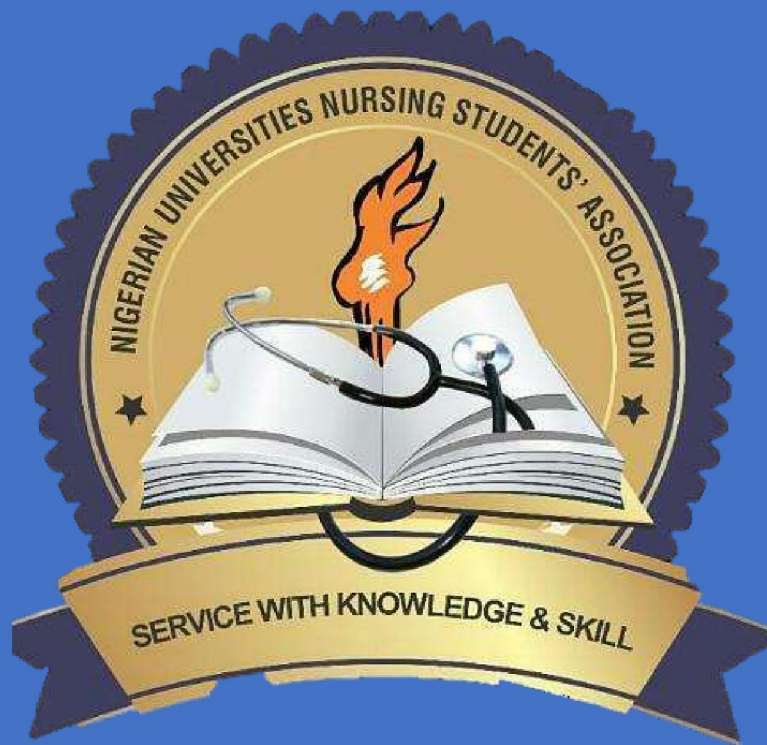


NIGERIAN UNIVERSITIES NURSING STUDENTS' ASSOCIATION

Obafemi Awolowo University Chapter



Sacrosanct Constitution

**CONSTITUTION OF THE NIGERIAN UNIVERSITIES NURSING
STUDENTS' ASSOCIATION, OBAFEMI AWOLOWO UNIVERSITY,
ILE-IFE**

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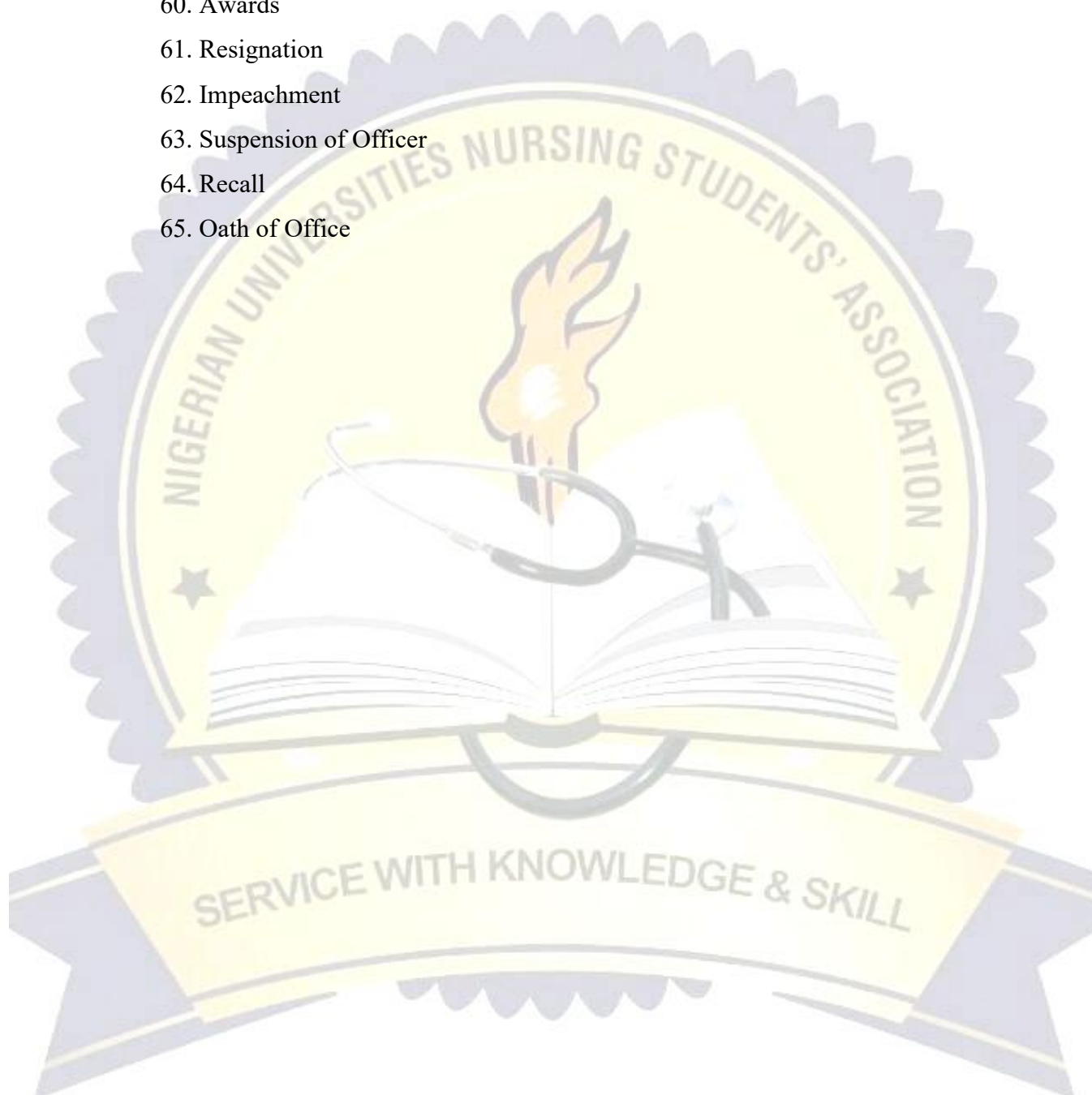
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NUNSA OAU Chapter Constitution with All Alterations up to 2025

PREAMBLE

We the entire students of the Department of Nursing Science, Obafemi Awolowo University, Ile Ife, have firmly and solemnly resolved to provide for ourselves a constitution, hereby declare; Our resolution to organize ourselves into a purposeful, truly autonomous, progressive and democratic association in order to protect the interests and assert the rights of all Nursing Students.

Discharge our responsibilities as informed members of the University community and the larger society.

Our dedication to active mobilization of Nursing Students towards promoting healthcare and the standard of our profession through community service and public projects within and beyond our immediate environment. And also engage our members in strategic activities aimed at improving their academic, moral and social performance as patriotic citizens capable of maximizing their potentials.



SERVICE WITH KNOWLEDGE & SKILL

ARTICLE I: GENERAL PROVISIONS

S. 1: NAME

The Association shall be known and addressed herein and all official documents as:

Nigerian Universities Nursing Students' Association, Obafemi Awolowo University Chapter, Ile-Ife (abbreviated and hereafter referred to as NUNSA, OAU Chapter).

S. 2: MOTTO

The motto of the Association shall be: **Service with Knowledge and Skills.**

S.3: SUPREMACY

- (i) This Constitution is supreme and the provisions shall have a binding force on all members, bodies and organs of NUNSA.
- (ii) The Association shall not be governed nor shall any person or group of persons take control of the government of this association or any of its organs, except in accordance with the provisions of the Constitution.
- (iii) If any law, directive or action is inconsistent with the provisions of this constitution, this constitution shall prevail and such law, directives or actions shall to the extent of the inconsistency be null and void.

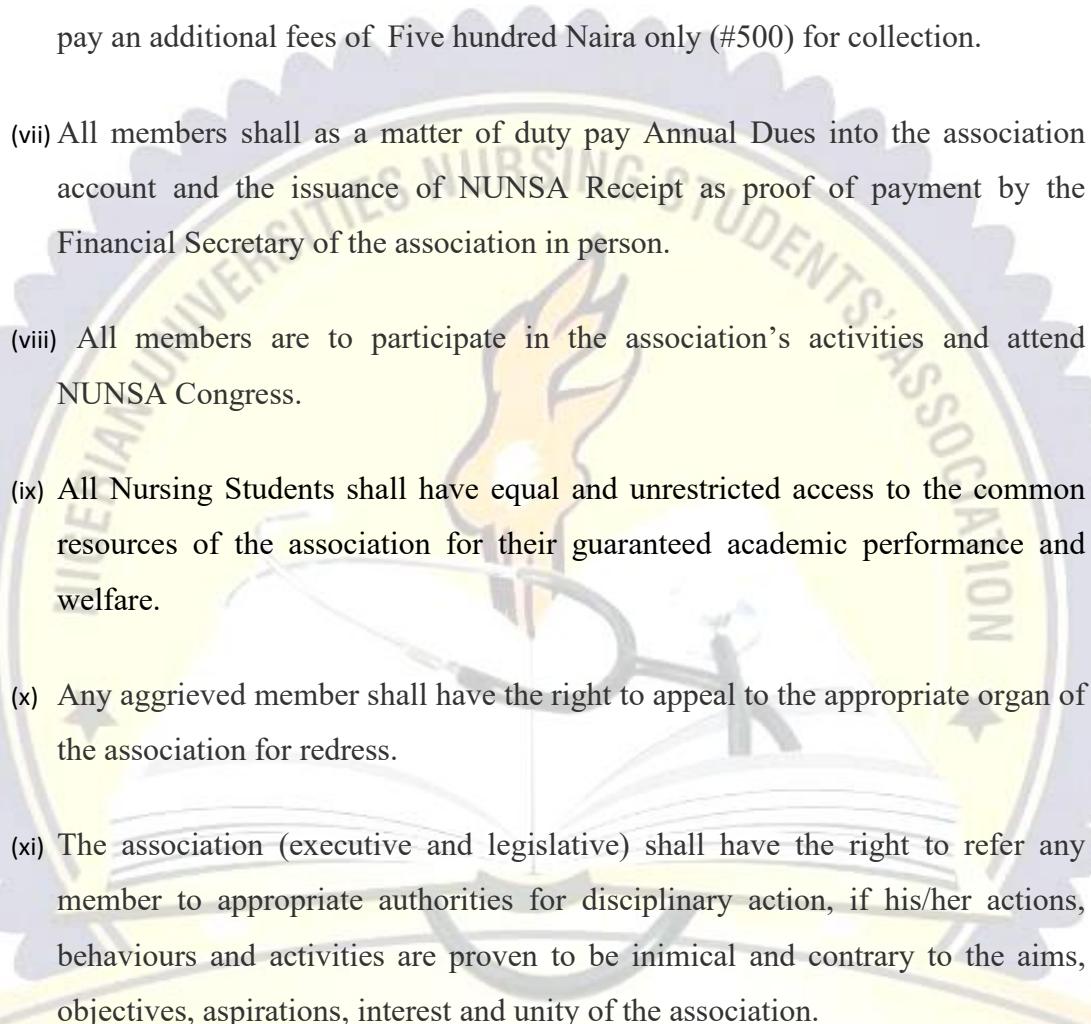
S. 4: AIMS AND OBJECTIVES

- (i) To organize activities contributing to improved academic performance and professional competence of Nursing Students.
- (ii) To cater for the general welfare of all Nursing Students in the Obafemi Awolowo University ,Ile- Ife.
- (iii) To promote and stimulate the interest of Nursing Students toward their participation in leadership positions and contribute to health service delivery within the immediate community and nation at large.

- (iv) To uphold the ethics of the nursing profession.
- (v) To promote mutual collaboration and cooperation among members of the Association and other Nursing Students Association worldwide.
- (vi) To promote contact with the National Association of Nigeria Nurses and Midwives (NANNM), Nursing and Midwifery Council of Nigeria (NMCN), West African College of Nursing (WACN), International Council of Nurses (ICN) and other related professional bodies duly registered.
- (vii) To stimulate the interest of Nursing Students in scientific research, publications and the art of Nursing.
- (viii) To constantly make recommendations to academic boards and concerned stakeholders on means of improving the curriculum of nursing education and practice.
- (ix) To provide a forum for co-operation and interaction between Nursing Students and members of staff in the University.

S. 5: MEMBERSHIP RIGHTS AND OBLIGATIONS

- (i) All Nursing Students pursuing the B.NSc. degree programme are automatic members.
- (ii) No Nursing Student shall be denied or deprived membership on ground of gender, religion, medical status, ethnic origin and nationality.
- (iii) All Nursing Students upon shall be enrolled in the association's nominal register for identification in the association's database.
- (iv) Necessary information about all members shall be kept confidential and securely maintained at the NUNSA Secretariat using approved template in either electronic format or written format for easy verification, update and backup.

