovic Fund
204 Liaison International
205 LM - Dental, a Planmeca Group Company
206 MedAssent

207 MouthWatch
208 National Dental Association (NDA)
209 NSK America Corp.
210 Optimal Billing Solutions
211 Orasoptic
212 P&G | Crest+Oral-B
213 Patterson Dental
214 PDS Health
215 PDT - Paradise Dental Technologies
216 Philips Oral Healthcare
217 Planmeca USA
218 Sigma Phi Alpha
219 Spectrum Solutions
220 Titanium Solutions
221 Ultradent
222 vVardis
223 Dr. Rick Workman

Actions at the Closing Session of the ADEA House of Delegates

Resolution 5H-2026

ADEA Bylaws Changes to Include the Code of Conduct (via Appendix) Into the Bylaws

Legend:

Black text = original Bylaws text to remain

~~Red Strikethrough text~~ = strike text from current Bylaws

Green underline text = addition/editing of original Bylaws for clarity

Background

In March 2025, the ADEA House of Delegates adopted the ADEA Code of Conduct for Meetings, Conferences, Events, and Virtual Communities. All ADEA stakeholders (member, vendors, affiliate organizations, or guests) who wish to participate in ADEA's in-person or virtual events must affirm that they will abide by the Code of Conduct as a condition of participation. From time-to-time as necessary, the Code of Conduct may be updated at the direction of the ADEA President and CEO. Changes to the Code of Conduct will be communicated to the membership prior to going into effect. The Code of Conduct can be found on the ADEA website at adea.org/home/ADEAevents/event-faq/adea-code-of-conduct.

Proposed Amendments

Enshrine the existing ADEA Code of Conduct for Meetings, Conferences, Events, and Virtual Communities as approved by the ADEA House of Delegate in March 2025 into the ADEA Bylaws through the following amendments to the ADEA Bylaws Chapter XVIII: Additional Provisions and Association Rules; adding section E. Code of Conduct as indicated by the underlined text.

E. Code of Conduct

In March 2025, the ADEA House of Delegates adopted the ADEA Code of Conduct for Meetings, Conferences, Events, and Virtual Communities. All ADEA stakeholders (members, vendors, affiliate organizations, or guests) who wish to participate in ADEA's in-person or virtual events must affirm that they will abide by the Code of Conduct as a condition of participation. From time-to-time as necessary, the Code of Conduct may be updated at the direction of the ADEA President and CEO. Changes to the Code of Conduct will be communicated to the membership prior to going into effect. The Code of Conduct can be found on the ADEA website at adea.org/home/ADEAevents/event-faq/adea-code-of-conduct.

The ADEA Board of Directors asks the ADEA House of Delegates to approve the following resolution:

5H-2026 Resolved, that the ADEA House of Delegates adopts the revision to the ADEA Bylaws in Chapter XVIII: Additional Provisions and Association Rules, by creating section E. The ADEA Code of Conduct for Meetings, Conferences, Events and Virtual Communities to enshrine this existing policy (as adopted by the ADEA House of Delegates in March 2025) within the ADEA Bylaws effective at the close of the 2026 ADEA Annual Session & Exhibition.

Resolution 6H-2026
ADEA Council of Faculties Revisions to the
2008 "ADEA Competencies for the New General Dentist"

Background:

In December 2023, the ADEA Council of Faculties was charged with revising the "ADEA Competencies for the New General Dentist" ([ADEA Competencies for the New General Dentist](#)) originally approved by the 2008 ADEA House of Delegates. The Domains of Competence (DOC) Workgroup, comprised of Council members and an educational expert in competency-based assessment and analysis, worked closely with subject matter experts to reflect the evolving role of general dentists in a dynamic healthcare landscape, ensuring alignment with contemporary practice and preparing graduates to meet current and future healthcare challenges. The proposed competencies are not intended to set the standard for accreditation. These competencies are only intended to serve as a resource and guide for pre-doctoral dental education programs developing curricula for entry-level general dentists. These competencies emphasize delivering evidence-based, person-centered care grounded in professionalism, ethical integrity and effective interpersonal communication. They also highlight the role of an entry-level general dentist in the application of biomedical and clinical sciences, integration of emerging technologies, commitment to lifelong learning, and mastery of advanced critical thinking and problem-solving skills. These competencies can be used to provide guidance to programs in the delivery of high-quality, patient-centered care.

Proposed Update:

**ADEA Council of Faculties
Domains of Competency Workgroup**

Contributors:

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89 Program Manager, Leadership Programs
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92 The Council of Faculties wishes to gratefully thank the following members of the advisory group
93 for their dedicated and serious contributions in the development of this document: Lisa Howley,
94 Ph.D., M.Ed.; Nader Nadershahi, D.D.S., M.B.A., Ed.D.; Romesh Nalliah, D.D.S., M.H.C.M.; Karin
95 Quick, D.D.S., Ph.D.; Jeffery Stewart, D.D.S., M.S.
96

97 **The ADEA Board of Directors asks the ADEA House of Delegates to approve the following**
98 **resolution:**
99

100 **6H-2026** Resolved, that the ADEA House of Delegates approves the proposed updates to
101 the 2008 "ADEA Competencies for the New General Dentist," effective at the
102 close of the 2026 ADEA Annual Session & Exhibition.

103
104 **ADEA Domains of Competence for the New General Dentist**
105 **Preamble**
106

107 The role of the general dentist extends beyond traditional oral health care, encompassing a
108 comprehensive, evidence-based approach that contributes to the overall health of society.
109 General dentists collaborate with dental specialists, allied dental professionals and other health
110 care providers to address a wide range of health issues. In fulfilling this role, they must
111 consistently demonstrate professionalism, ethical behavior, effective communication and strong
112 interpersonal skills. A general dentist requires a broad education in biomedical sciences, clinical
113 sciences, and emerging technologies; a commitment to lifelong learning; and advanced critical
114 thinking and problem-solving abilities to meet both current and future healthcare challenges.
115

116 In this framework, “competency” is defined as the integration of knowledge, experience, critical
117 thinking, problem-solving, professionalism, ethical values and technical skills needed for
118 independent dental practice. Competence is reflected not only in the delivery of high-quality,
119 patient-centered care and self-assessment of treatment outcomes, but also in a dentist’s
120 performance across all domains of the profession. Competency-based dental education relies
121 on clear, well-defined competencies supported by foundational knowledge in biomedical,
122 behavioral, ethical, clinical sciences and informatics. Dental curricula should be designed to
123 foster these competencies through targeted educational experiences and robust assessment
124 methods.
125

126 In December 2023, the ADEA Council of Faculties formed the Domains of Competence (DOC)
127 Workgroup, composed of Council members, to revise the “ADEA Competencies for the New
128 General Dentist” first approved in 2008. The updated document is not intended to set the
129 standard for accreditation. This document is only intended to serve as a resource and guide for
130 pre-doctoral dental education programs developing curricula for entry-level general dentists.
131

132 **The Role of the Dentist**
133

134 In the evolving landscape of health care, dentists play a key role in integrated clinical practice
135 and as leaders and advocates for community and population health. These roles include the
136 following domains and competencies.
137

138 **The Role of the Dentist in Integrated Clinical Practice**
139

140 **Knowledge for Practice:** Demonstrate a comprehensive understanding of established and
141 emerging knowledge and the application of this knowledge to patient care.
142

143 The graduate must be competent to:

- 144 • Integrate knowledge of established and evolving biomedical, clinical, epidemiological
145 and social-behavioral sciences and apply this knowledge to clinical decision-making.
- 146 • Critically evaluate clinical information using evidence-based methods to diagnose
147 conditions, develop treatment plans and evaluate clinical outcomes.
- 148 • Analyze pharmacological and non-pharmacological therapies, ensuring safe prescription
149 practices, particularly for pain management, following legal and ethical guidelines as
150 they apply to patient care.
- 151 • Elicit and interpret family history and social determinants of health to assess patient risk
152 factors, guide treatment and improve health outcomes.
153

154 **Patient Care and Procedural Skills:** Demonstrate the delivery of high-quality and safe person-
155 centered care.

156
157 The graduate must be competent to:

- 158 • Practice dentistry within their defined scope of practice* and expertise recognizing self-
159 limits and referral to specialists when necessary.
- 160 • Perform thorough extra-oral and intra-oral clinical examination, including risk
161 assessments, incorporating critical thinking to develop diagnoses and evidence-based
162 treatment plans that consider patient preferences and values.
- 163 • Provide person-centered, empathetic care that addresses emotional, psychological and
164 physical needs of patients, including the ability to recognize and report signs of abuse or
165 neglect.
- 166 • Identify and manage dental and medical emergencies, including making appropriate
167 intra- or interprofessional referrals when necessary.
- 168 • Counsel and educate patients to maintain oral and overall health incorporating
169 principles of health promotion and disease prevention.

170
171 **For a detailed list of the scope of practice, see Appendix.*
172

173 **Dental-Medical Integration:** Demonstrate an approach to care that bridges the gap between
174 oral health and overall health.

175
176 The graduate must be competent to:

- 177 • Conduct thorough risk assessments that integrate oral and systemic health factors to
178 guide treatment planning and care delivery.
- 179 • Identify oral manifestations of systemic diseases and modify dental treatments to safely
180 treat patients with systemic diseases.
- 181 • Collaborate with health care professionals across disciplines to ensure coordinated,
182 holistic patient care.
- 183 • Educate patients about the bidirectional relationship between oral and systemic health
184 to promote understanding and proactive health management.

185
186 **Informatics, Practice and Technology Management:** Demonstrate appropriate use of
187 technology.

188
189 The graduate must be competent to:

- 190 • Evaluate and apply emerging technologies to enhance patient care, clinical decision-
191 making and treatment outcomes.
- 192 • Evaluate practice management processes, such as staffing, scheduling, billing and
193 cybersecurity measures for safeguarding patient information.
- 194 • Use electronic health records and encrypted communication methods to support
195 effective and secure sharing of information and care delivery.

196
197 **Quality and Safety:** Demonstrate the systematic application of evidence-based processes and
198 practices to ensure optimal care delivery and the protection of both patients and health care
199 providers.

200
201 The graduate must be competent to:

- 202 • Identify and comply with local, state and federal regulations (OSHA, HIPAA, etc.), while
203 applying risk management principles, including informed consent and accurate record-
204 keeping.

- 205 • Evaluate and apply basic safety design principles, such as infection control, radiation
206 exposure safety and emergency preparedness, to reduce the risk of harm to patients
207 and providers.
- 208 • Demonstrate the ability to follow emergency preparedness plans to ensure patient safety
209 and continuity of care.
- 210 • Identify risks and evaluate measures to prevent errors in a health care delivery setting.
211

212 **The Role of the Dentist As a Leader**

213
214 **Ethics and Professionalism:** Demonstrate adherence to ethical principles and professional
215 standards.

216
217 The graduate must be competent to:

- 218 • Make informed decisions that align with ethical principles and standards, ensuring
219 patient welfare and maintaining public trust.
- 220 • Demonstrate honesty, integrity, accountability, reliability and self-regulation in clinical
221 care by upholding patient confidentiality, ensuring informed consent and adhering to
222 ethical business practices.
- 223 • Deliver high-quality dental care with professionalism and respect for each patient's
224 unique background, experiences and needs.
- 225 • Demonstrate continuous learning and self-reflection to stay updated on ethical
226 guidelines and standards and help promote lifelong learning for the dental team to
227 ensure high-quality patient care.
- 228 • Consistently model and support ethical behavior in both clinical practice and leadership
229 roles.

230
231 **Communication and Interpersonal Skills:** Demonstrate effective communication with patients,
232 caregivers and all members of the health care team.

233
234 The graduate must be competent to:

- 235 • Communicate effectively with patients and their families or caregivers, taking into
236 account cultural, social and linguistic factors to promote person-centered care.
- 237 • Communicate effectively with other members of the health care team, using oral, written
238 and electronic means.
- 239 • Conduct effective consultations with patients or caretakers while maintaining a
240 therapeutic relationship.
- 241 • Maintain accurate documentation and apply principles of patient confidentiality and
242 data privacy in all forms of information exchange.

243
244 **Personal, Professional and Leadership Development:** Cultivate lifelong learning, self-evaluation
245 and growth as a leader within the dental field.

246
247 The graduate must be competent to:

- 248 • Prioritize self-awareness, well-being and compassionate self-care in personal and
249 professional life.
- 250 • Reflect on strengths and areas for improvement to foster professional development.
- 251 • Evaluate and integrate emerging trends in health care to meet the evolving needs of
252 patients and the health care environment.
- 253 • Guide clinical teams with informed, person-centered decisions, accountability for
254 outcomes and cohesive team dynamics while effectively balancing leadership and
255 supportive roles.
- 256 • Identify knowledge gaps and use quality improvement to enhance evidence-based care.

257
258 **Intra/Interprofessional Partnerships:** Collaborate effectively across various health disciplines and
259 professions.
260

261 The graduate must be competent to:

- 262 • Work with team members to maintain a climate of shared values, ethical conduct and
263 mutual respect.
- 264 • Use the knowledge of one's own role and team members' expertise to address
265 individual and population health outcomes.
- 266 • Communicate in a responsive, responsible, respectful and compassionate manner with
267 team members.
- 268 • Apply values and principles of the science of teamwork to adapt one's own role in a
269 variety of team settings.

270
271 *Competencies used with permission from Interprofessional Education Collaborative. (2023).*
272 *IPEC Core Competencies for Interprofessional Collaborative Practice: Version 3.*
273 *Washington, DC: Interprofessional Education Collaborative.*
274

275 **The Role of the Dentist as an Advocate for Community and Population Health**

276
277 **Health Promotion and Population Health:** Address the health needs of the population.
278

279 The graduate must be competent to:

- 280 • Provide prevention, intervention and educational strategies for patients from varying
281 backgrounds, with attention to cultural, linguistic, social and community-specific oral
282 health initiatives in traditional and nontraditional practice settings.
- 283 • Address the oral health needs of resource-limited communities by participating in
284 targeted outreach programs, supporting preventative care efforts and helping to
285 promote oral health education initiatives.
- 286 • Describe how social, economic and environmental factors impact oral health outcomes.
287

288 **Advocacy:** The active support and promotion of policies and practices that enhance both oral
289 and general health outcomes for individuals and communities, particularly those facing health
290 disparities.
291

292 The graduate must be competent to:

- 293 • Advocate for the oral and general health of patients and their communities, which may
294 include collaborating with policy leaders and health care systems.
- 295 • Demonstrate awareness of how social, economic, and systemic factors, both historical
296 and current, impact access to and quality of health care, and use this understanding to
297 advocate for improved health outcomes of patients and communities.
- 298 • Describe how the practice of dentistry can improve patient and population health
299 outcomes and reduce health disparities through community engagement and advocacy.
- 300 • Describe the role of dentists as advocates, including their work to advocate for
301 themselves, their profession, their individual patients and the communities that have
302 faced structural and systemic health care challenges.
303

304 **Access to Care and the Impact on Systemic and Environmental Factors:** Refers to the fair and
305 just opportunity for all individuals to achieve their highest level of health, recognizing the need
306 for health care professionals to understand and address the systemic and environmental factors
307 that influence health and access to care.

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The graduate must be competent to:

- Define the domains of the social determinants of health.
- Identify how social determinants of health contribute to variations in health outcomes across populations.
- Recognize the effects of social determinants of health in their own community.
- Provide person-centered care that reflects an awareness of individual values, experiences, and community context.

Sustainable Practice: Integrating environmentally conscious practices into clinical care to minimize the environmental impact of health services while maintaining high standards of patient care.

The graduate must be competent to:

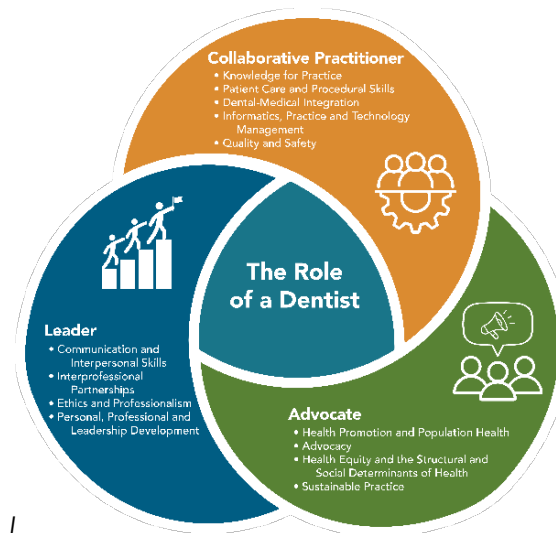
- Explain the relationship between environmental health, overall health and oral health.
- Identify the environmental impacts of dental practice and explore strategies to mitigate them.
- Apply critical thinking when selecting dental treatments and materials to support sustainable practices and reduce environmental impact.
- Describe the features of sustainable health care and how they can be integrated into dental practice.

Acknowledgement: The ADEA Council of Faculties would like to extend a thank you to Jennifer Luca, D.D.S., M.S., Clinical Adjunct Assistant Professor at The Ohio State University College of Dentistry, for drafting the competencies for Sustainable Practice.

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Appendix

Scope of Practice of Dentistry

- Prevent, diagnose and manage pain and anxiety in the dental patient.
- Prevent, diagnose and manage temporomandibular disorders.
- Prevent, diagnose and manage periodontal diseases.
- Develop and implement strategies for the clinical assessment and management of caries.
- Manage restorative procedures that preserve tooth structure, replace missing or defective tooth structure, maintain function, are esthetic, and promote soft and hard tissue health.
- Diagnose and manage developmental or acquired occlusal abnormalities.
- Manage the replacement of teeth for the partially or completely edentulous patient.
- Diagnose, identify and manage pulpal and periradicular diseases.
- Diagnose and manage oral surgical treatment needs.
- Prevent, recognize and manage medical and dental emergencies.
- Evaluate outcomes of comprehensive dental care.
- Diagnose, identify and manage oral mucosal and osseous diseases.

Source:

ADEA Competencies for the New General Dentist: (As approved by the 2008 ADEA House of Delegates). *J Dent Educ.* 2017;81(7):844-847. <https://onlinelibrary.wiley.com/doi/10.1002/j.0022-0337.2017.81.7.tb06299.x>

Glossary: ADEA Domains of Competence Workgroup

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Competence: The ability to effectively apply a combination of knowledge, skills, values and attitudes in a given context. Describing competence requires qualifiers to outline the relevant skills, context and the specific stage of training or development.¹

Competency: An observable ability of a health professional, integrating multiple components, such as knowledge, skills, values and attitudes. Since competencies are observable, they can be measured and assessed to ensure their acquisition. Competencies can be assembled like building blocks to facilitate progressive development.¹

Competencies reflect external expectations and encompass behavior that is measurable, using absolute standards independent of other learners (criterion-related assessment).²

Competency-based Education: An outcomes-driven approach to designing, implementing, assessing and evaluating health care education programs, guided by a structured framework of competencies.¹

Competent: "Possessing the required abilities in all domains in a certain context at a defined stage of medical education or practice."¹

Critical Thinking: "The process of assimilating and analyzing information, encompassing an interest in finding new solutions, a professional curiosity with an ability to admit to any lack of understanding, a willingness to examine beliefs, biases, and assumptions and to search for evidence that supports the acceptance, rejection or suspension of those beliefs, biases, and assumptions, and the ability to distinguish between fact and opinion."³

Domains of Competence: "Broad, distinguishable areas of competence that in the aggregate constitute a general descriptive framework for a profession." These include the six domains of competence described by the ACGME (Patient Care, Medical Knowledge, Professionalism, Interpersonal and Communication Skills, Systems-Based Practice, and Practice-Based Learning and Improvement) or the seven CanMEDS roles: Medical Expert, Professional, Communicator, Collaborator, Leader, Health Advocate and Scholar.⁴

Evidence-based Dentistry: "An approach to oral health care that requires the judicious integration of systematic assessments of clinically relevant scientific evidence relating to the patient's oral and medical condition and history integrated with the dentist's clinical expertise and the patient's treatment needs and preferences."³

Health Promotion: "Public health actions to protect or improve oral health and promote oral wellbeing through behavioral, educational, and enabling socioeconomic, legal, fiscal, environmental, and social measures; it involves the process of enabling individuals and communities to increase control over the determinants of health and thereby improve their health; includes education of the public to prevent chronic oral disease."³

Person-centered Care: "The ability to identify, respect, and care about patients' differences, values, preferences, and expressed needs; relieve pain and suffering; coordinate continuous care; listen to, clearly inform, communicate with, and educate patients; share decision making and management; and continuously advocate disease prevention, wellness, and promotion of healthy lifestyles, including a focus on population health."³

511 **Professionalism:** The consistent and thoughtful application of communication, knowledge,
512 technical abilities, clinical judgment, emotions, values and self-reflection in everyday practice to
513 benefit the individuals and communities being served.⁵

514
515 **Social Determinants of Health:** “The conditions in the environments where people are born,
516 live, learn, work, play, worship, and age that affect a wide range of health, functioning, and
517 quality.”⁶

518
519 **Glossary References**

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 - 540 7.

ADEA Bylaws Changes to ADEA Board of Directors Special Call Meetings Notice Period

Legend:

Black text = original Bylaws text to remain

Red Strikethrough text = strike text from current Bylaws

Green underline text = add text to current Bylaws

Background: The ADEA Bylaws guiding meetings of the ADEA Board of Directors currently requires 10 days' notice delivered either electronically or via postal mail to members before a special meeting. This notice period is too long to address urgent issues. Shortening this timeframe from 10 days to three would allow the ADEA BOD to address urgent matters promptly. Additionally, given the reliability of electronic communication, limiting notice delivery to electronic only eliminates the need to continue postal mail as an option.

Proposed Amendment: The ADEA Board of Directors supports amending the ADEA Bylaws Chapter III: Board of Directors, C. Meetings, 2. Special Meetings to the following:

2. Special Meetings. The Chair of the Board of Directors may call a Special Meeting at the request of at least three Board of Directors members, provided that notice of the Special Meeting is sent electronically ~~or via postal mail~~ to each member at least ~~10~~ three calendar days before the meeting by the President and CEO. No other business, except that provided for in the call agenda, may be considered unless the members present unanimously agree to consider additional business.

The ADEA Board of Directors asks the ADEA House of Delegates to approve the following resolution:

7H-2026 Resolved, that the ADEA Board of Directors adopts the revisions to the ADEA Bylaws Chapter III: Board of Directors; C. Meetings: 2. Special Meetings to read as follows effective at the close of the 2026 ADEA Annual Session & Exhibition:

2. Special Meetings. The Chair of the Board of Directors may call a Special Meeting at the request of at least three Board of Directors members, provided that notice of the Special Meeting is sent electronically to each member at least three calendar days before the meeting by the President and CEO. No other business, except that provided for in the call agenda, may be considered unless the members present unanimously agree to consider additional business.

Resolution 8H-2026
ADEA Bylaws Changes to Membership Categories and Eligibility

Legend:

Black text = original Bylaws text to remain

~~Red Strikethrough text~~ = strike text from current Bylaws

Green underline text = addition/editing of original Bylaws for clarity

Background: In an effort to provide meaningful engagement opportunities resulting in new pathways to ADEA now and in the future, ADEA staff has worked closely with key stakeholders to enhance our membership categories. The ADEA Board of Directors (Board) considered proposed amended membership category changes during its meeting in September 2025. Following consideration, the Board requested staff to further refine the membership categories and eligibility. These changes are meant to enhance the global impact of ADEA's work, the ability to grow ADEA's reach and influence and meet the needs of the oral health education community.

Proposed Amendments: The proposed amendments to the ADEA Bylaws are provided below and indicated by strikethrough or underline. Section One includes proposed amendments to Chapter VI: Membership. Section Two includes proposed amendments to additional areas of the ADEA Bylaws resulting from the membership changes.

Section One: Proposed Amendments to Membership Categories

Chapter VI: Membership

A. General Qualifications—Member Dues.

Membership shall be open to individuals and entities that apply for membership, who are interested in and supportive of the purposes of the Association and that timely remit applicable dues as established by the House of Delegates, within the following categories of membership. Membership categories are subject to review and modification as determined by the Board of Directors.

C. Institutional Membership

Classes, Qualifications and Obligations. Following are the classes, qualifications and obligations for Institutional Membership. Institutional Members do not have the right to vote but their representatives have the right to participate in and vote within the Council for which they qualify.

Accredited – Institutions accredited by Commission on Dental Accreditation (CODA), Commission on Dental Accreditation of Canada (CDAC) or successor accreditation agencies.

