



**Good Practice in Traditional Chinese Medicine Research in  
the Post-genomic Era**

**GP-TCM**

**223154**

**D10.7**

**The GP-TCM Research Association**



<b>Document description</b>	
Name of document	The GP-TCM Research Association
Abstract	This report provides a summary to the FP7 GP-TCM consortium's efforts to support the establishment of a new TCM research association. The GP-TCM Research Association will sustain coordination TCM research in Europe after the completion of the FP7 GP-TCM project in end of October 2012.
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## 1 THE GP-TCM RESEARCH ASSOCIATION

### 1.1 Introduction

One of the main objectives of the GP-TCM consortium has been to establish a new interest group (i.e., an association) to continue coordinating collaborations in traditional Chinese medicine (TCM) research beyond its funded lifetime. This would ensure a sustainable development of TCM research in Europe and worldwide.

The new group, known as “the GP-TCM Research Association” (GP-TCM RA) would relay the baton of GP-TCM, to:

- Perpetuate the interactive network established by the FP7 GP-TCM consortium;
- Promote discussion and implementation of good practice in TCM research and development;
- Advocate high-quality evidence-based research and development on TCM as well as on its integration with conventional medicine;
- Organise and co-organise scientific meetings;
- Nurture young TCM researchers at different levels in an interdisciplinary approach, including BSc, MSc, PhD and post-doctoral programmes;
- Facilitate collaborations and sharing of resources, expertise and good practice among members, industry and regulatory agencies;
- Encourage collaborations with existing relevant societies, consortia and organisations;
- Strengthen interdisciplinary, interregional, and intersectoral collaborations in TCM research and development;
- Perpetuate good practice in publishing TCM research outcomes;
- Disseminate scientific research outcomes and latest developments in regulatory sciences to stakeholders, industry, professional groups and the public.

The following sections of the report focus on the importance of establishing the GP-TCM RA and the Consortium’s joint efforts to realise this major goal.

### 1.2 The Need

With the exception of the GP-TCM consortium (1<sup>st</sup> May 2009 – 31<sup>st</sup> October 2012) funded under the Seventh Framework Programme (FP7) of the European Union, there was no pan-European organisation to coordinate TCM research in Europe. Hence, one of the most important activities of the Consortium was to establish such a lasting network, which would carry on coordinating TCM research after completion of the project to ensure a sustainable development of TCM research in Europe and worldwide.

#### 1.2.1 Discussions and Survey

Establishment of a new association was discussed in detail during a dedicated session at the 1<sup>st</sup> Annual General Meeting (AGM) of the FP7 GP-TCM consortium (28<sup>th</sup> July 2010, Henley-on-Thames, UK). It was proposed that the successor of the FP7 GP-TCM consortium could be called “**The GP-TCM Association**”. The strength of this name was that (i) by keeping “GP-TCM” in the name, it forms the root of the new entity, its derivation from the FP7 GP-TCM consortium self-evident; (ii) it makes its focus on TCM clear; (iii) it makes the continuity of the undergoing work, including transition of the FP7 consortium website and its successor’s website easy to do. The concerns were (i) by focusing solely on TCM, the future of the group might be affected by political factors, e.g., the relationship between China and a specific country or area; (ii) its likely confusion with the GP-TCM consortium and, (iii) without certain funding on TCM research yet in Europe, by restricting the new group to TCM research, the flexibility of the group to explore neighbourhood areas might be restricted.



After the 1<sup>st</sup> AGM, the FP7 GP-TCM consortium has continuously built up its membership. By August 2011, the consortium had acquired more than 100 member institutions and ~200 individual members, which were based in 23 countries, including 15 EU member states, Australia, Burkina Faso, Canada, China, D. R. of Congo, Norway, Thailand and the USA. To better understand the needs and concerns of members on the sustainable development of TCM research in Europe, WP10 Management Team conducted a survey amongst the consortium members, entitled “*Do You Want an Independent New Society or an Interest Group under the Umbrella of an Existing Society?*” (please refer to Appendix I for a copy of the questionnaire). The survey outcomes were intensely discussed during another dedicated face-to-face session at the 2<sup>nd</sup> AGM (22<sup>nd</sup> July 2011, Braga, Portugal). The consensus was that the successor of GP-TCM should maintain its independence while avoiding to become a new society. On one hand, there was no existing society that covers all the interests of GP-TCM; on the other hand, many consortium members were already members and even core leaders of such existing societies/organisations. Hence, it became clear that it was more desirable for the successor of GP-TCM to continue to serve as an independent consortium aimed at not only serving members but also promoting collaborations with existing societies rather than becoming a dividing force. In particular, the consortium identified, among others, the following societies and organisations as important future collaborating partners: Society for Medicinal Plant and Natural Product Research (also known as GA), International Society for Ethnopharmacology (ISE), International Society of Complementary Medicine Research (ISCMR), International Society of Chinese Medicine (ISCM), International Association for Studies of Traditional Asian Medicine (IASTAM) and Consortium for Globalization of Chinese Medicine (CGCM).

Furthermore, at the 2<sup>nd</sup> AGM, it was emphasised that “Good Practice” and “Research” were the main features of GP-TCM and these two key words must be retained in the name of the new consortium. Hence, through 2 years of discussions, a consensus was reached that TCM research and development must remain the main focus of the new consortium. As many traditional medicines (TMs) share similar features, common problems and equally need for good practice. Therefore, one more optional name of the GP-TCM successor was proposed to be “**Good Practice in Traditional Medicine Research (GP-TMR)**”. Thus, to allow the new consortium to continue focusing on TCM research and development but also to forge collaborations and share good practice with other traditional medicines all across the world. However, concerns were raised by the use of TM to replace TCM might vague the focus of the consortium on TCM. Such move might cause a false impression to GP-TCM’s sister organisations that the consortium seeks to expand its focus on all TMs and thus increase the overlap between the groups.

### 1.2.2 Agreed Conclusions

Finally, it was concluded that (i) TCM research and development would be the main focus of the new consortium; (ii) one of the main mission of the new consortium was to promote collaborations/partnerships with existing relevant organisations; (iii) the proposed names of the new consortium and the details of the bylaws of the new consortium should be left for the Board of Directors (BoD) of the new consortium to discuss and decide; and (iv) the name “Good Practice in Traditional Medicine Research and/or acronym “GP-TMR” were used temporarily until the association’s leadership was elected, which would then be subject to change if deemed essential.

