

ROYAL ACADEMY OF MEDICINE IN IRELAND

FOUNDED IN 1882

RULES

Amended at the Annual General Meeting of the Academy, June 2016.

NAME

The name shall be: The Royal Academy of Medicine in Ireland.

CONSTITUTION

The Academy shall consist of a President, General Secretary, Honorary Fellows, Fellows and Members.

OBJECTS

The objects of the Academy shall be:

- (a) To foster all branches of medical and allied sciences;
- (b) To facilitate the course of scientific advance;
- (c) To encourage communication within the medical profession and between the medical and allied professions;
- (d) And through its journal to encourage the publication of scientific and clinical observations.

GENERAL COUNCIL

The affairs of the Academy shall be managed by a General Council consisting of the President, the immediate past President, the General Secretary & Treasurer, the Editor-in-Chief of the Journal, together with up to six Fellows co-opted by the General Council and ordinarily up to one Fellow nominated by each Section Council. Of the six co-opted Fellows, ordinarily one shall retire each year and shall not be eligible for re-appointment for a period of one year. The vacancy shall be filled by the General Council. The General Secretary, with approval of the General Council, may hold a ballot of the membership in an election of Fellows to the General Council.

The General Council shall meet at least three times a year. Five Fellows shall form a quorum. Notice of such meetings shall be communicated to all members of the General Council by the General Secretary. The President or any five members of the General Council may call an extraordinary meeting of the General Council by giving ten days' notice of such meeting in writing to all members of the General Council.

The General Council shall determine the annual subscription, fill any vacancies occurring in the General Council or staff of the Academy, add to or reduce the number of Sections of the Academy, nominate Honorary Fellows, determine the election and admission of new Fellows, fix the date of the Annual General Meeting, appoint an Administrator and fix his/her salary, propose the expulsion of any Fellow or Member, appoint representatives of the Academy to other bodies, determine matters to be considered by the Academy, and generally direct the affairs of the Academy. The General Council shall determine questions by vote or by division if so demanded, the President having a casting vote. Any regulation or decision of the Council shall be binding on all Fellows and Members.

EXECUTIVE COMMITTEE

The day-to-day business of the Academy shall be conducted by an Executive Committee consisting of the President, the immediate past President, the General Secretary, the Editor-in-Chief of the Journal (*ex officio*) and up to six Fellows co-opted by the Executive following approval of General Council. The President shall ordinarily chair the Executive.

The Executive Committee shall meet monthly or as it determines during the year. It shall deal with routine matters, the business affairs (including financial) of the Academy, and the affairs of the Journal. Notice of such meetings shall be communicated to all members of the General Council by the General Secretary. Five Fellows shall form a quorum.

The Council shall be kept informed of the transactions of the Academy's Executive Council.

PRESIDENT

A President of the Academy shall be elected by the Annual General Meeting and shall hold office for two years.

The President shall assume office immediately the result of her/his election is declared. S/he shall preside at General Council and Executive Committee meetings and other general meetings of the Academy. S/he may nominate a deputy to preside if unable to attend; otherwise the meeting shall elect its chairperson. The President is the Chief Officer of the Academy and is *ex officio* a member of the Editorial Board and of all committees appointed by the General Council. On retirement from office s/he shall become a member of the General Council and a member of the Executive Committee serving as immediate past President for the period of office of her/his successor.

HONORARY FELLOWS

Honorary Fellows may be nominated by the General Council and elected at a General Meeting of the Academy. They enjoy all the rights of Fellows.

FELLOWS AND MEMBERS

The Fellowship and Membership of the Academy are open to registered medical practitioners and persons interested in the science and practice of medicine and allied subjects including biomedical sciences. Members are bound to respect the Rules of the Academy.

Fellows of the Academy enjoy the full rights of the Academy. They are eligible for all offices and to vote in all elections.

Normally those seeking to join the Academy will be admitted as Members except in the case of esteemed persons who may be admitted as Fellows at the discretion of the General Council or Executive Committee. Members of the Academy are entitled to attend and participate at meetings, and to be awarded prizes and medals. They are not eligible for office save as provided for in Rule 13, nor have they votes in the election of any officer of the Academy.

After 5 years of continuous membership, Members are eligible to be elected as Fellows by General Council, but no Member may continue as a Member longer than seven years after which s/he must submit /her/his name for consideration for election to Fellowship. This Rule does not preclude the General Council promoting to Fellowship as an exceptional measure, a member whose distinction or scientific achievements in the opinion of the General Council merit such promotion.

Fellows and Members shall pay an annual subscription. The amounts shall be as determined by the General Council. Membership categories (e.g. student membership) shall be determined by General Council.

Students must be registered for an undergraduate or postgraduate degree or equivalent as determined by General Council. Student members shall be invited to apply for full Membership within one year of graduation.

GENERAL SECRETARY

A General Secretary & Treasurer shall be elected at a General Meeting and shall hold office for five years. S/he may be elected for further terms of office but the appointment may be terminated by a General Meeting voting on a motion to that effect, proposed by the General Council. S/he shall be paid such honorarium as the General Council may determine. The General Secretary, subject to the General Council and Executive Committee, is responsible for conducting the business of the Academy. S/he shall attend General Council and Executive Committee meetings and record their proceedings. All cheques shall be signed by the General Secretary and by one other member of the Executive Committee.

EDITOR-IN-CHIEF

An Editor-in-Chief of the Journal shall be elected by General Council and shall hold office in the same manner as the General Secretary. S/he shall be paid such honorarium as decided by the General Council.

Subject to the General Council and the Executive Committee, the Editor-in-Chief is responsible for the content and policy of the Journal. The General Council shall consider for approval an Editorial Board determined by the Editor-in-Chief. The General Secretary ordinarily serves as Executive Editor of the Journal, determined by the General Council.

