

**INTERNATIONAL COLLEGE OF DENTISTS
SECTION V - EUROPEAN SECTION**



**CONSTITUTION AND BY-LAWS
OF THE EUROPEAN SECTION OF THE
INTERNATIONAL COLLEGE
OF DENTISTS**

**RESULT OF 3RD REVISION TO BE APPROVED IN 2020
AMENDMENT PROPOSED JUNE 2020
CORRECTED AND FINE TUNED DECEMBER 2020**

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CONSTITUTION

Article I. Name of the Association

Section 1. This association shall be called the “European Section of the International College of Dentists”.

Section 2. In the Constitution and By-Laws, the term “Section’ shall refer to the European organisation and that of “College’ to the Parent organisation, the International College of Dentists whose headquarters is in the U.S.A.

Article II. Motto, Mission and Core Values of the College

Section 1. Its Motto is: Recognizing Service and the Opportunity to Serve.

Section 2. The Mission Statement is: The International College of Dentists is the Global Dental Honor Society dedicated to the recognition of outstanding professional achievement and meritorious service and to the continued progress of dentistry through humanitarian and educational initiatives for the benefit of all humankind.

Section 3. The Core Values are:

- **Leadership:** Uphold the highest standard of professional competence and personal ethics
- **Recognition:** Recognize distinguished service to the profession and the public worldwide
- **Humanitarianism:** Foster measures for the prevention and treatment of oral disease by encouraging and supporting humanitarian projects
- **Education:** Contribute to the advancement of the profession of dentistry by fostering the growth and diffusion of dental knowledge worldwide
- **Professional Relations:** Provide a universal international forum for the cultivation of cordial relations within the profession and to assist in preserving the highest perception of the profession

Article III. Members

Section 1. According to the Bylaws of the College the Section recognizes four classes of Membership:

1. Active Fellow
2. Master Fellow
3. Honorary Fellow
4. Life Fellow

The Section recognizes "Retired Fellow" as a sub-category of Active Membership

Section 2a. Active Fellows shall be dentists in active practice as it applies to any facet of dentistry such as clinical practice, administration, teaching or research and be in good standing in their respective countries.

Section 2b. Retired Fellows: Upon retirement from active practice Active Fellows may, after proposal to and supported by the Regent of their District, request to be made Retired Fellow.

Section 3. Masters are Fellows awarded with the degree of Master of the College.

Section 4. Honorary Fellows shall be those - not a member of the College and not necessarily a dentist - who have rendered conspicuous and outstanding service to dentistry.

Section 5. Life Fellows: Upon retirement from active practice and having exhibited an outstanding service to the Section or their District, Fellows may - at the discretion of the Board of Regents - be made Life Fellows.

Article IV. Officers and their Duties

Section 1. The Officers of the European Section shall be President, President-Elect, Vice-President, Registrar, Treasurer and Editor.

Section 2a. There shall be a Board of Regents, to be composed of the Officers enumerated in *Section 1* of this Article and the Regents as Representatives from each of the Districts, constituting the European Section.

Section 2b. Each Regent should be assisted by a Vice-Regent or by more Vice-Regents if the District contains more than one Country.

Section 2c. Large Countries of a District should consider to nominate (geographically spread) Deputy-Regents to assist the Vice-Regents in recruiting new Fellows.

Section 3a. The Officers and (Vice-)Regents shall be nominated by the Nominating Committee and they shall be elected by a majority vote of the Board of Regents.

Section 3b. Deputy-Regents shall be nominated and elected by the Regents of the Districts.

Section 4. The President, President-Elect and Vice President shall hold office for one year. The Registrar, Treasurer, Editor and Regents shall hold office for a maximum of two (2) terms of four years; the second term shall be proposed by the Nomination Committee for re-election by the Board of Regents; their successors should be nominated in due course, duly elected and installed.

Section 5. The duties of the Officers shall be such as usually devolve on such functions and may be prescribed by the Constitution and By-Laws, or any resolution of the Section.

