

ASSOCIATION OF PHARMACEUTICAL TEACHERS OF INDIA
Registered Under Societies Registration Act XXI of 1860
No. 122 of 1966-67 (Lucknow)
PROPOSED AMENDEMENTS TO THE
REVISED CONSTITUTION
(As amended up to August - 2015)

CHAPTER – I

Article – I

NAME: The organisation shall be known by the name “Association of Pharmaceutical Teachers of India”; Here in after called as APTI. Hereafter in this constitution, APTI is referred as ‘Association’

Article – II – MISSION STATEMENT:

“To be the best national platform for dealing with all issues related to Pharmacy Education, Teaching, Research and promoting / encouraging Pharma entrepreneurship in India”

Article – III – Objectives of APTI

- a. To identify specific objectives of the Pharmacy profession and accordingly to define the objectives of Pharmacy Education in India for the coming years.
- b. To Protect the interests of the Pharmacy teachers in general
- c. To bring the Pharmacy teachers on one platform and to discuss regularly various issues of Pharmacy education and Research
- d. To develop the methods and techniques to impart quality Pharmacy education
- e. Amendment: To discuss the current needs of Pharma Industry and the society at large and accordingly suggest the syllabus pattern for the Pharmacy Education in India.
- f. To honour the teachers, Principals and Researchers for their contribution to Pharmacy education and Research Annually
- g. To establish a pharmacy teacher training institution:
 - i. To impart continuing Education programmes for Pharmacy teachers so also update them with the latest trends in Pharmacy profession
 - ii. To equip the young Pharmacy teachers with the techniques of Pharmacy teaching
 - iii. To establish incubation cell so as to facilitate, encourage and assist aspirant Pharmacist to develop entrepreneurship.
- h. To project APTI as a pivotal and approved professional organisation to be consulted by the Govt. of India, respective state Governments and the statutory bodies like PCI, AICTE and UGC in all the matters related to Pharmacy Education and research in the country.
- i. To build up rapport with Regulatory bodies, Central Government, State Governments, Pharmaceutical Industry and other professional bodies so as to enhance the quality of the profession in general and education in particular
- j. To spread the awareness of Pharmacy profession and education in the society by arranging various camps, public lecture exhibition, conferences, seminars, workshops etc.
- k. To organise annual national conventions and international conventions in India and abroad
- l. To provide information regarding job opportunities in Pharmacy profession
- m. To publish quality books
- n. To publish journals and periodicals related to pharmacy education, community pharmacy, research, profession and health sciences.
- o. To make available the published papers to the life members on internet
- p. To create and update database directory of Pharmacy Institutions and life members of the association

- q. To undertake projects from or in co-operation with Central Government, State Governments, Industry, or other bodies
- r. To issue appeals and applications for grants, funds and donations to realise said objectives and to accept grants, gifts, donations, subscriptions or any property movable or immovable
- s. To acquire, purchase, invest (in bank deposits) and otherwise use funds of the association so as to realise the objectives of the association
- t. To acquire, purchase otherwise take on lease or hire temporarily or permanently any movable or immovable property as may be necessary or convenient for the furtherance of the association.
- u. To sell, mortgage, lease, exchange and otherwise transfer or dispose off all or any property movable or immovable of the association for the furtherance of the objectives of the association
- v. To construct, maintain, improve or develop any building or work which may be necessary or convenient for the purpose of the association
- w. To undertake, create and accept the management of any endowment or trust funds or donations
- x. To do all such other lawful things as are conducive or incidental to the attainment of the above objectives and in furthering the growth of the association

Article – IV – MEMBERSHIP

Membership of the association shall consist of four types:

- a. Life members,
- b. Associate Life member and
- c. Associate Student member (upgradable to life member after attaining eligibility criteria)
- d. Institutional Member (Without voting right)

Any person who shall meet the requirements as stated in Chapter – 2 are eligible to take the membership

Article – V – DONORS & PATRONS:

Any amount fixed by the general body of APTI from time to time shall be paid by the persons, who want to become donor or patron. Once they pay the prescribed amount they will become donor or patron members for their life time.

