

THE PHYSIOTHERAPY RESEARCH SOCIETY

CONSTITUTION AMENDED 2003
for adoption at the April 2004 AGM

(Original Constitution adopted 1994)

1. Name

The name of the Society shall be called The Physiotherapy Research Society.

2. Aims

- i) The *aim* of the Society is to promote research in physiotherapy, to provide a firm scientific knowledge base from which to enhance the effectiveness of physiotherapy practice and improve services to patients. This will be achieved through encouragement of high effectiveness quality research relevant to physiotherapy practice and fostering critical awareness throughout the profession. The Society will disseminate the results of such research both within and beyond the profession.

- ii) In furtherance of this aim, the Physiotherapy Research Society
 - a) Promote and advance research within Physiotherapy by: -
 - a) establishment of membership of the Society among clinical practitioners, managers, educationalists and researchers in physiotherapy.
 - b) provision of at least one open meeting each year for presentation, discussion and review of current physiotherapy research.
 - c) publication of Physiotherapy Research Society proceedings in a scientific journal...
 - d) support for the development of a national and regional communication network.
 - e) promotion of provision of education in research methods and the supervision of research.

 - b) Take every opportunity to increase -awareness of physiotherapy research outside the profession by: -
 - a) an elected Executive Committee with authority to represent the views of members at all levels.
 - b) informed views to the Chartered Society of Physiotherapy and other professional bodies on matters of policy relating to research in physiotherapy.
 - c) authoritative, informed and timely responses on issues raised in other journals by current research in physiotherapy.
 - d) development of links with research societies in other professions.

3. Membership

- i) Membership of the Society shall be open to: -
 - a) all physiotherapists eligible for UK State Registration (or an equivalent physiotherapy qualification) with an expressed interest in research.
 - b) academics and professionals from related disciplines working with physiotherapists on research.
 - c) academics and professionals from related disciplines researching into areas relevant to physiotherapy.

- ii) Membership of the society will be divided into two categories: -
 - a) Honorary members - elected by the Society in recognition of distinguished contribution to furthering the objectives of the Society. Honorary members shall be entitled to attend all meetings of the Society but shall not have the right to vote at business meetings of the Society or to receive particular benefits secured by subscribing to the Society.
 - b) Subscribing members - for whom the general qualifications, privileges and subscriptions shall be determined by the Society's Byelaws.

Subscribing members will be members who have forwarded a completed application form to the Honorary Secretary of the Society, together with the appropriate membership subscription, and whose application has been approved by the Executive Committee.

Subscribing members who are fully paid up members on the day of the autumn workshop in 1993 shall have the status of Founder Members.

Founder members may be awarded honorary membership on retirement from full-time employment, where they have contributed to the aims of the Society.

- iii) Annual membership subscription shall be determined by the Executive Committee, and approved by the membership of the Society at the Annual General Meeting.
- iv) Renewal of Annual subscriptions shall become payable on the First of April of each year.
- v) Subscribing members who are in arrears shall be advised by the Honorary Secretary that subscriptions must be received as soon as possible in order to retain their membership.

4. Scientific Meetings

- i) The Society will convene at least one scientific meeting each year, which shall normally be held in the month of April. The business transacted at this meeting shall consist of scientific communications.
- ii) A second meeting may be arranged in October or November of the same year and would normally take the form of a "workshop".
- iii) The dates for the following years meeting(s) shall be notified to all members at the Annual Scientific Meeting. The programme of each scientific meeting shall be sent to all subscribing members at least six weeks before the scheduled date of the meeting.
- iv) First calls for papers will be sent out six months prior to each scientific meeting, to be received no later than three months prior to said meeting.

Abstracts shall be refereed blind by a scientific committee and presenters notified eight weeks prior to the meeting.

- v) The Scientific committee shall comprise a minimum of six members, from the Executive Committee.

