

**ASSAM COLLEGE
TEACHERS'
ASSOCIATION**



CONSTITUTION

This constitution was passed by the Annual Conference held at Jorhat on 24th November, 1961, under the Presidentship of Sri Bipinpal Das, President A.C.T.A. and was amended by the 17th Annual Conference held at Texpur in 1967 and 22nd Annual Conference held at Dergaon in 1972. Amendments to this constitution were also introduced at the 24th Annual Conference held at Nowgong College in 1974, 30th Annual Conference held at Sibsagar Girls' College, Sibsagar in 1980 and 33rd Annual Conference held at Nalbari College, Nalbari in 1984.

This constitution is modified by the 51st Annual Conference held at Gargaon College, Gargaon from 25th April to 27th April 2003, under the Presidentship of Dr. Bijoy Chandra Sarma, President, A.C.T.A.

The constitution is amended by the 53rd Annual Conference held at Bongaigaon College, Bongaigaon from 27th December to 29th December, 2005 under the Presidentship of Dr. Bijoy Chandra Sarma, President, A.C.T.A.

The constitution is amended by the 55th Annual conference held at Nalbari College, Nalbari from 25th April to 27th April, 2008 under the Presidentship of Sri Jyoti Prasad gogoi, President, A.C.T.A.

The constitution is amended by the 58th Annual conference held at Duliajan College, Duliajan from 23rd June to 26th June, 2011 under the Presidentship of Sri Naren Changmai, President, A.C.T.A.

ASSAM COLLEGE TEACHERS' ASSOCIATION

(As amended upto June 2011)



**RESISTERED UNDER
SOCIETIES REGISTRATION ACT 1860
IN THE YEAR 1956-57**

REGISTRATION NO. 51/236 OF 1956-57

"Constitution of ACTA"

(As amended upto June 2011)

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**CONSTITUTION
OF
ASSAM COLLEGE TEACHERS'
ASSOCIATION**

(As amended upto June 2011)

Preamble :

Whereas it has been considered expedient to form an association of the teachers of government grant-in-aid colleges of the State of Assam (now provincialised), devoted to the cause of education and promotion of academic, cultural, social and economic welfare of the members and to foster mutual goodwill and understanding among teachers in general and college teachers in particular, we, the teachers of government grant-in-aid colleges of Assam (now provincialised) do hereby frame, adopt and give to ourselves this constitution.

Article 1 : Name

The Name of this Association shall be "Assam College Teachers' Association" to be here-in after called Association or ACTA.

Article 2 : Aims and Objectives

The aims and objectives of the Association shall be :

- a) to strive and contribute towards all round improvement of education in the state in general and of collegiate education in particular.
- b) to adopt such means and take such measures as are considered necessary for the development of a healthy, progressive and creative cultural life in the state in particular and in the country in general.
- c) to promote national integration and national ideals and to

-
- defend fundamental rights and human values.
- d) to safeguard and improve the conditions of service and status of teachers.
 - e) to render necessary help to the distressed member/ members of the Association and his/her/their family/ families.
 - f) to establish friendly relations and co-operation with other Teachers' Associations, inside and outside the state.
 - g) to promote study and research in educational and other allied fields with special reference to the conditions of the North Eastern Region of India.
 - h) to focus the educational and other problems of the North Eastern Region by publishing books, journals, bulletins, etc. through survey and field study.
 - i) to initiate and assist schemes for securing solutions to educational and other problems locally or nationally.
 - j) to exchange information and ideas with parents, students and other persons interested in all round development in education and other related matters.
 - k) to take such other steps as may be deemed necessary for furtherance of the aforesaid objectives.

Article : 3 Emblem

The Association shall have an emblem, the description of which is as under.

- a) The emblem is shaped like a lotus petal with two sepal like flaps at its base and the name of the Association in its abbreviated form in English as ACTA occupying the central part of the base.
- b) There is a lighted earthen lamp with an open book encircled by the halo of the flame occupying the central part of the petal signifying the disseminations of knowledge.

- c) The name of the association in Assamese script "অসম কলেজ শিক্ষক সংস্থা" is inscribed at the peripheral portion of the lotus petal.
- d) The whole emblem is drawn on white background.

Article 4 : Flag

There shall be a flag of the Association which is unique in structure. It is made of silk cloth with size 3 : 2 in ratio of length and width. The colour of the flag is white with the green emblem of the Association at the centre.

Article 5 : Jurisdiction

The Jurisdiction of the Association shall extend to the whole of the state of Assam.

Article 6 : Affiliation

The Association is an affiliated Unit of All India Federation of University and College Teachers' Organisation (AIFUCTO).

Article 7 : Office

The Central office of the Association shall be located at ACTA House, Solapar, Gouhati-8, Assam.

Article 8 : Units and Membership

- a) The Association shall have one Unit in each affiliated college. The Unit shall have to acquire affiliation from the Central Executive Committee (CEC) of the Association.
- b) A Unit shall automatically come under the jurisdiction of the concerned Zone. No Unit can surpass its respective Zone in any organisational matter. Necessary fees to the Zone must

be paid before joining the Zonal conference. Zonal Executive Committees shall have to forward proposal(s) to CEC for deaffiliation of any Unit under its jurisdiction in the event that such Unit is involved in unconstitutional activities or fails to pay its dues to the Zone.