- 
- (v) All Nursing Students shall be entitled to a copy of the constitution upon payment of NUNSA due once during their course of study.
 - (vi) Any member of the association that misplaced his/her copy of constitution shall pay an additional fees of Five hundred Naira only (#500) for collection.
 - (vii) All members shall as a matter of duty pay Annual Dues into the association account and the issuance of NUNSA Receipt as proof of payment by the Financial Secretary of the association in person.
 - (viii) All members are to participate in the association's activities and attend NUNSA Congress.
 - (ix) All Nursing Students shall have equal and unrestricted access to the common resources of the association for their guaranteed academic performance and welfare.
 - (x) Any aggrieved member shall have the right to appeal to the appropriate organ of the association for redress.
 - (xi) The association (executive and legislative) shall have the right to refer any member to appropriate authorities for disciplinary action, if his/her actions, behaviours and activities are proven to be inimical and contrary to the aims, objectives, aspirations, interest and unity of the association.

S. 6: PATRONS

The patrons of the Association shall include:

- (i) The Provost, College of Health Sciences.

(ii) The Dean, Faculty of Basic Medical Sciences.

(iii) The Head, Department of Nursing Science.

(iv) The Director of Nursing Services, OAUTHC.

(v) The Director of Nursing Services, Ministry of Health, Osun State.

(vi) Any other individual approved by the NSSRB.

(vii) The Grand Patron shall be appointed by the NSSRB.

For the purpose of sub-section (vi) and (vii) above;

(a) A member of the NSSRB may by function propose any individual as patron.

(b) A person shall be deemed to have been approved as a Patron by a vote of not less than two third ($\frac{2}{3}$) majority of the members of NSSRB present and voting, provided they form a quorum at such a meeting.

(viii) The appointment of a Patron and Grand Patron shall stand terminated if:

(a) He dies while holding office.

(b) At the date of his resignation as patron of the Association.

- (c) He is removed from office by a resolution of the NSSRB supported by at least 2/3 majority of members present and voting provided they form a quorum at such meeting.
- (ix) Any person(s) appointed as a patron of the Association shall be awarded a Certificate signed by the President of the Association, the Speaker of NSSRB and the Head, Department of Nursing Science, Obafemi Awolowo University, Ile-Ife.

S. 7: STAFF ADVISERS

- (i) The NSSRB shall appoint from time to time, Four Staff Advisers from among the members of staff of the Department of Nursing Science.
- (ii) For the purpose of sub-section (i) above;
 - (a) A member of the NSSRB shall propose any member of staff of the faculty as a Staff Adviser.
 - (b) A member of Staff shall be deemed to have been appointed a Staff Adviser by a vote of not less than 2/3 of the members of the NSSRB present and voting, provided they form a quorum at such meetings.
- (iii) The appointment of a Staff Adviser shall stand terminated,
 - (a) If the individual resigns his/her appointment as a member of Staff of the Department of Nursing Science or by any other means leading to such.
 - (b) He dies while holding office.

- (c) He is removed by a resolution of the NSSRB supported by at least 2/3 majority of members present and voting, provided they form a quorum at such meetings.
- (iv) Any person(s) so appointed as a Staff Adviser shall be awarded a Certificate, signed by the President of the Association, the Speaker of NSSRB and the Head, Department of Nursing Science, Obafemi Awolowo University, Ile-Ife.

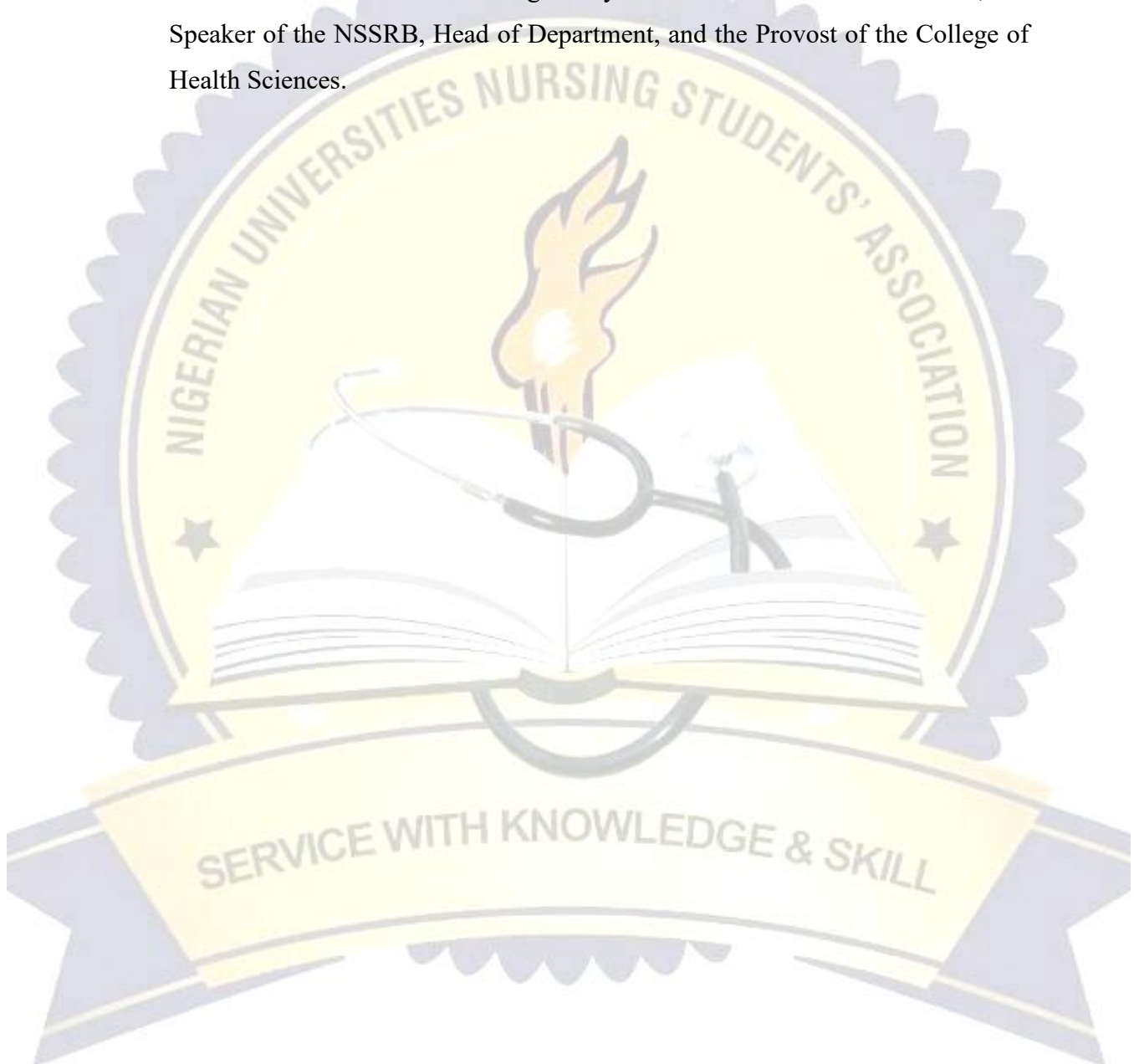
S. 8: LEGAL ADVISERS

- (i) The NSSRB shall appoint from time to time, Two Legal Advisers willing to provide free consultations.
- (ii) For the purpose of sub-section (i) above;
 - (a) A member of the NSSRB shall propose any practicing Barrister-at-law, qualified and registered with the Nigeria Bar Association with good records of experience in Healthcare Laws and Student Union Activities, preferably a Senior Advocate of Nigeria.
 - (b) A Legal Adviser shall be deemed to have been appointed after recording a vote of not less than 2/3 of the members of the NSSRB present and voting, provided they form a quorum at such meetings.

S. 9: LIFE MEMBERSHIP

- (i) The NSSRB may confer Life Membership on any past member of the association who has shown distinguished commitment to the progress of the Association over a period of at least five (5) years.

- (ii) A person shall be deemed to have been conferred with Honorary Life Membership of the association by a vote of not less than 4/5 majority of the NSSRB members, present and voting at such meetings.
- (iii) Any person so conferred with Honorary Life Membership of the association shall be awarded a certificate signed by the President of the association, the Speaker of the NSSRB, Head of Department, and the Provost of the College of Health Sciences.



ARTICLE II: THE CONSTITUTION

S.10: INTERPRETATION

- (i) The power of ultimate interpretation of the constitution shall rest with the Speaker of the NSSRB.
- (ii) Such interpretation shall be reversible by at least two third (2/3) majority of members present and voting at the sitting of the NSSRB.
- (iii) In this constitution, unless it is otherwise expressly stated or requested by contest, all masculine pronouns include feminine.
- (iv) Officers of the Association shall include any student serving the association as a result of election or appointment in one official capacity or the other.
- (v) All association elections including elections into the executive council, elections into the NSSRB, elections within the NSSRB and bye-elections shall hold in accordance with the provisions of the constitution.
- (vi) Constituency shall refer to any population unit of students in a particular year of study.
- (vii) Standing orders as provided for in ARTICLE IX shall regulate the proceeding of the NSSRB and constitute a part of this constitution.
- (viii) "Present and voting" refers to every member of the Executive council, the NSSRB or the Congress as the case may be, present at the sitting of the aforementioned and exercising voting rights by:
 - (a) Voting for, or
 - (b) Voting against or
 - (c) Abstaining from any motion under consideration.

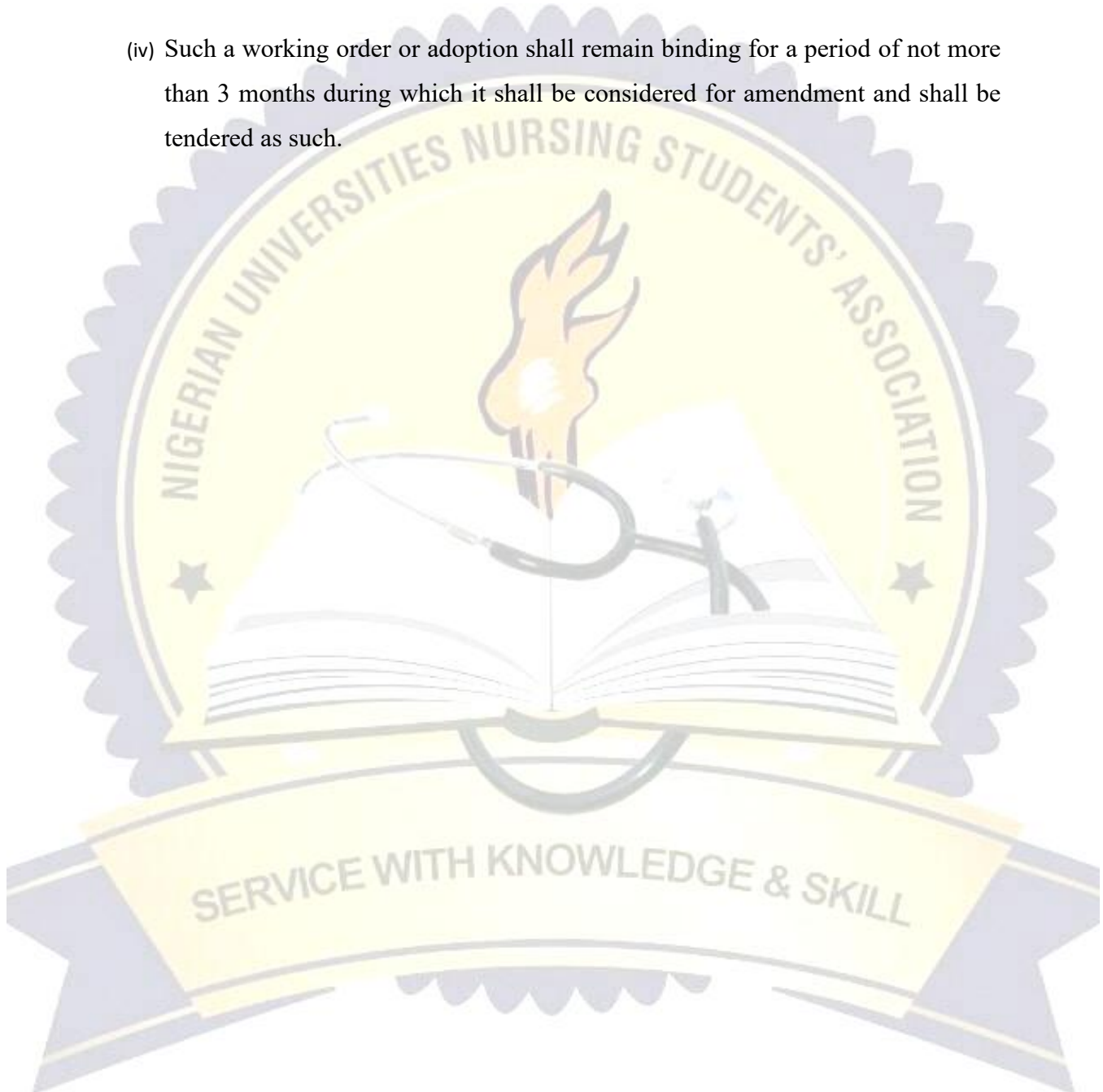
S.11: AMENDMENT

- (i) This Constitution shall be sovereign in guiding the actions and proceedings in NUNSA OAU Chapter and shall be subject to amendment not earlier than two years after its initial implementation.
- (i) This Constitution may be amended upon a resolution to do so, passed by a majority of members of the Congress present at any congress meeting.
- (ii) A resolution for amendment of the Constitution may also be sent by a motion passed by four-fifth (4/5) majority of NSSRB members present at any meeting provided they form a quorum at such meetings.
- (iii) Such a resolution shall on adoption be sent to the constitution review committee, which shall deliberate and word (discuss) on the amendment.
- (iv) Such amendment wordings shall be presented to the entire NSSRB members, and shall be approved by two-third (2/3) majority of the NSSRB members after which it shall be presented to the congress and comes into full effect.

