



The ANGLE SOCIETY of EUROPE

Part I Constitution and Bylaws

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Requirements for
Case Presentation

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The Membership Committee
and Guest Invitation Procedure

Edition 2016

THE ANGLE SOCIETY OF EUROPE

Constitution and Bylaws

Edition 2016

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Preamble

The Angle Society of Europe is a society of European orthodontists whose goal is the advancement of the art and science of orthodontics guided by the highest principles of personal conduct, scientific standards and professional integrity.

This constitution describes and defines the privileges, responsibilities and obligations of the members of the Society. It will outline the structure, rules governing each type of membership, and the principles of operation of the ASE.

It shall be the duty of all members to uphold the honour and dignity of this Society and to conduct themselves in such a manner as to bring no reproach upon themselves, the Society or the profession of orthodontics.

This preamble is included in order to set forth the spirit of the Society and to act as a guide for those who may, in the future, have the responsibility to amend or modify this constitution.

Chapter I - General

Section 1

Name The name of the Society shall be "The Angle Society of Europe".

Section 2

Objectives The objectives of the Society are the following:

- a) to hold meetings for the advancement of its members in scientific attainment and clinical proficiency
- b) to promote educational standards for adequate training in all aspects of modern orthodontics
- c) to facilitate scientific co-operation between clinicians, teachers and researchers
- d) to stimulate clinical research in orthodontics and related basic sciences

Section 3

***Legislative
Body***

The legislative body of the Society shall be the General Assembly, comprising the active membership present at the Annual General Meeting.

Unless otherwise stated, a majority vote of the General Assembly shall signify approval.

One half of the total active membership shall constitute a quorum.

Section 4

Executive Body

The executive body of the Society shall be the Council.

Section 5

Language

The English language shall be the only official language of the Society.

Section 6

Principal Office

The principal office of the Society shall be that of the Secretary.

Chapter II - Membership

Section 1

The Society shall be composed of the following types of members:

- a) Active
- b) Provisional
- c) Senior
- d) Honorary

Section 2

***General
eligibility***

All Active and Provisional Members of the Society shall be orthodontists fulfilling the following requirements:

- a) residing in Europe when they become provisional and active members
- b) members of the European Orthodontic Society

- c) possessing adequate training in orthodontics
- d) unless exceptional circumstances prevail, involved in the orthodontic speciality

Section 3

No orthodontist shall be deemed ineligible for membership of the Society on the grounds of sex, race, religion, nationality or political affiliation.

Section 4

a) Active Members

- Shall have the right to vote and hold office.
- Shall attend each Annual Meeting in its entirety except when excused for good reasons by the Council.
- Are required to present one treated case for display at the Annual General Meeting every year for 15 years after becoming an Active Member. Except in exceptional circumstances the same case cannot be displayed again. Alternatively this contribution can be as an oral presentation, of a clinical or scientific nature, if requested by, or on application to, the Programme Chairperson. However, one treated case has to be presented for display at least every third year.
- Are obliged to contribute to the scientific programme with an oral presentation of a clinical or scientific nature every 3rd year after becoming an Active Member, for 15 years.
- May propose one guest per Annual Meeting to the Membership Committee. The Membership Committee, after due consideration, may then recommend that the proposed guest be invited by the Council in accordance with the regulations in Appendix II.
- Will become Senior Members at the end of the year in which they retire from active practice or teaching.

b) Provisional Members

- Shall have the rights, privileges and obligations of Active Members, except the right to vote, hold office or propose guests.
- Are required to present one treated orthodontic case for display at each Annual Meeting attended. The Scientific Committee will not perform formal judgement on the case displayed. The same case cannot be presented on different occasions for the Society with the exception of the application for active membership. Other presentations are not required with the exception of the conditions mentioned in Section 5 d).

- Are required to present a 30-minute essay in orthodontics or an allied field. The essay must be specifically prepared for and presented to the Society. He/she should send copies of an abstract or preferably the manuscript of the presentation to each of the five members of the Scientific Committee at least six weeks prior to the meeting.
- He/she will be informed by the Scientific Committee of its evaluation of the essay.
- Provisional membership is possible only for a period of three years. After this period, membership is lost if active membership is not applied for, unless the Council deems that exceptional circumstances prevail.