- c)
 - i) A Unit shall have a minimum of 15 (fifteen) members. The Central Executive Committee shall have the power to accord affiliation to a Unit having less than 15 members under special circumstances. The affiliated Unit shall elect its own President and Secretary and such other office-bearers as it deems necessary from time to time for smooth running of the affairs of the Unit.
 - ii) The Principal shall not be a member of the Unit.
 - iii) The Principal i/c shall not be an office bearer of the Unit, Zone and Association.
- d) A Unit shall have the power to frame its own bye-laws in the spirit of the ACTA constitution. The Unit adopting its by-laws shall have to obtain prior approval of the Central Executive Committee of the Association.
- e) In any Unit meeting one third of its members shall form quorum, unless the by-law, if any, of the unit determines otherwise.
- f) Except in case of an existing member of the Association, the UGC norms as approved by the Government of Assam from time to time, shall be the minimum requirement of a Teacher to be a member of the Association.
- g)
 - (i) The membership of the Association shall be open to full-time teachers of a college agreeing to execute a Declaration in the manner and form hereinafter provided in the Schedule to this constitution and on payment of an enrolment fee and such other fee(s) fixed by the CEC from time to time.
 - (ii) Provided that no member shall join any other organization

which runs counter to the interest of the *Association*.

(iii) Provided further that if any member of a Unit who is on leave or lien for a period exceeding six months shall not hold any office of the Unit/ Zone, and cease to be a member of the CEC and its sub-committee(s)

- h) Each Unit shall pay to the Central Fund and the Zonal Fund of the Association such amount per annum and per member as may be fixed by the Central Executive Committee and Zonal Executive Committee from time to time for smooth running of the affairs of the Association along with the annual affiliation fee fixed by the CEC from time to time to be paid by the Unit. Affiliation of a Unit shall stand automatically cancelled if the Unit fails to clear up such dues latest by the time of Annual Conference. Such a defaulting Unit shall be eligible for reaffiliation on payment of all outstanding dues along with a renewal fee fixed by the CEC from time to time.
- i) A Unit shall meet its expenses and pay the fees as mentioned in Articles 8 (h) above to the Association by raising a fund of its own with contributions from members of the Unit at a rate to be fixed by the Unit.
- j) Any member who fails to pay the fees to the Unit and the Association for twelve consecutive months shall cease to be a member of the Unit and Association.
- k) Every member of the Association shall get a copy of the journal and copies of the Bulletin published by the Association.
- l) For Life Membership, a retired college teacher shall have to apply to the concerned Unit where he/she was a member, in a prescribed proforma. The proposal from the concerned Unit will then be submitted to the Central Executive Committee with a recommendation from the Zone.

Life Membership of the Association can be obtained by paying a fee as fixed by the CEC from time to time. A Life Member shall have the privilege to attend all the programmes of the ACTA

Conference including the delegate session(s) as spectators after paying delegate fees.

m) A Unit shall :

- i) enrol members of the Association by realising all fees as laid down in Article 8 (g) and 8 (h).
- ii) elect or select delegates to the Annual Conference of the Association as per provisions of Article 19 (b).
- iii) have the power to move resolutions in the Annual Conference with permission from the President.
- iv) hold periodical meetings to devise ways to improve the standard of teaching in the college, hold discussions on various topics in pursuit of intellectual endeavour and take necessary steps to implement the decisions and directives of the Zonal Executive Committee and Central Executive Committee of the Association. The Unit secretary shall be responsible for proper maintenance of proceedings of the meetings and proper accounts.
- v) work with an aim to foster healthy co-operation and comradeship among the members and for furtherance of the objectives of the Association.
- vi) forward reports of the activities and proceedings at least twice a year to the Zonal Executive Committee of the Association.
- vii) refer matters relating to discipline and conduct of member(s) to the Central Executive Committee of the Association for disposal, along with a full report and suggestions.
- viii) neither publish nor circulate any letter, resolutions etc. regarding organisational and policy matters of the Association without prior permission from the Central Executive Committee. A Unit shall not allow any member to indulge in such activities.

- ix) have the power to expel, suspend, members, or cancel the membership of any member for such activities which is considered detrimental to the interest of the Unit or / and the Association. However, in all such cases, a unit shall have to take the approval of the CEC through the respective Zonal Executive Committee (ZEC).
- x) have the power to suggest the CEC for amendments to the Constitution.
- xi) propose a candidate for any election conducted by the Association.
- xii) No member/ Unit shall contest/ sponsor any candidate(s) against official candidate(s) sponsored by the Association as per Article 11 (a) (viii)

Article 9 : ACTA Zones and Zonal Executive Committee (ZEC)

In order to ensure effective organizational network and maintenance of proper co-ordination amongst the Units, it is expedient to form ACTA zones as per annexure appended. Each Zone shall form Zonal Executive Committee with members among the Units under such Zones, as per provisions provided here under.

- a) Jurisdiction of Zonal Executive Committee
 - i) The Annual Conference of the Association shall have the power to demarcate the jurisdiction of different Zones provided that the Central Executive Committee moves a resolution to that effect and that is adopted by the Annual Conference.
 - ii) The administrative boundaries of a district shall not be taken into cognizance as the sole criterion for formation of a Zone.
 - iii) Each Zone shall have a minimum of six (6) and a maximum of fifteen (15) Units. However, considering

- geographical and other related constraints a Zone may be formed with less than six (6) Unit with a resolution adopted in the Annual Conference.
- b) i) There shall be an Executive Committee of each Zone, which to be called Zonal Executive Committee, consisting of the office bearers and members.
- ii) The office bearers of the Zonal Executive Committee shall be elected by the delegates from amongst themselves in the Annual Zonal Conference.
- iii) Each Unit shall elect one member to the Zonal Executive Committee.
- c) i) The outgoing President and Secretary of the Zonal Executive Committee shall be ex-officio members of the newly constituted Zonal Executive Committee.
- ii) The outgoing CEC member of the Zone shall be an ex-officio member of the Zonal Executive Committee.
- iii) The member elected to the Central Executive Committee from the Zone shall be an executive member of the Zonal Executive Committee.
- iv) The office bearer(s) of the Central Executive Committee from the Zone shall be permanent invitee(s) to the concerned Zonal Committee meetings.
- d) The following shall be the office bearers of the Zonal Executive Committee.
- i) One President.
- ii) One Vice President
- iii) One Secretary
- iv) One Treasurer
- v) Two Assistant Secretaries of which at least one shall be a woman member who shall be the Convenor of the Zonal Women's Cell (Article 23)
- e) Power and functions of the Zonal Executive Committee :

