

Supplement To
AOR 1995-14

Date: May 8, 1995

MEMORANDUM

Oral and Maxillofacial Surgery Political Action Committee
9700 West Bryn Mawr Avenue Rosemont, Illinois 60018-5701
708/678-6200 FAX 708/678-6286

To: Mr. Michael Marinelli, Esq.
Office of the General Counsel, Federal Election
Commission

From: Tanya Hunt for Colleen Nolan, OMSPAC Secretary

Subject: Response to your request of today, re: membership in
AAOMS and AAOMS Governing Rules and Regulations

The American Association of Oral and Maxillofacial Surgeons (AAOMS) does not include any corporate members; the Association membership is exclusively made up of individuals.

Also, please find enclosed a copy of the current edition of the AAOMS Governing Rules and Regulations, 1994-1995 for your reference. You may contact Colleen (ext. 350) or me (ext. 351) at 708/678-6200 with any additional questions or concerns. Thank you.

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AAOMS

GOVERNING RULES

AND

REGULATIONS

1994 - 1995

Constitution and Bylaws
Code of Professional Conduct
Policies
Manual of the House of Delegates

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**GOVERNING RULES AND REGULATIONS, 1994-1995
OF
AMERICAN ASSOCIATION OF
ORAL AND MAXILLOFACIAL SURGEONS**

The **CONSTITUTION AND BYLAWS** are the basic governing documents of the American Association of Oral and Maxillofacial Surgeons.

The Constitution contains the fundamental provisions that relate to the existence of the Association.

The Bylaws contain the basic structure of the Association, its composition and function, and the relationship between the Association and its members, including the rights, obligations, powers and duties of each. Specific details of procedures necessary to carry out the basic provisions of the Bylaws are found in the Policies and in the Standing Rules of Procedure in the Manual of the House of Delegates.

The **CODE OF PROFESSIONAL CONDUCT WITH OFFICIAL ADVISORY OPINIONS AND JUDICIAL PROCEDURES** serve as the official guide for the Association and for its fellows and members in maintaining the highest level of ethical standards concerning the delivery of oral and maxillofacial surgery care. The **ADVISORY OPINIONS** are interpretations, opinions and statements of the Association's Commission on Professional Conduct which may be expanded, withdrawn or modified and are subject to review and approval by the Board of Trustees. The Judicial Procedures govern the conduct of operations of the Commission on Professional Conduct in the adjudication of professional conduct matters.

The **POLICIES** are administrative standing rules of procedure which are recommended by the Board of Trustees and/or the House of Delegates and adopted by the House of Delegates. **POLICIES** guide the Board of Trustees, committees and headquarters staff in fulfilling their responsibilities on behalf of the membership.

Recommendations for new and amended policies are provided to all delegates and alternates prior to the first session of the House of Delegates. They are also provided to interested fellows and members upon request, and they are available for review at the reference committee hearing on administrative affairs at each annual meeting.

The **MANUAL OF THE HOUSE OF DELEGATES** provides the procedures and rules under which the House operates. The manual includes the standing rules of the House, procedures and rules for the House's reference committees as well as its standing committees, and the guidelines for trustee district caucuses as approved by the House.

A copy of this publication is available, without charge, to fellows and members in good standing upon request to the AAOMS Headquarters, 9700 West Bryn Mawr Avenue, Rosemont, Illinois 60018-5701.

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CONSTITUTION AND BYLAWS

The Constitution and Bylaws are the basic governing documents of the American Association of Oral and Maxillofacial Surgeons.

The Constitution contains the fundamental provisions that relate to the existence of the Association.

The Bylaws contain the basic structure of the Association, its composition and function, and the relationship between the Association and its members, including the rights, obligations, powers and duties of each. Specific details of procedure necessary to carry out the basic provisions of the Bylaws are found in the Policies and in the Standing Rules of Procedure in the Manual of the House of Delegates.

Fellows and members can contribute to the augmentation or the establishment of new governing rules by their attendance at and participation in the reference committee hearings which are held during the annual meeting of the Association. The Constitution and Bylaws are updated and published annually in the AAOMS Governing Rules and Regulations and are available to the membership.

Volume 10
Number 1

October 1994

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CONSTITUTION

ARTICLE I . NAME

The name of this organization shall be the American Association of Oral and Maxillofacial Surgeons, hereinafter referred to as "the Association."

ARTICLE II . PURPOSE

The purpose of the Association shall be to contribute to the public welfare by advancement of the profession of dentistry and in particular the specialty of oral and maxillofacial surgery; to foster programs of education, research, standards of practice and scientific investigation in the specialty of oral and maxillofacial surgery; to provide a means of self-government relating to professional standards, ethical behavior and responsibilities of its fellows* and members; to provide opportunities for social and professional development; and to cause to have published the Journal of Oral and Maxillofacial Surgery.

ARTICLE III . ORGANIZATION

Section 10. Incorporation: The Association is a not-for-profit corporation, chartered under the laws of the State of Illinois in 1918. If this corporation is dissolved at any time, no part of its funds or property shall be distributed to, or among, its fellows and members. After payment of all indebtedness of the corporation, its surplus funds and properties shall be used for education and research in such manner as the then governing body of the Association may determine.

Section 20. Headquarters: The registered office of the Association shall be known as the headquarters and shall be located in Rosemont, Illinois.

Section 30. Fellows and Members: The fellows and members of the Association shall consist of members of the dental profession who shall have special qualifications, and such other persons as are provided for in Chapter I of the Bylaws.

ARTICLE IV . GOVERNMENT

Section 10. Legislative Body: The legislative and governing body of the Association shall be the House of Delegates as provided in Chapter V of the Bylaws.

Section 20. Administrative Body: The administrative body of the Association shall be a Board of Trustees which may be referred to as "the board" as provided in Chapter VI of the Bylaws.

* Where "fellow" and the masculine pronoun appear in this document, they shall be understood to include both females and males.

52 **ARTICLE V . OFFICERS**

53

54 **Section 10. Elective Officers:** The elective officers of the Association shall be a Preside
55 President-Elect, Vice President, Treasurer, Immediate Past President and Speaker of the House
56 Delegates, each of whom shall be elected as provided in Chapter VII of the Bylaws. The Preside
57 and Immediate Past President shall succeed to their respective offices by virtue of prior election.
58

59 **Section 20. Appointive Officer:** The appointive officer of the Association shall be an Executi
60 Director, who shall be appointed by the Board of Trustees as provided in Chapter VIII of t
61 Bylaws.
62

63

64

64 **ARTICLE VI . ANNUAL MEETINGS**

65

66 Annual meetings shall be conducted as provided in Chapter XIII of the Bylaws.
67

68

69

69 **ARTICLE VII . CODE OF PROFESSIONAL CONDUCT**

70

71 The Code of Professional Conduct and Pledge of the Association shall govern the profession
72 conduct of all fellows and members.
73

74

75

75 **ARTICLE VIII . AMENDMENTS**

76

77 **Section 10. Amendment:** This Constitution may be amended at any session of the House of Delegate
78 at an annual or special meeting in accordance with the required notice by a three-fourths (3/4) vot
79 of the one-hundred (100) delegates authorized to the House of Delegates (75 votes).
80

81

82 **Section 20. Notice:** Unless otherwise provided for in this Constitution notice for amendments mus
83 be submitted in writing: (1) to all fellows and members of the Association at least thirty (30) day
84 prior to the annual or special meeting at which the amendments are proposed for adoption, or (b) a
85 any previous session of the House of Delegates at the previous annual meeting.

86

87 **Section 30. Special Notice and Vote:** This Constitution may also be amended at any session of the
88 House of Delegates by unanimous vote of the delegates present and voting, provided that at least
89 seventy-five (75) delegates are present and vote, and that notice of such amendments shall have
90 been presented at a previous session of the House of Delegates during the same annual or special
91 meeting.

91

BYLAWS

CHAPTER I • MEMBERSHIP

Section 10. Classification: The membership of the Association shall be classified as follows: A. Fellow; B. Member; C. Life Fellow and Life Member; D. Affiliate Member; E. Retired Fellow and Retired Member; F. Honorary Fellow; and G. Inactive Fellow and Inactive Member.

Section 20. Qualifications, Rights and Privileges:

A. Fellow:

1. Qualifications: Candidates for fellowship shall have the following qualifications:

a. **Training:** Graduate of an accredited dental school and completion of an advanced oral and maxillofacial surgery educational program accredited by the American Dental Association's Commission on Dental Accreditation.

b. **State Licensure or Permit:** Licensure or permit in dentistry or medicine in the state and oral and maxillofacial surgery specialty licensure, where applicable.

ABOMS Certification: Certification as a diplomate of the American Board of Oral and Maxillofacial Surgery.

Once granted fellowship category, that fellowship shall not be dependent upon nor altered by any type of recertification instituted by the American Board of Oral and Maxillofacial Surgery.

d. **ADA Membership:** Membership in the American Dental Association or other such evidence which verifies that the individual is functioning within the professional, moral and ethical framework of the specialty of oral and maxillofacial surgery.

e. **Ethical Conduct:** The candidate must comply with the American Association of Oral and Maxillofacial Surgeons' Code of Professional Conduct.

f. **Residence and Practice:** The candidate shall reside and practice in the United States or its possessions.

g. **Component Membership:** The candidate shall hold and maintain membership in the component oral and maxillofacial surgery society in the state in which the candidate maintains his primary place of practice, exclusive of those on full-time active duty in the federal dental services and U.S. oral and maxillofacial surgeons who practice in a foreign country.

Federal Service Candidates: Federal dental service candidates shall furnish an affidavit certifying the occupational specialty of oral and maxillofacial surgery and limitation of practice to that specialty or to administration. Nothing herein shall act to preclude rendering emergency dental services for a limited period.