Unaccredited – Institutions not accredited by CODA, CDAC or successor accreditation agencies.

a) Institutional ~~members~~ Membership (Accredited):

1. To qualify as an Institutional Member, an entity shall be a dental school granting a D.D.S. or D.M.D. degree as a part of an accredited college or university in the United States ~~or Canada~~ and having begun instruction of its first class of dental students, residents or fellows ~~is eligible to apply for Institutional Membership. (Canadian dental schools have the option of selecting Institutional Membership or Affiliate Membership).~~

- 52 2. Applications for Institutional Membership should be presented in writing at least
53 60 days before an ADEA Annual Session & Exhibition. Institutions are elected to
54 membership by a majority affirmative vote of the [ADEA](#) House of Delegates and
55 their memberships take effect the July 1 following House of Delegates approval.
56
- 57 b) Provisional Members:
- 58 1. To qualify as a Provisional Member, an entity shall be a developing dental school
59 planning to grant a D.D.S. or D.M.D. degree as part of an accredited college or
60 university in the United States. ~~is eligible to apply for Provisional Membership.~~
61 ~~(Developing Canadian dental schools have the option of selecting Provisional or~~
62 ~~Affiliate Membership).~~
- 63 2. Applications for Provisional Membership should be presented in writing at least
64 60 days before an ADEA Annual Session & Exhibition. Institutions are elected to
65 membership by a majority affirmative vote of the House of Delegates and their
66 memberships take effect the July 1 following House of Delegates approval.
67 3. Provisional Members in good standing automatically become Institutional
68 Members upon matriculation of the first class of students.
69
- 70 c) [Institutional](#) ~~Affiliate~~[Associate](#) Membership ([Accredited](#)):
- 71 1. The following types of institutions in the United States or Canada are eligible to
72 apply for ~~Affiliate~~[Institutional](#) [Associate](#) Membership, provided that they are not
73 eligible for Institutional or Provisional Membership and that their dental,
74 advanced dental and/or allied dental education programs are approved by
75 [CODA, CDAC or a successor accreditation agency.](#) ~~the Commission on Dental~~
76 ~~Accreditation.~~ Each location or campus of an institution must have its own
77 Institutional Membership.
- 78 a. Canadian dental schools accredited by ~~the Commission on Dental~~
79 ~~Accreditation of Canada.~~ [CDAC or successor accreditation agencies.](#)
- 80 b. Academic institutions—other than hospitals—conducting advanced dental
81 education programs.
- 82 c. Hospitals/[Health Centers](#) that conduct advanced dental education programs
83 and that are not under the same governance as an Institutional or Provisional
84 Member institution. Hospital programs under the same governance as
85 Institutional or Provisional Member institutions are included in the parent
86 school’s Institutional or Provisional Membership.
- 87 d. The United States Air Force, Army, Navy, Public Health Service, Department
88 of Veterans Affairs and comparable agencies of the Canadian government.
- 89 e. Institutions conducting dental hygiene, dental assisting, dental laboratory
90 technology, and dental therapy education programs, and:
- 91 1. Those programs conducted at the main teaching site of an Institutional or
92 Provisional Member institution but are not under the administrative
93 control of that Institutional or Provisional Member institution; and
- 94 2. Those programs under the administrative control of an Institutional or
95 Provisional Member institution and are conducted away from the main
96 teaching site of that Institutional or Provisional Member institution. Such
97 programs must be Institutional Associate Members in order to belong to
98 the Council of Allied Dental Program Directors.
- 99 f. Institutions conducting other dental or allied dental education programs
100 recognized by the Board of Directors.
- 101 2. International dental schools not located in the United States or Canada and
102 accredited by ~~the Commission on Dental Accreditation~~ [CODA or successor](#)
103 [accreditation agencies](#) are eligible for [Institutional](#) ~~Affiliate~~ [Associate](#)

104 Membership. Each location or campus must have its own Institutional **Affiliate**
105 **Associate** Membership.

- 106 3. Applications for **Institutional Affiliate Associate** Membership can be submitted at
107 any time for approval by the President and CEO. Memberships become effective
108 on January 1, April 1, July 1 or October 1 (whichever date first follows approval).

109 d) **Institutional Affiliate Membership (Unaccredited)**

- 110 1. **Classes, Qualifications and Obligations.** Following are the classes, qualifications
111 and obligations for Institutional Affiliate Membership (Unaccredited). These
112 Institutional Members do not have the right to vote and their representatives do
113 not have the right to participate in and vote within ADEA Councils.

- 114 2. To qualify as an Institutional Affiliate Member (Unaccredited), an entity shall be a
115 dental school granting a D.D.S., ~~or~~ D.M.D. or equivalent degree, Advanced
116 Dental Education, or Allied Dental Education Program, having begun instruction
117 of its first class of ~~dental~~ students, residents or fellows.

- 118 a) Applications for Institutional Affiliate Membership can be submitted at any
119 time for approval by the President and CEO. Memberships become effective
120 on January 1, April 1, July 1 or October 1 (whichever date first follows
121 approval).

122 ~~b) **Corporate Membership:**~~

- 124 ~~1. To qualify as a Corporate Member, an entity shall be a company dealing with~~
125 ~~products and/or services beneficial to dental education and/or dentistry is~~
126 ~~eligible to apply for corporate membership, and they must not cite Corporate~~
127 ~~Membership for commercial purposes (e.g., to not imply ADEA endorsement of~~
128 ~~products and services).~~

- 129 ~~2. For-profit corporations and not for profit corporations and organizations may be~~
130 ~~considered for membership as a Corporate Member.~~

- 131 ~~3. Applications to become a Corporate Member can be submitted at any time for~~
132 ~~approval by the Board of Directors at its next meeting. Memberships become~~
133 ~~effective immediately upon approval by the Board of Directors. Corporate~~
134 ~~Memberships are reviewed annually.~~

135 **D. Corporate Membership**

- 136 1. To qualify as an ADEA Corporate Member, an entity shall be a company dealing with
137 products and/or services beneficial to dental education and/or dentistry is eligible to
138 apply for corporate membership, and they must not cite Corporate Membership for
139 commercial purposes (e.g., to not imply ADEA endorsement of products and
140 services).

- 141 2. For-profit corporations and organizations may be considered for membership as a
142 Corporate Member.

- 143 3. Applications to become an ADEA Corporate Member can be submitted at any time
144 for approval by the ADEA Board of Directors at its next meeting. Memberships
145 become effective immediately upon approval by the ADEA Board of Directors.
146 Corporate Memberships are reviewed annually.

147 **E. Partner Organization Membership**

- 148 1. To qualify as a Partner Organization Member, an entity shall be a not-for-profit
149 organization or professionally affiliated group from all countries who work with
150 health care communities and share ADEA values, including consortia of international
151 schools, nonprofit academic dental associations/consortia, or other groups. Partner
152 membership offers public, private and national/regional organizations a connection
153 to oral health education.

2. Applications to become a Partner Organization member can be submitted at any time for approval by the Board of Directors at its next meeting. Memberships become effective immediately upon approval by the Board of Directors.
3. Partner Organization Members do not participate in ADEA governance processes.

DE. Individual Membership

1. **Classes, Qualifications, and Obligations.** The classes, qualifications and obligations of Individual Membership are as follows:

1. Retired Members:

1. Any individual who has completely retired from dental education and dental practice and who has been an Individual Member for 5 years or more is eligible to become a Retired Individual Member.
2. A Retired Membership may be activated at any time during the year. Such memberships take effect as soon as the activation is processed and remain in effect for the following 12 months.

EG. Membership Voting Rights.

Section Two: Proposed Amendments to Subsequent Sections of the Bylaws. The following proposed amendments to the Bylaws are necessary due to the above membership category changes.

Chapter I: The House of Delegates—The ADEA Governing Body

B. Composition

The House of Delegates is comprised the following:

1. The Officers;
2. The Council of Deans is represented by all of its Institutional and Provisional Member institutions members and the President of the Canadian Faculties of Dentistry or its designee;
3. The Council of Faculties is represented by all of its members from Institutional and Provisional Member institutions, one member elected from the members from the Canadian Faculties of Dentistry, and one member, selected by the CADPD Administrative Board, from ~~the an~~ allied dental faculty ~~The allied dental faculty delegate must come from an institution that holds affiliate~~ Institutional Associate membership;
4. The Council of Allied Dental Program Directors is represented by its Administrative Board and one delegate for every 10 of its member programs (or major portion thereof) in each of its four membership categories—dental assisting education, dental hygiene education, dental laboratory technology education, dental therapy education and advanced allied dental education. Each category is represented by at least two delegates; a minimum number is not required in the event that there are less than 10 programs in a particular category.
5. The Council of Advanced Education Programs (COAEP) is represented in the ADEA House of Delegates by its Administrative Board, one representative from each of the ADA-recognized dental specialties, two representatives from advanced education in general dentistry programs plus one delegate for every 10 COAEP member programs. COAEP shall have at least 16 Delegates. Delegates do not need to be a current Program Director or Chief of a Hospital Dental Service.

- 207 6. The Council of Sections is represented by each Section’s Councilor, Section Chair
 208 and its Administrative Board members. If a Section Councilor and/or Section Chair is
 209 unable to serve as a Delegate in the House of Delegates, he or she may appoint
 210 either the current Section Chair-elect or Section Secretary to be ratified to serve as
 211 the alternate Delegate;
- 212 7. The Council of Students, Residents and Fellows is represented by its Administrative
 213 Board; by 12 members of the Council of Students, Residents and Fellows (one each
 214 from each of the 12 districts recognized by the Council); by four advanced dental
 215 students, residents or fellows and by six allied dental students;
- 216 8. The Corporate Council is represented in the House of Delegates by its
 217 Administrative Board.
- 218 9. Delegate Selection
- 219 a) All members of the Council of Deans from Institutional and Provisional Member
 220 Institutions and the President of the Canadian Faculties of Dentistry or its
 221 designee serve as Delegates to the House of Delegates.
- 222 b) All members of the Council of Faculties from Institutional and Provisional
 223 Member Institutions serve as Delegates to the House of Delegates. Members are
 224 elected or appointed by their institution. One member as elected by the
 225 members from the Canadian Faculties of Dentistry also serves as a Delegate to
 226 the House of Delegates. One member, selected by the CADPD Administrative
 227 Board, from the allied dental faculty also serves as a Delegate to the House of
 228 Delegates. The allied dental faculty delegate must come from an institution that
 229 holds affiliate an Institutional Associate membership.

230
 231 **Chapter VII: Councils**
 232

233 **D. The ADEA Councils ~~of the Association~~—Membership and Quorum.**

234 The Councils of the ADEA ~~Association~~, and their membership, are as follows. All Council
 235 members must be Individual Members of the Association. An individual member from
 236 an accredited Institutional Member (accredited) organization may hold only one
 237 delegate position within a single Council at any given time, ensuring that they represent
 238 only that Council in the ADEA House of Delegates. International CODA Accredited
 239 institutions are not eligible to hold office.

- 240
- 241 1. **The Council of Allied Dental Program Directors** consists of the following categories
 242 of membership:
- 243 a) Individual Members from an Institutional/~~Affiliate~~ Institutional Associate Member
 244 institution are eligible for Council membership, can be elected to a Council office,
 245 elected to Board Director of Council to serve on the Board of Directors, vote on
 246 Council issues, and can serve as Delegates in the House of Delegates. This
 247 includes the following:
- 248 1. Director of an accredited ~~Commission on Dental Accreditation approved~~ Allied
 249 Dental Program or Dean, Department Chair; or
- 250 2. Administrator that has oversight of an accredited ~~Commission on Dental~~
 251 ~~Accreditation approved~~ Allied Dental Program.
- 252 b) Individual Members from an Institutional/~~Affiliate~~ Institutional Associate Member
 253 institution are eligible for Council membership, can be elected to a Council office,
 254 can vote on Council issues and can serve as a Delegate in the House of Delegates;
 255 however, the following individuals are not part of an accredited ~~CODA approved~~
 256 program and therefore cannot be elected to Board Director of Council to serve on
 257 the Board of Directors:

- 258 1. Director of ~~an unaccredited non-Commission on Dental Accreditation-~~
259 ~~approved~~ Allied Dental Program in an ADEA member institution; or
260 2. Director of an Advanced Allied Dental Education Program leading to a
261 Master's or Baccalaureate Degree in an Allied Dental Discipline.
- 262 c) Individuals holding Affinity Membership are eligible for Council membership and
263 may participate in selected ADEA meetings and committees; however, they cannot
264 be elected to a Council office or Board Director of Council to serve on the Board
265 of Directors. These individuals are not part of a member institution and are
266 therefore ineligible to vote. This includes the following:
267 1. Director of ~~an accredited Commission on Dental Accreditation-approved~~ Allied
268 Dental Program in non-member institutions;
269 2. Director of ~~an unaccredited non-Commission on Dental Accreditation-~~
270 ~~approved~~ Allied Dental Program;
- 271 d) A Director of an Advanced Allied Dental Education Program leading to a master's
272 or baccalaureate degree in an allied dental discipline located at institutions with ~~an~~
273 ~~accredited CODA-approved~~ allied dental program and Institutional/~~Affiliate~~
274 ~~Institutional Associate~~ Membership in ADEA, may serve on the Board of Directors
275 if:
276 1. the director has previously served as a program director of ~~an accredited~~
277 ~~CODA-approved~~ program within the last 10 years and;
278 2. has overseen authorship in the writing of ~~an accreditation CODA~~ self-study
279 document and;
280 3. has led ~~an accreditation CODA~~ site visit as a program director and;
281 4. has taught clinically.
- 282 e) The quorum requirement for the transaction of any Council business, including the
283 election of Members-at-Large and Board Directors, is one fourth of the total voting
284 membership of the Council.
- 285
- 286 2. **The Council of Deans** consists of the dean (or an alternate) of each Institutional and
287 Provisional Member institution, the chief dental administrator (or an alternate) of
288 each ~~Affiliate~~~~Institutional Associate~~ Member institution conducting non-hospital-
289 based advanced dental education programs, the chief dental Officer or
290 administrator (or an alternate) of each ~~Affiliate~~~~Institutional Associate~~ Member federal
291 dental service and the President (or an alternate) of the Association of Canadian
292 Faculties of Dentistry. In addition, the Council includes any members of its
293 Administrative Board who are no longer in the above categories. The Quorum
294 requirement for the transaction of any Council business, including the election of
295 Members-at-Large and Board Directors, is a majority of the total membership of the
296 Council. Canadian Institutional Associate. Canadian Institutional Associate members
297 are represented in the ADEA HOD by one voting member, the President of the
298 Association of Canadian Faculties of Dentistry or their designee
299
- 300 3. **The Council of Faculties** consists of one faculty member (or an alternate) elected by
301 the faculty of each Institutional and Provisional Member institution, one faculty
302 member from each one of the Canadian Faculties of Dentistry, and 10 non-program
303 director allied dental faculty, selected by the CADPD Administrative Board through
304 an application process, in addition to any members of the Administrative Board who
305 are no longer in the above category. Members are elected to three-year terms, and
306 approximately one third of the members are replaced or reelected annually,
307 according to a schedule maintained in the ADEA Headquarters. The methods of
308 electing members, removing members and electing new members to fill unexpired
309 terms are left to the discretion of individual member institutions. The methods of

310 electing, removing and electing new members to fill unexpired terms for allied
311 dental faculty are left to the discretion of the CADPD Administrative Board. Each
312 faculty electing or reelecting a member in a given year is required to notify the
313 ADEA Headquarters of the name of its representative by January 1 preceding the
314 ADEA Annual Session & Exhibition at which the incumbent faculty member's term
315 ends. The Quorum requirement for the transaction of any Council business,
316 including the election of Members-at-Large and Board Directors, is a majority of the
317 total membership of the Council.

- 318
- 319 4. **The Council of Advanced Education Programs** membership includes Program
320 Directors or Chiefs of a Hospital Dental Service (as defined by CODA's [or a](#)
321 [successor accreditation agency's](#) list of Program Directors), faculty, residents and
322 fellows, as well as advanced dental education administrators, in ~~Commission on~~
323 ~~Dental Accreditation-~~[accredited](#) advanced dental education programs located in
324 ADEA-member institutions, as well as past members of the COAEP Administrative
325 Board who are appointed to or employed in an ADEA member institution.

326

327 Eligibility to vote on Council business or to vote for candidates nominated for either
328 the Council's Administrative Board or for the Council's Board Director is limited to
329 one vote per advanced education program. Only Program Directors or Chiefs of a
330 Hospital Dental Service, or their designee, and Administrative Board Members may
331 vote during Council meetings on Council business. The quorum requirement for the
332 transaction for any Council business, including the election of the Member-at-Large
333 and Board Director positions, is one-tenth of the total voting membership of the
334 Council.

335

336 To be eligible to serve as member of the [ADEA Council of Advanced Education](#)
337 [Programs \(COAEP\)](#) Administrative Board, a person must:

- 338
- 339 1. Be an individual member of ADEA;
 - 340 2. Be a member of ADEA COAEP;
 - 341 3. Be Chief of a Hospital Dental Service or Program Director of an ~~an CODA-~~
342 accredited advanced dental education program located in an ADEA-member
343 institution at the time of the election. Administrative board members may
344 continue to serve in their roles on the board for the duration of their terms as
345 long as they remain in an academic position in an ~~an CODA-~~accredited dental
346 education program located in an ADEA member institution.

347 To be eligible to serve as a COAEP Board Director, a person must:

- 348
- 349 1. Be an individual member of ADEA;
 - 350 2. Be a member of ADEA COAEP;
 - 351 3. Be appointed to or employed in an ADEA Member Institution;
 - 352 4. Be involved in advanced dental education at their institution;
 - 353 5. Be a current or former Program Director or Chief of a Hospital Dental Service; and
 - 354 6. Have previously been elected to and served on the Council's Administrative
355 Board.

- 356 5. **The Council of Sections** includes the [ADEA](#) Council of Sections Administrative
357 Board, Section Councilors and Chairs or their alternates and any former member of
358 the Council's Administrative Board. Alternates for the Councilors and Chairs may
359 only be a current Section Chair-elect or Section Secretary. All Section Officers from
360 each Section and Chairs of each Special Interest Group are eligible to participate in
361 Council business meetings and may only vote in person at those meetings. If a

362 quorum is not reached for a Council of Sections meeting, electronic voting may be
363 utilized to conduct Council of Sections business, including election of Council
364 officers, which should occur within one month of the scheduled Council of Sections
365 meeting. Section Councilors, Chairs and those who have previously served as a
366 Section Councilor or Chair are eligible for election to the Administrative Board. The
367 Council of Sections Section Councilor is elected by each Section to a three-year
368 term. Councilors may be reelected to one additional three-year term. The quorum
369 requirement for the transaction of any Council business, including the election of
370 Members-at-Large and Board Directors, is one third of the total voting membership
371 of the Council.

372
373 6. **The Council of Students, Residents and Fellows** consists of students, residents and
374 fellows representing any of the following types of programs conducted by each
375 Active Institutional, Provisional and affiliate Institutional Associate member
376 institution: (a) students, residents and fellows in a program leading to the D.D.S. or
377 D.M.D. degree; (b) students, residents and fellows enrolled in advanced dental
378 education programs; (c) students, residents and fellows in dental hygiene education
379 programs; (d) students, residents and fellows in dental assisting education programs
380 and (e) students, residents and fellows in dental laboratory technology education
381 programs. The methods of electing members, removing members and electing new
382 members to fill unexpired terms are left to the discretion of individual member
383 institutions. The quorum requirement for the transaction of any Council business,
384 including the election of Members-at-Large and Board Directors, is a majority of
385 those members who attend a meeting at which an election occurs.

386
387 7. **The Corporate Council** consists of one voting representative from each of each for-
388 profit Corporate Member company/organization ~~and one voting representative from~~
389 ~~the total number of not for profit Corporate Members. The not for profit Corporate~~
390 ~~Members shall nominate and elect their one voting representative. All not for profit~~
391 ~~Corporate Member companies/organizations may join the meetings of the Corporate~~
392 ~~Council but are represented by the one voting member. The not for profit Corporate~~
393 ~~Council representative may not hold office in the Council.~~ The Corporate Council has
394 five officers: Chair, Chair-elect, Secretary, Member-at-Large and Board Director (ex
395 officio). An individual must be the owner or an employee of a Corporate Member to
396 be eligible as a representative to the Corporate Council. An individual may not hold
397 two or more Corporate Council offices simultaneously. The quorum requirement for
398 the transaction of any Council business, including the election of Members-at-Large
399 and Board Directors, is a majority of those members who attend a meeting at which
400 an election occurs. The Corporate Council is represented by the members of the
401 Administrative Board and the Board Director for Corporates in the ADEA House of
402 Delegates as voting members.

403
404 **Chapter VIII: Sections**

405
406 **B. Membership in a Section.**

407 1. Each Section consists of any Individual, Student, Affinity Member, Retired and
408 Honorary ADEA member interested in the Section's particular academic or
409 administrative area. An ADEA member may join any number of Sections, participate
410 in the Section's business affairs, vote and attend any meeting of a Section to which
411 he or she belongs. To hold office, the ADEA member must also be a member of the
412 Section.

- 413 2. Individual members from Institutional Affiliate (Unaccredited) may join any number of
414 sections, and attend any meetings of a Section to which they belong, but may not
415 participate in the Section’s business affairs, vote, or hold office.
416

417 **E. Officer and Term of Office.**

418 Each Section has a Councilor, who serves a three-year term of office, and a Chair, Chair-
419 elect, and Secretary, who serve one-year terms in each office in succession.

- 420 1. **Qualifications:** A person must be a member from a member institution (accredited)
421 of the Association and a member of the Section to be eligible for office in that
422 Section. In the instance of Councilor, the person must first have served through the
423 Officer positions, including the Chair, to be eligible for election to the Councilor
424 position.
425

426 **Chapter IX: Special Interest Groups (SIGs)**
427

428 **B. Participation and Membership in a SIG.**

- 429 1. A SIG consists of any Individual, Student, Affinity Member, Retired and Honorary
430 ADEA member interested in the SIG’s particular academic or administrative area. An
431 ADEA member may join any number of SIGs and attend any meetings of a SIG to
432 which he or she belongs.
433 2. Individual members from unaccredited institutions may join any number of SIGs and
434 attend any meetings of a SIG to which they belong, but may not participate in the
435 SIG’s business affairs, vote, or hold office.
436

437 **E. Officer and Term of Office.**

438 Each SIG must have a Chair, who serves a one-year term. A Chair may serve three
439 consecutive one-year terms if reelected by the members. The SIG may voluntarily form a
440 leadership organizational structure similar to that of a Section (Chair, Chair-elect and
441 Secretary) for managing the business of the group. The SIG Chair is the only Officer who can
442 vote in the Council of Section’s business meetings.
443

- 444 1. **Qualifications.** A person must be a member from an accredited institution of the
445 Association and a member of the SIG to be eligible for office in that SIG.
446

447 **Chapter XI: President and CEO**
448

449 **A. Function and Duties.**

450 The President and CEO is the Association’s Chief Administrative Officer appointed under
451 contract by the Board of Directors. That contract establishes the tenure of office and salary,
452 and more fully sets forth the duties, which include the following. The President and CEO is
453 expected and empowered to:
454

- 455 6. Approve applications for ~~Affiliate~~ Institutional Associate and Affiliate Memberships;
456

457 **Chapter XIII: Representatives to Other Organizations**
458

- 459 **A. Nominees for Appointment to** CODA (Commissioner) or a successor accreditation
460 agency, ~~the Commission on Dental Accreditation~~ the Joint Commission on National
461 Dental Examinations, and the American Dental Association (ADA) Council on Dental
462 Education and Licensure.

463 The ADEA Board of Directors will recommend a person for appointment by the ADEA
464 House of Delegates for each vacancy occurring in the following positions:

- 465 1. CODA or a successor accreditation agency ~~The Commission on Dental~~
466 ~~Accreditation, and~~
467 2. The Joint Commission on National Dental Examinations, and
468 3. The ADA Council on Dental Education and Licensure.
469

470 The ADEA Board of Directors asks the ADEA House of Delegates to approve the following
471 resolution:

472
473 8H-2026 Resolved, that the ADEA House of Delegates approves amendments to the
474 ADEA Bylaws related to membership categories and related sections, as noted
475 above, effective at the close of the 2026 ADEA Annual Session & Exhibition.
476

477 *****

478
479 Clean version of the above changes:

480
481 **Section One: Proposed Amendments to Membership Categories**

482
483 **Chapter VI: Membership**

484
485 **A. General Qualifications—Member Dues.**

486 Membership shall be open to individuals and entities that apply for membership, who
487 are interested in and supportive of the purposes of the Association and that timely remit
488 applicable dues as established by the House of Delegates, within the following
489 categories of membership. Membership categories are subject to review and
490 modification as determined by the Board of Directors.
491

492 **C. Institutional Membership**

493 **Classes, Qualifications and Obligations.** Following are the classes, qualifications and
494 obligations for Institutional Membership. Institutional Members do not have the right to
495 vote but their representatives have the right to participate in and vote within the Council
496 for which they qualify.
497

498 **Accredited** – Institutions accredited by Commission on Dental Accreditation (CODA),
499 Commission on Dental Accreditation of Canada (CDAC) or successor accreditation
500 agencies.