The Zonal Executive Committee shall

- i) hold office for one year
 - ii) arrange for holding the Annual Zonal Conference in consultation with the host Unit and a minimum of 10 (ten) days notification to the Units shall be necessary for convening Annual Zonal Conference. Such arrangements must be made at least 15 (fifteen) days before the Annual Conference of the ACTA.
 - iii) circulate and monitor the execution of the decisions of the Central Executive Committee.
 - iv) have no power to take independent decision of any agitational programme.
 - v) have no right to take disciplinary action on any member or Unit but may forward such proposals to the Central Executive Committee for settlement.
 - vi) have the power to mobilise its own fund from Unit members only, at such rates as may be fixed by the Zonal Executive Committee from time to time.
 - vii) have the power to pursue any Unit for payment of Annual fees to the Central Executive Committee who defaults in such payments.
 - viii) have no right to make public statement(s) against any decision(s) of the Central Executive Committee but may request the Central Executive Committee to review any such decision(s).
- f) The Secretary and Treasurer of the Zonal Executive Committee shall jointly maintain accounts of the Zone including receipts and expenditure.
- g) For other matters which are not specifically enumerated in this article the relevant articles and clause of this constitution shall supplement it.

Article 10 : The Central Executive Committee (CEC)

- a) There shall be one Central Executive Committee of the

ACTA, consisting of office bearers and members.

- b) The office bearers of the Central Executive Committee.
 - i) One President
 - ii) One Vice President
 - iii) One General Secretary
 - iv) One Finance Secretary
 - v) Four Assistant Secretaries
 - a) Assistant Secretary – Organisation
 - b) Assistant Secretary – Academic
 - c) Assistant Secretary – Women's Cell
(reserved for women members)
 - d) Assistant Secretary – Office and Publicity
(to be co-opted)
- c)
 - i) All office bearers except Assistant Secretary Office and Publicity, shall be elected by the delegates from amongst themselves in the Annual Conference, there being not more than one office bearer from a Unit. No office bearer shall continue more than two consecutive terms in the same office.
 - ii) The Unit from which one CEC Member is elected shall not contest for any office of the Central Executive Committee.
- d) All delegates of the Annual Conference shall have the right to contest in any post/ office of the Central Executive Committee, within the provisions of the constitution, provided he/ she is permitted to contest by his/ her Unit through a resolution passed in the general meeting of the Unit.
- e) The Returning Officer, appointed as per ACTA Election Guidelines, to conduct the election of the Office Bearers of the ACTA, shall arrange for a stage campaign for all the

contesting candidates at suitable time during the delegate session.

- f) Each Zone shall elect/ select one member to the Central Executive Committee by the delegates of the Annual Zonal Conference of the respective Zone from amongst themselves.
- g) The outgoing President and General Secretary shall be ex-officio members of the Central Executive Committee.
- h) The Assistance Secretary — Office and Publicity shall be co-opted by the Central Executive Committee in its first meeting after the Annual Conference. The General Secretary shall have the prerogative to propose the name of the co-opted Assistance Secretary.
- i) To be an office bearer or a member of the Central Executive Committee a delegate shall have at least 5 (five) years continuous membership of the Association from the sponsoring Unit. This shall be applicable to the co-opted Assistant Secretary also.
- j) The Central Executive Committee shall appoint or nominate any member of the CEC to fill in the vacancy of the post of an office bearer, as and when it occurs.
- k) No vacancy in the Central Executive Committee shall invalidate the proceedings of any meeting of the Central Executive Committee.
- l) A member of the Central Executive Committee who fails to attend three consecutive meetings of the Central Executive Committee without reasonable ground for such absence, shall cease to be a member of the Central Executive Committee automatically.
- m) Any Office Bearer or any member of the Central Executive Committee who is on leave or lien for a period exceeding three months at a time shall cease to be in the office.
- n) If any member or office bearer contests in any election or

nominated to any civic body he/ she shall immediately cease to be a member or office bearer in CEC and/ or Zonal Executive Committee (ZEC) and shall resign from any portfolio he/ she holds in the Unit.

- o) No member or office bearer of the Central Executive Committee shall publish, circulate and issue any letter, pamphlet, resolution, statement etc., in any media against the interest of the Association. The authority to publish any official statement shall vest on the President and the General Secretary. However, other Office Bearers may do so only if he/ she is authorised by the Central Executive Committee on its behalf.
- p) At least one joint meeting of the Zonal Presidents and Secretaries with Central Executive Committee will be held in every term.
- q) If necessity arises, woman member(s) shall be co-opted to give representation of two women members in the Central Executive Committee.

Article 11 : Power and Functions of Central Executive Committee

- a) The Central Executive Committee shall
 - i) hold office for 1 (one) year and in no case handing over of charges be delayed beyond 20 (twenty) days from the concluding day of the Annual Conference.
 - ii) arrange for holding the Annual Conference in consultation with the reception committee and a minimum of 25 (twenty five) days notification to the Units/ Zones shall be deemed necessary for convening the Annual Conference.
 - iii) execute the decision of the Annual Conference.
 - iv) appoint an Auditor who shall not be a member of the

nominated to any civic body he/ she shall immediately cease to be a member or office bearer in CEC and/ or Zonal Executive Committee (ZEC) and shall resign from any portfolio he/ she holds in the Unit.

- o) No member or office bearer of the Central Executive Committee shall publish, circulate and issue any letter, pamphlet, resolution, statement etc., in any media against the interest of the Association. The authority to publish any official statement shall vest on the President and the General Secretary. However, other Office Bearers may do so only if he/ she is authorised by the Central Executive Committee on its behalf.
- p) At least one joint meeting of the Zonal Presidents and Secretaries with Central Executive Committee will be held in every term.
- q) If necessity arises, woman member(s) shall be co-opted to give representation of two women members in the Central Executive Committee.