Article – VI – HEAD QUARTERS: Bengaluru (Karnataka) shall be the national headquarters of the Association

Article – VII – OFFICE BEARERS OF THE ASSOCIATION

Section – 1 - The office bearer of the association shall include

- a. President,
- b. Five Vice-Presidents one each shall be elected from five different regions namely East, West, North, South and Central regions of India.
- c. Secretary,
- d. Five Joint secretaries (one each from the above mentioned regions of India)
- e. A treasurer
- f. Convenor of APTI's Women's forum
- g. International co-ordinator
- h. The editors of the journals/periodicals published by APTI
- i. The office bearers shall hold office for the period stated or until successors are elected.

Section – 2

Distribution of states of India into five regions as below:

- a. States included in Eastern Region: Odisha, West Bengal, Assam, Meghalaya, Manipur, Tripura, Mizoram, Nagaland, Arunachal Pradesh and Sikkim, Bihar, Andaman and Nicobar.
- b. States included in Western Region: Maharashtra, Gujarat, Rajasthan and Lakshadweep, Dadra and Nagar Haveli
- c. States included in Northern Region: Jammu & Kashmir, Himachal Pradesh, Punjab, Haryana, Delhi, Uttarakhand, Uttar Pradesh, Chandigarh
- d. States included in Southern Region: Kerala, Tamil Nadu, Telangana, Andhra Pradesh and Karnataka, Goa, Daman and Diu Pondicherry
- e. States included in Central Region: Madhya Pradesh, Chhattisgarh and Jharkhand

If a new state is created it can be included in the appropriate region

Article – VIII – COUNCIL

Council shall be substituted by Central Executive Committee

Article-VIII A: Central Executive Committee (CEC)

The Central Executive committee shall consist of all the office bearers, Immediate past President, Immediate past secretary, the president elect if any, State branch president, one representative each from the state branches of the association; formed in accordance with the provisions of the article no. XXX of chapter –VI and twenty eight CEC members nominated from amongst the life members four each from each region and at-least eight shall be from the headquarters. Thirty percent of the overall CEC members shall be women Life members. Minimum of one lady life member from each region and the headquarters shall be nominated to the CEC. This must be within the twenty eight nominations to the council.

The term of CEC members shall be three years or until his successor is nominated. Ten members shall constitute quorum of a meeting of the council but the quorum restrictions shall not be applicable for meeting adjourned for want of quorum.

Article – VIII B – Office Bearers’ and Central Executive Committee Meetings

- a. Office bearers’ meeting shall be conducted once in every quarter of a year.
- b. CEC meeting shall be conducted minimum of two times in a year.
- c. The President and Secretary can jointly decide and call additional meetings of the Office bearer’s and CEC as and when need arises.

Article – IX A: General Body

- a. The General body of the association includes all the Life members and the Associate Life members of the association
- b. The association shall hold one annual general body meeting at a time and place of the meeting to be determined by the council at national APTI convention

Article – IX B: Agenda of Annual general Body meeting shall be:

- a. To confirm the minutes of the previous Annual General Body Meeting
- b. To adopt the audited statement of the accounts
- c. To prepare a Budget for next year
- d. To consider any other matter referred by the council
- e. To consider resolutions submitted by members of which a notice for at least 30 days has to be given to the secretary
- f. Any other matter with the permission of the chair.

Special General Body Meeting: The secretary shall call special general body meeting to transact any special business on the direction of the council.

The special general body meeting shall be called upon the written request signed by minimum of 200 members of which minimum of 20 life members from each region, addressed and submitted to the President.

Fifty members shall constitute a quorum for the special general body meeting for which clear three weeks' notice shall be necessary. Quorum restrictions shall not be applicable for meeting adjourned for want of quorum.