Section 6. The Board of Regents shall manage and exercise a general executive supervision over the affairs of the Section. They shall have power, from time to time, to establish such rules as they deem expedient touching the government of the Section, the property, and the objects of the Section.

Section 7. A Membership Committee in each district under the chairmanship of its Regent together with his Vice Regent(s) and one other Fellow or Deputy-Regent(s) be empowered to scrutinize all proposals for membership of the College, and if approved then to submit the names of candidates directly to the Board of Regents for admission to fellowship.

Section 8. A majority of the Board of Regents shall have power to elect the officers of the Section and fill vacancies in the Board and in any office of the Board except as hereinafter otherwise provided.

Section 9. Newly elected officers, members of the Board of Regents, unless otherwise provided for in the By-Laws shall assume their respective offices at the close of the annual meeting.

Section 10. Special temporary Committees may be constituted by the President with the consent of the Board of Regents for particular purposes.

Article V. Nominating Committee

The Nominating Committee shall be comprised of the Immediate Past President as Chairman, the three (3) Immediate Past Presidents before him, the President, the President-Elect and, as ex officio, without vote, the Registrar. This committee shall present a list of nominees for the offices to be filled at the Annual Meeting. These nominees shall fulfill the requirements as set forth in this Constitution and By-Laws. Further nominations may be made by any member of the Board of Regents of the European Section.

Article VI. Rights of Members

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

Section 2. Members of the Section are authorized to use the letters signifying their degree as conferred by the International College of Dentists, immediately following their name in professional publications and such other publications as are recognized by the Board of Regents and according to the laws and professional ethics of their respective countries.

Section 3. Dues shall be payable on such dates as may be specified in the By-Laws.

Section 4. A member shall be regarded as delinquent and not in good standing if he fails to pay the dues required to be paid within two years after the date on which such dues are payable under the By-Laws. Said delinquent shall automatically be dropped from membership.

Section 5. Any former member whose name has been removed from Fellowship in the College as set forth in Section 4 of this Article may make application for reinstatement at any time after the termination of membership by making application as a new member, the application being accompanied by current and delinquent dues.

Article VII. Censures, Suspensions and Expulsions

Section 1. Any member of the Section may be censured, suspended or expelled for misconduct in his relations to the College or in his profession, on conviction thereof, in such manner as may be described by the By-Laws.

Section 2. It shall be deemed improper and cause for censure, suspension or expulsion from the College for a member to use the letters signifying his degree or membership in the international college of Dentists in connection with his name for commercial or other purpose not included in Article VI, Section 2, of this Constitution.

Article VIII. Meetings

Section 1. There shall be an annual meeting of the Section at the time and place designated by the Board of Regents. It is expected that Fellows attend at least one Annual Meeting in four years.

Section 2. A majority of any Board or Committee shall constitute a quorum.

Section 3. If a Regent is unable to attend a meeting of the Board of Regents he should be represented by the Vice-Regent.

Article IX. Moneys

Section 1. The moneys of the College shall be kept under the control of the Treasurer, in such manner as the By-Laws may prescribe, and shall not be paid out by him except upon written order of the Registrar.

Article X. Sections

Section 1. The European Section of the International College of Dentists is an autonomous administrative organisation. However it shall be under the general supervision of the International College of Dentists and its By-Laws & Standing Rules it adopts; the Section may amend these for its own government, but they shall not be incompatible with those of the College.

Section 2. The European Section of the International College of Dentists shall make an annual report to the Executive Council of the College. This report has to consist of report of annual meeting and transcript of minutes of meetings of the Board of Regents and other outstanding activities and an up-to-date membership roll noting

any changes in status, address, or change in type of practice together with any pertinent information, further honours or appointments received by Fellows of the Section.

Section 3. The European Section shall have authority to strike a key for each new Fellow, and the certificate of Fellowship shall be signed by the President and Registrar of the European section.

Article XI. Amendments

This Constitution may be amended by a two-thirds vote of the Board of Regents at an annual meeting, provided the amendment, bearing the signatures of four members of the Board of Regents, shall have been mailed by the Registrar to each member of the Board of Regents at least two months prior to the annual meeting.