501 **Unaccredited** – Institutions not accredited by CODA, CDAC or successor accreditation
502 agencies.
503

504 a) Institutional Membership (Accredited):

- 505 1. To qualify as an Institutional Member, an entity shall be a dental school granting
506 a D.D.S. or D.M.D. degree as a part of an accredited college or university in the
507 United States and having begun instruction of its first class of dental students,
508 residents or fellows.
509 2. Applications for Institutional Membership should be presented in writing at least
510 60 days before an ADEA Annual Session & Exhibition. Institutions are elected to
511 membership by a majority affirmative vote of the House of Delegates and their
512 memberships take effect the July 1 following House of Delegates approval.
513

514 b) Provisional Members:

- 515 1. To qualify as a Provisional Member, an entity shall be a developing dental school
516 planning to grant a D.D.S. or D.M.D. degree as part of an accredited college or
517 university in the United States.
- 518 2. Applications for Provisional Membership should be presented in writing at least
519 60 days before an ADEA Annual Session & Exhibition. Institutions are elected to
520 membership by a majority affirmative vote of the House of Delegates and their
521 memberships take effect the July 1 following House of Delegates approval.
- 522 3. Provisional Members in good standing automatically become Institutional
523 Members upon matriculation of the first class of students.
- 524
- 525 c) Institutional Associate Membership (Accredited):
- 526 1. The following types of institutions in the United States or Canada are eligible to
527 apply for Institutional Associate Membership, provided that they are not eligible
528 for Institutional or Provisional Membership and that their dental, advanced dental
529 and/or allied dental education programs are approved by CODA, CDAC or a
530 successor accreditation agency. Each location or campus of an institution must
531 have its own Institutional Membership.
- 532 a. Canadian dental schools accredited by CDAC or successor accreditation
533 agencies.
- 534 b. Academic institutions—other than hospitals—conducting advanced dental
535 education programs.
- 536 c. Hospitals/Health Centers that conduct advanced dental education programs
537 and that are not under the same governance as an Institutional or Provisional
538 Member institution. Hospital programs under the same governance as
539 Institutional or Provisional Member institutions are included in the parent
540 school’s Institutional or Provisional Membership.
- 541 d. The United States Air Force, Army, Navy, Public Health Service, Department
542 of Veterans Affairs and comparable agencies of the Canadian government.
- 543 e. Institutions conducting dental hygiene, dental assisting, dental laboratory
544 technology, and dental therapy education programs, and:
- 545 1. Those programs conducted at the main teaching site of an Institutional or
546 Provisional Member institution but are not under the administrative
547 control of that Institutional or Provisional Member institution; and
- 548 2. Those programs under the administrative control of an Institutional or
549 Provisional Member institution and are conducted away from the main
550 teaching site of that Institutional or Provisional Member institution. Such
551 programs must be Institutional Associate Members in order to belong to
552 the Council of Allied Dental Program Directors.
- 553 f. Institutions conducting other dental or allied dental education programs
554 recognized by the Board of Directors.
- 555 2. International dental schools not located in the United States or Canada and
556 accredited by CODA or successor accreditation agencies are eligible for
557 Institutional Associate Membership. Each location or campus must have its own
558 Institutional Associate Membership.
- 559 3. Applications for Institutional Associate Membership can be submitted at any
560 time for approval by the President and CEO. Memberships become effective on
561 January 1, April 1, July 1 or October 1 (whichever date first follows approval).
- 562 d) Institutional Affiliate Membership (Unaccredited)
- 563 3. **Classes, Qualifications and Obligations.** Following are the classes, qualifications
564 and obligations for Institutional Affiliate Membership (Unaccredited). These
565 Institutional Members do not have the right to vote, and their representatives do
566 not have the right to participate in and vote within ADEA Councils.

567 4. To qualify as an Institutional Affiliate Member (Unaccredited), an entity shall be a
568 dental school granting a D.D.S., D.M.D. or equivalent degree, Advanced Dental
569 Education, or Allied Dental Education Program, having begun instruction of its
570 first class of students, residents or fellows.

571 a) Applications for Institutional Affiliate Membership can be submitted at any
572 time for approval by the President and CEO. Memberships become effective
573 on January 1, April 1, July 1 or October 1 (whichever date first follows
574 approval).

575
576 **D. Corporate Membership**

577 1. To qualify as an ADEA Corporate Member, an entity shall be a company dealing with
578 products and/or services beneficial to dental education and/or dentistry is eligible to
579 apply for corporate membership, and they must not cite Corporate Membership for
580 commercial purposes (e.g., to not imply ADEA endorsement of products and
581 services).

582 2. For-profit corporations and organizations may be considered for membership as a
583 Corporate Member.

584 3. Applications to become an ADEA Corporate Member can be submitted at any time
585 for approval by the ADEA Board of Directors at its next meeting. Memberships
586 become effective immediately upon approval by the ADEA Board of Directors.
587 Corporate Memberships are reviewed annually.

588
589 **E. Partner Organization Membership**

590 1. To qualify as a Partner Organization Member, an entity shall be a not-for-profit
591 organization or professionally affiliated group from all countries who work with
592 health care communities and share ADEA values, including consortia of international
593 schools, nonprofit academic dental associations/consortia, or other groups. Partner
594 membership offers public, private and national/regional organizations a connection
595 to oral health education.

596 2. Applications to become a Partner Organization member can be submitted at any
597 time for approval by the Board of Directors at its next meeting. Memberships
598 become effective immediately upon approval by the Board of Directors.

599 3. Partner Organization Members do not participate in ADEA governance processes.

600
601 **F. Individual Membership**

602 1. **Classes, Qualifications, and Obligations.** The classes, qualifications and obligations
603 of Individual Membership are as follows:

604
605 c) Retired Members:

606 1. Any individual who has completely retired from dental education and dental
607 practice and who has been an Individual Member for 5 years or more is
608 eligible to become a Retired Individual Member.

609 2. A Retired Membership may be activated at any time during the year. Such
610 memberships take effect as soon as the activation is processed and remain in
611 effect for the following 12 months.

612
613 **G. Membership Voting Rights.**

614 *****

615
616

617 **Clean Version of Section Two: Proposed Amendments to Subsequent Sections of the Bylaws.**
618 The following proposed amendments to the Bylaws are necessary due to the above
619 membership category changes.

620
621 **Chapter I: The House of Delegates—The ADEA Governing Body**
622

623 **B. Composition**

624 The House of Delegates is comprised the following:

- 625 1. The Officers;
- 626 2. The Council of Deans is represented by all of its Institutional and Provisional Member
627 institutions and the President of the Canadian Faculties of Dentistry or its designee;
- 628 3. The Council of Faculties is represented by all of its members from Institutional and
629 Provisional Member institutions, one member elected from the members from the
630 Canadian Faculties of Dentistry, and one member, selected by the CADPD
631 Administrative Board, from an allied dental faculty Institutional Associate member;
- 632 4. The Council of Allied Dental Program Directors is represented by its Administrative
633 Board and one delegate for every 10 of its member programs (or major portion thereof)
634 in each of its four membership categories—dental assisting education, dental hygiene
635 education, dental laboratory technology education, dental therapy education and
636 advanced allied dental education. Each category is represented by at least two
637 delegates; a minimum number is not required in the event that there are less than 10
638 programs in a particular category.
- 639 5. The Council of Advanced Education Programs (COAEP) is represented in the ADEA
640 House of Delegates by its Administrative Board, one representative from each of the
641 ADA-recognized dental specialties, two representatives from advanced education in
642 general dentistry programs plus one delegate for every 10 COAEP member programs.
643 COAEP shall have at least 16 Delegates. Delegates do not need to be a current Program
644 Director or Chief of a Hospital Dental Service.
- 645 6. The Council of Sections is represented by each Section’s Councilor, Section Chair and its
646 Administrative Board members. If a Section Councilor and/or Section Chair is unable to
647 serve as a Delegate in the House of Delegates, he or she may appoint either the current
648 Section Chair-elect or Section Secretary to be ratified to serve as the alternate Delegate;
- 649 7. The Council of Students, Residents and Fellows is represented by its Administrative
650 Board; by 12 members of the Council of Students, Residents and Fellows (one each from
651 each of the 12 districts recognized by the Council); by four advanced dental students,
652 residents or fellows and by six allied dental students;
- 653 8. The Corporate Council is represented in the House of Delegates by its Administrative
654 Board.
- 655 9. Delegate Selection
 - 656 a) All members of the Council of Deans from Institutional and Provisional Member
657 Institutions and the President of the Canadian Faculties of Dentistry or its designee
658 serve as Delegates to the House of Delegates.
 - 659 b) All members of the Council of Faculties from Institutional and Provisional Member
660 Institutions serve as Delegates to the House of Delegates. Members are elected or
661 appointed by their institution. One member as elected by the members from the
662 Canadian Faculties of Dentistry also serves as a Delegate to the House of Delegates.
663 One member, selected by the CADPD Administrative Board, from the allied dental
664 faculty also serves as a Delegate to the House of Delegates. The allied dental faculty
665 delegate must come from an institution that holds an Institutional Associate
666 membership.

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D. The ADEA Councils—Membership and Quorum.

The Councils of ADEA, and their membership, are as follows. All Council members must be Individual Members of the Association. An individual member from an Institutional Member (accredited) organization may hold only one delegate position within a single Council at any given time, ensuring that they represent only that Council in the ADEA House of Delegates. International CODA Accredited institutions are not eligible to hold office.

1. The Council of Allied Dental Program Directors consists of the following categories of membership:

a) Individual Members from an Institutional/ Institutional Associate Member institution are eligible for Council membership, can be elected to a Council office, elected to Board Director of Council to serve on the Board of Directors, vote on Council issues, and can serve as Delegates in the House of Delegates. This includes the following:

1. Director of an accredited Allied Dental Program or Dean, Department Chair; or
2. Administrator that has oversight of an accredited Allied Dental Program.

b) Individual Members from an Institutional/Institutional Associate Member institution are eligible for Council membership, can be elected to a Council office, can vote on Council issues and can serve as a Delegate in the House of Delegates; however, the following individuals are not part of an accredited program and therefore cannot be elected to Board Director of Council to serve on the Board of Directors:

1. Director of an unaccredited Allied Dental Program in an ADEA member institution; or
2. Director of an Advanced Allied Dental Education Program leading to a Master's or Baccalaureate Degree in an Allied Dental Discipline.

c) Individuals holding Affinity Membership are eligible for Council membership and may participate in selected ADEA meetings and committees; however, they cannot be elected to a Council office or Board Director of Council to serve on the Board of Directors. These individuals are not part of a member institution and are therefore ineligible to vote. This includes the following:

1. Director of an accredited Allied Dental Program in non-member institutions;
2. Director of an unaccredited Allied Dental Program;

d) A Director of an Advanced Allied Dental Education Program leading to a master's or baccalaureate degree in an allied dental discipline located at institutions with an accredited allied dental program and Institutional/Institutional Associate Membership in ADEA, may serve on the Board of Directors if:

1. the director has previously served as a program director of an accredited program within the last 10 years and;
2. has overseen authorship in the writing of an accreditation self-study document and;
3. has led an accreditation site visit as a program director and;
4. has taught clinically.

The quorum requirement for the transaction of any Council business, including the election of Members-at-Large and Board Directors, is one fourth of the total voting membership of the Council.

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2. **The Council of Deans** consists of the dean (or an alternate) of each Institutional and Provisional Member institution, the chief dental administrator (or an alternate) of each Institutional Associate Member institution conducting non-hospital-based advanced dental education programs, the chief dental Officer or administrator (or an alternate) of each Institutional Associate Member federal dental service and the President (or an alternate) of the Association of Canadian Faculties of Dentistry. In addition, the Council includes any members of its Administrative Board who are no longer in the above categories. The Quorum requirement for the transaction of any Council business, including the election of Members-at-Large and Board Directors, is a majority of the total membership of the Council. Canadian Institutional Associate. Canadian Institutional Associate members are represented in the ADEA HOD by one voting member, the President of the Association of Canadian Faculties of Dentistry or their designee.
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3. **The Council of Faculties** consists of one faculty member (or an alternate) elected by the faculty of each Institutional and Provisional Member institution, one faculty member from each one of the Canadian Faculties of Dentistry, and 10 non-program director allied dental faculty, selected by the CADPD Administrative Board through an application process, in addition to any members of the Administrative Board who are no longer in the above category. Members are elected to three-year terms, and approximately one third of the members are replaced or reelected annually, according to a schedule maintained in the ADEA Headquarters. The methods of electing members, removing members and electing new members to fill unexpired terms are left to the discretion of individual member institutions. The methods of electing, removing and electing new members to fill unexpired terms for allied dental faculty are left to the discretion of the CADPD Administrative Board. Each faculty electing or reelecting a member in a given year is required to notify the ADEA Headquarters of the name of its representative by January 1 preceding the ADEA Annual Session & Exhibition at which the incumbent faculty member's term ends. The Quorum requirement for the transaction of any Council business, including the election of Members-at-Large and Board Directors, is a majority of the total membership of the Council.
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4. **The Council of Advanced Education Programs** membership includes Program Directors or Chiefs of a Hospital Dental Service (as defined by CODA or a successor accreditation agency's list of Program Directors), faculty, residents and fellows, as well as advanced dental education administrators, in accredited advanced dental education programs located in ADEA-member institutions, as well as past members of the COAEP Administrative Board who are appointed to or employed in an ADEA member institution.
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- Eligibility to vote on Council business or to vote for candidates nominated for either the Council's Administrative Board or for the Council's Board Director is limited to one vote per advanced education program. Only Program Directors or Chiefs of a Hospital Dental Service, or their designee, and Administrative Board Members may vote during Council meetings on Council business. The quorum requirement for the transaction for any Council business, including the election of the Member-at-Large and Board Director positions, is one-tenth of the total voting membership of the Council.
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- To be eligible to serve as member of the ADEA Council of Advanced Education Programs (COAEP) Administrative Board, a person must:

- 772 1. Be an individual member of ADEA;
773 2. Be a member of ADEA COAEP;
774 3. Be Chief of a Hospital Dental Service or Program Director of an accredited
775 advanced dental education program located in an ADEA-member institution
776 at the time of the election. Administrative board members may continue to
777 serve in their roles on the board for the duration of their terms as long as they
778 remain in an academic position in an accredited dental education program
779 located in an ADEA member institution.

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781 To be eligible to serve as a COAEP Board Director, a person must:

- 782 1. Be an individual member of ADEA;
783 2. Be a member of ADEA COAEP;
784 3. Be appointed to or employed in an ADEA Member Institution;
785 4. Be involved in advanced dental education at their institution;
786 5. Be a current or former Program Director or Chief of a Hospital Dental Service;
787 and
788 6. Have previously been elected to and served on the Council's Administrative
789 Board.

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791 5. **The Council of Sections** includes the ADEA Council of Sections Administrative
792 Board, Section Councilors and Chairs or their alternates and any former member of
793 the Council's Administrative Board. Alternates for the Councilors and Chairs may
794 only be a current Section Chair-elect or Section Secretary. All Section Officers from
795 each Section and Chairs of each Special Interest Group are eligible to participate in
796 Council business meetings and may only vote in person at those meetings. If a
797 quorum is not reached for a Council of Sections meeting, electronic voting may be
798 utilized to conduct Council of Sections business, including election of Council
799 officers, which should occur within one month of the scheduled Council of Sections
800 meeting. Section Councilors, Chairs and those who have previously served as a
801 Section Councilor or Chair are eligible for election to the Administrative Board. The
802 Council of Sections Section Councilor is elected by each Section to a three-year
803 term. Councilors may be reelected to one additional three-year term. The quorum
804 requirement for the transaction of any Council business, including the election of
805 Members-at-Large and Board Directors, is one third of the total voting membership
806 of the Council.

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808 6. **The Council of Students, Residents and Fellows** consists of students, residents and
809 fellows representing any of the following types of programs conducted by each
810 Institutional, Provisional and Institutional Associate member institution: (a) students,
811 residents and fellows in a program leading to the D.D.S. or D.M.D. degree; (b)
812 students, residents and fellows enrolled in advanced dental education programs; (c)
813 students, residents and fellows in dental hygiene education programs; (d) students,
814 residents and fellows in dental assisting education programs and (e) students,
815 residents and fellows in dental laboratory technology education programs. The
816 methods of electing members, removing members and electing new members to fill
817 unexpired terms are left to the discretion of individual member institutions. The
818 quorum requirement for the transaction of any Council business, including the
819 election of Members-at-Large and Board Directors, is a majority of those members
820 who attend a meeting at which an election occurs.

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822 7. **The Corporate Council** consists of one voting representative from each for-profit
823 Corporate Member company/organization. The Corporate Council has five officers:

824 Chair, Chair-elect, Secretary, Member-at-Large and Board Director (ex officio). An
825 individual must be the owner or an employee of a Corporate Member to be eligible
826 as a representative to the Corporate Council. An individual may not hold two or more
827 Corporate Council offices simultaneously. The quorum requirement for the
828 transaction of any Council business, including the election of Members-at-Large and
829 Board Directors, is a majority of those members who attend a meeting at which an
830 election occurs. The Corporate Council is represented by the members of the
831 Administrative Board and the Board Director for Corporates in the ADEA House of
832 Delegates as voting members.

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834 Chapter VIII: Sections

835

836 B. Membership in a Section.

- 837 1. Each Section consists of any Individual, Student, Affinity Member, Retired and
838 Honorary ADEA member interested in the Section's particular academic or
839 administrative area. An ADEA member may join any number of Sections, participate
840 in the Section's business affairs, vote and attend any meeting of a Section to which
841 he or she belongs. To hold office, the ADEA member must also be a member of the
842 Section.
- 843 2. Individual members from Institutional Affiliate (Unaccredited) may join any number of
844 sections, and attend any meetings of a Section to which they belong, but may not
845 participate in the Section's business affairs, vote, or hold office.

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847 E. Officer and Term of Office.

848 Each Section has a Councilor, who serves a three-year term of office, and a Chair, Chair-
849 elect, and Secretary, who serve one-year terms in each office in succession.

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- 851 1. **Qualifications:** A person must be a member from a member institution (accredited)
852 and a member of the Section to be eligible for office in that Section. In the instance
853 of Councilor, the person must first have served through the Officer positions,
854 including the Chair, to be eligible for election to the Councilor position.

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856 Chapter IX: Special Interest Groups (SIGs)

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858 B. Participation and Membership in a SIG.

- 859 1. A SIG consists of any Individual, Student, Affinity Member, Retired and Honorary
860 ADEA member interested in the SIG's particular academic or administrative area. An
861 ADEA member may join any number of SIGs and attend any meetings of a SIG to
862 which he or she belongs.
- 863 2. Individual members from unaccredited institutions may join any number of SIGs and
864 attend any meetings of a SIG to which they belong, but may not participate in the
865 SIG's business affairs, vote, or hold office.

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867 E. Officer and Term of Office.

868 Each SIG must have a Chair, who serves a one-year term. A Chair may serve three
869 consecutive one-year terms if reelected by the members. The SIG may voluntarily form a
870 leadership organizational structure similar to that of a Section (Chair, Chair-elect and
871 Secretary) for managing the business of the group. The SIG Chair is the only Officer who
872 can vote in the Council of Section's business meetings.

- 873 1. **Qualifications.** A person must be a member from an accredited institution of the
874 Association and a member of the SIG to be eligible for office in that SIG.

875

876 **Chapter XI: President and CEO**

877

878 **A. Function and Duties.**

879 The President and CEO is the Association’s Chief Administrative Officer appointed
880 under contract by the Board of Directors. That contract establishes the tenure of office
881 and salary, and more fully sets forth the duties, which include the following. The
882 President and CEO is expected and empowered to:

883

884 6. Approve applications for Institutional Associate and Affiliate Memberships;

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886 **Chapter XIII: Representatives to Other Organizations**

887

888 **A. Nominees for Appointment to CODA (Commissioner) or a successor accreditation**
889 **agency, the Joint Commission on National Dental Examinations, and the American**
890 **Dental Association (ADA) Council on Dental Education and Licensure.**

891 The Board of Directors will recommend a person for appointment by the House of
892 Delegates for each vacancy occurring in the following positions:

893

- 893 1. CODA or a successor accreditation agency
- 894 2. The Joint Commission on National Dental Examinations, and
- 895 3. The ADA Council on Dental Education and Licensure.

Request to Update the Name of the ADEA Behavioral Sciences Section

Background:

The ADEA Section on Behavioral Sciences plays an important role in supporting the scholarly, educational, and professional development needs of faculty who teach behavioral science–related content within dental and allied dental education. Over time, the scope of this work has expanded to encompass not only traditional behavioral science disciplines but also broader areas focused on social determinants of health, public health, interprofessional practice, and human behavior in health care settings.

Additionally, national standards and professional frameworks—including terminology used by the Commission on Dental Accreditation (CODA)—increasingly reference “social and behavioral sciences” as an integrated field. Aligning the Section name with this terminology will strengthen consistency with accreditation language, improve clarity for members, and reflect the interdisciplinary nature of the field.

Updating the Section’s name will more accurately represent the content expertise of its members, ensure alignment with contemporary academic language, and reinforce ADEA’s commitment to inclusive, interprofessional, and human-centered approaches to oral health education.

Proposed Changes:

In accordance with ADEA Bylaws—which require that the ADEA House of Delegates approve the establishment or renaming of an ADEA Section—the Section requests approval of the following change.

Current Name:

The ADEA Section on Behavioral Sciences

Proposed Name:

The ADEA Section on Social and Behavioral Sciences

This change was recommended by Section leadership and endorsed by Section members to more accurately reflect the breadth of content and to align the Section’s work with contemporary terminology used across higher education, health professions education, and CODA standards.

Upon approval of the new name, the Section will develop and submit an updated mission statement that reflects the intent and inclusivity signaled by the revised name.

The ADEA Board of Directors asks the ADEA House of Delegates to approve the following resolution:

9H-2026 Resolved, that the ADEA House of Delegates adopts the name change of the ADEA Behavioral Sciences Section to the ADEA Section on Social and Behavioral Sciences, effective at the close of the 2026 ADEA Annual Session & Exhibition.

Resolution 10H-2026
Request to Update the Name of the
ADEA Section on Minority Affairs, Diversity, and Inclusion (MADI)

Background:

The ADEA Section on Minority Affairs, Diversity, and Inclusion (MADI) has long served as an essential contributor to ADEA’s mission by promoting and sustaining diversity among faculty, students, and administrators in academic dental and dental hygiene education. The MADI Section’s mission emphasizes fostering equitable climates, supporting faculty development, and advancing academic and inclusive excellence.

As the landscape of higher education evolves, terminology and organizational framing around diversity-related efforts have shifted significantly. To ensure the Section remains sustainable, inclusive, and aligned with contemporary expectations in higher education—while preserving the spirit and purpose of the Section—its leadership initiated a discussion regarding updating the Section’s name. A survey was distributed to Section members to gather feedback and identify a name that maintains the existing acronym (MADI) while better reflecting the Section’s comprehensive charge.

The membership’s feedback highlighted the importance of a name that communicates the Section’s broader goals of expanding pathways, promoting opportunity, enhancing access, and supporting the fair advancement of all individuals, regardless of identity or status. The updated name strengthens clarity, supports alignment with ADEA’s Council of Sections mission, and facilitates future collaboration across ADEA Sections and Special Interest Groups.

Proposed Changes:

In accordance with ADEA Bylaws—which require that the ADEA House of Delegates approve the establishment or renaming of an ADEA Section—the ADEA Section on Minority Affairs, Diversity, and Inclusion requests approval of the following change.

Current Name:

ADEA Section on Minority Affairs, Diversity, and Inclusion (MADI)

Proposed Name:

ADEA Section for the Advancement of Access and Opportunity (AAO)

The proposed name reflects the Section’s ongoing commitment to increasing access, supporting equitable pathways into the oral health professions, and expanding opportunity for all members of the academic dental community. This update refreshes the Section’s identity while maintaining consistency with its long-standing mission and strengthening the Section’s long-term sustainability within the evolving higher education environment.

Upon approval of the new name, the Section will develop and submit an updated mission statement to reflect the intent, scope, and inclusivity of the revised name.

The ADEA Board of Directors asks the ADEA House of Delegates to approve the following resolution:

10H-2026 Resolved, that the ADEA House of Delegates adopts the name change of the ADEA Section on Minority Affairs, Diversity, and Inclusion to the ADEA Section for the Advancement of Access and Opportunity (AAO), effective at the close of the 2026 ADEA Annual Session & Exhibition.

Resolution 11H-2026
Request to Update the Name of the ADEA Section on Women in Leadership

Background:

The American Dental Education Association (ADEA) is committed to advancing access, equity, and professional growth for all members of the academic oral health community. Recent federal Executive Orders and related administrative guidance require higher education institutions and associations to ensure that governance structures, programs, and language align with evolving legislative mandates.

In consultation with Education Counsel and ADEA's legal advisors, it was recommended that section names and charges be reviewed to minimize legal or political risk. Section titles that may be interpreted as exclusionary or inconsistent with current federal expectations could pose compliance challenges.

