

# Council on Annual Convention

## Action Plan

### Purpose

The Council on Annual Convention is dedicated to delivering a dynamic and engaging convention experience that fosters professional growth, strengthens member connections, and showcases the value of the association to the dental community.

### Duties

1. To recommend an annual convention program of events to the Board of Trustees.
2. To supervise the arrangements for the annual convention as approved by the Board of Trustees.
3. To file a complete report of the annual session with the Board of Trustees not later than the first Fall meeting of the Board following the Annual Convention.

### Composition

The Council on Annual Convention shall be composed of:

- A chairperson
  - The Chairperson may or may not be appointed from the designated members, at the discretion of the President.
- A member from each component society, who shall be designated by the component society.
- The officers of the Association.
- The Immediate Past President.

In addition, anything in the NJDA Bylaws to the contrary notwithstanding, in those years when the New Jersey Dental Hygienists' Association and/or the New Jersey Dental Assistants' Association are official participants in this Association's Annual Convention, those participating organizations shall be entitled to:

- One (1) of its members representing their respective organizations, serving as a member of this Council.
  - These representatives shall be entitled to vote on all matters that come before the Council, including the election of the Vice Chairperson.
  - These representatives shall be nominated by their respective organizations to serve on this Council and shall be confirmed by the Board of Trustees in the same manner as each component's representative to this Council.
  - These representatives shall **not** be entitled to serve as either the Chairperson or Vice Chairperson on this Council.

### Time Commitment

The council meets approximately eight times per year via Zoom. The duration of the meeting is 1 – 1.5 hours.

### Participation Expectations

#### **Terms:**

1. The Chair cannot serve more than five (5) consecutive one (1) year terms.
2. The term of office of members of councils shall be one (1) year except as otherwise provided in the Bylaws.

**Attendance:** The tenure of office of a member of a council can be terminated by the Board of Trustees in accordance with Article IV if the member has been absent from three consecutive regularly called meetings of the council.

**Engagement:** All members of the Council on Annual Convention are encouraged to actively contribute their insights, expertise, and resources to ensure the success of our Annual Convention. Your involvement is vital in shaping a program that resonates with our membership and reflects our association's values. Members are expected to participate in the planning and promotion of the event, relay the convention's promotional assets, and provide updates through oral reports at component general and board meetings. Additionally, members are encouraged to support the convention by sourcing potential sponsor companies and attending the event to foster a sense of community and shared commitment to our profession.

**Conduct:** The Association is committed to the principle that all individuals should be treated with dignity and respect. The Association strongly disapproves of any action or conduct by members or employees which constitutes harassment of an individual on account of race, sex, sexual orientation, disability, age, religion, national origin or any other characteristic protected by law.

### Resources

**Chair:** Dr. Akriti Gupta

Phone number: 732-674-8078

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**Staff Liaison:** Maureen Barlow

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#### **General Inquires:**

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