Article XII. Dissolution of the Section

If upon dissolution of the Section, after the satisfaction of all debts and liabilities of the Section, there remains any property and/or assets, these shall not be paid to or distributed among the Fellows of the Section, but any remaining assets shall be assigned to the College.

BY-LAWS

Chapter I. Eligibility for Membership

Section 1. A candidate for Fellowship of the International College of Dentists shall be a member of his or her National Professional Organization and shall have graduated at least *five years* prior to the time of being asked to make an application. Candidates shall be recognized for integrity, honesty of purpose, outstanding knowledge of the needs of the profession, strict adherence to the code of ethics; for fairness in disseminating professional knowledge to others; for their more than average ability to practice the profession of dentistry or any special branch of it which they may have selected; for their good standing in the community, in the local, state, or national dental society; for their ability to express their theories of good practice by actual performance or for their ability to expound their professional beliefs and knowledge through the mediums of clinics, teachings, or by their contributions to the professional literature; for their personal courage to face the changes and the chances of their professional life and ability to keep pace with newer practices; for their keenness to observation of facts and their ability to reflect upon and record the results of their observations; for their generosity and their benevolence to their fellow practitioners and to their patients and for all other noble qualities required of a profession. Further, said candidates shall be engaged in active practice or shall be dental officers in the Government Service of their own country; or shall be engaged in scientific dental research in a hospital or institution of general recognized standing, or teacher, writer, editor or in any other capacity within the scope of organized dentistry, acceptable to the Board of Regents. They shall be in no manner, directly or indirectly personally or otherwise connected with a firm or institution engaged in improper exploitations of dental service or the results of dental research.

Section 2. A candidate may be requested to present evidence of his or her contribution to the progress of the dental profession.

Section 3. Candidacy for Fellowship of the College shall be by invitation only. A member of the College may sponsor and shall seek information required of a candidate in the preliminary application.

Chapter II. Election to Fellowship and Induction Ceremony

The form of candidature having been considered and recommended by the Regent/ Vice Regent with the assistance, if required, of the Deputy-Regent(s) or of two Councilors (Fellows who are advisors) of that country and having received approval as described in Article IV, *Section 7*, of the Constitution shall be sent to the Board of Regents for recognition and subsequent action. The successful candidate will then be notified and will prior to the induction ceremony remit to the Treasurer the amount of the induction fee as set by the Board of Regents.

The Induction Ceremony shall, with revisions appropriate to the particular circumstances, be conducted by the President or immediate Past President or President-Elect as follows:

INDUCTION CEREMONY TEXT

"When individuals are admitted into fellowship of a professional organization it is frequently one of the most important occasions of their vocational career. It is a realization that they have honored their profession and that their profession has honored them. They have spent their life in acquiring and maintaining an ethical practice of dentistry and in giving of themselves for the good of their profession. For this purpose the International College of Dentists was created, to recognize in them the conspicuous and meritorious services they have rendered the profession of dentistry.

Your presence on this occasion is an indication that you have achieved success in your professional activities. This occasion also marks the arrival of a time in your life when recognition of your work and accomplishments is due. Your qualifications have been examined by the Credentials Committee and the Board of Regents. Your value as a citizen and as a dentist has been considered. You have been elected for Fellowship in the International College of Dentists because we believe you exemplify the type of person deserving of such membership.

It is expected of you who come into this Fellowship that you will not only enjoy the privileges but share the responsibilities and fulfill the duties of true members of the College, standing firm in a common spirit, working side by side for the good of the community in which you practice and the College which now honors you.

By the authority of the Board of Regents and the power vested in me as President of the Board of Regents of the European Section of the International College of Dentists, it gives me great pleasure and distinct honor to confer on you Fellowship in the College in recognition of your professional achievements.

I offer to you the right hand of fellowship which is an ancient and honourable sign of friendship and extend to you the rights and privileges of this College and wish you continued health and success in your professional career and under the guidance of God we shall all work together for that common purpose of alleviating human suffering."