The ADEA Section on Women in Leadership has been a vital part of ADEA's work, fostering the leadership development of women, advancing equity, and strengthening the academic oral health community. To preserve this mission while ensuring sustainability and inclusivity, the ADEA Board of Directors recommends updating the Section's name.

The proposed new name, **ADEA Section on Workforce Innovation and Leadership**, honors the Section's history, preserves its purpose, and positions it to support leadership development for all individuals regardless of gender. This change underscores ADEA's commitment to inclusivity, compliance, and continued growth of the Section.

Proposed Changes:

In response to the request from ADEA and in accordance with the Bylaws (p. 26), which states that "only the House of Delegates has the authority to approve a resolution proposing the establishment of a...Section," and conversely, only the HOD has the authority to approve a new section name, which would take effect immediately following its vote. We propose the following name change for approval by the House of Delegates and consideration by the ADEA Board of Directors.

Current Name:

The ADEA Section on Women in Leadership

Proposed Name:

The ADEA Section on Workforce Innovation and Leadership

This change was suggested by the WIL Section Leadership and voted upon for selection by the WIL Section Membership. The change updates the Section's name without altering its fundamental mission or responsibilities, but expands its mission to be inclusive of all.

The ADEA Board of Directors asks the ADEA House of Delegates to approve the following resolution:

11H-2026 Resolved, that the ADEA House of Delegates adopts the name change of the ADEA Section on Women in Leadership to the ADEA Section on Workforce Innovation and Leadership, effective at the close of the 2026 ADEA Annual Session & Exhibition.

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Resolution 12H-2026
ADEA Council of Sections Bylaws Changes Regarding Council of Sections
Membership, Voting and Quorum

Legend:

Black text = original Bylaws text to remain

~~Red Strikethrough text~~ = strike text from current Bylaws

Green underline text = addition text/editing of original Bylaws for clarity

Background:

The current ADEA Bylaws describe the composition of the Council of Sections and outline the voting and quorum procedures for conducting Council business. However, these processes require clarification to ensure consistency, transparency, and effective governance.

Specifically, clarification is needed regarding:

- Which individuals are eligible to participate in Council of Sections business meetings.
- Requirements for in-person voting.
- How quorum is calculated for Council business, including officer elections.
- When electronic voting may be used if quorum is not reached.

These updates strengthen alignment across Sections and SIGs, establish clear expectations, and ensure that the Council can conduct its business efficiently and in accordance with ADEA governance standards.

Proposed Bylaws Amendment:

The ADEA Council of Sections supports the following amendment to the ADEA Bylaws, Chapter VII: Councils, D. The Councils of the Association—Membership and Quorum, 5. The Council of Sections:

Revised Language:

The Council of Sections includes ~~the Council of Sections Administrative Board, Section Councilors and Chairs or their alternates and any former member of the Council's Administrative Board. Alternates for the Councilors and Chairs may only be a current Section Chair elect or Section Secretary.~~ all members of Sections and Special Interest Groups (SIGs). All Section Officers from each Section and Chairs of each Special Interest Group are eligible to participate in Council business meetings and may only vote in person at those meetings. If a quorum is not reached for a Council of Sections meeting, electronic voting may be utilized to conduct Council of Sections business, including election of Council officers, which should occur within one month of the scheduled Council of Sections meeting. Section Councilors, Chairs and those who have previously served as a Section Councilor or Chair are eligible for election to the Administrative Board. The Council of Sections Section Councilor is elected by each Section to a three-year term. Councilors may be reelected to one additional three-year term. The quorum requirement for the transaction of any Council business, including the election of Members-at-Large and Board Directors, is one third of the total voting membership of the Council.

The ADEA Board of Directors asks the ADEA House of Delegates to approve the following resolution:

12H-2026 Resolved, that the ADEA House of Delegates adopt the revision to the ADEA Bylaws Chapter VII: Councils, D. The Councils of the Association—The Council of Sections, to read as revised above, effective at the close of the 2026 ADEA Annual Session & Exhibition.

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And be it further resolved, that the ADEA Council of Sections Administrative Board update all governance materials, election procedures, and guidance documents to reflect these changes.

Resolution 13H-2026
ADEA Council of Sections Bylaws Changes Regarding
Eligibility for Election as Section Councilor

Legend:

Black text = original Bylaws text to remain

~~Red Strikethrough text~~ = strike text from current Bylaws

Green underline text = addition text/editing of original Bylaws for clarity

Background:

The ADEA Bylaws currently state that each Section elects its Councilor “from its membership,” but the text implies—without explicitly stating—that a candidate must have previously served as an officer of that same Section. This amendment clarifies eligibility, ensuring consistent interpretation and strengthening Section leadership pathways.

Proposed Bylaws Amendment:

The ADEA Council of Sections supports the following amendment to the ADEA Bylaws, Chapter VIII: Sections, E. Officer and Term of Office, 1. Qualifications:

1. Qualifications: A person must be a member of the Association and a member of the Section to be eligible for office in that Section. In the instance of Councilor, the person must first have served through the Officer positions, including the Chair of the same section, to be eligible for election to the Councilor position.

The ADEA Board of Directors asks the ADEA House of Delegates to approve the following resolution:

13H-2026: Resolved, that the ADEA House of Delegates adopt the revision to the ADEA Bylaws Chapter VIII: Sections, E. Officer and Term of Office, 1. Qualifications, to read as revised above effective at the close of the 2026 ADEA Annual Session & Exhibition.

And be it further resolved that the ADEA Council of Sections Administrative Board update Section leadership resources, election guidelines, and related governance materials to reflect this change.

Resolution 14H-2026
ADEA Council of Sections Bylaws Changes Regarding Probationary Period for
Special Interest Groups (SIGs) Seeking Section Status

Legend:

Black text = original Bylaws text to remain

~~Red Strikethrough text~~ = strike text from current Bylaws

Green underline text = addition text/editing of original Bylaws for clarity

Background:

Under the current ADEA Bylaws, a Special Interest Group (SIG) may apply for Section status after a minimum two-year probationary period. However, this timeframe has not consistently provided sufficient opportunity for SIGs to demonstrate sustainable membership, viable leadership structures, and ongoing engagement aligned with ADEA’s long-term strategic goals.

Extending the probationary period ensures that SIGs have adequate time to:

- Develop stable leadership and governance practices
- Build consistent member participation and activity
- Demonstrate long-term viability prior to attaining Section status
- Align with broader organizational expectations for Sections

The proposed change strengthens the integrity of the Section structure by ensuring that groups elevate to Section status only after sustained, demonstrated readiness.

Proposed Bylaws Amendment:

The ADEA Council of Sections supports the following amendment to the ADEA Bylaws, Chapter IX: Special Interest Groups (SIGs), F. Establishing a Section from a Special Interest Group, number 1:

An ADEA SIG is eligible to apply for Section status after a minimum of ~~two~~ four years of demonstrated viability and sustainable membership.

The ADEA Board of Directors asks the ADEA House of Delegates to approve the following resolution:

14H-2026 Resolved, that the ADEA House of Delegates adopt the revision to the ADEA Bylaws Chapter IX: Special Interest Groups (SIGs), Section F. Establishing a Section from a Special Interest Group, number 1, to read as revised above, effective at the close of the 2026 ADEA Annual Session & Exhibition.

And be it further resolved, that this change apply to all new and existing Special Interest Groups, including those currently under consideration for Section status.

And be it further resolved, that the ADEA Council of Sections Administrative Board update all governance materials and guidance documents to reflect this change.

15H-2026
Disbandment of the ADEA Clinic Simulation Section

Background:

The American Dental Education Association (ADEA) supports the active participation of members across its Sections and Special Interest Groups to foster collaboration, scholarship, and professional development within academic oral health.

Over the past several years, the ADEA Section on Clinic Simulation has been unable to maintain active officer leadership or fulfill the operational requirements established by the ADEA Council of Sections. Despite outreach and repeated efforts to identify members willing to assume officer roles, no eligible candidates have come forward.

In 2025, the ADEA Council of Sections placed the Section on Clinic Simulation on a one-year probation due to prolonged inactivity, limited attendance at ADEA programs, and a lack of participation in the ADEA Annual Session & Exhibition. During this probationary period, Section members were provided multiple opportunities to re-engage, identify leadership, and submit programming for ADEA events. However, participation remained minimal, and no viable officer slate was established.

The absence of leadership and ongoing nonparticipation have prevented the Section from contributing to the Council of Sections' strategic goals and programming efforts. Maintaining inactive sections without officers or engagement poses administrative challenges and reduces opportunities for member development and collaboration across ADEA.

Consistent with ADEA's Bylaws and Council of Sections policies—which authorize the dissolution of sections unable to sustain required officer positions or fulfill participation expectations—the ADEA Board of Directors recommends the disbandment of the ADEA Section on Clinic Simulation.

Members of the former Section will be encouraged to affiliate with other active Sections or Special Interest Groups aligned with their interests in clinical education, predoctoral teaching, or academic innovation.

Proposed Action:

In accordance with ADEA Bylaws (p. 26), which state that "only the House of Delegates has the authority to approve a resolution proposing the establishment or dissolution of a Section," the following action is proposed for approval by the ADEA House of Delegates.

The ADEA Board of Directors asks the ADEA House of Delegates to approve the following resolution:

15H-2026 Resolved, that the ADEA House of Delegates approves the disbandment of the ADEA Section on Clinic Simulation, effective at the close of the 2026 ADEA Annual Session & Exhibition; and be it further

Resolved, that members of the former ADEA Section on Clinic Simulation be notified of this action and encouraged to affiliate with other Sections or Special Interest Groups within the Council of Sections that share related academic and professional interests.

New Chief Administrators at Member Institutions

New Dental School Deans

Since the 2025 ADEA Annual Session & Exhibition, U.S. and Canadian academic dental institutions have appointed the following new deans, interim deans, acting deans and directors, whose service began between the end of the 2025 ADEA Annual Session & Exhibition and the beginning of the current ADEA Annual Session & Exhibition. The ADEA Board of Directors congratulates these members and wishes them success in their assignments.

- Dr. Donald S. Altman, Interim Dean, A.T. Still University Missouri School of Dentistry & Oral Health
- Dr. Dale A. Baur, Interim Dean, Case Western Reserve University School of Dental Medicine
- Dr. Yang Chai, Dean, Herman Ostrow School of Dentistry of USC
- Dr. Elisa Chavez, Interim Dean, University of the Pacific, Arthur A. Dugon School of Dentistry
- Dr. Edward Farkas, Dean, Yeshiva University College of Dental Medicine
- Dr. Shawn Gerstenberger, Officer in Charge, University of Nevada, Las Vegas School of Dental Medicine
- Dr. Lidia Guerrero-Rodriguez, Dean, University of Puerto Rico School of Dental Medicine
- Dr. Kenneth Hargreaves, Dean, UT Health San Antonio School of Dentistry
- Dr. Margaret Hill, Dean, University of Louisville School of Dentistry
- Dr. Anil Kishen, Dean, University of Toronto Faculty of Dentistry
- Dr. Paul Luepke, Dean, University of Missouri – Kansas City School of Dentistry
- Dr. Dennis A. Mitchell, Dean, Columbia University College of Dental Medicine
- Dr. Sorin T. Teich, Founding Dean, Northeast Ohio Medical University Bitonte College of Dentistry
- Dr. Pinelopi Xenoudi, Dean, California Northstate University College of Dental Medicine

New Affiliate Members

Since February 2025, these programs and schools have become Affiliate Members. The ADEA Board of Directors welcomes them.

Allied Dental Members

- Cape Fear Community College, Prof. Michelle Ezzell, Dental Hygiene Program Director, (Wilmington, NC)
- Chippewa Valley Technical College, Prof. Deborah Schumacher, Dental Hygiene Program Director, (Eau Claire, WI)
- Ivy Tech Community College – Columbus, Prof. Jamey Marksberry, Dental Hygiene Program Director, (Columbus, IN)
- Orange County Community College, Prof. Niccole Card, Dental Hygiene Program Director, (Middletown, NY)

Hospital Members

- St. Christopher’s Hospital for Children, Dr. Dan Burch, (Philadelphia, PA)

Other New Administrators at Member Institutions

- Dr. Fatemeh Afshari, Chief of Dental Informatics Officer, University of Illinois Chicago College of Dentistry

- Ms. Emily Falls, Director, Dental Hygiene Program, UTHealth Houston School of Dentistry
- Dr. Mia L. Geisinger, Chair of the Department of Periodontology, University of Alabama at Birmingham School of Dentistry
- Dr. Liang Hong, Head of Public Health Sciences, Texas A&M College of Dentistry
- Dr. Jeffrey Johnson, Vice Dean, Virginia Commonwealth University School of Dentistry
- Dr. Stefani Leacock, Director of Research, Lyon College School of Dental Medicine
- Dr. Faleh Tamimi, Associate Dean of Research and Graduate Education, McGill University Faculty of Dentistry
- Dr. Erica Teixeira, Head of the Department of Comprehensive Dentistry, Texas A&M University College of Dentistry
- Dr. Fabricio Teixeira, Head of the Department of Endodontics, Texas A&M University College of Dentistry

Corporate Members

These companies have become ADEA Corporate Members since February 2025. The ADEA Board of Directors welcomes them.

- CareCredit, Mr. Lance Bohannon, Vice President, (Costa Mesa, CA)
- IntelePeer Coud Communications, Ms. Maria Phillips, Strategic Account Executive, (Dania Beach, FL)
- Juno, Melissa Lowry, Head of Dental Partnerships & Growth, (Miami, FL)
- Mexican Federation of Faculties and Schools of Dentistry, Mr. Alfredo Salinas Noyola, President (MX)
- The National Council for Dental Education (CONAEDO) Dr. Laura Susana Acosta Torres, President (MX)
- Orasoptic an Envista Company, Ms. Tiffany Fay, Key Accounts Manager/Education (Madison, WI)
- vVardis, Ms. Lisa Mayo, (Brooklyn, NY)

The ADEA Board of Directors welcomes all.

In Memoriam

With regret, the ADEA Board of Directors announces these deaths of faculty and staff as reported by ADEA Member Institutions.

A.T. Still University-Arizona

Ms. Elizabeth Boyden Curran
Dr. George Blue Spruce, Jr.

Boston University

Dr. George Gallagher
Dr. Christopher Hughes
Dr. Seymour Melnick
Dr. Myron Nevins
Dr. Aesha Patel
Dr. Richard Pober

University at Buffalo

Dr. David Brown
Dr. Elias Kaufman
Dr. Ming Levine
Dr. Kenneth McHenry

Columbia University

Dr. David Albert
Dr. Norman Khan
Mr. Rodney Kopec
Dr. Louis Mandel
Dr. Frank Millana
Dr. Barry Wolinsky

Creighton University

Dr. Scott C. Di Lorenzo
Dr. Gary H. Westerman

Dalhousie University

Dr. Sayed Mirbod

East Carolina University

Dr. Markus Mosley

Harvard University

Dr. Bruce Donoff

Howard University

Dr. Jeanne C. Sinkford

Indiana University

Dr. Steven Dixon
Dr. William Gilmore
Dr. Everett Hancock
Dr. Christopher Hughes
Dr. Myron Kasle
Dr. David Sawyer
Ms. Angela Walker

Marquette University

Dr. Vito Marchese
Dr. Douglas Neumann
Ms. Judy Riley
Dr. Elise Sampson
Dr. Ralph Yob

McGill University

Dr. Richard Hovey

Medical University of South Carolina

Dr. John Akers
Dr. James Bolt
Ms. Judith M. Brock
Dr. Gale Clarida
Dr. Robert Beasley Gamble, Jr.
Dr. Robert Glenn
Dr. James Daulton Keith, Jr.
Dr. Craig Little
Dr. James Montgomery
Dr. John Bradley Palles
Dr. Joseph E. Sherer, Jr.
Dr. Goody Thomas

Midwestern University-Arizona

Dr. Seth Klasko

Rutgers University

Dr. Michael Alfano
Dr. Allen Cheng
Dr. Michael Deasy
Dr. Howard Ensel
Dr. Carmine LoMonaco
Dr. Gang Yue

Temple University

Dr. Herbert M. Adler
Dr. Jeff Aronsohn
Dr. Elliot Auerbach
Dr. Jordon Bichesky
Ms. Rosa Brown
Dr. Thomas M. Check
Dr. Thomas Chermol, Sr.
Dr. Donald Cohen
Dr. Jean Colasante
Dr. Harris Colton
Dr. Palmer Cotturo
Dr. Ernest Dellheim
Dr. Wiliam Dragan
Dr. George Drew
Dr. Murray Elters
Dr. Michael F. Grieco
Dr. Jeffrey Helicher
Dr. Lewis Holtzman
Dr. David Jerud
Dr. James Kemblowski
Dr. Michael Ross Kohn
Dr. Ira Kreitman
Dr. Anthony Lagunilla
Dr. Fred Lentini
Dr. Michael P. Lovette
Dr. Hubert Lutz
Dr. Robert Mallin
Dr. William Mlkvy
Dr. Emery J. Pavel
Dr. William H. Payne
Dr. Charles Potter
Dr. Walter Risley
Dr. Anthony C. Ruggerio
Dr. Harry Silverstein
Dr. Robert R. Singer
Dr. Robert M. Zengulis

Texas A&M University

Dr. Scott A. Ervin
Dr. Tommy W. Gage
Dr. David Micheal Phillips

The Ohio State University

Dr. Donald Adams
Dr. Kenneth Clemens
Dr. Randolph Todd Heiman
Dr. James Karpac
Dr. Markus Mosley
Dr. Duane Paulson
Dr. Thomas Shearer

Touro College of Dental Medicine

Dr. Jay Rubin

Tufts University

Dr. John S. Viveiros

University of Florida

Dr. Donald Cohen
Dr. William McArthur

University of Iowa

Dr. Deborah Cobb
Dr. Steve Goepferd

University of Kentucky

Dr. Behruz Abadi

University of Louisville

Dr. William Boyd Adkins, Jr.
Dr. Jerry Edwin Bradley
Dr. William "Billy" Garnett Breeding
Dr. Shelley L. Caulder, Sr.
Dr. Norman Lee Cherry
Dr. Charles "Chuck" Coghlan
Dr. Edward Benton "Benny" Dubose
Dr. Steven Michael Florence
Ms. Esther Fox
Dr. Cheryl Lynn Hamilton
Dr. Robert B. Herrick
Ms. Christine Abner Holt
Dr. Willis Ted Hood
Ms. Donna Marie Kestel
Dr. Dana R. Martin
Dr. Ernest Newton Oyler, Sr.
Dr. David Hewlett Pryor
Dr. L. Caroline Reed
Dr. Charles F. Rice
Dr. Donald Edward Scharfenberger, Sr.
Dr. M. Douglas Sigman, Jr.
Dr. Richard Steele
Dr. John Lloyd Stohl
Dr. Richard Lewis Towe
Dr. Philip R. Travis
Dr. Charles Wayne Tritle
Ms. Patricia Gayle Underwood
Dr. James E. Wheeler
Dr. Robert "Bob" Benedict Zena, Jr.

University of Maryland

Dr. Bernard Levy
Dr. Leslie Costello
Dr. Charles Daniel "Dan" Overholser, Jr.

University of Manitoba

Dr. John Curran
Dr. Peter Williams

University of Michigan

Dr. Wayne Colquitt
Dr. Henry Kanar, Jr.
Prof. Charles J. Kowalski
Dr. Ross Margeson
Dr. Nick Palmer

University of Minnesota

Dr. Isha Mutreja

University of Missouri-Kansas City

Dr. John W. Killip

University of Nebraska Medical Center

Dr. Myron Pudwill
Dr. Ernest Sigler
Dr. David Zalewski
Dr. Bryce Bonness
Dr. John Hauserman

University of North Carolina at Chapel Hill

Dr. Donald Lee Marbry
Dr. R. Gary Rozier
Dr. Gary R. Smiley
Ms. Lynda M. Turner
Dr. Donald W. Warren

University of Pennsylvania

Dr. Karin Trotta
Dr. Musa Bajali
Dr. John Mooney
Dr. Norton Taichman

University of Pittsburgh

Ms. Melanie Hall

University of Toronto

Dr. Richard Rayman
Dr. George Morris
Dr. George Souter

University of Washington

Dr. Charles Bolender
Dr. Joseph Chasteen
Dr. Peter Domoto
Prof. Patricia Doyle
Dr. Lars Hollender
Dr. Dan Middaugh
Dr. Jack Nicholls
Dr. David Turpin

UTHealth Houston

Dr. William A. Attra, Jr.
Dr. Gene N. Barry
Dr. Donald B. Bedford, Sr.
Dr. Roger P. Byrne
Dr. Robert R. Debes
Dr. John L. Estes III
Dr. Byron J. Hall, Sr.
Dr. Marion E. Harrell
Dr. Willis E. Harrison
Dr. Gary A. Hilsher
Dr. John W. Monroe
Dr. Philip "Phil" L. Nauert
Dr. Earlon L. Payne
Dr. Justin C. Ramsey
Dr. Paul A. San Marco
Dr. Andrew H. Smith, Jr.
Dr. Don L. Spann
Dr. Ruede M. Wheeler

UT Health San Antonio

Dr. Peggy Alexander
Ms. Gretta Thomas

West Virginia University

Dr. Mohssen Ghalichebaf

**AMERICAN DENTAL EDUCATION
ASSOCIATION**
BOARD OF DIRECTORS



PROCLAMATION



Honoring the Life, Legacy and Contributions of

JEANNE CRAIG SINKFORD

D.D.S., M.S., Ph.D., FACD, FICD

WHEREAS Dr. Jeanne Craig Sinkford (Dr. Sinkford), a nationally and internationally recognized icon, trailblazer, luminary and accomplished leader in oral health education and health care, passed away peacefully on Oct. 1, 2025, leaving behind an unparalleled legacy of excellence, access and transformative leadership that has shaped the oral health education profession;

WHEREAS Dr. Sinkford faithfully served in senior leadership positions at the American Dental Education Association (ADEA) from 1998 to 2019, including as Associate Executive Director, Founder and Director of the ADEA Center for Equity and Diversity and ADEA Senior Scholar-in-Residence, demonstrating exceptional leadership, dedication and an unwavering commitment to the mission and values of the Association;

WHEREAS during her tenure at ADEA, Dr. Sinkford conceived, developed and led groundbreaking programs and initiatives that expanded access, broadened representation and transformed the dental education landscape, including the ADEA International Women's Leadership Conference, which highlighted global pathways for women to assume key roles in academic dentistry, and the ADEA Enid A. Neidle Scholar Program, which cultivated the next generation of oral health educators and leaders;

WHEREAS Dr. Sinkford secured and directed a W.K. Kellogg Foundation grant that created institutional partnerships to support the pathway to academic dentistry for all persons, regardless of their background and experiences, and she served as co-investigator on numerous grants from federal agencies and private foundations, including the Josiah Macy Jr. Foundation and the Robert Wood Johnson Foundation, translating her shared vision into concrete programs that opened doors for countless students and faculty;

WHEREAS Dr. Sinkford was a prolific scholar and thought leader who authored more than 100 articles in scholarly publications throughout her distinguished career, including the 2022 *Journal of Dental Education* article, "Gender equality in the 21st century: Overcoming barriers to women's leadership in global health," she co-authored

with Dr. Sonya G. Smith, which as of January 2026 had garnered more than 55,000 full-text views and downloads—more than any other peer-reviewed article in the history of the *Journal of Dental Education*;

WHEREAS Dr. Sinkford’s passion for documenting and celebrating the achievements and contributions of oral health education leaders whose stories have often gone unrecognized, culminated in June 2021 with the publication of *Undaunted Trailblazers: Minority Women Leaders for Oral Health, A collection of 31 inspiring stories of triumph and achievement*, co-authored with Drs. Sheila S. Price and Marilyn P. Woolfolk, a pivotal work that preserves the stories of women who broke barriers and creates a roadmap to inspire and guide future generations entering the profession;

WHEREAS Dr. Sinkford contributed significantly to the growth, stability and success of dental education in her position as Professor and Dean of the Howard University College of Dentistry from 1975 to 1991, having made history in 1975 as the first woman to serve as dean of a U.S. dental school, a groundbreaking achievement through which she transformed her institution, created pathways for countless others and demonstrated that visionary leadership knows no bounds;

WHEREAS Dr. Sinkford’s commitment to public service and ethical leadership was further demonstrated through her appointment to the nine-member, ad hoc advisory panel examining the ethics of the 1932 – 1972 Tuskegee Syphilis Study, her election in 1975 to the Institute of Medicine (now the National Academy of Medicine) and her service in numerous research and advisory capacities at the National Institutes of Health and the National Academies of Sciences, Engineering and Medicine;

WHEREAS Dr. Sinkford held influential roles on numerous national committees, advisory councils and governing boards, shaping policy and expanding access in oral health education, the academic health professions and health care, and maintained lifetime memberships in both the American Dental Association (ADA) and the National Dental Association (NDA);

WHEREAS Dr. Sinkford’s extraordinary contributions were recognized with countless awards and honors, including the American College of Dentists (ACD) William John Gies Award; the ADEA Distinguished Service Award; the Pierre Fauchard Academy Gold Medal and induction into the Pierre Fauchard Academy Hall of Fame of Dentistry; the ADA Distinguished Service Award; the ADEAGies Foundation William J. Gies Award for Vision, Innovation and Achievement for Outstanding Vision by a Dental Educator; the Herbert W. Nickens Award from the Association of American Medical Colleges; the Lucy Hobbs Taylor Award from the American Association of Women Dentists; the John R. Callahan Memorial Award from the Ohio Dental Association; the ACD Lifetime Achievement Award; the NDA Trailblazer Award; one of the first Candace Awards from the National Coalition of 100 Black Women; the Award of Merit from the American Fund for Dental Health; and Alumni Achievement Awards from both Howard University and Northwestern University;

WHEREAS three ADEA awards are presented annually in Dr. Sinkford’s name in lasting tribute to her impact on the profession: the ADEA/Colgate Oral Pharmaceuticals, Inc./National Dental Association Dr. Jeanne C. Sinkford Scholar in the ADEA Leadership Institute, the ADEA Dr. Jeanne C. Sinkford Faculty Leadership Award and the ADEA Dr. Jeanne C. Sinkford Student Leadership Award;

WHEREAS Dr. Sinkford’s overriding joy was mentoring women and individuals regardless of their background and experiences, providing them the roadmap and example that “this can be done,” as she profoundly stated, “My greatest joy has never been in my own achievements, but in showing others that ‘this can be done.’ When we open

doors, we must not simply walk through them ourselves. We must hold them open and reach back to pull others through.”;

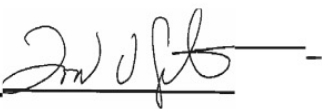
WHEREAS the ADEA Board of Directors wishes to honor Dr. Sinkford’s enduring legacy and lasting impact on dental education, oral health, global health leadership and the expansion of access and improved health outcomes for all populations, and acknowledges that her lifetime dedication to advocating for access, transforming oral health education, championing individuals regardless of their background and experiences and mentoring has and will continue to inspire generations of students, residents, fellows, colleagues and future leaders;

NOW, THEREFORE, BE IT PROCLAIMED, that the ADEA Board of Directors—with deep respect, profound gratitude and abiding admiration—hereby honors the life, legacy and extraordinary contributions of Dr. Jeanne Craig Sinkford in recognition of her distinguished service, her trailblazing leadership, her tireless advocacy for access, her championing individuals regardless of their background and experiences, her transformative contributions to dental education and oral health worldwide and her enduring commitment to mentoring and opening doors for others.