54 **2. Rights and Privileges:**

55
56 **a. A fellow shall enjoy all rights and privileges of membership, including the right**
57 **to serve in the House of Delegates and hold office.**

58
59 **B. *Member:* Members shall fulfill all qualifications for fellowship except certification by the**
60 **American Board of Oral and Maxillofacial Surgery. Upon ABOMS certification, members**
61 **shall automatically be transferred to fellow. A member shall enjoy the same privileges as a**
62 **fellow except the right to serve in the House of Delegates or hold office.**

63
64 **C. *Life Fellow and Life Member:* A fellow, member or affiliate member may apply for the status**
65 **of life fellowship or life membership upon completion of thirty (30) dues paying years and**
66 **reaching the age of 65 or upon completion of thirty-five (35) dues paying years. Only in**
67 **extenuating circumstances may exceptions be made and then only upon recommendation of the**
68 **Board of Trustees.**

69
70 **Applicants for life status must remit dues and assessments through the year in which they**
71 **apply for such status. Dues and assessments for this year may be waived or partial dues and**
72 **assessments may be assessed following consideration of the Committee on Membership and**
73 **approval of the Board of Trustees.**

74
75 **Upon election by the House of Delegates to life fellowship or life membership, a life fellow**
76 **or life member shall enjoy all privileges of the fellowship or membership category held prior**
77 **to the election to life status, except that fellows or members in this category shall not pay**
78 **membership dues and assessments, shall not be required to hold membership in their**
79 **component oral and maxillofacial surgery society and shall receive the Journal of Oral and**
80 **Maxillofacial Surgery only by personal paid subscription.**

81
82 **D. *Affiliate Member:* Affiliate membership may be granted to an individual who meets all of**
83 **the following requirements:**

84
85 **1. Resides and practices or is engaged in an administrative or research position in a**
86 **country other than the United States and, where applicable, is recognized as an oral**
87 **and maxillofacial surgeon by the country's appropriate agencies.**

88
89 **2. Has specialty training in oral and maxillofacial surgery equivalent to that required of**
90 **candidates for fellowship and membership.**

91
92 **3. Holds membership in the country's oral and maxillofacial surgery organization, or, if**
93 **none exists, other such evidence which verifies that the individual is functioning**
94 **within the professional, moral and ethical framework of the profession of dentistry.**

95
96 **4. Shall pay the affiliate member dues and shall have the same privileges as members.**

97
98 **E. *Retired Fellow and Retired Member:* Retired fellowship or retired membership shall be**
99 **granted to a fellow, member or affiliate member should the fellow/member completely retire**
100 **from oral and maxillofacial surgery.**

101
102 **Following written application, applicants for retired status must remit dues and assessments**
103 **through the year in which they are elected to such status.**

104
105 **As long as a fellow, member or affiliate member retains his retired status, he shall not pay**
106 **dues and assessments and shall not be required to hold membership in his component oral and**
107 **maxillofacial surgery society.**

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For retired status, a fellow, member or affiliate member must have paid dues for twenty (20) years, or be disabled and unable to engage in the activity of active practice. Active practice is the performance of any activities requiring licensure or permit in dentistry or medicine in the state or oral and maxillofacial surgery specialty licensure, where applicable.

Retired fellows and retired members may receive the Journal of Oral and Maxillofacial Surgery only by personal paid subscription and may pay a voluntary maintenance fee equal to twenty percent (20%) of annual dues in order to receive all Association mailings. In the event a retired fellow or member resumes practice, he shall notify the headquarters.

F. Honorary Fellow: Honorary fellowship may be granted to those holding no other class of membership or to those non-USA members who have made distinguished contributions to the specialty of oral and maxillofacial surgery. Nominations to this status shall bear the names of five fellows, shall have the approval of the Committee on Membership and Board of Trustees and election shall be by the House of Delegates. Not more than two honorary fellows may be elected in any one year. Honorary fellows shall have the same privileges as members, and shall not pay dues and/or assessments. Honorary fellows may receive the Journal of Oral and Maxillofacial Surgery only by personal paid subscription.

G. Inactive Fellow and Inactive Member: An inactive fellow or member is one who derives no income from the active practice of oral and maxillofacial surgery. Active practice is the performance of any activities requiring licensure or permit in dentistry or medicine in the state or oral and maxillofacial surgery specialty licensure, where applicable. An inactive fellow or inactive member shall not have the privileges of a member, except that he may retain his membership certificate and will be listed in the AAOMS Directory. Years in inactive status will not accrue towards life or retired fellowship/membership.

All inactive fellow or inactive member shall pay no dues or assessments, and may receive the Journal of Oral and Maxillofacial Surgery only by personal paid subscription and may attend the annual meeting or midwinter conference at the non-member registration fee. An inactive fellow or member may pay a voluntary maintenance fee equal to twenty percent (20%) of annual dues in order to receive all Association mailings.

An inactive fellow or inactive member may be considered for reinstatement upon filing a written request and upon payment of current year's dues and assessments. If such request is made within one year of approval for inactive status, there will be no fee to apply for active status. However, if such request is made after one year, the reinstatement fee will be equal to the current application fee and payment of current year's dues and current year's assessments.

Section 36. Interpretive Clause on Membership: In the instance of oral and maxillofacial surgeons who trained in foreign programs not recognized by the American Dental Association's Commission on Dental Accreditation, but who are practicing or teaching within the United States, the Committee on Membership shall determine their eligibility for AAOMS membership.

Section 40. Application and Certification:

Candidates for each category of membership must apply on the specified forms which are available from the Association's headquarters and must pay the non-refundable application

fees. Candidates who file applications for membership by November 1 of their final year of training are eligible for candidate status at the first annual meeting following completion of their training program.

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- C. Election to any category of membership shall be by the House of Delegates and is contingent upon prior affirmative vote of the Committee on Membership and Board of Trustees.
- D. Candidates not elected to fellowship or membership shall be permitted to make new application following rejection, and must meet the current bylaw eligibility requirements for membership.

Section 50. Definition of "In Good Standing": A fellow or member of the Association whose dues and assessments for the current year have been paid by February 1 and who is not under discipline of suspension shall be in good standing.

Section 60. Termination of Fellowship/Membership:

- A. **Vertical Membership Grandfather Clause:** No individual, who was a fellow or member of the Association and was not an active member of a component oral and maxillofacial surgery society on September 27, 1991, shall have his membership in the Association discontinued solely as a result of failure to hold membership in his component oral and maxillofacial surgery society.
- B. **Voluntary:** A fellow or member may resign at any time by written notification to the Association.
- C. **Unpaid Dues and Assessments and Candidate Fees:** A fellow, member, affiliate member or candidate whose dues and assessments or fees have not been paid prior to the convening of the annual meeting of the first year of delinquency shall cease to be a fellow, member, affiliate member or candidate.
- D. **Suspension or Expulsion:** A fellow, member or affiliate member may be suspended or expelled from the Association for violation of the Code of Professional Conduct or Pledge. Charges may be initiated and disciplinary action taken in accordance with the Association's Judicial Procedures.
- E. **Return of Certificate of Membership:** Fellows, members and affiliate members whose membership in the Association has been terminated shall return their certificate of membership to the Association's headquarters. Failure to do so shall be considered as a violation of his moral and ethical responsibilities to the Association.

Section 70. Reinstatement:

- A. **Voluntary:** Those fellows, members or affiliate members who voluntarily resign from the Association may be considered for reinstatement upon filing a written request for reinstatement within one year of resignation and upon payment of all back dues and assessments owed the Association and verification that he is a member of his component oral and maxillofacial surgery society. If such request for reinstatement is not made within one year following resignation, the former fellow, member or affiliate member may be considered for reinstatement by submitting a reinstatement form with a reinstatement fee which shall be twice the current application fee, payment of current year's dues and all assessments that have not been paid within the past five years and meeting all current eligibility requirements.
- B. **Unpaid Membership Dues and Assessments:** A fellow, member or affiliate member disqualified for nonpayment of dues and assessments may be considered for reinstatement upon payment of all back dues and assessments owed the Association and verification that he is a

216 member of his oral and maxillofacial surgery component society provided such action is
217 requested within one year of his notification of disqualification for nonpayment of dues and
218 assessments. If such request for reinstatement is not made within one year following
219 notification of disqualification, the former fellow, member or affiliate member may be
220 considered for reinstatement by submitting a reinstatement form with a reinstatement fee
221 which shall be twice the current application fee, payment of current year's dues and all
222 assessments that have not been paid within the past five years and meeting all current
223 eligibility requirements.

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225 C. Unpaid Candidate Fees: A candidate disqualified for nonpayment of fees may be considered
226 for reinstatement upon payment of all fees owed the Association and verification that he is a
227 member of his oral and maxillofacial surgery component society provided such action is
228 requested within the three-year period of his candidate status. If such request is not received
229 within the three-year period, the candidate will have to reapply for membership with
230 payment of the current application fee and submission of required documentation.
231
232 D. Suspension or Expulsion: Any fellow or member suspended or expelled from the Association
233 may be readmitted in accordance with the provisions of the Association's Judicial Procedures.
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236 **CHAPTER II • CANDIDATES AND RESIDENTS**

- 237
238 A. Candidate: A candidate is an individual who has paid the application fee and whose
239 application, reflecting the educational requirements, is on file at the headquarters and has
240 been provisionally approved by the Committee on Membership. A candidate must complete
241 the application process within three years from the time he is designated to candidate status
242 by the committee. A candidate shall be announced to the membership as a candidate for
243 membership in the year he is to be elected to fellowship or membership. Candidates shall
244 pay no dues or assessments, but shall pay an annual fee and shall receive the Journal of Oral
245 and Maxillofacial Surgery at the fellow/member subscription rate.
246

- 247 B. Resident: Residents are those individuals in training in an American Dental Association
248 (ADA) accredited training program in oral and maxillofacial surgery in the United States or
249 in Canada as recognized by the ADA, and who are certified annually by their respective
250 chiefs. If a resident leaves the training program, the director of the residency program or the
251 chief of the program shall notify the headquarters in writing. Residents shall pay no dues or
252 assessments. Residents shall be eligible to subscribe to the Journal of Oral and Maxillofacial
253 Surgery at the fellow/member subscription rate.
254

