

National Association of Political Science Students (NAPSS)

UNILORIN CHAPTER

THE CONSTITUTION

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PREAMBLE

We the entire members of the National Association of Political Science Students University of Ilorin chapter (NAPSS) made up of the students of political science university of Ilorin.

HAVING firmly and solemnly resolved to live in Harmony and unity as one indivisible and indissoluble students of the department of political science, University of Ilorin.

AND TO PROVIDE FOR A CONSTITUTION for the purpose of promoting good governance and welfare of all students in the department of political science on the principle of freedom, equality, justice and for the purpose of harmonious relations among the students of the department of political science, University of Ilorin

DO HEREBY MAKE, ENACTS, PROMULGATE AND GIVE TO OURSELVES
THE FOLLOWING CONSTITUTION

ARTICLE ONE
SUPREMACY CLAUSES

1. The constitution shall be a supreme law and have a binding force on all members of the association.
2. The association shall not be governed nor shall any persons or group of persons take control of the Association or any part thereof except in accordance with the provisions of this constitution.
3. If any rule, order, directive, norm or action is inconsistent with the provision of this constitution, this constitution shall prevail over such law, rule, order, directive, norm or action and shall to the extent of it inconsistency be rendered null and void.

ARTICLE TWO

THE PARTICULARS OF THE ASSOCIATION

1. The association shall be known, called and addressed as the *National Association of Political Science Students*, University of Ilorin Chapter otherwise known as NAPSS, University of Ilorin; and herein referred to as "NAPSS" or "Association".
2. The motto of the association shall be *TOWARDS NATIONAL CONSCIOUSNESS AND DEMOCRATIC ADVANCEMENT*.
3. **THE LOGO OF NAPSS:** The logo shall be a torch, super imposed with a red light on Nigeria map with a green white green colour.
4. **THE ORGANS OF THE ASSOCIATION:** The organs of the Association shall be *THE GENERAL CONGRESS, EXECUTIVE COUNCIL and THE STUDENT REPRESENTATIVE COUNCIL*.

ARTICLE THREE

AIMS AND OBJECTIVES

The association shall strive to achieve the following Aims and Objectives:

1. To be dynamic in protecting and maintaining the interests of its members.
2. To promote unity, mutual understanding and educational awareness among its members.
3. To seek the academic welfare of its members.
4. To create a forum for discussing political matters and issues through organizing symposia, quizzes, public lectures e.t.c.
5. To provide a platform for exchange of ideas between its members and the society at large.
6. To bridge the gap between the students in the department and the University administration.
7. To ease the flow of information from the department authority through to the students and vice versa.
8. To foster both inter department and intra department relationship.
9. To encourage social interaction among students, the academic staff and non-academic staff of the department.
10. To protect and promote the image of the department in particular, and the university as a whole.
11. To carry out other activities as may be required and not inconsistent with the provisions of the constitution.

ARTICLE FOUR

ORGANS OF AUTHORITY

1. There shall be general congress, which shall be an avenue to discuss issues and shall be the highest decision making body. All registered and financial members of the association shall be members of this body.
2. There shall be Executive members of the association, which shall be duly elected across all level of the department.
3. There shall be Student Representative Council (SRC), which shall consist of four (4) representatives from each level of the department, which shall be duly elected.

ARTICLE FIVE

MEMBERSHIP

1. MEMBERSHIP shall be opened to all financial members in all levels of the department.
2. A FINANCIAL MEMBER is a member of the association who has duly paid his/her academic dues. This status is a condition for political right.
3. There shall be an in which all *ALUMNI ASSOCIATION* graduates of the department shall be automatic members.
4. MERIT AWARD
 1. The executive council shall have the power to constitute an *AWARD WINNING COMMITTEE*, which is subject to the approval of the student representative council.
 2. Any financial member of the association is qualified to be a member of the committee.

3. The association shall have the power to award the following medals.
 - i. GRAND MASTER/GOLD AWARD: the recipient of this award shall be a person who has made tremendous contribution to the association from among the public or any staff member of the department.
 - ii. OFFICER/SILVER AWARD: the recipient of this award shall be a member of the executive and student representative council.
 - iii. OTHER MEMBER OF NAPSS/BRONZE AWARD: The recipient of this award shall be a standing member of the NAPSS who is worthy of the award.
 - iv. Other awards shall be subjected to the approval of the student representative council.
 - v. SPORT AWARD: The Award shall be awarded to the following people:
 - a. Highest Goal Scorer
 - b. Best behave team
 - c. Winner of the H.O.D Cup
 - d. Other participants and winners of other sports activities engaged in during the sport week or any other special sporting event.

ARTICLE SIX

RESPONSIBILITIES OF MEMBERS

1. All financial members shall have the right to vote and to be voted for.
2. In respective of article 6 (1), only members that have spent at least a semester in the department shall enjoy the right to vote and be voted for.
3. In respective of article 6 (2), election shall be duly conducted for newly admitted 100 level members into the student representative council in first semester. They shall be inaugurated into the house in the second semester.
4. Every member shall attend and vote at congress and have the right to his/her suggestion(s) or grievance(s) and be processed.