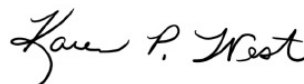
BE IT FURTHER PROCLAIMED, that this proclamation be entered into the official ADEA records and that a copy be presented to Dr. Sinkford’s family—her children: Dianne S. Sinkford, Janet Sinkford Jones and Dr. Stanley M. Sinkford III—as a lasting tribute to Dr. Sinkford’s extraordinary memory and service, and as an expression of the gratitude of the entire ADEA community and the global oral health community.

BE IT FURTHER PROCLAIMED, that ADEA reaffirms its commitment to carrying forward Dr. Sinkford’s legacy that defined her life’s work in transforming oral health education; advancing and shaping future leaders; and building programs, partnerships and pathways that foster comprehensive and high-quality education so that students are prepared to serve the unique challenges of all patient populations, strengthen innovation and reduce gaps in health care delivery and access. We recognize that her legacy is more than something left for us to remember, but a challenge to us to be a more powerful, undaunting and empowering source of change to the generations to come, the profession and our world.

*Proclaimed this 21st day of March 2026,
by the ADEA Board of Directors.*



Todd V. Ester, D.D.S., M.A.
ADEA Chair of the Board



Karen P. West, D.M.D., M.P.H.
ADEA President and CEO

BYLAWS OF THE AMERICAN DENTAL EDUCATION ASSOCIATION

Preamble

The American Dental Education Association (ADEA) is incorporated as a District of Columbia nonprofit corporation and as such is subject to the District of Columbia Nonprofit Corporation Code. As established by its Articles of Incorporation, the purpose of the Association is to advance and support dental education, dental research and the dental health and education of the general public, and it is recognized by the Internal Revenue Service as a 501(c)(3) organization.

Chapter I: The House of Delegates—The ADEA Governing Body

A. Function, Powers, Obligations and Duties

1. **Functions, Powers and Obligations.** The House of Delegates is the Association's governing and legislative body. The House of Delegates manages the property, business and affairs of the Association in accordance with these Bylaws and the purposes of the Association, and has the power:
 - a) To enact and, where appropriate, enforce policies of the Association;
 - b) To approve all resolutions in the name of the Association;
 - c) To elect Active, Provisional and Honorary Members;
 - d) To approve changes to the Bylaws, Policy Statements and Position Papers;
 - e) To approve new sections;
 - f) To establish branch offices of the Association or change the location of the ADEA Headquarters;
 - g) To elect the Chair-elect of the Board of Directors of the Association;
 - h) To elect nominees for representation in other organizations when so requested; and
 - i) To serve as an advocate on behalf of all Association policies and positions.
2. **Duties.** As the ADEA governing body, pursuant to the District of Columbia Nonprofit Code, members of the House of Delegates, are expected to discharge their duties in good faith with the care an ordinarily prudent person in a like position would exercise under similar circumstances in a manner the Delegate reasonably believes to be in the best interests of the Association; and in doing so to disclose to their fellow Delegates known information relevant to the issues being considered by the House of Delegates.

B. Composition

The House of Delegates is comprised the following:

10. The Officers;
11. The Council of Deans is represented by all of its members;
12. The Council of Faculties is represented by all of its members from Institutional and Provisional Member institutions, one member elected from the members from the Canadian Faculties of Dentistry, and one member, selected by the CADPD Administrative Board, from the allied dental faculty. The allied dental faculty delegate must come from an institution that holds affiliate membership;
13. The Council of Allied Dental Program Directors is represented by its Administrative Board and one delegate for every 10 of its member programs (or major portion thereof)

in each of its four membership categories—dental assisting education, dental hygiene education, dental laboratory technology education and advanced allied dental education. Each category is represented by at least two delegates; a minimum number is not required in the event that there are less than 10 programs in a particular category.

14. The Council of Advanced Education Programs (COAEP) is represented in the ADEA House of Delegates by its Administrative Board, one representative from each of the ADA-recognized dental specialties, two representatives from advanced education in general dentistry programs plus one delegate for every 10 COAEP member programs. COAEP shall have at least 16 Delegates. Delegates do not need to be a current Program Director or Chief of a Hospital Dental Service.
15. The Council of Sections is represented by each Section's Councilor, Section Chair and its Administrative Board members. If a Section Councilor and/or Section Chair is unable to serve as a Delegate in the House of Delegates, he or she may appoint either the current Section Chair-elect or Section Secretary to be ratified to serve as the alternate Delegate;
16. The Council of Students, Residents and Fellows is represented by its Administrative Board; by 12 members of the Council of Students, Residents and Fellows (one each from each of the 12 districts recognized by the Council); by four advanced dental students, residents or fellows and by six allied dental students;
17. The Corporate Council is represented in the House of Delegates by its Administrative Board.
18. Delegate Selection
 - c) All members of the Council of Deans serve as Delegates to the House of Delegates.
 - d) All members of the Council of Faculties from Institutional and Provisional Member Institutions serve as Delegates to the House of Delegates. Members are elected or appointed by their institution. One member as elected by the members from the Canadian Faculties of Dentistry also serves as a Delegate to the House of Delegates. One member, selected by the CADPD Administrative Board, from the allied dental faculty. The allied dental faculty delegate must come from an institution that holds affiliate membership.
 - e) The Council of Allied Dental Program Director's Delegates to the House of Delegates are nominated by members of the Council and approved by the Council's Administrative Board. The Administrative Board also serves as Delegates to the House of Delegates.
 - f) The Council of Advanced Education Program's Delegates to the House of Delegates include representatives from the dental specialties who are nominated and reviewed by the Council's Administrative Board. Delegates that represent programs may self-nominate or are nominated by the Council's Administrative Board. Delegates are appointed by the Council's Administrative Board.
 - g) The Council of Sections Delegates to the House of Delegates include the Councilor and Chair of each Section. The members of the Administrative Board also serve as Delegates to the House of Delegates.
 - h) The Council of Students, Residents and Fellows elects Delegates at the ADEA Annual Session & Exhibition. Each member institution represented at the Council meeting to elect Delegates gets one vote.
 - i) The Corporate Council Delegates to the House of Delegates consist of the Council's Administrative Board.

C. Meetings of the House of Delegates

1. **Annual Session & Exhibition.** The House of Delegates normally convenes at the Association's Annual Session & Exhibition. The President and CEO sends each Delegate an official notice of the time and place of each Annual Session & Exhibition or other House of Delegates meeting electronically or via postal mail. The notice is sent no fewer than 30 days before the first day of the meeting.
2. **Special Meetings.** Special Meetings may be called by the Chair of the Board or by request of the membership as specified in the Bylaws, Chapter III, Section C.2. The President and CEO sends each Delegate an official notice of the time and place of each Special Meeting along with a statement of the business to be considered. The notice is sent electronically or via postal mail no fewer than 30 days before the first day of the Meeting. No other business except that provided for in the call may be considered unless the members present unanimously agree to consider additional business.
3. **Quorum.** A majority of the House of Delegates or any of its committees constitutes a quorum for the transaction of business at regular or special meetings.
4. **Order of Business in Meetings.**
 - a) **Regular Meeting:** The order of business at a regular Meeting of the House of Delegates is as follows, unless changed by a two-thirds vote by the Delegates.
 1. Call to order;
 2. Report of quorum by President and CEO;
 3. Approval of minutes of previous Meeting;
 4. Reports of Officers;
 5. Report of the Board of Directors;
 6. Referrals of reports and resolutions;
 7. Action on resolutions;
 8. Unfinished business;
 9. New business;
 10. Installation of Officers; and
 11. Adjournment.
 - b) **Special Meeting:** The order of business at a Special Meeting is as follows:
 1. Call to order;
 2. Report of quorum by President and CEO;
 3. Reading of call for Special Meeting;
 4. Transaction of business as provided in call; and
 5. Adjournment.
5. **Procedures Regarding Resolutions.**
 - a) Resolutions may be presented to the House of Delegates either by the Board of Directors or by any Delegate in writing up to and including the Opening of the House of Delegates.
 - b) Any Individual Member may submit a resolution to the Board of Directors by December 1, prior to the next ADEA Annual Session & Exhibition, which in its discretion may or may not choose to forward it for further consideration.

- c) Resolutions not brought before the last Board of Directors meeting prior to the Annual Session & Exhibition may be introduced at the Opening of the House of Delegates and must be presented by a Delegate.
 - d) Resolutions brought after the Opening of the House of Delegates cannot be considered by the House until the following year. The resolution can be sent immediately after the ADEA Annual Session & Exhibition to the President and CEO, who then presents it to the Board of Directors for consideration before the next ADEA Annual Session & Exhibition.
 - e) At its discretion, the Board of Directors may submit resolutions to an appropriate Association component group for advice before forwarding the resolution to the House of Delegates.
 - f) Annually, the Board of Directors appoints Reference Committee Members to hold hearings at the ADEA Annual Session & Exhibition on resolutions being presented to the House of Delegates and to make recommendations on those resolutions upon request of the Board of Directors.
 - g) Resolutions proposing expenditure of Association funds must be accompanied by a cost impact statement estimating the amount of funds required and the period of expenditure.
 - h) Resolutions proposing changes in the ADEA policies and Bylaws must specify how the ADEA Policy Statements, Position Papers and Bylaws would be affected.
6. **Removal.** A member of the House of Delegates may be removed with or without cause upon a majority vote of the Delegates whenever in the Delegates' judgment the best interest of the Association would be served thereby, provided that all the Delegates have at least 21 days' notice of the proposed removal and the Delegate at issue has an opportunity to address the House of Delegates personally, either by phone, in-person or electronically as determined by the discretion of the Board of Directors.

Chapter II: The Association's Officers

A. Officers.

The Association's Elected Officers and *ex officio* Officers are as follows and, per Chapter III below, function as the Association's Executive Committee:

1. Chair of the Board
2. Chair-elect of the Board (who serves *ex officio* as Secretary)
3. Immediate Past Chair of the Board (who serves *ex officio* as Treasurer)
4. Board Director for Allied Dental Program Directors
5. Board Director for Deans
6. Board Director for Faculties
7. Board Director for Advanced Education Programs
8. Board Director for Sections
9. Board Director for Students, Residents and Fellows
10. Board Director for the Corporate Council
11. President and CEO (*ex officio*, voting)
12. In addition, the House of Delegates may from time to time appoint or authorize the President and CEO to appoint assistant Officers such as an Assistant Secretary or an Assistant Treasurer.

B. Qualifications.

To qualify for and serve as an Elected Officer, a person must be: an Individual Member of the Association, a member of the Council for which he or she serves as a Board Director, employed by, matriculated at or appointed to a Commission on Dental Accreditation-approved program and satisfy any other Council-specific criteria.

C. Duties and Responsibilities of Officers

1. **Duties in General.** Officers shall have such authority and shall perform such responsibilities as may be provided in these Bylaws or by resolution of the Board of Directors, subject to the control of the Board of Directors. Pursuant to the District of Columbia Nonprofit Code, Officers are expected to discharge their duties in good faith, with the care an ordinarily prudent person in a like position would exercise under similar circumstances, in a manner the Officer reasonably believes to be in the best interests of the Association; and to disclose relevant known information and any actual or probable material violation of law involving the Association or material breach of duty to the Association by an Officer, employee, or agent of the Association, that the Officer believes has occurred or is likely to occur.
2. **Duties of Specific Officers.**
 - a) The Chair of the Board shall provide leadership in achieving the Association's mission, objectives, and ongoing business; to serve as presiding Officer of the House of Delegates and Board of Directors; and to supervise all of the affairs of the Association in accordance with the policies and directives approved by the Board of Directors.
 - b) The Chair-elect of the Board is to serve in place of the Chair of the Board at the request of the Chair or in the absence of the Chair; and to perform any duties requested by the Chair of the Board.
 - c) The Immediate Past Chair of the Board serves in place of the Chair of the Board at the request of the Chair or Chair-elect of the Board, or in the absence of both; to perform any duties requested by the Chair of the Board; to Chair the Finance Committee of the Board of Directors; and to Chair the Nominating Committee for Chair-elect of the Board.
 - d) The Secretary shall cause there to be a process managed by the President and CEO for keeping the minutes of all meetings of the Board of Directors, including all votes and resolutions adopted, and shall cause there to be a process to record all such documents and records (in print or electronically) in a medium kept for that purpose. The Secretary will cause there to be a process managed by the President and CEO for issuing notices of all Board of Directors meetings, filing of all reports required by governmental authorities and performing such other functions and duties as the Board may from time to time prescribe.
 - e) The Treasurer as the Chair of the Finance Committee will cause there to be a process to ensure the safe custody of all funds, securities and assets of the Association and the preparation of financial reports. He or she will cause there to be

a process by the Finance Committee to review and approve an annual budget for the Association, conduct regular reviews of the Association's financial statements and progress against the budget, oversee Association investments and review the annual financial audit and reports required by governmental authorities. The Board of Directors may appoint and empower such Assistant Treasurers as shall be required to carry out the purpose of this section.

- f) Each Board Director represents an Association Council and, in addition to fulfilling the duties in this subsection, fulfills the responsibilities set forth in Chapter VII (Councils) of these Bylaws. The Board Directors are nominated according to procedures set forth in Chapter VII (Councils) of these Bylaws.

D. Nominating and Electing the Chair-elect

1. **Nominating the Chair-elect of the Board.** Annually, the Board of Directors shall constitute a Nominating Committee, chaired by the Immediate Past Chair of the Board, to nominate one or more candidates for Chair-elect of the Board. The Committee shall receive and consider nominations from the general membership, Council Administrative Boards and Delegates, and shall recommend one or more candidates to stand for election.

Any member may make nominations according to the timetable and procedures set forth in the Policy on Nominations for Chair-elect of the Board.

2. **Electing the Chair-elect of the Board of Directors.** If there is only one candidate for Chair-Elect of the Board, he or she is declared elected at the Opening of the House of Delegates. If there are two or more candidates, the members of the House of Delegates shall cast ballots at the Annual Session & Exhibition during times designated by the Board of Directors. A majority vote is required for election.

3. **ADEA Policies and Procedures Regarding Campaign Activities During Elections for Chair-elect of the ADEA Board of Directors and Council Elected Officers (As approved by the ADEA Board of Directors on Sept. 17, 2024)**

The Office of the ADEA President and CEO and ADEA Council staff liaisons will distribute to all nominees for Chair-elect of the ADEA Board of Directors and candidates for Council elected officer positions the *ADEA Policies and Procedures Regarding Campaign Activities During Elections for Chair-elect of the ADEA Board of Directors and Council Elected Officers* in a timely fashion following the announcement of candidacy for these offices.

Campaign Activities for Chair-elect of the ADEA Board of Directors

Candidates for Chair-elect approved by the ADEA Board of Directors are permitted to have a personal statement and photo to be published in the December *Bulletin of Dental Education*, on the ADEA website and in the House of Delegates manual, and one additional campaign statement of 500 words or less to the ADEA Manager for Governance at least 30 days prior to the date of the Opening Session of the ADEA House of Delegates. The ADEA Manager for Governance will distribute these campaign statements to all the credentialed delegates. ADEA will not provide candidates with email lists or other contact information for delegates.

Prohibited activities:

- a. No campaign promotional materials are to be distributed, including but not limited to items such as flyers, posters, printed materials, electronic communications, buttons, stickers, etc., before or during the ADEA Annual Session & Exhibition.
- b. Candidates may not organize or hold any campaign-related social events during the ADEA Annual Session & Exhibition.
- c. Candidates may not make statements that refer directly or indirectly to any of the other candidates.

Candidates will have scheduled visits of 10 minutes each with the seven ADEA Councils during Council meetings at the beginning of the ADEA Annual Session & Exhibition. ADEA staff will schedule the meetings and escort candidates.

During these visits:

- a. Candidates will have the opportunity to share their vision and ideas for the future of ADEA, if elected.
- b. Candidates may respond to questions from delegates in each Council during these visits within their allotted 10-minute time. ADEA members or guests are not permitted to accompany the candidate during the Council visits.

If the ADEA Chair-elect Nominating Committee is made aware of a violation of the campaign policies and procedures, a candidate may be subject to discipline up to disqualification if the committee determines that an infraction did occur. If the Nominating Committee deems such misconduct to have occurred, the ADEA House of Delegates will be notified accordingly.

Campaign Activities for Council Elected Officer Positions

Candidates for Council elected officer positions of Board Director, Chair, Chair-elect, Secretary and Member-at-Large (Council Administrative Board positions) are permitted to submit for posting through the ADEA staff liaison, if desired, one campaign statement of 500 words or less on the relevant Council ADEA Connect Community no sooner than 30 days prior to the date of the Opening Session of the ADEA House of Delegates. ADEA will not provide candidates with email lists or other contact information for Council members.

Prohibited activities:

- a. No campaign promotional materials are to be distributed, including but not limited to items such as flyers, posters, printed materials, electronic communications, buttons, stickers, etc., before or during the ADEA Annual Session & Exhibition.
- b. Candidates may not organize or hold any campaign-related social events during the ADEA Annual Session & Exhibition.
- c. Candidates may not make statements that refer directly or indirectly to any of the other candidates.

Candidates will have the opportunity to address their Council during either the Business or Caucus meetings of their Council during the ADEA Annual Session & Exhibition as scheduled. The ADEA staff liaison to each Council will coordinate the scheduling with a duration of up to five minutes for the in-person addresses with the sitting Council Administrative Board officers. During these addresses, candidates will have the

opportunity to share their vision and ideas that they would intend to bring to their Council and ADEA, if elected, and to respond to questions from Council members during these in-person addresses.

E. Terms of Office, Succession, Installation, Removal, Filling Vacancies

1. **Terms of Office.** The term of office of any Officer shall be as follows but shall not terminate until: (a) the installation of a successor, (b) the effective date of his or her resignation submitted in writing to the Secretary or Chair of the Board, (c) upon his or her death or (d) upon removal from Office in accordance with the provisions of these Bylaws. The Chair-elect of the Board, Chair of the Board and Immediate Past Chair of the Board serve one-year terms. After serving a term in any such position, they are ineligible to serve again in any of those offices. The Board Directors serve a single three-year term, except that the Board Director for Students, Residents and Fellows shall serve a term of office specified in Chapter VII, Section B.7 of these Bylaws. Board Directors are ineligible to succeed themselves in the same role.
2. **Succession.** The Chair-elect of the Board automatically succeeds to the office of Chair of the Board, and the Chair of the Board automatically succeeds to the office of Immediate Past Chair of the Board.
3. **Installation.** Elected Association Officers are installed at the ADEA Annual Session & Exhibition on the floor at the Closing Session of the House of Delegates.
4. **Removal.** Any elected Officer may be removed from office, with or without cause, upon a vote of a majority of the Board of Directors Members then in office, whenever in the Board of Directors Members' judgment the best interest of the Association would be served thereby, provided that all the Board of Directors Members have at least 10 days' notice of the proposed removal and the Officer at issue has an opportunity to address the Board of Directors prior to the removal vote either in person, electronically or via a telephone meeting, as determined in the discretion of the Board of Directors. Any Officer appointed by the Chair of the Board may be removed by the Chair of the Board.
5. **Filling Vacancies.**
 - a) If either the Chair of the Board or Chair-elect of the Board dies, resigns or is removed for any reason, the Association's Nominating Committee shall nominate one or more candidates and conduct an election by ballot to fill that vacancy by vote of the last House of Delegates, to be held electronically, such as by email, or by postal mail, as determined in the discretion and according to procedures set forth by the Board of Directors. A majority of the votes cast is required for election.
 - b) If an Immediate Past Chair of the Board dies, resigns or is removed for any reason, the position remains vacant until the Chair of the Board assumes the office at the next ADEA Annual Session & Exhibition, except that the Chair of the Board may appoint the most recent Immediate Past Chair of the Board, if he or she is willing, to serve as the Immediate Past Chair of the Board until the next ADEA Annual Session & Exhibition when the Chair of the Board assumes such office.
 - c) If a vacancy in the office of Immediate Past Chair of the Board is not filled, the Chair of the Board serves as Chair of the Finance Committee and the Nominating Committee for the Chair-Elect of the Board.

- d) In the event of the death, resignation or removal of one or more of the Board Directors, the vacancy shall be filled in accordance with the procedures set forth in Chapter VII, Section B.8 of these Bylaws.

Chapter III: Board of Directors

A. Composition and Function.

The Board of Directors is comprised of the Officers of the Association and functions as the Association's Executive Committee.

B. Powers and Duties.

The Board of Directors has the power to engage in the oversight in the business affairs of the Association, including the following powers and duties:

1. To serve as the Association's Executive Committee;
2. When the House of Delegates is not in session, to establish ad hoc interim policies, rules and regulations, provided that such policies are not in conflict with existing Association policy and Bylaws and are presented for review at the next Meeting of the House of Delegates;
3. To report its actions to the House of Delegates at each Annual Session & Exhibition;
4. To conduct the Association's planning, including the development of strategic, operational and related plans, and to apprise the House of Delegates of those plans;
5. To nominate: (a) a candidate(s) for ADEA Chair-elect of the Board, (b) candidates for honorary membership and (c) candidates for membership in other organizations, as well as to appoint representatives to other organizations;
6. To appoint and evaluate the President and CEO;
7. To ensure that all accounts of the Association are audited annually;
8. To approve the Association's operating budget;
9. For each ADEA Annual Session & Exhibition, to prepare and submit an annual operating budget for the following fiscal year allowing feedback from the House of Delegates prior to final approval by the ADEA Board of Directors;
10. To approve sections of the *ADEA Governance Policy and Procedures Manual*.
11. To establish branch offices of the Association or change the location of the ADEA Headquarters.

C. Meetings

1. **Regular Meetings.** The Board of Directors normally meets at least four times a year upon at least 10 days' notice, sent electronically or via postal mail, either in person or by teleconference.
2. **Special Meetings.** The Chair of the Board of Directors may call a Special Meeting at the request of at least three Board of Directors members, provided that notice of the Special Meeting is sent electronically or via postal mail to each member at least 10 days' before the meeting by the President and CEO. No other business, except that provided for in the call, may be considered unless the members present unanimously agree to consider additional business.

D. Limited Proxy Use.

A Board Director who is unable to attend a Board of Directors meeting may designate one of the other elected Council Officers to attend in his or her place as a non-voting member of the Board of Directors for that meeting.

Chapter IV: Governance Procedures

The following provisions apply to the members and committees of the House of Delegates and the Board of Directors.

