THE BRITISH SOCIETY FOR ORAL AND DENTAL RESEARCH

Oral Medicine, Pathology and Oral Surgery Research Group (OMPSG)

Constitution

Background

The Oral Medicine, Pathology and Oral Surgery Research Group (OMPSG) is one of the research groups of the British Society for Dental and Oral Research (BSODR), the British Division of the International Association for Dental Research (IADR). The Group provides a forum for academic, clinical and research members of the BSODR/IADR to develop collaborations, exchange ideas and disseminate scientific knowledge across the fields of oral medicine, oral pathology and oral surgery. It seeks to facilitate communication, encourage interdisciplinary collaboration, and support the advancement of knowledge through scientific discovery, translational and clinical research, and education. The Group provides a framework for identifying and contributing scientific sessions to BSODR and Pan European Research (PER) meetings, as well as developing and supporting educational, research and networking activities outside the main scientific meetings.

Aims and Purpose

The purpose of the Group is to provide a collaborative network for members of the BSODR/IADR with an interest in oral medicine, oral pathology and oral surgery, including related clinical, scientific and educational disciplines. The Group aims to:

- Promote collaboration, networking and communication between researchers, clinicians, academics, trainees and other members with shared interests.
- Facilitate the dissemination and discussion of scientific knowledge and research findings.
- Support basic, translational and clinical research across oral medicine, oral pathology and oral surgery.
- Encourage multidisciplinary and interdisciplinary research and collaboration across relevant clinical and scientific disciplines.
- Support the development of research capacity, mentorship and career development, particularly for early-career researchers and trainees.
- Promote innovation and the development and application of emerging research methodologies and technologies.
- Contribute to the development of scientific programmes at BSODR and PER meetings.
- Organise scientific, educational and networking activities outside the main annual meetings where appropriate.

Areas of interest may include, but are not limited to:

- oral mucosal disease and oral medicine;
- oral pathology and diagnostic pathology;
- oral and maxillofacial disease;
- potentially malignant and malignant disease of the head and neck;
- immune-mediated and autoimmune mucosal disease;
- infectious diseases of the head and neck;
- salivary gland disease;
- orofacial manifestations of systemic disease;
- oral surgery and the surgical management of oral disease;
- medically compromised patients and the interface between oral and systemic health;
- diagnostic, prognostic and therapeutic research;
- digital technologies, artificial intelligence and other emerging approaches relevant to oral healthcare and research; and
- education and training relevant to the Group's disciplines.

The areas of interest are intended to be inclusive and may evolve in response to developments within the relevant scientific and clinical fields.

Management of the Research Group

The Group will be managed by up to six officers representing leadership positions, elected from the members of the BSODR. The officer positions responsible for the governance and activities of the Group are defined below. Where a position remains vacant following a call for nominations, one individual may hold two officer positions where appropriate.

Chair

- *Arrange the annual business meeting and/or business lunch.*
- *Lead the development of the Group's strategic priorities and future scientific, educational and networking initiatives.*
- *Report the activities of the Group to the BSODR Management Committee annually.*
- *Identify plenary speakers and/or symposium proposals for BSODR and PER meetings, as the call arises, and liaise with the relevant organising committees regarding the scientific programme.*
- *Lead the committee in developing and organising research, educational and networking activities outside the main annual scientific meetings.*
- *Support opportunities for collaboration and research development among Group members.*
- *Work with the Group officers to identify and develop appropriate sponsorship opportunities for Group activities.*
- *Represent the Group within BSODR and, where appropriate, at relevant external meetings and activities.*

Vice Chair

- *Support and deputise for the Chair as necessary.*
- *Assist with the development and delivery of the Group's scientific, educational and networking activities.*
- *Work with the BSODR editor on the review of abstracts and organisation of scientific sessions, as required.*
- *Respond to requests from PER meetings regarding the identification of reviewers for scientific meetings.*
- *Support communication and engagement with Group members.*
- *Undertake other responsibilities delegated by the Chair or agreed by the Group Committee.*

Secretary

- *Provide administrative support for the Group.*
- *Organise and coordinate the annual business meeting at the main BSODR and/or PER conferences.*
- *Prepare, minute and circulate the Group's meetings.*
- *Maintain appropriate records of Group activities and decisions.*
- *Liaise with the BSODR web manager to ensure that the Group's webpages are informative, accurate and up to date.*
- *Advertise Group activities through appropriate BSODR communication channels.*
- *Support communication with Group members and other relevant stakeholders.*