5. Every member shall have access to helpful information and details about the association.
6. All members shall have the privilege to make use of the facilities provided by the association except otherwise stated in the constitution.
7. All members of the association shall have the duty to attend all recognized activities.
8. Every members of the association shall have the responsibility to answer the call of the association.

ARTICLE SEVEN

1. PATRONS

- i. The association shall have one who shall be *GRAND PATRON* Head of the Department (H.O.D) Political science, University of Ilorin.
- ii. All the staff of the department shall be patrons of the association.
- iii. The association shall have as many patrons as may be approved by the student representative council excluding the provisions of sub-section (II).
- iv. Life patron shall be conferred among the outstanding members of the society as such occasion may arise.

2. ADVISERS

- i. The association shall have as many staff advisers as approved by the student representative council.
- ii. The association advisers shall:
 - a. Liaise on behalf of the association.
 - b. Oversee the functions of the association.
 - c. Assist the association on other areas where it deemed necessary.

3. ASSISTANCE

- i. The association shall meet always with the patrons, advisers, Alumni member and fellows for the purpose of seeking assistance.
- ii. The association shall constitute a committee in which its members shall be members of the executive council and other worthy financial members to solicit assistance from the general public.
- iii. The committee shall report back to the Student Representative Council on any assistance rendered to the department.

ARTICLE EIGHT

THE CONGRESS

1. COMPOSITION

- i. The congress can be called by the president of the association and the speaker of the student representative council.
- ii. The congress can also be called by a registered member(s) of the association provided such member(s) have the consent of at least twenty-five (25) financial members from each level that signed, dated and put their names on document calling for such (in their handwritings). This signed documents shall be accompanied with a formal letter addressed to the Student Representative Council (SRC) stating the reason(s) for calling the congress. The time frame for processing (including date on documents and submission to the SRC) should not be more than ten (10) working days. If otherwise, the process becomes null and void. NB: The ten (10) working days started from the first contact date appearing on the document.
If the SRC approves, the SRC shall cause the Executive President to call for the congress. If failed, The Speaker of SRC shall call for the congress.
- iii. There shall be at least three (3) congresses in a session before the expiration of the term of office of the Central Executive Council.

2. FUNCTIONS

- i. The congress shall serve as the electorate in all the elections in the association.
- ii. It shall deliberate on all matters brought to its attention either by the Executive Council or the Student Representative Council.
- iii. In the advent of debate, member(s) shall obtain the permission of the presiding officer by showing of hands.
- iv. It shall approve all decisions of the executive and student representative council brought before it.

3. POWERS

- i. The congress shall be the highest arm of authority for the association.
- ii. It shall have power to dissolve any of the executive council and student representative council any time if any is found guilty of collective responsibility in either misappropriation, bias, favouritisms or any other agreed serious offence.
- iii. The power to dissolve is subject to (2/3) two/third of all financial members, with their signatures backing such motions.

ARTICLE NINE

THE EXECUTIVE COUNCIL

1. FUNCTIONS

- i. The council shall direct the affairs of the association and carry out all activities delegated by the congress and/or as approved by the student representative council.
- ii. Perform other function(s) as may be conferred on them by the provision of the constitution.

2. OFFICES

There shall be the following offices for the administration of the association affairs:

- i. Office of the President
- ii. Office of the Vice President
- iii. Office of the General Secretary
- iv. Office of the Assistant general secretary
- v. Office of the Financial Secretary
- vi. Office of the Public Relations Officer
- vii. Office of the Welfare Secretary
- viii. Office of the Social Director
- ix. Office of the Sport Director

3. DUTIES OF OFFICERS

1. PRESIDENT

- i. Shall be a financial member of the association in 300 level as at the time of election.
- ii. Shall be the head of the executive council.
- iii. Shall be the chief spokesperson of the Association.
- iv. Shall in consultation with and through the general secretary summon all executive and congress meeting of the association except otherwise stated in this constitution.
- v. Shall have presiding power over the executive meetings.
- vi. Shall be the spokesperson at the congress meeting.
- vii. Shall be one of the signatories to the association's bank account.
- viii. Shall supervise and coordinate all aspect of the association activities.
- ix. Shall have casting vote in both executive and general meeting in the event of voting.
- x. Shall sign all the minutes of the meeting after adoption.
- xi. Shall be empowered to delegate authority on behalf of the association. Such delegation(s) is subject to student representative council approval.
- xii. Shall deliver a written presidential stewardship report at the end of each semester.
- xiii. Shall present budget at the beginning of the session to the SRC for approval.
- xiv. Shall perform such other function(s) as may be conferred on him/her by other provisions of the constitution.

2. VICE PRESIDENT

- i. Shall be a financial member of the association in 200 level as at the time of election.
- ii. Shall assist and advice the president in the performance of his/her duties
- iii. Shall act for the president in his/her absence.
- iv. Shall be the chairman/chairperson of the NAPSS week planning committee.
- v. Shall assume the duties of the presidency in and only when the president resigned from office or impeached.
- vi. Shall perform other functions as may be conferred on him/her by the provisions of the constitutions.

