

(This draft constitution was adopted by the General Body meeting in PANE Conference in Mizoram University, Aizawl, during 17-19 December, 2012, and it was subsequently released by Prof. H. Nandakumar Sarma, President of PANE in a PANE Executive meeting held on 11.01.2013 at PANE Headquarter office, Physics Department, Gauhati University.)

CONSTITUTION OF THE PHYSICS ACADEMY OF THE NORTH EAST

PREAMBLE

“PROMOTION OF PHYSICS RESEARCH AND EDUCATION IN NORTH EAST INDIA”

It had long been felt by the physics researchers and teachers of the North East India the necessity of having a common platform of their own to deliberate upon the scientific and academic aspects of the subject. The concept was first discussed in a seminar on celebrating the hundred years of the discovery of electron, held at I.I.T. Guwahati on November 11, 1997. On April 6, 1998 the envisioned platform was formally inaugurated by the name of Physics Academy of the North East (PANE). The Academy has been functioning from its office at the Department of Physics, Gauhati University since 2000.

1. **Name:** The name of the Academy shall be '**Physics Academy of the North-East (PANE)**' registered under the "**Registration of Societies Act XXI of 1860**" and to be hereinafter called PANE.
2. **Headquarter:** The headquarter (HQ) of PANE will be at:
Physics Academy of the North-East
Gauhati University Campus
Guwahati-781014, India
3. **Objectives:** Objectives of the PANE shall be to take measures for the promotion of following specific sectors of physics
 - (i) Research in physics and inter-related disciplines
 - (ii) Physics education and physics education research
 - (iii) Physics information dissemination
 - (iv) Physics thought, temper and awareness
 - (v) Organizing seminars, conferences, workshops on physics at different levels
 - (vi) Taking all such measures as may be necessary for the fulfillment of the above objectives.

4. **Memberships:** Any person with postgraduate degree in physics and related discipline of study, is eligible for membership of PANE.

PANE will have following categories of membership, each category having different subscription fee as laid down in the bye-laws and as determined by the General Body of PANE, from time to time.

- (i) Life membership: A person eligible for membership of PANE can become a life member of PANE by paying necessary fee as laid down in the bye-laws, along with his/her application for membership.
- (ii) Institutional membership: Any academic or research institution, located in North-East India, engaged in Science and / or Technology education and research, will be eligible for Institutional membership of PANE on payment of a fee as laid down in the bye-laws.
- (iii) Honorary membership: PANE may offer Honorary membership for life to persons who are eminent for their contribution to Physical Science and / or technology or persons who have contributed significantly for the fulfillment of objectives of PANE. The General body of PANE will select honorary members in its meeting on the recommendation of Executive Committee. Before recommendation the EC will invite suggestions from life members of PANE for inclusion of names in the proposed list of honorary members.
- (iv) NRI/Foreign membership: Any eligible NRI/Foreign national may become a NRI life member of PANE by paying necessary fee as laid down in the bye-laws.

All categories of membership, except life, institutional and honorary membership will be counted in terms of calendar year from April 1 to March 31.

5. **Termination of membership:**

- (i) Membership of a person will be automatically terminated if the person resigns by writing to the Executive president of PANE. But resignation will be effective after the decision of the Executive Body (EB).
- (ii) Membership of any member may be suspended by EB temporarily if the subscription to the academy is not paid within due date. If the sum remains unpaid for another six months, his name may be terminated by EB.
- (iii) Any member can be removed from PANE temporarily or permanently if his/her action injures the interest or be against objectives of PANE, by the

three fourth majority decision of the Executive Committee. However before that he/she will be given one month time notice to explain his/her action.

6. **Official year:** Calendar year i.e., April 1 – March 31 shall be official year of PANE.
7. **Management:** The management of PANE shall be vested in an Executive Body (EB) consisting of
 - (i) President
 - (ii) Executive President
 - (iii) Two Vice Presidents
 - (iv) General Secretary
 - (v) Two Joint Secretary
 - (vi) Treasurer
 - (vii) Editor-in-Chief
 - (viii) Publicity Secretary
 - (ix) Eight elected representatives, one from each state of North East India

The EB can co-opt maximum “one member from each unrepresented state” of North East of India. At least four EB meetings should be held in a calendar year.