**c) Senior
Members**

- Have the right to attend meetings, make proposals and are eligible to vote at the CBM if they attend the Annual meeting in its entirety. May not sponsor guests or be eligible for office. However if they are already in office prior to becoming a Senior Member they may complete their term of office.
- Are not required to present a scientific contribution or treated cases for display, but may do so at the invitation of the Programme Chairperson.

**d) Honorary
Members**

- This status may be conferred to individuals deemed worthy of such honour because they have made major contributions to the formation, concept, purpose or perpetuation of the Society.
- Shall have the right to attend all meetings, but not vote, hold office or propose guests or members unless they have previously been Active Members of the Society.
- Shall not be required to present a scientific contribution or treated cases for display but may do so on invitation of the Programme Chairperson.
- Have to fulfil the requirements of general eligibility with the exception of residing in Europe and being a member of the European Orthodontic Society.

Section 5 (*Application and Admission*)

a) Application for Provisional Membership

- An applicant for provisional membership must have previously attended two annual meetings as a guest.
- The Secretary will send invitations to apply at least eleven months before the meeting. The applicants are required to send a confirmation letter to the Secretary within two months after the invitation. Sponsors are not necessary when applying for provisional membership.
- Applicants must be eligible for membership in accordance with the requirements in Chapter II, Section 2.

b) Admission for Provisional Membership

- If invited to apply for provisional membership he/she must apply within two years.
- Applicants for provisional membership must present five completed orthodontic cases in accordance with the requirements of case presentation (Appendix I); these may include guest cases approved by the Scientific Committee. All five cases should be on display.
- The Scientific Committee will decide by a majority vote whether to recommend a proposal for provisional membership and report its decision to the Membership Committee and the Council in a joint meeting. In the event of a rejection, the reasons must be fully presented.
- In case of a disagreement between the Scientific Committee, the Membership Committee and the Council, the Council and the Chairpersons of the Membership and Scientific Committee will decide the issue.
- The Council will propose the applicant's provisional membership for ratification by a 3/4 majority vote of the General Assembly.
- The Council will present the result of the voting to the applicant.
- In the event of a rejection, the Council and the Chairpersons of the Membership and Scientific Committee will decide whether the applicant should be allowed to reapply or not, and the Secretary informs the applicant.

c) Application for Active Membership

- Provisional members, who have maintained a satisfactory membership for at least one year and no more than three years, may apply for active membership.
- The essay presented as Provisional Member must have been accepted by the Scientific Committee.

- The application must be made in writing to the Secretary at least three months prior to the meeting. Sponsors are not needed.

**d) Admission
for Active
Membership**

In addition to the requirements in these Bylaws applicants for active membership must comply with the following:

- Present five completed orthodontic cases in accordance with the requirements of case presentation (Appendix I); these may include the cases displayed at the annual meetings as a Provisional Member but not those presented for provisional membership application. The cases presented and accepted for provisional membership application need not be redisplayed. The selection of the cases will take into consideration the cases presented for provisional membership.

The admission procedure will be the same as for provisional membership.

**e) Admission
for Honorary
Membership:**

Individual members, with the right to vote, can confidentially suggest to the Council a candidate to be proposed for honorary membership. If the Council agrees with the suggestion, the proposal is put forward, confidentially, to the members in a personal letter from the Secretary, but not to the proposed candidate. A 3/4 majority of the active membership is required for election to honorary membership.

Section 6

**Loss of
Membership
and Disciplinary
Measures**

Resignation from membership must be by a written letter to the Secretary of the Society. Disciplinary measures, which may take the form of a reprimand or censure, can be taken by the discretion of the Council subsequent to:

- a) failure to pay the membership dues or attendance fees for two consecutive years without good reasons
- b) failure to attend the Annual General Meeting for two consecutive years without good reasons as determined by the Council
- c) failure to comply with the Constitution and Bylaws of the Society

In the event that the Council decides that an exclusion from membership is necessary this must be approved by a 3/4 majority vote of the General Assembly at the Annual General Meeting.

