

Draft BIS / AMM Constitution

The Society has arisen from the fusion of the British Infection Society and the Association of Medical Microbiologists. These organisations have come together to enhance the prevention, management, and control of infection and to improve professional representation on national bodies formulating policy about training, continuing professional development and delivering health care in the field of infection

1. Title

The interim name of the Society shall be British Infection Society and Association of Medical Microbiologists (until a new name is decided by membership at the first AGM).

2. Aims of the Society

The Society aims to work to ensure the optimum delivery of healthcare to patients diagnosed with infection, and to represent the interests of its members. Specifically:

- To provide expert opinions and represent the views of specialists in infection to any body seeking advice relevant to infection or infection professionals. Groups who might be expected to consult The Society include, but are not limited to, the Department of Health and similar bodies in the devolved governments, the Royal Colleges, NICE, statutory medical bodies, House of Lords select committees and other professional bodies.
- To set and review standards in infection practice including the development of guidelines, working in collaboration where appropriate.
- To support members of the Society in the performance of their professional duties.
- To develop and provide education and training in infection for all and in particular to support training grades.
- To foster excellence in all aspects of infection-related research.
- To support all aspects of communication between different branches of infection and to work towards the development of an integrated voice for infection specialists.
- To provide a public face for infection and represent infection opinions to the general public and to patients.

3. Membership

Membership will be open to all graduates in medicine and science and to members of other professional groups who are in support of the objectives of the Society.

There will be four categories of Membership as follows:

- Full membership, which has full voting rights, is open to Consultants in Medical Microbiology and/or Infectious Diseases, Consultants in Communicable Disease Control, and Associate Specialists in these disciplines, Clinical Scientists of equivalent seniority to the above, Professors, Readers, Senior Lecturers, and Lecturers in university departments. Others at the discretion of the Society's Council.
- Trainee Members who are medically qualified Doctors in Training in UK and Ireland who will have full voting rights.
- Retired full membership. Members of the Society who retire having been a full member for a minimum of ten years or at the recommendation of Council shall be eligible to apply for retired full membership. A retired member will receive copies of all papers circulated to full members of the Society and have the right to attend meetings, but will have no voting powers.
- Associate membership is open to non-medically qualified personnel including nurses, medical students, pharmacists, laboratory scientists, technical staff or other individuals with a professional interest in infection at the discretion of Council. Associate members will receive copies of all papers circulated to full members of the Society and have the right to attend the Annual General Meeting. Associate members will have full voting rights.

Full Members will have access to the Journal of Infection. All other categories of membership will be charged a subscription at a level set by Council.

Application for membership shall be made to the Membership Secretary of the Society who will be able to advise which membership category would be most suitable for any individual. Council reserves the right to exclude any person who is shown to be in contravention of the objectives of the Society.

4. Council

The Council of the Society will manage the affairs of the Society in the furtherance of its aims. The Council of the Society will comprise a total of 16 elected members from among the general membership.

(a) The affairs of the Society shall be conducted by a Council consisting of the following elected members from among the general membership:

- President (Chairman of Council)
- Vice-President (to be of a different infection discipline to the President: this post will cease to exist after 2 appointments)
- Secretary
- Treasurer
- Clinical Services Secretary (Medical Microbiology & Virology)
- Clinical Services Secretary (Infectious Diseases & other disciplines)
- Membership Secretary
- Meetings Secretary
- Scientific & Research Secretary
- Manpower & Training Secretary
- Guidelines Secretary
- Communications Secretary (who may be the webmaster)
- Trainee (Meetings)
- Trainee (Professional Affairs)
- Newsletter editor (this will be by co-option)
- Secretary for Associate members

(b) Each member who agrees to become a candidate for election to Council shall be proposed and seconded in writing by Society members one of whom must be of at least 2 years' standing.

(c) The Editor of the Journal of Infection will be an ex-officio member and will be accountable to and appointed by Council.

(d) Council reserves the right to alter its membership and to co-opt new members as and when this is deemed appropriate.

(e) A quorum for Council business shall comprise a majority of its membership.

5. Officers of the Society

(a) Council should ensure that there are sufficient nominations for the posts of President, Treasurer, Secretary, and Meetings Secretary (the Principal Officers) when these fall vacant. Additional nominations from the membership will also be welcomed. The Society should aim to include representation from the different disciplines concerned with infection on the Council.

Council may decide that one of its members shall become a Principal Officer in place of an Officer who has had to demit office prematurely.

(b) The President shall serve for a term of three years and shall not be eligible for re-election for a consecutive term as President, except in exceptional circumstances.

(c) Both the Secretary and the Treasurer shall serve a term of four years and shall be eligible for re-election.

