TENNESSEE COMPOUNDING PHARMACIST SOCIETY

Society Constitution

Article I. Name and Objectives

**Name:** This organization shall be known as the "Tennessee Compounding Pharmacist Society", herein referred to as "TCPS".

**The Objectives of TCPS shall be:**

1. To insure that the benefits, protection and counsel of qualified pharmacists are available to patients, health care institutions, members of the health professions, educational institutions, state and local governments and regulatory bodies, and to the public at large.
2. To assure a high quality professional practice through the establishment and maintenance of standards of professional ethics, a program of continuing education, and training programs for students and those practitioners who are new to compounding pharmacy, and through dissemination of pharmaceutical knowledge and techniques by providing a forum for the interchange of information among pharmacists and members of other health care professions.
3. To encourage and foster quality patient care through rational drug therapy and research in pharmacy practice and pharmaceutical sciences.
4. To foster through appropriate methods, the advancement of the pharmacy profession, especially as it applies to the compounding setting, through dissemination of information concerning the pharmacist's role on the health care team.
5. To assist in providing an adequate supply of qualified compounding pharmacists.

Article II. Membership and Definitions

**Membership:** The membership of TCPS shall consist of active, associate, and honorary members.

**Active Members** — Pharmacists licensed by any state, district or territory of the United States who have paid dues as established by TCPS and who support the objectives of TCPS.

**Associate Members** — Individuals who have paid dues as established by TCPS, who support the objectives of TCPS, and who do not qualify for active membership.

**Honorary Members** — Individuals who are, or have been especially interested in and who have made outstanding contributions to pharmacy practice in Tennessee, and who support the objectives of TCPS.

Article III. Officers

The officers of TCPS shall be a President, a President-Elect, a Secretary/Treasurer, and a Secretary/Treasurer-Elect. The President-Elect shall be elected annually for a term of one year and shall ascend upon completion of the term to the office of President whose term is one year. The Secretary/Treasurer-Elect shall be elected annually for a term of one year and shall
ascend upon the completion of the term to the office of Secretary/Treasurer, whose term is also one year.

**Article IV. Executive Committee**

The Executive Committee of TCPS shall consist of the officers of TCPS and the Immediate Past-President.

**Article V. Student Chapter**

Organizations of students in an accredited college of pharmacy may affiliate with TCPS upon approval of the Executive Committee.

**Article VI. Affiliation**

The TCPS may affiliate with other organizations under the conditions set forth in the By-Laws.

**Article VII. Meetings**

The TCPS shall conduct an Annual Meeting including a Business Session as specified in the By-Laws.

**Article VIII. Amendments**

Every proposition to amend this Constitution shall be submitted to the Executive Committee in writing by two or more active members at least ninety (90) days prior to an Annual Meeting. The proposed amendments shall be presented at the next Annual Meeting Business Session with a recommendation from the Executive Committee. Upon approval by a majority of the members present at the Annual Meeting Business Session, the proposed amendments shall be submitted to the entire membership by mail ballot. Approval by two-thirds of the votes cast is required to amend this Constitution.
TENNESSEE COMPOUNDING PHARMACIST SOCIETY

Society By-Laws

Chapter I. Membership

Article I. Members

The membership of TCPS shall consist of active, associate, and honorary members.

Active Members – Active members shall be as defined in the Constitution. Active members shall have all rights and privileges of TCPS including the right to vote and hold office.

Associate Members – Associate members shall be as defined in the Constitution. Associate members may attend meetings and may be granted the privilege of the floor, but shall not be entitled to vote or hold office.

Honorary Members – Honorary members shall be as defined in the Constitution. Honorary members shall not pay dues but may vote and hold office if otherwise eligible for active membership.

Article II. Dues

Annual dues shall be established by the Executive Committee. Any member whose dues are in arrears more than ninety (90) days shall cease to be a member of TCPS. The TCPS membership year will coincide with the individual’s current TPA membership cycle.

Article III. Applications

Active and Associate: Any person may be admitted to membership in TCPS who qualifies pursuant to the Constitution and makes application together with payment of the annual dues appropriate for that membership category.

Honorary: Upon nomination by the Executive Committee, honorary members shall be approved by unanimous vote of the members present at the Winter Meeting Business Session. Honorary members shall be elected for life.

Chapter II. Officers

Article I. Composition

The officers of TCPS shall be as stated in the Constitution.

Article II. Nomination

The Nominating Committee shall present two candidates for each of the offices of President-Elect and Secretary/Treasurer-Elect at the Winter Meeting Business Session.

Article III. Election
In accordance with the ballot procedures outlined in the TPA Constitution and By-Laws, the TCPS Executive Committee shall make available to every active member and every voting honorary member of TCPS, a ballot with the names of the candidates and a brief review of their professional background.

Article IV. Ballots

The members shall indicate on their ballot their choice(s) of candidates for the offices to be filled and return it in accordance with the ballot procedures outlined in the TPA Constitution and By-Laws. The ballots shall be retained for review until the next election. In the event of a tie, the Executive Committee shall decide the election. The Executive Committee shall notify all candidates and the membership of the outcome of the election.

Article V. Assumption of Office

The President-Elect and Secretary/Treasurer-Elect shall assume their offices upon election. They shall ascend to the offices of President and Secretary/Treasurer at the next Annual Meeting.