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 - ii) arrange for holding the Annual Conference in consultation with the reception committee and a minimum of 25 (twenty five) days notification to the Units/ Zones shall be deemed necessary for convening the Annual Conference.
 - iii) execute the decision of the Annual Conference.
 - iv) appoint an Auditor who shall not be a member of the

Central Executive Committee.

- v) pass annual budget and sanction expenditure of the Association, in the 2nd meeting of the central executive committee.
- vi) sanction grants to the Unit holding Annual Conference and such other functions on behalf of ACTA.
- vii) frame rules for disbursement of funds of the Association to maintain financial discipline for the entire term of office of the Central Executive Committee, in the 2nd meeting of the central executive committee.
- viii) select ACTA nominees(s) to different Bodies of the Universities and other organisations.
- ix) decide other organisational matters not inconsistent with the constitution.
- x) have power to take disciplinary actions including suspension/ expulsion/ disaffiliation against any Unit or any Member if and when the constitution, any rule or any decision of the Association is violated.
- xi) sit from time to time to transact routine business and review the progress of works with suggestions and guidelines; provided that not more than 3(three) months shall elapse between two meetings of the Central Executive Committee.
- xii) take such other steps and measures for furtherance of the aims and objectives, general policy and discipline of the Association.
- xiii) grant financial aid to the distressed members of the Association subject to the availability of fund. The rules for the grant of such aid shall be framed by the Central Executive Committee.
- xiv) invite the Inaugurator, Chief Guest, Special Invitees, etc. for the Annual Conference.

- xv) exercise all other powers not specifically enumerated in this Article but covered by different Articles of this constitution.
 - xvi) have the power to dissolve any Zonal Executive Committee and constitute an Ad hoc Zonal Committee in its place if the Central Executive Committee feels that such a Zonal Executive Committee is inactive or works not in conformity with the decisions of the Central Executive Committee. Such Ad hoc Zonal Executive Committee in no case shall run office for more than two months.
 - xvii) appoint an Office Assistant, if and when necessary on such terms and conditions as it deems fit.
 - xviii) shall have the power to take disciplinary action against any member/ office bearer of the Central Executive Committee for any act done against the interest of the Association or in contravention of the provisions of the constitution.
- b) i) One third of the members shall form quorum in a meeting of the Central Executive Committee. No quorum shall be required again for a meeting rescheduled due to lack of quorum.
- ii) One third members of the Central Executive Committee shall have the power to requisition a meeting of the Central Executive Committee.
- iii) To convene a meeting of the Central Executive Committee at least 7 (seven) days notice shall be necessary. For an emergent meeting of the Central Executive Committee at least 24 (twenty four) hours notice shall be necessary.

Article 12 : Steering Committee (SC)

- a) The Steering Committee shall be constituted with all the office bearers, Ex-Officio members and two

members selected from the Central Executive Committee.

- b) The Steering Committee shall look after all the day to day works of the Association as guided by the Central Executive Committee.
- c) The Steering Committee shall have the power to take any emergent or urgent decision if the situation so demands but such decision of the Steering Committee must be placed before the next meeting of the Central Executive Committee for approval.
- d) The Steering Committee shall sit at a regular interval to transact routine business and to review the progress of works provided that not more than 45 (forty five) days shall elapse between the meeting of the Central Executive Committee and Steering Committee meeting.

Article 13 : Editorial Board, Building Construction and Maintenance Sub Committee (BCMSC), and Academic Sub Committee (ASC) and Women's Cell

The Central Executive Committee shall

- a) Form an Editorial Board with an Editor/ two Joint Editors from among the members of the CEC for bringing out at least one issue of the ACTA Journal before the Annual Conference. There shall not be more than 7 (seven) members in the Editorial Board, out of which 2(two) members shall be co-opted from outside the CEC and the Editor/ Joint Editors shall have the privilege to propose the names of the co-opted members.
- b) Constitute a Building Construction and Maintenance Sub Committee consisting of 5 members with the General Secretary as Chairperson and Finance Secretary as the Member Secretary of the Building Construction and Maintenance Sub-Committee.

- c) Constitute an Academic Sub-Committee consisting of nine members with the Vice President as Chairperson and Assistant Secretary (Academic) as Secretary of the Academic Sub Committee provided that at least 3 (three) members of the Academic Sub-Committee shall be nominated from outside the Central Executive Committee.

Article 14 : Power and functions of Building Construction and Maintenance Sub Committee (BCMSC) :

- a) The Building Construction and Maintenance Sub Committee constituted in accordance with Article 13 (b) shall
 - i) maintain the Building and Guest House properly through the Member Secretary
 - ii) prepare plans, estimates for construction, renovations, repairs etc and place them in the Central Executive Committee meeting for approval.
- b) The Member Secretary of the Building construction and Maintenance Sub-Committee shall be responsible for keeping records, accounts and other relevant documents of the ACTA House.
- c) The Member Secretary of the Building construction and Maintenance Sub Committee shall convene its meeting in consultation with the General Secretary of the Association who shall preside over its meetings.

Article 15 : Powers and functions of Academic Sub Committee (ASC)

The Academic Sub-Committee constituted in accordance with article 13 (c) shall :

- i) look after the academic affairs of the Association vis-a-vis the academic affairs of the state.
- ii) prepare plans, policies and recommendations on behalf of the Central Executive Committee as and when necessary

for the development of education in general and higher education in particular.

- iii) organise academic seminars, discussions, lectures related to problems and policies of higher education and shall publish at least two issues of the ACTA Bulletin on behalf of the Central Executive Committee.