A. Leadership.

The following officials have the described leadership roles at the Meetings of the House of Delegates:

1. **Presiding Officer.** The Chair of the Board is the presiding Officer. In the absence of the Chair of the Board, the Chair-elect of the Board is the presiding Officer. In the absence of both, past Chairs of the Board, in reverse order of service, are called on to preside.
2. **Recording Officer.** The President and CEO is the recording Officer and custodian of the House of Delegates records. Staff and/or a professional recorder may be used to obtain a record of the House of Delegates proceedings. The President and CEO ensures that a record of the proceedings is published annually in the Association's Proceedings.
3. **Parliamentarian.** The President and CEO appoints the Parliamentarian.

B. Quorum.

A majority of the membership of the Board, or any Committee of the Board, constitutes a quorum for the transaction of business for that entity.

C. Manner of Acting.

A majority of the votes cast on a matter where a quorum is present shall be necessary for the adoption thereof unless a greater proportion is required by law or these Bylaws.

D. Alternative Action.

Any action required by law to be taken at a meeting may be taken without a meeting if a consent in writing, setting forth the action so taken, is signed by (or sent by electronic means) all of those entitled to vote with respect to the subject matter thereof with the consent effective upon receipt of the last Director's or Delegate's consent, unless the consent form specifies a different effective date. Any requirement in these Bylaws that there be a writing or something in written form is satisfied by email or any form of communication inscribed on a tangible medium or that is stored in an electronic or other medium and is retrievable in perceivable form.

E. Meetings Held in Whole or Part Through the Use of Telecommunications.

Anyone who participates in a governance or committee meeting by means of a conference telephone or other telecommunications device which allows all persons participating in the

meeting to hear each other and such participation in a meeting shall be deemed present in person at such meeting.

F. Emergency Powers.

In an emergency such that a quorum of the Delegates or the Board of Directors cannot readily be assembled because of some catastrophic event, the Board of Directors may modify the lines of succession to accommodate the incapacity of any Director, Officer, employee or agent and may relocate the principal office, designate alternative principal offices or regional offices or authorize the Officers to do so, may give notice of a meeting only to those whom it is practicable to reach and may be given in any practicable manner, may designate one or more Association Officers in order of rank and within the same rank in order of seniority to be Directors for a Board of Directors meeting, and may take corporate action in good faith during an emergency to further the ordinary affairs of the nonprofit corporation, which although binding on the Association, shall not be used to impose liability on a Director, Officer, employee, or agent.

Chapter V: Committees

A. In General.

The Board of Directors or House of Delegates, by resolution adopted by a majority of the Directors or Delegates in office, may designate and appoint one or more committees and their members. Each committee that exercises the authority of the Board of Directors or House of Delegates shall be referred to as a Governance Committee, and shall consist of two or more Board of Directors members or Delegates and of only Board of Directors members. Each Governance Committee, to the extent provided in said resolution, shall have and exercise the authority of the Board of Directors or House of Delegates in the management of the Association, except that no such committee shall have the authority of the Board of Directors or House of Delegates in reference to: amending, altering or repealing the Articles of Incorporation or Bylaws; electing, adopting a plan of merger, dissolution, consolidation or approving the sale, exchange, mortgage or distribution of all or substantially all of the property and assets of the Association; amending, altering or repealing any resolution of the Board of Directors or House of Delegates. Committees that include non-Directors and non-Delegates are considered Advisory Committees.

B. The Finance Committee.

The Finance Committee consists of the Immediate Past Chair of the Board, who is Chair, and the Chair of the Board and Chair-elect of the Board. The Finance Committee is responsible for assisting the President and CEO in preparing the Association's budget, monitoring the Association's finances and reporting progress and recommendations to the Board of Directors and House of Delegates. The Finance Committee meets as requested by the Board of Directors and normally in conjunction with Board meetings. The Finance Committee functions as the Audit Committee.

C. Nominating Committee.

The Nominating Committee consists of the Immediate Past Chair of the Board, who will serve as Chair of the Committee, and seven Board Directors, to nominate one or more candidates for Chair-elect of the Board. The Committee shall receive and consider potential nominations from the general membership, Council Administrative Boards and Delegates.

D. Other Standing and Special Committees.

The Board of Directors or the House of Delegates may appoint Standing and Special Committees to assist in performing its duties. Committees of the Board of Directors and House of Delegates shall have two or more Directors or Delegates, and Directors must constitute a majority of committee membership. The Board of Directors may also appoint Advisory Committees. Task forces may include any Individual Member and do not require Director membership.

Chapter VI: Membership

A. General Qualifications—Member Dues.

Membership shall be open to individuals and entities that apply for membership, who are interested in and supportive of the purposes of the Association and that timely remit applicable dues as established by the House of Delegates, within the following categories of membership.

B. General Rights and Powers.

Except as may otherwise be provided by law, the Articles of Incorporation, or by these Bylaws, the number, qualifications, rights, privileges, dues, fees, responsibilities and the provisions governing the withdrawal, suspension and expulsion of members shall be determined by the Board of Directors. Any right of members to title or interest in or to the Association, its properties and franchises, shall cease and divest upon termination of membership, except that the liability of a member for sums due the Association shall survive such termination, unless otherwise expressly provided by the Board of Directors.

C. Institutional Membership

1. **Classes, Qualifications and Obligations.** Following are the classes, qualifications and obligations for Institutional Membership. Institutional Members do not have the right to vote but their representatives have the right to participate in and vote within the Council for which they qualify.
 - a) Institutional Members:
 1. To qualify as an active Institutional Member, an entity shall be a dental school granting a D.D.S. or D.M.D. degree as a part of an accredited college or university in the United States or Canada and having begun instruction of its first class of dental students, residents or fellows is eligible to apply for Institutional Membership (Canadian dental schools have the option of selecting Institutional Membership or Affiliate Membership).
 2. Applications for Institutional Membership should be presented in writing at least 60 days before an ADEA Annual Session & Exhibition. Institutions are elected to membership by a majority affirmative vote of the House of Delegates and their memberships take effect the July 1 following House of Delegates approval.
 - b) Provisional Members:
 1. To qualify as a Provisional Member, an entity shall be a developing dental school planning to grant a D.D.S. or D.M.D. degree as part of an accredited college or university in the United States or Canada is eligible to apply for Provisional

Membership (Developing Canadian dental schools have the option of selecting Provisional or Affiliate Membership).

2. Applications for Provisional Membership should be presented in writing at least 60 days before an ADEA Annual Session & Exhibition. Institutions are elected to membership by a majority affirmative vote of the House of Delegates and their memberships take effect the July 1 following House of Delegates approval.
 3. Provisional Members in good standing automatically become Institutional Members upon matriculation of the first class of students.
- c) Affiliate Membership:
1. The following types of institutions in the United States or Canada are eligible to apply for Affiliate Membership, provided that they are not eligible for Institutional or Provisional Membership and that their dental, advanced dental and/or allied dental education programs are approved by the Commission on Dental Accreditation. Each location or campus of an institution must have its own Institutional Membership.
 - Canadian dental schools approved by the Commission on Dental Accreditation of Canada.
 - Academic institutions—other than hospitals—conducting advanced dental education programs.
 - Hospitals that conduct advanced dental education programs and that are not under the same governance as an Institutional or Provisional Member institution. Hospital programs under the same governance as Institutional or Provisional Member institutions are included in the parent school's Institutional or Provisional Membership.
 - The United States Air Force, Army, Navy, Public Health Service, Department of Veterans Affairs and comparable agencies of the Canadian government.
 - Institutions conducting dental hygiene, dental assisting and dental laboratory technology education programs, and:
 - Those programs conducted at the main teaching site of an Institutional or Provisional Member institution but are not under the administrative control of that Institutional or Provisional Member institution; and
 - Those programs under the administrative control of an Institutional or Provisional Member institution and are conducted away from the main teaching site of that Institutional or Provisional Member institution. Such programs must be Affiliate Members in order to belong to the Council of Allied Dental Program Directors.
 - Institutions conducting other dental or allied dental education programs recognized by the Board of Directors.
 2. International dental schools not located in the United States or Canada and accredited by the Commission on Dental Accreditation are eligible for Affiliate Membership. Each location or campus must have its own Institutional Affiliate Membership.
 3. Applications for Affiliate Membership can be submitted at any time for approval by the President and CEO. Memberships become effective on January 1, April 1, July 1 or October 1 (whichever date first follows approval).

- d) Corporate Membership:
 - 4. To qualify as a Corporate Member, an entity shall be a company dealing with products and/or services beneficial to dental education and/or dentistry is eligible to apply for corporate membership, and they must not cite Corporate Membership for commercial purposes (e.g., to not imply ADEA endorsement of products and services).
 - 5. For-profit corporations and not-for-profit corporations and organizations may be considered for membership as a Corporate Member.
 - 6. Applications to become a Corporate Member can be submitted at any time for approval by the Board of Directors at its next meeting. Memberships become effective immediately upon approval by the Board of Directors. Corporate Memberships are reviewed annually.

D. Individual Membership

- 2. **Classes, Qualifications, and Obligations.** The classes, qualifications and obligations of Individual Membership are as follows:
 - a) Individual Members:
 - 1. Any faculty member or other person appointed to or employed by a dental, advanced education, hospital and/or allied dental education ADEA member institution is eligible to become an Individual Member.
 - 2. An Individual Membership may be activated at any time during the year. They become effective as soon as the activation is processed and remain in effect for the following 12 months.
 - b) Student Members:
 - 1. Any student, resident or fellow enrolled in a dental school, an advanced dental education program and/or an allied dental education program in an ADEA member institution is eligible for Student Membership.
 - 2. A Student Membership may be activated at any time during the year. It becomes effective as soon as the activation is processed and remains in effect for as long as the member is enrolled at an ADEA member institution.
 - 3. Ceasing to meet the Student Member qualifications specified in these Bylaws results in immediate forfeiture of Student Membership. However, the individual may then apply for Individual Membership.
 - c) Retired Members:
 - 3. Any individual who has completely retired from dental education and dental practice and who has been an Individual Member is eligible to become a Retired Individual Member.
 - 4. A Retired Membership may be activated at any time during the year. Such memberships take effect as soon as the activation is processed and remain in effect for the following 12 months.
 - d) Honorary Members:
 - 1. Any individual who has rendered a distinct service to humankind, made outstanding contributions to dentistry and/or rendered exceptional service to the Association may be nominated by the Board of Directors for Honorary Membership.

2. Individuals become Honorary Members by being elected by the affirmative vote from a majority in the House of Delegates. Honorary Members are entitled to all the privileges of Individual Membership except the right to vote. An Honorary Membership is effective for the member's lifetime.
- e) Affinity Members:
1. Any individual with a demonstrable interest in dental, allied dental or advanced dental education who is not currently a faculty member, employee or student, resident or fellow in an ADEA member institution is eligible for Affinity Membership.
 2. Applications for Affinity Membership may be submitted at any time during the year. Memberships become effective as soon as the application is processed and remain in effect for the following 12 months.

E. Membership Voting Rights.

Members who are on a Council, except for Honorary Members who are non-voting, have voting rights within respective Councils to elect Board Directors and the Administrative Boards of their Councils as provided for in their specific Council procedures and provisions. No class or category of member of the Association shall otherwise have any right to vote, except as may be expressly required by statute or allowed by the Association's Articles of Incorporation or Bylaws.

Chapter VII: Councils

A. Functions and Rights of the Councils

1. The Councils represent institutions and programs in each of the Association's member categories, except that the Council of Sections represents the Association's Sections, and they have the following functions:
 - a) To represent its constituency within the Association and at the member institutions;
 - b) To recommend to the Board of Directors how the interests of the Council's constituency might be represented through the federal legislative and regulatory processes;
 - c) To exchange information among its members with other ADEA component groups and among member institutions;
 - d) To work with other ADEA component groups to encourage coordinated approaches to dental health care delivery;
 - e) To identify and provide consultation on projects, studies, and reports that will benefit the membership;
 - f) To introduce resolutions to the Board of Directors and/or House of Delegates; and
 - g) To meet at the Annual Session & Exhibition in order to set the priorities for and conduct business of the Council.
2. Each Council is entitled to representation in the House of Delegates as set forth in Chapter I, Section B above.

B. Leadership of the Councils—The Administrative Boards

1. **Council Leadership Positions and Duties.** Each Council has an Administrative Board consisting of a Chair, Chair-elect (Vice-Chair for the Council of Students, Residents and Fellows), Secretary, Member-at-Large and Board Director (*ex officio*).
 - a) It is the duty of **Chairs**:
 1. To provide leadership in meeting Council goals and objectives;
 2. To Chair Council meetings; and
 3. To plan programs for Council meetings.
 - b) It is the duty of **Chairs-Elect**:
 1. To Chair Council meetings in the absence of the Chair;
 2. To perform any duties requested by the Chair; and
 3. To serve as Chair of the Nominating Committee, which receives and considers nominations and recommends eligible candidates to stand for election for Council Office.
 - c) It is the duty of **Secretaries**:
 1. To record the minutes of Council and Administrative Board meetings or to see that they are recorded;
 2. To submit the minutes of Council Annual Session meetings to the ADEA Headquarters within 60 days after the Meeting; and
 3. To perform any duties requested by the Chair.
 - d) It is the duty of **Members-at-Large**:
 1. To perform any duties requested by the Chair.
 - e) It is the duty of **Board Directors**:
 1. To serve as *ex officio* Council Officers and to serve as Association Officers;
 2. To represent the Councils' interests on the Board of Directors;
 3. To serve as consultants from the Board of Directors to the Councils in conducting their business and meeting their objectives; and
 4. To report Board of Directors' actions to the Council.
2. **Qualifications.** A person must be an Individual Member of the Association and a member of his or her Council to be eligible to serve on the Administrative Board, with the exception that a Board Director for Sections must have served as a past member or be a current member of the Council of Sections Administrative Board. To be eligible for nomination as Member-at-Large for Sections, an individual must also currently serve or have previously served as a Section Councilor or Section Chair.
3. **Succession.** Each year, the Member-at-Large succeeds to the position of Secretary, the Secretary to the position of Chair-elect and the Chair-elect to the position of Chair, except for the Council of Students, Residents and Fellows, whose positions are not automatically successive.
4. **Nominations.** Before each ADEA Annual Session & Exhibition, the Chair-elect and two Council members who are not on the Administrative Board serve as the nominating committee to receive and consider nominations from the membership and recommend eligible candidates for the position of Member-at-Large (and Board Director if the incumbent Board Director will complete a term at the end of the ADEA Annual Session & Exhibition). For the Council of Students, Residents and Fellows, the Vice-Chair and two Council members who are not on the Administrative Board serve as the nominating committee to receive and consider nominations from the membership and recommend

eligible candidates for the positions of Member-at-Large, Secretary, Vice-Chair, Chair and Board Director. Additional nominations may be made from the floor at a Council's ADEA Annual Session & Exhibition meetings when the nominating committee does not receive any nominations via the Call for Nominations process. An individual's eligibility for the open position will be reviewed and vetted by the nominating committee.

5. **Election and Appointment.** Administrative Board members are elected at the ADEA Annual Session & Exhibition. The method of voting is left to the discretion of the Council Chairs, or the presiding officer as designated. For the Council of Sections, voting members may only cast their votes in person during the business meeting of the Council. In the absence of a quorum at the ADEA Annual Session & Exhibition, an electronic ballot is issued within 30 days after the ADEA Annual Session & Exhibition. For ADEA's Policy on Campaign Activities for Council Elected Officer Positions, see Chapter II, The Association's Officers, Section D.3.
6. **Installation.** All Administrative Board members, except Board Directors, are installed at Council meetings held during the ADEA Annual Session & Exhibition. Board Directors are installed at the ADEA Annual Session & Exhibition at the Closing of the House of Delegates. Administrative Board members who are elected by electronic ballot following the ADEA Annual Session & Exhibition are installed immediately.
7. **Terms.** All Council Administrative Board members, except Board Directors, serve only one, one-year terms. Board Directors serve three-year terms, except for the Board Director for Students, Residents and Fellows, who may serve up to three consecutive one-year terms if the individual qualifies for membership on the Council of Students, Residents and Fellows during that entire period. An individual who has served a full term as a Board Director (or three consecutive one-year terms as a Board Director for Students, Residents and Fellows), and Chair, Chair-elect, Secretary or Member-at-Large may not succeed himself or herself in any of those positions.
8. **Replacement.** An Administrative Board member who ceases to qualify for membership on a Council may continue in that particular position for the duration of his or her term on the Board. An Administrative Board member who completely ceases to be active in dental, advanced dental or allied dental education no longer qualifies and immediately loses his or her position on the Council. In the event of the death, resignation or removal of a Council member or a Board Director, then the Council Administrative Board shall appoint a non-Board member of the Council to serve in such position until the next meeting of the Council at the ADEA Annual Session & Exhibition, at which an election (in accordance with this Chapter VII, B.3–8) shall be held to fill the remainder of the term of the office of the Board Director that became vacant by reason of such death, resignation or removal.
9. **Removal.** Any Council Administrative Board member may be removed from office, with or without cause, upon a vote of a majority of the Council Administrative Board then in office, whenever in the Council Administrative Board Members' judgment the best interest of the Association would be served thereby, provided that all the Council Administrative Board members have at least 10 days' notice of the proposed removal and the Officer at issue has an opportunity to address the Council Administrative Board

prior to the removal vote either in person, electronically or via a telephone meeting, as determined by the discretion of the Council Administrative Board.

10. **Alternates.** Council Administrative Board members may not send alternates to attend Council Administrative Board meetings. Council members unable to attend a House of Delegates Meeting or a Council meeting may appoint alternates to represent them. All alternates must be ADEA Individual Members. Members of the Councils of Allied Dental Program Directors, Advanced Education Programs and Students, Residents and Fellows must appoint alternates who are members of their Council. Members of the Council of Sections must appoint the Chair-elect or Secretary of their Section. Members of the Councils of Deans and Faculties must appoint individuals from their institutions. Corporate Council Administrative Board members unable to attend a House of Delegates Meeting may appoint alternates to represent them; such alternates must be members of the Corporate Council. All Council alternates to the House of Delegates must be selected prior to the Annual Session & Exhibition and be ratified during a meeting of the appropriate Council prior to participating in the Opening or Closing of the House of Delegates. At this meeting, a Council may choose to waive the notification of an additional meeting to approve alternate delegates that are identified after the initial meeting and prior to the alternate delegates' participation in either the Opening or Closing of the House of Delegates, provided that the newly identified alternate delegates are qualified and have been vetted by the appropriate Council Administrative Board.

C. Meetings of the Councils

1. **Meetings.** All Councils meet at the ADEA Annual Session & Exhibition and endeavor to meet in the fall season. Administrative Boards plan ADEA Annual Session & Exhibition programs and submit program details to the ADEA Headquarters for potential publication in the ADEA Annual Session & Exhibition Program. The schedule of Council programs is determined by the Board of Directors. Councils able to provide funding may hold additional conferences between the ADEA Annual Session & Exhibition meetings.
2. **Notice.**
 - a) Any Administrative Board meeting may be called by the Chair or by a majority of the Administrative Board upon seven days' notice. A majority of any Council's Administrative Board constitutes a quorum for the transaction of business for their respective meeting.
 - b) A Council meeting may be called by the Administrative Board or by 10% of the Council upon 30 days' notice.
3. **Rules.** Additional rules for Councils are included in Chapter X (Rules for Councils, Sections, and SIGs) of these Bylaws.

D. The Councils of the Association—Membership and Quorum.

The Councils of the Association, and their membership, are as follows. All Council members must be Individual Members of the Association. An individual member may hold only one delegate position within a single Council at any given time, ensuring that they represent only that Council in the ADEA House of Delegates.

2. **The Council of Allied Dental Program Directors** consists of the following categories of membership:
 - e) Individual Members from an Institutional/Affiliate Member institution are eligible for Council membership, can be elected to a Council office, elected to Board Director of Council to serve on the Board of Directors, vote on Council issues, and can serve as Delegates in the House of Delegates. This includes the following:
 3. Director of a Commission on Dental Accreditation-approved Allied Dental Program or Dean, Department Chair; or
 4. Administrator that has oversight of a Commission on Dental Accreditation-approved Allied Dental Program.
 - f) Individual Members from an Institutional/Affiliate Member institution are eligible for Council membership, can be elected to a Council office, can vote on Council issues and can serve as a Delegate in the House of Delegates; however, the following individuals are not part of a CODA-approved program and therefore cannot be elected to Board Director of Council to serve on the Board of Directors:
 3. Director of a non-Commission on Dental Accreditation-approved Allied Dental Program in an ADEA member institution; or
 - g) Individuals holding Affinity Membership are eligible for Council membership and may participate in selected ADEA meetings and committees; however, they cannot be elected to a Council office or Board Director of Council to serve on the Board of Directors. These individuals are not part of a member institution and are therefore ineligible to vote. This includes the following:
 3. Director of a Commission on Dental Accreditation-approved Allied Dental Program in non-member institutions;
 4. Director of a non-Commission on Dental Accreditation-approved Allied Dental Program;
 - h) A Director of an Advanced Allied Dental Education Program leading to a master's or baccalaureate degree in an allied dental discipline located at institutions with a CODA-approved allied dental program and Institutional/Affiliate Membership in ADEA, may serve on the Board of Directors if:
 1. the director has previously served as a program director of a CODA-accredited program within the last 10 years and;
 2. has overseen authorship in the writing of a CODA self-study document and;
 3. has led a CODA site visit as a program director and;
 4. has taught clinically.
 - i) The quorum requirement for the transaction of any Council business, including the election of Members-at-Large and Board Directors, is one fourth of the total voting membership of the Council.
8. **The Council of Deans** consists of the dean (or an alternate) of each Institutional and Provisional Member institution, the chief dental administrator (or an alternate) of each Affiliate Member institution conducting non-hospital-based advanced dental education programs, the chief dental Officer or administrator (or an alternate) of each Affiliate Member federal dental service and the President (or an alternate) of the Association of Canadian Faculties of Dentistry. In addition, the Council includes any members of its Administrative Board who are no longer in the above categories. The Quorum requirement for the

transaction of any Council business, including the election of Members-at-Large and Board Directors, is a majority of the total membership of the Council.

9. **The Council of Faculties** consists of one faculty member (or an alternate) elected by the faculty of each Institutional and Provisional Member institution, one faculty member from each one of the Canadian Faculties of Dentistry, and 10 non-program director allied dental faculty, selected by the CADPD Administrative Board through an application process, in addition to any members of the Administrative Board who are no longer in the above category. Members are elected to three-year terms, and approximately one third of the members are replaced or reelected annually, according to a schedule maintained in the ADEA Headquarters. The methods of electing members, removing members and electing new members to fill unexpired terms are left to the discretion of individual member institutions. The methods of electing, removing and electing new members to fill unexpired terms for allied dental faculty are left to the discretion of the CADPD Administrative Board. Each faculty electing or reelecting a member in a given year is required to notify the ADEA Headquarters of the name of its representative by January 1 preceding the ADEA Annual Session & Exhibition at which the incumbent faculty member's term ends. The Quorum requirement for the transaction of any Council business, including the election of Members-at-Large and Board Directors, is a majority of the total membership of the Council.

10. **The Council of Advanced Education Programs** membership includes Program Directors or Chiefs of a Hospital Dental Service (as defined by CODA's list of Program Directors), faculty, residents and fellows, as well as advanced dental education administrators, in Commission on Dental Accreditation-accredited advanced dental education programs located in ADEA-member institutions, as well as past members of the COAEP Administrative Board who are appointed to or employed in an ADEA member institution.

Eligibility to vote on Council business or to vote for candidates nominated for either the Council's Administrative Board or for the Council's Board Director is limited to one vote per advanced education program. Only Program Directors or Chiefs of a Hospital Dental Service, or their designee, and Administrative Board Members may vote during Council meetings on Council business. The quorum requirement for the transaction for any Council business, including the election of the Member-at-Large and Board Director positions, is one-tenth of the total voting membership of the Council.

To be eligible to serve as member of the COAEP Administrative Board, a person must:

4. Be an individual member of ADEA;
5. Be a member of ADEA COAEP;
6. Be Chief of a Hospital Dental Service or Program Director of a CODA-accredited advanced dental education program located in an ADEA-member institution at the time of the election. Administrative board members may continue to serve in their roles on the board for the duration of their terms as long as they remain in an academic position in a CODA-accredited dental education program located in an ADEA member institution.

