

CONSTITUTION OF THE SOCIETY FOR INFORMATION SCIENCE AND TECHNOLOGY OF NIGERIA

Article I. Name and Object

Section 1. This organization shall be known as the Society for Information Science and Technology of Nigeria, abbreviated as SISTN, and herein referred to as “the society”

Section 2. The Society’s objective shall be scientific, literary, and educational in character. The Society shall strive for the advancement of the theory and practice of information science and technology and the allied arts and sciences, and the maintenance of a high professional standing among its members, all in consonance with the Constitution and Bylaws of the Society within the interest of the Society as are herein after defined.

Section 3. The Society shall promote close cooperation and exchange of theoretical, technical and professional information among its members and, to this end, shall publish a journal, hold meetings for the presentation and discussion of papers and their discussion, and shall study and provide for the needs of its members and affiliates.

Article II. Field of Interest

Section 1. The field of interest of the Society is research and professional application of theories, principles and experiences in human and mechanical processes that support or facilitate the effective and efficient creation, transformation, storage, transfer and use of data, information or knowledge at the personal, organizational, national and global levels.

Section 2. The field of interest of the Society may be enlarged, reduced, or shifted moderately, as the needs of the occasion indicate, with the provision that such revisions shall be processed as an amendment to this Constitution.

Article III. Membership

Section 1. Any person with an academic or professional qualification equivalent to a bachelor’s degree or higher in the fields of information science, information technology, information management, computer science, communications, communication science or arts, electronics engineering, or closely allied disciplines, may become members of the Society upon application, approval of the application and payment of fee as prescribed in the Bylaws.

Section 2. The Society may have Regular, Affiliate and Honorary Members as prescribed in the Bylaws. Regular members shall have the rights to vote and be voted for, but not affiliates and honorary members.

Section 3. There may be special categories of membership with appropriate fees as specified in the Bylaws, such as student membership, which shall have no voting rights and corporate membership which shall have a single voting right.

Article IV. Governance

Section 1. The Society shall be managed by an Executive Committee consisting of five members of the Society elected into the posts of President, Vice-President, Secretary, Treasurer, Public Relations Officer, plus additional statutory members as specified in this Constitution or in the Bylaws. Such statutory members may be designated to have voting rights.

Section 2. The terms of office of the elected members of the Executive Committee shall be three years. , and may seek for re-election for a further period of three years consecutively and no more. Former members of the Executive Committee may seek for re-election not let than two years after having ceased to be members of the Executive Committee.

Section 3. The newly elected President and Vice-Presidents and members of the Board of Governors shall assume office on the first day of January following the year of their election.

Section 4. The President, under direction of the Executive Committee, shall have general supervision of the affairs of the Society. He/she shall preside at the meetings of the Executive Committee and at the Annual Meeting of the Society and have such other powers and perform such other duties as may be provided in the Society Bylaws or as may be delegated to him/her by vote of the Executive Committee. In the absence or incapacity of the President, his/her duties shall be performed by the Vice-President or if he/she is not available, by the Secretary.

Section 5. The Executive Committee may enact or repeal Bylaws and Rules for the operational activities of the Society provided any such bylaw or rule shall be in consonance with the letter and spirit of this Constitution. Bylaws or rules shall be enacted by a simple majority of members of the Executive Committee present at meetings of the Executive Committee held in accordance with the provisions of this Constitution.

Section 6. The Secretary shall be responsible for sending out notices according to plans delineated by the Executive Committee or laid out by the Society Bylaws, he/she shall prepare the agenda for all meetings of the Executive Committee and general meetings of the Society, and he/she shall perform such other activities as may be required by the Executive Committee or the Society Bylaws.

Section 7. The Public Relations Officer shall be responsible for making press releases on activities of the society on behalf of the Executive Committee. The P.R.O shall also be responsible for the publication of the activities of the society within and outside Nigeria, through the issuance of newsletters through the print and electronic media.

Section 8. The Executive Committee, as soon as expedient after assuming duty shall appoint standing committees provided by the Bylaws. Other committees must be authorized by vote of, and appointed by, the Executive Committee. Standing committee members shall serve until their successors are appointed or the committee is dissolved.

Section 9. Organizational entities subordinate to the Executive Committee may be formed as described in the Bylaws.

Section 10. Neither the Society nor any officers or representatives thereof shall have any authority to contract debts for, pledge the credit of, or in any way bind the Society, except within prior approved budgets.

Article V. Nomination and Election of the Executive Committee

Section 1. Election of the members of the Executive Committee shall be by a method detailed in the Bylaws, which method shall include a suitable provision for additional nominations by other Society members or a secret ballot by the Society members attending a meeting of the Society for which a four week notice of the coming election shall have been given.

Section 2. Within-term vacancies of the Executive Committee shall be filled by appointments for the unexpired terms that are made by the remaining members of the Executive Committee.

Article VI. Meetings

Section 1. The Society may hold meetings, conferences, seminars, webinars, symposia, or conventions either alone or in cooperation with other societies and associations for purposes that will further the interests of the Society.

Section 2. Meetings, conferences, seminars, webinars, symposia or conventions of the Society shall be open on an equal basis to all members of the Society. The Society may not sponsor or co-sponsor a meeting which is subject to security clearance.