255 If, upon completion of an oral and maxillofacial surgery accredited residency, a trainee elects
256 to continue full-time training in a biomedical field, or a recognized full-time fellowship, the
257 trainee may be retained in resident status, upon written certification from the appropriate
258 official or chief of service of the individual's training program on an annual basis.
259

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261 **CHAPTER III • COMPONENT SOCIETIES AND COUNTERPARTS**

262
263 Section 10. Definition: A component society is a state oral and maxillofacial surgery society that
264 has been officially approved by the House of Delegates as having met all the bylaw requirements
265 for this status.
266

267 Section 20. Composition: There shall be a component society in each state (including the District of
268 Columbia and Commonwealth of Puerto Rico and U.S. territories) or a counterpart (five federal

269 dental services), composed of fellows and members of the American Association of Oral and
270 Maxillofacial Surgeons practicing in that state's geographic area or counterpart.
271
272 **Section 30. Qualifications:** Official AAOMS component oral and maxillofacial surgery societies'
273 constitution and bylaws shall have the following provisions:
274
275 **A.** Requisites for active membership in the component society shall be (a) graduation from an
276 accredited dental school; (b) completion of an accredited oral and maxillofacial surgery
277 training program; (c) possession of a license or permit in dentistry or medicine in the state and
278 an oral and maxillofacial surgery specialty license, where applicable; (d) fulfillment of an
279 on-site office evaluation based on the AAOMS office anesthesia evaluation program or
280 required applicable state regulations provided they meet the AAOMS office anesthesia
281 evaluation program guidelines; and (e) holds membership in the American Association of
282 Oral and Maxillofacial Surgeons;
283
284 **B.** Other membership categories may be designated; however, non-Association members may not
285 vote on any matters pertaining to the American Association of Oral and Maxillofacial
286 Surgeons;
287
288 **C.** Adoption of the following membership appeals mechanism:
289
290 1. If a candidate is denied component society membership, he may appeal but must do so
291 within ninety (90) days. The component must notify the candidate of his right of
292 appeal;
293
294 2. If the candidate appeals, the component will be required to set up a component peer
295 review committee or an appropriate body within the component (excluding those on the
296 membership committee) to evaluate the candidate within six (6) months. After
297 evaluation, if membership is again denied, the review committee is required to report
298 (by way of a national standardized format) on the candidate denied membership to the
299 AAOMS Committee on Membership for evaluation. The component must notify the
300 candidate at that time of his right to appeal to the AAOMS;
301
302 3. A candidate denied membership after an appeal to a component society has the right to
303 appeal that decision to a national review committee. The candidate has ninety (90)
304 days to request appeal by the AAOMS Committee on Membership. Within six (6)
305 months, the AAOMS Committee on Membership will establish a three-member Review
306 Committee composed of one from the AAOMS Membership Committee, one from the
307 component society Membership Committee and a third voting member as a neutral
308 arbitrator, i.e., a retired judge or one from an organization such as the American
309 Arbitration Association. This AAOMS/ Component Review Committee will interview
310 and evaluate the candidate, make the determination of the individual's eligibility
311 with the decision of the Review Committee binding on both the AAOMS and the
312 respective component society.
313
314 **D.** Submission of the proposed constitution and bylaws, with qualifications A. through C. to the
315 headquarters with a letter of request that the state be considered for official American
316 Association of Oral and Maxillofacial Surgeons component status provisionally until fully
317 approved by the House of Delegates.
318
319 **Section 40. Duties of Component Societies and Counterparts:** The duties of the components or
320 counterparts are as follows: (1) to elect delegates and alternates to the House of Delegates of the
321 American Association of Oral and Maxillofacial Surgeons; (2) to establish the manner of selection

322 of delegates and alternates; and (3) to submit names of delegates and alternates for certification to
323 the secretary of the House of Delegates by June 1.

324

325 **Section 50. Loss of Component Status:** The House of Delegates may withdraw component status upon
326 failure of the component to maintain the qualifications as set forth by the Association.

327

328 The lack of component status for a state society, due to failure to comply with Chapter III. Section
329 20. of the Bylaws by May 1, 1993, shall bar any delegate of that state from being seated in the
330 House of Delegates, beginning with the 1993 session until such time as the state comes back into
331 compliance.

332

333 The provisions of vertical membership shall not be applied to any fellow, member or candidate
334 whose primary practice is in a state that has not complied with the qualifications for component
335 status.

336

337

338 **CHAPTER IV • TRUSTEE DISTRICTS**

339

340 **Section 10. Organization:** The Association shall be organized into six (6) trustee districts.

341

342 **Section 20. Purpose:** The purpose of establishing trustee districts is to provide representation on the
343 Board of Trustees for fellows or members of the states, the District of Columbia, the Commonwealth
344 of Puerto Rico, including U.S. territories, and counterparts (the five federal dental services).

345

346 **Section 30. Composition:** The trustee districts are numbered and composed as follows:

347

348 District I (Northeastern)

349 Connecticut, Maine, Massachusetts, New Hampshire, New York, Rhode Island and Vermont.

350

351 District II (Middle Atlantic)

352 Delaware, Maryland, New Jersey, Pennsylvania, the District of Columbia, U.S. Air Force, U.S.
353 Army and U.S. Navy.

354

355 District III (Southeastern)

356 Alabama, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina,
357 Tennessee, Virginia, West Virginia, and the Commonwealth of Puerto Rico, including the U.S.
358 territories.

359

360 District IV (Great Lakes)

361 Illinois, Indiana, Michigan, Ohio, U.S. Public Health Service, Department of Veterans Affairs and
362 Wisconsin.

363

364 District V (Midwestern)

365 Arkansas, Colorado, Iowa, Kansas, Minnesota, Missouri, Montana, Nebraska, New Mexico, North
366 Dakota, Oklahoma, South Dakota, Texas and Wyoming.

367

368 District VI (Western)

369 Alaska, Arizona, California, Hawaii, Idaho, Nevada, Oregon, Utah and Washington.

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372 **CHAPTER V • HOUSE OF DELEGATES**

373

374 **Section 10. Composition:** The voting membership of the House of Delegates shall be one hundred
375 (100) fellows or life fellows in good standing who represent each state in the Union, the District of

- 376 Columbia, Commonwealth of Puerto Rico, including U.S. territories, and each branch of the five
377 federal dental services.
378
- 379 In addition, there may be one hundred (100) alternates none of whom shall vote unless officially
380 certified as replacing a voting delegate by the Committee on Credentials.
381
- 382 Each component, the District of Columbia, each branch of the five federal dental services, and
383 Commonwealth of Puerto Rico, including U.S. territories, combined as one counterpart shall be
384 represented by one delegate and alternate regardless of its total fellows, members and life fellows
385 and life members in the Association as of January 1. Additional delegates and alternates shall be
386 granted according to the method of least proportionate error. Should components and/or
387 counterparts have equal fellows, members and life fellows and life members when allocating the
388 last of 100 delegates, the one with the greatest number of candidates for Association membership
389 shall receive the delegate and alternate.
390
- 391 *Section 20. Election of Delegates and Alternates:* Delegates and alternates shall be elected by their
392 respective components and/or counterparts in accordance with Chapter III. Section 30, of these
393 Bylaws and the standing rules of the House of Delegates.
394
- 395 *Section 30. Ex-Officio Members:* Members of the Board of Trustees and the Speaker and Secretary of
396 the House of Delegates cannot serve as voting delegates. These individuals, however, shall be ex-
397 officio members of the House of Delegates without the right to vote. Past presidents of the
398 Association, unless duly elected delegates, shall be ex-officio members of the House of Delegates
399 without the right to vote.
400
- 401 *Section 40. Powers:*
402
- 403 A. The House of Delegates shall be the legislative and governing body of the Association.
404
- 405 B. It shall determine the policies which shall govern this Association in all of its activities.
406
- 407 C. It shall have the power to enact, amend, revise and repeal the Constitution and Bylaws of
408 the Association.
409
- 410 D. It shall have the power to adopt, amend, revise and repeal the Association's Code of
411 Professional Conduct and Judicial Procedures.
412
- 413 E. It shall have the power to grant, suspend or revoke the official component status of the oral
414 and maxillofacial surgery societies of the states and counterparts.
415
- 416 F. It shall have the power to create special committees of the House of Delegates.
417
- 418 *Section 50. Duties:* The duties of the House of Delegates shall be:
419
- 420 A. To initiate, consider and vote upon all proposals affecting the Association except as
421 otherwise noted in these Bylaws.
422
- 423 B. To consider the annual reports of the Board of Trustees and committees and act on resolutions
424 and recommendations contained therein.
425
- 426 C. To elect annually a President-Elect, Vice President, and Speaker of the House of Delegates
427 and at least three members of the Board of Trustees.
428
- 429 D. To elect biennially a Treasurer.

