Subject: Proceedings of the 1st Annual Meet of NCAS. Minutes of Meeting (EBM + GBM) held on 6th and 7th of October, 2018 at GMC Patiala.

The Executive Meeting was held on 6th of October, 2018 at GMC Patiala. The following executive members attended the meeting:

1. Dr. S.L. Jethani
2. Dr. Subhash Kaushal
3. Dr. Usha Chhabra
4. Dr. Rajan Kumar Singla
5. Dr. J. S. Kullar
6. Dr. Harsimarjit Kaur
7. Dr. Kanchan Kapoor
8. Dr. Anshu Sharma
9. Dr. Anu Sharma
10. Dr. Deepa Singh
11. Dr. Anjali Singal
12. Dr. Rimple Bansal

The General Body Meeting (GBM) was held on 7th of October, 2018, at 2:00pm in the auditorium of Government Medical College, Patiala and was presided over by Dr. S. L. Jethani, President NCAS. The decisions approved by the Executive Committee were put before the General House for their approval. The GBM was attended by 70 members.

Following are the minutes of the meeting:

1. The meeting began with a welcome address by Dr. Usha Chhabra, General Secretary NCAS. She welcomed Dr. S.L. Jethani, President NCAS; Dr. Rajan Kumar Singla, Organizing Chairperson; office bearers of NCAS, guests and delegates.

2. Dr. Usha Chhabra, Secretary NCAS, appraised the house about various activities undertaken during the year.

   a. The foremost activity of the year was the registration of the society. The society has been registered, under the Society Registration Act 1860, as North Chapter of Anatomists Society, NCAS (Registration No.- 203).
   b. A savings bank account has been opened with State Bank of India, Rajindra Hospital Branch, Patiala; in the name of the society.
   c. PAN No. in the name of the society has been procured.
   d. A new website has been created in the name of the society (www.ncas2017.com) and it is being updated regularly.
3. The minutes of the last GBM, which was held on 17th of September, 2017 at Himalayan Institute of Medical Sciences (HIMS), Dehradun were uploaded on NCAS website. As no objections were received from any quarter, therefore, these were considered as approved.

4. Dr. Harsimarjit Kaur presented the expenditure statement for the year 2017-18 which was duly approved.

5. The names of 50 new life members were approved by the general house and were accepted as life members of NCAS w.e.f 2017. Now the total number of Life Members has gone up to 196.

6. Permanent registration numbers have been allotted to all the Life Members. They have been issued new Certificate under the name of the Society i.e. North Chapter of Anatomists Society; bearing this registration number.

7. In the EBM, it was discussed that the Life and Annual Membership fee for the NCAS, is to be increased to Rs 3000 from Rs 2500 and to Rs 1000 from Rs. 500 respectively. Rs. 350 will be the membership fee for the undergraduates. Anybody who wishes to enroll as a Life Member, will have to pay the Life Membership fee and the Annual Membership fee for that year.

8. It was discussed in the EBM and then approved in the GBM that the registration of the new Life Members will be done at the Secretariat level only. Registration forms are available on the website of NCAS and can be procured from the Secretariat as well.

9. The Constitution of the society was discussed in detail during the EBM and a few suggestions from the members were taken up by the Executive Committee. They were put forward for the approval by the General House.

   a. Number of the Executive members to be increased from 4 to 6.
   b. Privileges of various types of members.
   c. In future, a meeting of the Editorial Board will be held prior to the EBM and the Editor will apprise the Executives about the issues raised during the meeting. Ultimately, these will be approved in the GBM.

The house approved the modifications, which were hence incorporated in the Constitution hence. The copy of Constitution is available on the website.

10. Previously, the North State Chapter of ASI (NSCASI) was affiliated with the National Body and used to deposit the annual affiliation fee. Now that, our society is registered as an independent society with a bank account and a PAN number of its own; it was decided that it is no longer affiliated to the National body (ASI). This will be informed to the ASI.