Section 7

**Re-Instatement
of Membership**

- a) A member can be re-instated by a written request to the Council. This must be approved by a 3/4 majority vote of the General Assembly at the Annual General Meeting.

- b) After a membership lapse of more than two years, membership can be re-installed by application as a Provisional Member, unless the Council deems otherwise.

Section 8

a) *Guests*

Any Active or Honorary Member may propose one guest per Annual Meeting to the Membership Committee according to the procedure in Appendix II.

Guests

- must fulfil the requirements of general eligibility for membership of the Society and he/she should not be older than 45 years the year he/she attends as First Time Guest
- have no rights of membership other than to attend the scientific and social programme of the Annual Meeting
- shall present to the Society
 - A:** records of two cases as a First Time Guest
 - B:** one case and a 15 minute oral presentation as a Second Time Guest
 The cases must be different on each occasion.
- shall be expected to attend the entire meeting
- may attend no more than two meetings

If invited as a First or Second Time Guest he/she will have to attend a meeting within two years

The Scientific Committee will decide by a majority vote whether to recommend an invitation as a second time guest and whether an invitation to apply for provisional membership is appropriate and report its decision to the Membership Committee and the Council in a joint meeting. In the event of a rejection, the reasons must be fully presented.

In case of a disagreement between the Scientific Committee, the Membership Committee and the Council, the Council and the Chairpersons of the Membership and Scientific Committee will decide the issue. The final decision whether to reinvite a guest will be taken not later than one week after the end of the meeting.

All decisions reached are confidential and must not be communicated in any way to anybody outside the Membership Committee, the Scientific Committee and the Council during the meeting.

During the meeting the first and second time guests, however, will be informed by the Scientific Committee about the preliminary evaluation of their cases and guest papers.

Having been presented with the preliminary evaluation by the Scientific Committee first and second time guests have the right to express their reaction to the evaluation and plans for the future to the Membership Committee.

First time guests and their sponsors will be informed in writing by the Council within one month after the end of the annual meeting whether the guest will be reinvited.

Second time guests will be informed in writing by the Council within one month after the end of the annual meeting whether the guest is invited to apply for provisional membership

b) Special Guests

Special Guests, who will not be required to display cases, may be invited by the Council to contribute to the scientific programme. They will not be subject to fulfil the requirements for membership.

Section 9 (Dues, Fees)

**Annual
membership
dues:**

Active Members, Provisional Members and Applicants for active membership have to pay the annual membership dues irrespective of whether they attend the Annual Meeting or not.

Attendance fee:

Senior Members, Guests and Applicants for provisional membership have to pay the attendance fee only if they attend the Annual Meeting.

Honorary Members and Special Guests do not have to pay any fees.

Chapter III - Organisation

The organisation of the Society shall include:

- the Council
- the Scientific Committee
- the Membership Committee
- the Nomination Committee
- the Meeting Chairperson and the Programme Chairperson
- the Country Representatives
- and such other committees as the Council or the General Assembly may deem necessary from time to time.

Section 1

The Council

The Council shall be composed of:

- the President
- the Secretary
- the Treasurer

Section 2

Election and Term of Office of Council Members

- a) The Council members shall be elected for terms as below:
 - the President: 2 years
 - the Secretary: 3 years
 - the Treasurer: 4 years
- b) Council members cannot be elected to the same office for consecutive terms. Council members cannot be at the same time members of the Scientific Committee or Membership Committee.
- c) Proposals for Council members should be sent to the Secretary at least three months before the Annual Meeting. The proposals shall be made known to the members by the Secretary at least six weeks prior to the meeting.
- d) Any Council member may be removed by a 3/4 majority vote of the General Assembly.
- e) A Council member shall take office three months after the election. The retiring member must complete all relevant business during this time.