S.12 : SUSPENSION

- (i) At parliamentary sittings any section or sections of this Constitution except S. 11 (i) above, may be suspended by at least four-fifth (4/5) majority of the NSSRB members present and voting provided a quorum is formed .
- (ii) Any section or sections of this Constitution except S. 11 (i) above, may be suspended by at least four-fifth (4/5) majority of the congress members present and voting provided a quorum is formed .

- (iii) Upon the suspension of such a section, a working order shall be adopted by at least twothird (2/3) majority of the NSSRB members present and the congress shall be informed about such suspension.
- (iv) Such a working order or adoption shall remain binding for a period of not more than 3 months during which it shall be considered for amendment and shall be tendered as such.



ARTICLE III: ADMINISTRATIVE STRUCTURE (LEGISLATIVE COUNCIL)

S.13. NURSING SCIENCE STUDENTS' REPRESENTATIVE BOARD

- (i) The legislative council shall be known as NURSING SCIENCE STUDENTS' REPRESENTATIVE BOARD (NSSRB)
- (ii) Have power to make Laws and Regulation for the peace, Order and Good running of the Association.
 - a) It shall represent the general interest of NUNSA.
 - b) There shall be a mace at the speaker's table at every sitting of the house.
 - c) The mace shall serve as the symbol of authority of the house.
 - d) Any sitting held without the mace on the speaker's table shall be regarded as Un-constitutional and any decision/resolution made at such sitting shall be null and void provided it is stated otherwise in this constitution.
 - (a) In circumstances where the mace cannot be found, two-third majority of the house will have the power to hold sitting.
- (iii) It shall approve the appointment of members into the various committees.
- (iv) The Executive Council, the various organs of the association including all committees shall be responsible to the NSSRB
- (v) It shall act as a check on the activities of the Association.
- (vi) It shall approve the budget, which shall be presented by the every member of the executive council Which must not be later than 28 days after the swearing in.

- (vii) Transmit recommendations to the executive, congress and other committee for proper execution.
- (vii) It shall consider granting the use of extra fund required by any officer of the Association.
- (viii) It shall upon a matter of petition signed by at least fifteen (15) members of the NSSRB review any programme(s) by the executive council
- (ix) It shall adopt the minutes of its last sitting at the next sitting and shall make public the adopted minutes by the clerk of the house within forty-eight (48) hours of such adoption.
- (x) It shall direct, if it chooses to call a congress meeting to determine any matter relevant to the association's functions.
- (xii) The decisions of the NSSRB shall remain valid unless contrary decisions is made at a congress meeting or if 2/3 majority decided to reverse such decisions.

S.14. TENURE OF OFFICE

- (i) The NSSRB shall function for one parliamentary year and shall stand dissolved thereafter,
- (ii) A parliamentary year shall extend from the day of swearing-in of a NSSRB to day of swearing of NUNSA Electoral Committee (NEC)

S.15. COMPOSITION OF THE NSSRB.

- (i) The Nursing Science Students Representative Board shall be composed of:

- a) Four (4) Representative students from the full time and two (2) from the ODL of each year of study.
- b) Officers of the NSSRB shall include: The Speaker, Deputy Speaker, the Clerk of the house, the chief whip and the Mace bearer.
- c) Officers of the NSSRB shall be elected at the first sitting of the body from amongst its members.
- d) The parliamentary arm of the association (NSSRB) shall be inaugurated (with her leaders elected) on the same day the swearing in of the executive council was done

S.16. OFFICERS OF THE NSSRB

A. THE SPEAKER

- (i) Member of the NSSRB at their first meeting shall elect the Speaker who must be at least a part three student and must have served as a member of the NSSRB for at least one parliamentary year.
- (ii) The electoral committee shall conduct the election at the first parliamentary sitting.
- (iii) The Speaker shall be responsible for calling the sitting of the NSSRB through the Clerk of the house.
- (iv) The Speaker shall preside at all sitting of the NSSRB with the mace placed on the high table. The absence of which shall render the sitting null and void except otherwise stated in any part of this constitution.

- (v) The Speaker shall with the support of the house discipline erring members and nonmembers to maintain order in the house.
- (vi) He shall be obliged to summon sittings of the NSSRB when called upon by at least one-third ($1/3$) of the members of the house appending their signatures to such calls and where he fails to summon the meeting within 72 (seventy-two) hours of receiving such a call, the meeting shall stand convened.
- (vii) He shall interpret the constitution of the association in good faith, during the house sittings.
- (viii) He shall impartially direct the proceedings of the NSSRB and shall execute such functions as the NSSRB confers on him under the provisions of the constitution,
- (ix) The decision of the Speaker may be reversed by a two third ($2/3$) majority of the members of the NSSRB present and voting.
- (x) He can exercise a casting voting right only, if there is a tie.
- (xi) The office of the Speaker shall stand vacant, if:
 - (a) At the dissolution of the NSSRB.
 - (b) The Speaker ceases to be a member of the NSSRB by reasons other than dissolution of the body.
- (xii) The Speaker of NSSRB shall be referred to as right honorable (Rt Hon)
- (xiii) He shall be the custodian of the authority of the house (MACE) and Constitution.

B. THE DEPUTY SPEAKER.

- (i) Members of the NSSRB at the first sitting shall elect the Deputy Speaker
- (ii) He must have served at the NSSRB for at least a parliamentary year.
- (iii) electoral committee shall conduct elections at their first sitting
- (iv) He shall:
 - (a) Keep a record of attendance at all NSSRB sittings and publish the list of attendance on the Association notice boards within twenty-four (24) hours after each proceeding.
 - (b) Send a copy of such list to the Speaker of the NSSRB for necessary action in accordance with relevant provision of the constitution.
- (iii) He shall be responsible for conducting elections within the NSSRB at all sittings except the elections of the officers of the NSSRB.
- (iv) Shall assist the Speaker from time-to-time in the discharge of his duties and perform all the duties of the Speaker in his absence.
- (v) In the absence of the Deputy Speaker at any meeting of the NSSRB, another member of the NSSRB may be elected to perform the functions for the purpose of such sittings only.
- b He shall at every meeting of the NSSRB take a roll call of the members present and shall within twenty-four (24) hours after the adjournment send a list of absentee members to the Speaker and Chief Whip for necessary action in accordance with the provisions of the Constitution and the absentee list shall be pasted on the association board.

C. THE CLERK OF THE HOUSE.

- (i) The Clerk of the house who must be at least a part two nursing student, shall be elected by members of the NSSRB at their first sitting, the elections will be conducted by the electoral committee.
- (ii) He shall be responsible for taking proper minutes of the proceedings in the house.
- (iii) He shall in collaboration with the Speaker prepare agenda for all NSSRB sittings and make them public.
- (iv) He shall on the instruction of the Speaker summon all sitting of the NSSRB except the first sitting.
- (v) He shall publicize all the adopted minutes of the sitting within 48 hours of such adoption.
- (vi) He shall be the financial officer of the NSSRB and keep appropriate financial records.
- (vii) He shall be responsible for the compilation of proceedings of the NSSRB for the parliamentary year for proper documentation. viii) He shall have a casting vote at all elections within the NSSRB.
- (ix) Shall be the custodian of the key to the show case wherein the mace is kept.

D. THE CHIEF WHIP OF THE HOUSE

- (i) He shall be at least part 2 Nursing student.
- (ii) He shall be elected by simple majority of the house
- (iii) He shall assist the speaker in maintain law and order
- (iv) He shall attend to visitors during sittings and carry out instruction or information given by the speaker.
- (v) He shall be responsible for security information during sitting
- (v) He shall discharge other functions as may be directed by the speaker.

E. THE MACE BEARER

- (i) Members of the NSSRB at their first sitting shall elect a Mace bearer who must be a part one nursing student – (ii) The electoral committee with shall conduct the election.
- (iii) The Mace Bearer shall be responsible for the keeping of the mace at the association secretariat immediately after the sitting.
- (iv) He shall bring the mace to the house at every sitting

- (v) He shall have a casting vote at all elections within the house,
- (vi) Shall attend to any other function(s) assigned to him by the Speaker or two-third majority of the house.

S.16. CONSTITUENCY LEADER

- (i) A constituency leader shall be chosen from each class of study
- (ii) He shall be one of the six elected members from each class of study
- (iii) He shall be presented to the house at her first meeting except otherwise stated in any part of this constitution
- (iv) He shall be responsible for verbal invitation of members of its constituency at least a day before the before the meeting of NSSRB
- (v) He shall make the resolution of every meeting of the house known to the members of his constituency.
- (vi) He shall perform other function as delegated by the NSSRB.

SERVICE WITH KNOWLEDGE & SKILL

ARTICLE IV: ADMINISTRATIVE STRUCTURE (THE EXECUTIVE COUNCIL)

S.17: EXTENT OF POWER

- (i) The Executive power of the Association is hereby vested on the executive and such powers subject to provision of the constitution Shall be exercised by them directly.
- (ii) The executive powers of the Association shall include the upholding of the constitution on all members and with respect to which the NSSRB has power for ratification.

S.18: TENURE OF OFFICE

- (i) A term of office shall extend from the day of swearing-in of an executive council to the day the NUNSA Electoral Committee is set up.
- (ii) In no circumstance should a tenure exceed the end of a university session.
- (iii) No student shall serve more than two terms in the same executive office.

S.19 : COMPOSITION OF EXECUTIVE COUNCIL

The Executive Council shall be composed of 15 members:

- (i) The President
- (ii) The Vice-President 1&2
- (iii) The General Secretary
- (iv) The Assistant General Secretary
- (v) The Public Relations Officer 1&2
- (vi) The Financial Secretary 1&2
- (vii) The Treasurer
- (viii) The Director of Sports

- (ix) The Director of Socials
- (x) The Welfare Officer 1 & 2
- (xi) The Director of Academics

S.20. INDIVIDUAL FUNCTIONS.

A. THE PRESIDENT

- (i) Shall be from full time constituency
- (ii) Shall be at least a part 4 Nursing student.
- (iii) Shall be the administrative head of the association.
- (iv) Shall coordinate the activities of other executive officers and shall designate other functions to any of them whenever the need arises.
- (v) Shall summon all executive council meetings in consultation with the General Secretary and preside over those meetings.
- (vi) If the president fails in his function in sub-section (v) above, two-third (2/3) majority of the executive members can summon a meeting, and the president, or in his absence, such other persons authorized by the constitution or chosen from among the executive members shall preside.
- (vii) Any decision taken by the President at executive meetings shall be reversible by at least two-third 2/3 majority of the executive members present and voting.
- (viii) The President shall be a signatory in all-financial matters.
- (ix) He shall discharge all such duties, which are invariable inherent to this office.

(x) He shall become an ex-officio member of the association

(xi) He shall have a casting vote at executive/congress meetings only if there is a tie

B. THE VICE PRESIDENT 1 & 2.

(i) There shall be two VPs: VP 1 and VP 2 from the full time and ODL constituencies respectively.

(ii) Shall be in part 3 or 4 from ODL and part 3 or 4 from full time constituency.

(ii) He shall assist the President on all matters.

(iii) He shall act for the President in accordance with provision of section 28 of this constitution.

(iv) He shall give the fullest co-ordination and organize the orientation program for the fresh students with all executive members.

(v) He shall in the discharge of his duty, act on the advice of the executive council.

(vi) The VP 1 and VP 2 shall be chairperson and deputy chairperson of the NUNSA OAU Alumni Relations Board respectively.