11. It was discussed and approved in the GBM that the Satyanarayana Memorial Young Achievers Award, winning Paper and the abstracts of the research papers presented in the conference, will be published in the forthcoming issue of the journal of the Society. The Award winning paper will be a property of the Society.

12. If anybody wants to start any award, the proposal for that must be submitted in writing to the Secretariat, minimum two months before the annual CME, so that it is circulated amongst all the members of the Executive Body for discussion in the EBM.
13. It was approved in the GBM; that the organizers of CME can use the PAN number of the Society for the purpose of opening a bank account for conducting the CME under the aegis of NCAS and after the CME, they will have to close the account and submit the C.A. audited account report to the Secretariat by 31st December of that year, positively.

14. The institution conducting the CME will contribute Rs. 100 per delegate, to the account of the Society to increase its corpus.

15. The Editor and the Joint Editor of the Society made a humble request to all the life members for contributing towards the research article for publication.

16. **Elections for the office bearers** of the Executive Committee were held for the year 2019. All members were elected unopposed. Office bearers for the year 2019 are:

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<tr>
<th>Position</th>
<th>Name</th>
<th>Institution</th>
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<tr>
<td>President</td>
<td>Dr. Rajan Kumar Singla</td>
<td>Government Medical College, Patiala</td>
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<tr>
<td>Vice President</td>
<td>Dr. Hitant Vohra</td>
<td>Dayanand Medical College &amp; H, Ludhiana</td>
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<tr>
<td>Secretary</td>
<td>Dr. Usha Chhabra</td>
<td>Government Medical College, Patiala</td>
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<tr>
<td>Treasurer</td>
<td>Dr. Harsimarjit Kaur</td>
<td>Government Medical College, Patiala</td>
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<tr>
<td>Editor</td>
<td>Dr. Kanchan Kapoor</td>
<td>Government Medical College &amp; H, Sector 32, Chandigarh</td>
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<tr>
<td>Co-Editor</td>
<td>Dr. Anshu Sharma</td>
<td>Government Medical College &amp; H, Sector 32, Chandigarh</td>
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<tr>
<td>Founder Members</td>
<td>Dr. Subhash Kaushal</td>
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<td>Dr. Patnaik V.V. Gopichand</td>
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<td>Executive Members</td>
<td>Dr. Anju Partap</td>
<td>IGMC, Shimla, HP</td>
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<td>Dr. Gurbachan Singh Gindha</td>
<td>MMIMSR, Mullan, Ambala, Haryana</td>
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<td>Dr. Ajay Kumar</td>
<td>Dayanand Medical College &amp; H, Ludhiana, Punjab</td>
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<td>Dr. Puneeta Sharma</td>
<td>SGRD Medical College Amritsar, Punjab</td>
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<td>Dr. A.P.S. Batra</td>
<td>BPS GMC for Women, Sonepat, Haryana</td>
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<td>Dr. Aprajita Sikka</td>
<td>CMC, Ludhiana, Punjab</td>
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17. **The General Body approved the following venues for future CMEs:**

- 2019- DMC Ludhiana (Dayanand Medical College & Hospital, Ludhiana, Punjab)
- 2020- PGIMER Chandigarh (Post Graduate Institute of Medical Education and Research, Chandigarh).
18. Dr. S.L. Jethani, President, handed over the charge of the presidency and medal to the newly elected President, Dr. Rajan Kumar Singla, Prof. & Head, Deptt of Anatomy GMC, Patiala.

19. Dr. Hitant Vohra, Prof. and Head, Department of Anatomy, DMC Ludhiana extended a warm invitation to all the delegates for the next CME at DMC&H Ludhiana.

20. Dr. Usha Chhabra, Secretary NCAS, concluded the GBM and thanked the House & Organizing Committee for the smooth conduction of the CME and Scientific Sessions.

Members bid farewell to each other on a happy note and with a promise to meet next year at Ludhiana.

General Secretary
North Chapter of Anatomists Society, NCAS