An Administrative Assistant may be appointed by the Editor-in-Chief to assist with the Journal business. S/he shall hold appointment at the discretion of the Editor. Remuneration shall be determined by the General Council.

THE PRESIDENT'S LECTURE

The Annual President's Prize Lecture is selected by the sitting President. The lecturer is awarded the Academy's gold medal and an honorarium determined by the General Council.

THE GRAVES LECTURE

The Annual Graves Lecture commemorates Robert Graves, the eminent Dublin physician. The lecture should serve to foster and promote research in Ireland. The lecturer is selected by the General Council from nominations sought from Fellows of the Academy.

The subject of the lecture must be of clinical/biomedical interest embodying original research. The lecturer receives the Academy's silver medal and an honorarium, determined by the General Council.

THE SAINT LUKE'S LECTURE

The Saint Luke's Lecture is sponsored by Saint Luke's Hospital. The annual lecture is in the field of oncology. The lecturer is selected by a committee with representatives from St. Luke's Hospital and the Academy. The lecturer receives the Academy's silver medal and an honorarium, determined by St. Luke's Hospital.

CONWAY REVIEW LECTURE

The Conway review lecture commemorates Professor Edward J. Conway F.R.S. The Annual lecture is selected by the Council of the Section of Biomedical Sciences. The lecturer receives the Academy's silver medal.

THE DONAL BURKE LECTURE

The Annual Donal Burke Memorial Lecture is held in honour of the very well known general practitioner. The lecture is organized by the Section of General Practice. The lecturer receives the Academy's silver medal.

HAUGHTON LECTURE

The Haughton Lecture in honour of Rev. Samuel Haughton is organized by the Section of Bioengineering. The lecturer receives the Academy's silver medal.

SECTIONS

The Academy shall be divided into Sections of special interest for the purpose of pursuing its objects.

SECTION OFFICERS

Each Section shall have a President, a Secretary and a Council. No Fellow may ordinarily serve concurrently on more than two Section Councils. The Council is drawn from the Academy's membership. The longest serving member on each Section Council shall retire each year and shall be ineligible for re-election to that Council for one year.

Each Section Council shall conduct the affairs of its Section in accordance with the objects of the Academy and subject to the Rules of the Academy and the ruling of the General Council. Each Section Council may fill vacancies among its own membership. One Fellow, elected by Section Council, may serve on the Academy's General Council.

ANNUAL GENERAL MEETING

The Annual General Meeting shall be held each year ordinarily in the period 1st May to 30th June on a date to be fixed by the General Council, to elect officers and to inform the membership of the general business of the Academy. Due notice in writing of such meeting shall be given by the General Secretary. This notice shall state the closing date nominations for office, when relevant.

NOMINATIONS

Nominations for the office of President, General Secretary, Editor-in-Chief shall be made in writing by two Fellows and must reach the returning officer before the Annual General Meeting.

RETURNING OFFICER

Ordinarily the General Secretary will act as Returning Officer for all elections of the Academy. The President may, however, at her/his sole discretion appoint another Fellow to act as Returning Officer in any election.

VOTING

Voting for the election of Officers shall be by Fellows present at the Annual General Meeting and entitled to vote. Voting shall be by secret ballot. The General Secretary, with the approval of General Council, may call for a vote by the membership of election of Fellow(s) to General Council.

The President (or Chairperson) shall appoint two Fellows who shall count the votes cast and hand the result in writing over their signatures to the President (or Chairperson) who

shall declare the result. If requested s/he may state the number of votes cast for each candidate.

GENERAL MEETINGS

General Meetings of the Academy may be held to conduct the business of the Academy or for the furtherance of the Academy's objects. The President may summon a General Meeting for the consideration of particular business. The purpose of the General Meeting shall be stated in communication to all Fellows. At such meeting no other business may be transacted. In the event of the President being unable or unwilling to summon a General Meeting, it shall be in the power of the General Council to summon such a meeting. Notice of such General Meetings, not less than 14 days, shall be given to all Fellows.

SECTION MEETINGS

Ordinary Meetings will be conducted by Sections. Sections of the Academy may hold meetings at such time and place as their Councils may decide and for the purpose of furthering the objects of the Academy as seen by the Section, subject always to the Rulings of the General Council. These meetings shall generally consist of communications from Fellows or Members of the Academy or guests. All Fellows or Members have the right (subject to the President of the Section or the Chairperson) to address a Section Meeting but visitors may not unless invited to do so by the Chairperson of the meeting.

SECTION PRESIDENT

Each Section shall elect a Section President at a Section Meeting. S/he shall hold office for two years. The Section President shall preside at Section Council Meetings.

SECTION SECRETARY

A Section Secretary, elected by Section Council, shall, subject to the Section Council, conduct the business of the Section and maintain liaison with the General Secretary.

SECTION COUNCILS

Each Section shall form a Section Council. Membership of Section Council shall be communicated in writing to the General Secretary.

SECTION REPRESENTATIVE

Each Section Council shall elect one of its number to act as representative on the General Council. The Section Secretary shall communicate the name of this representative in writing to the General Secretary.

CONFIRMATION OF OFFICERS

The Annual General Meeting may, by a two-thirds majority, refuse to confirm the appointment of the President or any Officer of the Academy.

EXPULSION

Expulsion of a Fellow or Member can take place only at a General Meeting of the Academy on the motion of the General Council and only if two-thirds of the Fellows present, vote in support of the motion.

AMENDMENT OF RULES

The Rules of the Academy may be amended or altered only at a General Meeting of the Academy on the motion of the General Council.