C. THE GENERAL SECRETARY

- (i) He shall be from the full time constituency.
- (ii) He shall be at least a part 3 nursing student.
- (iii) He shall be responsible for all correspondence of the association and shall keep proper records of such correspondence.
- (iv) He shall take minutes at executive and congress meetings. Shall give the fullest co-operation to the President towards the discharge of executive duties of the Association.
- (v) He shall on the advice and approval of the outgoing executive council, compile a comprehensive record of the activities of the council and present it at the swearing-in ceremony of the newly elected executive council.
- (vi) He shall co-ordinate the proper handing-over of the Association properties from the outgoing executive to an in-coming Executive Council.
- (vii) He shall be the custodian of the Association secretariat.
- (viii) He must have a database of all Nunsites and same must be properly handed over to his or her successor.
- (ix) He shall provide all Nunsites with a hard copy of the constitution.

D. THE ASSISTANT GENERAL SECRETARY.

- (i) Shall be from the ODL constituency.
- (ii) Shall be at least a part 3 student of the Department of Nursing Science.
- (iii) Shall assist the General Secretary on all matters,
- (iv) Shall act for the General Secretary in his absence,
- (v) Shall perform all other duties as designated to him by the General Secretary
- (vi) Shall serve as a major link between the ODL students and the executive council.
- (vii) Shall intimate the ODL students with activities of the association,
- (viii) Shall be a member of the Academic Committee and shall serve as a major link between the executive council and the ODL Class Representatives.

E. THE PUBLIC RELATIONS OFFICER 1 & 2.

- (i) There shall be two PROs 1 & 2, one from full time and one from ODL respectively
- (ii) He shall be at least a part two Student of department of nursing science
- (iii) Shall publicize the activities of the Association, within and outside the University,

- (iv) Shall notify all affected members of the executive council and congress of executive or congress meetings,
- (v) Shall be the Chairman/ Editor-In-chief of NUNSA Editorial board.
- (vi) Shall be responsible for the production, and internal distribution of the publications of NUNSA
- (vii) Shall discharge his duties with the advice of the executive council.

F. THE FINANCIAL SECRETARY 1 & 2

- (i) There shall be two financial secretaries 1 & 2 from full time and ODL constituency respectively
- (ii) He shall be at least a part three nursing student
- (iii) Shall keep proper financial records and correspondence of the Association.
- (iv) Shall hand-over all monies to the treasurer within three (3) days of receipt and keep proper financial records of such,
- (v) Shall be one of the signatories to the Association bank account except otherwise stated in any part of this constitution.
- (vi) Shall issue cheques for withdrawal of money only in the absence of the treasurer,
- (vii) Shall keep the cheque book and authorize receipt booklets of the association.
- (viii) Shall sign and keep I.O.U forms.
- (ix) Shall prepare the mid and annual financial reports of the association and submit same for auditing.

- (x) Shall make all financial records of the association and submit same for auditing.
- (xi) Shall make all financial records available when called upon by NSSRB to do so.
- (xii) Shall give financial advice to the executive council
- (xiii) Shall be guided by financial condition in Article VIII, in the discharge of his duties.

G. THE TREASURER:

- i) Shall be at least a part 3 Nursing student
- (ii) He/she shall be the financial custodian of NUNSA
- (iii) Write and be co-signatory of all account of NUNSA
- (iv) Shall in conjunction with the financial secretary keep a record of all financial transactions,
- (v) Shall collaborate with the President and Financial Secretary for good financial management.
- (vi) Shall be responsible for banking all money belonging to the association within 48 hours.

H. THE DIRECTOR OF SPORTS

- i) Shall be at least part 2 Nursing student
- ii) He shall be the chairman of association's sport committee.

- iii) He shall be responsible for coordinating sporting activities of the association
- iv) He shall work in conjunction with the executive council in discharging his activities.
- (v) Shall discharge all other duties assigned to him by the executive council,

I. THE DIRECTOR OF SOCIALS

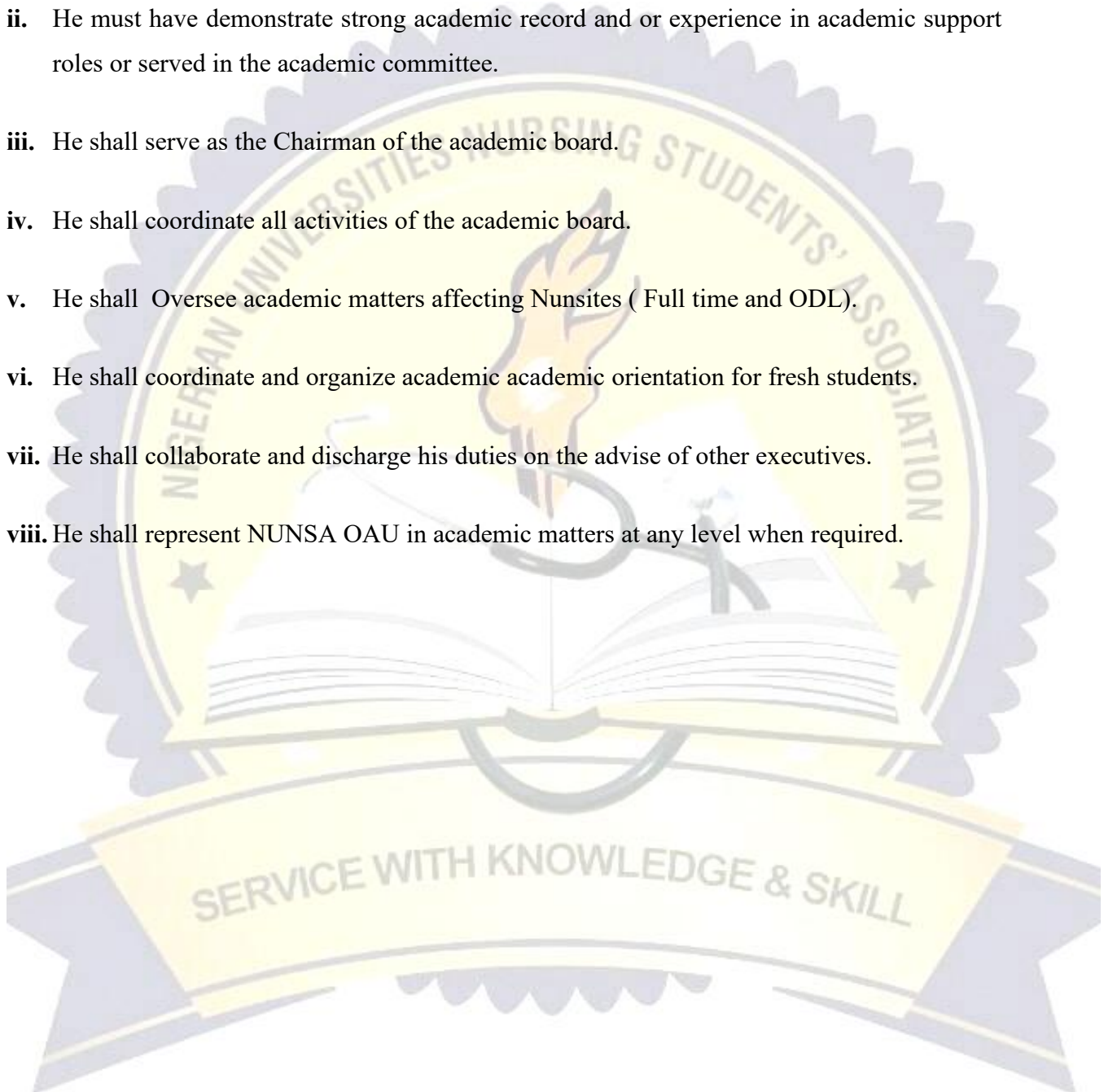
- i) Shall be at least part 3 Nursing students
- (ii) Shall coordinate all social activities of the association
- (iii) Shall perform other functions that may be assigned
- (iv) Shall be the chairman of any of the social committee
- (v) Shall discharge all other duties assigned to him by the executive council

J. THE WELFARE OFFICER 1 & 2

- i) One from full time and one from ODL respectively
- ii) He shall be from at least part 2 constituency
- iii) He shall be responsible for matters relating to the general welfare of members of the association.
- iv) He shall be the chairman of the Associations Welfare Committee during NUNSA week or any important programme of the Association
- v) He shall be responsible for providing recreational facilities for the Association members.

K. THE DIRECTOR OF ACADEMICS

- i.** He shall be at least a Full time Part 3 constituency student.
- ii.** He must have demonstrate strong academic record and or experience in academic support roles or served in the academic committee.
- iii.** He shall serve as the Chairman of the academic board.
- iv.** He shall coordinate all activities of the academic board.
- v.** He shall Oversee academic matters affecting Nunsites (Full time and ODL).
- vi.** He shall coordinate and organize academic academic orientation for fresh students.
- vii.** He shall collaborate and discharge his duties on the advise of other executives.
- viii.** He shall represent NUNSA OAU in academic matters at any level when required.



ARTICLE V: CONGRESS MEETINGS

S.21. COMPOSITION

- (i) The general assembly of all matriculated nursing students of the department shall hereafter be called congress. It shall consist of all members of the association from year 1 to year 5

S.22. SUMMONING THE CONGRESS

Congress meetings may be summoned by:

- I. The President of the association.
- II. If the house mandates the President to summon a congress meeting and he refuses, the speaker can do so having been supported by two-third of NSSRB members at the sitting and should be summoned within 48 hours of receiving such notice.
- III. The Speaker shall summon congress on an advice of the two-third of NSRB members present and voting at the sitting
- IV. The Electoral Chairperson shall summon congress when the NSSRB and the Executive council stand dissolved on the account of:
 - A. To discuss matters pertinent to the association.
 - B. On the account of Electoral Petition.
 - C. to discuss and approve its budget before submission to the HOD.

S.23. PRESIDING OVER THE CONGRESS

- i. The President shall preside at congress meetings or if he is unable to do so for whatever reasons, such other persons authorized by the constitution or chosen by the congress shall preside at such meetings,
- ii. The speaker shall preside over congress meetings called by him.
- iii. The electoral chairperson shall preside over congress called by him

S.24. POWERS OF THE CONGRESS

- i. Congress meetings shall be called to:
 - (a) Discuss matters, which in the opinion of the executive council or the NSSRB are beyond their powers.
 - (b) Discuss activities of officers, problems and progress of the association.
- ii. Except otherwise stated in any part of this constitution, decisions at congress meetings shall be made by simple majority.
- iii. Decisions taken by the congress on all issues are final as long as they form a quorum.

SERVICE WITH KNOWLEDGE & SKILL

ARTICLE VI. ORGANS OF THE ASSOCIATION/ ORGANS OF NUNSA

Organs of the association/ Organs of NUNSA shall include various committees and clubs by which the association functions and they shall be directly or indirectly responsible to the NSSRB.

S.25. STATUTORY COMMITTEES

A. NUNSA HEALTH WEEK COMMITTEE

- i. There shall be a Health Week Committee which shall be charged with the responsibility of planning and organizing the Health Week programme (which must not be done later than two months into the Second Semester of the session).
- ii. The Chairman of the Committee shall be appointed within the executive council by a simple majority.
- iii. The Committee shall consist of all members of the Executive Council who shall be automatic members and other non-executive members to be appointed by the Executive Council taking cognizance of their experience and ability.
- iv. The Deputy chairman and Secretary of the Committee shall be appointed by the Executive Council.

B. DISCIPLINARY COMMITTEE.

- (i) It shall consist of all the class reps from both Part time and Full time
- (ii) They shall elect their Chairman which can be from either part time or full time constituency .
- (ii) The secretary shall be one of part time or full Time class reps

- (iii) The committee shall try all cases referred to it by the NSSRB or congress, concerning the activities of any officer or member of any organ of NUNSA.
- (iv) Following their findings, they shall submit their recommendations to the NSSRB.
- (v) Such recommendation can only be refused by at least Two-third majority of NSSRB members present and voting.
- (vi) The committee shall regulate its own procedures:
 - (a) Provided nothing it does conflicts with the principle of natural justice.
 - (b) Without prejudice to; (a), its chairman shall summon and preside over all meetings of the committee.
 - (c) The decisions of the committee shall be made by a simple majority vote at a meeting.
- (vii) Discipline shall be strictly enforced by the NSSRB on the offender. Offenses shall include:
 - (a) Flouting the constitution of the Association
 - (b) Acting in a manner likely to put the association into disrepute.
 - (c) Carrying-out dishonest activities that tend to embarrass or disgrace the association.
 - (d) Punishment shall be in the form:
 - (i) Suspension from office.

- (ii) Removal from office.
- (iii) Barring from holding office.
- (iv) Fine.
- (v) Refund.
- (vi) Censure.
- (vii) Caution.
- (viii) Any other punishment decided upon by the NSSRB.

(d) Any officer/member found guilty of misappropriation of fund or other malpractices shall be reported to the Head of Department. if he is still in school or the Nursing and Midwifery Council of Nigeria if he is out of school.