Article – X – Amendments:

Any proposal to alter the constitution and Bye-laws of the association shall be considered at general body meeting specially convened for the purpose after giving at least thirty days' notice to the members. Amendments may also be made in the annual General body meeting. But the proposed amendments shall be sent to the members at least 15 days in advance. Such amendments or alterations shall become a part of the constitution on receiving assent of at least two thirds of the members present.

Article – XI – Offence: The Association of Pharmaceutical Teachers of India (APTI) shall sue or be sued in the name of its President.

CHPATER – II

Article – XII - Life Membership:

Any person teaching in any Pharmacy college/institution/University department recognised by Pharmacy Council of India (PCI) with minimum of B. Pharm./Pharm. D. qualification obtained from any PCI recognised university is eligible for life membership of APTI. Such persons can become life member of the Association by paying the membership fee as prescribed by the General body of the Association (The General body may revise the membership fee periodically as and when needed).

Article – XIII –

Associate Life member: Any person teaching allied science subjects/humanities subjects, which are the part of the pharmacy curriculum, in any Pharmacy college/institution/University department recognised by PCI with minimum eligible qualification obtained from any recognised university is eligible for Associate life membership of APTI. Such persons can become associate life member of the Association by paying the membership fee as prescribed by the General body of the Association (The General body may revise the membership fee periodically as and when needed).

Article – XIV –

Associate Student Member: Any student studying in any Pharmacy institution/college/ University department recognised by PCI is eligible to become student member for one year by paying the prescribed fee. The fee for student membership may be revised periodically by executive council of the association.

Article – XV – Institutional Member

Any institution recognised/approved by PCI, Hospital, industry, research centres, Libraries is eligible for institutional memberships without voting right. Such institutions can become institution membership by paying prescribed fee. The institutional membership fee shall be prescribed and revised by the general body of the association.

Article – XVI –

Admission Fee: An admission fee as prescribed by General body of the association to be paid by a person who wants to become Life Member/Associate life member, along with the membership fee.

CHAPTER – III Election of office bearers and councillors

Article – XVII - Election of President and Vice-Presidents:

The election to the offices of the President and vice-president of the association shall be held every three years during June to August following the below mentioned procedure. The elections to the office bearers of the association shall be conducted online.

The Secretary shall notify the list of members, who are eligible to vote prior to the notification of election schedule. The secretary shall nominate the Election committee of three members, one of them shall be the chairman; prior approval of the executive committee shall have to be taken before the appointment of the said committee. The chairman of the said committee can appoint or co-opt additional members and IT professionals/agency in consultation with the secretary of the association for the smooth conduct of elections. The election committee shall make the arrangements for online elections.

The election committee shall announce the election schedule including dates for filing of nominations, scrutinising of them, time for withdrawal of them, announcement of final list of candidates, election dates and the result dates.

The election committee shall send the nomination forms to all the members by mail and give sufficient time for filing duly filled in nominations proposed and seconded by one life member each. Scanned copy of the nominations can be submitted by e-mail followed by hard copy addressed to the chairman, election committee. The election committee shall send the invitation to all the candidates for attending for scrutiny of the nominations. The scrutiny of nominations shall be carried out in spite of the absence of any candidate during this process. The nominations, which are in order are to be accepted and informed to the candidates and give them time for withdrawal. After the time for withdrawal is over, the final list of the candidates has to be prepared and published. Then the election portal has to be arranged with all necessary security. The voting period has to be notified and send the messages to all the members to vote. The election committee can take necessary steps so as to avoid the proxy voting. Immediately after voting period is over, the polled votes are counted and the results of elections shall be published by the election committee. The certificate in this regard has to be issued to the winning candidates. The office bearers shall be installed at the time of the annual general body meeting

Eligibility to contest: Any life member who is full time teacher with a standing 5 years of membership who is having minimum B.Pharm. /Pharm. D. qualification and who has not attained the age of 62 on the date of election shall be eligible to contest for the post of the president. Any life member who is a full time teacher with standing 5 years of membership and working in any PCI approved Pharmacy college/institute/department of university of that region is eligible to contest for the post of the vice-President of that region only.

