

**BMCPER ALUMNI
ASSOCIATION & RESEARCH SOCIETY**

Public Trust Regi. No.:

B M C P E R M O D A S A

Memorandum of Association
&
Constitution

1. TITLE

The name of this Trust shall be "**BMCPER ALUMNI ASSOCIATION AND RESEARCH SOCIETY**".

2. PLACE

The Registered Office of the Trust shall be situated at Modasa, Dist: Sabarkantha, at such a place as shall be decided by the Executive Committee of the Association from time to time.

3. OBJECTS

- i. To strengthen the bond between BMCPER Alumni and the Alma matter.
- ii. To promote education and learning in general and particularly in pharmacy and its allied branches and to create, develop; circulate the knowledge of pharmaceutical sciences and research.
- iii. To establish, maintain support or encourage the library or reading room, laboratory, facilities for research and such other activities for development in the field of Pharmaceutical Sciences.
- iv. To raise corpus fund for research activities.
- v. To carry out research in all branches of pharmacy and allied chemicals, medical science, engineering and other technologies.
- vi. To promote research, lectures, discussions and correspondence or information on the subject of pharmaceutical technology and other related subjects and co-operate and collaborate with similar organizations for furtherance of the objects of the Trust.
- vii. To undertake directly and/or arrange by subsidizing to print, publish and circulate any research work, news-letters, journals, bulletins, pamphlets etc. that the trust may find desirable for promotion and furtherance of its objectives.
- viii. To affiliate or incorporate at different places as circumstances may permit, research institutes, colleges, schools, vidyapiths etc. imparting education on the subjects of pharmaceutical and allied technologies.
- ix. To co-operate with other research institutes in any part of the world having objectives as similar to the objectives of the Trust by exchange of research fellows scholars and generally in such manner as may be conducive to their common objects.
- x. To amalgamate or be amalgamated with any institutions having similar objects.
- xi. To arrange seminars, conventions, educational symposiums, special lectures or refresher courses etc. to keep abreast with new technology and research in pharmacy.

- xii. The Association shall be a non-profit organization for the advancement of Pharmacist and to raise respect for them in the society more particularly in the health care team.
- xiii. The Association shall work in continuing efforts to correct deficiencies and bringing improvement in the overall quality of pharmacy education.
- xiv. The Association will help to provide nucleus to cultivate fellowship, friendship and foster brotherhood, a memorable occasion in the life among the pharmacists for the activities of the Association.
- xv. The Association shall help to have get-together for establishing harmony amongst pharmacists, which will have rewarding experience through exchange of views.
- xvi. The Association shall also help to establish a bound to the alma mater for education in Pharmaceutical Sciences.
- xvii. The Association shall serve as a catalyst in the effort to ensure top professional standards for pharmacy students and graduates in the interest of public at large.
- xviii. The Association shall undertake such activities which shall be necessary to create interest in the graduates from BMC PER in the alma matter to get their support and mutual help.
- xix. To grant monetary assistance including scholarships, loans, prizes or awards to BMC PER Alumni whom the Trustees may deem to be deserving upon such terms and for such period, in each case as the Trustees may deem fit.
- xx. To donate or to grant monetary assistance to any other Trust or institutions having the similar objects of this Trust.

4. EXECUTIVE COMMITTEE

The present Executive Committee to whom the administration, supervision and management of the Trust is entrusted comprises the following:

	Name	Occupation	Address
1.	Shri Dr. Natavarlal Manilal Patel	Principal	Principal Quarters, College Campus, Modasa.
2.	Shri Viralkumar Fulabhai Patel	Lecturer	AT & PO: MehloI, Ta: Godhara Dist: PMS, Gujarat – 389343.
3.	Shri Alpeshkumar Rajendrabhai Patel	Lecturer	AT & PO: Pasunj, Ta: Daskroi Dist: Ahmedabad – 382430.
4.	Kum. Charmybahen Rajnikant Shah	Lecturer	Jigar Bunglow, Paras society, Talod – 383215.

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| 5. | Shri Sanketkumar Chandrakant Soni | Student | 24, Harisiddha Society,
Malpur road, Modasa – 383315. |
| 6. | Shri Bhavinkumar Navnital Patel | Student | B/3, Harshiddha Society
Mahavirnagar, Himmatnagar-383001. |
| 7. | Kum. Dipal Subhashchandra Sheth | Student | 2, Aradhana Society, Modasa - 383315 |

We, the undersigned who established the Trust called BMCPER Alumni Association & Research Society who have adopted its Memorandum of Association and its constitution agree to manage the affairs accordingly.