Article 16 : Duties of Office Bearers of the Central Executive Committee :

a) President :

The President shall :

- i) preside over all meetings of the Central Executive Committee and Steering Committee.
- ii) preside over the Annual Conference and Annual Lecture programme, Joint meeting(s) with Zonal Presidents and Secretaries and all such meeting organised by the ACTA.
- iii) see that notice of the meetings are served in time on all members.
- iv) ensure that the constitution, rules, regulations and procedures of the Association are followed by the members of the Association and the Central Executive Committee.
- v) convene requisitioned meeting(s) of the Central Executive Committee and Special Convention, when demanded in proper and constitutional manner.

b) Vice President :

In absence of the President, Vice President shall exercise all the powers and functions of the President.

- i) In absence of the President and the Vice President the members of the Central Executive Committee present, shall elect one of them to preside over any

meeting of the Central Executive Committee.

- ii) In case of the President and the Vice President not being present in the Annual Conference the delegates present, shall elect one of them to preside over the Annual Conference.

e) The General Secretary shall :

- i) be responsible for day-to-day office and organisational works.
- ii) convene Central Executive Committee meetings and Steering Committee meetings in consultation with of the President.
- iii) Prepare Annual Report and place it at Annual Conference on behalf of the Central Executive Committee after due approval by the latter.

f) The Finance Secretary shall :

- i) maintain accounts of the Association including receipts and expenditures and shall be jointly responsible with the President and General Secretary for all accounts.
- ii) prepare Annual Budget of the Association and guidelines for disbursement of fund for the entire Session, in consultation with the President and General Secretary and place the same before the Central Executive Committee in its 2nd meeting.
- iii) place all audited accounts and statements on assets and liabilities in the Annual Conference on behalf of the Central Executive Committee after due approval by the latter.
- iv) co-ordinate and pursue the Zonal Executive Committees and Units to ensure the payments of annual fees from all Units.
- v) prepare a report on the status of the various Zones

and Units regarding the clearance of dues etc and place the same before the Central Executive Committee in its 2nd meeting.

g) Assistant Secretaries :Duties and Responsibilities :

- i) Assistant Secretary in charge of Organisational affairs shall look after all the organizational matters, keep co-ordination with Zonal Executive Committees and shall perform such other duties and functions as may be assigned to him by the President and General Secretary.
- ii) Assistant Secretary in charge of Academic affairs shall be responsible for all the academic affairs of the Association. Further, he/ she shall discharge his duties as Secretary of the Academic sub-committee constituted in accordance with Article 13(c) and also perform the duty of the Librarian of the ACTA library.
- iii) Assistant Secretary in charge of Women's Cell shall look after, as the Convenor of the Women's Cell ACTA, the relevant activities as framed by the CEC from time to time and shall hold conventions, seminars, workshops as and when it is entrusted by the CEC.
- iv) Assistant Secretary in charge of Office and Publicity shall maintain the office of the Association and look after the maintenance of Guest House in consultation with General Secretary and Finance Secretary, Further, he/ she shall monitor all publicity works and ensure proper communications link despatching all necessary papers to the Zonal Executive Committees and Units.

Article 17 : Central Funds

- a) The Central funds of the Association shall consists of :
 - i) Enrolment fees from members
 - ii) Building fees from members

- iii) Annual affiliation fees from Units
 - iv) Annual individual membership fees from members.
 - v) Annual individual Conference fees from members.
 - vi) Annual individual contribution to the Distress Members Aid Fund.
 - vii) Annual individual journal fees from members.
 - viii) Contribution from members and Reception Committee.
 - ix) Donation and grants.
 - x) Income from Association's properties and its guest house.
 - xi) Nomination papers and election fees.
 - xii) Such other sources of income as may be decided by the Central Executive Committee.
- b) The funds of the Association shall be as under :
- i) ACTA General Fund
 - ii) ACTA Building Fund
 - iii) ACTA Library and Research Centre Fund
- c) The funds as mentioned in Article 17(b) shall be deposited in the accounts opened under those headings with any scheduled bank at Guwahati.
- d) All the funds as mentioned in Article 17(b) shall be operated by the General Secretary and the Finance Secretary jointly.
- e) Transfer of Fund from one account to another is restricted without prior permission of the CEC.

Article 18 : Accounts and Audit :

- a) All Accounts of the Association shall be duly audited just before the Annual Conference by an Auditor appointed under Article 11 (a) (iv) and shall be placed in the Annual Conference for approval, after being approved by the CEC.
- b) All expenditure shall be made in accordance with Article 11

- (a)(v), and 16(f)(ii).
- c) The Unit holding the Annual Conference shall furnish the audited accounts of all funds including the fund sanctioned by the Association immediately after the Annual Conference.

Article 19 : Annual Conference

- a) The Annual Conference of the Association shall be held once in every year and in no case more than 14 (fourteen) months shall elapse between two Annual Conferences. The dates of Annual Conference shall be fixed by the Central Executive Committee in consultation with the Unit hosting the conference.
- b) Each Unit shall be entitled to send one delegate for every fifteen members or fraction thereof to the Annual Conference, subject to a minimum of two delegates from a Unit to the Conference.
- c) Each Zonal Executive Committee shall be entitled to send its President and Secretary or any 2 (two) Members as delegates to the Annual Conference.
- d) All the Central Executive Committee members shall be Ex-officio delegates to Annual Conference.
- e) The Annual Conference shall be the supreme body and shall have power to discuss, decide and take action on any matter duly placed before it by the Central Executive Committee or by any delegate with permission of the President.
- f) A special convention of the Association may be convened by the Central Executive Committee for any specific purpose if and when it is considered absolutely necessary. All the Office Bearers and CEC members, Presidents and Secretaries of the Zones and Units or their representatives shall be the delegates to the Special Convention. Such a special convention may also be requisitioned by not less than one third of the total numbers of duly affiliated Units of the Association for any specific purpose clearly stated in

the letter of requisition, on receipt of which the President shall take necessary steps to convene and hold the convention within 30 (thirty) days from the receipt of the requisition letter.

