

Constitution of the BSA's Medical Sociology Study Group

1. The Group shall be called the Medical Sociology Study Group. The objects of the group shall be to foster the development of the fields of medical sociology and the sociology of health and illness and communication between persons interested in these areas.

In pursuit of these aims, the group will organise an annual conference, encourage and support the establishment of regional and special interest groups, publicise its activities through relevant and appropriate channels of communication, and undertake such other activities to promote these objects, provided that these activities are legal and legally charitable.

2. Membership of the group shall be open to any British Sociological Association (BSA) member. Persons who are not members of the BSA shall be allowed to participate in group activities subject, where applicable, with payment of the appropriate fee for non-BSA members.

3. The Group shall have the power to charge its members fees to cover the costs of holding events or publications in furtherance of the objectives of the group. When such fees are charged there shall be a higher charge made for attendance at events for persons who are not members of the BSA.

4. The Group shall be managed by a committee of twelve to sixteen members (excluding ex-officio members) consisting of two or three convenors, eight to ten ordinary members, and two to three Postgraduate Researchers (PGR) or Early Career Researchers (ECR) members. All committee members shall be fully paid-up members of the BSA.

a. Call for nominations for committee membership will be announced approximately eight weeks prior to the annual conference. Nominations may be received up until 9am on the day of the AGM. Nominations must be accompanied by mini-biographies for the nominee. Each person may only stand for election for one category (ordinary committee member or PGR/ECR member). At the AGM, candidates will be allowed to introduce themselves and present their candidacy. If they are not present, a committee member will read out candidates' statements. Voting will be limited to BSA members only and take place during the AGM, with votes counted afterwards and elected members informed by email and by public display of the results in the conference venue and online.

b. PGRs will be defined in accordance with the HEFCE (2012) and ECRs will be defined in accordance with the BSA at the time of election. However, the Committee will consider, in principle on the basis of trust, exemptions from

these eligibility criteria to take account of career breaks for parental leave, caring responsibilities, illness and disability, other factors when considering whether a candidate qualifies for an ECR position, or any other legal bases for variation. We do not consider work outside of academia a career break.

c. All terms will officially commence at the end of the AGM in which a member has been elected. Ordinary member representatives will normally serve on the committee for four years. PGR or ECR members will be elected at the AGM to serve for two years on the Committee. ECR members are eligible to restand for election to a second term in this role.

In recognition of parental or long-term sickness leave for Committee members in paid employment, and the additional challenges associated with these biographical changes for non-salaried members, the Co-Convenors are empowered to extend Committee membership in these or related circumstances by a maximum of two years, commensurate to the period of time for which members are unable to participate in Committee business.

d. The committee will be led by two or three co-convenors. Where possible, co-convenors will be elected in a staggered pattern to ensure continuity. Each co-convenor will serve for two years. Co-convenors will be selected by quorate committee meeting from among present or previous members of the committee. Committee members interested in taking on the co-convenor role will self-nominate either at a committee meeting or by email. Their selection will be presented for ratification at the AGM prior to commencement of their term of office. In extraordinary circumstances, including the absence of current committee members willing to take on the co-convenor role, the Committee may co-opt a previous committee member to act as co-convenor by quorate majority consensus.

e. The duties of the co-convenors are to oversee the programme of activities of the Group, to ensure the activities of the Group comply with its constitution and legal requirements and to liaise with the BSA and other bodies as required.

f. The Committee shall have the power to co-opt up to three members to fill vacant committee places and to co-opt to ex-officio membership of the committee any person of their choosing (up to a maximum of three) provided there is complete consensus of agreement among them as to their choice. Such co-options shall be presented to the next available AGM for ratification.

g. A quorum of five members, who may include the co-convenors but not any other ex-officio members, shall be required to conduct committee business.

5. Administration of the MedSoc group budget is carried out by the BSA office.
6. In pursuance of its objectives, the Group will strive to maintain its collegial relationship with the independent journal Sociology of Health and Illness (SHI) and with the Foundation for the Sociology of Health and Illness.
7. In 2012, the BSA Council delegated responsibility for decisions regarding Medical Sociology Study Groups to the Medical Sociology Committee. The Group will therefore receive reports from and provide financial support to MedSoc's sub-groups- the regional and special interest study groups whose activities are consistent with the objectives of the MedSoc Study Group.
8. The MedSoc Study Group's finances shall be organised as follows:
 - (a) The Group's financial year will coincide with the financial year of the BSA
 - (b) The administration of the finances of the Group shall be the responsibility of the staff at the BSA office
 - (c) A designated fund will be held on behalf of the Group within the BSA's main accounting system.
 - (d) The accounts of the Group shall be audited by the auditors of the BSA.
 - (e) The Group may incur expenditure on the production and distribution of information and/or materials, the hire of rooms for the conduct of meetings, and the cost of speaker's expenses, provided such expenses fall within the pursuance of the objectives of the group.
 - (f) The BSA shall pay the costs incurred by committee members associated with committee meetings of the Group and attendance at the annual conference, including any travel and administrative expenses. The BSA may also pay any costs incurred by persons representing or acting on behalf of the Group. No payments shall be made without appropriate written accounting of expenditure.
9. The Annual General Meeting of the Group will be held each year at its annual conference. Notification of the AGM, together with an agenda, will normally appear on the conference website. The business of the AGM will be to:
 - (a) receive the report of the co-convenors on the activities of the Group
 - (b) receive the Treasurer's report and the accounts of the Group
 - (c) receive relevant reports from bodies associated with the Study Group, which can be expected to include (but are not limited to) the Editor of the journal Sociology of Health & Illness, the Chair of the Foundation for the Sociology of Health and Illness and from MedSoc's 'Cost of Living' Blog editors

(d) elect ordinary and PGR and ECR members to fill any vacancies on the group committee

(e) ratify any co-opted membership of the committee

(f) ratify the selection of co-convenor

10. The minutes of the AGM shall be published on the MedSoc Study Group website.

11. Attendance and participation at the AGM is not confined to members of the BSA but, in accordance with the rules of the BSA, only fully paid-up members of the BSA may vote at the AGM.

A quorum of 15 BSA members shall be required to conduct the business of the AGM.

12. Constitutional changes shall normally be published on the MedSoc Study Group website and circulated via the BSA Medsoc mailing list, as well as other mailing lists deemed adequate, prior to the AGM at which they are to be discussed.

13. Any matter not covered by this constitution shall be referred to the Group committee for action.

14. In the event of the winding up of the Group, all monies and assets of the Group shall revert to the BSA.

This revision of the Group's constitution was ratified at the ____ AGM of the Group