Chapter III. The Degree of Master

Section 1. Masters shall be those who have attained the rank of Active, Life or Retired Fellow, and who, on account of personal character, position of influence and honour, eminence in practice or in dental research, or other remarkable attainments in science or in the art of dentistry are recommended to the Board of Regents for special and well-earned distinction. Election for Nomination to the Degree of Master shall be by secret ballot of the Board of Regents and the candidate shall have two-thirds of the votes cast in order to attain this degree.

Section 2. In any one year there shall be not more than one Fellow elected to the degree of Master. Complete instructions for nomination and required approval are described in the Standing Rules of the College, Article V-C-4, a /g.

Section 3. A member of the Board of Regents shall not be elected to the degree of Master during his term of office.

Chapter IV. Honorary Fellows

When in the interest of the advancement of dentistry, a person, *not an ICD-Fellow*, deemed eligible by, and had the recommendation of the Board of Regents, he or she may be elected to Honorary Fellowship at an annual meeting of the Section by receiving nine tenths of the votes cast. It shall be the duty of the Board of Regents to recommend a person for Honorary Fellowship only after careful investigation has revealed said person fully worthy of such high honour. They shall have rendered conspicuous service to the cause of dental science, having furthered its public appreciation, or be such that membership should be a signal benefit to the College.

Chapter V. Life Fellows

A Fellow who has retired from active practice and having exhibited an outstanding service to the Section or his District or is considered a leading legendary figure of the profession may be proposed - *in writing to the Registrar* - for Life Membership. Upon approval by a majority of the Board of Regents Life Membership may be conferred. Life Fellows may be exempt from dues.

Chapter VI. Retired Fellows

At the discretion of the Regent of his District a Fellow who has retired from active practice and any other activity related to Dentistry may be proposed to the Registrar and Treasurer for Retired Membership. Retired Fellows may request from the Board of Regents through their Regent the Retired Membership Reduced Fee set by the Board of Regents. The reduced fee should include the Capitation Fee as set by the College.

Chapter VII. Annual Dues

Section 1. The annual dues of the Section shall, in amount determined by the Board of Regents, be payable in Euros according to legal currency exchange rates. The Treasurer of the Section will invoice each Regent with the total amount of Membership dues of the District in the beginning of each year based on the Roster of the District updated by December of the previous year.

Section 2. The Dues will be paid to the Regent/Vice-Regent who will give an annual report to the Section Treasurer on the amounts received. Arrangements will then be made with the Treasurer to transfer the money if possible to the Treasurer and if not, instructions will be given for future use of these funds. This does not apply to induction fees which should be paid directly to the Treasurer in the Sections Bank account.

Section 3. Of the Annual Dues of the Section, determined as in *Section 1*, the included College Membership Fee (*known as Capitation Fee, determined by the College*) should be set aside to be sent to the College and its Treasurer in the USA.

Chapter VIII. Nominations and Elections of Officers

The Nomination and Election of the President-Elect, the Vice-President, the Registrar, the Treasurer and Editor shall be carried out as follows: the Nominating Committee shall present a list of nominees for the offices to be filled at the Board of Regents Meeting. They shall vote by written ballot, unless only one candidate is nominated for an office. The President-Elect automatically becomes President and the Vice-President automatically becomes President -Elect.

Chapter IX. Duties of Registrar

Section 1. The Registrar under the direction of the Board of Regents shall supervise and discharge the activities and the business of the Section, shall control the executive offices of the Section; act as Secretary of the Board of Regents; sign, with the President, all certificates and official documents; conduct the correspondence of the Section and the Board of Regents; notify all members by mail of all meetings of the Section and notify all members of the Board of Regents of all meetings of the Board; perform such other duties as may be assigned by these By-laws by the Board of Regents.

Section 2. Upon vacating office, the Registrar shall deliver to the successor all papers, books, records, and other property belonging to the Section that be in his possession or for which he is responsible.

Section 3. Deputy Registrar. The Registrar may appoint a member of the Section as Deputy Registrar whose duty it shall be to be acquainted fully with the details of the Central Office of the College and in the conduct of the affairs of the Section. In the event of permanent disability, withdrawal, removal or demise of the Registrar, the Deputy Registrar may assume the duties of the Registrar with the approval of the Board of Regents until the next annual election.