Article 20 : Annual Zonal Conference (AZC)

- a) The Annual Zonal Conference in each Zone shall be held once in every year at least 15 (fifteen) days before the Annual Conference. The date and venue of the Annual Zonal Conference shall be fixed by the Zonal Executive Committee in consultation with the Unit hosting the Annual Zonal Conference.
- b) Each Unit within a Zone shall be entitled to send one delegate in every 5(five) members and fraction thereof to the Annual Zonal Conference.
- c) All Zonal Executive Committee members shall be ex-officio delegates to the Annual Zonal Conference.
- d) There shall be one Observer from the Central Executive Committee to observe the Annual Zonal Conference.
- e) The Annual Zonal Conference shall review progress and implementation of the decisions of the Central Executive Committee and discuss any matter which is to be forwarded to Annual Conference of the Association.
- f) The Annual Zonal Conference shall frame rules for maintenance of fund of the Zone including receipts and expenditures.

Article 21 : The Association shall sue and or be sued in the name of President/ General Secretary.

Article 22 :

The Constitution shall not be amended or modified except by a motion of the Central Executive Committee in Annual Conference which shall have to be circulated to the Units for opinion at least

thirty days before the Conference and passed by a majority of not less than two third of the delegates present and voting in the Annual Conference.

The Units and Zonal Executive Committees shall have the power to suggest amendments to the constitution and forward the same to the Central Executive Committee from time to time for its consideration and necessary action.

Article : 23

As it has been found expedient a Cell for Women Studies and Development is being formed to look after the issue related to the Woman teachers in provincialised colleges of Assam. The Women's Studies and Development Cell, ACTA, to be mentioned as Women's Cell shall suggest measures and programmes to the Central Executive Committee for implementation. The Cell shall be formed in the following manner —

One Chairperson

One Vice Chairperson

One Convener (The elected Asst. Secretary Women's Cell)

- a) The Chairperson shall be the president of Assam College teachers' Association and the Vice Chairperson shall be elected from amongst the women members of the Central Executive Committee.
- b) Each Zone shall nominate/ elect one Woman member to the Women's Studies and Development Cell for a term of one year.
- c) The Women's Studies and Development Cell, ACTA shall hold an Annual Convention prior to or along with the Annual Conference as per guidelines and suggestions of the Central Executive Committee.
- d) Zonal Women's Studies and Development Cell, Zonal Women's Cell for short, shall be formed in each Zone of the ACTA in accordance with the spirit and provision of this article to take up issues related to the Women teachers of the

- provincialised colleges of Assam.
- e) Each Unit of the ACTA shall form one Women's Cell in the spirit of this article.

Article 24 :

The Association shall not be dissolved except by a special resolution duly notified by the Central Executive Committee not less than three months before the Annual Conference and approved by not less than three fourth of the total number of Units before the Annual Conference meets and duly moved in the Annual Conference and passed by not less than three fourth of the delegates present and voting.

In case of dissolution the assets and properties of the Association after all its debts and liabilities having been cleared shall be handed over to an Association within the State having similar aims and objects and selected by the Annual Conference by majority of Votes.

Schedule

Declaration

I do hereby solemnly declare that I shall abide by the constitution of the ACTA and shall pay all dues in time and so long as I am a member I shall not do anything which might go against the interest of the Association.

Unit Secretary

Signature

Date:

Resolution adopted by the 58th Annual Conference of ACTA held from 23rd June to 26th June 2011, at Duliajan College, Duliajan on amendment of constitution.

Resolution : The 58th Annual Conference of the ACTA held at Duliajan College resolve that the amended constitution of the ACTA shall come into effect from the 1st meeting of the newly elected CEC by the 58th Annual Conference of the Association except the Article 23.

The Article 23 shall be come into effect from the time of 59th Annual Conference of the Association.

Sd/-

Naren Changmai
President

Sd/-

Biswajit Bhuyan
General Secretary

Assam College Teachers' Association
Place : Duliajan College

Date : 26-6-2011

ANNEXURE
List of the College (Teachers' Unit)
affiliated to ACTA

Zone I : Barpeta

1. Bajali College
P.O. Pathsala - 781325
2. Baosi Bani Kanta Kakoti College
P.O. Nagaon - 781309
3. Bapuji College
P.O. Sarthebari - 781307
4. Barnagar College
P.O. Sorbhog - 781317
5. Barpeta Girls' College
P.O. Barpeta - 781301
6. Bagadhar Bramha Kishan College
P.O. Jalaghat - 781327
7. Barpeta Road Howly College
P.O. Howly - 781316
8. Bhawanipur Hastipur Bijni College
P.O. Sarupeta - 781318
9. Bhawanipur Anchalik College
P.O. Bhawanipur - 781352
10. Mandia Anchalik College
P.O. Mandia - 781308
11. Madhab Chaudhury College
P.O. Barpeta -
12. Madhya Kamrup College
P.O. Chenga - 781305
13. Nabajyoti Kamrup College
P.O. Kalgachia - 781309
14. Nirmal Haloi College
P.O. Patarkuchi
15. North Kamrup College
P.O. Baghmara Bazar - 781328

Zone II : Bongaigaon-Kokrajhar- Sirang

1. Abhyapuri College
P.O. Abhyapuri - 783384
2. Bijni College
P.O. Bijni - 783390
3. Birjhara Mahavidyalaya
P.O. Bongaigaon - 783380
5. Bongaigaon College
P.O. Bongaigaon - 783380
6. Gossaigaon College
P.O. Gossaigaon - 783360
7. Janata College
P.O. Sarphanguri - 783346