3. GENERAL SECRETARY

- i. Shall be a financial member of the association in 300 level as at the time of election.
- ii. Shall be responsible for the general secretariat duties of the association.
- iii. Shall after consultation and with the approval of the president convenes either executive or congress meeting(s) as the case may be.
- iv. Shall in conjunction with the president prepare the agenda for executive meeting(s) and the congress.
- v. Shall record and keep minutes of both executive meeting (s) and the congress.
- vi. Shall make available and read minutes of the meeting(s) immediately preceding the meeting.
- vii. Shall handle all the association's correspondence both internal and external.
- viii. Shall preside over the executive meeting(s) or the congress in the absence of both the president and the vice -president.
- ix. Shall represent the association with any other official(s), in any discussion and deliberation involving the association.
- x. Shall submit papers for the annual renewals/re-registration of the association.
- xi. Shall deliver a speech at the end of each semester to the congress highlighting his/her achievements and problems.
- xii. Shall be in custody of all association stamp and seal.
- xiii. Shall compile and present first to the student representative council all the association activities before any student representative council sessions.
- xiv. Shall ensure that decision(s), order(s) and regulation(s) are faithfully carried out by maintaining effective and efficient liaising with the ranks and files of the executive and student representative council in particular and the congress in general.

- xv. Shall perform all other functions as may be conferred on him/her by other provisions of this constitution.

4. ASSISTANT GENERAL SECRETARY

- i. Shall be a financial member of the association in 100 level as at the time of election.
- ii. Shall assist the general secretary in the course of his/her duties.
- iii. Shall be empowered to act and perform all the duties with the right and power of general secretary in his/her latter absence.
- iv. Shall become the general secretary if the general secretary resigned or impeached from office.
- v. Shall keep a comprehensive list of all members of the association.
- vi. Shall keep attendance books of the congress meeting(s).
- vii. Shall make the secretariat clear and properly managed.
- viii. Shall perform other duties as may be assigned to him/her by the general secretary.
- ix. Shall perform other functions as may be conferred on him/her by other provision of this constitution.

5. FINANCIAL SECRETARY

- i. Shall be a financial member of the association in 200 level as at the time of election.
- ii. Shall collect all the money deposited to the association.
- iii. Shall issue receipts for money collected.
- iv. Shall keep an accurate account of the association.
- v. Shall be one of the signatories to the association bank account.
- vi. Shall prepare a detailed budget of the association to be presented by the Executive President to the student representative council for approval.
- vii. Shall evaluate all projects and/or activities to be taken by the association and explore avenue of cutting down costs while maintaining the quality of such project or activity.
- viii. Shall make all financial documents to the audit committee when appointed.
- ix. Shall give financial statements in all congress meeting(s).
- x. Shall be responsible for the safe-keeping of all money belonging to the association.

- xi. Shall collect any money received by the association and keep such for not more than 48 hours before depositing same into the association bank account.
- xii. Shall issue receipts for all money received.
- xiii. Shall not release any money in his/her care except on the presentation of a written request signed by the president.
- xiv. Shall report any defaulter to the student representative council for appropriate action(s).
- xv. Shall submit on request in written form the association bank account books and documents for auditing.
- xvi. Shall present on monthly basis the bank's statement of account and/or monthly expenditure and revenue of the association to the student representative council and the executive council for proper accountability.
- xvii. Shall perform other function as may be conferred on him/her by other provisions of this constitution.

6. PUBLIC RELATIONS OFFICER

- i. Shall be a financial member of the association in 200 level as at the time of election.
- ii. Shall in consultation with the president prepare and issue release on the associations activities.
- iii. Shall publicize all the activities of the association prior to and after the occasion(s) in the newspaper, radio, TV, other mass media within the limits of the resources of the association.
- iv. Shall make when necessary personal contacts with other association(s) on the association behalf.
- v. Shall make necessary release available to the presidents of the affiliated units.
- vi. Shall in consultation with the executive, be responsible for the internal and external publicity of the activities of the association.
- vii. Shall be the association image maker.
- viii. Shall be the Chairman/Chairperson N.A.P.S.S watch.
- ix. Shall perform any other functions as may be prescribed by other provisions of the constitution.

7. SPORT DIRECTOR

- i. Shall be a financial member of the association in 100 level as at the time of election.
- ii. Shall be responsible for the association sport activities arrangement.
- iii. Shall work hand in hand with the Public Relations Officer, Social and Welfare Directors to uplift the sports image of the department.
- iv. Shall provide to the executive and the student's representative council the sport expenditure of the association for approval through the Financial Secretary.
- v. Shall forward to the Financial Secretary any proceeds from the sport activities within 48 hours and obtain receipts for it.
- vi. Shall participate in any sporting activities organized in the department.
- vii. Shall perform such other functions as may be required by the provision of the constitution.