Any person, joining the Executive Committee afterwards shall observe the Rules and Regulation framed hereafter.

We, the undersigned, form the Association under the Societies Registration Act, 1960, as well as under the Public Charitable Trust Act, 1950 and its Memorandum of Association are as above.

	Name	Signature
1.	Shri Dr. Natavarlal Manilal Patel	
2.	Shri Viralkumar Fulabhai Patel	
3.	Shri Alpeshkumar Rajendrabhai Patel	
4.	Kum. Charmybahen Rajnikant Shah	
5.	Shri Sanketkumar Chandrakant Soni	
6.	Shri Bhavinkumar Navnital Patel	
7.	Kum. Dipal Subhashchandra Sheth	

Modasa

Date:

CONSTITUTION (RULES & REGULATIONS)

1. MEMBERS

Diploma / Bachelor or Master Degree holder of Shri B. M. Shah College of Pharmaceutical Education and Research situated at Modasa imparting education of Pharmaceutical Sciences and other related subjects and/or present or former Principal and Faculty member of above mentioned institute.

2. CLASSIFICATION OF MEMBERS

The membership fees shall be as may be determined by the Executive Committee type from time to time. Different category of membership are as follows:

1. Founder Member

The subscribers of the Memorandum of Association shall be the founder member of the society.

2. Ordinary Member

A person subscribing not less than Rs.300.00 per annum to the funds of the society shall be an ordinary member of the society.

3. Life Member

Any eligible member may be enlisted as life member on payment of Rs.1000.00

4. Patron

Any eligible member may be enlisted as patron on payment of Rs.10, 000.00. The patron shall be deemed to be a life member.

5. Donors

Any individual, firm or a company paying Rs. 50,000/- or more shall be deemed as donor.

6. Affiliate Members

Any eligible Club or Association of BMCPER Alumni in India or abroad can be an affiliate member by paying 30% of their membership fees.

3. APPLICATION FOR MEMBERSHIP

Application for membership shall be made in writing in the prescribed form along with requisite subscription or donation and sent to the Executive Committee.

4. The Executive Committee reserves to itself the right to reject any application for membership without assigning any reason therefore.

5. PRIVILEGES OF MEMBERS

All founder members, ordinary members, life members, patrons, and donors shall have the right

1. To vote at the Annual or Special General Body meetings of the society.
2. To participate in all the activities of the society.

6. RESIGNATION OF MEMBERS

Any member may submit his resignation in writing to the Executive Committee. On acceptance of such resignation, the member shall not be entitled for refund of the fees.

7. DISQUALIFICATION

Any member, whose acts are found to be prejudicial to the interests of the society, shall be disqualified by general body on recommendation of the Executive Committee, if two-thirds of the attending members vote in favor of such disqualification. Such disqualified member shall not be entitled for refund of the fees.

8. EXECUTIVE COMMITTEE

For administration of the activities of the Association, Executive Committee shall be constituted in the following manner from amongst the members of the Association

1. Founder Members shall be permanent trustees on the Executive Committee of the Association. The Founder Members shall have the power to appoint successor, who may be a Pharmacist or interested in Pharmaceutical Sciences, in his place who in turn will be a permanent Member of the Executive Committee.
2. The Principal of Shree B. M. Shah College of Pharmaceutical Education and Research from time to time shall be represented as Trustee of the Executive Committee.
3. The other Executive Committee members shall be elected by the General Body as under:
 - a. Two members shall be elected/nominated from amongst donor members.
 - b. Two members shall be elected/nominated from amongst patron members.
 - c. Five members shall be elected/nominated from amongst life members.
 - d. Two members shall be elected/nominated from amongst the ordinary members.
 - e. Maximum four members may be nominated from amongst the Affiliate Members.
 - f. The Executive Committee shall elect the President, Vice President, Secretary and Treasurer from amongst themselves as office bearers of the Association. Teacher of the college will provide guidance.
4. The term of the elected Committee member shall be for a period of 3 years.
5. The Executive Committee, if it considers necessary, may co-opt extra members from amongst donor/patron/life member, subject to the condition that the total strength of co-opted members shall not exceed five or 20% of total members of executive committee(whichever is less) at any time. The executive shall consists of minimum seven and maximum of twenty members.