Zone III : Cachar

1. Cachar College
P.O. Silchar - 788001
2. Guru Charan College
P.O. Ambikapur - 788004
3. Janata College
P.O. Kabuganj - 788834
4. Madhav Ch. Das College
P.O. Sonaimukh - 788119
5. Nehru College
P.O. Pailapool - 788098
6. Radha Madhab College
P.O. Silchar - 788001
7. Womens' College
P.O. Silchar - 788001

Zone IV Darrang -Udalguri

1. Sipajhar College,
P.O. Sipajhar - 784145 Darang
2. Mangaldoi College
P.O. Mangaldoi - 784125 Darang

3. Udalguri College
P.O. Udalguri - 784509
4. Kharupetia College
P.O. Kharupetia, Darang
5. Tangla College
P.O. Tangla - 784521 Darang

Zone V : Dhuburi

1. Bilasipara College
P.O. Bilasipara - 783348
2. Bholanath College
P.O. Dhubri - 783324
3. Chilarai College
P.O. Golokganj - 783334
4. Mancachar College
P.O. Mancachar - 783131
5. Saptagram College
P.O. Saptagram - 783337
6. Ratnapith College
P.O. Chapar - 783371
7. Pramathesh Baruah College
P.O. Gauripur

Zone VI : Dibrugarh

1. Dakha Devi Rachawachia College
P.O. Chabua - 786184
2. Dibrugarh Hanumanbox Surojmal
Kanoi College
P.O. Dibrugarh - 786001
3. Dibrugarh Hanumanbox Surojmal
Kanoi Commerce College
P.O. Dibrugarh - 786001
4. Dibrugarh College
P.O. Dibrugarh - 786001
5. Duliajan College
P.O. Duliajan 786602

6. Khowang College
P.O Khowang - 785675
7. Monohari Devi Kanoi Girls College
P.O. Dibrugarh - 786001
8. Naharkatia College
P.O. Naharkatia - 786610
9. Namrup College
P.O. Namrup - 786623
10. Tengakhat College
P.O Tengakhat - 786003
11. Tingkhong College
P.O. Tingkhong - 786612

Zone VII : Dhemaji-Dhakuakhana

1. Dhakuakhana College
P.O. Dhakukhana - 787055
2. Dhemaji College
P.O. Dhemaji - 787057
3. Dhemaji Commerce College
P.O. Dhemaji - 787057
4. Gogamukh College
P.O. Gogamukh - 787034, Dhemaji
5. Maridhal College
P.O. Maridhal, Dhemaji
6. Mukrang Selek College
P.O. Mukrang Selek - 787060, Dhemaji
7. North Bank College
P.O. Ghilamara - 787053, Lakhimpur
8. Silapather College
P.O. Silapather - 787057, Dhemaji

Zone VIII : Goalpara

1. Bikali College
P.O. Dhupdhara
2. Dudhnoi College
P.O. Dudhnoi - 783124

3. Goalpara College
P.O. Goalpara - 783101
4. Habraghat College
P.O. Krishnai - 783126
5. Lakhipur College
P.O. Lakhipur College - 783129
6. West Goalpara College
P.O. Ambari

Zone IX : Golaghat

1. Dergaon Kamal Dowerah College
P.O. Dergaon - 785614
2. Debraj Roy College
P.O. Golaghat - 785621
3. Forkating College
P.O. Forkating - 785610
4. Golaghat Commerce College
P.O. Golaghat - 785621
5. Hem Prabha Borbora Girls' College
P.O. Golaghat - 785621
6. Jaya Gogoi College
P.O. Khumtai
7. Jogananda Dev Satradhikar
Goswami College
P.O. Bokakhat - 785612
8. Kamargaon College
P.O. Kamargaon - 785619
9. Sarupathar College
P.O. Sarupathar College - 785601

Zone X : Hailakandi-Karimganj

1. Karimganj College
P.O. Karimganj - 788710
2. Lala Rural College
P.O. Lala - 788163

3. Nabin Chandra College
P.O. Badarpur
4. Ramkrishna Nagar College
P.O. Ramkrishna Nagar - 788710
5. Rabindra Sadan College
P.O. Karimganj - 788710
6. Srikishan Sadha College
P.O. Hailakandi - 788151

Zone XI : Hojai Dimahasao

1. Hazi Anfar Ali College
P.O. Dabaka - 781440
2. Hojai College
P.O. Hojai - 782435
3. Lanka College
P.O. Lanka - 782446
4. Lumding College
P.O. Lumding - 782447
5. Maibong College
P.O. Maibong - 788831

Zone XII : Jorhat

1. Bahona College
P.O. Bahona - 785101
2. Chandra Kamal Bezboruah College
P.O. Teok - 785012
3. Chandra Kamal Bezboruah Commerce College
P.O. Jorhat - 785001
4. Devi Charan Bezboruah Girls' College
P.O. Jorhat - 785001
5. Jagannath Bezboruah College
P.O. Jorhat - 785001
6. Jorhat College
P.O. Jorhat - 785001
7. Kakojan College
P.O. Kakojan 785107

8. Kendriya Mahavidyala
P.O. Jorhat - 785001
9. Mariani College
P.O. Mariani - 785634
10. Nanda Nath Saikia College
P.O. Titabar - 785630

Zone XIII : Kamrup Metro

1. Arya Vidyapeeth College
P.O. Guwahati - 781016
2. Bholanath Barooah College
P.O. Guwahati - 781007
3. Dimaria College
P.O. Khetry - 782403
4. Dispur College
P.O. Guwahati 0 781006
5. Guwahati College
P.O. Guwahati - 781021
6. Gauhati Commerce College
P.O. Guwahati - 781021
7. Handique Girls' College
P.O. Guwahati - 781001
8. Kali Charan Das Commerce College
P.O. Guwahati - 781009
9. Kamakhya Ram Baruah Girls' College
P.O. Guwahati - 781025
10. Lalit Chandra Bharali College
P.O. Guwahati - 781025
11. Pandu College
P.O. Guwahati - 781012
12. Pragjyoti College
P.O. Guwahati - 781009
13. Radha Govinda Baruah College
P.O. Guwahati - 781025
14. Shrinibash Basu Deorah College
P.O. Guwahati - 781007