- 430 E. To elect annually at least one director of the American Board of Oral and Maxillofacial
431 Surgery.
432
433 F. To elect all categories of membership of the Association.
434
435 G. To adopt such rules and regulations as are pertinent to the conduct of business of the House of
436 Delegates.
437
438 H. To approve any withdrawal of funds from the Reserve.
439
440 I. To approve an annual budget.
441

442 **Section 60. Meetings:**

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444 A. **Annual Meeting:** The House of Delegates shall meet annually during the annual meeting of
445 the Association.
446
447 B. **Special Meetings:** Special meetings of delegates of the previous House of Delegates may be
448 called between annual meetings in cases of extreme urgency by the President on two-thirds
449 (2/3) vote of the Board of Trustees.
450
451 C. **Mail Ballot Vote:** A mail ballot vote of the previous House of Delegates may be conducted by
452 the Board of Trustees in cases of extraordinary emergencies in accordance with Chapter VI.
453 Section 80-D of these Bylaws.
454

455 **Section 70. Official Call:**

- 456
457 A. **Annual Meeting:** The Secretary of the House of Delegates shall announce in the official
458 publications and shall send to each member of the House of Delegates, an official notice of
459 the time and place of the annual meeting, at least thirty (30) days prior to the opening of the
460 annual meeting.
461
462 B. **Special Meetings:** The Secretary of the House of Delegates shall send to each member of the
463 previous House of Delegates an official notice of the time and place of each special meeting
464 and a statement of the business to be considered, not less than fifteen (15) days prior to the
465 opening of the special meeting.
466

467 **Section 80. Quorum:** Fifty-one (51) delegates certified by the Committee on Credentials shall
468 constitute a quorum.
469

470 **Section 90. Officers of the House of Delegates:**

- 471
472 A. **Officers:** The House of Delegates has two officers, a Chairman and a Secretary. The
473 Chairman is the Speaker of the House of Delegates. The Secretary is the Executive Director
474 of the Association.
475
476 B. **Duties:**
477
478 1. The Speaker shall preside at all sessions of the House of Delegates and perform such
479 other duties as prescribed in these Bylaws, the Manual of the House of Delegates and
480 the current edition of the Sturgis Standard Code of Parliamentary Procedure.
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2. The Secretary shall serve as the recording officer of the House of Delegates and the custodian of its records, and shall cause a report of the proceedings of the House of Delegates to be published in the Report of the Annual Meeting.
3. In the absence of the Speaker, the office shall be filled by the President. In absence of the Secretary, the Speaker shall appoint a Secretary pro tem.

Section 100. Order of Business: The order of business shall be that which is adopted by the House of Delegates on the recommendation of the Speaker and the Committee on Rules and Procedure, and in accordance with these Bylaws and the Manual of the House of Delegates.

Section 110. Committees: The standing and special committees of the House of Delegates shall be:

A. Committee on Constitution and Bylaws:

1. **Composition:** The committee shall be the Association's standing Committee on Constitution and Bylaws.
2. **Duties:** It shall be the duty of the committee to draft or approve the proposed text of amendments to the Constitution and Bylaws prior to their submission to the House of Delegates for action, to consider matters referred to it, to hold hearings and report recommendations to the House of Delegates.

B. Committee on Rules and Procedure:

1. **Composition:** The committee shall consist of three (3) delegates, one of whom shall be Chairman, each member to be appointed annually by the President.
2. **Duties:** It shall be the duty of the committee, in consultation with the Speaker and Secretary of the House of Delegates, to investigate and recommend the agenda and rules and procedure for the House of Delegates.

C. Committee on Credentials:

1. **Composition:** The committee shall consist of three (3) delegates, one of whom shall be Chairman, each member to be appointed annually by the President.
2. **Duties:** The committee shall certify the eligibility of delegates and alternates to be seated in the House of Delegates, maintain a continuous roll call, determine the presence of a quorum and supervise voting and election procedures.

D. Committee of Tellers:

1. **Composition:** The committee shall consist of three (3) delegates, one of whom shall be Chairman, each member to be appointed annually by the President.
2. **Duties:** The committee shall assist the Speaker and Secretary, when requested, and distribute ballots and tabulate votes.

E. Reference Committees:

1. **Composition:** Each reference committee shall consist of five (5) delegates, appointed by the President at least (6) weeks prior to the annual meeting. The President shall designate the Chairman.

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2. **Duties:** It shall be the duty of all reference committees to consider reports and resolutions referred to them; to conduct open hearings for all fellows and members; to report their recommendations to the House of Delegates; and to submit resolutions which involve a change in the Bylaws to the Committee on Constitution and Bylaws prior to submission to the House of Delegates. Reference committee chairmen shall be required to be in attendance at all sessions of the House of Delegates.

3. **Administration:** Administrative regulations and procedures governing reference committees shall be promulgated by the Committee on Rules and Procedure of the House of Delegates and by the Manual of the House of Delegates.

F. **Special Committees:** The Speaker, with the consent of the House of Delegates, shall appoint special House committees to perform duties not otherwise provided for by these Bylaws.

Section 120. Election Procedures: Elective officers and trustees shall be elected at the third session of the House of Delegates in accordance with the procedures specified in these Bylaws and the rules contained in the Manual of the House of Delegates.

CHAPTER VI • BOARD OF TRUSTEES

Section 10. Composition: The Board of Trustees shall consist of eleven (11) voting members: the President, President-Elect, Vice President, Treasurer, immediate Past President, and six district trustees. In addition, there shall be two (2) ex-officio members without a vote who are the Editor of the Journal of Oral and Maxillofacial Surgery and Executive Director.

Section 20. Qualifications: A voting member of the board shall be a fellow or life fellow in good standing of the Association.

Section 30. Term of Office: The term of office of the President, President-Elect and Vice President shall be for one year. The term of office of the Treasurer shall be up to two (2) two-year terms. The Past President shall serve for one year immediately following his term as President.

The term of office of the President, President-Elect, Vice President, Treasurer and Past President shall be as designated above or until their successors are elected and installed. The term of office of a trustee shall be two (2) years or until their successors are elected and installed. The consecutive tenure of a trustee shall be limited to two (2) terms. An incumbent trustee shall be limited to one occasion of presenting himself for re-election as a trustee, irrespective of the number of years he has served in the first term or may serve in a second term.

Section 40. Removal from Office: District trustees may be removed from office for valid cause by:

A. A majority vote of the delegates present and voting at an annual or special meeting of the House of Delegates on a motion to rescind the election of the accused trustee, following delivery of notice to the accused officer not less than twenty (20) days and not more than sixty (60) days prior to said vote, and in accordance with the principles of fairness and due process.

B. Imposition of the discipline of censure or suspension from membership by the Commission on Professional Conduct or the Appeals Board of the Board of Trustees.

Section 50. Nomination Procedure for Trustees: At each annual meeting, the delegates from the components and counterparts of the trustee district in which the term of the trustee is to be

589 completed shall hold a caucus in accordance with the guidelines for trustee district caucuses of the
590 Manual of the House of Delegates to select one or two nominees for the office of trustee.

591
592 In odd numbered years, Districts I (Northeastern), II (Middle Atlantic) and VI (Western) shall
593 nominate for election at least one candidate for trustee. In even numbered years, Districts III
594 (Southeastern), IV (Great Lakes) and V (Midwestern) shall nominate for election at least one
595 candidate for trustee.

596
597 **Section 60. Election and Installation:**

598
599 A. The trustee shall be elected by the House of Delegates at the third session according to the
600 rules within the Manual of the House of Delegates.

601
602 B. The newly elected trustees shall be installed in office at the final session of the House of
603 Delegates.

604
605 **Section 70. Vacancies:**

606
607 A. Should a vacancy in a trustee position occur during an annual meeting, the district involved
608 shall hold a caucus to nominate a candidate(s) to complete the unexpired term as provided in
609 the nominating procedures for trustees.

610
611 B. Should a vacancy in a trustee position occur between annual meetings, the vacancy shall be
612 filled by appointment by the President, but only until the next annual meeting, at which time
613 the district involved shall hold a caucus to nominate a candidate(s) to complete the
614 unexpired term.

615
616 C. Election of the trustee for the unexpired term shall be by the House of Delegates.

617
618 **Section 80. Powers:**

619
620 A. The Board of Trustees shall be the administrative body of the Association, vested with full
621 power to conduct all business of the Association subject to the Laws of the State of Illinois, the
622 Articles of Incorporation, the Constitution and Bylaws and the mandates of the House of
623 Delegates.

624
625 B. It shall have the power to establish rules and regulations consistent with these Bylaws to
626 govern its organization, procedure and conduct.

627
628 C. It shall have the power to establish interim policies when the House of Delegates is not in
629 session and when such policies are necessary to the management of the Association, provided,
630 however, that all such policies shall be presented for approval to the House of Delegates.

631
632 D. In instances of extraordinary emergencies to be determined by the majority vote of the Board
633 of Trustees present and voting or in instances that the conduct of the business of the House is
634 jeopardized by conditions unforeseen by the past House, the Board of Trustees shall have the
635 power to conduct a mail ballot vote of the last House of Delegates. The mail vote, to be
636 valid, shall consist of ballots received from not less than one-half (1/2) of the members of the
637 last House of Delegates. A majority of the votes cast within thirty (30) days after the
638 mailing of the ballots shall decide the vote. This mail vote shall be announced at the first
639 session of the subsequent House of Delegates, as the first order of business.

640

641 **Section 90. Duties:**

642

643 A. To provide for the maintenance and supervision of the headquarters and all other property or
644 offices owned or operated by the Association.

645

646 B. To appoint the Executive Director of the Association and Editor and Assistant Editors of the
647 Journal of Oral and Maxillofacial Surgery.

648

649 C. To determine the place for convening of each annual meeting and other Association meetings.

650

651 D. To cause to be bonded by a reliable surety company any officer or employee of the Association
652 entrusted with funds of the Association for whatever amount is deemed necessary.

653

654 E. To cause all accounts of the Association to be audited annually by a reputable auditor.

655

656 F. To prepare a budget for carrying on the activities of the Association for each ensuing fiscal
657 year.

658

659 G. To provide for the publication and distribution of all official publications of the Association.

660

661 H. To provide thirty (30) days prior to the annual meeting an annual report of the Board of
662 Trustees to the House of Delegates which shall embrace activities of the board since the
663 previous annual meeting.

664

665 I. To create or abolish committees other than those set forth in Chapter IX. of these Bylaws.

666

667 J. To approve appointments, except House of Delegates committees or as otherwise provided in
668 these Bylaws or applicable policies.

669

670 K. To review the annual written reports of all committees and make recommendations concerning
671 the same to appropriate reference committees of the House of Delegates.

672

673 L. To approve all awards, honors, or other special commendations given in the name of the
674 Association.

675

676 M. To elect a director to the Oral and Maxillofacial Surgery Political Action Committee in
677 accordance with its Bylaws.

678

679 N. To perform such other duties as may be prescribed in these Bylaws.

680

681 **Section 100. Sessions:**

682

683 A. Regular Sessions: There shall be at least five regular sessions of the Board of Trustees. Each
684 board member shall be given at least ten (10) days notice.