Section 3

The Council

- a) The Council shall act as the administrative and executive body of the Society with powers to put proposals governing the policies of the Society to the General Assembly.
- b) A majority of the Council shall constitute a quorum.
- c) In principle, the Council will meet at the Annual Meeting. The Council may also meet at the call of the President or upon request of a majority of Council members.
- d) If the Council is evenly divided, the vote of the acting President is decisive.
- e) It is the duty of the Council:
 - to review the qualifications of applicants for membership

- to invite guests according to Appendix II
- to invite Second Time Guests to apply for provisional membership according to Appendix II
- to propose to the General Assembly:
 - the election of the Council members
 - the election of the new member of the Scientific Committee (each year)
 - the election of the new member of the Membership Committee
 - the election of the next Meeting Chairperson and Programme Chairperson
 - the election of two Financial Auditors (each year)
 - the election of the Country Representatives
 - the election of Honorary Members
 - the admission or exclusion of Members
 - the date, place and topics of the Annual Meeting
 - the requirements for case presentation as recommended by the Scientific Committee (Appendix I)
 - the procedures for the invitation and admission of guests as recommended by the Membership Committee (Appendix II)
 - the amount of the annual membership dues and the attendance fee

Section 4

Duties of Council Members

a) The **President** shall:

- preside at all meetings of the Society and the Council
- assume all other duties pertaining to the office of President
- present an annual report at the Annual General Meeting

b) The **Secretary** shall:

- conduct all correspondence for the Society
- keep a record of the proceedings at all meetings of both the Society and the Council
- keep a roll call of members present at all meetings
- keep a current roster, with contact details, of all members of the Society
- keep a current record of member's scientific contributions to the society
- keep a current record of member's offices and duties held
- announce any vacant offices of the Society
- announce nominations received for Council members, at least six weeks prior to the next meeting
- regularly update the Website
- be custodian of all papers and books, except those properly belonging to the Treasurer

- present an annual report at the Annual General Meeting
 - act as President in the absence of the President
- c) The **Treasurer** shall:
- receive all moneys and pay all bills
 - notify all members and guests of annual membership dues and attendance fee payable as specified in Chapter II, Section 9
 - keep records of receipts and expenditures
 - deposit Society funds in such banks as the Council may direct
 - supervise the disbursement of funds as the Council may direct
 - present a financial report at the Business Meeting of the Annual General Meeting, after the accounts have been examined by the Financial Auditors

Section 5

The Scientific Committee

The Scientific Committee shall be composed of:

- the Committee Chairperson
- the four Committee members

Section 6

Election and Term of Office of the Scientific Committee

- a) The members of the Scientific Committee shall be elected among the Active Members by the General Assembly at the Annual Meeting.
- b) The Committee members shall be elected for a maximum term of five years and should not be at the same time members of the Council or the Membership Committee.
- c) A new member shall be elected each year. The nominees are announced in the Opening Business Meeting.
- d) No member can be re-elected for more than two consecutive terms.
- e) The most senior member will be the Chairperson.
- f) In the event of one or more members of the Committee being absent, a previous member of the Scientific Committee may act for that session after consultation with the Council. In the event of there being a very large number of cases to assess one or more previous members of the Scientific Committee may act for that session after consultation with the Council.

Section 7

Duties of the Scientific Committee

- a) The Scientific Committee shall evaluate the applications for provisional or active membership, according to the bylaws of the Society, and will discuss with each applicant the cases and essay presented and advise him/her of its conclusions.
- b) The Scientific Committee shall examine the cases presented by each guest and advise if they are in accordance with the standards applied in the evaluation of applicants for active membership. The Scientific Committee shall subsequently inform the Council and the Membership Committee of its findings, and if the guest is eligible to be invited as second time guest or to apply for provisional membership.
- c) The Scientific Committee will keep an identified record of the cases examined and the decisions and recommendations made. The report of the Scientific Committee is confidential and only made available to the Council and the Membership Committee. The Chairperson of the Scientific Committee verbally reports in the Closing Business Meeting on the decisions reached upon the applicants by name and upon the guests in general without personal identification.
- d) The deliberations of the Scientific Committee shall be confidential and not open for discussion. It is also the duty of the Scientific Committee to keep the requirements for the different membership categories up to date. They also should suggest new recommendations to the Council as they see fit in order to maintain the ideals set forth in the preamble and the Bylaws of the Society.