8. SOCIAL DIRECTOR

- i. Shall be a financial member of the association in 200 level as at the time of election.
- ii. Shall be responsible for the association social activities arrangement.
- iii. Shall forward to the Financial Secretary any proceeds from such social activities and obtain receipts for it.
- iv. Shall work hand-in-hand with the P.R.O, to uplift the image of the association.
- v. Shall furnish the executive and the student representative council in particular and the general congress the social and welfare expenditure of the association for the approval through to Financial Secretary.
- vi. Shall prepare a detailed income and expenditure account on social activities embarked upon by him/her relating to the association.
- vii. Shall perform such others duties as may be required by other provisions of the constitution.

9. WELFARE DIRECTOR

- i. Shall be a financial member of the association in 100 level as at the time of election.
- ii. Shall be the chairman of the welfare committee of the association and shall see to the welfare responsibilities for the screening exercise of both freshers and returning students at the beginning of the session.

- iii. Shall be responsible for the day to day running of NAPSS Kiosk, bar e.t.c and proper maintenance of all association properties.
- iv. Shall maintain the relaxation center of the department in collaboration with social director, and shall ensure efficiency of the center.
- v. Shall see to all welfare needs of all financial members of the association, including academic needs.
- vi. Shall represent the association in any meeting that affects the welfare of its members.
- vii. Shall perform such other functions as may be prescribed by an act of this constitution.

4. POWERS AND CONDUCT OF EXECUTIVE COUNCIL

- i. The President or any other person appointed shall present the council plans and decision to the Students Representative Council for approval and notification. Any approved or ratified decision(s) shall be constitutionally binding on every members except the two-third (2/3) majority of the congress revokes the Student Representative Council approval or ratification.
- ii. Without prejudice to the provisions of section 1(1) of article 9, with regards to the executive council, the doctrine of collective responsibility shall apply in/on all actions of decisions of the council.

ARTICLE TEN

STUDENTS REPRESENTATIVE COUNCIL

1. COMPOSITION

- i. Each of the affiliated levels of the department shall elect four (4) members each to the Student Representatives Council.
- ii. The Student Representative Council shall be vested with all legislative powers and shall function for a parliamentary year (one academic session).

2. ELECTION OF MEMBERS

- i. Only financial members can contest for the Student Representative Council.
- ii. Only the level affiliated to the associations in which the contestants is registered as major students should he/she represent.
- iii. Member of each level of the department shall have the right to vote for their representative in Student Representative Council.
- iv. Election into the Student Representative Council shall be open only to any financial member of this who is in 100,200,300 levels at the time of election.
- v. Election for newly admitted 100 level students shall be held after which they must have spent at least 3 months in the department.
- vi. Student Representative Council election shall be conducted together with the executive election of the association.
- vii. Any four (4) candidate of the highest votes cast from each levels of the department shall be duly declared the winners of that level's slots in respect to (iv) above.
- viii. The election of the principal officers of the Students Representative Council shall be done by the elected members.

3. PRINCIPAL OFFICERS OF THE STUDENTS REPRESENTATIVE COUNCIL

The Student Representative Council shall have the following officers.

- a. The Honourable Speaker
- b. The Honourable Deputy Speaker
- c. The Honourable Clerk
- d. The Honourable Deputy Clerk
- e. The Honourable Chief-Whip

4. DUTIES OF THE STUDENT REPRESENTATIVE COUNCIL PRINCIPAL OFFICERS

1. HONOURABLE SPEAKER

- i. Shall be elected among members of the Student Representative Council.
- ii. Shall be an honourable in 300 level at the time of election.
- iii. Shall be a returning member of the council.
- iv. Shall function for one parliamentary year.
- v. Shall preside over student representative council meeting(s).
- vi. Shall be the chief spokesman of the council.
- vii. Shall through the clerk summon meeting(s) of student representative council and extra ordinary meeting(s) of the congress.
- viii. Shall interprets the constitution and such interpretation shall be reversible by Two/third (2/3) majority of the members present at the congress. If such is deemed to be true reflection of the intent of the constitution.
- ix. Shall have voting right in only events of an even decision (A Tie Vote).

2. HONOURABLE DEPUTY SPEAKER

- i. Shall preside in the absence of the honorable speaker.
- ii. Shall be an honorable in 300 level at the time of election.
- iii. Shall be a returning member of the council
- iv. Shall discharge all other duties that are necessary for the effective performance of his/her office in accordance with the provisions of the constitution.

3. HONOURABLE CLERK

- i. Shall be elected from among the members of the student representative council, and shall be a ranked honourable.
- ii. Shall be a returning member of the council.
- iii. Shall be an elected honourable in 200 level as at the time of election.
- iv. Shall take records of student representative council meeting(s) and extra ordinary meeting(s) of congress.
- v. Shall conduct and deal with all official correspondences of the council.
- vi. Shall in consultation with the honourable speaker summon meeting(s) of the student representative council.