Section 3. The Executive Committee shall hold at least two meetings each year, one of which shall be designated as the “Annual Meeting of the Society”. Other meetings of the Executive Committee shall be held at such times as are found necessary and/or convenient. Meetings of the Executive Committee may be called by the President of the Society in consultation with other members of the Executive Committee.

Section 4. Quorum. A majority of the voting members of the Executive Committee shall constitute a quorum. Similarly, for any committee thereof, a majority of the voting members shall constitute a quorum.

Section 5. A vote by a majority of the members present and entitled to vote, at the time of vote, provided a quorum is present, shall constitute an act of the Executive Committee, or any committee thereof, except as otherwise provided in this Constitution and the Bylaws.

Section 6. The Executive Committee or any committee thereof may meet and act upon the vote of its members by any means of telecommunication. The normal voting requirements shall apply when action is taken by means of telecommunications equipment allowing all persons participating in the meeting to hear each other at the same time.

Section 7. The Executive Committee or any committee thereof may take action without a meeting if applicable (e.g. email voting). An affirmative vote of a majority of all the voting members of the Executive Committee or any committee thereof shall be required to approve the action. The vote shall remain open for three weeks. The results of the vote shall be confirmed promptly in writing or by electronic transmission. The writings and/or electronic transmissions shall be filed with the minutes of the proceedings of the Executive Committee or any committee thereof. “Electronic transmission” means any form of electronic communication, such as e-mail, not directly involving the physical transmission of paper, that creates a record that may be retained, retrieved and reviewed by a recipient thereof, and that may be directly reproduced in paper form by such a recipient.

Section 8. Voting. Individuals holding more than one position on the Executive Committee or any committee thereof, shall be limited to one vote on each matter being considered by the Executive Committee or committee.

Section 9. Proxy voting is not allowed in decisions of the Executive Committee or any committee thereof.

Section 10. The President and Secretary shall call for Emergency meeting of the Executive Committee in short notice if need be.

Article VII. Financial Support

Section 1. The Society may collect fees from its members as prescribed in the Bylaws.

Section 2. The Society may charge registration fees at its Society meetings, symposia, conferences and conventions. The registration fee for non-members of the Society shall be substantially higher than for the regular, affiliate and honorary members of the Society.

Section 3. The Society may raise revenues by other means such as advertising, exhibits, and requests for contributions, provided prior approval is given by the Executive Committee of the Society.

Article VIII. Publication

Section 1. Publications undertaken by the Society shall be subject to guidance or controls prescribed by the Executive Committee or its duly appointed committees. The Society shall be responsible for the financial aspects of its publication programme.

Section 2. The Executive Committee shall direct the appointment of such editors as may be required to implement the publications programme.

Article IX. Trustees

Section 1. There shall be 10 Trustees for the society and they shall be legal custodians of the properties of the society, held in trust for the society. They are legally responsible for the actions of the society. They can sue or be sued on behalf of the society.

Section 2. A Trustee must be a Nigerian male or female resident in Nigeria. A trustee shall be either a Regular, Affiliate or Honourary member of the society, with a keen interest in the growth and development of Information Science and professionals in Nigeria.

Section 3. A trustee shall hold office for life subject to conditions. The trustee of the NSIST for the purpose of the Companies and Allied matters Act, 1990 shall be appointed at a General Meeting constituted by no fewer than 25 (twenty-five) members. Such trustees herein referred to as “The Trustees: shall be 10 (ten) in number and shall be known as “The Registered Trustees of The Nigerian Society for Information Science and Technology”. The Trustees may hold office for a period of five (5) years subject to conditions that he/she does not resigned his/her office, ceases to be a member of the registered trustees, becomes insane, officially dead, declared bankrupt by competent sources, convicted of criminal offence by competent jurisdiction, recommended for removal from office by an appointed committee approved by majority of

members, ceases to reside in Nigeria or whose activities is found and proven to be inimical to the growth and development of the society.

Section 4. When a trustee's position becomes vacant, The Executive Committee through a General Meeting shall appoint new members into the Board of trustees who have been found capable and committed to the society. The trustee shall have a common seal, which could be a metal, wood or rubber stamp.

Article X. Amendments

Section 1. Amendments to this Constitution may be initiated either by petition submitted to the President by 50 members of the Society, or by a two-thirds majority vote of the Executive Committee. Each proposed amendment shall be approved by the Executive Committee. If approved by the Executive Committee, the proposed amendment shall be published in the Society Newsletter, or otherwise publicized by direct mailing to the membership with notice that it goes into effect unless at least one percent of the voting members of the Society object, in writing, within 60 days, to the President, copied to the Secretary. If such objections are received, a copy of the proposed amendment shall be mailed, with a ballot, to all voting members of the Society at least 60 days before the date appointed for return of the ballots, and the ballots shall carry a statement of the time limit for their return to the Society office. Approval of the amendment by at least two-thirds of the ballots legally cast shall be necessary for its enactment of a proposed amendment.

Section 2. Suitable Bylaws to this Constitution may be adopted by two-thirds vote of the Executive Committee in meeting assembled, provided that notice of the proposed change has been sent to each member of the Executive Committee at least four weeks prior to such a meeting, or a Bylaw may be changed by unanimous vote of the members of the Executive Committee either in meeting assembled or by communication from the President to each member and vote received through such communication.

Section 3. All amendments to the Constitution or Bylaws shall become effective 30 days after all necessary approvals and notifications unless a later date has been specified at the time the vote is taken.