An eligible member can contest for one post at a time only. The candidate, interested to contest for vice-president post shall have to clearly mention the region from which he is willing to contest and he shall be working in any PCI approved Pharmacy college/institute/department of university of that region only.

Any life member who wants to contest for President and vice-president posts of a state branch shall be the life member with a standing of 5 years of membership and working in any Pharmacy college/institute/department of university of that state only.

The person who changes the work place from one region /state to the other shall have to resign to his post. In case of such situations in case of State branch President; the senior vice-president of the state branch shall act as president till the completion of the term. In case of vice-president of the central/state branch, the post shall be nominated by the president till the completion of the term with the prior approval of the CEC.

The President and vice-Presidents can hold their offices for two consecutive terms and to become again President or vice-president there shall be a gap of one term.

Article – XVIII – Nomination of Secretary, Joint Secretary and Treasurer:

Section – 1a – The secretary shall be appointed by the President in consultation with all the vice-Presidents.

Section – 1b- the secretary of the association shall be the resident life member of the association in the Headquarters of the association.

Section – 2 – The president shall appoint five joint secretaries among the life members one each from five regions as mentioned in the section-2 of article– VIII in consultation with vice-presidents and the secretary.

Section – 3 –The president shall appoint one treasurer among the life member from the headquarters of the association in consultation with vice-presidents and the secretary.

Article – XIX – Appointment of CEC Members:

The president can nominate 28CEC members among the life members giving equal representation to all the regions as mentioned in the section – 2 of the article VII. Eight out of these twenty eightCEC members shall have to be from the headquarters in consultation with other office bearers. Minimum of one CEC member each from all the regions shall be a lady life member. The office bearers can include the names of special invitees to the CEC meetings. However these invitees do not have voting rights.

Article – XX – Appointment of Editors:

The editors of all the journals and periodicals published by APTI shall be appointed by the office bearers for a period of three years.

CHAPTER – IV DUTIES OF THE OFFICER BEARERS, EXECUTIVE COUNCIL MEMBERS AND GENERAL BODY MEMBERS

Article – XXI – President:

The president of the association shall act as friend, philosopher and the guide of the association. President shall chair all the meetings (i.e. general body and executive council and any relevant meetings). He/she shall sign as president with the secretary or with any office bearer for all notes, deeds, contracts conveyances, agreements and other instruments requiring such signatures. He/she can convene special meetings of the association and perform all the acts and duties usually required for the presiding officer. In the event of getting equal number of votes (pro and against during voting to take any decision), the president shall have an extra vote to decide. He/she shall be responsible

jointly with the secretary and treasurer for proper auditing of association accounts and submit it in the annual general body meeting to get its approval.

Article – XXII – Vice –Presidents:

The vice-presidents shall perform the duties of the president in his absence. The senior vice-president can chair the meetings in the absence of the president. The senior most by age vice-president among the five elected vice presidents shall be treated next to the president and can discharge the duties of the president in his absence. All the vice-Presidents shall have to co-ordinate the activities of the region.

Article – XXIII – Secretary

The secretary shall superintend the affairs of the association. He/she shall maintain the books of the association, shall conduct the correspondence on behalf of association with all the members, any persons, organisations, governments, etc. and issue notices and advertisements. He/she shall have to make the arrangements for recording the minutes of the meetings and present them in the next meeting for approval. He/she is responsible for reporting all the matters related to the association to the council. He/she shall receive the representations from all the members, councillors, officer bearers and present it in General body or Executive council meetings. He/she shall be one of the signatories for operating Bank transactions. He/she shall sign as Secretary with the President or with any office bearer in the absence of the president for all notes, deeds, contracts conveyances, agreements and other instruments requiring such signatures. He/she shall be responsible jointly with the President and treasurer for proper auditing of association accounts and submit it in the annual general body meeting to get its approval. He/she shall be the custodian of all the documents and property belonging to the association. He/she shall prepare and edit the list of the activities and prepare the annual report and present in the annual general body meeting.