4. HONOURABLE DEPUTY CLERK

- i. Shall assist the clerk and deputize in his/her absence.
- ii. Shall be an elected honourable in 200 level as at the time of election.
- iii. Shall be a returning member of the council.
- iv. Shall perform any other function as assigned to him/her by the honourable speaker in line with the provision of this constitution.

5. HONOURABLE CHIEF-WHIP

- i. Shall be elected among the student representative council members.
- ii. Shall be a returning member of the council.
- iii. Shall be an elected honourable in 100 level as at the time of election.
- iv. Shall be a ranked honourable.
- v. Shall maintain discipline during the student representative council sessions.
- vi. Shall take attendance during the student representative council sessions.
- vii. Shall recommend for the dismissal of any member who absent himself/herself from three (3) consecutive meetings of the student representative council session without the permission of the council.
- viii. Shall not vote during an election, but shall be the electoral officer of the council.

5. POWERS AND FUNCTIONS OF THE STUDENT REPRESENTATIVE COUNCIL

- i. Shall serve as the legislative body of the association.
- ii. Shall give approval to the executive council before any proposed expenditure exceeding five hundred naira (N500) which may be made out of the association fund.
- iii. Shall nullify any committee set up by Central Executive Council that is not approved by the student representative council.
- iv. Shall conduct bye-election for the executive council when needed.
- v. Shall give major approval to all major policy decisions of the executive council which may include among other decisions that may affect the existence and/or the image of the association, in the form of signing of agreement or conventions with bodies and raising or lowering membership dues etc.

- vi. Shall aid the executive council in the implementation of its programs.
- vii. Shall give legal backing(s) to the committee(s) established by the executive council for any task.
- viii. Shall have the power to set up any standing or adhoc committee(s) as may deemed fit subject to the provision of this constitution.
- ix. Subject to (viii) above, the student representative council shall have the power to suspend, remove or dissolve member(s) of such Committee.
- x. Shall receive three copies of the budget proposals at least 72 hours before the presentation at congress.

6. CODES OF CONDUCT OF THE STUDENT REPRESENTATIVE COUNCIL

The following codes of conduct shall be followed at the student representative council.

- i. The student representative councilmember(s) should be addressed as Honourable(s).
- ii. No member at the student representative council shall address the council without prior recognition by the Honourable speaker.
- iii. Decorum shall always be used in addressing the student representative council.
- iv. The student representative council shall meet for a minimum of five (5) times within a semester.
- v. The student representative council shall receive allowance per sitting. All the allowances shall be received from the Executive Council purse as part of the SRC budget, not more than a week after the SRC defends its budget. The money collected from Executive Council includes logistics, miscellaneous etc.
- vi. In the absence of the Honourable Speaker, the student representative council shall elect any of the members through simple majority vote to preside over the council's session.
- vii. In the absence of the honorable clerk, the student representative council shall elect any of the members through simple majority vote to take record of student representative council meeting(s).

- viii. The student representative council may be divided into committees and/or for the purpose of carrying out its functions.
- ix. At least six (6) members of the student representative council which is two-third ($\frac{2}{3}$) of the council must be present before it can proceed to discuss any matter.
- x. The student representative council shall fill any vacancy in its membership through due process (election).
- xi. The presence of any members of NAPSS not entitle to be present or participate in the proceedings of the student representative council shall not invalidate the council's proceedings.
- xii. Any congress member wishing to attend student representative council proceedings shall do so only after seeking and obtaining the permission of the Honourable Speaker.
- xiii. The council has the reserved right to make standing order(s) to guide the conduct of its members and/or any other present member(s) of the association during the council's sessions. These rules must be strictly adhered to during the council's sessions, as any defaulter shall be entitled to a punishment which would be decided by the present honourables.
- xiv. Any member of the student representative council who without reasonable cause and adequate notice absent him/herself from three (3) consecutive meetings of the council shall be deemed to have vacate his/her office.
- xv. Only the honourable members shall have the voting rights in the council's session.
- xvi. The honourable speaker cannot vote except on the condition of a tie vote.
- xvii. Voting of the council shall be by raising of hands unless otherwise agreed or on request of any of its members.
- xviii. The council meeting(s) can be called by any honourable or the executive council, once the call is summoned by the honourable clerk.
- xix. In the event of crucial reasons and the rejection of the call by the honourable speaker, the signature of two-thirds ($\frac{2}{3}$) members approving the call shall automatically order the honourable clerk to summon the council meeting.
- xx. Unless otherwise stated, decisions in the council shall be by simple majority of the members present.

- xxi. If within 15 minutes after the time appointed for any meeting to commence a quorum is not formed the meeting shall be adjourned for 30 minutes. If after 30 minutes' quorum is not formed the meeting shall be dissolved.

ARTICLE ELEVEN

1. PROCESS OF TRANSITION

The following guide shall be followed in the process of transition of power within NAPSS.