### 1.3 Further support

After the 1<sup>st</sup> AGM, the consortium Management Team started liaising with project members and other relevant sources to produce documentation and other material for the new organisation’s missions, leadership structure, membership options and bylaws. Each item was discussed with relevant consortium committees via meetings, e-MSM teleconferences, emails, and circulated to all consortium members for their feedback. Please see Appendix II for “GP-



TMR summary” document, which was produced as a result of such consultations. The draft bylaws document is not included in this report since Appendix VI provides the final approved version. The documents produced by the Management Team were then used as a starting point for the BoD members to develop and finalise formal documentation of the new organisation.

### 1.3.1 Leadership

In order to determine the leadership of the new organisation, the Management Team undertook a number of activities, which are listed below:

- Prepared a working plan for the new organisation elections (November 2011) – please see Appendix III;
- “Call for applications” for new organisation leadership circulated to all consortium members (November - December 2011) – please see Appendix IV;
- Prepared a new web page at the project website to present the election candidate information (December 2011);
- Prepared “The 1<sup>st</sup> GP-TMR Election Rules” (December 2011) – please see Appendix V;
- Prepared an online voting system for the elections (at SurveyMonkey website) (December 2011);

By the end of the candidationship application deadline (2<sup>nd</sup> December 2011), the Management Team received 1 President, 1 President-Elect and 27 Board of Directors (BoD) applications. The online election process was run by Drs. Halil Uzuner (Project Manager) and Xuebin Dong (WP5 Deputy Coordinator) and was held between 9<sup>th</sup> December 2011 and 13<sup>th</sup> January 2012. All GP-TCM members were sent invitation emails to cast their votes. As a result of the online poll, the President, the President-elect and 9 elected BoD members were elected to kick-start the new association. Results of the elections were as follows:

**President:** Prof. Rudolf Bauer;

**President-Elect:** Prof. De-an Guo;

#### **9 Elected BoD Members** (in alphabetical order):

Prof. Kelvin Chan,  
Prof. Pierre Duez,  
Dr. Tai-Ping Fan,  
Prof. Peter Hylands,  
Prof. Nicola Robinson,  
Prof. Monique Simmonds,  
Prof. Rob Verpoorte,  
Prof. Vivian Taam Wong, and  
Dr. Qihe Xu.

Out of a total of 99 votes, there were 98 valid votes, representing a turnout of 51.03% of the invited voters (all GP-TCM members at the time of election).

### 1.3.2 Meetings, official launch and press release

#### 1<sup>st</sup> BoD Teleconference:

The newly elected BoD members gathered on 7<sup>th</sup> February 2012 via a teleconference organised by the Management Team to discuss a number of key issues including (i) nomination of additional BoD members, (ii) overall structure of management and strategy for labour division, (iii) registration, bank account, and fundraising, (iv) member rights, benefits and membership fee, (v) promotion and membership recruitment drive, (vi) name of the organisation, (vii) establishment of the association at the Leiden Meeting, (viii) establishment of website, (ix) the first conference, (x) the strategy for the association to survive and activities other than meetings, and (xi) links with other societies, consortiums and groups.

During the teleconference, Prof. Aiping Lu (Hong Kong Baptist University and China Academy of Chinese Medical Sciences) was nominated as a BoD member, which was unanimously



approved. In addition, Dr. Tai-Ping Fan and Prof. Peter Hylands were unanimously agreed by the BoD to serve as the General-Secretary and the Treasurer, respectively. Since this teleconference, the name of the new organisation was widely agreed as **“the Good Practice in Traditional Chinese Medicine Research Association”** or **“the GP-TCM Research Association”**. In this report it is also informally shortened as the GP-TCM RA or the Association thereafter.

After this teleconference, action plan devised at the meeting was put into practice by the BoD members to address most urgent issues starting with the update and finalisation of the bylaws, membership details, registration, planning of officially launching the Association at the Final Conference (April 2012, Leiden, the Netherlands), etc.

#### 2<sup>nd</sup> GP-TCM RA BoD Teleconference:

The BoD members gathered again on 6<sup>th</sup> March 2012 via a teleconference organised by the BoD Secretariat to discuss a number of key issues including (i) (Reports of President, Secretary-General and Treasurer, (ii) fundraising, (iii) bank account and membership, (iv) name of the Association, (v) bylaws discussions. Secretary-General Dr. Tai-Ping Fan nominated Dr. Qihe Xu to serve as a Vice General-Secretary. This was unanimously agreed by the BoD members.

Following the 2<sup>nd</sup> teleconference, after extensive discussions the BoD Members decided to finalise the aforementioned name of the Association and its Chinese name was approved as “中医药规范研究学会”.

#### 3<sup>rd</sup> GP-TCM RA BoD Teleconference:

After this important move, the BoD members gathered online for the 3<sup>rd</sup> time to discuss the following items before the GP-TCM Final Conference in the Netherlands (12<sup>th</sup> – 13<sup>th</sup> April 2012): (i) Reports of President, President-Elect, Secretary-General and Treasurer, (ii) Chinese name of the Association, (iii) Logo and banner, (iv) Website, (v) membership documentation, (vi) bylaws discussions, (vii) The agenda of the face-to-face BoD meeting on the 15<sup>th</sup> April 2012 in Leiden.

#### Association Session at the GP-TCM Final Conference:

During the GP-TCM Final Conference, there was a dedicated “The GP-TCM Research Association” session on 13<sup>th</sup> April 2012 to inform the project partners regarding the current progress of the Association and to receive final comments. A succinct presentation was given by Dr. Qihe Xu of KCL covering the needs, history and current status of the GP-TCM RA and its future plans. This was followed by the following face-to-face meeting of the BoD members.

#### 1<sup>st</sup> face-to-face BoD meeting:

The 1<sup>st</sup> GP-TCM RA BoD members’ face-to-face meeting was held in Leiden, the Netherlands on 15<sup>th</sup> April 2012. Some of the key subjects covered at the meeting were as follows: (i) Reports of President, President-Elect, Secretary-General, and Treasurer (ii) registration, bank account, fundraising, (iii) discussion, revision and finalisation of bylaws, (iv) logo and banner, (v) overall structure of management and strategy for labour division, (vi) committees/interest groups, (vii) membership, (viii) establishment of website, (ix) future meetings and other activities.