15. Sonapur College
P.O. Guwahati - 781007

Zone XIV : Kamrup B

1. Dam Dama College
P.O. Kulhati - 781104
2. Goreswar College
P.O. Goreswar - 781361
3. North Gauhati College
P.O. North Gauhati 781031
4. Pub Kamrup College
P.O. Baihata Chariali - 781280
5. Puthimari College
P.O. Soneswar - 781380
6. Rangia College
P.O. Rangia - 781354
7. Saraighat College
P.O. Changsari
8. Sualkuchi Budram Madhab
Satridhikar College
P.O. Sualkuchi - 781103
9. Suren Das College
P.O. Hajo - 781012
10. Bimala Prasad Chaliha College
P.O. Nagarbera - 781127
11. Chaygaon College
P.O. Chaygaon - 781124
12. Dakhin Kamrup College
P.O. Mirza - 781125
13. Dakhin Kamrup Girls' College
P.O. Mirza - 781125
14. Jawaharlal Nehru College
P.O. Boko - 781123
15. Paschim Gauhati College
P.O. Dharapur - 781133

Zone XV : Lakhimpur

1. Bihpuria College
P.O. Bihpuria - 784161
2. Lakhimpur Kendriya Mahavidyalaya
P.O. North Lakhimpur - 787001
3. Lakhimpur Commerce College
P.O. North Lakhimpur - 787001
4. Lakhimpur Girls' College
P.O. North Lakhimpur - 787001
5. Lakhimpur Telahi Kamalaboria College
P.O. Azar - 787031
6. Madhavdev College
P.O. Narayanpur - 784164
7. Naoboisa College
P.O. Naoboisa
8. North Lakhimpur College
P.O. North Lakhimpur - 787001
9. Panigaon Om Prakash Dinodia College
P.O. Panigaon - 787052
10. Sankardev College
P.O. Pathali Pahar - 784163

Zone XVI : Majuli

1. Jengraimukh College
P.O. Majuli - 785105
2. Majuli College
P.O. Kamalabari - 785102
3. Rangasahi College
P.O. Rangasahi - 7
4. Ujani Majuli Kherkatia College
P.O. Ratanapur, Miri

Zone XVII : Nagaon -Morigaon

1. Anandaram Dhekial Phukan College
P.O. Nagaon - 782001

2. Birinchi Kumar Barua College
P.O. Puranigudam - 782141
3. Dhing College
P.O. Dhing - 782123
4. Jagirod College
P.O. Jagirod - 782410
5. Kaliabar College
P.O. Kuwaritul - 782137
6. Kampur College
P.O. Kampur - 782426
7. Khagarijan College
P.O. Khagarijan
8. Mairabari College
P.O. Mairabari
9. Morigaon College
P.O. Morigaon - 782105
10. Nowgong College
P.O. Nagoan - 782001
11. Nowgong Girls' College
P.O. Nagaon - 782001
12. Nagaon Gopi Nath Deva
Goswami Commerce College
P.O. Nagaon - 782001
13. Raha College
P.O. Raha - 782103
14. Rupahi College
P.O. Rupahi - 782125

Zone XVIII : Nalbari

1. Barama College
P.O. Barama - 781346
2. Borbhag College
P.O. Kalang - 781351
3. Kamrup College
P.O. Chamta - 781306

4. Mahendra Narayan Choudhury Girls' College
P.O. Nalbari - 781335
5. Nalbari College
P.O. Nalbari - 781335
6. Nalbari Commerce College
P.O. Nalbari - 781335
7. Tihu College
P.O. Tihu - 781371

Zone XIX : Sivasagar

1. Amguri College
P.O. Amguri - 785680
2. Demow College
P.O. Demow - 785662
3. Dikhowmukh College
P.O. Gaurisagar - 785664
4. Gorgaon College
P.O. Gorgaon - 785685
5. Hem Chandra Goswami College
P.O. Nitaipukhuri - 785671
6. Jhanji Hem Nath Samrah College
P.O. Jhanji - 785683
7. Moran College
P.O. Moran - 785670
8. Nazira College
P.O. Nazira - 785685
9. Swahid Maniram Dewan College
P.O. Charing - 785661
10. Swahid Piyali Phukan College
P.O. Namtidol - 785648
11. Sivasagar College
P.O. Joysagar - 785665
12. Sivasagar Commerce College
P.O. Sivasagar - 785640
13. Sibsagar Girls' College
P.O. Sibsagar - 785640

14. Sonari College
P.O. Sonari - 785690

Zone XX: Sonitpur

1. Loknayak Omia Kumar Das College Sonitpur
P.O. Dhekiajuli - 784110
2. Tezpur College
P.O. Tezpur - 784001, Sonitpur
3. Darrang College
P.O. Tezpur - 784001
4. Rangapara College
P.O Rangapara - 784505, Sonitpur
5. Tyagbeer Hem Baruah College
P.O. Jamugurihat - 784189 Sonitpur
6. Biswanath College
P.O. Biswanath Charali - 784716, Sonitpur
7. Chaiduar College Sonitpur
P.O. Gohpur - 784168

Zone XXI : Tinsukia

1. Digboi College
P.O. Digboi - 786171
2. Doomdooma College
P.O. Rupai Siding - 786153
3. Digboi Mahila Mahavidyalaya
P.O Digboi - 786171
4. Margherita College
P.O. Margherita - 786181
5. Sadiya College
P.O. Chapakhowa - 786157
6. Tinsukia College
P.O. Tinsukia - 786125
7. Tinsukia Womens' College
P.O. Tinsukia - 786125
8. Tinsukia Commerce College
P.O.Tinsukia - 786125