- i. At about twenty-eight (28) days to the expiration of the term of office of an incumbent executive council, the executive council of the association shall nominate representatives across the levels of the department to be made the association's election committee, and shall submit such to the general secretary for onward transmission to the student representative council for screening and inauguration.
- ii. The body set-up by virtue of subsection (1) above shall have the power and responsibility of organizing free and fair election for the executive and student representative council.
- iii. The electoral body shall be name POLITICAL SCIENCE STUDENTS ELECTORAL COMMISSION otherwise known as POSSIEC.
- iv. The electoral body shall collect all material needed for the purpose of conducting the election within forty-eight (48) hours in which it has been approved by the student representative council.
- v. The setting up of the electoral body shall not mean the dissolution of the incumbent executive or the student representative council. However, these two bodies shall not be dissolved, until immediately after the swearing in of the new officers of the executives and the student representative council.
- vi. The electoral body shall make arrangement for the swearing in of the new officers not later than forty-eight (48) hours after the election which is subject to ratification of the student representative council.
- vii. The electoral body shall not be influenced in its action(s) by anybody or body of persons in any way.
- viii. Any member of the executive or the student representative council wishing to contest for re-election into the executive council must resign from his or

her office not later than twenty-four (24) hours after the electoral committee has been constituted.

- ix. The electoral committee shall stand dissolved immediately after the swearing in of the new officers.
- x. A new electoral committee shall be set up to conduct a bye-election subject to the recommendation of the student representative council, if there is vacancy in the executive council or SRC.
- xi. In case of perceived electoral irregularity(ies), the aggrieved person(s) may petition the staff adviser(s) and Head of Department (HOD) who shall look into the matter(s) critically and resolve it appropriately.

2. ELECTION

- i. Election shall be conducted in the rain semester (second semester).
- ii. Any official(s) removed shall not be eligible to contest in any election to any office in the association.
- iii. Any incumbent officer(s) shall be eligible for re-election to another office after the end of each tenure of office provided the constitution allow his/her academic level to hold such aspired office.
- iv. Any officer cannot be re-elected into the same office.
- v. All final year member of the association can vote for all election but cannot be voted for.
- vi. Elections shall be conducted by open secret ballot system.
- vii. Bye –election to fill executive offices rendered vacant by the resignation of the holder shall be held when need arises.
- viii. Contestant for any post during the general election must have spent at least a semester on campus, and as a student of political science department.
- ix. Contestant for the post of the president must HAVE at least 2.5 CGPA which must be confirmed by electoral committee. If not confirmed, the contestant shall be removed from office if he fails to meet the CGPA of 2.5 even after he might have won the election.
- x. Every post shall be duly contested by both male and female, hence, no post shall be reserved for any gender group.
- xi. Presidential debate shall be conducted by the electoral committee a day before manifesto night. All aspiring executive shall be on seat on the day of the presidential debate.

- xii. The candidate who score the highest votes cast would be returned as elected.
- xiii. A lone contestant must score 2/3 of the total vote cast otherwise, there must be another election into that office.
- xiv. In the event of having two or more candidate scoring the same and highest votes, the election to that office must be declared null and void and another election must be held.

3. CODES OF CONDUCT OF THE POLITICAL SCIENCE STUDENTS INDEPENDENT ELECTORAL COMMISSION (POSSIEC)

- i. Shall have the power to accept or reject the application of any candidate if the papers are not well submitted or the candidate has been found wanting by any disciplinary committee before his or her candidature.
- ii. Shall approve all candidate's agent for the election once they have been registered with the electoral committee forty-eight (48) hours before the election day.
- iii. Shall submit her proposed budget for conducting elections to the student representative council for ratification and approval before lifting the ban on campaign.
- iv. Shall lift ban on campaign activities ten (10) days to the election.
- v. Nomination forms shall be obtained by candidate(s) contesting in the election.
- vi. Nomination form shall serve as application form.
- vii. Three members from the department levels shall countersign the nomination forms of candidates for all post.
- viii. Manifesto day shall be a day prior to the election day and no campaign shall be held on the election day.
- ix. The ballot papers shall be counted immediately after the election in the presence of candidates' agents.
- x. The result must be released immediately after counting the votes, after the election has been conducted.
- xi. Voting on the election day shall commence by 9:00am and end by 3:00pm, except if there a delay in the commencement of the election. In the case of a delay, the election shall last for the duration of not less or more than 5hours.

- xii. In reference to article eleven (11) section two (2) (ix, xiii and xiv), bye-election must be conducted by the electoral committee within 48hours of the earlier election.
- xiii. Nomination shall be accepted for the provision of the article eleven (11) section two (2) (ix), if the forms are submitted 18hours after the election result was announced.
- xiv. Shall disqualify a vote if there is any misconduct or misrepresentation.
- xv. There shall be a voter's register and the name of each voter marked after he/she has obtained ballot paper.
- xvi. Shall accept nomination forms at least 72 hours before election without prejudice to article eleven (11), section three (3) (xii).

4. TENURE OF OFFICE

- i. Any candidate elected during the general election shall hold office till the next general election if he or she is not impeached or resigned from office.
- ii. No member of NAPSS shall hold one or more offices in the association for more than a tenure.
- iii. No member of NAPSS shall hold two offices (either in the executive council, student representative council or both) concurrently.