Treasurer

- *Work with the BSODR Treasurer to maintain appropriate records of budgets and expenditure associated with the Group's activities.*
- *Support the financial administration of symposia, prize awards, workshops and other Group activities, including invoicing sponsors and arranging payment of prize winners where applicable.*
- *Ensure that financial activity is undertaken in accordance with BSODR requirements.*

- *Deputise for the Secretary as necessary.*
- *Provide appropriate financial updates to the Group Committee and BSODR where required.*

Councillor(s)

A maximum of two Councillors may be appointed. Councillors will normally be early-career researchers and/or trainees and will provide opportunities for future leadership development within the Research Group and, where appropriate, the BSODR Management Committee. Councillors will:

- *Make recommendations and provide support in the development of the Group's activities generally.*
- *Contribute to the development and delivery of activities supporting early-career researchers and trainees.*
- *Support networking, mentorship and career-development initiatives.*
- *Assist with the organisation and administration of Group activities where appropriate.*
- *Support the identification of potential sponsorship opportunities for Group activities.*
- *Provide an early-career and/or trainee perspective to the Group Committee.*

Committee Term of Office

All officer positions are held for a term of four years and are renewable, subject to election, for a maximum of two further terms. Elections will be held at BSODR meetings or as positions become available, in accordance with the arrangements of the Group and BSODR. The officers may identify and encourage future leaders of the Research Group based on engagement with and contribution to the Group's scientific and other activities.

Membership of the Research Group

Membership of the Group is free to BSODR/IADR members and is registered through the IADR online membership registration system. Membership of both the IADR and BSODR is a prerequisite for membership of the Group. Recognising that research interests may span more than one Research Group, members may join more than one BSODR Research Group. The Group welcomes members with interests spanning oral medicine, oral pathology, oral surgery and related scientific, clinical and educational disciplines.

Scientific and Educational Activities

The Group may organise and support a range of scientific, educational, research-development and networking activities, including but not limited to:

- scientific meetings and symposia;
- research seminars and workshops;
- research methodology and skills-development sessions;
- early-career researcher and trainee activities;
- collaborative research and networking events;
- educational activities;
- invited lectures and plenary sessions; and
- activities undertaken in conjunction with BSODR, PER or other appropriate scientific meetings.

Attendance at scientific activities organised by the Group will be free for all BSODR/IADR members, regardless of whether the member is affiliated with the Group organising the activity. Non-members of BSODR may also attend Group activities but may be requested to pay a non-member fee for individual activities. Any such fee should be commensurate with the overall cost of providing the activity. The Group does not intend to make a profit from its activities. Any fees received from non-members will be used as a contribution towards expenses incurred in organising current and future scientific, educational and networking activities.

Advertising and Communication

The advertising and promotion of Group activities is the responsibility of the Group Committee. This will normally involve use of the BSODR email distribution service coordinated by the Secretary of the BSODR Management Committee, together with other appropriate communication channels. The Group may also use

appropriate digital and social media platforms to disseminate information about relevant scientific, educational and networking activities, subject to BSODR requirements.

Business Meetings

The Group will hold an Annual Business Meeting (ABM) at the main meetings of BSODR and/or PER. Attendance at the ABM should be encouraged among all eligible Group members attending the relevant meeting. The ABM will provide an opportunity to:

- report on the activities of the Group;
- discuss future scientific, educational and networking activities;
- consider matters relating to the governance of the Group;
- conduct elections where officer positions become available; and
- consider proposed amendments to the Constitution where appropriate.

Website and Social Media Engagement

The Group will maintain an accurate and informative webpage on the BSODR website, including information about the Group, its activities and relevant events. Where appropriate, the Group may disseminate information about its activities and relevant opportunities through social media and other digital platforms. The officers of the Group are responsible for ensuring that content published on behalf of the Group is accurate, appropriate and consistent with BSODR requirements.

Amendments to the Constitution

These rules may be amended following a proposal by the Research Group and a vote of at least two-thirds of those members attending and voting at the Annual Business Meeting of the Group. Notice of any proposed amendment must have been received by the Secretary at least thirty days prior to the meeting at which the amendment is to be considered. To maintain consistency in the activities and governance of all Research Groups operating within BSODR, all amendments are subject to final approval by at least two-thirds of the BSODR Management Committee, taking into consideration the justification underpinning the proposed change.

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