9. PROCEDURE FOR ELECTION TO THE EXECUTIVE COMMITTEE

Secretary shall notify the vacancies on the Executive Committee at least four weeks prior to the date of the Annual general body meeting. The nominations for the vacancies duly proposed and seconded shall be received by the Secretary in the prescribed form at least ten days before the election meeting. In case valid nominations exceed the number of vacancies, election shall be held by ballot at the Annual general body meeting.

10. CASUAL VACANCIES

Vacancies arise by i) resignation of the member, ii) Death of member and iii) if a member remains absent in three consecutive meetings.

Any vacancy on the Executive Committee may be filled in by election or nomination and such member shall hold office till the period left of preceding member.

11. RE-ELECTION

The retiring President, Treasurer and members of the Executive Committee may be re-elected.

12. THE EXECUTIVE COMMITTEE

a. Meeting and Functions

The Executive Committee shall meet as often as necessary but at least once in six months in a year, on such day and hour, notified by the Secretary in consultation with the President. At least ten days' notice shall be required to hold such a meeting. Any member, who fails to attend three consecutive meetings, without obtaining a leave of absence, shall cease to be a member of the Executive Committee. Presence of five members shall form the quorum at all such meetings. In absence of a quorum meetings shall be adjourned and reconvened after an interval as may be determined by the Executive Committee. No quorum will be necessary for the adjourned meeting. All decisions at the meeting shall be taken by a simple majority.

b. Special Meeting

A special meeting of the Executive Committee may at any time be convened by the President. If and whenever not less than eight members of the Executive Committee shall make a requisition to the effect stating the object of the meeting. The procedure for a special meeting shall be the same as for the ordinary meeting.

c. Function of the Executive Committee

The Executive Committee shall have the following powers:

1. To organize all such activities required raising funds to promote aims and objects of the Society.
2. To sanction funds for financing research projects.
3. To grant research fellowships.
4. To supervise, control and manage property and affairs of the Society and to inspect and supervise from time to time the research work financed by the Society.
5. To finance any such activity concerned with research in pharmaceutical and allied sciences conducive for promotion of aims and objectives of the Society.
6. To appoint or employ such staff as may be necessary for the efficient management and conduct of the affairs of the Society.
7. To prescribe the duties of and to dismiss all or any of the employees of the Society.

8. To make rules and regulations with respect to duties and conduct of the staff of the Society.
9. To make purchase or otherwise acquire for the Society any property at such price or such terms and conditions as they think fit.
10. To institute, conduct, defend, compound and abandon any legal proceedings by or against the Society.
11. To refer any claim or demand by or against the Society to arbitration and to observe and perform the awards.
12. To invest money of the Society in the purchase of such securities authorized by law as proper for investment of trust funds and to vary such investments from time to time for other or others of a like nature or to dispose of the same.
13. To fix and demand such fees and other charges from time to time for research work taken.
14. To appoint Sub-committees to carry out specific transactions laid down by the Executive Committee.

13. FUNCTIONS OF THE PRESIDENT

The President shall preside over all the meetings of the Executive Committee and the General Body of the Society. In the absence of the President and or Vice- President, one of the members elected by those present at the meeting shall perform the functions of the President at such meetings.

14. DUTIES OF SECRETARY

1. To conduct meetings of the Executive Committee and the General Body as per procedures laid down in the clause No.1 (a) stating the Agenda for and the venue of the meeting.
2. To carry out directions of the Executive Committee.
3. To supervise the work of the employees of the Society, maintain records of the same and carry out routine correspondence on behalf of the society.
4. To maintain minutes and follow up thereon of all the meetings of the Executive Committee and General Body.
5. Invite nominations to fill regular vacancies on the Executive Committee as per the procedure laid down in Clause No.10.
6. To prepare annual report of the Society.