Chapter X. The Duties of the Editor

The Editor shall edit and publish the official publications of the section, shall report events of personal interest concerning the Fellows and keep in touch with the Editor of the Journal of the College.

Chapter XI. Of Moneys and of the Treasurer

Duties of the Treasurer: The Treasurer shall be the custodian of all funds of the European Section, and shall make arrangements with the Regents and Vice-Regents in every District in the Section for legal transfer of funds from them to the Section.

Otherwise the Treasurer will give instructions for holding these funds and shall have a record of all funds held in various countries for the society.

The Treasurer shall make arrangements with the College for all financial transactions with it, paying all bills when presented by voucher bearing the signature of the Registrar. The Treasurer shall make a report to the Board of Regents as often as the Board may deem it necessary and shall submit an audited report to the Board at the annual meeting signed by two Fellows, appointed by the President, preferably Past Treasurers of the Section, furnishing in detail the financial situation of the Section. This audit shall be carried out not less than thirty nor more than forty-five days preceding that annual meeting.

In the event of the withdrawal, removal or demise of the Treasurer, the President, with approval of the Board of Regents, shall appoint a successor. Said appointee shall hold the office of Treasurer until the next annual election or until a successor is elected and installed.

Chapter XII. Board of Regents and Committees

Section 1. Duties of the Board of Regents.

(1 a) The Board of Regents shall meet in executive session biannually once at the time and place of the annual meeting of the College or such designated place and once in the Winter at a designated place with convenient transportation access for the Members of the Board, location date and time proposed and decided in the previous Board of Regents Meeting. Special meetings may be called by the President or the Registrar or on request made to the Registrar in writing and signed by five members of the Board of Regents or on request made to the Registrar in writing and signed by 15 members of the Section.

(1 b) With the advice and consent of the Board of Regents, the President shall appoint all Committees necessary to conduct and discharge the business of the Section.

(1 c) The Board of Regents shall hold its meetings, other than the executive session provided in sub-section (a) of this section, at such place or places as it may from time to time determine.

(1 d) A simple majority of the Board shall constitute a quorum for the transaction of business.

(1 e) A record shall be kept by the Registrar of the proceedings of the Board and same shall be read at the next succeeding annual meeting of the Section or of the Board of Regents for its approval.

(1 f) The President of the Section shall preside as Chairman of the meetings of the Board and in his absence and that of the President-Elect there shall be chosen a Chairman from the Board by a majority thereof.

Section 2. Special Committees: The Chairman of any special committee which may have been set up shall make a biannual report of the activities of such a committee. Committee reports must be placed in the hands of the Registrar 30 days before the Board of Regents meeting. None of the duties of committees hereinafter described shall be construed as authority to make any final arrangements or agreements with any outside agency that may in any manner commit the European Section of the International College of Dentists without the approval of the Board of Regents. No committee shall have the authority to expend funds of the College unless expenditure has the approval of the Treasurer and the consent of the Board of Regents.

Section 3. The Executive Committee shall consist of the President, the President-Elect, the Registrar the Treasurer, the Editor, the Vice President and the Immediate Past President and shall have the right to take decisions between meetings of the Board of Regents. The Past Presidents will be entitled to sit on the board of Regents and have the right of discussion without vote.

Chapter XIII. Certificate and Key

Section 1. Fellows of the College shall each receive the official Certificate and Key, a copy of the Constitution and By-Laws and the Information Brochure of the Section. The Certificate and the Key shall be presented during the induction ceremony conducted at the time and place of the annual meeting of the Section. Presentation exceptions may be made by action of the Board of Regents. Masters and Honorary Fellows shall receive a framed certificate, which shall be presented at a time and place designated by the Board of Regents.

Section 2. The Key and Certificate shall be the permanent property of the College and shall be deemed to be held in trust by the members and shall be returned to the Registrar of the Section upon default or upon termination of membership for any cause other than the death of the Fellow.