C. AUDIT COMMITTEE

- (i) The Audit committee shall be made of five members including the Chairman and Secretary, two from ODL constituency, three from full time who shall be appointed by the NSSRB. The chairman shall be from the full time.
- (ii) Members of the committee must not be in the executive council or in the NSSRB or any organ of NUNSA.
- (iii) The committee shall audit the annual financial statement of the executive council.

- (iv) They shall work in conjunction with the financial secretary.
- (v) It shall also audit the account of the executive and legislative arms and other organs of NUNSA when called upon to do so by the NSSRB.
- (vi) The audit process should be concluded at not later than two weeks before the association elections.
- (vii) The committee shall stand dissolved at the inauguration of a new audit committee. The financial statements of the Executive Council for the first half of their tenure must be submitted by the Executive Council to the audit committee not later than first week of resumption of second semester.
- (viii) This should include the financial reports of the first semester. (with the exclusion of period of closure in the college).
- (ix) The second half of the financial statement must be submitted to the audit committee not later than seventy-two (72) hours after constitution of the electoral committee.
- (x) The audit committee should process and present its findings to the NSSRB within a week of being asked to carry out such assignment.

D. CONSTITUTION REVIEW COMMITTEE.

- (i) The constitution Review Committee shall be constituted by the NSSRB, if there is a need for amendment or review of the constitution and shall function for one parliamentary year.

- (ii) It shall consist of ten (10) members with six (6) from full time and four (4)from ODL including the Chairman who shall be from full time and Secretary who shall be from either full time or ODL who shall also be appointed by the NSSRB.
- (iii) It shall deliberate upon and word resolutions sent to it by the NSSRB and the congress.
- (iv) It shall also review the constitution when called upon to do so.
- (v) The reviewed constitution shall be subject to the approval of two-third (2/3) majority of NSSRB members present and voting
- (vi) The committee shall be responsible for passing recommendation(s) based on their observation(s) to the NSSRB

E. ELECTORAL COMMITTEE.

- i. The Electoral committee shall be constituted by NSSRB at the last business meeting of the board not later than five (5) weeks prior to the school designated academic lecture free week for that session.
- ii. It shall consist of twelve (12) members: eight full time and four part time including the Chairman and Secretary; two (2) member shall be selected from each full time class excluding part 1.
- iii. The Chairman and Secretary shall be appointed from amongst the members at the same time and venue.
- iv. The Electoral Committee shall be responsible for conducting elections of the executive officers, election of NSSRB officers and all other such elections in the association.

- v. Its membership shall not vote or be voted-for in NUNSA elections unless such person(s) resign his membership.
- vi. All bye- elections shall be held not later than two weeks of the post being declared vacant.
- vii. Shall be dissolved by the NSSRB after the completion of her tasks and on the inauguration of new Electoral committee.
- viii. The members shall not be removed from office in the performance of their duties by the NSSRB except on grounds of misconduct in official duties and in accordance with the provisions of the Constitution.
- ix. The electoral committee shall be responsible to the Department, and Congress when the NSSRB stands dissolved.
- x. The electoral chairman shall hand over a comprehensive report of the electoral process and Account of the association to the clerk of the newly inaugurated parliament not later than 7 days after the inauguration of the new parliament.
- xi. The electoral committee shall be given a kickoff grant not more than twenty thousand naira only (# 20,000) which shall be refunded upon the start of sales of form and such amount shall be approved by the Department.
- xii. The electoral committee shall be responsible for the production and distribution of certificates of service to all executive and parliamentary members and the electoral committee.
- xiii. The electoral committee shall be entitled to an archive in the association's secretariat.
- xiv. All allegations of misconduct by members of the electoral committee shall be looked into by the electoral petition committee and appropriate actions taken.
- xv. Electoral commission Budget must be submitted not later than 7days to the Department and approved by the Head of the Department.

F. ELECTORAL PETITION COMMITTEE

- (i) There shall be an election Petition committee comprising of five (5) students set up on the same day the electoral committee is set up by the NSSRB.
- (ii) The Chairman and the Secretary will be appointed from amongst the members on the same day and venue.
- (iii) The Electoral committee shall function for one parliamentary year and shall stand dissolved after a new committee has been appointed to succeed it.
- (iv) The election petition committee shall commence investigation immediately after a petition is being sent to it and shall submit its report to the generality of NUNSITES and the electoral committee, not later than Seven (7) days after the petition was received. The final verdict of such report shall lie with the Congress

G. SOCIAL AND SPORTS COMMITTEE.

- (i) The committee shall be Chaired by the Director of Sports and Socials,
- (ii) Members of the committee shall be nominated by the chairman, and ratified by the NSSRB.
- (iii) The committee shall be responsible for all sports and social activities of the Association.
- (iv) It shall liaise with the Vice-President on organizing a welcome ceremony for the fresh students into the department.
- (v) Shall coordinate the Social and Sport activities of the NUNSA health week.

- (viii) Shall organize from time to time sporting and social activities among member constituencies of the Association.

H. WELFARE COMMITTEE

- (i) Shall be headed by the Welfare Officer of NUNSA.
- (ii) Shall consist of ten (10) members, five (5) from full time and four (4) from the ODL excluding the welfare officer
- (iii) The committee shall see to the general welfare of all members of the association,
- (iv) Shall carry out such other functions as recommendation by the executive council for the general welfare of members of the association.

I. EDITORIAL COMMITTEE.

- (i) There shall be a publication committee consisting of members, eight (8) from full time and two (2) from ODL.
- (ii) The committee members shall be appointed by the PRO who is also the chairman of the committee.
- (iii) The chairman shall summon and preside over all the meeting of the committee
- (iv) The committee shall be responsible for the production of the official magazine of the association
- (v) The committee shall be liable for all the publication of the association.

L. ACADEMIC BOARD

- (i) Shall be made up of all class representatives from both the full time and ODL constituency,
- (ii) Shall have its own executives, comprising of the Chairman, Secretary.
- (iii) The Chairman shall be the Academic Director and the secretary shall be from the Part 1 full time constituency.
- (iv) The Academic Director shall formulate rules and regulations for the smooth running of the board,
- (v) They shall be responsible for planning ways and means of procuring a good academic environment for the student.
- (vi) They shall be responsible for the formulation of study groups, Research mentorship programme, and providing solutions, advice to the executive council on course- related grievances across all levels.

M. NUNSA OAU ALUMNI RELATIONS BOARD (NARB)

- i. Shall be made up of 11 members of the association, Two (2) members each from Part 2 to Part 5 constituency and one (1) member from Part 1 constituency excluding the chairperson and deputy chairperson.
- ii. The chairperson and deputy chairperson shall be the VP 1 and VP 2 respectively
- iii. They shall serve as a liaison body between the Alumni body and association

- iv. They shall be charged with the task of raising funds from the Alumni body
- v. The Chairman shall regularly brief the president of the activities of the board and give reports
- vi. They shall be accountable to the executive council for its activities
- vii. They shall host and coordinate a Biennial Alumni Gala aimed to foster relationship between the students and alumni body.
- viii. They shall give a quarterly report on their activities to the NSSRB to be submitted through the clerk
- ix. They shall have an advisory board which will comprise of notable Alumnus.

N. IFE NURSING DEBATE AND QUIZ SOCIETY (INDAQS)

- i. The club is dedicated to sharpening the minds of future Nurses through debates and quiz competitions
- ii. They shall represent the association in all quiz and debate competitions
- iii. Members shall be NUNSITES and shall be recruited by show of interest and other recruitment guidelines set up by the club.
- iv. They shall have a Chairman, Secretary, Publicity Officer, Financial officer and Competition coordinator. And the five (5) shall be referred to as the Stakeholders
- v. Stakeholders will be selected through panel session. Only members who have reputable records, undisputable involvement and active participation will be considered for the stakeholder roles.

- vi. 80% of attendance must be met before anyone can be considered to being part of stakeholders
- vii. No stakeholder can hold a particular office more than one time. However, such an individual can change office.
- viii. The chairman must have participated in a least 4 debates and must be chief speaker in at least 3 OR Must have represented in at least 4 quizzes and must be chief lead in at least three (3).
- ix. Anyone in part 4 advancing to part 5 cannot be the chairman due to their unavailability for 6 weeks and professional exams. They will be responsible for auditing of the club's account, and ensure guidance and effective functioning of the club.
- x. Auditing must have been done at least 1 week before commencement of semester examination.
- xi. Monetary Prizes
 - a. Monetary prizes awarded to the club, individual or team for a competition they are representing the club shall be divided equally among all contestants who participated in the competition rounds or any other sharing method agreed by the stakeholders and one-tenth of the total monetary prize will be remitted upon 48 hours of reception into the association's account with receipt sent to the Financial secretary 1.
 - b. If the association provided resources (e.g., entry fees, travel expenses, transportation fees or coaching) for the competition, the contestant or team or club shall reimburse the association for those expenses from the prize before retaining the remainder, up to a maximum of 50% of the prize value
- xii. Non-monetary prizes (e.g., trophies, medals, certificates) awarded to a team shall be retained by the club and displayed in the NUNSA Secretariat to honor the team's achievement unless otherwise if they are individual awards.

ARTICLE VII: ELECTORAL PROVISIONS

S.26. CONDUCTING ELECTIONS

- (i) Elections into the executive council, elections of officers of the NSSRB shall be conducted by the electoral committee.
- (ii) The highest allowable amount for notification forms shall be Five thousand naira only (#5000). This amount is subjected to review biennially by the NSSRB.
- (iii) Funds generated from the sale of nomination forms and not funds existing in the association account before election shall be used to organize a smooth and effective election process.

S.27. TIME OF ELECTIONS

- (i) Elections into the executive council shall be held not later than four (4) weeks before the end of the session
- (ii) Elections of the Speaker, the Deputy Speaker and the Clerk of the House and Mace Bearer, Chief whip shall be conducted at the first sitting of the NSSRB immediately after the swearing-in ceremony,

S.28. ELIGIBILITY

- i. All executive officers of NUNSA shall be elected according to the provisions of ARTICLE IV.
- ii. The President, must have served the association at the level of NSSRB or the Executive Council
- iii. Elections of officers of the NSSRB shall be conducted in accordance with provisions of ARTICLE III sections of this constitution.
- iv. Without prejudice to any part of this constitution, only financial members of the association (members that have paid their departmental due) shall be eligible to contest in any association election.
- v. A dismissed or removed officer of the association shall not be eligible to contest any other association election for a period of at least two academic sessions.

- vi. Any officer or member of the association that has a case pending with the disciplinary committee shall not be eligible for an association election, until cleared by the disciplinary committee.
- vii. All aspirants for national elective positions must have served the local chapter in a capacity and such persons candidacy must be approved by the NSSRB

S.29. PROCEDURE OF ELECTIONS

- (i) Unless otherwise stated in any part of this constitution, the electoral committee shall be responsible for formulating rules, regulations and formalities for the smooth running of the electoral processes.
- (ii) The electoral committee shall make public the sequence of the electoral process not later a week to the election
- (iii) **Manifesto Night:** For elections into the executive council;
 - (a) The electoral committee shall fix a date for the speech night and which:
 - (b) Candidates make campaign speeches within a specified time to be determined by the electoral committee.
 - (c) The Chairman electoral committee shall preside.
 - (d) Candidates shall be held liable for mis-behaviour of their supporters.
 - (e) There shall be no form of campaign after the manifesto night.
- (iv) **Voting procedure;**
 - (a) Voting in the election shall be by secret ballot, 24 hours after the manifesto night.
 - (b) Votes shall be counted immediately after the election.
 - (c) Results shall be declared immediately after the counting, and be made public on notice boards within twenty four (24) hours of elections being completed.
 - (d) A winner shall emerge by a simple majority.

- (e) Where there is a tie, all members of the electoral committee shall cast their votes immediately after the counting of the votes.
- (f) For unopposed candidates, voting shall be for or against such candidates.
- (g) An unopposed candidate shall be deemed to be elected when he has a majority (yes) votes over (no) votes cast at the election.
- (h) When an unopposed candidate scores more (no) votes than (yes) votes, such post shall be declared vacant.
- (vii) If there is still only one candidate for such post(s). the candidate(s) is deemed to have been duly elected for such post.

Viii Each candidate (or his agent) must be given a copy of the result sheet by the electoral committee not later than 24 hours after declaration of results.

S.30. ELECTION PETITION

- i. An aggrieved candidate shall be free to file a petition within forty-eight (48) hours of the results being made public and the Elections Petition Committee shall have seven (7) days (with commencement from the day of receiving the petition) to hear and determine the petition.
- ii. The Electoral Petition Committee may charge a non-refundable fee of Five hundred naira only (#500) per petition to handle logistics and deter frivolous petitions.

S.31. EXTERNAL ELECTIONS.

- (i) The executive council shall through the notice board notify the congress of elections into the elective posts.

