

The American Association of Colleges of Pharmacy Resolutions, Policy and Recommendations Process

Three different mechanisms exist, by which AACP (and its organizational units – Board of Directors, Sections, Councils, Special Interest Groups) can express positions, values or beliefs.

Resolutions are statements of proposed action(s) or formal position(s) submitted for consideration by one or more units of AACP. There are two types of resolutions: membership resolutions and policy resolutions.

- Parties who may submit resolutions include the Board of Directors, Councils, Sections, and Special Interest Groups.
- Resolutions can also be submitted by individuals if they contain the signatures of at least five additional members in addition to the originator.

Policy Statements represent AACP's policies on specific issues. Policy statements must originate from AACP Standing or Special Committees, which submit the statements to the House of Delegates via written reports containing substantial background and discussion.

Recommendations are formal written statements from any unit of AACP suggesting that another unit consider a particular action. These could best be considered as *suggestions* and if official action is needed, a recommendation should be revised to a resolution.

The Section of Teachers of Pharmacy Practice has a **Resolutions Committee** comprised of four appointed members, each with a two-year term. The committee is responsible for studying recommendations presented in various reports and developing resolutions for consideration by the Section during the annual meeting. They also receive resolutions from the membership, especially those who cannot attend the annual meeting.

Prior to the annual meeting, the Resolution Committee Chair will remind the Section membership as to the process to initiate a resolution. The Chair will seek comment from the Section membership on pending resolutions that they know will be presented at the annual meeting.

During the Section's Business Meeting at Annual, resolutions and amendments are received from the floor. The Resolution Committee Chair can also present any resolution that was developed by the Committee, or that was forwarded to the Committee by a Section member who could not attend.

Resolutions are discussed among Section Members and are approved by a majority of those present and eligible to vote at the Section meeting. Ten percent of the active members of the Section shall constitute a quorum for the transaction of business. Only active members of the Section have the right to vote on matters brought before the Section (e.g. resolutions).

If approved, the resolution is presented to the Association's Bylaws and Policy Development Committee (BPDC) at the Annual meeting, prior to the second House of Delegates session on Wednesday.

The Bylaw and Policy Development Committee has three options of what they can do with a resolution referred from our Section:

1. Present the resolution to the House of Delegates with a recommendation for House Action.
2. Return the resolution to the originators - This is to be done for proposals that lack charity or are duplicative, non-substantive, poorly formulated or inconsistent with AACP articles of incorporation or bylaws. The appropriate action here would be for the Section to rewrite and resubmit.
3. Refer to proper units or officials of AACP those proposals that are appropriate for their action.

If the BPDC does not bring our resolution to the HOD, the best recourse is to reconsider the resolution back in the Section or co-sponsorship from other governance bodies within AACP such as the Council of Section, Council of Faculty or another Section and then resubmit.

A more detailed explanation can be found in the AACP's Rules of Procedure at:

http://www.aacp.org/governance/HOD/Documents/RulesofProcedure_approvedJuly2007_.pdf

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