685

686 1. One immediately before and during the annual meeting.

687

688 2. One immediately after the close of each annual meeting of the House of Delegates.

689

690 3. Three apart from the annual meeting, one in the winter, one in the spring and one in the
691 summer, as determined by the President.

692

693 4. Additional sessions of the board may be scheduled.

694

- 695 B. Special Sessions: Special sessions may be called at any time by the President or he shall call
696 such sessions upon request of any six (6) members of the Board of Trustees. Each board member
697 shall be given at least five (5) days notice of any such session.
698
- 699 C. Conference Calls: Telephone conference calls may be used in lieu of special sessions of the
700 board provided due notice is given to each member of the board at least twenty-four (24) hours
701 prior to the conference call.
702
- 703 D. Waiver of Notice: A written waiver of notice signed by all members of the board, whether
704 before or after the time stated therein, shall be deemed equivalent to giving such notice for
705 any board sessions or conference calls. Attendance at any board session or conference call shall
706 constitute waiver of notice thereof, unless the board member attending objects to the holding
707 of the session or conference call because proper notice was not given.

708 E. Quorum: Six (6) voting members of the Board of Trustees shall constitute a quorum.

709

710 **Section 110. Officers:**

711

712 A. Chairman and Secretary: The officers of the Board of Trustees shall be the President of the
713 Association who shall be the chairman and the Executive Director of the Association who
714 shall be the secretary.

715

716 B. Duties:

717

718 1. Chairman: The chairman shall preside at all meetings of the board. He shall have
719 the right to vote: by ballot; when his vote is the deciding vote; and during review of
720 reports of board committees.

721

722 2. Secretary: The secretary shall serve as the recording officer of the board and as
723 custodian of its records. A factual record of the proceedings shall be preserved in the
724 archives of the Association.
725

726

727 **Section 120. Committees of the Board of Trustees:** The committees of the Board of Trustees shall be:

728

729 A. Committee on Budget and Finance: The Committee on Budget and Finance shall consist of the
730 Treasurer who shall be the chairman, the President-Elect and two trustees of the Board of
731 Trustees appointed on a district rotational basis by the President. The committee shall
732 prepare annually the general operating budget for approval by the Board of Trustees and
733 subsequent approval by the House of Delegates.

734

735 B. Executive Committee: The Executive Committee shall consist of the President, President-
736 Elect, Vice President, Treasurer and Immediate Past President. The President shall serve as
737 chairman of the Executive Committee. The duties of the Executive Committee shall be to
738 conduct such interim meetings as may be required and to recommend to the Board of Trustees
739 action to be taken on any matters within the purview of the Board of Trustees.

740

741 C. Building Committee: The Building Committee shall consist of the Immediate Past President
742 who shall be the chairman, the Treasurer and two trustees of the Board of Trustees appointed
743 by the President on a district rotational basis. The committee shall prepare annually the
744 building operating budget for approval by the Board of Trustees.

745

746 D. Other board committees may be appointed by the President for the conduct of the business of
747 the board, in accordance with policy.

748 E. Advisory Committee on Strategic and Long Range Planning: The committee shall be composed
749 of sixteen (16) members of whom six (6) shall be appointed by the district caucuses (one from
750 each district); one (1) American Board of Oral and Maxillofacial Surgery (ABOMS) board
751 member appointed by the AAOMS Board of Trustees; two (2) AAOMS board members who
752 shall be the President and President-Elect; and seven (7) appointed by the AAOMS Board of
753 Trustees. The Chairman is to be designated by the committee for a two-year term.
754

755 The 6 district and 7 AAOMS appointees shall be limited to one four-year (4) term each with
756 appointments staggered so that no more than one-third (4) of the members' terms shall expire
757 in any given year. If a vacancy occurs within two years of completion of the four-year term,
758 appointees filling such vacancy may be reappointed for a second term of four years.
759

760 The 6 district representatives and 7 members appointed by the Board of Trustees may not be
761 members of the Board of Trustees, but shall be individuals who are prominent for their
762 knowledge and experience in third parties and health policy, or in areas such as education,
763 research, practice, communication [public relations and marketing], leadership and service to
764 the specialty.
765

766 District representatives are appointed by the districts and must be delegates or alternates at
767 the time of appointment but need not be delegates or alternates in all years of service on the
768 committee. District appointees must attend their district caucuses and House of Delegates
769 sessions during their term on the advisory committee irrespective of whether they are
770 delegates or alternates.
771

772 The ABOMS board member, appointed by the AAOMS Board of Trustees, must serve for a
773 term of two (2) consecutive years during his term of service on the ABOMS Board of Directors.
774

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776 CHAPTER VII • ELECTIVE OFFICERS OF THE ASSOCIATION

777

778 **Section 10. Title:** The elective officers of the Association shall be the President, President-Elect,
779 Vice President, Treasurer, Immediate Past President and Speaker of the House of Delegates. The
780 President and Immediate Past President shall succeed to their respective offices by virtue of prior
781 election.
782

783 **Section 20. Qualifications:** An officer shall be a fellow or life fellow in good standing of the
784 Association.
785

786 **Section 30. Nomination of Officers:**

787

788 A. **Nomination Procedure:** Nominations for the office of President-Elect, Vice President,
789 Treasurer and Speaker of the House of Delegates shall be presented at the first session of the
790 House of Delegates. Nominations must be made in writing and signed by ten (10) fellows or
791 life fellows in good standing.
792

793 **Section 40. Elections:** Election of the President-Elect, Vice President, Treasurer and Speaker of the
794 House of Delegates shall be by the House of Delegates at the third session according to the rules
795 within the Manual of the House of Delegates.
796

797 **Section 50. Tenure:** The term of office of the President, President-Elect, Vice President and
798 Immediate Past President shall be one year. The term of office of the Treasurer shall be up to two
799 (2) two-year terms. The Speaker of the House of Delegates shall be elected annually. The term of
800 office of all elective officers shall be as designated above or until their successors are elected and
801 installed.

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Section 60. Removal from Office: Elective officers of the Association may be removed from office for valid cause by:

A. A majority vote of the delegates present and voting at an annual or special meeting of the House of Delegates on a motion to rescind the election of the accused officer, following delivery of notice to the accused officer not less than twenty (20) days and not more than sixty (60) days prior to said vote, and in accordance with the principles of fairness and due process.

B. Imposition of the discipline of censure or suspension from membership by the Commission on Professional Conduct or the Appeals Board of the Board of Trustees.

Section 70. Installation: The newly elected officers shall be installed into office at the final session of the House of Delegates. The President-Elect shall be installed as President at the next annual meeting following his election.

Section 80. Vacancies: In the event any of the elective officers' positions become vacant, the vacancy shall be filled as follows for the remainder of the term:

President: The President-Elect, in addition to his President-Elect duties, shall serve as President during this vacancy. The President-Elect will thereafter, upon completion of this term, assume the following term as President.

President-Elect: The Vice President, in addition to his Vice Presidential duties, shall function as President-Elect.

Vice President: The Treasurer, in addition to his Treasurer duties, shall function as Vice President.

Treasurer: The Immediate Past President, in addition to his Past Presidential duties, shall function as Treasurer.

Speaker of the House of Delegates: The President shall be the Speaker pro tem with the election of a Speaker as the first order of business at the subsequent session of the House of Delegates.

Section 90. Duties:

A. **President:** It shall be the duty of the President:

1. To serve as an official representative of the Association in its contacts with governmental, civic, business and professional organizations for the purpose of advancing the objectives and policies of the Association.
2. To serve as chairman of the Board of Trustees and of the Executive Committee.
3. To function as Speaker of the House of Delegates pro tem.
4. To deliver an address to the House of Delegates on such matters as he may deem of importance to the profession and specialty. The President's address shall be referred to a reference committee.
5. To call special sessions of the Board of Trustees and of the Executive Committee.
6. To make all appointments, subject to majority approval of the Board of Trustees, except as otherwise provided in these Bylaws or policies, where applicable.

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7. To serve as an ex-officio member without the right to vote on all committees of the Association.
8. To fill any vacancy in the Board of Trustees and to fill all other vacancies not provided for in these Bylaws.
9. To serve as the Immediate Past President following completion of his term as President.
10. To perform such other duties as may be provided in these Bylaws and the adopted parliamentary authority.

B. President-Elect: It shall be the duty of the President-Elect:

1. To assist the President as required.
2. To serve as a member of the Board of Trustees and the Executive and Budget and Finance Committees.
3. To serve as President in the event of vacancy.
4. To succeed to the office of President without election at the next annual meeting of the Association following his election as President-Elect.
5. To report annually the activities of the Board of Trustees to the House of Delegates.
6. To make appointments to all standing committees and propose designation of chairmen, in accordance with policy, where applicable, subject to majority approval of the Board of Trustees.
7. To perform such other duties as may be provided in these Bylaws and the adopted parliamentary authority.

C. Vice President: It shall be the duty of the Vice President:

1. To assist the President as required.
2. To serve as a member of the Board of Trustees and of the Executive Committee.
3. To function as President-Elect in the event of vacancy.
4. To perform such other duties as may be provided in these Bylaws and the adopted parliamentary authority.

D. Treasurer: It shall be the duty of the Treasurer:

1. To serve as custodian of all monies, securities and deeds belonging to the Association, and to hold, invest and disburse these subject to the direction of the Board of Trustees.
2. To oversee the annual audit of the funds of the Association.
3. To present at each annual meeting a report of the finances of the Association.