To be eligible to serve as a COAEP Board Director, a person must:

7. Be an individual member of ADEA;
8. Be a member of ADEA COAEP;

9. Be appointed to or employed in an ADEA Member Institution;
 10. Be involved in advanced dental education at their institution;
 11. Be a current or former Program Director or Chief of a Hospital Dental Service; and
 12. Have previously been elected to and served on the Council's Administrative Board.
11. **The Council of Sections** includes the Council of Sections Administrative Board, Section Councilors and Chairs or their alternates and any former member of the Council's Administrative Board. Alternates for the Councilors and Chairs may only be a current Section Chair-elect or Section Secretary. All Section Officers from each Section and Chairs of each Special Interest Group are eligible to participate in Council business meetings and may only vote in person at those meetings. If a quorum is not reached for a Council of Sections meeting, electronic voting may be utilized to conduct Council of Sections business, including election of Council officers, which should occur within one month of the scheduled Council of Sections meeting. Section Councilors, Chairs and those who have previously served as a Section Councilor or Chair are eligible for election to the Administrative Board. The Council of Sections Section Councilor is elected by each Section to a three-year term. Councilors may be reelected to one additional three-year term. The quorum requirement for the transaction of any Council business, including the election of Members-at-Large and Board Directors, is one third of the total voting membership of the Council.
12. **The Council of Students, Residents and Fellows** consists of students, residents and fellows representing any of the following types of programs conducted by each Active, Provisional and affiliate member institution: (a) students, residents and fellows in a program leading to the D.D.S. or D.M.D. degree; (b) students, residents and fellows enrolled in advanced dental education programs; (c) students, residents and fellows in dental hygiene education programs; (d) students, residents and fellows in dental assisting education programs and (e) students, residents and fellows in dental laboratory technology education programs. The methods of electing members, removing members and electing new members to fill unexpired terms are left to the discretion of individual member institutions. The quorum requirement for the transaction of any Council business, including the election of Members-at-Large and Board Directors, is a majority of those members who attend a meeting at which an election occurs.
13. **The Corporate Council** consists of one voting representative of each for-profit Corporate Member company/organization and one voting representative from the total number of not-for-profit Corporate Members. The not-for-profit Corporate Members shall nominate and elect their one voting representative. All not-for-profit Corporate Member companies/organizations may join the meetings of the Corporate Council but are represented by the one voting member. The not-for-profit Corporate Council representative may not hold office in the Council. The Corporate Council has five officers: Chair, Chair-elect, Secretary, Member-at-Large and Board Director (ex officio). An individual must be the owner or an employee of a Corporate Member to be eligible as a representative to the Corporate Council. An individual may not hold two or more Corporate Council offices simultaneously. The quorum requirement for the transaction of any Council business, including the election of Members-at-Large and Board Directors, is a majority of those members who attend a meeting at which an election occurs.

Chapter VIII: Sections

A. Functions.

A Section is a programmatic group that provides an opportunity for its members to exchange information on the Section's specific academic and administrative interests.

1. Academic and administrative Sections are periodically asked by the House of Delegates, Board of Directors, Chair of the Board and President and CEO to undertake assignments and to comment on appropriate materials.
2. A Section is further encouraged to initiate projects and studies of benefit to the Association and its members.
3. A Section may submit resolutions to the House of Delegates.

B. Membership in a Section.

Each Section consists of any Individual, Student, Affinity Member, Retired and Honorary ADEA member interested in the Section's particular academic or administrative area. An ADEA member may join any number of Sections, participate in the Section's business affairs, vote and attend any meeting of a Section to which he or she belongs. To hold office, the ADEA member must also be a member of the Section.

C. Formation of a Section

1. To form a new Section, a group must have begun as a special interest group (SIG; see Chapter IX, Section C: Formation of a New SIG). When Section status is desired, the SIG must:
 - a) Notify the Chair of the Council of Sections Administrative Board and Council of Sections Staff Liaison of the intent to propose a new Section.
 - b) Prepare a proposal to support the case following criteria established by the Council of Sections Administrative Board.
 - c) Submit the completed proposal to the Chair of the Council of Sections Administrative Board and the Council of Sections Staff Liaison no later than the designated deadline date.
2. The Council of Sections Administrative Board considers each proposal to form a new Section at its interim fall meeting.
 - a) If the proposal is approved, the Council of Sections Administrative Board forwards the recommendation to the Board of Directors for consideration at its subsequent meeting.
 - b) If the recommendation is approved by the Board of Directors, the Board of Directors forwards a resolution to form the new Section to the House of Delegates for hearing at the subsequent Annual Session & Exhibition.
 - c) Only the House of Delegates has the authority to approve a resolution proposing a new Section. Upon approval by the House of Delegates, a new Section begins operation immediately. If the proposal is not approved, the SIG may resubmit its request in a subsequent year.

D. Review.

The Council of Sections Administrative Board reviews each Section annually. A review of performance is based on criteria established by the Council of Sections Administrative Board:

1. The Administrative Board may impose corrective actions, including probation, for those Sections that fail to submit annual reports or perform prescribed functions.
2. The Council of Sections Administrative Board may recommend that a Section be disbanded or suggest that two or more Sections be merged into one Section based on strong similarities.
 - a) The Council of Sections Administrative Board forwards a recommendation that a Section be disbanded or merged to the Board of Directors.
 - b) If the recommendation is approved by the Board of Directors, the Board of Directors forwards an appropriately worded resolution to the House of Delegates for hearing at the subsequent Annual Session & Exhibition.
 - c) Only the House of Delegates has the authority to disband a Section or merge Sections.

E. Officer and Term of Office.

Each Section has a Councilor, who serves a three-year term of office, and a Chair, Chair-elect, and Secretary, who serve one-year terms in each office in succession.

1. **Qualifications:** A person must be a member of the Association and a member of the Section to be eligible for office in that Section. In the instance of Councilor, the person must first have served through the Officer positions, including the Chair, to be eligible for election to the Councilor position.
2. **Duties:**
 - a) It is the duty of the **Councilor** to provide continuity of leadership for the Section and mentoring of new Section Officers; attend the ADEA Annual Session & Exhibition and interim meetings of the Council of Sections; serve as a Delegate in the House of Delegates during the Annual Session & Exhibition; assist in planning, implementing, and assessing Section programs and projects; prepare and submit the Section annual report after each Annual Session & Exhibition to the Council of Sections Staff Liaison; and serve as Section liaison with the Council of Sections Administrative Board.
 - b) It is the duty of the **Chair** to provide leadership in the coordination of Section activities; attend the Annual Session & Exhibition and interim fall meetings of the Council of Sections; chair Section meetings; assist in planning programs for Section meetings; and serve as a Delegate in the House of Delegates during the Annual Session & Exhibition.
 - c) It is the duty of the **Chair-elect** to serve as Chair in the absence of the Chair; attend the ADEA Annual Session & Exhibition and interim meetings of the Council of Sections; perform any Section-related duties requested by the Chair; serve as Chair of the Nominating Committee, which receives and considers nominations and recommends eligible candidates to stand for election for Section office; and serve as the Program Chair for the Section and be responsible for submitting program proposals on behalf of the Section.
 - d) It is the duty of the **Secretary** to record the minutes of Section meetings and disseminate them to the Section membership; attend the Annual Session & Exhibition and interim meetings of the Council of Sections; submit the minutes and

- current Officer contact information to the Section Councilor for submission with the Section annual report to the Council of Sections Staff Liaison; publish and disseminate a Section newsletter; and perform any Section-related duties requested by the Chair.
3. **Succession:** Each year the Secretary succeeds to the office of Chair-elect, and the Chair-elect succeeds to the office of Chair. There is no automatic succession to the office of Councilor.
 4. **Nominations:** Before each ADEA Annual Session & Exhibition, the Nominating Committee (Chair-elect and two Section members who are not Officers) recommends eligible candidates for the office of Secretary. Every third year, the Committee recommends eligible candidates for the office of Councilor. Additional nominations for these offices may be made from the floor at the Section business meeting during the Annual Session & Exhibition when the nominating committee does not receive any nominations via the Call for Nominations process. An individual's eligibility for the open position will be reviewed and vetted by the nominating committee.
 5. **Election:** Section Officers are elected at the Section Members' Forum held at the Annual Session & Exhibition. Election of Section Officers may only occur in person by the members present at the Section Members' forum. The method of voting is left to the discretion of the Chairs or presiding officer. Sections that hold meetings at other times during the year, in which a majority of their members attend, may elect their officers at those meetings with installation of the new officers at the conclusion of the ADEA Annual Session & Exhibition following the mid-year meeting of a section. Sections that choose to elect officers at mid-year, in-person section meetings must also utilize in-person voting only.
 6. **Installation:** All Section Officers take office after the conclusion of the Closing of the House of Delegates at the Annual Session & Exhibition.
 7. **Consecutive and Simultaneous Terms of Office:** A Section Councilor may serve two consecutive three-year terms. A person may not hold more than one Section Officer position simultaneously or hold office in more than one Section simultaneously.
 8. **Replacement of Vacancy:** If the position of Chair, Chair-elect, or Secretary becomes vacant, the remaining Section Officers appoint another member of the Section to serve out the unexpired term. If the Councilor is unable to serve for any reason, a new Councilor will be elected by mail or electronic ballot by the Section members to serve out the unexpired term.
 9. **Removal.** Any Section Officer may be removed from office, with or without cause, upon a vote of a majority of the officers from that same Section then in office, whenever in the Section Officers' judgment the best interest of the Association would be served thereby, provided that all the Section Officers have at least 10 days' notice of the proposed removal and the Officer at issue has an opportunity to address the other Officers prior to the removal vote either in person, electronically or via a telephone meeting, as determined in the discretion of the Section Officers.

Chapter IX: Special Interest Groups (SIGs)

A. Functions.

A Special Interest Group (SIG) provides an opportunity for its members to exchange information and work together on specific academic or administrative interests in dental, allied dental and advanced dental education not otherwise routinely addressed by an established Section. The structure of a SIG provides an opportunity and provides a means for a group of ADEA members to focus on areas of common interest.

1. A SIG may be assigned tasks by the Board of Directors, House of Delegates, or the Council of Sections Administrative Board on related studies of benefit to the Association and its members.
2. Each SIG Chair may be an active voting member of the Council of Sections at Council business meetings.

B. Participation and Membership in a SIG.

A SIG consists of any Individual, Student, Affinity Member, Retired and Honorary ADEA member interested in the SIG's particular academic or administrative area. An ADEA member may join any number of SIGs and attend any meetings of a SIG to which he or she belongs.

C. Formation of a New SIG

1. To form a new SIG, an individual or group must:
 - a) Notify the Chair of the Council of Sections Administrative Board and the Council of Sections Staff Liaison of the intent to propose a new SIG.
 - b) Prepare a proposal to support the case following criteria established by the Council of Sections Administrative Board.
 - c) Submit the completed proposal to the Chair of the Council of Sections Administrative Board no later than the designated deadline date.
2. The Council of Sections Administrative Board considers each submitted proposal:
 - a) If the proposal is approved, the Council of Sections Administrative Board forwards its recommendation to the Board of Directors for consideration at its subsequent January meeting.
 - b) If the proposal is approved by the Board of Directors, the SIG begins operation immediately upon notification by the Chair of the Council of Sections Administrative Board.

D. Review.

Each year, the Council of Sections Administrative Board reviews each SIG and its performance based on criteria established by the Council of Sections Administrative Board.

1. The Administrative Board may impose corrective actions, including probation, for a SIG that fails to submit an annual report or perform prescribed functions.
2. The Council of Sections Administrative Board may disband a SIG.

E. Officer and Term of Office.

Each SIG must have a Chair, who serves a one-year term. A Chair may serve three consecutive one-year terms if reelected by the members. The SIG may voluntarily form a leadership organizational structure similar to that of a Section (Chair, Chair-elect and Secretary) for managing the business of the group. The SIG Chair is the only Officer who can vote in the Council of Section's business meetings.

1. **Qualifications.** A person must be a member of the Association and a member of the SIG to be eligible for office in that SIG.
2. **Duties.**
 - a) The duties of the Chair are to: provide leadership in the coordination of SIG activities, attend the ADEA Annual Session & Exhibition and interim fall meetings of the Council of Sections, Chair SIG meetings, plan programs for SIG meetings, record the minutes of SIG meetings and disseminate them to the SIG membership and submit the SIG annual report and business meeting minutes.
 - b) If a SIG chooses to have a leadership organizational structure similar to that of a Section, see Chapter VIII, Section E.2 for Officer duties.
3. **Succession.** If a SIG chooses to have a leadership organizational structure similar to that of a Section (i.e., Chair, Chair-elect and Secretary), the Secretary succeeds to the Office of Chair-elect, and the Chair-elect succeeds to the Office of Chair.
4. **Nominations, Elections, Terms and Installation.** If a SIG has a leadership organizational structure similar to that of a Section, before each ADEA Annual Session & Exhibition, the Nominating Committee (Chair-elect and two SIG members who are not Officers) receives and considers nominations and recommends eligible candidates to stand for election for the SIG office. Each year, a Chair is elected to serve a one-year term. Chairs may serve a maximum of three one-year terms. SIG Officers are elected at the SIG business meeting held at the ADEA Annual Session & Exhibition. Election of SIG Officers may only occur in person by the members present at the SIG Members' forum. The method of voting is left to the discretion of the Chairs or presiding officer. A SIG Officer takes office at the conclusion of the ADEA Annual Session & Exhibition. A person may not hold office in more than one SIG simultaneously. SIG Chairs are not eligible to serve as an alternate in the House of Delegates.
5. **Replacement of Vacancy.**
 - a) If the position of Chair becomes vacant, the SIG members must nominate and elect another member of the SIG to serve out the unexpired term by mail or electronic ballot.
 - b) If a SIG chooses to have a leadership organizational structure similar to that of a Section (i.e., Chair, Chair-elect and Secretary), the remaining Officers will appoint a SIG member to serve out the unexpired term of the Officer whose position has become vacant.
6. **Removal.** Any Special Interest Group Officer may be removed from office, with or without cause, upon a vote of a majority of the officers from that same Special Interest Group then in office, whenever in the Special Interest Group Officers' judgment the best

interest of the Association would be served thereby, provided that all the Special Interest Group Officers have at least 10 days' notice of the proposed removal and the Officer at issue has an opportunity to address the other Officers prior to the removal vote either in person, electronically or via a telephone meeting, as determined in the discretion of the Special Interest Group Officers.

Should a Special Interest Group have only one officer, that being the Chair of the SIG, the Chair may be removed from office, with or without cause, upon a vote of a majority of the members from that same Special Interest Group, whenever in the Special Interest Group members' judgment the best interest of the Special Interest Group and Association would be served thereby, provided that all the Special Interest Group members have at least 10 days' notice of the proposed removal and the Officer at issue has an opportunity to address the members prior to the removal vote either in person, electronically or via a telephone meeting, as determined at the discretion of the Special Interest Group members.

F. Establishing a Section from a Special Interest Group

1. A SIG is eligible to apply for Section status after a minimum of two years of viable leadership and sustainable membership. If the SIG chooses to apply for Section status, it must:
 - a) Prepare a proposal to support the case following criteria established by the Council of Sections Administrative Board located in the *ADEA Governance Policy and Procedures Manual*.
 - b) Submit the completed proposal to the Chair of the Council of Sections Administrative Board and the ADEA Staff Liaison to the Council of Sections no later than the designated deadline date.
2. The Council of Sections Administrative Board considers each proposal that has been submitted.
 - a. If the proposal is approved, the Council of Sections Administrative Board forwards the recommendation to the Board of Directors for consideration at its subsequent meeting.
 - b. If the recommendation is approved by the Board of Directors, the Board of Directors forwards a resolution to form the new Section to the House of Delegates for hearing at the subsequent ADEA Annual Session & Exhibition.
 - c. Only the House of Delegates has the authority to approve a resolution proposing establishing a SIG as a Section. Upon approval by the House of Delegates, the new Section begins operation immediately. If the proposal is not approved, the SIG may resubmit its request in a subsequent year.

Chapter X: Rules for Councils, Sections, and SIGs

The above groups, Councils, Sections and SIGs are hereinafter referred to in this chapter as "component groups" or "groups."

A. Finances.

Records and accounts are maintained at the ADEA Headquarters. Any special allocation or residual amount, which is determined by the Board of Directors and House of Delegates, is available for a group's annual expenditures. The allocated or residual funds may be used by

a group for any reasonable expenditure as outlined in the Board of Directors approved policies for such expenses. Reimbursements for approved expenses shall be processed according to Association policy. All group requests for funding from outside organizations must receive prior Board of Directors' approval and be coordinated by the ADEA Headquarters.

B. Employment.

Component groups may not employ an individual except on authorization of the Board of Directors.

C. Contracts.

Component groups may not execute a contract that in any way involves the Association, except on authorization of the Board of Directors.

D. Establishment of Policy.

Component groups have the privilege of recommending Association policy. However, they are not authorized to initiate or implement a new policy or to alter or extend an existing policy without prior review and approval by the House of Delegates.

E. Public Statements.

The President and CEO shall serve as the principal spokesperson for the Association along with the Chair of the Board of Directors in dealing with the profession and the public. No one except the President and CEO or someone authorized by the Board of Directors is allowed to issue a public statement on behalf of the Association or any subgroup within the Association.

F. Communication.

Communications dealing with major component group activities or policy should be sent to all group members by the Chair or another Officer. No one except the President and CEO or someone authorized by the Board of Directors is allowed to issue a public statement on behalf of the Association or any subgroup within the Association.

G. Relations with Other Organizations and Agencies.

No component group is authorized to appoint an official representative to another organization unless authorized to do so by the Board of Directors. No one except the President and CEO or someone authorized by the Board of Directors is allowed to issue a public statement on behalf of the Association or any subgroup within the Association.

H. Relations with Other Component Groups.

Component group Chairs should refer to the President and CEO all matters that properly are the concern of another component group. Requests for information or assistance from another component group should be channeled through the President and CEO's office.

I. Additional Rules for Component Groups.

Component groups may prepare additional rules needed to conduct their affairs, provided that those rules are consistent with the Association's Bylaws. Such additional rules should be transmitted to the President and CEO for his or her records.

J. Mail Ballots.

Component groups are authorized to transact business by mail ballot. Mail ballots may be sent and returned by electronically or via postal mail. The results of mail ballots are as binding as those obtained at official meetings. The following regulations apply to all mail ballots:

1. Mail ballots should be initiated by an Officer or appropriate staff member.
2. Each mail ballot should include enough information to allow recipients to register an opinion on the issue in question.
3. A majority vote of the ballots cast is required for approval; and
4. Ballots not returned within 30 days will not be counted.

Chapter XI: President and CEO

A. Function and Duties.

The President and CEO is the Association's Chief Administrative Officer appointed under contract by the Board of Directors. That contract establishes the tenure of office and salary, and more fully sets forth the duties, which include the following. The President and CEO is expected and empowered to:

1. Serve as the principal spokesperson for the Association, along with the Chair of the Board of Directors, in dealing with the profession and the public;
2. Serve as the chief administrator of the ADEA Headquarters and all of its branches;
3. Provide for the maintenance of the ADEA Headquarters and all property and offices owned or operated by the Association;
4. Employ and evaluate all members of the Association's staff;
5. Coordinate the activities of all committees, Councils, Administrative Boards and other Association component groups;
6. Approve applications for Affiliate Membership;
7. Serve as the custodian of all monies, securities and deeds belonging to the Association;
8. Prepare financial reports for the Board of Directors;

9. Disburse the Association's funds at the direction of the Board of Directors, provided those disbursements are consistent with the annual budget approved by the ADEA Board of Directors;
10. Cause all employees entrusted with Association funds to be bonded by a surety company and to determine the amount of the bond;
11. Supervise the publication and distribution of all Association publications;
12. Determine the time and location of the ADEA Annual Session and & Exhibition;
13. Notify Individual and Institutional Members of annual and special Meetings of the House of Delegates;
14. Provide a program for the ADEA Annual Session & Exhibition;
15. Present an annual report of the activities of the ADEA Headquarters;
16. Publish an Annual Proceedings of the Association;
17. Perform such other duties as may be determined by the Board of Directors and the Chair of the Board.

B. Appointment.

The President and CEO is appointed by the Board of Directors.

C. Tenure of Office and Salary.

The Board of Directors determines the tenure of office and salary of the President and CEO. No one term may exceed five years.

Chapter XII: Official Publication, Editor, Tenure of Office and Remuneration

A. Official Publication

1. **Title.** The Association publishes an official journal under the title of the *Journal of Dental Education*, hereinafter referred to as the "*Journal*."
2. **Objective.** The objective of the *Journal* is to report, chronicle and evaluate scientific and professional developments and Association activities of interest to dental and allied dental educators.
3. **Frequency of Issue and Subscription Rate.** The frequency of issue and the subscription rate of the *Journal* are determined by the Board of Directors on recommendations of the Editor and the Editorial Review Board.
4. **Editor.** The Association's Editor is the Editor of the *Journal*.

B. Editor.

The Association's Editor is appointed by the Board of Directors. The duties of the Editor are to consult with the Board of Directors in the selection of the Editorial Review Board; exercise, with the Editorial Review Board, editorial control over the *Journal*, subject to the policies and procedures established by the Board of Directors and these Bylaws; and perform such other duties as may be determined by the Board of Directors.

C. Tenure of Office and Remuneration.

The Board of Directors determines the tenure of office and remuneration for the Editor. No one term may exceed five years; however, the Editor may be appointed for more than one term.

Chapter XIII: Representatives to Other Organizations

A. Nominees for Appointment to the Commission on Dental Accreditation and the Joint Commission on National Dental Examinations.

The Board of Directors will recommend a person for appointment by the House of Delegates for each vacancy occurring in the following positions:

4. The Commission on Dental Accreditation, and
5. The Joint Commission on National Dental Examinations.

Additional nominations may be made from the floor at the Opening of the House of Delegates. If there are additional nominations, the election procedures are the same as those provided in Chapter I of these Bylaws. If there are no additional nominations, nominees are declared elected at the Opening of the House of Delegates.

B. Representatives to Other Organizations.

Representatives to other organizations are appointed by the Board of Directors, which also determines the organizations to which the Association appoints such representatives.

Chapter XIV: Conflicts of Interest

A. Representing the Association.

Individuals who serve in the House of Delegates as Officers, or who are appointed or elected to represent the Association in its relations with other private organizations or government agencies; who serve as Council, Section and/or SIG Officers; who serve in an advisory or consultative role for the Association individually or through group or committee assignments; or who are otherwise involved in Association policy and administrative matters do so in a representative or fiduciary capacity and, at all times while serving in such positions, shall further the interests of the Association as a whole. Those Association leaders are:

1. Expected to avoid placing themselves in a position where personal or professional interests may conflict with their duty to the Association;
2. Prohibited to use information learned through their position for personal gain or advantage;

3. Prohibited to obtain for a third party an improper gain or advantage at the expense of the Association;
4. Obligated to disclose to the President and CEO any situation that might be construed as placing the individual in a position of having an interest that may conflict with his or her duty to the Association;
5. Presumed to have a conflict of interest if they, their family, employers or business associates have an interest that could be an impediment to the loyalty of the Association leader to the Association, with the determination about whether there is a conflict to be resolved by a majority vote of the Board of Directors;
6. Expected to avoid even the appearance of impropriety while serving the Association;
7. Shall, in the event of an actual or apparent conflict of interest, disclose all the material facts as to the relationship or interest, shall retire from the room, shall not participate in the deliberation and shall not vote on the matter, which shall enable the remaining Association leaders to make a good faith determination about the proposed transaction or matter, including whether it is fair to the Association. Such a good faith determination about the fairness of the proposed transaction or matter may be made post facto, by a ratification vote.

B. Record.

All actions taken pursuant to any conflict of interest shall be noted in the meeting minutes. As is necessary to maintain a quorum, Association leaders who have the conflict of interest may be counted in determining the minimum number of decision-makers for such a matter.

Chapter XV: Indemnification and Limitation of Liability

Unless expressly prohibited by law, any person made, or threatened to be made, a party to an action, suit or proceeding (whether civil, criminal, administrative or investigative) by reason of the fact that such person, or such person's testator or intestate, is or was a person who served or is serving the Association as a Director, Officer, committee member, volunteer, partner, trustee, employee or agent of another entity (i.e., an "Eligible Person") by reason of that Eligible Person's position with or service to the Association:

- A. Shall be indemnified to the extent the Eligible Person was successful, on the merits or otherwise, in the defense of any such proceeding; and,
- B. May be indemnified if the person acted in good faith and reasonably believed in the case of conduct in an official capacity, that the conduct was in the best interests of the Association; and in all other cases, that her or his conduct was at least not opposed to the best interests of the Association; and in the case of any criminal proceeding, had no reasonable cause to believe his or her conduct was unlawful;
- C. But shall not be indemnified:

1. In connection with the proceeding by or in the right of the Association (unless it is determined that the person met the relevant standard of conduct under subsection B above), or
 2. In connection with any proceeding with respect to conduct for which the person was adjudged liable on the basis that the person received a financial benefit to which she or her was not entitled, whether or not involving action in an official capacity; and,
- D. With regard to any indemnification, shall be done only after complying with the provisions in the D.C. Nonprofit Corporation Act with regard to the procedures for making determinations about indemnification and the advance of expenses; and,
- E. With regard to any Director or Officer, the indemnification provided by this Article shall not be deemed exclusive of any rights to which any such Director or Officer may be entitled under any statute, bylaw, agreement, vote of the Governing Body or otherwise, and shall not restrict the power of the Association to make any indemnification permitted by law; and provided further that
- F. The Association may in its judgment advance expenses for indemnification to such persons to the fullest extent allowed by law.