7. To call for and scrutinize all the applications for research grants and obtain opinion of two references having special knowledge of the subject on each of the schemes, before presenting them to the Executive Committee for sanction.
 8. To exercise overall administrative control over the employees and activities of the Society.
- 15. DUTIES OF THE TREASURER**
1. He shall receive funds and make payment on behalf of the Society.
 2. He shall maintain true accounts of the funds and other assets of the Society or those that are controlled by the Society.
 3. He shall prepare a statement of accounts to be audited by the certified auditors appointed at the Annual General Body Meeting.
- 16. FUNDS AND ACCOUNTS**
1. The Association may accept donations, contributions, fees and other charges from any person or organization and such funds shall be used exclusively for the purposes of the Trust.
 2. A bank account shall be opened and maintained in the name of the Association. The account shall be operated by any two office bearers of the Executive Committee.
 3. The Balance Sheet and Income & Expenditure Account shall be prepared by the Treasurer at the end of every year (1st April to 31st March) and the same shall be put before the Executive Committee for approval and thereafter same shall be audited by a Chartered Accountant.
 4. The Annual Report along with the Statement of Accounts shall be circulated among the members by the Secretary at least 15 days before the date of the Annual General Meeting.
- 17. APPROVAL OF RESOLUTION BY A CIRCULAR**
- If the Secretary finds it necessary, he may in consultation with the President, transact any business or class of business of the Executive Committee by a circular.
- 18. GENERAL BODY MEETING**
- All decisions of the General Meeting except the election of the office bearers shall be by show of hands.
- a. Annual General Meeting**
- Annual General Meeting of the Society shall be held within six months from the end of the accounting year, time and place to be fixed by the Executive Committee. The Secretary shall give a notice of not less than two weeks for such meeting specifying the date, the place, time and the agenda for the meeting.

1. The Executive Committee shall submit the following at such meeting:
 - i. Annual Report of the Society.
 - ii. Progress Report of research projects.
 - ii. Audited statement of accounts along with the report of auditors.
 2. Any member desiring to move resolution at the' annual meeting shall give notice of the same in writing to the Secretary not later than one week before the date of the annual meeting.
- b. Special General Meeting**
- i. The President may whenever he thinks fit or shall upon requisition made in writing and signed by not less than one-third members of the Society convene a Special General Meeting at such place and time as he may decide. Such requisition made by the members shall state the objects of the proposed meeting and shall be addressed to the President.
 - ii. The Hon. Secretary, shall upon receipt of such a requisition, convene in consultation with the President, a Special General Meeting within thirty days of the receipt of such requisition, specifying the agenda; such a special general meeting shall require a notice of not less than fifteen days.

19. QUORUM FOR ANNUAL & SPECIAL MEETING

One-fourth members shall form a quorum for the General Meeting.

20. ADJOURNED GENERAL MEETING

If within fifteen minutes from the time fixed for the General Meeting, a quorum is not present, the meeting shall be adjourned and reconvened at the same place on a date and the Executive Committee may decide time as. A requisitioned meeting, however, shall be abandoned for want of quorum. Adjourned meeting needs no quorum and shall transact, the business for which the meeting was called.

21. AUDITORS

Registered Auditors, i.e. Chartered Accountants shall be appointed by the Society at the Annual General Meeting. The Auditors shall examine all the accounts of the Society and shall make a report to the Executive Committee.

22. RECORD OF THE SOCIETY

The Secretary shall maintain minutes of all the meeting and the records of the Society to make them available for inspection to the members of the Association on written application.

23. The Financial Year of the Society shall be from 1st April to 31st March.

24. AMENDMENTS TO RULES OF THE SOCIETY

The Society shall have the powers to add, to amend, repeal or modify any of the foregoing rules by a majority of two third of the members present and voting at a Special General Meeting convened for the purpose, provided that no addition to or modification or alteration or amendments or repeal of any of the rules shall be made which may have the direct or indirect effect of subverting any of the aims and objects of the Society as herein before set out to any extent whatsoever.

25. SUITS BY OR AGAINST SOCIETY

The Trust may sue or be sued in the name of the President.

26. INDEMNITY

Every member of the Executive Committee shall be indemnified out of the funds of the Trust against all losses and expenses incurred by him in the discharge of his duties, except such as shall happen through his own willful neglect or default, and every such member shall be chargeable only for such moneys as he shall himself actually receive in the discharge of the business of the Society and be answerable only for his own acts, neglects and defaults and for those of any other person nor for the insufficiency of any securities upon which any of the moneys belonging to the Society may be invested nor for any loss or damage which may happen in the discharge of his duties, unless the same shall have happened through his own willful neglect or default.

27. DISSOLUTION

Any number not less than 3/4th of the members present at the meeting convened for the purpose may determine that the Society shall be dissolved, whether forthwith or at any future time than agreed upon as provided under Section 13 of the Societies Registration Act, 1960. If after the dissolution of the Society, there shall remain, after the satisfaction of its debts and liabilities, any property whatsoever shall be given to some other Society or institution working for the same or similar objects as those of the Society to be determined by the votes of not less than 3/5th of the members present, in person and entitled to vote at the meeting convened for the purpose.