



The Journal of Pharmaceutical and Biomedical Analysis is the official journal of the Analysis and Pharmaceutical Quality Section of the American Association of Pharmaceutical Chemists.

The following is taken from the Newsletter of the APQ Section published in August 1993.



Analysis And Pharmaceutical Quality Section Newsletter 1993

NOTES FROM THE CHAIR

by Larry Kissinger, Ph.D.

The 1993 activities of AAPS and APQ have been driven by an objective-oriented process. This has effectively focused attention and action on items of strategic importance to the Association. Rather than drifting into the future, we are following an established path to achieve our goals. During the 1993 April meetings, the objectives were a primary basis for decisions and actions taken by the AAPS Executive Council and the APQ Executive Committee. The progress to date suggests that this process will make 1993 a productive year for AAPS. The 1993 goals and objectives have been published previously in the AAPS and APQ Newsletters. I encourage each member to be familiar with the objectives and to contribute to their achievement.

The APQ Resolutions and Bylaws Committee have carefully developed a major revision of the APQ Bylaws. The proposed changes are detailed in the following article by Barbara Hubert, the Committee Chair. I would like to mention some of the major changes.

To improve, simplify, and harmonize the elections, the Bylaws revision would reduce the number of APQ Officers elected annually from three to two. Program-Chair responsibilities would be integrated into the track to Section Chair. The APQ annual election would include candidates only for Vice Chair and Secretary/Treasurer. The person elected Vice Chair would be an APQ Officer for four one-year terms, as happens in most of the AAPS Sections. The person would serve first as the APQ Vice Chair and then as the APQ Chair Elect, APQ Chair, and APQ Past Chair. The four-year Chair track will provide continuity of leadership that will facilitate effective operation of APQ. (For the transition to the new process, it would be necessary to include the Chair Elect office, in addition to the Vice Chair office, on the 1994 APQ election.)

For the first time, a mail-in ballot is being used for the Bylaws revision. Prior to last November, the APQ Bylaws stated that a vote on revisions was to be taken at the Section Meeting during the AAPS Annual Meeting. Because only a fraction of the APQ membership is ever present at that meeting, the APQ Bylaws were revised at the 1992 meeting to allow mail-in ballots for Bylaws revisions. Through the use of mail-in ballots, each APQ member can now express his or her position on the revision.

I feel that these revisions of the APQ Bylaws have been well designed and would significantly improve operations of the Section. Please exercise your right to vote on the proposed Bylaws revision.

AAPS recognizes that many pharmaceutical scientists have not joined the Association. Many initiatives have been taken in 1993 to communicate to non-members the useful services provided by AAPS. The APQ Membership Committee (H. Tan, Chair) provided information about the Association through a booth

at the *International Symposium on Pharmaceutical and Biomedical Analysis* (PBA '93) in Baltimore, MD on April 19–21, 1993. Because the APQ addresses the subjects of PBA '93, this was an excellent opportunity to contact scientists unfamiliar with our organization.

PROPOSED REVISION OF BYLAWS

by Barbara Hubert
Chair, Resolutions and Bylaws Committee

The 1993 APQ Resolutions and Bylaws Committee met on April 16, 1993 to address a number of issues remaining from the previous Committee. In addition, the Committee conducted a thorough review of the current Bylaws. The proposed changes were presented to the Section Executive Committee on April 17, 1993. Suggestions made by the Executive Committee were incorporated into the revised draft and sent out to the Bylaws Committee for final approval.

I would like to extend my thanks to the members of the Committee who took time from their busy schedules to work on this task:

Marvin Brooks
Richard Lindauer
John Simmons

Tom Karnes
Tom Rosanske
Hari Singh

PROPOSAL

Note: Proposed additions to the current Bylaws are shown in italics, and proposed deletions are shown struck-through.

~~BYLAWS PROCEDURAL GUIDE~~ ANALYSIS AND PHARMACEUTICAL QUALITY SECTION THE AMERICAN ASSOCIATION OF PHARMACEUTICAL SCIENTISTS

The ~~bylaws Procedural Guide~~ of the Analysis and Pharmaceutical Quality Section defines objectives for the section, *officers and their responsibilities of the section officers*, committees and their responsibilities, and protocol for meetings.

