

## **ACADEMY CHARTER**

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**NAME.** *Pharmacy Owners and Managers Academy*

**PURPOSE.** The purpose of the *Pharmacy Owners and Managers Academy* is to:

1. Support KPhA in its mission to promote and advance the pharmaceutical care of Kansans. In doing so, the “Owner” academy is charged with increasing the knowledge, empathy, sustainability, and membership of pharmacy owners in the state of Kansas. In addition, the “Owner” academy extends its knowledge and altruism to all other academies in KPhA so as to provide continuity of communication and ultimately the best pharmaceutical care for Kansans.
2. Represent the interest of pharmacy owners and managers on the KPhA Board of Directors.

**GOALS.**

To advance public health by promoting the professional interests of the academy membership by:

1. Educating pharmacy owners and managers on current drug trends, wholesaler issues, new therapies, legislative issues, and marketing, business and management trends.
2. Attaining political influence that promotes pharmacy ownership and sustainability.
3. Fostering communication between owners and managers to share ideas and resources.
4. Sustaining and increasing membership in the academy & KPhA.
5. Promoting “Outreach” programs designed to serve and educate pharmacy care patrons as well as other health care professionals.
6. Providing a database of pharmacy owners contact information and a platform for communication (i.e. website presence on current KPhA website)
7. Documenting the pharmaceutical care needs of Kansans.
8. Working parallel with KPSC to achieve a resonation message that reflects the opinion of pharmacy owners and managers.
9. Advising and making recommendations to the KPhA Board of Directors on behalf of academy membership.

**MEMBERSHIP**

Membership shall be granted to pharmacists and non-pharmacists who are engaged in or are interested in the unique aspects of owning & managing a pharmacy practice and who are current members, in good standing, of the Kansas Pharmacists Association.

## Membership types

1. *Pharmacists who are engaged in or are interested in pharmacy practice ownership or management.*
2. *Student pharmacists who are currently enrolled an accredited school of pharmacy and have an interest in owning or managing a pharmacy practice.*
3. *Non-Pharmacists who are engaged in or are interested in pharmacy practice ownership or management. This could include non pharmacist owners and managers, pharmacy technicians, wholesale company representatives, pharmaceutical company representatives, and representatives of technology and other support service vendors.*

Application for membership shall be indicated on the standard application or annual renewal form submitted to KPhA.

Academy membership shall be valid for 1 year and will reoccur automatically during yearly KHPA renewals.

## **DUES.**

**Yearly dues will be accessed during annual KPHA renewal.**

<b>Pharmacist</b>	<b>\$35</b>
<b>Pharmacy Technicians</b>	<b>\$25</b>
<b>Non Pharmacists</b>	<b>\$50</b>
<b>Pharmacy Students</b>	<b>\$0</b>

## **ACADEMY LEADERSHIP**

The members of the academy will elect a chairperson who will represent the academy as a Director on the KPhA board. The chairperson will be responsible for the following:

1. Attending KPHA board meetings and representing the owners & managers academy membership.
2. Preside over the academy annual membership meeting.
3. Identify and execute educational programming at KHPA Annual and outreach meetings that meet the needs of the academy membership..
4. Encourage membership and participation in the owner & managers academy.

The academy will also elect a Secretary/Treasurer. The secretary/treasurer will be responsible for the following:

1. Maintain minutes of academy meetings and functions.
2. Direct correspondence in and outside the academy membership and KPHA.
3. Develop budget, collect dues and maintain records of all academy financial transactions.

The academy will also elect a Assistant Chairperson. The Assistant director will be responsible for the following:

1. Assisting the Director in all the above mentioned responsibilities.
2. Assume the responsibilities of director after the first 1 year term.

The academy Chairperson, Assistant Chairperson and Secretary/Treasurer will be elected to a two year term, in accordance with KPhA bylaws.

## **NOMINATIONS**

The Chairperson shall issue a call for nominations for candidates for each office. Notification shall be made to the membership electronically, and/or through the academy newsletter at least thirty calendar days prior to submission deadline. Election will be held by electronic ballot, with all votes due within printed date on ballot. A simple majority of votes shall constitute election. Ties will be decided by a coin toss. Newly elected officers will be installed at the KPhA annual meeting, and terms will begin on January 1, 2009 of the year following election.

## **VACANCIES**

If the Chairperson can no longer perform her/his duties, the assistant chairperson assume the role of Chair and appoints a replacement for the remainder of the term. If the Secretary/Treasurer can no longer perform his/her duties the chairperson will appoint a replacement for the remainder of the term. KPHA bylaws state that if an academy fails to fill its position on the board for two years, the academy shall be deemed to have forfeited Board representation and shall be deemed dissolved upon resolution of the Association Board.

## **CHANGES TO ACADEMY CHARTER**

*As the academy evolves, it is likely the membership will want to redefine or expand on items contained in this charter.*

*Changes to this charter may be proposed in writing by any member of the academy.*

*Proposed changes will be communicated to the membership in a manor that ensures that each member has access to the information.*

*Changes will be ratified by a simple majority of the membership. At the discretion of the officers, this may be accomplished by polling the membership via email or in person at the annual meeting. . The majority will calculated based on members responding to the poll or present at the meeting.*

**Changes to the Academy Charter will be submitted to the KPhA Board of Directors for approval.**

## **SUGGESTED ITEMS FOR INCLUSION IN ACADEMY BUDGET**

### **REVENUE**

*Membership Dues*

*Event Fees*

*Donations*

### **EXPENSES**

*Administrative*

*Publications*

*Mailings*

*Copies*

*Postage*

*Telephone*

*Meeting Expenses*

*Meals*

*Facility Rentals*

*Travel*

*Programs*

*Speaker Fees*

*Marketing*

*Other*