- (ii) Eligibility shall depend on the requirements of the external body for such a post.
- (iii) Eligibility criterion stated in S.28 (vii) must not be violated.
- (iv) The NSSRB shall approve the candidature of any student in any external election(s) of any organization to which the association is affiliated after any such student shall have notified the NSSRB through the Speaker in writing

S.32. SWEARING IN CEREMONY OF EXECUTIVE AND NSSRB.

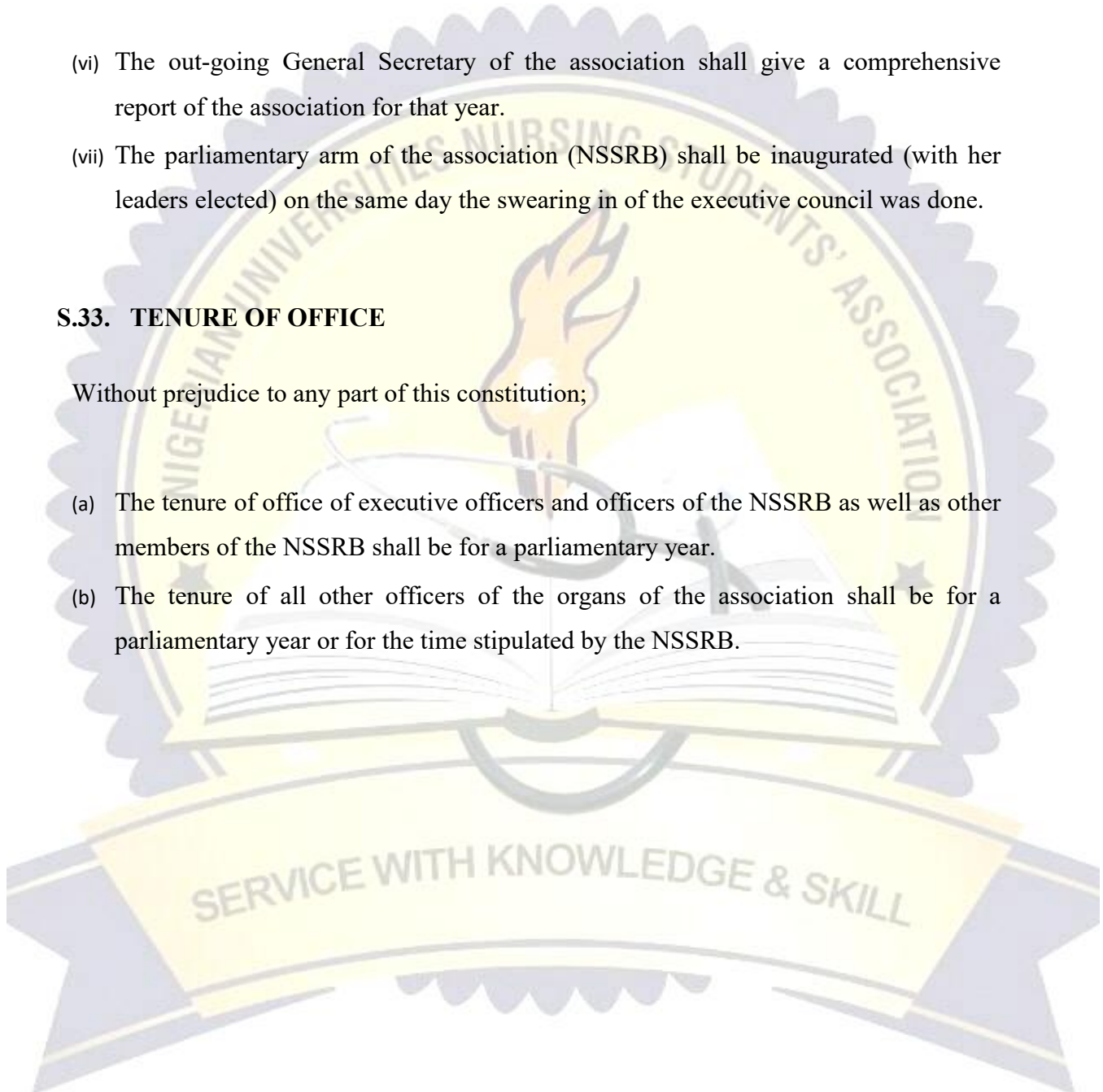
- (i) The swearing in ceremony shall be organized by the electoral committee not later than four (4) weeks after the election.
- (ii) The executive officers and their NSSRB members shall be sworn-in by Head of Department or his representative or any of the patrons or staff advisers of the association,
- (iii) Where sub-section (ii) above is not possible for any reason, the electoral committee chairman shall swear-in the new executive.
- (iv) The Speaker of the NSSRB shall be sworn-in by the chairman, electoral committee immediately after their election,
- (v) The speaker shall swear in all other members of the NSSRB

- (v) The out-going officers of the NSSRB and executive officers shall formally hand over to the new officers by submitting a hard-copy and soft-copy reports of their activities through the year and recommendations,
- (vi) The out-going General Secretary of the association shall give a comprehensive report of the association for that year.
- (vii) The parliamentary arm of the association (NSSRB) shall be inaugurated (with her leaders elected) on the same day the swearing in of the executive council was done.

S.33. TENURE OF OFFICE

Without prejudice to any part of this constitution;

- (a) The tenure of office of executive officers and officers of the NSSRB as well as other members of the NSSRB shall be for a parliamentary year.
- (b) The tenure of all other officers of the organs of the association shall be for a parliamentary year or for the time stipulated by the NSSRB.



ARTICLE VIII: FINANCIAL PROVISIONS

S.34. SOURCE OF INCOME

(i) The following shall be the main source of income of NUNSA.

(a) Annual Deas

(b) Fund raising activities

(c) Donations

(d) Any other means as approved by the NSSRB

(ii) Every member of the association shall pay *a* specified amount as annual dues and shall be subject to revision by the congress.

(iii) The minimum time for revision of the NUNSA due shall be after two (2) years.

(iv) The dues shall be collected by the executive council with the cooperation of patrons, staff advisers, and lecturers in the college.

(v) The financial secretary shall issue properly authenticated receipt of the association addressed to the payer in respect of all monies received in form of cash to the financial secretary within the time stipulated.

(vi) In either case, the executive officer or any member of the association shall obtain a receipt from the financial secretary for such monies remitted.

- (vii) Any member fails to pay his annual dues shall not be recognizes as a member of the association, and shall not have full rights as enshrined in this constitution.

S.35. EXPENDITURE

- i. No major programme(s) of financial implication shall be executed prior to the approval of the budget by the NSSRB.
- ii. All cheques and withdrawal forms shall be prepared by the Financial Secretary and signed by the President, the Financial Secretary and the Treasurer.
- iii. Approval of the NSSRB shall be obtained for any extra-budgetary expenses.

S.36. EXPENDITURE ANALYSIS

- i. All association officers shall, within seventy-two (72) hours of incurring any ratified expenditure, inform the Financial Secretary and present a proof of payment to the Financial Secretary.
- ii. The Financial Secretary shall thereupon demand for duplicate copies of the proof of payment of the said expenditure for his records.

S.37. IOU

- i. Any member of the Executive Council or other association officers shall, within seventy-two (72) hours of incurring any ratified expenditure in respect of any IOU, inform the Financial Secretary of the said expenditure with proof of payment for necessary refund.
- ii. Any difference between the IOU and the relevant expenditure total must be settled with the Financial Secretary on the presentation of the proof of payment before the IOU shall be refunded.

S.38. FINANCIAL RESPONSIBILITY

- i. The Executive Council shall be responsible for all disbursement of funds to the NSSRB and Organs of the association.

- ii. The Executive Council shall be responsible for all expenditure of its council and its subcommittees.
- iii. The Financial Secretary shall, with the approval of the President, disburse funds to any member(s) of the Executive Council for the purpose of executing any proposed expenditure ratified by the NSSRB.
- iv. The Executive Council shall send all records of income and expenditure of the association to the NSSRB at least once in a semester.
- v. In respect to any revenue yielding venture, the responsible official(s) shall submit details of such undertaking(s) to the Financial Secretary along with remittance of such funds and shall obtain an association receipt from the Financial Secretary for such funds remitted.

S.39. FINANCIAL CONTROL

- i. All funds received for and on behalf of the association shall be paid into the association's account by the Treasurer within one week of receipt provided that the Treasurer shall keep an imprest account of ₦5,000.00
- ii. Other association officers shall within seventy-two (72) hours of coming in contact with the association's funds pay such funds either in cash to the Treasurer or into the association's bank account, in which case they obtain tellers which they must present to the Treasurer within the time limit stipulated.
- iii. In either case, the official shall obtain association receipt from the Financial Secretary for such funds remitted.
- iv. The association's statement of account duly authenticated by the association's banker(s) shall be presented along with the report of the Audit Committee which shall be tabled before the NSSRB for consideration.

S.40. BANKERS OF THE ASSOCIATION

- (i) The bankers of the association shall be any commercial bank(s) approved by the NSSRB.

S.41. BANK ACCOUNT

- (i) There shall be one bank account for the association.
- (a) General NUNSA Account in which monies obtained from dues fund raising and donations and monies obtained for specified project, and from patron and Grand Patrons, shall be banked.
- (ii) Signatories for the NUNSA account shall include:
 - (a) The President of the Association
 - (b) The financial Secretary
 - (c) The Treasurer
 - (d) Signing of withdrawal leaflet from the account shall be made by the President and the Treasurer except in the latter's absence where the Financial Secretary takes his place.

S.42. CLAIMS AND REQUISITIONS

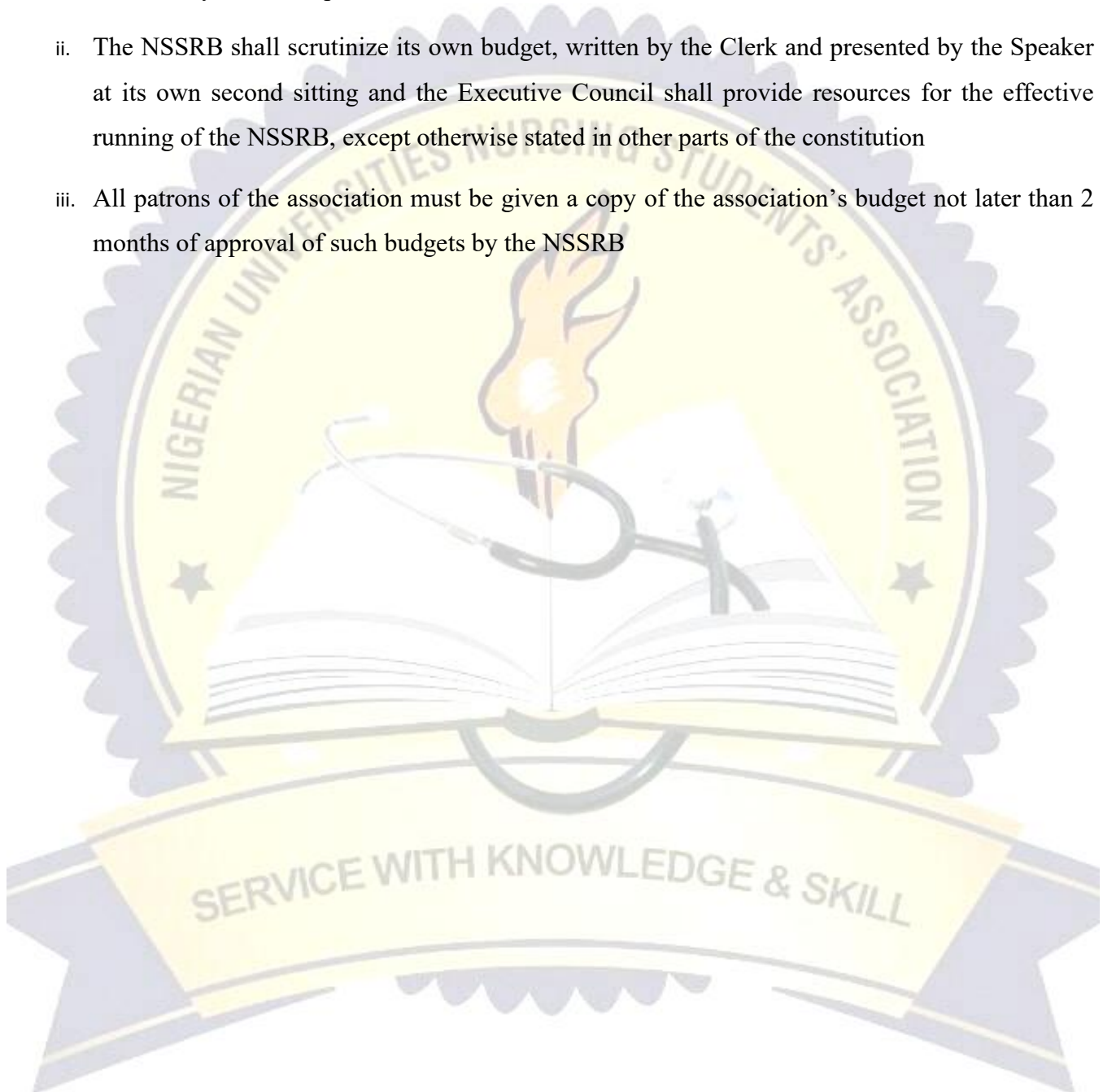
- i. All expenses for the prosecution of any projects by members of the executive council shall be disbursed by the treasurer with the approval of the NSSRB.
- ii. All disbursement must be approved by the President.