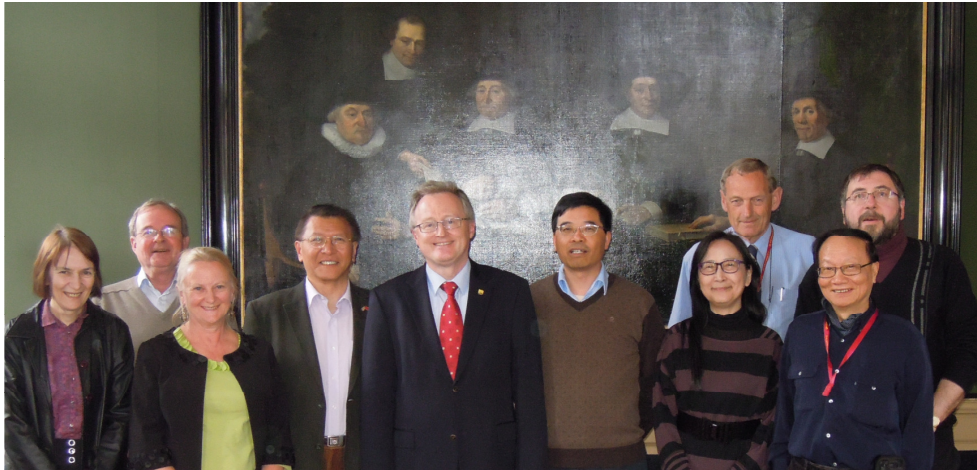


Figure 1: 1<sup>st</sup> face-to-face meeting of the GP-TCM RA Board of Directors 15<sup>th</sup> April 2012 in Leiden, the Netherlands

Official launch of the GP-TCM RA at the GP-TCM Congress:

The Association was officially launched by its inaugural President Prof. Rudolph Bauer on 16<sup>th</sup> April 2012 during 1<sup>st</sup> day of the public dissemination event “the GP-TCM Congress”, which took place in Leiden, the Netherlands on 16<sup>th</sup> – 18<sup>th</sup> April 2012.



Figure 2: Official launch of the GP-TCM RA during the GP-TCM Congress, Leiden, the Netherlands

On the same day, an “Open Members Meeting of the GP-TCM RA” was held, where Association’s founding President Prof. Rudolf Bauer introduced its bylaws, management structure, BoD, objectives, website, membership, special interest groups, future meetings and other activities, etc. As a result of successful fund-raising by Secretary-General Dr. Tai-Ping Fan, Treasurer Prof. Peter Hylands announced that all existing GP-TCM members would be offered free membership during 2012.

The launch was recorded and later broadcast by Phoenix TV news (in Chinese): [http://www.youtube.com/watch?v=kQ4QJRfLmqk&feature=youtube\\_gdata\\_player](http://www.youtube.com/watch?v=kQ4QJRfLmqk&feature=youtube_gdata_player).

In addition, a number of important press release have been generated and made available to the public for the official launch of the GP-TCM RA, which can be found via the following sources:





In Chinese:

- *Shanghai Institutes for Biological Sciences*  
[http://www.sibs.cas.cn/xwzx/zhxw/201205/t20120511\\_3576025.html](http://www.sibs.cas.cn/xwzx/zhxw/201205/t20120511_3576025.html)
- *Shanghai Administration Bureau of NGOs*  
<http://stj.sh.gov.cn/big5/Info.aspx?ReportId=e20e68a3-1b3c-4918-b9ea-1e82cace8800>
- *Other*  
[http://big5.wiki8.com/History\\_537.html](http://big5.wiki8.com/History_537.html)

In English:

- *The GP-TCM Association homepage*  
<http://www.gp-tcm.org/2012/04/about-association/>
- *King's College London*  
<http://www.kcl.ac.uk/newsevents/news/newsrecords/2012/04April/New-association-for-good-practice-in-Chinese-medicine-research.aspx>
- *Healthcanal*  
<http://www.healthcanal.com/alternative-therapies/28480-Traditional-Chinese-medicine-research.html>
- *AsianScientist*  
<http://www.asianscientist.com/topnews/gp-tcm-association-2012/>

In German:

- *University of Graz*  
[http://www.uni-graz.at/newswww/newswww\\_detail.htm?reference=240648](http://www.uni-graz.at/newswww/newswww_detail.htm?reference=240648)
- *Austrian Press Agency*  
[http://www.zukunftwissen.apa.at/cms/zukunft-wissen/fti-und-wissenschaft/topnews\\_einzel\\_rss.html?id=CMS1334666113658](http://www.zukunftwissen.apa.at/cms/zukunft-wissen/fti-und-wissenschaft/topnews_einzel_rss.html?id=CMS1334666113658)
- *Österreich Journal*  
[http://www.oe-journal.at/index\\_up.htm?http://www.oe-journal.at/Aktuelles/!2012/0412/W3/51704uniGraz.htm](http://www.oe-journal.at/index_up.htm?http://www.oe-journal.at/Aktuelles/!2012/0412/W3/51704uniGraz.htm)
- *Kleine Zeitung*  
<http://www.kleinezeitung.at/steiermark/graz/graz/2997682/grazer-steht-europaeischer-tcm-forschungsgesellschaft-vor.story>

In French:

- *Université Libre de Bruxelles*  
<http://web2.ulb.ac.be/actulb/index.php?article=2342>

In Russian:

- *St. Petersburg Institute of Pharmacy*  
<http://www.ipharm.sp.ru/>

### 1.3.3 The GP-TCM Research Association logo and website

After the 1<sup>st</sup> face-to face BoD meeting, the members jointly worked on the logo design and agreed on using the finalised logo given in Figure 3 below.



Figure 3: GP-TCM RA logo

The Association's current website can be viewed at <http://www.gp-tcm.org/association/>. A new fully independent website is being developed and will be made live in November 2012. It is anticipated that the web link for the new website will be <http://www.gp-tcm.org/>.