SECTION I - NAME

This section shall hereafter be known as the Analysis and Pharmaceutical Quality (*APQ*) Section of the American Association of Pharmaceutical Scientists. ~~Abbreviated, it is the APQ Section of AAPS.~~

SECTION II - OBJECTIVES

APQ will assist scientific advancement in all areas related to pharmaceutical analysis *and quality*.

APQ will promote the publication of analytical research and pertinent data in the official AAPS *and APQ journals*. ~~Journal, Pharmaceutical Research.~~

APQ will encourage active involvement of all pharmaceutical scientists in regional and national meetings sponsored by AAPS.

SECTION III - OFFICERS

~~APQ officers are Chair, Vice Chair, Program Chair, and Secretary/Treasurer.~~

~~The Vice Chair, Program Chair, and Secretary/Treasurer are all elected to one year terms on a calendar basis. The Vice Chair assumes the office of Chair at the end of the year as Vice Chair and then serves for one year on a calendar basis.~~

APQ officers are Chair, Chair Elect, Vice Chair, Secretary/Treasurer, and Past Chair. Each officer serves a one-year term.

Candidates for APQ office must be primary members of the APQ Section.

The Vice Chair and Secretary/Treasurer are elected annually.

The order of succession is Chair becomes Past Chair, Chair Elect becomes Chair, and Vice Chair becomes Chair Elect.

The APQ Executive Committee ~~shall~~ consists of the ~~current~~ officers and the ~~immediate past~~ Chair.

SECTION IV - DUTIES OF OFFICERS

A. Duties of the Chair

- Represents APQ on AAPS Executive Council
- Presides at APQ meetings
- Gives direction to committees
- Appoints chair of a committee if ~~accession~~ succession does not occur
- Directs APQ and represents APQ as appropriate outside APQ and AAPS
- Chairs Section Nominations Committee
- Prepares (in consultation with the Secretary/Treasurer and Chair Elect) a draft budget for approval by the AAPS Executive Council
- Appoints new Committee Chairs or members as necessary or appropriate

B. Duties of the ~~Vice Chair~~ Chair Elect

- Acts as Chair ~~and may assume duties in absence of Chair as necessary~~
- Appoints Vice Chair ~~of each~~ Committees
- Coordinates regional meetings, providing continuity and fiscal responsibility
- Chairs the Strategic Planning Committee and represents ~~APQ~~ the Section on the AAPS Strategic Planning Committee
- Attends AAPS Executive Council meetings as a non-voting member
- Acts as the APQ representative on the AAPS Program Committee
- Plans and executes the APQ program at the annual meeting
- Provides communication relative to speakers and symposia

C. Duties of the ~~Program~~Vice Chair

- ~~Plans and executes the APQ program at the annual meeting~~
- ~~Serves on the APQ Program Committee, and begins program development for next year's annual meeting~~
- ~~Acts as the APQ representative on the AAPS Program Committee~~
- ~~May act as APQ~~Acts as Chair as necessary
- ~~Appoints Paper Screening Committee for contributed papers~~
- ~~Provides communication relative to speakers and symposia~~

D. Duties of the Secretary/Treasurer

- ~~Coordinates correspondence with Section Executive Committee~~
- ~~Corresponds with APQ membership~~
- ~~Records minutes of all APQ meetings including business meeting~~membership and Executive Committee meetings
- ~~Coordinates correspondence relating to elections~~
- ~~Maintains financial records for APQ~~and finances for regional meeting in association with the ~~Vice Chair~~Chair Elect
- ~~Archives memos, minutes, mailers, brochures and all records of historical significance to APQ and its member~~the Section
- ~~Provides copies of pertinent APQ~~Section correspondence to AAPS ~~Vice President of~~ Administration
- ~~Chairs the Resolution and Bylaws~~Procedural Guide Committee

E. Duties of the Past Chair

- ~~Acts as advisor to the Chair~~
- ~~Serves on the Strategic Planning Committee~~
- ~~Serves on the Nominations Committee~~

SECTION V - COMMITTEES

Committees shall consist of at least three members: Chair, Vice Chair *where appropriate*, and one or more Section members. The ~~committee~~ Vice Chair ~~ismay be appointed by the Section Vice Chair~~Chair Elect. ~~where appropriate. Except as noted under the individual committee definitions, The committee Vice Chair will become the committee Chair as the Section Vice Chair becomes Chair in the following year. This will provide continuity with committees and will enhance communication between committees and APQ Chair.~~

Committee Chairs and Vice Chairs must be primary members of the APQ Section.