5. RESIGNATION AND REMOVAL OF OFFICERS

- i. Any officer is free to resign provided that his/her resignation is approved by the executive council.
- ii. Any executive officer who wants to resign shall hand over his/her letter of resignation to the executive president for confirmation.
- iii. Any office vacant shall be filled in accordance with the following injunctions.
 - a. Resignation of executive president must be submitted to the student representative council which shall call the vice-president to assume the office of president, if the resignation is accepted.

- b. Resignation of vice-president, if accepted by the executive council shall be communicated to the student representative council and shall cause the conduct of bye-election into that office.
- c. Resignation of the general secretary if accepted shall be communicated to the student representative council which shall call on the assistant general secretary to assume office.
- d. Resignation of any other official of the executive council, if accepted shall be communicated to the student representative council which shall cause the conduct of bye-election into such office(s).
- iv. Any officer of the association may be suspended or impeached from office.
 - a. If he or she does anything contrary to the provision of this constitution.
 - b. For failure to discharge his or her duty as required by this constitution.
 - c. If he or she fails to abide by the oath of the office.
- v. In removing an officer of the association from office the following procedures shall be followed:
 - a. A written report of such offence for which the officer is to be tried shall be made to the student representative council through the honourable speaker.
 - b. On receiving such report, the student representative council shall investigate the alleged offence and must act within seven days.
 - c. The student representative council can only proceed on its assignment when an agreed quorum is form.
 - d. The student representative council shall call for memoranda from members of NAPSS in respect of the matter it is investigating.
 - e. The accused officer(s) shall be granted the opportunity of personally defending himself/herself or themselves of all allegation(s) charged against him/her or them and in addition, may call his/her or their own witness(es).
 - f. Where the accused officer(s) fail(s) to appear before the student representative council within forty-eight (48) hours of its sittings after being invited in writing, the council shall proceed to try him/her in his/her absence.
 - g. It will be sufficed if the student representative council paste such notice of invitation on the association board for at least twenty-four hours before the officer(s) shall be expected to appear before the council.
 - h. The time and place of the meeting shall be contained in such notice of invitation referred above.

- i. The decision(s) of the student representative council referred to in this subsection shall be by 2/3 majority voting.
- j. Where disciplinary measures have been recommended or passed by the student representative council, such measure shall be passed to the congress for approval. The student representative council shall suspend its disciplinary measures as a pretext for removal if the removal of the report is co-opted and approved by 2/3 of the congress.
- k. All decision of the student representative council and congress on the matter in this section of the constitution shall be by 2/3 majority through voting.

6. CONVENING OF CONGRESS MEETINGS

- i. Congress meeting shall be convened by the president in consultation with the General Secretary.
- ii. Emergency meeting of the congress may be called at the instance of the president or if two-third of either the student representative council or executive council can sign the notice calling for such a meeting.
- iii. The president shall convene at least three (3) congress meetings in a session.
- iv. The quorum of the congress meeting shall be 1/3 of the total member of the financial members.
- v. Further to article ten (10), section four (4) (vi), the honorable speaker shall have the power to summon extra ordinary meeting of the congress with approval of two third majority of student representative council, and shall preside over it.
- vi. Any congress decision reached therein shall be published, binding and have effects of law on all members.
- vii. The quorum of the executive council meeting shall be 2/3 likewise the student representative council sessions.
- viii. The minutes shall be approved by a motion which shall be seconded by any member present at the meeting for which the minutes were taken.
- ix. Any motion properly tabled and seconded shall receive the attention of the meeting.

ARTICLE TWELVE

FINANCE OF THE ASSOCIATION

1. SOURCES OF FINANCE

- i. Members due shall be recommended by the executive council from time to time to the student representative council for approval.
- ii. All donations shall go to the association's purse.
- iii. All profit due or gotten from the activities organized including utilities provided by the association which shall go to the association's purse.
- iv. Also, proceeds from any undertaking that the association may embark upon from time to time.
- v. Also, grants by the department or any other body in aid of the association activities.
- vi. Also, registration for HOD's cup that is determined by the executive council.
- vii. Also, charges for sport that is determined by the executive council from time to time.
- viii. Also, money from any other source coming into the association purse.

2. DISBURSEMENT OF ASSOCIATION FUNDS

The executive council shall have the power to disburse association fund only for the purposes of the association on approved expenses including any of the following.

- i. Stationary items and equipments including prints for running the association secretariat.
- ii. Repairs and maintenance of the secretariat.
- iii. Expenses in respect of approved function and other activities of the association, such as sporting, social and publicity etc.
- iv. Approved capital expenditure by the student representative council.
- v. Such other expenses as may be recommended by the executive and approved by the student representative council. Expenditure must fall

within the budgetary needs and the limits provided for, in the main or supplementary budget approved by the student representative council.