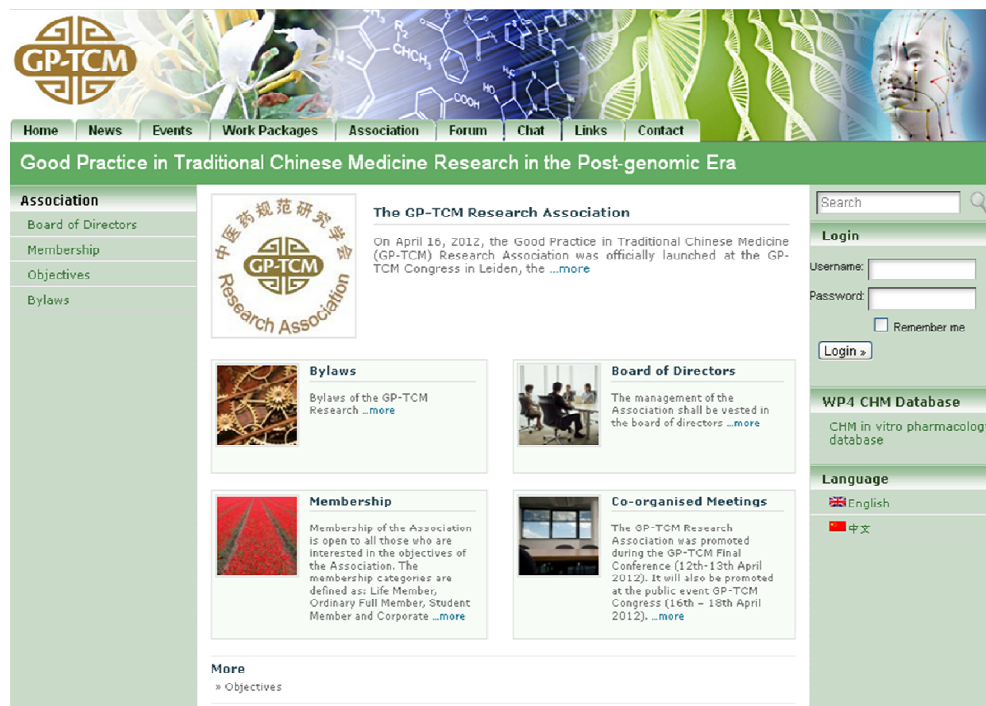


Figure 4: GP-TCM RA website

#### 1.4 Conclusions and future work

GP-TCM is the EU's first coordination action dedicated to TCM research. Funded by the European Commission under its 7<sup>th</sup> Framework Programme (FP7), the project has engaged more than 200 scientists and clinicians from 112 institutions in 24 countries in discussions on



good practice issues related to various aspects of Chinese herbal medicine and acupuncture research, leading to state-of-the-art reports and guidelines published in *Journal of Ethnopharmacology* as an open-access special issue (<http://www.gp-tcm.org/2012/03/the-gp-tcm-j-ethnopharmacol-special-issue/>). These guidelines need dissemination, validation and further development through continued interregional, interdisciplinary and intersectoral collaborations. Hence to promote this, a new international association has been established to succeed the 3.5-year fixed term FP7 GP-TCM consortium.

In light of this, the Consortium will continue its efforts to draw more experts and interested parties becoming members of the Association. The new society has been formally launched during the GP-TCM Congress on 16<sup>th</sup> April 2012 and will continue to coordinate collaboration in TCM research beyond the official lifetime of the Consortium. In order to increase awareness and enrol new members, WP9 (Final Conference) and WP10 (Management) teams invited relevant professional societies, funding and governmental bodies to the Final Conference and the GP-TCM Congress. This provided opportunities to establish future collaborations between the Association and other organisations.

It is envisaged that the heritages (including the web resources) and tasks of the GP-TCM consortium (i.e. coordination of TCM research in the EU) will be carried on by the Association for many years to come.



## 2 APPENDIX I – THE SURVEY

**Good Practice in Traditional Chinese Medicine Research in  
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**GP-TCM Member Survey:  
Do You Want an Independent New Society or an Interest  
Group under the Umbrella of an Existing Society?**



## **Establishing a New Society**

### **Need for a New Society**

With exception of the 3-year GP-TCM consortium, there is no pan-European organisation to coordinate traditional Chinese medicine (TCM) research in Europe. Therefore, one of the most important activities of the GP-TCM consortium is to establish such an organisation, which will carry on coordinating TCM research beyond the 3-year funded lifetime of this consortium to ensure a sustainable development of TCM research in Europe.

One of the central questions related to such a “New Society” deliverable is whether to have an independent society or an interest group within an existing society.

- If the collective decision is to have a new society, the consortium then needs to register the new society as a charity so that the society can raise funds to run itself. The GP-TCM project will come to an end at the end of April 2012. Hence, the new society will be officially established in Spring 2012.
- However, if it is preferred to have an interest group within an existing society, we need to negotiate with the existing society as soon as possible to make sure that such a “marriage” is of mutual benefits and sustainable.

### **Possible missions of such a “society”:**

- Bring TCM information to the general public
- Platform for interdisciplinary research on TCM
- Platform for interdisciplinary research on traditional medicine
- To inform professionals and professional organisations about the development of TCM
- To support/coordinate research for evidence based TCM
- To act as a source of information for anyone interested in TCM

### **Tasks of the network/society:**

- To develop guidelines for evidence based TCM and research
- To initiate courses on different levels for the general public, health professionals, BSc, MSc and PhD-programs for interdisciplinary approaches for studying research on TCM
- To further the studies on TCM, for activity, quality and integration with Western medicine
- Regularly organise scientific meetings on TCM related research.

### **Requirements for such a society:**

- Paying members
- Official registration
- Rules
- Board
- Regular scientific meetings
- Website

### **Starting a society:**

- Get committee that makes the first steps, setting up the rules, choose a country to register the society (e.g. taxes, legal aspects, bank costs)
- Make a yearly budget for the society (database members, costs bank account, costs communication with members, flyers, etc.), calculate the membership fee
- Based on the rules, choose first committee that will start the society and in the first general meeting of the society arrange for elections for the different positions.

### **The Strength of an independent New Society:**

- Dedicated to the cause of Chinese medicine



- Improved communication between EU and Chinese researchers
- Good platform for developing projects for national, EU or international funding.

**Weakness if we go for an independent New Society:**

- Already too many societies
- A lot of administration to be taken care of
- Sufficient potential members?
- Lack of finances to start of the society
- There are other traditional medicine systems as well.

**What's done so far for the "New Society" deliverable?**

Although the key issue detailed above is still to be determined, we are well in progress preparing the webpage, bylaw and leadership structure of a "New Society", as follows:

- A web page for a "New Society" has been developed at the GP-TCM consortium intranet.
- The Management Team has drafted the society bylaw, which is currently being further developed. As part of this survey, we are also attaching the shortened draft bylaw document for your comments.
- Leadership structure of such a "New Society" has been initially discussed.
- Once survey results are obtained and analysed, focused discussions will take place at an e-MSM session in May/June 2011 to agree on principles/bylaws/leadership structure. We envisage finalising the leadership of the "New Society" before the 2<sup>nd</sup> AGM, should we decide to go for an independent New Society. Otherwise, negotiation with any preferred existing Society should start after the 11th/12<sup>th</sup> e-MSM in May/June 2011.
- Before any deals are officially made, the GP-TCM Consortium reserves the rights to initiate an independent New Society.