The tenure of the office of EB shall be two consecutive official years of PANE. At the end of two official years, the term of the EB will automatically come to an end. However for reasons beyond control, if the new executive body cannot be elected before the expiry of the term of the previous EB, the General body by a resolution, will extend the term of the office by not more than three months.

8. **Election and Functions of office bearers and members of Executive Body:**
A returning officer to conduct the election of executive members of PANE, will be appointed by the general body.

A. President

- (i) The president shall be elected by the General body (GB) in its biennial meeting from a panel of three senior life members of PANE, who are recommended by the Executive body after obtaining consent from the persons. Before recommendation the EB will invite suggestions from life members of PANE for inclusion of names in the proposed list.
- (ii) The president will preside over the General body meeting.
- (iii) The president is vested with the responsibility of providing guidance and advice to Executive Body of PANE.
- (iv) Though the President may not participate in the routine meetings of EB, he/she may do so at the invitation of the executive president and shall in such cases preside over the meeting of the EB.

B. Executive president (EP)

- (i) The EP shall be elected at the biennial GB meeting and he/she shall be a life member of PANE, who is working in any institution located at the head quarter of PANE.
- (ii) The EP will preside over all EB meetings in accordance with provision of 8 A(iv).
- (iii) The EP will preside over GB meeting in the absence of the president.
- (iv) The EP shall be ex-officio member of all sub-committees formed by PANE and shall preside over such meetings.

C. Vice-Presidents:

- (i) Two Vice-Presidents (VP) shall be elected at biennial meeting of the GB, one from the headquarter (HQ) and other from outside the HQ.
- (ii) In the absence of president and Executive President, one of the Vice-Presidents nominated by the EB, will preside over the meetings of GB, EB or any subcommittee meetings.

D. General secretary (GS):

- (i) The General Secretary shall be elected at the biennial GB meeting of PANE. He shall be a life member of PANE working at an institution in a place where the headquarter of PANE is located.
- (ii) The GS shall be responsible for the overall management of PANE in accordance with its rules and regulations.
- (iii) The GS shall keep records of Proceedings of all the meetings and will be in overall charge of the office of the head quarter.
- (iv) The GS shall be ex-officio member of any sub-committee formed by PANE.
- (v) In consultation with EP and/or the VP, the GS shall convene the EB meeting and shall serve at least seven days notice for holding such meetings.
- (vi) In consultation with the President, the Executive President, and the VP, the GS will convene the biennial GB meetings by serving at least 15 days notice.
- (vii) The GS shall prepare the up-to-date list of members of PANE of all categories.
- (viii) The GS shall submit the two-year Report of PANE in the biennial GB meeting.
- (ix) The GS shall be the publisher of all publications and printed matters published by PANE.
- (x) In his/her absence, in consultation with the EP, he may give his charge to any one of the Joint secretaries temporarily or permanently.

E. Joint Secretaries:

- (i) Two Joint-Secretaries (JS) shall be elected by the GB from amongst its life members, one from the headquarter and the other from outside the headquarter.
- (ii) The JS will assist the GS in all matters connected with the management of the society.
- (iii) A per provision of 8 D(X), one of the JS shall assume the charge of GS and function as GS accordingly.

F. Treasurer:

- (i) The treasurer shall be elected by the GB from amongst its life members in headquarter.
- (ii) The treasurer shall be responsible for maintaining finance of the PANE.
- (iii) The funds of PANE shall be operated jointly by the treasurer and GS in any nationalized bank in the name of PANE.
- (iv) The treasurer shall keep all accounts of the PANE and shall prepare an annual statement of accounts for submission to the EB and GB after it is audited by a chartered accountant (CA).
- (v) The treasurer shall circulate the audited statement of accounts before the GB meeting.

G. Editor-in-Chief

- (i) Editor-in-Chief shall be elected by the GB from amongst its life members.
- (ii) Editor-in-Chief takes care of all publications related to PANE such as PANE Newsletter, PANE technical research journal, books, monographs, conference proceedings etc.
- (iii) The Editor-in-Chief shall constitute an editorial board members and advisors related to any specific publication of PANE.