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4. To serve as chairman of the Budget and Finance Committee and as a member of the Board of Trustees and of its Executive and Building Committees.
 5. To function as Vice President in the event of vacancy.
 6. To perform such other duties as may be provided in these Bylaws and the adopted parliamentary authority.
- E. Immediate Past President:** It shall be the duty of the immediate Past President:
1. To assist the President as required.
 2. To serve as a member of the Board of Trustees, the Executive Committee and Chairman of the Building Committee.
 3. To serve as a member of the Board of Directors of the Oral and Maxillofacial Surgery Foundation for three years.
 4. To function as Treasurer in the event of vacancy.
 5. To perform such other duties as may be provided in these Bylaws and the adopted parliamentary authority.
- F. Speaker of the House of Delegates:** It shall be the duty of the Speaker of the House of Delegates:
1. To preside at all sessions of the House of Delegates.
 2. To develop the order of business for all sessions of the House of Delegates in consultation with the Standing House Committee on Rules and Procedure and the Executive Director, subject to the approval of the House of Delegates.
 3. To announce the results of any action taken by vote.
 4. To appoint, at his discretion, a parliamentarian for annual meetings, subject to approval of funds by the Board of Trustees.
 5. To make final decisions on rules and procedure during sessions of the House unless an appeal from such decision shall be made by a member of the House, in which case the final decision shall be by majority vote.
 6. To serve as an ex-officio member without the right to vote on all committees of the House of Delegates.
 7. To serve as chairman of the House Committee on Consent Agendas.
 8. To perform such other duties as may be provided in these Bylaws and the adopted parliamentary authority.
 9. The Speaker shall not be a member of the Board of Trustees.

962 **CHAPTER VIII • APPOINTIVE OFFICER**

963

964 **Section 10. Title:** The appointive officer of the Association shall be an Executive Director as
965 provided in Article V of the Constitution.

966

967 **Section 20. Appointment:** The Board of Trustees shall appoint the Executive Director.

968

969 **Section 30. Tenure:** The Board of Trustees shall determine the tenure of the Executive Director.

970

971 **Section 40. Duties:** The duties of the Executive Director shall be as follows:

972

973 A. To serve as the executive head of the headquarters and all its branches.

974

975 B. To engage all employees except as otherwise provided in these Bylaws.

976

977 C. To coordinate the activities of all committees and projects of the Association and systematize
978 the preparation of all reports of such committees.

979

980 D. To annually prepare a report of the activities of the headquarters for review by the Board of
981 Trustees.

982

983 E. To serve as an ex-officio member of the Board of Trustees.

984

985 F. To serve as secretary of the Board of Trustees and House of Delegates.

986

987

988 **CHAPTER IX • COMMITTEES AND SECTIONS**

989

990 **Section 10. Name, Composition, Term of Appointments and Duties:** All standing committees, except
991 as otherwise provided in these Bylaws, shall be composed of six (6) fellows or members or life
992 fellows or life members (hereinafter referred to as "committee members" or "members"), one (1) from
993 each trustee district, with one (1) committee member appointed annually for a term of three (3)
994 years. All standing committee members shall be limited to serving a tenure of up to two (2)
995 consecutive terms. Appointment shall be by the President-Elect, with appointment contingent on
996 majority approval of the Board of Trustees. Should an appointee not receive a majority vote, the
997 President-Elect must propose additional appointees until majority approval of the Board of
998 Trustees is obtained.

999

1000 Except as provided elsewhere in these Bylaws, chairmen of the standing committees shall be
1001 designated by the President-Elect, subject to majority approval of the Board of Trustees. Vacancies
1002 shall be filled by the President only for the remainder of the term, subject to majority approval of
1003 the Board of Trustees. Those appointed to fill a vacancy, upon completion of serving the remainder
1004 of the term, may be reappointed to one additional consecutive term.

1005

1006 A. **Commission on Professional Conduct**

1007

1008 **Composition:** The commission shall be composed of six (6) members. The chairman shall be
1009 elected by the commission.

1010

1011 **Duties:** The commission shall be responsible for implementing the Code of Professional
1012 Conduct, developing and implementing advisory opinions, and for recommending revisions to
1013 the Code to the House of Delegates. The commission may hold hearings on alleged violations
1014 of the Code and shall consider and make findings on complaints of conduct of fellows and
1015 members alleged to be contrary to the Code and shall impose appropriate discipline on

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fellows or members who have been found to have acted contrary to the Code. The commission shall answer inquiries from fellows and members concerning questions of professional conduct.

B. *Committee on Anesthesia*

Duties: The committee shall review issues relative to anesthesia and recommend action by the Association on matters pertaining to pain and anxiety control.

C. *Committee on Constitution and Bylaws*

Composition: The committee shall consist of three (3) members to be appointed annually for a period of three (3) years, with appointments staggered so that no more than one fellow's term is completed annually.

Duties: The committee shall review the articles of the Constitution and Bylaws in order to keep them consistent with Association's programs; recommend editorial corrections in the Bylaws; and act as the Committee on Constitution and Bylaws of the House of Delegates during the annual meeting.

D. *Committee on Federal Governmental Affairs*

Composition: The committee shall be composed of five (5) members of whom four (4) shall serve four-year terms with tenures staggered so that no more than one member's term is completed annually. The fifth member shall be subject to annual appointment and shall be a member of the Committee on Health Care Programs.

Duties: The committee shall monitor and investigate national legislative matters, including liaison with component oral and maxillofacial surgery societies on national governmental affairs, and recommend action by the Association, but no such action shall be undertaken except upon prior approval of the Board of Trustees or whenever previous policy has been established.

E. *Committee on Health Care Programs*

Duties: The committee shall formulate and recommend policies relating to the planning and administration of oral and maxillofacial surgery in dental and other health care programs; study, evaluate and disseminate information on the planning and administration of oral and maxillofacial surgery in health care programs; and assist component societies, other agencies and the ADA Council on Dental Care Programs in developing programs for the planning and administration of oral and maxillofacial surgery in dental care programs and the development and implementation of peer review and quality assurance programs.

F. *Committee on Hospital Affairs*

Duties: The committee shall review and analyze all matters pertaining to hospital affairs and present such recommendations to the Association as are designed to promote the role of oral and maxillofacial surgery in hospitals.

G. *Committee on Membership*

Composition: The committee shall be composed of three (3) members for three-year tenures, with appointments staggered so that no more than one member's term is completed annually.

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Duties: The committee shall conduct an investigation of the professional and ethical qualifications of each candidate for all classifications of membership. At the committee's discretion, or if a candidate's credentials do not meet the requirements for fellowship or membership, the committee shall, if deemed necessary, conduct an examination or interview.

The committee shall report its findings with recommendations to the Board of Trustees and House of Delegates on all categories of membership.

H. *Committee on Oral and Maxillofacial Surgery Professional and Allied Staff*

Duties: The committee shall be responsible for overseeing professional and allied staff programs and activities.

I. *Committee on Practice Management*

Composition: The committee shall be composed of four (4) members. Each shall serve a four-year term with terms staggered so that no more than one member's term is completed annually.

Duties: The committee shall develop, plan, implement and evaluate practice management continuing education programs, and non-professional liability and insurance matters.

J. *Committee on Public Information*

Duties: The committee shall investigate and recommend programs to assure dissemination of information with regard to oral and maxillofacial surgery to the general public and health professions.

K. *Advisory Committee on Research and Technology Assessment*

Composition: The committee shall be composed of five (5) voting members with research experience. One of the voting members shall be elected for a two-year term by participants in the advisory committee's business meeting at the midwinter conference. The Chairman of the Foundation's Committee on Research shall serve as a non-voting member. Four (4) committee members shall serve four-year terms, with appointments staggered so that no more than one member's term is completed annually. All committee members shall be limited to serving a tenure of up to two consecutive terms. Appointees, upon completion of serving an uncompleted term, may be reappointed only to one additional four-year term. The Chairman of this committee shall also serve on the Committee on Continuing Education.

Duties: The committee shall serve as the entity to identify, assess and establish priorities regarding areas of interest in oral and maxillofacial surgery relating to clinical practice and technology, and develop and implement a plan for the investigation of these areas. The committee shall also undertake to solicit concerns, inform and educate the general membership on research and technology matters through the conduct of an annual open forum on research and the publication of a quarterly research page.

The committee shall meet annually and shall conduct two sponsored programs each year: (1) an open forum at the annual meeting to include a topical clinical/research discussion and an opportunity for members to comment on various research and technology issues; and (2) a program at the midwinter conference followed by a business meeting.

1121 L. **Committee on Residency Education and Training**

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Composition: The committee shall be composed of ten (10) members and a chairman, all of whom shall be fellows or life fellows of the Association. Committee members are eligible to complete up to two (2) consecutive terms. The Chairman may serve for a total of up to eight (8) years on the committee. They are:

- 4 members appointed by the AAOMS Board of Trustees
- 3 members selected by the Oral and Maxillofacial Surgery Faculty Section
- 2 members who are the AAOMS representatives to the ADA Advisory Committee
- 1 member designated by the ABOMS
- 1 chairman appointed by the AAOMS Board of Trustees

AAOMS Board Appointed Members: Four (4) members, appointed by the AAOMS Board of Trustees, shall serve three-year terms, with appointments staggered so that no more than two (2) members' terms are completed in any given year. The four (4) members shall be limited to serving a tenure of up to two consecutive three-year terms. Any appointee serving an uncompleted term may be reappointed to only one additional three-year term. These members may not be current members of the AAOMS Board of Trustees or ABOMS Board of Directors.

Section Members: Three (3) members shall be elected by the Oral and Maxillofacial Surgery Faculty Section for up to two (2) three-year terms each, with appointments staggered so that no more than one (1) member's term is completed annually. These members shall be limited to serving a tenure of up to two consecutive three-year terms and may not be current members of the AAOMS Board of Trustees or ABOMS Board of Directors.

AAOMS Members to ADA Advisory Committee: Two (2) members shall serve by virtue of appointment by the AAOMS to the Advisory Committee on Oral and Maxillofacial Surgery to the ADA Commission on Dental Accreditation with term(s) of appointment as governed by the ADA commission. These members are ineligible to serve as chairman of the committee.

ABOMS Member: One (1) member, to be designated by the ABOMS, shall serve by virtue of his appointment by the ABOMS to the Advisory Committee on Oral and Maxillofacial Surgery to the ADA Commission on Dental Accreditation with term(s) of appointment as governed by the ADA commission. This member is ineligible to serve as chairman of the committee.