**Main questions to invite your feedback before we go further:**

Considering the strengths and pitfalls for either starting a new society or establishing an interest group within an existing Society, we would like to hear from you regarding the following questions/options:

- Do you prefer to have **an independent society** (paying 30-40 Euros of annual membership fees) or **an interest group within an existing society**?
  - Your answer:
- **If your answer is to create an interest group within an existing society**, please advise which society should be considered for partnership? We have suggested a few names. Please feel free to choose one from the list or add your own recommendation.
  - Your answer:
  - Suggested societies:
    - International Society of Medicinal Plant Research (GA)
    - International Society of Ethnopharmacology (ISE)
    - Phytochemical Society of Europe (PSE)
    - Consortium for Globalisation of Chinese Medicine (CGCM)
    - Other society, please specify:



**In addition to the above questions, we welcome your comments on all the issues mentioned in the previous sections as well as any other feedback in the next page. Thank you!**



### **3 APPENDIX II – GP-TMR SUMMARY**

**Terms of Use: This document is only provided to facilitate the GP-TMR 1<sup>st</sup> elections. Following the election of Board of Directors (BoD), it is up to the BoD members to update/modify the contents of this document.**

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**GP-TCM**

**223154**

**Working Titles\*:**

**Good Practice in Traditional Medicine Research  
(GP-TMR)**

**and/or**

**Good Practice in Traditional Chinese Medicine Research  
(GP-TCM)**

\* Name of the successor of the FP7 GP-TCM consortium and the contents of this document are subject to amendment and approval by the Board of Directors to be elected based on this document and the draft bylaw.





## 1. The Need

With the exception of the 3-year GP-TCM consortium (1 May 2009 – 30 April 2012) funded under the Seventh Framework Programme (FP7) of the European Union, there is no pan-European organisation to coordinate traditional Chinese medicine (TCM) research in Europe. Therefore, one of the most important activities of the GP-TCM consortium is to establish such a lasting network, which will carry on coordinating TCM research beyond the 3-year funded lifetime of the consortium to ensure a sustainable development of TCM research in Europe and worldwide.

To discuss this issue, at the first Annual General Meeting (AGM) of the FP7 GP-TCM consortium in the UK, it was proposed that the successor of the FP7 GP-TCM consortium could be called “**The Good Practice in Traditional Chinese Medicine Research Association**” or its acronym “**The GP-TCM Association**”. The strength of this name is that (i) by keeping “GP-TCM” in the name, it forms the root of the new entity, its derivation from the FP7 GP-TCM consortium self-evident; (ii) it makes its focus on TCM research clear; (iii) it makes the continuity of the undergoing work, including transition of the FP7 consortium website and its successor’s website easy to do. The concerns were (i) by focusing solely on TCM, the future of the group might be affected by political factors, e.g., the relationship between China and a specific country or area; (ii) its likely confusion with the GP-TCM consortium and, (iii) without certain funding on TCM research yet in Europe, by restricting the new group to TCM research, the flexibility of the group to explore neighbourhood areas might be restricted.

After the 1<sup>st</sup> AGM, the FP7 GP-TCM consortium has continuously built up its membership. By August 2011, the consortium has got more than 100 member institutions and ~200 individual members, which are based in 23 countries, including 15 EU member states, Australia, Burkina Faso, Canada, China, Dr. R. of Congo, Norway, Thailand and the USA. To better understand the needs and concerns of members on the sustainable development of TCM research in Europe, a survey was conducted and the issue was also intensively discussed again at the 2<sup>nd</sup> AGM held in 2011 in Portugal. The consensus was that the successor of GP-TCM should maintain its independence while avoiding to become a new society, because on one hand, there is no existing society that covers all the interests of GP-TCM; on the other hand, many members are already members and even core leaders of such existing societies/organisations so that it is clearly more desirable for the successor of GP-TCM to continue to serve as an independent consortium aimed at not only serving members but also promoting collaborations with existing societies rather than becoming a dividing force. In particular, the consortium has identified, among others, the following societies and organisations as important collaborating partners: Society for Medicinal Plant and Natural Product Research (also known as GA), International Society for Ethnopharmacology (ISE), International Society of Complementary Medicine Research (ISCMR), International Society of Chinese Medicine (ISCM), International Association for Studies of Traditional Asian Medicine (IASTAM) and Consortium for Globalization of Chinese Medicine (CGCM).

At the 2<sup>nd</sup> AGM in Portugal, 2011, it was emphasised that “Good Practice” and “Research” are the main features of GP-TCM and these two key words must be retained in the name of the new consortium. In addition, through 2 years of discussions, a consensus has been reached that TCM research and development must remain the main focus of the new consortium. As many traditional medicines share similar features, common problems and equally need good practice. It has been proposed that “**Good Practice in Traditional Medicine Research (GP-TMR)**” should be the name of the GP-TCM successor. Thus, to allow the new consortium to continue focusing on TCM research and development but also to forge collaborations and share good practice with other traditional medicines all across the world. However, concerns have been raised by the use of traditional medicine (TM) to replace TCM might vague the focus of the consortium on TCM and might cause a false impression to our sister organisations that we were expanding our focus on all traditional medicines and thus increase the overlap between us.



Finally, it is concluded that (i) TCM research and development will be the main focus of the new consortium; (ii) one of the main mission of the new consortium is the promote collaborations/partnerships with existing relevant organisations; and (iii) the proposed names of the new consortium and the details of the bylaw of the new consortium are left for the Board of Directors of the new consortium to discuss and decide.

## 2. The Mission of GP-TMR

- Maintain the interactive network established by GP-TCM;
- Continue to organise research, discussion, dissemination and implementation of good practice in traditional (Chinese) medicine research and development;
- Promote high-quality evidence based research and development on traditional (Chinese) medicine;
- Promote collaborations and share of resources, expertise and good practice among members;
- Promote collaborations with existing relevant societies, consortiums and organisations;
- Promote interdisciplinary, international and intersectoral collaborations in traditional medicine research and development;
- Promote good practice in publishing traditional medicine research and development outcomes;
- Promote dissemination of scientific research outcomes to stakeholders and relevant industry and professional groups;
- Compile and compare updated regulatory policies in different areas of the world to share with stakeholders and the public, helping the best traditional (Chinese) medicine products to enter the international market;
- Promote outreach of scientific research and development outcomes and latest developments in regulatory sciences to the public and end users of traditional (Chinese) medicine to safeguard the wellbeing of the people around the world.

## 3. Membership

- **Full members:** Existing GP-TCM members or members appointed to the consortium based on an agreement of the Management Team and related working groups, who pay £30 annual membership fee. Full members enjoy full benefits, including newsletters, members-only domain in the consortium website, discounts for meetings, rights of ballot and being elected, as well as special subscription and publication fees if the consortium decides to launch new journals;
- **Associate members:** Existing GP-TCM members or members appointed to the consortium based on an agreement of the Management Team and related working groups, who are not ready to pay annual membership fee yet. Associated members will receive newsletters and some other selected benefits as agreed by the Board of Directors.