S.43. IMPREST ACCOUNTS

- i. The treasurer shall be entitled to an imprest account of not more than five thousand naira (#5,000) only.

S.44. BUDGET

- i. All executive members must submit the budget proposal for each of their offices at not later than 28 days of assumption of office.
- ii. The NSSRB shall scrutinize its own budget, written by the Clerk and presented by the Speaker at its own second sitting and the Executive Council shall provide resources for the effective running of the NSSRB, except otherwise stated in other parts of the constitution
- iii. All patrons of the association must be given a copy of the association's budget not later than 2 months of approval of such budgets by the NSSRB



ARTICLE IX AUXILLARY PROVISIONS

S.45. MEETINGS OF NSSRB

- (i) The NSSRB shall meet at least three times in a semester
- (ii) The first meeting of the NSSRB shall hold immediately after the swearing-in ceremony of the NSSRB members.
- (iii) The Chairman Electoral Committee shall preside over the first sitting, prior to the election of officers of the NSSRB.
- (iv) Subsequent sittings of NSSRB shall be summoned by:
 - (a) The Speaker of NSSRB, or
 - (b) A written letter signed by two-third (2/3) of the NSSRB members.
- (iv) Without prejudice to any part of this constitution, a sitting is only duly summoned provided a notice of its date, venue, time, and agenda is properly conveyed to individual members of the NSSRB, and pasted on the association notice board, by the Clerk of the House, at least forty-eight (48) hours before the fixed time.

S.46. QUORUM

- (i) Quorum in the NSSRB shall be formed by two-third (2/3) of the inaugurated members
- (j) Where sub-section (i) above fails, after thirty (30) minutes of the appointed time, the sitting can commence provided the Speaker in consultation with at least one-third (1/3) of the entire NSSRB members present agree to do so.

- (v) If at any time in the course of the sitting, an objection is taken by any member of the NSSRB that are present in the house, fewer than one-third ($1/3$) of all members of the house, and the person presiding agreeing after a mandatory head count of the members present that the number present is less than one-third ($1/3$) of all members, he shall thereupon adjourn the sitting.
- (vi) The Congress: Quorum shall be formed by one-tenth of the entire student body of the Nursing department in full time.

S.47. PROCEDURE AT NSSRB SITTINGS.

- (i) These shall preside at any meeting of the NSSRB:
 - (a) The Speaker, or in his absence
 - (b) The Deputy Speaker, or
 - (c) Any such member of the NSSRB that the body may elect for that purpose.
- (ii) Where the Deputy Speaker, or such other member so elected has to preside at any sitting, the functions under section (16A) of this constitution shall be exercised by such person.
- (iii) In the absence of the Deputy Speaker and the Clerk of the House, the NSSRB shall elect persons among NSSRB members to act in their position at that sitting.
- (iv) The entry of the House Officers shall be made known by the Clerk of the House at any sitting and the house shall rise at their entry and shall resume their seat when the Speaker has taken his seat.

- (v) The order of business:

I. The first business meeting

- (a) Swearing-in of the Speaker and the Deputy Speaker by the Head of Department, his representative or the electoral chairman
- (b) Swearing-in of the members by the Speaker.
- (c) Address by the Head of Department or his representative.
- (d) Award of certificate of service by the Head of Department or his representative to the outgoing executives, NSSRB members, members of the Electoral Committee and Elections Petition Committee (if set up).
- (e) Presidential address.
- (f) Break
- (g) Address by the Speaker.
- (h) Matters arising from the previous parliamentary year.
- (i) Debate.
- (j) Motions and resolutions.
- (k) Appointment of statutory committees
- (l) Adjournment.

II. Budget meeting

- (a) Debate and approval of statement of account.
- (b) Tabling of the budget.
- (c) Debate on the budget.
- (d) Motions and resolutions.
- (e) Adjournment.

III. The last business meeting

- (a) Discussion of matters arising from the last meeting.
- (b) Debate and approval of Financial reports
- (c) Session reports of all bodies of the association.

- (d) Appointment of electoral committee
- (e) Appointment of electoral petition
- (f) Motions and Resolutions.
- (g) Dissolution of the house and executives.

IV. Other meetings

- (a) Discussion of matters arising from the last meeting.
- (b) Correspondence.
- (c) Written reports of committees and officers.
- (d) Motions for debate in the order in which they appear on the agenda.
- (e) Debate.
- (f) Resolutions.
- (g) Adjournment.

MOTIONS

S.48. DELIBERATING MOTION.

- i Deliberating motions shall only be called for by the Speaker of the House after an extensive deliberation on any issue under consideration.
- ii Such motions may be for, or against (counter motion) the subject under consideration.
- iii The motion in support of any subject and consideration shall be seconded by another NSSRB member before acceptance.
- iv The mover of any motion shall be given opportunity to explain the rationale behind such motions.
- v The Speaker, shall then call for an amendment of any motion moved and shall be:
 - a) To leave out words, or
 - b) To leave out word and insert or add words, or
 - c) To insert words or add words.

If there are no counter motions to any deliberating motion the latter passes unanimously,

- vi If there are no counter motions, items a; (ii), (iii) and (iv) above are followed in sequence after which the Speaker calls for voting
- vii Except otherwise stated in any part of this constitution, a motion may be passed:
 - (a) Unanimously
 - (b) By a simple majority vote.

S.49. PROCEDURAL MOTION

- (i) Procedural motions may be called for by the Speaker of NSSRB.
- (ii) Members of the NSSRB may call upon procedural motions by pointing to an order, correction or information,
- (iii) Such point shall be, in the order of preference:
 - (a) Move a motion.
 - (b) Withdrawal a motion.
 - (c) Motion to adjourn the matter to a later specified meeting
 - (d) Motion to move to the next agenda.
 - (e) A motion to refer the matter to a committee for investigation.
 - (f) A motion to limit or extend debate to a certain specific period of time.
 - (g) Introduce any business deemed by the Speaker to be urgent.
 - (h) Reverse a decision of the Speaker.

- (i) Suspend a standing order or clause of the constitution

S.50. RULES OF DEBATE

- a A member of the NSSRB shall stand when speaking and shall address the Speaker and the House.
- b If two or more members arise at the same time, the Speaker shall determine to whom precedence shall be given.
- c If the Speaker has occasion to rise to assert authority, any member of the Body standing shall immediately resume his seat.
- d Debates must be limited to the immediate pending questions. The Speaker shall rule out of order any Speaker who fails to adhere to the subject of discussion.
- (c) A member shall not speak more than twice on the same motion or amendment. The mover of an original motion shall reply to the debate or the motion and in the reply shall limit himself to answering.
- (f) The Speaker may call to order any member of the House for disregarding the authority of the Speaker or abusing the rules of the House and as a penalty disqualify the member from voting on a specific issue or order the member to take leave of the House for a specific period of time.

S.51. VOTING IN THE NSSRB

- (a) Every member of the NSSRB except the Speaker and the Deputy Speaker shall be entitled to vote within the NSSRB.
- (b) The Speaker shall have casting and deliberate vote only when there is a tie.
- (c) Voting in the house shall be by show of hands provided that the mover of the motion or resolution shall be entitled to demand a poll if he so desires except for the election of officers of NSSRB, which shall be by secret ballot.

S.52. ABSENTEEISM.

- (i) All NSSRB members must attend all parliamentary sittings, any member who will be unavoidably absent must communicate his reasons to the speaker in writing not later than 12 hours prior to the meeting and 6 hours in an emergency meeting.
- (ii) Any member of the NSSRB who absents himself from two consecutive meetings without prior notice to the Speaker, in writing shall be liable to dismissal by the Speaker.
- (iii) Such person s shall be stripped of other offices held for that session.
- (iv) Any member of the house that comes to a sitting later than forty-five (45) minutes after the commencement of the sitting without reason(s) acceptable to the house shall be deemed absent & shall be punished by the house.
- (v) NSSRB members who fail to make up to sixty 60% attendance of NSSRB sittings convened after their election into office shall not be eligible for certificate of service.

S.53. RIGHTS OF ATTENDANCE.

- (i) Non-members of the NSSRB shall have rights to attend NSSRB sittings as observers.
- (ii) Non-members of the NSSRB may be permitted to speak at the discretion of the Speaker
- (iii) Non-members shall have no voting rights at NSSRB sittings.

S.54. MACE

- (a) The mace shall serve as the symbol of authority of the house.
- (b) Any sitting held without the mace on the speaker's table shall be regarded as unconstitutional

and any decision/resolution made at such sitting shall be null and void.

(c) In circumstances where the mace cannot be found, two-third majority of the house will have the power to hold sitting.

S.55. DRESSING

- (i) All members shall be formally dressed at every sitting of the NSSRB. Formally dressed entails a male Hon. Dressed in a pair of trousers, shirt, tie, and shoes to- match or complete native attire with a cap, and a female Hon. dressed in a formal dressing or complete native attire (head tie optional)
- (ii) Any honorable that violates sub section (i) above shall be marked absent for such sitting and can only be recognized as a gallerian for such sitting

S.56. STANDING ORDERS OF NSSRB

This standing shall have power over the parliamentary sittings and executive sessions

- i. The Speaker shall use his discretion to permit members to speak. Such members so permitted shall stand up while addressing the house.
- ii. The Speaker shall use his power to call members to order. In exercising this power, the Speaker shall take into consideration general decorum and decent language.
- iii. With the exception of the Speaker, every other person addressing the house shall stand and acknowledge the House thus; Mr. Speaker, honorable members. If the Speaker has any reason to stand to assert his authority, anybody standing shall immediately resume his seat and keep quiet.
- iv. Point of Order must be heard at all times except in such occasions as in (ii) & (iii) above, and such point of order raised must be related to the provisions of this Constitution.
- v. The Speaker shall be equitable and fair to all members in the exercise of his discretionary power.
- vi. Roll call shall be taken by the Deputy Speaker at the commencement and end of every meeting.
- vii. The Speaker, the Deputy Speaker, the Clerk of the house shall sit at the high table.
- viii. Every member of the NSSRB shall be referred to as Honorable and they shall represent the general interest of NUNSA.

- ix. The Clerk of the House may be summoned to give a summary of former sitting(s).
- x. The Speaker shall inform all members about the agenda of the meeting at the commencement of the sitting for adoption.
- xi. The Speaker shall make preference if two or more members raise their hands at a time, Once the House is in session, movements on the floor of the House shall be prohibited except with due permission of the Speaker.
- xii. Disciplinary measures will be taken by the Speaker against any member who contravenes the proceedings of the NSSRB. Such measures would stand reversible by two-third (2/3) majority of the NSSRB members present and voting
- xiii. Debates within the House must be limited to immediate pending questions.
- xiv. Motion of Adjournment:
 - (a) A motion for adjournment of a sitting may be moved at any time during the sitting. Such motions shall be supported by two-third (2/3) of members present after an extensive and decisive deliberation of the matters on the agenda.
 - (b) Further debates within the House will not be permitted once a motion for adjournment has been passed into a resolution.
 - (c) If at a meeting there is a grave disorder which in opinion of the Speaker renders the orderly dispatch of the business of the house impossible; the speaker may without question:
 - (a) Adjourn the meeting

- (b) Suspend the sitting of the meeting for such period as he may consider expedient.

S.57. RECESS:

- (a) A recess shall be called by the Speaker of the House or suggested by any member of the NSSRB.
- (b) This shall be put into vote upon any refusal or disapproval. (c) The recess shall not exceed thirty (30) minutes.
- (d) A specific recess for a specific time intervals shall be raised by the Speaker and approved by simple majority of the House.