Article – XXIV – Joint Secretary:

The joint secretaries shall assist the secretary in all the matters and act on his behalf in his absence. Out of five joint secretaries one senior by age shall be treated next to the secretary or as guided by the council. Council's guidance in this regard prevails.

Article – XXV -Treasurer:

The treasurer shall receive subscriptions, donations and all other sums due to the association by cheque or draft and deposit them into the association account. He/she shall submit periodical statement of accounts to the council and shall prepare the annual budget and present in the council for approval. He/she shall, with the assistance of the secretary, have the accounts audited by the auditors appointed for the purpose by the council. The financial year of the association shall be from 1st April to 31 March every year. He/she shall be one of the signatory to the bank transactions along with President or Secretary and his signature is must for bank transactions.

Article – XXVI- Duties of CEC members

All the CEC members (including ex-officio members) are having full freedom to express their opinion in the meetings and even record their decent note in case any decision is taken inspite of their opinion. However all the CEC members are duty bound to accept the decisions taken by majority. The CEC members can express their inability to attend the meeting and express their opinion in writing to the secretary before the meeting and the secretary shall place the opinion of such members in the meeting.

Article – XXVII- Duties of General body members

All the members of general body can attend the general body meetings and express their opinion without any fear or obligations. They have the right to verify the audit reports, activity reports, etc. and to suggest and propose amendments to the reports. The General body members can express their

inability to attend the meeting and express their opinion in writing to the secretary before the meeting and the secretary shall place the opinion of such members in the meeting.

Article – XXVIII –

In the absence of the president and the vice-presidents a member elected by the CEC shall be the chairman for that meeting only. This provision shall apply to the general body meetings only.

CHAPTER – V

Responsibilities of the Central Executive Committee shall be as follows:

Article – XXIX –

The CEC shall meet at such times a sitting may determine or at the call of the president or on a call signed by atleast TEN members of the CEC or as otherwise provided for. Ten members shall constitute the quorum for the CEC meetings. Atleast fifteen days' notice shall be given for ordinary meetings of the CEC.

Article – XXX-

The CEC shall supervise all properties, funds finances and journal of the association. It shall perform other functions as may be designated in the bye-laws and as may be assigned from time to time by the general body of the association. It shall lay down the rules and regulations for the publication of the journal including the fixture of its annual subscription etc. The CEC may from time to time in its discretion appoint from amongst its member or otherwise such committees as shall appear expedient and may modify or dissolve any of them. The secretary shall be an ex-officio member of all such committee. The CEC shall prepare the agenda for general body meetings.

CHAPTER – VI

State Branches:

Article – XXXI - Functioning and constitution:

Section -1- Any state with a minimum of 25 life members shall constitute a state branch of the association. The state branch shall be recognised by CEC.

Section -2 -Every state branch shall be managed by State executive committee (SEC) and general body of the state branch (General body of the state includes all the members of the association from that state) and responsible to the general body of the state branch and the central APTI. State branch Executive committee consists of president, two Vice-Presidents, a state branch secretary, a state branch treasurer, and five state executive committee (SEC) members.

Section – 3 –The elections for the state branch president and vice-presidents shall be held along with elections to the central office bearers. The election procedure shall be similar and be conducted by the election committee. If no candidate contested for any post of the state branch, the central executive council shall nominate to the vacant posts of the state branch.

Section – 4- The state branch secretary, state branch treasurer and the state committee members shall be nominated by the state branch president in consultation with the state branch vice presidents. He shall also nominate a state branch representative to the central executive committee in consultation with vice-presidents other office bearers. The state branch president can nominate special invitees to the state branch executive committee meetings in consultation with other office bearers of the state branch.

Section – 5 – The state branches shall function to realise the objectives of the association and to add value to the practice of the profession.