## 4. Leadership Structure\*

To be elected by full members	Appointed by Chairman and approved by Board of Directors	Appointed and approved by Chairman
A. Chairman and Chairman-Elect	C. Secretary-General, Vice Chair, Treasurer	E. Deputies and assistants
B. Board of Directors	D. Work package leaders	F. WP deputies and assistants

\* Two years per term.



## 5. Leadership Specifications

- **Pay membership fee;**
- **Available** (willing to serve);
- **Track record** (distinctive in an relevant research area);
- **Leadership quality** (able to lead and to attract funding);
- **Insightful** (bringing the new initiative to a bright future).

## 6. Future Work

- Focused discussions took place in August 2011 about the principles above. Furthermore, an e-MSM teleconference session was held in September 2011 to further discuss the bylaw document. Election details will be finalised in October/November 2011;
- Draft articles of Association for the Consortium to enable election, election of officers, registration of the Consortium as a not-for-profit organisation and establishment of bank account, September-December 2011: On-going work;
- Membership registration, developing consortium infrastructure and fundraising (2012 onwards);
- Official launch of the GP-TMR Consortium/GP-TCM Association at the GP-TCM Final Conference (April 2012).



## 4 APPENDIX III – WORKING PLANS FOR THE GP-TMR ELECTIONS

### Working plans for Election of Chairman, Chairman-elect and Board of Directors

#### The GP-TCM Association/GP-TMR (temporary name)

- 1 Chairman/President, 1 Chairman-elect/President-elected and 11 members of Board of Directors (BoD) will be elected.
- The BoD is the body that decides principles and future directions of the GP-TCM Association/GP-TMR. The position documents developed by the FP7 GP-TCM consortium, attached with the call for election, form the basis for election of Chairman, Chairman-elect and BoD members.
- After the election, the Chairman, Chairman-elect and BoD will take on the further development of the GP-TCM Association/GP-TMR, including finalising team build-up, deciding the names (in English and Chinese) and legal registration status, agreeing on missions/directions, strategies and implementation plans. To balance the geographical and disciplinary coverage of the BoD, the elected BoD reserves the right to elect a couple of additional BoD members.
- Members of the BoD must agree to pay membership fees to qualify full members, agree to the above statement and support collective decisions of the BoD.
- What is required from candidates of BoD members, including Chairman and Chairman-elect?
  - A recent photography;
  - 200-word self-introduction in English;
  - 200-word personal statement: Why do you apply for the position? What will you do if elected?
- Applicants for Chairman, Chairman-elect and BoD membership positions need to submit independent applications. If elected, Chairman and Chairman-elect will become BoD members automatically. Candidates for Chairman, Chairman-elect and BoD membership positions will be collected by the Coordination Office (CO) of the FP7 GP-TCM consortium. Please send an email to both Dr. Halil Uzuner ([halil.uzuner@kcl.ac.uk](mailto:halil.uzuner@kcl.ac.uk)) and Dr. Xuebin Dong ([xuebin.dong@kcl.ac.uk](mailto:xuebin.dong@kcl.ac.uk)) providing the information requested above as well as indicating which positions you are applying by no later than 2<sup>nd</sup> December 2011.
- Call for candidates:
  - 3<sup>rd</sup> November 2011 until 2<sup>nd</sup> December 2011;
  - Reminder sent out by the CO: 2 weeks before deadline;
  - Second round of reminder sent out by the CO: 1 week before deadline;



- Final reminder sent out by the CO: 2 working days before deadline.
- Election:
  - 9<sup>th</sup> December 2011 until 13<sup>th</sup> January 2012 (please be aware of the Christmas and New Year holidays!!!);
  - Reminder 1: Before the Christmas and New Year holidays;
  - Reminder 2: Beginning of January 2012;
  - Final reminder: 2 working days before deadline.
- All FP7 GP-TCM members, including beneficiary and non-beneficiary members and advisors, have the right to vote.



## 5 APPENDIX IV – CALL FOR APPLICATIONS

### **Email subject: Call for applications – GP-TMR Elections for President, President-Elect and Board of Directors**

Dear GP-TCM Members,

As you may know, one of the key objectives and outcomes of the GP-TCM consortium is to establish a new organisation to coordinate EU-China collaboration in traditional Chinese medicine (TCM) research. Hence, the GP-TCM consortium is working towards establishing a lasting network, which will carry on coordinating TCM research beyond the 3-year funded lifetime of the consortium to ensure a sustainable development of TCM research in Europe and worldwide. Temporary name of the organisation agreed by the consortium committees is “The GP-TCM Association/GP-TMR”.

Please refer to enclosed “GP-TMR summary” document for further details regarding history, needs to have such a group, missions, membership, leadership structure and specifications etc. You can also view the full “GP-TMR bylaw” document for further information.

The GP-TCM Coordination Office (CO) has started working on the 1<sup>st</sup> GP-TMR elections for President, President-Elect and 11 members of Board of Directors (BoD), which will all serve for 2-year period starting shortly after the election results are announced.

In order to help us create a pool of qualified potential candidates for the CO to consider, we would like to invite you read the enclosed “Working plans for GP-TMR elections” document and apply to one or more of the following positions listed below:

- President
- President-elect
- Members of BoD.

To find out how to apply, please see enclosed “Working plans for GP-TMR elections” document.

Further details on the nominations & elections process are also provided in the enclosed “GP-TMR summary” document.

Please note that CO will accept candidate applications for the 1<sup>st</sup> GP-TCM election until 4<sup>th</sup> December 2011 close of play. Thank you for your time in advance.



## 6 APPENDIX V – THE 1<sup>ST</sup> GP-TMR ELECTION RULES

### The 1<sup>st</sup> GP-TMR Election Rules

At the 13<sup>th</sup> e-MSM held on 23<sup>rd</sup> November 2012, it was decided that more detailed transparent rules are needed to guide the 1<sup>st</sup> GP-TMR elections. This document is drafted by the GP-TCM Coordination Office and will serve this purpose upon approval by GP-TCM e-MSM members. Specifically, this document will describe on how President, President-Elect, and members of Board of Directors (BoD) will be determined, foreseeing various circumstances that might happen.