The Committee Chair proposes and selects members in consultation with the Section Chair. An effort should be made each year to replace some of the members.

~~Committees, other than those listed below, may be appointed as needed.~~

All Committees report to the Section Chair but should also be prepared to report at the annual meeting.

The standing committees and their duties ~~are described below as follows:~~ Additional committees may be appointed.

A. Membership Committee

Recruits pharmaceutical scientists from academia, industry, and government as members of APQ and AAPS. Studies APQ demographics to assure the needs of the membership are met.

~~B. Resolutions and Bylaws~~ Procedural Guide Committee

~~The committee is chaired by the Secretary/Treasurer, preferably with the immediate past Chair as a member of the committee. All nominations for section Secretary/Treasurer are members of this committee. The committee presents resolutions and changes to the Bylaws preferably at the business meeting associated with the AAPS annual meeting.~~

Coordinates and presents all proposed resolutions or changes in the Procedural Guide to the members of the Section. The committee is chaired by the Secretary/Treasurer, preferably with the immediate ~~p~~Past Chair as a member of the committee. All *nominees* for Secretary/Treasurer for the following year are members of this committee.

C. Program Committee

~~The committee is chaired by the Program Chair. The committee provides Provides ideas for symposia and speakers and formulates the final recommended program for the AAPS annual meeting. The committee is also responsible for screening of contributed papers. The committee provides a liaison between APQthe Section and the programming activities for regional meetings whichthat invo Quality-Section or the American Association of Pharmaceutical Scientists, contact AAPS, 1650 King Streeefor the following year are members of this committee.~~

D. Nominations Committee

Nominates members of APQthe Section as candidates for electionoffice. This committee is chaired by the section Chair. ~~and reports to the Secretary/Treasurer for record purposes. Annually, aAt least two namescandidates will be presented as candidates fornominated for each elected office, Vice Chair, Program Chair, and Secretary/Treasurer. The Past Chair is a member of this Committee.~~

E. APQ Executive Committee

~~The APQ Executive Committee consists of the officers and the immediate past Chair. The committee actsActs as advisor to the Chair and reviews Section activitiesis responsible for examining the APQ financial records at appropriate intervals.~~

F. Section Awards Committee

~~Past section officers are suited for membership on this committee which is responsible for seeking out nominees and awarding the APQ Research Achievement Award every two years, and other awards as appropriate.~~

~~This committee is also responsible for seeking out nominees and awarding the APQ Undergraduate Student Award.~~

Responsible for seeking out nominees and for selecting recipients for the following awards: APQ Research Achievement Award, the APQ Undergraduate Student Award, and other awards as appropriate.

G. Compendial/Regulatory Affairs Committee

~~The committee seeks~~ *Seeks* opinions and ~~speaks out relative to~~ *promotes discussion of* compendial/regulatory policies, drug standards, and pharmaceutical quality. *The committee consists of a Chair, Vice Chair, and members.*

H. Strategic Planning Committee

~~This committee is chaired by the section Vice Chair and has responsibility~~ *Responsible* for formulating and developing a ~~strategic plan for the section. The section strategic plan needs to be complementary to and that is~~ compatible with the strategic plan for the AAPS. *The section plan shall be reviewed at least every two years. This committee is chaired by the Chair Elect. The Vice Chair and Past Chair are members of this committee.*

I. Fellows Committee

~~This committee seeks~~ *Seeks* out nominees for Fellow status and ~~assures that suitable~~ *APQ* candidates are properly presented to the AAPS Fellows Committee. ~~It must be~~ *The section committee is* chaired by a Fellow who also represents the ~~APQ~~ *Section* on the AAPS Fellows Committee. ~~Committee members need not all be Fellows.~~

SECTION VI - NOMINATION/ELECTION PETITION PROCEDURE

Candidates are nominated by the Nominations Committee or by petition.