Chapter XIV. District Organisation

Section 1. The European Section shall be divided into districts:

- District 1 Austria
- District 2 Benelux, (Belgium, Netherlands & Luxembourg)
- District 3 Denmark, Iceland, Norway, Sweden & Finland
- District 4 England, Scotland & Wales
- District 5 France
- District 6 Germany
- District 7 Greece, Cyprus

- District 8 Ireland
- District 9 Israel, Malta
- District 10 Italy
- District 11 Portugal
- District 12 Spain
- District 13 Switzerland
- District 14 South Eastern & Central Europe, Slovenia, Bulgaria, Croatia, Romania, Serbia, Hungary, N-Macedonia, Albania, Monte-Negro & Bosnia-Erzegovina
- District 15 North-Eastern & Central Europe, Ukraine, Czech-Rep., Georgia, Poland, Moldavia, Russia, Latvia, Lithouania, Esthonia & Slovakia

Section 2a. A Regent shall be named by the Board of Regents for each district and also a Vice-Regent who shall assist the Regent and eventually replace him or her in that role. In case of Districts with more than one country, more Vice Regents up to one from each of the countries in the District may be named. Regents of large Countries can nominate Deputy-Regents to assist in membership recruitment.

Section 2b. The role of the Regent shall be:

- (1) To transmit to the Board applications for Fellowship with their appreciation;
- (2) Conduct all business pertaining to their district;
- (3) Collect membership fees and annual dues from the Fellows in their districts and make arrangements with the Treasurer for transfer or use of sums received;
- (4) Maintain a close contact with the President and Registrar of the Section.

Section 3. In naming the Regents and Vice-Regents, the Board of Regents should try that as many of the above countries as possible will be represented on the Board of Regents.

Section 4. Other countries than those mentioned in Section 1 of this Chapter shall be incorporated into the existing districts as Fellowships are awarded to their nationals. Eventually other districts may be created.

Chapter XV. Colours

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

Chapter XVI. On the Death of Fellows

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

Chapter XVII. Resignations

A Fellow may resign at any time upon payment of all dues to the Section and upon the return to the Registrar of all properties of the Section held at that time.

Chapter XVIII. Admissions and Discipline

Section 1. The Board of Regents shall be responsible for the admission of all applicants to Fellowship of the College, and for decisions of disciplinary nature regarding all established Fellows.

Section 2. The Board of Regents shall be responsible in instructing any investigation for measures of censure, suspension or expulsion of a Fellow believed to be guilty of professional misconduct or of conduct discreditable to the dignity and honour of the Section and College.

Section 3. Decisions of disciplinary nature shall be taken by a majority vote and the Chairman of the appointed committee shall communicate this decision to the members of the Board of Regents. The President will see that this decision is carried out 3 weeks after the members of the Board of Regents have been thus advised. Only a petition to the President signed by four members of the Board shall stop the action and the matter shall then be brought up at the next meeting of the Board. At that time a two-thirds majority vote of the members of the Board will bring an irrevocable decision.

Chapter XIX. Order of Business

Section 1. At the annual meeting of the Board of Regents the order of business shall be as follows.:

1. Reading of minutes of preceding meetings.
2. Report of President.
3. Report of Registrar
4. Report of Treasurer.
5. Report of Editor.
6. Report of Philip Dear Fund.
7. Reports of Regents/Vice Regents.
8. Report of Committees.
9. Miscellaneous business.
10. Elections.

Section 2. This order of business may be changed by a vote of the majority of the Board of Regents present.

Section 3. Like for the College, (ICD-Bylaws, item 10.0) the parliamentary rules and orders contained in the most current edition of the *American Institute of Parliamentarians Standard Code of Parliamentary Procedure* shall govern all meetings of the Section.

Chapter XX. Language of the Section

Section 1. The official language of the European Section shall be English.

Chapter XXI. Amendments

These By-Laws may be amended by a two-thirds vote of the members of the Board of Regents present at a biannual meeting, provided that notice of the proposed amendments be mailed to each member of the Board two months prior to the annual meeting.

Approved by Board of Regents
European Section
13-12-2020