



## Volunteer Leadership Bodies—Fast Facts

	The Convention Membership (The Convention)	Board of Trustees (BoT)	Council of Experts (CoE)
Number of Members	Currently: 459 Up to: 600 (no minimum specified)	Currently: 11 + CEO Range: 11–14 + CEO	Currently: 24 Range: As needed by USP
Composition Categories	<ul style="list-style-type: none"> <li>Academic Institutions and Associations Thereof</li> <li>Health Practitioner Professional and Scientific Associations</li> <li>Consumer and Other Organizations Representing the Public Interest</li> <li>Manufacturer, Trade, and Affiliated Associations</li> <li>Governmental Bodies or Divisions or Associations Thereof</li> <li>Non-governmental Standards-Setting and Conformity Assessment Bodies</li> <li>Voting At Large (up to 25 individuals appointed by the <b>BoT</b>)</li> </ul> <p>Note: Council of the Convention (CoC) may invite Observer Organizations, which do not have voting rights but may send a representative to Convention Meetings (every five years).</p>	<ul style="list-style-type: none"> <li>Officers: President and Treasurer—elected by <b>The Convention</b> plus the Past President with the Executive Vice President—Chief Executive Officer (EVP–CEO) serving as an <i>ex-officio</i> nonvoting member.</li> <li>Trustees: Eight—elected by <b>The Convention</b>. Of these eight, two represent pharmaceutical sciences, two represent medical sciences, one is a public member, and three serve without restriction concerning their affiliations.</li> <li>BoT may appoint up to three additional Trustees to provide expertise it deems desirable to meet the needs of the organization.</li> </ul>	<ul style="list-style-type: none"> <li>The CoE recommends to the <b>BoT</b> the number and types of Expert Committees to begin each cycle. Member Organizations of <b>The Convention</b> may provide comments on the proposed number and types of Expert Committees.</li> <li><b>BoT</b> must approve any additional Expert Committees added during a cycle.</li> </ul>
Composition Notes	<ul style="list-style-type: none"> <li>At least 60% of members must be practitioners (come from the first two categories above).</li> <li>Member Organizations are selected by the <b>BoT</b> based on recommendations by the CoC.</li> </ul>	<ul style="list-style-type: none"> <li>No person may serve on the BoT more than two consecutive terms, including any partial term resulting from appointment.</li> </ul>	<ul style="list-style-type: none"> <li>CoE is composed of the chairs of the Expert Committees, together with the Chair of the CoE, who is an <i>ex-officio</i> voting member.</li> <li>Chair of the CoE is either the EVP–CEO or his/her designee.</li> <li>No person may serve on the CoE more than two consecutive terms, including any partial term resulting from appointment.</li> </ul>
Committees	<p>Standing Committees include:</p> <ul style="list-style-type: none"> <li>CoC—not more than 25 Delegates (or other Member Organization representatives) or Voting At Large Members.</li> <li>Convention Governance Committee (CGC)—12 persons: eight Delegates (or other Member Organization representatives) or Voting At Large Members and four who are members of the <b>CoE</b>.</li> <li>Nominating Committee for the CoE solicits for and reviews nominations, develops a list of final <b>CoE</b> nominees (with at least two for each position), and provides a report with the information about each to Member Organizations.</li> <li>Nominating Committee for Officers and Trustees (<b>BoT</b>) solicits nominations for the elected Officers and Trustees, vets nominees, and provides a report with the information about each to Member Organizations.</li> </ul>	<p>Standing Committees include:</p> <ul style="list-style-type: none"> <li>Executive Committee (Chair, President, Treasurer and public trustee with the EVP–CEO serving as an <i>ex-officio</i> nonvoting member).</li> <li>Other Standing Committees may be designated by the BoT.</li> </ul>	<p>Note: CoE has four representatives on <b>The Convention's</b> CGC.</p>



	The Convention Membership (The Convention)	Board of Trustees (BoT)	Council of Experts (CoE)
Resolutions	<ul style="list-style-type: none"> <li>• May propose Resolutions.</li> <li>• Votes on Resolutions that guide USP for a five-year cycle.</li> </ul>	<ul style="list-style-type: none"> <li>• Performs a resource assessment of proposed Resolutions, the findings of which are shared with <b>The Convention</b> prior to voting.</li> </ul>	<ul style="list-style-type: none"> <li>• Performs a resource assessment of proposed Resolutions, the findings of which are shared with <b>The Convention</b> prior to voting.</li> </ul>
Bylaws	<ul style="list-style-type: none"> <li>• CGC or 10% of Member Organizations may propose amendments to the Bylaws.</li> <li>• Votes on amendments to the Bylaws.</li> </ul>	<ul style="list-style-type: none"> <li>• May propose amendments to the Bylaws.</li> <li>• Reviews proposed Bylaws amendments and provides comments.</li> </ul>	N/A
<b>Election of Officers &amp; Trustees BoT</b>	<ul style="list-style-type: none"> <li>• Elects two Officers and eight Trustees from a slate presented by the Nominating Committee for Officers and Trustees at each Convention Meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• Elected by Member Organizations of <b>The Convention</b>.</li> <li>• May appoint up to three additional At Large Trustees.</li> </ul>	N/A
<b>Election of the Council of Experts CoE</b>	<ul style="list-style-type: none"> <li>• May provide comments to the <b>BoT</b> and <b>CoE</b> regarding the number and types of Expert Committees for each cycle.</li> <li>• Elects <b>CoE</b> from a slate presented by the Nominating Committee for the CoE at each Convention Meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• Approves the number and types of Expert Committees for each cycle.</li> <li>• May approve the addition of Expert Committees during a cycle if recommended by the <b>CoE</b>.</li> </ul>	<ul style="list-style-type: none"> <li>• Elected by Member Organizations of <b>The Convention</b></li> <li>• May recommend additional Expert Committees during the five-year cycle. If a recommendation is approved by the <b>BoT</b>, the Chair of the new Expert Committee is appointed by majority vote of the CoE.</li> </ul>
Standards	<ul style="list-style-type: none"> <li>• Elects the <b>CoE</b>, which with its Expert Committees determines the content for all USP compendia and authorized publications.</li> <li>• Adopts Resolutions that can influence standards.</li> </ul>	<ul style="list-style-type: none"> <li>• Participates, through representation by three of its members appointed by the Chair of the BoT, in panels convened to review appeals if requested by appellants after the issuances of decisions by the <b>CoE</b> or Expert Committee.</li> </ul>	<ul style="list-style-type: none"> <li>• Directly responsible for determining and approving content of the <i>USP-NF</i> and other compendia and information that may be published on behalf of the CoE, including any associated reference standards.</li> </ul>
Strategic Direction, Finance & Operations	<ul style="list-style-type: none"> <li>• Adopts Resolutions that can influence strategic direction.</li> <li>• Elects the <b>BoT</b>, which makes strategic and fiduciary decisions for the organization.</li> </ul>	<ul style="list-style-type: none"> <li>• Oversees the management, property, and affairs of USP.</li> <li>• Hires and supervises the EVP–CEO.</li> <li>• Establishes policy for USP, including the development of a strategic plan.</li> <li>• Approves the budget.</li> </ul>	N/A