H. Publicity secretary

- (i) Publicity secretary shall be elected by the EB from amongst its life members.
- (ii) Publicity secretary in consultation with Executive president/General secretary /Editor-in-Chief shall publish news related to the activities of PANE.

I. Eight Executive body members

- (i) All the members of the Executive Body shall be elected by the GB in its biennial meeting.

J. Powers and functions of Executive body

- (i) The EB shall have the power to determine the programme of works for fulfillment of the objectives of PANE.
- (ii) The EB shall have power to decide all financial matters of the PANE.

- (iii) The EB shall have power to constitute sub-Committee for purposes as considered necessary.
- (iv) The EB shall have power to frame bye-laws of the PANE, which is to be rectified / approved in the GB.
- (v) The EB shall prepare proposals for amendment of the constitution, if any, to be placed in GB meetings for adoption or otherwise.
- (vi) The EB shall fill up any vacancy in the EB.
- (vii) Outstation Executive body members will be informed the agenda of the meeting, at least seven days in advance for their suggestions and remarks to be placed in the executive meeting, using e-mail facility.

9. General Body (GB)

- (i) The GB of PANE shall be composed of all life members of PANE. Each institutional member of PANE shall nominate two persons to represent it in the GB.
- (ii) Only life members shall have voting rights in the GB meetings.
- (iii) The biennial GB meeting shall be held at regular biennial PANE conference.
- (iv) The notice of the biennial meeting of the GB shall be issued by the GS at least 15 days before the date of the meeting.
- (v) An emergent GB meeting can be convened at any time, if considered necessary, after consultation with President and Executive President.
- (vi) A requisitioned GB meeting can be convened if one third of the members of the EB or one third of members of GB with voting rights requisition it in writing.
- (vii) The GB shall frame bye-laws of PANE.
- (viii) The GB shall have power to decide membership fee of PANE.

10. Quorum

- (i) One fourth of the total number of members of the GB or 25 members, whichever is less shall constitute the quorum of GB.
- (ii) The quorum for EB meeting shall be six.

11. GB meeting and PANE Conference

- (i) There will be a regular biennial PANE conference (RPC) on physics at a place of North East India on invitation of any academic or research institute.
- (ii) The place of RPC shall be decided by the GB and announced in the preceding RPC.
- (iii) A local organizing committee (LOC) shall be formed before at least six months from the RPC. The EB will nominate two representatives to the LOC.

- (iv) The LOC shall fix the dates of the RPC generally between October and November of the year before at least six months.
- (v) The LOC shall raise fund in its own for the RPC and PANE shall make a token contribution to LOC as decided by the EB.
- (vi) Though the LOC can make the expenditure for the RPC according to the rules and regulations of its own institute, yet LOC shall send a copy of the audited accounts to the EB after the RPC.
- (vii) The LOC will publish the RPC proceedings in a reputed journal having ISBN number.

12. Selection of “Senior Research Affiliate” of PANE

As PANE has been encouraging physics research from senior active life members, it offers a platform to them for their subsequent article publications, in the name of an honorary position namely, “Senior Research Affiliate of PANE”. The EB will select such suitable names from the life members who are senior academicians above the age of 45 years and who have adequate research contribution as deemed fit by the EB of PANE. The list will later be approved in the GB meeting.

13 Amendment of the constitution

Any proposal of amendment of the constitution from any member of PANE has to be notified in writing to the Executive President or General Secretary before six months of a GB meeting. The EB will consider all such proposals and prepare necessary amendment proposals for the GB. The proposal prepared by the EB and duly notified by the GS must be moved in the same GB meeting and the constitution shall be amended accordingly only if the proposals are adopted by at least two third majority of the eligible life members present in the meeting.

14. Dissolution of PANE

- (i) A special GB meeting shall be convened specifically for the purpose of dissolution of the PANE with not less than six months’ notice.
- (ii) At least three fifth of all eligible life members of PANE shall express their opinions in favour of the dissolution.
- (iii) Any property left after the satisfaction of all debts and liabilities of the PANE, shall be donated to some other registered academy, society, association having similar objectives, to be decided by GB.