Chairman: The chairman shall be appointed annually from the four members appointed by the AAOMS Board of Trustees or from the three members elected by the Oral and Maxillofacial Surgery Faculty Section with the stipulation that the individual designated has immediately completed a minimum of three consecutive years on the committee. The Chairman is limited to serving three (3) one-year terms and is ineligible to be reappointed to the committee in any capacity.

When a chairman is selected, his position on the committee must be filled to complete the unexpired term. The person selected to replace the chairman shall be eligible to serve one full three-year term at the completion of the unexpired term.

Duties: The committee shall review and submit recommendations:

1. on the quality, criteria and standards for acceptable education and training in ADA accredited oral and maxillofacial surgery residency programs for the acceptable practice of oral and maxillofacial surgery;

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2. on the acceptable education and training in oral and maxillofacial surgery for predoctoral students in ADA accredited schools of dentistry;
3. on establishment of criteria and standards for the content, experience and length of education and training in postdoctoral fellowships in oral and maxillofacial surgery;
4. for the convening of an annual forum for the Oral and Maxillofacial Surgery Faculty Section; and
5. as the Association's agency on education and training policy matters to the Board of Trustees and House of Delegates, and the liaison to the American Dental Association, American Association of Dental Schools and any other related educational organization.

M. Oral and Maxillofacial Surgery Faculty Section

Composition: The faculty section shall be composed of AAOMS fellows and members who serve as faculty engaged in education and training and/or who serve on the Committee on Residency Education and Training.

Duties: The section shall (1) be advisory to the Committee on Residency Education and Training; (2) annually convene a forum of section members for dialogue with the Committee on Residency Education and Training to enhance oral and maxillofacial surgery education; and (3) elect three fellows to serve on the Committee on Residency Education and Training.

N. Committee on Continuing Education

Composition: The committee shall be composed of nine (9) members, who should be fellows or life fellows, of whom one shall be the Chairman of the committee, one shall be the Immediate Past Chairman and one shall be the Chairman or Past Chairman of the Advisory Committee on Research and Technology Assessment or the Foundation's Committee on Research. Six (6) members, one from each trustee district, shall be appointed to serve up to two (2) consecutive three-year (3) terms with appointments staggered so that two (2) members' terms expire annually. The chairman is to be appointed annually and may serve no more than two (2) consecutive one-year terms with the stipulation that he shall have completed at least three years on the committee. The Immediate Past Chairman shall be limited to serve one (1) one-year term, and, if necessary, may be reappointed to a one-year term as consultant. Service on this committee shall be limited to up to eight (8) years.

Appointees to the Committee on Continuing Education should have (1) fellow status in the AAOMS, (2) recognized clinical and/or scientific expertise in oral and maxillofacial surgery, (3) demonstrated regular attendance at previous national meetings, (4) had previous committee experience on the national, regional or state level, (5) demonstrated experience in scientific program development, and (6) been a participant in continuing education activity.

Duties: The committee's responsibilities shall be to (1) identify and address the educational needs of the membership, (2) establish minimum continuing education guidelines for oral and maxillofacial surgeons, (3) create a program planning process that is open and participatory, (4) utilize organized agencies within the Association, such as CIGs, as planning resources for general membership programs, (5) provide a high quality, integrated, educational experience for every member who participates, (6) encourage active participation by members who elect to limit their clinical endeavors to a particular aspect of oral and maxillofacial surgery, and

1228 (7) assess the effect of continuing education, whether measured as behavioral change or an
1229 expansion of the commonly accepted knowledge base in oral and maxillofacial surgery.
1230

1231 **O. *Committee on State and Intergovernmental Affairs***
1232

1233 ***Composition:*** The committee shall be composed of seven (7) members. Six of the seven
1234 members shall be appointed on a geographic basis and shall serve three-year terms with
1235 terms staggered so that no more than two (2) members' terms are completed annually. The
1236 seventh member shall be subject to annual appointment and shall be a member of the
1237 Committee on Health Care Programs.
1238

1239 ***Duties:*** The committee shall monitor and investigate local and state legislative matters,
1240 including liaison with component oral and maxillofacial surgery societies on local and state
1241 governmental affairs, and recommend action by the Association but no such action shall be
1242 undertaken except upon prior approval of the Board of Trustees or as previous policy has
1243 established.
1244

1245 ***Section 20. Duties Common to All Committees:*** In addition to the aforementioned duties outlined in
1246 this chapter, each committee
1247

1248 **A.** may submit in writing to the headquarters an itemized proposed budget of anticipated
1249 expenditures for the ensuing year. Such budget shall be submitted not less than four (4)
1250 months prior to the annual meeting;
1251

1252 **B.** shall submit to the headquarters an annual written report to the Board of Trustees and House
1253 of Delegates. The report shall embody such resolutions as are deemed proper by the
1254 committee. This report shall be submitted by June 1 of each year unless otherwise directed by
1255 the Board of Trustees, and it shall be reproduced and distributed to all fellows and members
1256 at least thirty (30) days prior to the annual meeting;
1257

1258 **C.** chairman shall be required to attend appropriate hearings of reference committees and all
1259 sessions of the House of Delegates.
1260

1261 ***Section 30. Consultants and Advisors:*** Consultants and advisors to any committee may be appointed
1262 by the President with the approval of the Board of Trustees.
1263

1264 ***Section 40. Special Committees:*** Special committees of the Association may be created or abolished
1265 by the Board of Trustees.
1266

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1268 **CHAPTER X • INDEMNIFICATION**
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1270 Each trustee, officer, committee and commission member, employee and other agent of the
1271 Association, shall be held harmless and indemnified by the Association against all claims and
1272 liabilities and all costs and expenses, including attorney fees, reasonably incurred or imposed upon
1273 him in connection with or resulting from any action, suit or proceeding, or the settlement or
1274 compromise thereof, to which he may be a party by reason of any action taken or omitted to be
1275 taken by him as a trustee, officer, committee or commission member, employee or agent of the
1276 Association, in good faith.
1277

1278 This right of indemnification shall inure to such person whether or not he is a trustee, officer,
1279 committee or commission member, employee or agent at the time such liabilities, costs or expenses
1280 are imposed or incurred and, in the event of his death, shall extend to his legal representative. To
1281 the extent available, the Association shall insure against any potential liability hereunder.

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CHAPTER XI • BOARD OF DIRECTORS OF THE AMERICAN BOARD OF ORAL AND MAXILLOFACIAL SURGERY

Section 10. Membership: The Board of Directors of the American Board of Oral and Maxillofacial Surgery ("the board") shall consist of seven (7) members each of whom shall be elected for a term of up to seven (7) years. At least one new director shall be elected by ballot annually by the House of Delegates of the Association.

Section 20. Qualifications: Candidates for the office of director shall be fellows of the American Association of Oral and Maxillofacial Surgeons and diplomates of the American Board of Oral and Maxillofacial Surgery and shall have demonstrated their qualifications as examiners by not less than three (3) years of service on the Advisory Committee of the Board in the ten (10) years preceding their nomination.

Section 30. Nomination and Election: One new director shall be elected by ballot annually for a period of seven (7) years by a majority affirmative vote of the members of the House of Delegates present and voting. A list of not less than three (3) nominees shall be submitted to the House of Delegates by the Board of Trustees of the American Association of Oral and Maxillofacial Surgeons. Additional nominations may be presented from the floor of the House of Delegates at the time of election accompanied by a written nomination signed by five fellows or life fellows in good standing. No nominating speeches shall be permitted.

Section 40. Reports: The Board of Directors shall submit a report annually to the House of Delegates of the Association.

Section 50. Open Forum: The Board of Directors shall hold an open forum during the annual meeting of the Association.

CHAPTER XII • FINANCES

Section 10. Fiscal Year: The fiscal year shall begin on January 1 of each calendar year and shall end on December 31.

Section 20. Dues and Assessments: Dues of fellows and members shall be seven hundred and fifty dollars (\$750) and dues of affiliate members shall be one hundred and ninety dollars (\$190) due January 1 for the ensuing year. Exception to this shall be at the discretion of the Board of Trustees in accordance with policy.

The amount of annual dues or assessments shall be recommended to the House of Delegates by the Board of Trustees and shall be fixed by the House of Delegates by a two-thirds (2/3) affirmative vote of the delegates present and voting with one year prior notice. Life and retired fellows/members, honorary fellows and residents shall pay no dues or assessments.

Section 30. Fees: Application and other fees, except annual dues and assessments, are determined by the Board of Trustees and are contained in the policies.

Section 40. Delinquency: Fellows, members, affiliate members and candidates shall be classified as not in good standing when dues and assessments or the candidate fees are not paid on or before February 1. Fellows, members and affiliate members who fail to pay dues and assessments, or candidates who fail to pay fees by February 1 shall be dropped from the AAOMS mailing list until the monies are paid. Fellows, members, affiliate members and candidates shall automatically be

1335 dropped from the membership rolls for failure to pay dues, assessments or fees prior to the
1336 convening of the annual meeting of the first year of delinquency.
1337

1338 **Section 50. Subscriptions:** The subscription fee for the *Journal of Oral and Maxillofacial Surgery*
1339 shall be paid at the same time dues, assessments and candidate fees are paid, and the statement
1340 shall have affixed separately the amount of each subscription fee. Subscription to this publication
1341 shall be required of all fellows, members, affiliate members and candidates through the
1342 Association without exception. Life and retired fellows/members, honorary fellows, inactive
1343 fellows/members and residents shall receive the journal only by personal paid subscription.
1344

1345 **Section 60. Reserve Fund:** Expenditure of funds from the Reserve Fund shall be made only by
1346 recommendation of the Board of Trustees and approval of the House of Delegates.
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1349 **CHAPTER XIII • ANNUAL MEETINGS AND MIDWINTER CONFERENCES**

