

Constitution of an Academic Pharmacy Group

1. Definition

The Group shall be a special interest group of the Royal Pharmaceutical Society of Great Britain, comprising registered pharmacists and others who are concerned with or interested in the provision of pharmaceutical education. The Group will not be a membership group within the meaning of the Bye-Laws Section XVII.

2. Full Membership

Full membership of the Group is at April 1, 1996 and it is open to all members of the academic staffs of the Schools of Pharmacy in the United Kingdom which offer a degree in pharmacy which has been approved by the Council of the Society.

3. Associate Members

Associate membership of the Group is open to any person involved with pharmacy and education in Great Britain or overseas, if such a person is a Member of the RPSGB without payment of a fee, or if such a person is not a Member, an annual payment to the Society of £10 by or on behalf of the said person.

4. Main purposes – Core Activities

The Main Purposes – Core Activities of the Group shall include the following:

- i. to promote and maintain high standards in pharmaceutical education, scholarship and research;
- ii. to provide a forum for consultation on professional matters of common interest to members of the academic staff of pharmacy schools and for the dissemination of information on such matters, including new developments;
- iii. the representation of the views of the Group Members to the Council on policies for development, on the Group Committee's initiative, through the Policy Support Unit;
- iv. the representation of the views of the Group Members to the relevant Council committee on implication of policy, on the Group Committee's initiative, through the Council Committee's Secretary;
- v. the provision of advice on request to the Council, its committees or its working groups on any aspect of academic pharmacy; and
- vi. to arrange meetings on topics of professional interest to members of the Group, and on occasion, to others with a common interest.

5. Administration

- i. the Group shall be administered by an Academic Pharmacy Group Committee which shall be responsible to the Council of the Royal Pharmaceutical Society of Great Britain for the effective discharge of the Group's main purposes; and
- ii. the Academic Pharmacy Group Committee shall be given an explanation, through its Secretary, of the outcome of any proposal put forward by the Group Committee either on policies for development submitted to the Council through the Policy Support Unit, or on policy implementation submitted to a Council Committee through the Council Committee Secretary.

6. Group Committee

The Academic Pharmacy Group Committee shall consist of eight members, two of whom shall be members of the RPSGB Council and appointed by the Council, Six members of the Group Committee shall be elected by ballot by members of the Group in the manner described in section 8 below.

A quorum for meetings of the Group Committee shall be four, not less than two of whom shall be elected members of the committee.

7. Chairman and Vice Chairman

The Chairman and Vice Chairman of the Group shall be elected by the Committee annually at the first meeting after July 1 of each year. The Chairman of the Group Committee may attend meetings of the Education Committee for relevant items at the invitation of the Education Committee Chairman.

8. Election

The procedure for the election of the six members specified in section 6 above shall be as follows:

- i. full members of the Group shall be invited to nominate candidates, who may only be full members of the Group, for election to the Group Committee by a notice in the Pharmaceutical Journal and the Group newsletter 3 months prior to the date of an election in an election year;
- ii. a full member nominated for election shall be asked to confirm acceptance of the nomination;
- iii. a list of candidates together with voting papers and a statement of policy by each candidate amounting to not more than 200 words, shall be sent to each full member of the Group not later than 1 month prior to the date of election;
- iv. voting papers shall be returned to the Secretary of the Group not later than 12 noon on the day of election;
- v. the votes shall be counted under the supervision of the Chairman of the Group Committee or under the supervision of a member of the Society's Council nominated by the Chairman for this duty.;
- vi. the result of the election shall be announced in the issues of the Pharmaceutical Journal and the Group newsletter immediately following the date of an election.

9. Period of Service of Elected Members

The period of service of the 6 elected members of the Committee shall be 3 years. A retiring member of the Group Committee shall be eligible for re-election.

10. Casual Vacancy in the Elected Membership

In the event of a vacancy or vacancies occurring in the elected membership, the Group Committee shall recommend a full member or members of the Group to the Council of the Royal Pharmaceutical Society of Great Britain for co-optation to the Group Committee. A full member appointed to fill a casual vacancy shall hold office until the expiration of the period for which the replaced full member was elected to serve.

11. Finances

The expenses of the Group Committee members for attendance of meetings of the Group Committee, the cost of administering the Group and the cost of any communication with Group members, shall be met from the funds of the Royal Pharmaceutical Society, within an estimate of expenditure provided by the Group Committee to the Council during the preceding year.

There shall be a budget for each Group Meeting designed to ensure that expenditure of that meeting will be covered from income. Any excess income over expenditure from meetings will be added to a fund which will be at the disposal of the Group Committee and can be carried forward to subsequent years.

12. Alteration to the Constitution and Rules

No alteration to the Constitution and Rules shall be made by the Council of the Royal Pharmaceutical Society of Great Britain, without prior consultation with the Group Committee.