Chapter XVI: Parliamentary Authority

In all matters not covered by its Bylaws, this organization shall be governed by the most current edition of the *American Institute of Parliamentarians Standard Code of Parliamentary Procedure*.

Chapter XVII: Amendments

A. Procedure to Amend the Bylaws.

These Bylaws may be amended at a meeting of the House of Delegates being held in association with an ADEA Annual Session & Exhibition by a two-thirds vote of the House of Delegates, provided the proposed amendment is presented in writing to the House of Delegates prior to or during the meeting.

B. Procedure to Amend the Articles of Incorporation.

The Articles of Incorporation of the Association may be amended at a meeting of the House of Delegates being held in association with an ADEA Annual Session & Exhibition by a two-thirds vote of the Delegates, provided the proposed amendment is presented in writing to the House of Delegates.

Chapter XVIII: Additional Provisions and Association Rules

A. Fiscal Year.

The Association's fiscal year runs from July 1 through June 30.

B. Corporate Seal.

The official seal of the Association shall have inscribed thereon the name of the Association and shall be in such form and contain such other words and/or figures as the Board of

Directors shall determine. The official seal may be used by printing, engraving, lithographing, stamping or otherwise making, placing or affixing or causing to be printed, engraved, stamped or otherwise made, placed or affixed upon any paper or document, by any process whatsoever, an impression, facsimile or other reproduction of said official seal.

C. Advisory Boards.

The House of Delegates or Board of Directors may establish one or more Advisory Boards, without governing power or authority, to serve as a resource to them by providing advice, assistance, expertise and support for the advancement and promotion of the mission of the Association. They may appoint a Chair of any such Advisory Board who may be authorized to serve as an *ex officio*, non-voting member of either the House of Delegates or Board of Directors, as the case may be.

D. Nondiscrimination Policy.

ADEA's Councils, Sections, Boards, the House of Delegates, committees, task forces, and similar entities do not discriminate on the basis of race, color, national or ethnic origin, ancestry, age, religion or religious creed, disability or handicap, sex or gender, gender identity and/or expression, sexual orientation, military or veteran status, genetic information, or any other characteristic as prohibited under applicable federal, state or local law.

ADDENDUM

Approval of the Fiscal Year 2027 (FY2027) Budget

In addition to the following overview, the Board of Directors should refer to Exhibits 1-2027 and 2-2027 below. Exhibit 1-2027 shows revenue for fiscal years 2021 through 2027 and Exhibit 2-2027 shows expenses for the same years. The ADEA fiscal year runs from July 1 through June 30.

The Finance Committee has reviewed and approved the attached budget and recommends the ADEA Board of Directors approve the following resolution:

Resolved, that the ADEA Board of Directors approves the ADEA Fiscal Year 2027 (July 1, 2026 through June 30, 2027) operating budget.

Overview of the Fiscal Year 2027 Budget for American Dental Education Association

PROPOSED FISCAL YEAR 2027 (FY2027) BUDGET Prepared for the ADEA Finance Committee and ADEA Board of Directors March 13, 2027

The proposed FY2027 (July 1, 2026–June 30, 2027) Association budget was developed through a collaborative process involving ADEA staff. Based on these discussions among staff and leadership, the proposed FY2027 budget focuses on ADEA's 2024–2027 Strategic Framework as well as striving for overall cost efficiencies. As much as possible, the budget projections are based on historical information from FY2023 through FY2025 and on priorities for the coming fiscal year. In addition, this budget includes over \$500,000 in non-recurring costs to enhance our organizational capabilities including continued work on the research data lake and an association management system. All these non-recurring costs will allow ADEA to improve our services to the membership or are for programs that benefit the membership directly. These project funds were initially approved as part of a multi-year plan included in the FY2022 budget. We also expect to be in a position to lower our rental costs for FY2027 with the inclusion of free rent associated with our new office space.

ADEA is budgeting for a balanced budget by using a portion of previously accumulated net assets. We had planned to use some of these funds in the past, but did not have the need.

The statements (Exhibits 1-2027 and 2-2027) accompanying this overview include the following comparative data:

- Actual revenue and expenses for FY2023, FY2024 and FY2025.
- The ADEA Board of Directors approved budget for FY2026.
- The proposed budget for FY2027.

REVENUE

The proposed total budgeted revenue for the Association in FY2027 is \$36,799,457,. Revenue for FY2027 includes \$600,000 in previously approved spending of non-recurring pandemic related assistance and accumulated net assets.

Member dues remain relatively unchanged and have not been raised in over 2 decades.

For FY2027, we will not be in increasing the application fees for applicants. The Fee Assistance Program is budgeted at \$225,000 which is a direct benefit to our student applicants.

Application Services revenue has been strong in recent years but with the uncertainty regarding student loans and the economy in general it is recommended to we assume that there will be a 10% drop from the current cycle. We are budgeting for a reduction in the trend line in order to be conservative. We will have a better idea of what we can expect in performance at the end of the current fiscal year and can make expense adjustments as necessary.

The other significant sources of revenue for ADEA include Publications and Advertising, Grants, Sponsorships. Sponsorships and exhibitor income are projected to increase from prior years.

Our investments are performing better in FY2026 than they did in FY2025, but the markets remain volatile. Investment revenue is not included in ADEA proposed operating budgets for FY2027. Once again, changes at the federal level could negatively impact some of our returns. There is a lot of uncertainty in this area, especially with the war in Iran and the possibility of recession due to the spike in oil prices.

Membership Dues (\$2,576,472)

Modest changes in total dollars by category are driven by increases or decreases in the number of members in each category based on staff estimates for FY2027.

Active

Revenue from Active Member dues is budgeted at \$2,016,472 and is based on 77 U.S. dental schools and 10 Canadian schools.

Affiliate

Revenue from Affiliate Member dues is budgeted at \$251,000 and based on the current affiliate institutional membership of Canadian dental schools, allied members, hospital-based members at, four advanced education non-hospital members, and 6 federal members.

Corporate

The proposed total budgeted dues revenue of \$255,000 in this category is based on 65 Corporate Members.

Individual

Proposed total budgeted dues revenue of \$34,000 in this category is based on the current individual and retirees.

Student

A modest amount of revenue of \$20,000 from student dues is budgeted for members not affiliated with an ADEA Member Institution who therefore pay for their memberships. Proposed total budgeted dues revenue in this category is based on student members paying \$36 each.

Publications and Advertising Revenue (\$632,150)

The proposed budget of \$60,000 for publications for FY2027 shows a decrease in revenue from the FY2025 actual revenue of \$66,927. This is based upon the demand that we have been seeing in this area for the ADEA Official Guide to Dental Schools

Journal of Dental Education (JDE) Subscriptions

The proposed JDE subscription sales budget reflects the royalties for outsourcing the JDE to Wiley as of January 1, 2021. Royalty income is expected to be \$70,150 in FY2027.

Advertising and web sales

The proposed FY2027 budget is \$502,000. We have rolled up all our advertising and web-based pay per view articles into one category to allow us to focus more directly on all these areas on a coordinated fashion.

Application Fees (\$29,350,100)

Revenue from application fees for all ADEA's centralized application services showed significant increases from pre-pandemic levels. The last two application cycles have seen increases in submitted applications and school designations. As previously stated, our projections for FY2027 assume a percent reduction in application fees from current levels.

ADEA AADSAS (ADEA Associated American Dental Schools Application Service)

Revenue for ADEA AADSAS, projected at \$18,404,600, is based on 12,200 applicants with 9.8 designations each. We have lowered our projections from the last two cycles to take a conservative approach to our ability to generate revenue from this area. The initial fee for the application is \$264 and \$115 for each designation.

The ADEA AADSAS Fee Reduction Program budget of \$225,000 for FY2027 is consistent with pre-pandemic levels. The purpose of this allowance is to provide reduced application fees for those applicants with demonstrated financial constraints.

ADEA CAAPID (ADEA Centralized Application for Advanced Placement for International Dentists)

Projected revenue for ADEA CAAPID is \$4,144,000. This figure is based on a projected 3,500 applicants selecting an average of 8 designations. The initial fee for the application is \$264 and \$115 for each designation.

ADEA PASS (ADEA Postdoctoral Application Support Service)

Projected revenue for ADEA PASS is \$6,714,000 based on 6,000 applicants. The initial fee for the application is \$199 and \$92 for each designation.

ADEA DHCAS (ADEA Dental Hygiene Centralized Application Service)

The projected revenue for ADEA DHCAS is \$87,000 based on 1,750 applicants. There was no increase in the applicant fees, and they remained at \$50 for each submitted application and \$35 for each designation.

Grants & Contributions (\$290,000) – We anticipate that we will receive \$115,000 in grants to support the SHPEP program.

Foundation and Grant Support

Budgeted support of \$115,000 is based on anticipated continued support from the Robert Wood Johnson Foundation for the Association of American Medical Colleges/ADEA Summer Health Professions Education Program. This is the final year of support from the Foundation.

Meetings Registration and Exhibits Revenue (\$3,155,191)

Association meetings overall have been budgeted for FY2027 based on the ADEA Board of Directors' goal of financial neutrality while considering specific subsidies as approved by the Board of Directors.

ADEA Annual Session & Exhibition Fees

Revenue from registration fees and exhibitor fees for the FY2027 ADEA Annual Session & Exhibition in Chicago and other conferences are budgeted at \$1,925,941 based on historical data and trends from the previous meetings. Revenue in all categories for the annual session are expected to remain relatively flat given changes at the federal level. Exhibit fees are expected to be \$381,000 in FY2027, which is consistent with FY2025.

Sponsor Fees

Budgeted at \$848,250, this figure includes sponsorship of various conferences and programs for members and partners throughout the year. These figures are based on discussions with our corporate sponsors. Sponsor fees have been trending up in recent years.

Other Conferences

All meetings for FY2027 are budgeted to be in-person. We will be looking at how we can reduce subsidies for all of conferences.

Investment and Other Income (\$100,000)

Investment income from ADEA's cash reserves and operating accounts are budgeted at \$100,000 in FY2027 and will be offset for operating budget purposes by investment fees. Any additional income from our investments is not included in the operating budget. In addition, we are budgeting to spend \$180,000 in Gies Net Assets on building the Gies Foundation as the grant giving arm of ADEA.

Use of accumulated Net Assets. (\$4,180,000)

At the end of FY2025, ADEA and ADEA Gies Foundation had \$31,491,588 in net assets. We are expecting that FY2026 will end in a surplus position increasing our net assets. Thus, the funds authorized for FY2026 are not expected to be used. Management is proposing that these funds be carried over into FY2027.

EXPENSES

Total expenses recommended in the proposed FY2027 budget are \$37,412,257. The expenses in the FY2027 budget are consistent with our strategic initiatives. All these costs will allow ADEA to improve our services to the membership or are for programs that benefit the membership directly.

Personnel Costs and Fees

Total Personnel Costs and Fees are projected at \$17,173,883 in the proposed FY2027 budget. This is \$527,000 more than the FY2026 budget. Our consulting fees are \$226,000 lower than FY2025.

The total number of staff is budgeted at 93 staff. Salary expenses are budgeted to be higher in FY2027 by \$1,812,000. We feel our compensation is now consistent with the market, but since we have not done a market survey since 2022, we are budgeting for one in FY2027. We are budgeting for an average 3.5% salary increase for 2027. We will filling a number of positions that have been held by temporary staff in 2027.

Temporary Salaries

Expenses for temporary staff are budgeted at \$175,200 based on projections for FY2027. The use of temporary help is limited to vacancies and seasonal help.

Payroll Taxes and Other Benefits

Payroll taxes and benefits are budgeted at 25% of salaries. This is in line with the past, where taxes and benefits ranged from 20–24% of salaries. These costs are slightly higher due to a decrease in number of projected staff vacancies.

Legal Fees

Legal fees of \$44,700 are based on historical experience and projections of required services in FY2027, including the participation agreements with the member schools.

Consultants, Honoraria and Stipends

This expense is budgeted at \$1,257,679. The proposed Consultants, Honoraria and Stipends budget includes support for a variety of services, such as for editorial and production services, as well as consultants for ADEA's website initiatives. These costs include funds available to the CEO to hire consultants to help with overflow work that may develop. We are expecting to reduce the number of consultants in 2027 as we fill previously vacant positions.

Travel

Travel is budgeted at \$1,546,984 which is consistent with the 2026 Budget. Travel costs are significantly higher as all travel returns to pre-pandemic levels and continues to be a driving force in this budget for the fiscal year.

Other Costs

Bank and Credit Card Charges

The budgeted expense of \$569,554 for credit card processing fees for FY2027 is based on projected revenue for FY2027 and industry fee structure. Credit card processing fees per item are expected to increase slightly for FY2027 based on staff negotiations with vendors and are related mainly to the centralized application services.

Developmental Programming and Data Processing

The combined budgeted expense for both categories is approximately \$8,180,495 compared with 7,425,667 in the FY2026 budget. This increase is due to the increase in the number of transactions in the centralized application services.

Computer Operations

The budgeted expense of \$1,189,327 reflects ADEA's continuing investment in technology. While these costs have increased over the last few years, the increases have been partially offset by cost reductions in other areas. We anticipate this area will continue to require future investments to keep up with a rapidly changing technological environment and to take advantage of the improvements in data collection and analysis. This is consistent with our Strategic Framework, especially as it relates to the gathering and use of data in our work. Previous investments in this area proved invaluable during the pandemic when we were forced to work remotely. We will also be able to spend additional funds in this area to provide proper support in the new office space.

Telephone/Internet

The budgeted expense of \$183,903 reflects a change in the grouping of expenses as part of our changes in the accounting system and future reporting. It covers the office phones as well as phone and internet at our meetings.

Postage/Freight

The budgeted expense of \$45,660 is consistent with prior years. This category covers organizational mailings, including all publication and membership materials. It also covers shipping expenses for ADEA's meeting materials, including to and from the ADEA Annual Session & Exhibition.

Office Supplies

The budget for FY2027 in this category is \$85,974. These costs have decreased over the years as ADEA has increased investments in technology, allowing enhanced efficiency and productivity.

Printing/Reproduction

The \$88,795 budgeted expense for both categories is based on the estimated printing costs for meeting materials and publications. This expense covers all booklets, brochures, flyers, and banners for all ADEA meetings. Printing costs for all ADEA publications, such as the *Journal of Dental Education*, *ADEA Snapshot of Dental Education*, *ADEA Official Guide to Dental Schools*, and other documents such as the ADEA House of Delegates manual.

Rent/Refurbishing

The budgeted expense of \$1,512,000 reflects approximately 6 months of free rent associated with the new office space. This figure reflects the cash savings.

Depreciation/Amortization

These are non-cash expenses and the combined budgeted expense for both categories are \$60,000. This is due to the increased amortization for the leasehold improvements that were made to the new space being spread over the 12-year life of the lease and investments in information technology and audio-visual equipment in the new meeting space.

Equipment Rental

This line item is for equipment rental for items such as copiers and postage machines. The budgeted expense for FY2027 is \$131,364 and maintenance of some of the equipment is included in the lease cost. This budget also reflects a refinement in the budgeting process to allow us to track meeting expenses better in the future.

Repairs and Maintenance

This line item is for repairs and maintenance of equipment throughout the organization. The budgeted expense for FY2027 is \$1,500.

Insurance

This line item is for Corporate Liability insurance, Directors and Officers Liability insurance and Cybersecurity insurance to protect the organization considering the large number of individual financial transactions that occur through ADEA's application services. The budget for FY2027 is \$180,000.

Dues/Subscriptions/Membership Fees

For FY2027, we have budgeted \$172,186 As a professional association with many partners and allies, ADEA is most successful working together toward common goals. We have closely examined these costs across the organization and have reduced the costs from prior years.

Employee Recruitment and Retention

Total employee professional development expenses have been budgeted at \$65,740. We are spending additional funds to support team building and staff cohesion.

Miscellaneous Expense

Miscellaneous Expenses for FY2027 are \$140,260 and consist of those items in each of the budget areas that do not fit into a specific category. These costs have ranged from \$10,000 to \$22,000 in the FY2023–FY2027 time frame.

Meeting Expense

The budget for meetings expense is higher than prior years at \$4,021,641 and is one of the main benefits ADEA provides to members, sponsors, and partners. This category includes participant

food and beverage costs, audiovisual equipment, speakers and facilitators, meeting space rental and other meeting related costs for the ADEA Fall Meetings, ADEA Deans' Conference, ADEA Sections on Business and Financial Administration and Clinic Administration (BFACA) Meeting, ADEA Annual Session & Exhibition, and the ADEA Allied Dental Program Directors' Conference, in addition to a variety of other ADEA conferences. We subsidize nearly all of our meetings and will be examining ways to reduce the costs while maintaining high quality meetings are members are accustomed to.

Donated Services

Donated Services usually consist of professional services donated to the organization from supporters and partners. In past years donated services have ranged from \$12,000 to \$46,000 annually.

Awards and Fellowships

ADEA recognizes achievement and distinction among its members through an awards program. In conjunction with ADEA's corporate partners, ADEA offers student scholarships, awards for educators and funding opportunities for various fellowships. The budget for FY2027 is \$168,685 and is dependent on corporate sponsorships.

Marketing and Promotion

Total marketing costs budgeted for FY2027 are \$538,903. Beginning in FY2021 ADEA separated the overall marketing budget into its key elements and separate line items. The line items for FY2027 include Design (\$60,695), ADEA Advertising (\$128,571), Media (\$75,187), Commissions (\$226,500), and Promotional Items (\$47,900). Breaking out these items allows for better tracking of ADEA's overall marketing expenses and provides better information to determine where to allocate marketing resources. We are also planning to reduce our design costs by bringing these efforts in-house.

Business Meals and Entertainment

The budget for this area is \$51,653 and the increase reflects a move away from dinners and receptions at restaurants rather than at the hotel. There have been corresponding reductions in catering costs at meetings.

ADEA & ADEA Gies Foundation
Revenue Budget
Exhibit 1-2027
Fiscal Year 2027

	Actual FY 2023 Revenue	Actual FY 2024 Revenue	Actual FY 2025 Revenue	Budgeted FY 2026 Revenue	Proposed Budgeted FY 2027 Revenue
REVENUE AND SUPPORT			-		
ACTIVE	1,812,062	\$ 1,926,546	1,939,672	2,016,472	2,016,472
CORPORATE	178,358	195,247	200,600	207,625	255,000
AFFILIATE	241,239	253,433	256,499	252,200	251,000
INDIVIDUAL	29,959	30,448	35,750	33,650	34,000
STUDENT DUES	15,360	16,080	18,960	19,210	20,000
TOTAL MEMBERSHIP	2,276,978	2,421,754	2,451,481	2,529,157	2,576,472
PUBLICATIONS	57,921	66,927	60,000	60,000	60,000
ADVERTISING	581,305	565,318	500,000	504,000	502,000
ROYALTIES	187,383	153,966	70,000	70,150	70,150
TOTAL PUBLICATIONS & ADVERTISING	826,609	786,211	630,000	634,150	632,150
AADSAS	14,557,011	15,680,263	14,166,000	14,921,300	18,404,600
PASS	6,856,465	6,889,320	6,902,700	6,143,310	6,714,000
CAAPID	3,322,725	4,562,665	3,098,475	3,171,300	4,144,000
DHCAS	53,341	101,755	87,500	105,000	87,500
TOTAL APPLICATION FEES	24,789,542	27,234,003	24,254,675	24,340,910	29,350,100
GRANTS & CONTRIBUTIONS	125,367	1,158	115,000	140,000	140,000
SCHOLARSHIPS & AWARDS	133,000	148,200	-	-	150,000
TOTAL GRANTS	258,367	149,358	115,000	140,000	290,000
MEETINGS REGISTRATION	1,586,071	1,902,745	1,751,716	1,654,077	1,925,941
MEETINGS SPONSORSHIPS	680,300	677,438	850,000	866,000	848,250
COMMERCIAL EXHIBITIONS FEES	309,789	362,087	350,000	350,000	381,000
TOTAL MEETINGS	2,576,160	2,942,270	2,951,716	2,870,077	3,155,191
IN-KIND REVENUE	4,445	3,749	-	-	105,000
MISCELLANEOUS	12,496	7,023	13,000	90,544	90,544
PREVIOUSLY APPROVED ACCUMULATED NET ASSETS	1,975,355	2,208,960	3,375,000	4,180,000	600,000
TOTAL OTHER	1,992,296	2,219,732	3,388,000	4,270,544	795,544
TOTAL REVENUE AND SUPPORT	32,719,952	35,753,328	33,790,872	34,784,838	36,799,457

ADEA & ADEA Gies Foundation
Expense Budget
Exhibit 2-2026
Fiscal Year 2026

	Actual FY 2023 Expense	Actual FY 2024 Expense	Actual FY 2025 Expense	Budgeted FY 2026 Expense	Proposed Budgeted FY 2027 Expense
EXPENSES			-		
SALARIES	10,286,495	10,556,168	10,623,160	11,014,663	12,213,771
EMPLOYEE BENEFITS	1,703,195	1,758,729	1,859,044	2,123,881	2,478,790
PAYROLL TAXES	726,249	715,913	796,684	793,562	841,818
TEMPORARY HELP	298,212	657,477	94,500	294,820	175,200
CONSULTANTS AND HONORARIA	1,702,824	1,605,381	2,452,180	2,226,171	1,257,679
LEGAL FEES	100,262	44,478	76,000	67,000	44,700
PROFESSIONAL FEES	216,915	80,288	122,500	126,000	161,925
TOTAL PERSONNEL SERVICES	15,034,152	15,418,434	16,024,068	16,646,097	17,173,883
STAFF TRAVEL	396,774	497,192	609,989	880,640	844,968
NON-STAFF TRAVEL	396,996	524,598	564,532	676,671	702,016
TOTAL TRAVEL	793,770	1,021,790	1,174,521	1,557,311	1,546,984
BANK AND CREDIT CARD PROCESSING FEES	624,222	721,753	426,589	684,310	569,554
DATA PROCESSING	7,773,072	9,091,163	6,985,041	7,169,536	8,083,415
COMPUTER OPERATIONS	644,558	763,491	954,318	980,019	1,189,327
DEVELOPMENTAL PROGRAMMING	50,341	45,305	235,381	256,131	97,080
TELEPHONE AND INTERNET	97,210	194,008	140,370	148,898	183,903
POSTAGE AND FREIGHT	65,926	60,594	76,505	69,620	45,660
SUPPLIES AND STATIONARY	67,490	89,328	54,550	68,080	85,974
PRINTING AND DUPLICATION	42,352	39,717	134,114	142,545	88,795
RENT AND REFURBISHING	1,652,987	2,165,532	2,112,000	1,050,000	1,512,000
DEPRECIATION AND AMORTIZATION	452,379	360,000	360,000	360,000	60,000
OFFICE EQUIPMENT RENTAL	54,696	118,052	17,820	1,350	131,364
EQUIPMENT REPAIR	1,620	4,679	1,500	1,500	1,500
INSURANCE	183,475	176,453	190,000	190,000	180,000
MEMORIALS AND CONTRIBUTIONS	110,300	114,100	305,000	219,000	286,000
DUES, SUBSCRIPTIONS AND MEMBERSHIP	252,556	243,782	231,583	226,403	172,186
MEETING EXPENSE	3,791,187	4,127,880	3,432,741	3,461,197	4,021,641
AWARDS AND FELLOWSHIPS	213,535	413,573	27,000	100,160	168,685
DONATED SERVICES	4,445	3,749	-	-	5,000
MISCELLANEOUS EXPENSE	32,248	-	10,000	14,500	140,260
RECRUITMENT AND RETENTION	49,370	42,321	103,500	47,500	65,740
BUSINESS MEALS AND ENTERTAINMENT	48,300	12,290	41,150	54,706	51,653
DESIGN EXPENSE	123,256	122,768	176,850	262,093	60,695
ADEA ADVERTISING EXPENSE	112,976	114,942	143,041	151,099	128,571
SOCIAL MEDIA EXPENSE	23,428	3,028	54,500	71,200	75,187
COMMISSION EXPENSE	199,377	174,767	152,000	152,000	226,500
PROMOTIONAL ITEMS	151,758	109,829	126,730	99,583	47,900
OPPORTUNITY FUND AND SPECIAL PROJECTS	-	-	100,000	600,000	400,000
TOTAL EXPENSES	32,650,986	35,753,328	33,790,872	34,784,838	36,799,457
NET OPERATING SURPLUS (DEFICIT)	68,966	-	(0)	-	-
INVESTMENTS GAINS	2,420,275	3,578,192	100,000	100,000	100,000
INVESTMENT FEES	(116,101)	124,002	100,000	100,000	100,000
NET SURPLUS (DEFICIT)	2,605,342	3,454,190	(0)	-	-