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1351 The Board of Trustees shall determine the time and place of annual meetings and midwinter
1352 conferences. Attendance at annual meetings or midwinter conferences shall be limited to fellows,
1353 members and affiliate members in good standing; to candidates, whose applications are on file by
1354 July 1 to attend annual meetings and November 1 to attend midwinter conferences; to residents in
1355 accredited oral and maxillofacial surgery programs; and to guests specifically invited by the
1356 President. Oral and maxillofacial surgeons residing or practicing in the United States who are
1357 eligible for any category of Association membership, and who are not fellows or members of the
1358 Association may attend, subject to the following conditions: (1) that sufficient space is available at
1359 the annual meeting or midwinter conference site; (2) upon payment of the non-member registration
1360 fee; and (3) payment of a fee equal to the amount of full member dues and any assessments and fees
1361 charged for the year in which the annual meeting or midwinter conference is held. Persons in the
1362 health professions not eligible to become fellows or members may attend subject to the following
1363 conditions: (1) that sufficient space is available at the annual meeting or midwinter conference site
1364 and (2) upon payment of the non-member registration fee. Consultants may be invited to the
1365 business sessions at the discretion of the Board of Trustees.
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1369 **CHAPTER XIV • CODE OF PROFESSIONAL CONDUCT WITH ADVISORY OPINIONS AND 1370 JUDICIAL PROCEDURES**

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1372 **Section 10. Code of Professional Conduct:** Any category of membership, except honorary fellowship,
1373 of the American Association of Oral and Maxillofacial Surgeons shall be governed in ethical
1374 matters by the Code of Professional Conduct with Advisory Opinions and Judicial Procedures and
1375 the Pledge of the American Association of Oral and Maxillofacial Surgeons, all of which are
1376 considered part of these Bylaws. The Code of Professional Conduct with Advisory Opinions and
1377 Judicial Procedures is published separately within the governing rules and regulations.

1378

1379 **Section 20. Advisory Opinions:** The advisory opinions are interpretations, opinions and statements
1380 of the Association's Commission on Professional Conduct which may be expanded, withdrawn or
1381 modified and are subject to review and approval by the Board of Trustees.

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1383 **Section 30. Discipline:** The Commission on Professional Conduct or the Appeals Board may impose
1384 the following disciplines:

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Counsel
Censure
Suspension
Expulsion
Probation

1389 **CHAPTER XV • PLEDGE OF THE ASSOCIATION**

1390

1391 Each fellow and member of the Association shall be bound by the following Pledge which shall
1392 become effective upon induction to membership:

1393

1394 Recognizing that the American Association of Oral and Maxillofacial Surgeons stands for
1395 the highest traditions of our specialty, I hereby pledge myself, as a condition for
1396 membership, to practice oral and maxillofacial surgery with honesty and to place the
1397 welfare of my patients above all else; to advance constantly in professional knowledge; and
1398 to render help willingly to my colleagues.

1399

1400 In solemn affirmation of my dedication and upon my honor, I declare that I will abide by
1401 the Code of Professional Conduct of the American Association of Oral and Maxillofacial
1402 Surgeons and that I will faithfully support its purposes and ideals and abide by its
1403 principles and regulations.

1404

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1406 **CHAPTER XVI • OFFICIAL JOURNAL AND EDITOR'S DUTIES**

1407

1408 *Section 10. Title:* This Association shall cause to have published an official journal under the title
1409 of *Journal of Oral and Maxillofacial Surgery* herein after referred to as the journal.

1410

1411 *Section 20. Object:* The object of the journal shall be to report, chronicle and evaluate activities of
1412 scientific and professional interest to fellows and members of the specialty.

1413

1414 *Section 30. Frequency:* The journal shall be issued at least monthly, twelve (12) times per year.

1415

1416 *Section 40. Editor and Assistant Editors:* The editor and assistant editors are appointed by the
1417 Board of Trustees from at least three (3) candidates whose credentials are acceptable to the Board
1418 of Trustees. In the case of assistant editors, the candidates must be acceptable to the current editor
1419 as well as to the Board of Trustees. Notice of availability of these positions must be published in
1420 the Association's media. The editor shall serve as editor-in-chief and chairman of the editorial
1421 board of the journal and shall exercise full editorial control over the publication subject only to
1422 policies established by the Board of Trustees and these Bylaws.

1423

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1425 **CHAPTER XVII • PARLIAMENTARY AUTHORITY**

1426

1427 The current edition of Sturgis Standard Code of Parliamentary Procedure shall govern this
1428 Association in all parliamentary situations that are not provided for in the law or in the
1429 Constitution, Bylaws, Policies and standing rules in the Manual of the House of Delegates of this
1430 Association.

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1433 **CHAPTER XVIII. INTERPRETATION OF BYLAWS**

1434

1435 The Board of Trustees shall provide interim interpretation of the Bylaws, subject to ratification by
1436 the House of Delegates at the next annual or special meeting. In so doing, the board may consult
1437 with the Committee on Constitution and Bylaws.

1438

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1440 **CHAPTER XIX • AMENDMENT TO BYLAWS**

1441

1442 **Section 10. Amendment:** These Bylaws may be amended at any session of the House of Delegates at
1443 an annual or special meeting in accordance with the required notice, by a two-thirds (2/3) vote of
1444 the delegates present and voting.

1445

1446 **Section 20. Notice:** Unless otherwise provided for in these Bylaws, notice for amendments must be
1447 submitted in writing to the House of Delegates: (a) at the previous annual meeting, or (b) not less
1448 than thirty (30) days prior to the annual meeting or special meeting, or (c) at a previous session of
1449 the same annual meeting or special meeting.

1450

1451 **Section 30. Special Notice:** Amendments to the Bylaws, which would change the amount of dues,
1452 assessments and membership qualifications for fellows, members and affiliate members, must have
1453 been submitted in writing to the House of Delegates at the previous annual meeting.

1454

1455 **Section 40. Waiver of Notice:** The required notice for any amendment to these Bylaws may be
1456 waived only by a unanimous vote of the delegates present and voting, provided that at least two-
1457 thirds (2/3) of the delegates are present and vote.

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1460 **CHAPTER XX. SUBSIDIARY GOVERNING DOCUMENTS**

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1462 **Section 10. Code of Professional Conduct:** The Code of Professional Conduct With Official Advisory
1463 Opinions and Judicial Procedures serve as the official guide for the Association to maintain the
1464 highest level of ethical standards in the delivery of oral and maxillofacial surgery care. The
1465 Judicial Procedures govern the conduct of operations of the Commission on Professional Conduct in
1466 the adjudication of professional conduct matters.

1467

1468 The Code and Judicial Procedures are adopted, amended and repealed by the House of Delegates in
1469 the same manner as the Bylaws are adopted, amended and repealed; i.e., a two-thirds (2/3) vote
1470 with previous notice. The Advisory Opinions are subject to review and approval by the Board of
1471 Trustees. The Code, Advisory Opinions and Judicial Procedures shall be published as a separate
1472 document and distributed with the governing rules and regulations of the Association.

1473

1474 **Section 20. Policies:** The administrative standing rules of procedure of the Association shall be
1475 known as Policies. Policies are recommended by the Board of Trustees and/or the House of
1476 Delegates and are adopted, amended, suspended and repealed by the House of Delegates by a
1477 majority vote without notice. Policies shall be published as a separate document and distributed
1478 with the governing rules and regulations of the Association.

1479

1480 **Section 30. Manual of the House of Delegates:** The Manual of the House of Delegates contains
1481 parliamentary and ordinary standing rules of procedure which govern the House of Delegates, the
1482 general procedures for the reference committees and the standing committees of the House of
1483 Delegates, the guidelines for trustee district caucuses, and general information regarding the
1484 operation of the House of Delegates. The parliamentary and ordinary standing rules of procedure
1485 of the House of Delegates are adopted, amended and repealed by the House of Delegates by a
1486 majority vote without notice. Parliamentary standing rules of procedure may be suspended by a
1487 two-thirds (2/3) vote; ordinary standing rules of procedure may be suspended by a majority vote.
1488 The Manual of the House of Delegates shall be published as a separate document and distributed
1489 with the governing rules and regulations of the Association.

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1492 **CHAPTER XXI • ADOPTION**

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1494 **These Bylaws as herewith stated shall have effect immediately upon adoption and all conflicting**

1495 **laws, chapters, sections and parts of sections of these Bylaws shall stand repealed.**

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ARTICLES OF INCORPORATION

1. **Name:** The name of this corporation shall be the American Association of Oral and Maxillofacial Surgeons.
2. **Duration:** The duration of the corporation shall be perpetual.
3. **Purpose and Object:** The purpose and object of this corporation shall be to contribute to the public welfare by advancement of the specialty of oral and maxillofacial surgery; to foster programs of education; research; standards of practice and scientific investigation in the specialty of oral and maxillofacial surgery; to provide a means of self-government relating to professional standard, ethical behavior and responsibilities of its membership; to provide opportunities for social and professional development; and cause to have published the Journal of Oral and Maxillofacial Surgery.
4. **Headquarters:** The principal headquarters of the corporation shall be in Rosemont, Illinois.
5. **Bylaws:** The Bylaws of the corporation shall be divided into two categories designated, respectively, as the Constitution and the Bylaws, and each category shall be amendable from time to time in the manner and by the method therein set forth. In the case of any conflict between the Constitution and the Bylaws, the provisions of the Constitution shall control.
6. **Membership:** The qualifications, method of selection, designation or selection, the privileges and obligations and the voting rights, if any, of the various classes of membership which are established by the Constitution and Bylaws of the corporation from time to time and shall be set forth in and governed by the Constitution and Bylaws.
7. **Exercise of Corporate Powers:** Except as otherwise provided by law, the affairs of the corporation shall be governed and the corporate powers of the corporation shall be exercised by a Board of Trustees, a House of Delegates, officers, committees, fellows and members, agents and employees as set forth in the Constitution and Bylaws, and the titles, duties, powers and method of electing, designating or selecting all of the foregoing shall be as provided therein.
8. **Voting Rights with Respect to Articles of Incorporation:** Only those fellows of the corporation shall have voting rights with respect to amendment of the Articles of Incorporation who shall have such voting rights to amendment of the Constitution of the corporation.