6. Other Members of Council

(a) Training grade members of Council shall serve for two years each; one will be from Microbiology and one from Infectious Diseases (or in either case a joint Microbiology/Infectious Diseases trainee). In the event of promotion to a consultant or equivalent post such members will be entitled to complete their term of office. Other members of Council shall serve for three years each, with approximately one-third of their number retiring from office each year. Members shall not be eligible for immediate re-election except in exceptional circumstances.

(b) Council shall have the rights to establish and dissolve specific Committees, Sub-Committees or working groups as deemed appropriate for the advancement of the Society's business.

7. Committees

The committees shall be:

- Executive Finance Committee (Chair: President)
- Clinical Services Committee (Chair: Clinical Services Secretary for Medical Microbiology who will be one of two representatives of the Society on the Royal College of Pathologists SAC and will also be representative on the College CATT committee)
- Meeting Committee (Chair: Meetings Secretary)
- Scientific Affairs Committee (Chair: Scientific & Research Secretary)
- Manpower & Training Committee (Chair: Manpower & Training Secretary)
- Guidelines Committee (Chair: Guidelines Secretary)
- The Communications Committee (Chair: Communications Secretary)
- Publications Committee (Chair: Secretary or Treasurer)
- National Clinical Excellence Awards Committee
- Trainees Committee (it may be decided initially to have sub-committees in Microbiology and Infectious Diseases if necessary)

The terms of reference of each committee will be available separately. The Clinical Services Committee will be a forum for advice and representation on professional issues relating to medical microbiology. It will have broad regional representation and may involve others relevant to the practice of medical microbiology e.g. the Health Protection Agency and antimicrobial pharmacists. The Clinical Services Secretary (Infectious Diseases and others) should be involved in this committee and may form a separate similar committee to address specific infectious disease issues if deemed appropriate. If so, the Clinical Services Secretary for Medical Microbiology will sit on this committee. In all cases the 2 Clinical Services Secretaries should work closely together and regional opinions from members should be sought wherever possible.

8. Journal of Infection

The Society shall publish the Journal of Infection. The Journal, its title and copyright shall be owned by the Society. The Society shall be responsible for providing the services of the Editor(s), and any changes in the Editor(s) or Editorial Board shall be determined by the Society in consultation with the Publishers. The Society and Editor(s) shall mutually agree upon the scope of the Journal. The formulation of editorial policy and any changes to Editorial policy shall be subject to mutual agreement between the Publishers and Society.

9. Annual General Meeting

- An annual general meeting will be held and will be open to all Members, including Associate and Retired Members of the Society.
- A quorum for business at the AGM shall comprise at least 5 per cent of the full voting membership.
- The annual accounts of the Society will be presented by the Treasurer for approval by the AGM.
- The AGM will be held on a date and at a time decided by Council. Due notice, of not less than one month, should be given of any general meeting of the Society.

- The AGM will ratify elections to Council.
- The AGM will set the subscriptions for membership of The Society.

10. Scientific Meetings

- The Society shall hold regular scientific meetings, which shall be open to all members and to other bona fide persons on application to the appropriate meeting's organiser.
- The format of the regular meetings of the Society will primarily be contributory, competitive and of a high scientific content. No relevant subject shall be excluded from consideration.
- Additional meetings may be promoted by the Society, which may be of a regional, national, or international nature.
- Registration charges for regular Society meetings will be kept to a minimum and whenever possible educational grants will be sought to ensure low cost. Other than in exceptional circumstances, registration costs for training grade members will be waived.
- The proceedings of meetings shall not be communicated to outside, public or private bodies, or to the news media, without consent of Council and the presenter.

11. Alteration to Constitution

- Proposals to alter the Constitution must be forwarded in writing to the Secretary for consideration by the Council of the Society before the Annual General Meeting.
- To be accepted, changes must receive the agreement of at least two thirds of those voting: members may vote on constitutional changes in person at the AGM or by postal or electronic vote, which must reach the Honorary Secretary before the advertised starting time of the AGM.
- No amendment shall be made which would cause the Society to cease to be a charity at law.

12. Subscriptions

There shall be an annual subscription, the rates to be recommended by Council and approved by the membership, payable to the Treasurer. This will include subscription costs for the Journal of Infection for Full Members.

13. INSERT SOCIETY NAME (Trading) Ltd

The Society shall wholly own SOCIETY NAME (Trading) Ltd, a company limited by guarantee whose directors shall be 3 of the Principal Officers of The Society. The profits of the Company shall be covenanted to the Society.

14. Dissolution

The Society may be dissolved by a resolution passed by two-thirds majority of those voting in person or by proxy at an Extraordinary General Meeting convened for this purpose, of which 28 days' notice shall be given to the members. Such resolution shall give instructions for the disposal of any assets held by or in the name of the Society provided that if any property remains after the satisfaction of all debts and liabilities, such property shall not be paid to or distributed among the members of the Society, but shall be given or transferred to such other charitable institution or institutions having objects similar to some or all of the objects of the Society.