Section 8

The Membership Committee

- The Membership Committee shall be composed of the last President of the Society and two more Active Members elected by the General Assembly. The past President will be the Chairperson of the Committee and will retire after 2 years when the new past President takes office. The two Active Members of the Committee are elected for a term of 3 years and should not be at the same time members of the Council or the Scientific Committee.
- Any member of the Membership Committee may be removed by a 3/4 majority vote of the General Assembly. The General Assembly shall then elect a new member for the Membership Committee from the retired Presidents or from the Active Members for the remaining period.
- The duties of the Membership Committee are in the Appendix II.
- In case of a disagreement between the Membership Committee and the Council, a majority vote of a joint meeting will decide the

issue. If the vote is evenly divided, the vote of the acting President of the ASE is decisive.

- Decisions of the Membership Committee can be overruled by a 3/4 majority vote of the General Assembly.

Section 9 (Nominations)

The Nomination Committee

- The Nomination Committee shall be composed of the last three Presidents of the Society. The Chairperson will be the most senior and will retire when a new past President takes office.
- The responsibility of the Nomination Committee is to propose candidates for Council Members, the Scientific Committee and the Membership Committee.
- The Nomination Committee should preferably propose at least one nomination for each position.
- The Nomination Committee will send their nominations for Council members to the Secretary at least three months prior to the meeting.

Active Members also have the right to propose candidates for Council Members and all other offices. Proposals for Council members should be sent to the Secretary at least three months prior to the meeting.

The Secretary will circulate the nominations for Council members to the membership at least six weeks prior to the meeting. The proposals for all other vacant offices are announced by the Nomination Committee and by the Members in the Opening Business Meeting.

Section 10

The Meeting Chairperson and the Programme Chairperson

A Meeting Chairperson and a Programme Chairperson shall be elected by the General Assembly from amongst the Active Members. The Meeting Chairperson is preferably from the country where the meeting will take place.

Duties

The Meeting Chairperson provides all necessary facilities for the successful completion of the meeting.

The Programme Chairperson co-ordinates the scientific and social programmes in conjunction with the Scientific Committee, the Council and the Meeting Chairperson. The Programme Chairperson mails programme announcements to all Active, Provisional, Senior and

Honorary Members, guests and special guests at least six weeks before the meeting date – either directly or through the Secretary.

Section 11

The Country Representatives

Each country shall have one Country Representative for liaison between the Council, the Membership Committee and the members of that country. The Country Representative shall be elected by the General Assembly. The Country Representative is elected for a renewable term of 3 years.

Section 12

Communications

An Editor and Co-Editor shall be elected by the General Assembly for the annual Newsletter, to serve for a renewable time of three years.

The General Assembly may elect a Webmaster for the ASE Website to serve for a limited period.

Chapter IV - Case Presentation

Appendix I

The requirements for case presentation are in Appendix I. These requirements, which may be periodically reviewed and updated, are formulated by the Scientific Committee and proposed by the Council for the approval of the General Assembly.

All treated cases presented as part of the requirements for guests and applicants for provisional and active membership must have been treated exclusively by the presenter.

Chapter V – Admission Procedures

Appendix II

The requirements for admission to the ASE, for inviting or sponsoring guests and the duties of the Membership Committee are in Appendix II. These requirements, which may be periodically reviewed and updated, are formulated by the Membership Committee and proposed by the Council for the approval of the General Assembly.

Chapter VI - Amendments to the Bylaws

Section 1

Amendments can be voted by 3/4 majority vote of the General Assembly.

Section 2

Proposals must be submitted to the Secretary at least three months in advance of the Annual General Meeting and circulated to the membership not less than six weeks before the Annual General Meeting.

Chapter VII - Dissolution of the Society

The Society may be dissolved by 3/4 majority vote of the General Assembly, which would then decide the modalities of liquidation.