A petition signed by at least 10 ~~APQ~~ *Section* members accompanied by a letter of agreement from a candidate indicating his/~~her~~ *willingness* to run for office ~~may be~~ *must be* submitted at the ~~APQ business meeting as a valid nomination for office~~ *or before the Section membership meeting.*

If there are three names, or more, in contention for one office, one individual must receive a majority (>50%) of the votes cast to be declared a winner. If no one receives a majority, there is to be a "run-off" election of the top two candidates.

SECTION VII - BUSINESSMEMBERSHIP MEETING

The Section has an annual membership meeting in conjunction with the AAPS Annual Meeting. The order of this meeting is the decision of the APQ Chair, who presides at the meeting.

~~The order of the annual APQ business meeting is the decision of the Chair.~~

~~Lengthy reports need not be read in their entirety, but should be available to the membership.~~

~~A suggested order for the business meeting is: Call to Order, Chair's Report, Secretary/Treasurer's Report, Committee Reports, Unfinished Business, New Business, Installment of New Officers, New Chair's Speech, Adjournment.~~

SECTION VIII - AMENDMENTS

Any proposed amendments to the ~~Bylaws~~ *Procedural Guide* must be submitted to the ~~APQ~~ *Section* membership by mail; approval shall require a simple majority of the votes returned as specified on the

ballot. Amendments must be proposed in writing to a member of the ~~Resolutions and Bylaws~~ *Procedural Guide* Committee.

The rationale for major changes is provided to assist you in reviewing the proposed changes. Other changes are editorial in nature.

Title Change to Procedural Guide: APQ was informed by AAPS that AAPS has Bylaws and that sections have Procedural Guides, not Bylaws.

Section II: Reference to the APQ journal is added, and the AAPS journal name is deleted. This obviates revision if a journal name changes.

Section III: Names of officers would be consistent with the proposed titles and election of officers. The previous Committee had considered election only of two of the APQ officers and having the position of Chair Elect be one of succession. This would allow for continuity in the Section's officers and make our section's election process more consistent with those of the other sections: we are currently the only section electing three officers annually. It is felt that candidates for APQ office should be primary members of APQ.

Section IV A: The Section Chair, in consultation with the Secretary/Treasurer, currently prepares the budget. This duty would now be explicitly stated. In addition, a mechanism would be added for allowing appointment of new Committee members or Chairs during the year should the need arise.

Section IV B: Title Vice Chair would be revised to Chair Elect, consistent with proposed election changes. The Chair Elect would serve on the AAPS Program Committee and execute the Section's annual program. These duties should be performed by the Chair Elect: he/she would have served on the Section Program Committee as Vice Chair and would be most knowledgeable about the program.

Section IV C: The duties of the Vice Chair would reflect the role to be played in planning the program for the following year when he/she would be responsible for executing the program.

Section IV D: The duty to coordinate correspondence with the Section Executive Committee would be deleted: officers generally take care of their own correspondence as necessary.

Section V: Committee Chairs and Vice Chairs would have to be primary members of APQ. Language changes are necessary to reflect the proposed changes in officers to ensure that the person serving as Section Chair will have appointed the committee vice chairs in the previous year as Chair Elect. The process for selecting committee members is specified, with text to encourage the new members to make better use of our volunteers each year and to give new people an opportunity to participate in committee activities.

Section VII: The AAPS has a business meeting, but sections have membership meetings; therefore, change in the name of this section is proposed text suggesting an order of business is unnecessary.

If the proposed changes are adopted, 1994 would be a transition year in which the officers elected in 1993 would serve under their elected titles. In 1994 we would elect a Chair elect, Vice-Chair and Secretary/Treasurer. The 1995 election would be as described in the revised process.

ANALYTICAL PROFILES UPDATE

by Harry Brittain, Ph.D.

Volume 22 of **Analytical Profiles of Drug Substances** was sent to the publisher. Work has begun on Volume 23 in anticipation of sending it to the publisher sometime during this fall. With the support of the APQ Section, it is anticipated that we will publish two volumes per year from now on. The following compounds are suggested for profiling:

a) Drug Compounds

beazepiril	bleomycin	carbidopa
cefazidime	dienestrol	doxycycline
halazepam	levamisole	mephobarbital
miconazole	phenacemide	plicamycin
progesterone	simethicone	sucralfate

b) Excipients

dextrose	magnesium stearate	methylparaben
sodium starch glycolate	stearic acid	

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