- vi. Any member of the executive council who by virtue of his/her official duties or otherwise wishing to collect money from the association purse shall do so on a requisition form designed by the finance committee of the student representative council through the Financial Secretary.
 - a. The finance committee shall be one of the committee set up in the student representative council which shall be headed by an honorable member in 300 or 400 level.
 - b. Any committee set up by the executive council shall be subject to the approval of the student representative council and shall be questioned by the council on matters of finance and functions.
- vii. Such person shall within one week of collection of such money render a proper account of how the money have been spent to the financial secretary or the finance committee.
- viii. All such account shall be backed up by authentic receipts capable of independent verifiability.
- ix. On no account shall the Financial Secretary release any money or the Financial Secretary approve any requisition for money on unapproved expenditures.
- x. An approval must be obtained from the student representative council by the executive council before any proposed expenditure exceeding five hundred naira (N500) may be made out of the association fund.
- xi. No person who has not properly accounted for any money collected shall have access to further sum of money from the association purse.
- xii. Under No circumstance whatsoever, shall the money realized through, sporting, social or other activities embarked upon to generate funds for the association be spent independent of the financial secretary. Such money shall pass through the financial secretary for the purpose of recording within 48 hours of the time the money is received.

In addition, the director in charge of the activities concern shall keep detail accounts of income and expenditure which shall be passed to the Financial Secretary within a week of the completion of the tasks. All expenditures shall be backed by verifiable and authentic receipts.

- xiii. Every officer of the association shall take and give proper account of any association property entrusted in his/her successor by means of a well prepared document designed for this purpose by the finance committee not later than a week after the swearing in of the new executive council.
- xiv. Anybody who contravenes any of the above provisions shall be guilty of the offence and be reported by the finance committee to the student representative council for appropriate action.

3. THE ACCOUNTS

Account shall be mainly separated for:

- i. Journal
- ii. Dinner
- iii. General Administration (sport, social, secretariat, public lecture etc).

4. PREPARATION AND PRESENTATION OF ACCOUNT

A detailed income and expenditure account shall be prepared and presented on semester basis to the student representative council by Financial Secretary and signed by the president, Financial Secretary and the student representative council. The copies made shall be sent to the various organs of authority and also pasted on the association board.

5. AUDIT

- i. The accounts of association shall be audited by the audit committee.
- ii. The audit committee shall comprise of the congress members appointed by the student representative council.
- iii. The members of the audit committee shall be four (4).
- iv. The audit committee shall finish its work two (2) weeks to examination.
- v. Shall submit a copy of their proper findings to the student representative council for approval or proper actions.

- vi. Their reports shall also be presented to the congress.
- vii. The copies of their reports must be pasted on the NAPSS board for its members' consumption.
- viii. Shall consist of four (4) members from across all levels of the department, the chairman of this committee must be one who has good knowledge of auditing and investigation.
- ix. Shall be constituted by the student representative council at least (4) four weeks into second semester at the council session.
- x. Shall audit all organs of the student representative council and executive council and shall report to the congress by pasting its reports on all the notice board in the department 48 hours after its conclusion on all its findings.

ARTICLE THIRTEEN

DEPARTMENT OFFICERS FUNCTIONS AND POWERS

- 1. The Head of Department (HOD) shall be automatic patron.
- 2. There shall be staff adviser(s) appointed among the lecturers in the department.
- 3. Both shall keep supervisory watch over the association finance.
- 4. Both shall act on the findings and recommendations of the student representative council.
- 5. Both shall advice appropriately and perform such other functions as may be required by this constitution and/or the organs of the association.

ARTICLE FOURTEEN

AMENDMENTS, INTERPRETATIONS AND REVISIONS

1. This constitution shall be subjected to a general review every four (4) years.
2. A constitution review committee shall be set up for the task comprising of the student representative council members, and two (2) other members from the executive council including the president and a representative of the department at the Faculty Student Representative Council or the Student Union senate council.
3. The staff adviser(s) shall be consulted for advice on major amendment and interpretation of any section without undermining the power of the honourable speaker and congress therein contained in this constitution.

OATH OF OFFICE

1 Solemnly swear that I shall faithfully discharge my constitutional duties as of the N.A.P.S.S with honesty probity and a thorough accountability and I shall defend, protect and preserve the dignity of the constitution of N.A.P.S.S to the best of my knowledge and ability, and I shall willingly surrender myself to the legal implication of my deed(s) or act(s) during my tenure of office.

So help me God.

CONSTITUTION REVIEW COMMITTEE

Hon. Mohammed Muideen Olakunle	–	Chairman (Honorable Speaker)
Hon. Philip Chukwu Ejike	-	Honorable Clerk
Hon. Omolayo Oluwasheun O.	-	Chief Whip
Hon. Ajiboye Ishola	-	FOSSA Clerk
Hon. Olaosebikan Oladapo Paul	-	Member
Hon. Megbolugbe Micheal Sunday	-	Member
Hon. Dauda Remilekun	-	Member
Hon. Adewale Falowo	-	Member
Hon. Aminullahi Mariam Abimbola	-	Member
Hon. Seni Kazeem Abidemi	-	Member
Hon. Asogba Elijah Nunayon	-	Member