Article – XXXII – Finances:

Section – 1 : All funds of the association shall be deposited in nationalized bank at Bangalore or at respective state branch's headquarters. All accounts shall be operated jointly by the President/ Secretary and the treasurer. Accounts shall be annually audited and statement of accounts be placed before the executive council of the APTI prior to the general body meeting of the association; later on the same shall be placed in the general body meeting and get approval.

Section – 2: All the state branches are entitled to get minimum of 25% of the life membership fee collected from that state.

**CHAPTER – VII
PUBLICATIONS**

Article – XXXIII –

Publications: The Association can publish any relevant scientific journals such as IJPER, IJOPP, etc. APTI can publish APTI bulletin and any other publications like books etc.

**ADDITION OF NEW CHAPTER
CHAPTER – VIII – WOMEN'S FORUM**

Article – XXXIV –

Section – 1 – All the women members of the APTI shall be the members of Women's forum.

Section – 2 – The Central Committee of women's forum shall have One National convener, two co-conveners and state co-ordinators from each state. State committee shall be of same ie. State Convener, two state conveners and respective state co-ordinators.

Section – 3 – The Central President shall nominate One National Convener, two co-conveners for the women's forum in consultation with the central office bearers. Similarly state committee for women's forum shall be nominated by the state branch

Section – 4 – Functions: Central convenor shall act as the friend, guide and philosopher of the forum. She shall convene the meetings of the forum with prior approval of the secretary and chair those sessions. She shall arrange for the recording of the proceedings of such meetings and communicate any recommendation to the central Secretary for necessary action on them. Co-convenor shall assist the convener and act as the convener in the absence of convener. State branch co-ordinators shall co-ordinate all the women activities of the association and act as the link between state and the central women's forum.

**ADDITION OF NEW CHAPTER
CHAPTER – VIII – MISCILLANIOUS**

Article – XXXV – Contracts:

Except as otherwise provided in these bye-laws, the CEC of the association may authorise Secretary to enter into any contract or execute and deliver any instrument in the name and on behalf of the association and such authority may be general or confined to specific activity in the interest of the association. No debts shall be contracted against the association except by order of the association.

Article – XXXVI –Indemnification:

This association shall to the full extent permitted by law, indemnify any member or office bearer of this association against expenses including attorney’s fees, judgements, fines and amounts paid in settlement reasonably incurred in the defence of any action, suit or proceeding, civil or criminal, in which he is made a party by reason of being or having been office bearer of the association, except in matters in which it is finally adjudged in such action, suit or proceeding that he is liable for negligence or wilful misconduct in the performance of his duties. The area of jurisdiction is Bengaluru.

Article – XXXVII – Ad Hoc Committees

Executive body may appoint any adhoc committees of the associations or other relevant persons from within the life members or outsiders e.g. a committee for awarding research project or a committee for evaluation of applications for awards, etc.

Article – XXXVIII – International Co-ordinator:

President shall nominate an international co-ordinator in consultation with the central office bearers. The international co-ordinator shall co-ordinate the interactive/collaborative activities of the association with international /foreign relative associations and agencies.

Article – XXXVIII – Disciplinary Action:

Any office bearer or Executive Committee member or life member may be removed from the position or association due to working against the principles of the association or indulging in the criminal activities or against the national interest and any professional misconduct including plagiarism by two third vote of the remaining members present in the particular general body meeting

Article – XXXIX –

The funds and the income of the trust shall be solely utilised for the achievement of the objectives and no portion of it shall be utilised for payments to the members by way of profit, interest and dividends

Article – XXXX –Guiding Principles:

Notwithstanding anything in the aims and objectives of the association and provisions made under the bye laws, the association and its functioning shall be belief to and will be abiding with the overall general principles and statutory regulations laid down by the central government in force.

Article – XXXXI– Save and Repeal –

These amendments shall repeal all the previous articles and clauses which are in contravention to the letter and spirit of the amendments from the date they are approved and passed in the general body meeting. However other articles and clauses shall remain and hold the same effect as per the original.