The rules of the elections are as follows:

- Method of election is online voting via SurveyMonkey website. Every GP-TCM member (beneficiary and non-beneficiary) will be invited via email to vote. Each member will be contacted via their main email address registered in the GP-TCM Essential Manual and can only vote once. Once the online voting form is submitted, it cannot be changed.
- The online elections will start on the 9<sup>th</sup> December 2011 at 13:00 and end on 13<sup>th</sup> January 2012 at 23:59 UK time (GMT). All GP-TCM members will receive an email on the 9<sup>th</sup> December 2011 asking them to follow a web link to vote. Three reminder emails will be circulated until the deadline.
- All applications received for the advertised positions by the deadline are allowed to run for elections. Details of candidates will be presented at the GP-TCM website (<http://www.gp-tcm.org/2011/12/1st-gp-tmr-election-candidates/>) and the web link will be provided in the online voting form.
- Each voter will be able to select one President, one President-Elect, and maximum of 11 members of BoD as their preferred choice of candidates.
- Voters are allowed to vote blank for any of the competing positions (i.e. President, President-Elect, and/or members of BoD).
- Votes cast by each voter will be completely anonymous and cannot be traced back (the online voting system is tuned to achieve this).
- If there's only one candidate for President and/or President-Elect positions, then that person(s) is elected by acclamation (i.e., without a poll being taken). If there are no candidates for President and/or President-Elect positions, then the selection process for such unfilled positions will be decided by the newly elected members of the BoD.
- The BoD will be composed of 13 members, including 1 President, 1 President-Elect, 9 elected BoD members, and 2 appointed BoD members.
- There are 11 positions to be elected under the BoD, including President, who will chair the BoD, and President-Elect, who will serve as Chairman-Elect of the BoD, and 9 elected BoD members. The key step is to ensure that aforementioned 11 vacancies are filled through elections.



- If both President and President-Elect are elected (including acclamation), 9 BoD candidates (excluding President and President-elect, if they are among the top 11 in the BoD election) who received the highest number of votes in the BoD election will join the President and President-Elect in the BoD to make a total of 11 elected BoD members.
- If either President or President-elect position is unfilled through the elections, 10 BoD candidates (excluding the elected President/President-Elect if she or he is among the top 10 in the BoD election) who received the highest number of votes in the BoD election will join the President or President-elect in the BoD to make a total of 11 elected BoD members.
- If neither President nor President-Elect position is filled through the elections, 11 candidates who received the highest number of votes in the BoD election will be the elected BoD members.
- Under the latter two circumstances, the selection process for any unfilled positions will be decided by the newly elected members of the BoD.
- Once President is elected, she/he will have the authority to nominate 2 additional BoD members, in reference to the remaining applications, to reach a total of 13 BoD members. This will help to accommodate wider expertise and facilitate future work. The nominated BoD members must be approved by more than half of the 11 elected BoD members.
- If there are any concerns raised or complaints submitted to the GP-TCM Management Team regarding the election outcomes (by 31<sup>st</sup> January 2012), the team will propose an independent committee which, upon approval by e-MSM members, will lead the investigation into such cases and advise remedial actions in collaboration with e-MSM members.





## 7 APPENDIX VI - BYLAW OF THE GP-TCM ASSOCIATION

# BYLAWS OF THE GOOD PRACTICE IN TRADITIONAL CHINESE MEDICINE RESEARCH ASSOCIATION (THE GP-TCM RESEARCH ASSOCIATION)

approved by the BoD on April 15<sup>th</sup>, 2012 in Leiden

### 1. Title

The Association is entitled The Good Practice In Traditional Chinese Medicine Research Association (The GP-TCM Research Association), hereafter referred to as “the Association”.

In Chinese, the Association is known as 中医药规范研究学会.

### 2. Registered office

The registered office of the Association will be situated in the United Kingdom.

### 3. Value statement and objectives

The Association is a non-for-profit organisation dedicated to promoting high-quality evidence-based research of traditional Chinese medicine (TCM) through developing, disseminating and implementing good practice.

The objectives for which the Association is established are:

1. Perpetuate the interactive network established by the FP7 GP-TCM consortium;
2. Promote discussion and implementation of good practice in TCM research and development, including the use of sustainably sourced materials;
3. Advocate high-quality evidence-based research and development on TCM as well as on its integration with conventional medicine;
4. Organise and co-organise scientific meetings and specialist courses;
5. Nurture young TCM researchers at different levels in an interdisciplinary approach,



including BSc, MSc, PhD and post-doctoral programmes;

6. Facilitate collaborations and sharing of resources, expertise and good practice among members, industry and regulatory agencies;
7. Encourage collaborations with existing relevant societies, consortia and organisations;
8. Strengthen interdisciplinary, interregional, and intersectoral collaborations in TCM research and development;
9. Perpetuate good practice in publishing TCM research outcomes;
10. Disseminate scientific research outcomes and latest developments in regulatory sciences to stakeholders, industry, professional groups and the public.

### 3. Membership

- a) Membership of the Association is open to scientists and practitioners who support the objectives and abide by the rules of the Association. The Association reserves the right to refuse membership to any person deemed unfit to participate in the activities of the Association.
- b) The membership categories are defined as: Life Member, Ordinary Full Member, Student Member and Corporate Member (company or institution). Corporate Members are represented by a delegate, which must be announced to the Secretary-General in written form. The Treasurer reserves the right to demand proof of status for the Student category. Honorary Members can be appointed.
- c) No person shall be admitted a member of the Association unless his/her application for membership is approved by the body authorised by the Management Team of the Association. There shall be no fewer than three members of the Association at any one time. There shall be no maximum.
- d) Termination of membership

Any member is entitled to give notice of the termination of his/her membership in the Association via a written declaration addressed to the President. Such termination of membership becomes effective immediately. There is no refund of membership fees.

The exclusion of a member may be ordered by the Association if

- the member still owes his/her annual membership fee six weeks after the sending of a second reminder, or



- the member has acted in a manner causing appreciable harm to the Association's public reputation.

If a member owes his/her annual membership fee for 2 or more years he/she is excluded automatically.

The excluded member is entitled, following a request to the Association, to present an appeal at the next regular Annual General Meeting

. This matter shall be included as a regular item of business on the agenda of the Meeting. The exclusion is regarded as invalid if the Meeting does not confirm it by majority vote conducted by secret ballot.

#### 4. Management

- a) THE BOARD OF DIRECTORS (BoD). The management of the Association shall be vested in a BoD. The BoD consists of five EXECUTIVE COUNCIL (ExC) members (see article 4e) and up to eight additional members. Nine BoD members, including President-Elect, Secretary General, Treasurer, are elected by the members of the Association.

The President shall convene the BoD at least twice annually. Notification of BoD members shall take place at least two weeks prior to the scheduled meeting. A quorum shall consist of >50 % of BoD members at least three of whom must be ExC members, and decisions are made by a simple majority. In the event of a tie, the President shall cast the deciding ballot. In special cases, the President may conduct business of the BoD by telephone conferences and/or mail ballot. Such a ballot will be considered valid if participated in by all members of the ExC and at least half of the rest BoD.