Article VI. Duties

President – The President shall be the principal elected official of TCPS and shall be so recognized at all TCPS programs and activities. The President shall appoint all Chairmen and members of all standing committees and other committees. Except as otherwise provided, the President shall fill all vacancies by appointment. The President shall be a member of the Executive Committee and serve as its Chairman.

President-Elect – The President-Elect shall perform the duties of the President when the President is unable to do so. The President-Elect shall be a member of the Executive Committee and serve as its Vice-Chairman. The President-Elect shall assume other duties as directed by the President.

Secretary/Treasurer – The Secretary/Treasurer shall keep minutes of all sessions of TCPS and maintain a roster of its members and their status. The Secretary/Treasurer shall notify members of the time and place of meetings, dues payable, and conduct the correspondence of TCPS. The Secretary/Treasurer shall assist, where possible, with the secretarial activities of all standing and special committees. The Secretary/ Treasurer shall keep the President informed of all activities by forwarding to the President copies of all pertinent correspondence. The Secretary/Treasurer shall be a member of the Executive Committee. The Secretary/Treasurer shall present a financial statement at the Annual Meeting Business Session. All persons directly responsible for the receipt and disbursement of funds shall be properly bonded. The Secretary/Treasurer will be responsible for insuring that audits and financial records are properly maintained and reported to the membership. With the concurrence of the Executive Committee, the above responsibilities of the Secretary/Treasurer may be delegated as appropriate.

Secretary/Treasurer-Elect – The Secretary/Treasurer-Elect shall be a member of the Executive Committee.

Article VII. Vacancies
The Executive Committee shall fill all vacancies which may occur by death or resignation, except as provided for elsewhere in the Constitution and By-Laws. If the President becomes unable to perform the duties of his office, the President-Elect shall immediately ascend to the office of President. If the President-Elect becomes unable to perform the duties of President-Elect, the office shall remain vacant until the next election. If both the President and President-Elect become unable to perform the duties of the office of President, the Executive Committee shall appoint, from its membership, a President to serve for the balance of the unexpired term. At the next Annual Meeting Business Session, nominations shall be presented by the Nominating Committee for all vacant offices.

Chapter III. Committees

Article I. Standing Committees

Executive Committee: The Executive Committee shall consist of the President, President-Elect, Secretary/Treasurer, Secretary/Treasurer-Elect, and the Immediate Past President. Meetings shall be called at least quarterly to make whatever decisions are necessary.

Membership Committee: The Membership Committee shall obtain the names of persons eligible for membership, but who are not members, and invite and encourage them to join TCPS. It shall determine the eligibility and category of membership.

Nominating Committee: The Nominating Committee shall consist of at least three active members, two of whom shall be Past-Presidents of TCPS. Duties shall be as defined in Chapter II, Articles II and VII of these By-Laws.

Strategic Planning Committee: The Strategic Planning Committee shall be responsible for working with the Executive Committee to develop and assess TCPS long range goals.

Awards Committee: The Awards Committee shall assess the need for awards, develop criteria for each award, seek sponsorship for awards, solicit nominations, and select the recipients for each award. The addition or deletion of awards requires approval of the Executive Committee.

Article II. Special Committees

Special committees may be established by the President with the approval of the Executive Committee. Such committees shall receive a specific charge and duration.

Chapter IV. Affiliation

Article I. Affiliation with the Tennessee Pharmacists Association

TCPS shall be affiliated with the Tennessee Pharmacists Association. TCPS delegates to the Tennessee Pharmacists Association House of Delegates shall be appointed by the President of TCPS with approval of the TCPS Executive Committee. Appointments shall be representative of all segments of TCPS membership. Consistent with the TPA Constitution and By-Laws, delegates for each society shall be allotted based on the number of members in each society.
Article II. Local Chapters:
TCPS shall encourage and recognize the existence of local societies.

Chapter V. Meetings

Article I. Annual Meetings
The TCPS shall conduct an Annual Meeting and Business Session at a time and place which shall be determined by the Executive Committee.

Article II. Special Meetings
The Executive Committee may call a meeting of the entire membership for the purpose of conducting special business provided notice is received by the membership at least fourteen (14) days in advance of the date of such meeting. The agenda for special meetings is limited to business items identified in the notice.

Chapter VI. Liquidation
In the event of the liquidation and dissolution of TCPS, any properties, funds or monies, securities or other assets remaining in the treasury of, or to the account of, or otherwise belonging to, TCPS shall be disposed of as follows:

A. All liabilities and obligations of TCPS shall be paid and discharged or adequate provision shall be made therefore;
B. Assets held by TCPS subject to legally valid requirements for their return, transfer and conveyance, upon dissolution and liquidation, shall be returned, transferred or conveyed in accordance with such requirements; and
C. All remaining assets held by TCPS shall be transferred or conveyed, without obligation or restriction, to the Tennessee Pharmacists Association to be used in whatever manner it shall deem appropriate.

Chapter VII. Parliamentary Procedure
Robert's Rules of Order, latest revised edition, shall prevail at all meetings except where contrary to this Constitution and By-Laws or any standing rule.

Chapter VIII. Quorum
A quorum for the purpose of conducting business shall be at least 10% of the active TCPS membership.

Chapter IX. Amendments
Every proposition to alter or amend these By-Laws shall be submitted in writing by two or more active members at any duly constituted meeting. Approval by two-thirds of the votes cast is required to amend these By-Laws.