5. Business Meetings

- i) The Annual General Meeting of the Society shall be held on the occasion of the April annual scientific meeting. The business to be transacted shall include: -
 - a) Consideration of reports from the members of the Executive Committee (Chairman, Honorary Secretary, Honorary Treasurer).
 - b) Election of committee members and committee officers.
 - c) Election of auditors.
- ii) An extraordinary general meeting may be convened by the Chairman whenever he/she thinks necessary. If required by the membership, the Honorary Secretary must convene an extraordinary meeting within one month of receipt of a requisition, in writing, from not less than twenty subscribing Members, stating the purpose for which the meeting is being requested.
- iii) The quorum for a business meeting shall be 20% of members present in person. Subject 'to Article 10 hereof, motions shall be determined by a simple majority on a show of hands, unless a poll is demanded by the Chairman of the meeting or by a minimum of three subscribing Members present in person at the meeting. The Chairman of the meeting shall determine the manner of the poll and may exercise a casting vote when necessary.
- iv) Subscribing members may move formal resolutions at any business meeting, provided that they give due notice in writing to the Honorary Secretary and submit a copy of the resolution not less than four weeks before the due date of the meeting.
- v) Formal notice of and an agenda paper for each business meeting shall be sent to all members at least 14 days before the scheduled date of the meeting.

6. Executive Committee

- i) The governing body of the Society (the Executive Committee) should comprise eight members.
- ii) A *minimum* of six members of the Committee must be physiotherapists eligible for UK State Registration (or equivalent qualification). The Committee should, if possible, ensure balanced geographical representation of areas throughout the United Kingdom.
- iii) Only subscribing members of the Society shall be eligible for election to the Committee and nominations shall require the support of two subscribing members. Incoming members of the Committee shall be elected at the Annual General meeting of the Society and shall assume their duties immediately after the conclusion of the meeting at which they are elected. The period of office of ordinary members shall be three years.

- iv) When valid nominations for committee membership are received from more than one member, priority will be given to ensure that when possible the membership of the Committee offers wide geographical representation.

7. Honorary Officers

- i) The Officers of the Committee shall be - Chairman, Honorary Treasurer, Honorary Secretary, Minutes Secretary and Abstract Secretary.
- ii) All Committee Officers must be eligible for Physiotherapy State Registration in the UK or possess an equivalent physiotherapy qualification.
- iii) With the exception of the Honorary Treasurer, the period of office of Honorary Officers shall be no more than two years. The period of office of the Honorary Treasurer shall be no more than three years. Upon expiration of such terms of office, the Committee Officers will be eligible for re-election to the same office for one further term of office.
- vi) On retirement of a Committee Officer (which will normally occur at the Society's Annual General Meeting) the Committee shall at the commencement of the following Committee Meeting appoint one of its members to replace the retiring member.

8. President

- i) The executive committee will consider nominations for the office of President of The Physiotherapy Research Society.
- ii) With the consensus of the membership invite the nominee to take the office as president for a maximum period of 5 years.
- iii) The President is afforded the same rights as Honorary members (see Section 3 ii).

9. General

- i) The Society's business shall be conducted in and the Accounts shall be made up to a year ending 31 March each year.
- ii) The income of the Society shall be supplied solely towards the Promotion of the object of the Society as set forth in this constitution and no portion thereof shall be paid or transferred directly or indirectly to the Members of the Society.

- iii) Payment in good faith of reasonable and proper remuneration of out-of-pocket expenses to any Committee officer or servant of the Society in return for any services actually rendered to the Society shall be made upon the presentation of accounts of expenditure.
- iv) The Society's accounts shall be audited each year by an auditor elected at the Annual General Meeting. The audited accounts shall be published with the Society's Annual Report and Statement of Accounts.

10. Affiliation

The Committee shall have the power to seek and accept affiliation to other societies, professional bodies and centres of excellence in the United Kingdom and abroad, upon the agreement of a majority of subscribing members at the Annual General meeting.

11. Constitution

- i) The Committee may make, vary and repeal Bylaws and Regulations for the conduct of the general affairs of the Society, provided the amendments are supported by a majority of the subscribing Membership.
- i) Notice of any proposal to amend or alter this constitution must be sent to the Honorary Secretary not less than eight weeks before the Annual General Meeting. Such proposals shall be circulated to all members and will appear as a motion on the agenda for the ensuing meeting. The quorum for amendments of the constitution shall be 20% of subscribing members present in person at the meeting and the proposed amendments shall require the support of two thirds of the subscribing members present at the meeting. If a quorum shall not be present, the Committee shall be empowered to conduct a postal ballot on the motion; the proposed amendment shall require two thirds of the votes cast and received by the Honorary Secretary by a date specified on the notice of ballot.
- iii) The Society may at any time by a resolution passed in General Meeting in accordance with the same terms of Article 11(ii) be wound up and dissolved. All assets remaining after payment of all just debts should be paid or transferred to some other institution or institutions having objects similar to the Society and if effects cannot be given to the same then for some other charitable purpose, by agreement of the membership.