The following items of business are reserved for decision by the BoD:

- determination of location, date and duration of scientific meetings;
- resolutions concerning the granting of financial support > 500 Euro;
- debates and decisions upon agenda items put forward by the ExC, including refusing or excluding membership.

- b) The BoD may co-opt additional members and appoint Committees for special purposes.
- c) With the exception of the President and President-Elect, Officers of the BoD shall retire from the BoD every two years, but shall be eligible for re-election. The President may not serve for more than two consecutive years. After two years the President will become Past President and the President-Elect will act as the new President. The Treasurer and the Secretary-General may not serve for more than six consecutive years.



- d) The Office of Past President shall be filled by the retiring President and held until the retirement of the President who succeeds him. -.
- e) THE EXECUTIVE COUNCIL (ExC). The President, President-Elect, Past President, Secretary-General, and Treasurer shall act as the ExC of the Association. President-Elect and Past President are acting as Vice Presidents. The President appoints the Secretary-General and the Treasurer and asks for approval by the BoD. Deputies of Secretary-General and Treasurer may be appointed if appropriate. The ExC exercises executive power of the Association and performs the daily business. The President, or, if he is incapacitated, one of his representatives, serves as chairman. Three members of the ExC shall constitute a quorum, and decisions shall be made by a simple majority of those voting. In the event of a tie, the President casts the deciding ballot. If all members of the ExC agree to such a procedure, decisions may also be made by e-mail or mail ballot.
- f) THE ELECTION. The President-Elect and the other members of the BoD, with the exception of the Past President, are elected every two years by online voting. The elections shall be chaired and organised by a member of the Association who is nominated by the BoD.
- Each member will be contacted via his/her main email address registered in the Association and can only vote once. Once the online voting form is submitted, it cannot be changed.
  - Members will receive an email asking them to follow a web link to vote. Voters will be asked to enter a password to access the online voting form, which will be provided in the invitation email. Three reminder emails will be circulated until the deadline.
  - All candidates whose applications are received for the advertised positions by a deadline are allowed to run for elections. Details of candidates will be presented at the Association website and the web link will be provided in the online voting form.
  - Each voter will be able to select one President-Elect, and a maximum of 10 members for the BoD as their preferred choice of candidates.
  - Voters are allowed to vote blank for any of the competing positions (i.e. President-Elect, and/or members of BoD).
  - Votes cast by each voter will be completely anonymous and cannot be traced back (the online voting system is tuned to achieve this).
- g) CANDIDATES. The BoD nominates candidates for the elections. All members of the Association are entitled to nominate additional candidates. Nominations must be supported at least by two members, and must be submitted in writing to the Secretary-General at least 28 days before the election. The names of the candidates shall be sent to every member of the Association at least 14 days before the election.



- h) OFFICE. The newly elected BoD of the Association shall assume office on the first day of the calendar year following the election.
- i) AUDITORS. The BoD at its discretion will appoint two Auditors. These appointments are to be approved annually by the members at the Annual General Meeting.

## 5. Procedure

- a) ANNUAL GENERAL MEETING. A General Meeting shall be convened annually by the President. It shall be combined with a scientific meeting of the Association. The Agenda of the Annual General Meeting shall be sent to every member of the Association at least 28 days before the date of the Annual General Meeting. The Agenda will include: the presentation for approval of the minutes of the previous Annual General Meeting; the President's and Vice-Presidents' reports; the Treasurer's report, including the presentation of the preliminary accounts for the previous year's business, the presentation for approval of the audited accounts for the year preceding that, and the proposed annual subscription for the following year; and the Secretary-General's report, including the membership statistics and other business.

At the General Meeting, each member has one vote. Corporate Members are represented by a delegate, which must be nominated in writing with 28 days notice to the Secretary-General. The General Meeting makes a decision by simple majority of the votes cast, with the exception of changes to the Bylaws, for which a majority of two-thirds is required. Absent members may be represented by proxy. Proxy votes must be notified to the Secretary-General at least at the start of the meeting.

- b) NOTIFICATION. Members wishing to bring any other matters to the General Meeting shall give 14 days notice in writing to the Secretary-General. All other matters shall be conveyed to the Secretary-General in writing for consideration at the next BoD Meeting.
- c) MINUTES shall be kept on all meetings and decisions of the ExC, BoD and Members, and shall be signed by the person recording them and by the President or his representative.
- d) COMMUNICATION. A Newsletter will be made available electronically to all members of the Association who have provided the Secretary-General with their current e-mail addresses. The BoD may appoint a Newsletter Editor, who is responsible for editing and distributing the Newsletter on behalf of the BoD.

Members are accountable to keep the Secretary-General informed of changes to their addresses.



The Association will maintain a web site which will be used to inform members and non-members on the activities of the Association and any other information considered pertinent by the ExC or BoD. The BoD will appoint a Web Manager to operate the web site, who may or may not be a member of the BoD, but will be responsible directly to the BoD. The BoD reserves the right to make part of this web site accessible only to members of the Association.

## 6. Finance

- a) **SUBSCRIPTION.** The annual subscription of the Association shall be proposed by the BoD. The annual subscription for the following year shall be put to the members by the Treasurer for approval at the Annual General Meeting.
- b) **ELIGIBILITY.** Only those members who have paid their subscription to the Association for the current year shall be entitled to be eligible for election to the BoD, or to serve as Officers of the Association.
- c) **YEAR.** The Financial Year of the Association shall terminate on 31st December of each year.
- d) **CONTROL.** All funds and properties of the Association shall be under the control of the BoD.
- e) **AUDITING.** The accounts of the Association shall be audited by two independent auditors within 2 years of the end of the Association's financial year (see rule 6c). These auditors will be appointed by the BoD and approved at the Annual General Meeting.
- f) **DISSOLUTION.** In the event of the Association being wound up or being dissolved for any cause, all monies standing to the credit of the Association shall be handed to some charitable Association or association for the advancement of Scientific Knowledge.

## 7. Alteration and Interpretation of the Bylaws

- a) No alteration of these bylaws shall be made except at a General Meeting and then only when two thirds of those members voting are in favour.
- b) Any ambiguities of their interpretation shall be arbitrated by the BoD.
- c) Legal arbitration will be subject to the laws of the United Kingdom of Great Britain and Northern Ireland and disputed within the courts of this realm.
- d) Should any of the conditions stipulated in these Bylaws give rise to objections by the Court of Registrations, the ExC shall be authorised to make any necessary change(s), provided such change(s) are of a technical and not of a substantive



nature. Substantive changes require subsequent confirmation by the General Meeting.