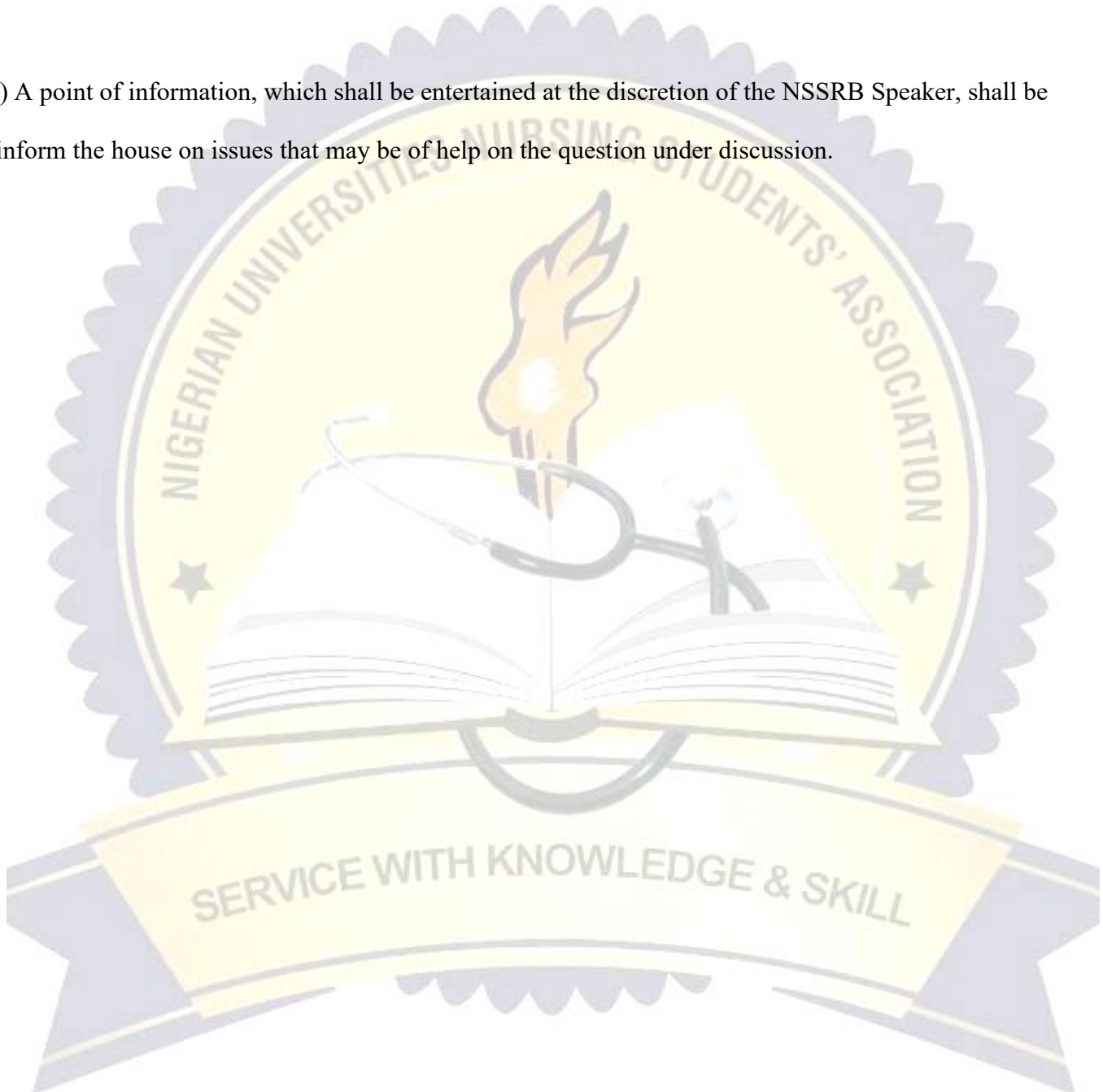
S.58. POINTS OF ORDER.

- (i) In addition to discussion on a motion or amendment, the Speaker shall allow the following points in order of precedence:
- (a) Point of Order.
- (b) Point of Information.
- (ii) A Point of Order when raised should be heard at all times except when voting or when the NSSRB Speaker is on his feet. A point of order shall concern such matters as:
- (a) Indecorum
- (b) Intention to refer to standing orders and or a clause of the constitution.

(c) Violation of standing orders.

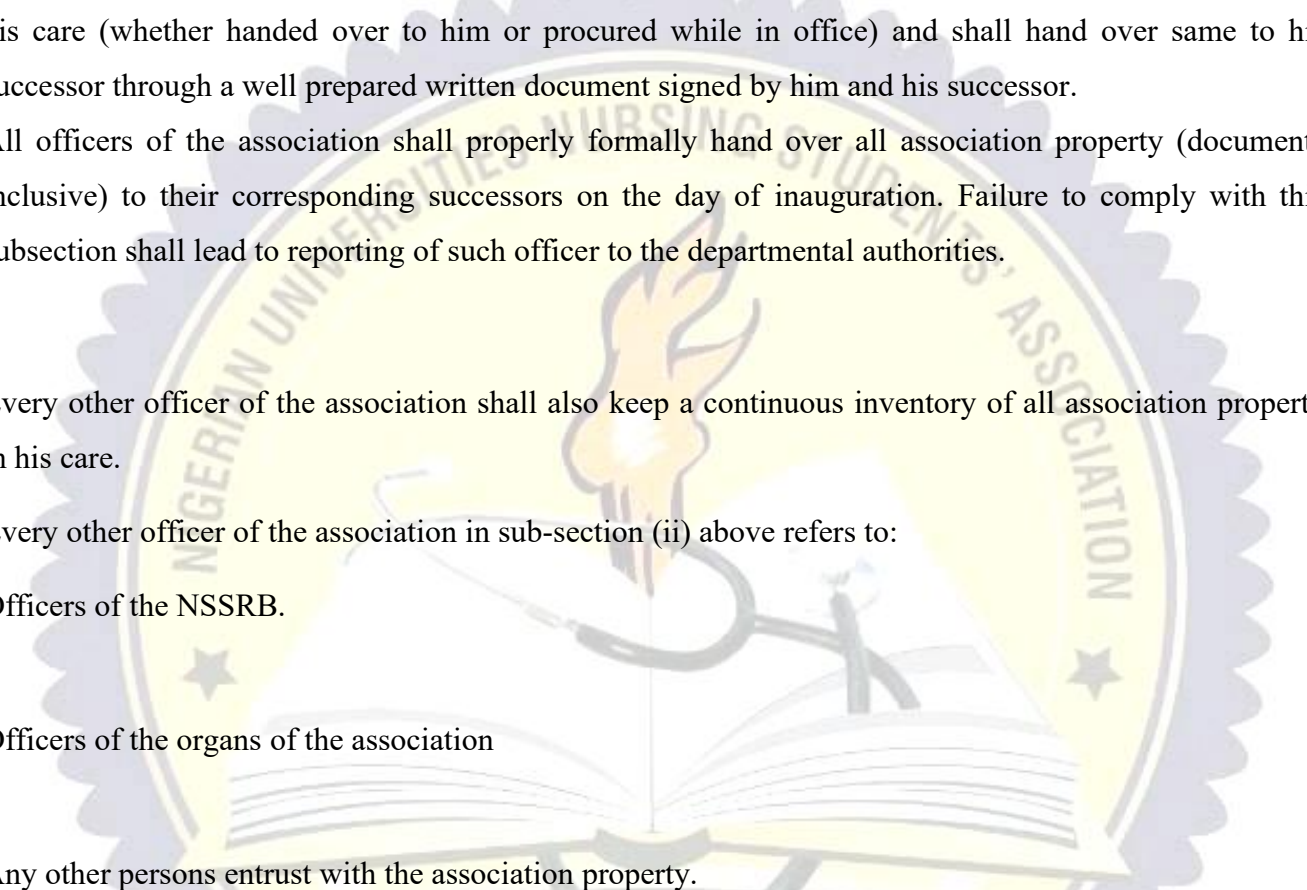
(d) Introduction of a matter not relevant to question under discussion.

(iii) A point of information, which shall be entertained at the discretion of the NSSRB Speaker, shall be to inform the house on issues that may be of help on the question under discussion.



ARTICLE X MISCELLANEOUS

S.59. ASSOCIATION PROPERTY.

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- i. Such member of the executive council shall keep a continuous inventory of all association property in his care (whether handed over to him or procured while in office) and shall hand over same to his successor through a well prepared written document signed by him and his successor.
 - ii. All officers of the association shall properly formally hand over all association property (documents inclusive) to their corresponding successors on the day of inauguration. Failure to comply with this subsection shall lead to reporting of such officer to the departmental authorities.
 - iii. Every other officer of the association shall also keep a continuous inventory of all association property in his care.
 - iv. Every other officer of the association in sub-section (ii) above refers to:
 - (a) Officers of the NSSRB.
 - (b) Officers of the organs of the association
 - (c) Any other persons entrust with the association property.

S.60.AWARDS.

- (i) Certificate of service:
 - (a) This shall be accorded all executive members, NSSRB members, and such other members of the various committees as may be recommended by their respective chairmen.

(ii) Merit Awards

- (a) Merit awards shall be accorded members of the association and other individuals who have distinguished themselves in the affairs of the association within a period of four (4) academic sessions without prejudice to any part of the constitution.
- (b) For the purpose of paragraph (a) above.
- (iii) Nomination for the awards shall be made by the NSSRB and approved by at least two-third majority of NSSRB members present voting.
- (iv) Conferment of such awards shall be made public and can be revoked by the objection at least fifty (50) member; of the association within two weeks of such a notice in the absence of which the conferment becomes valid.
- (v) All awards shall be in the form approved by the executive council.

S.61. RESIGNATION

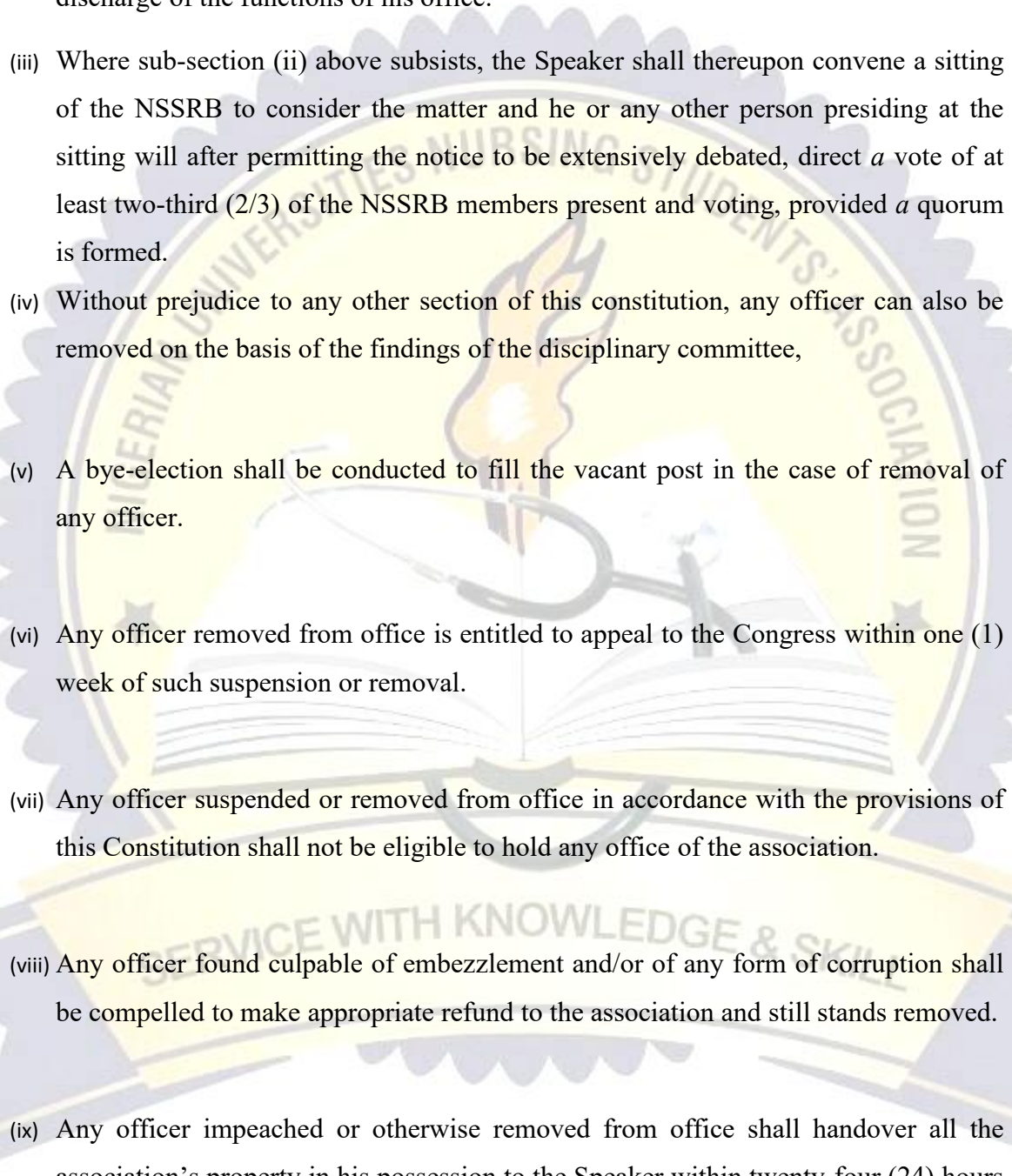
- (i) Any executive officer who wishes to be relieved of his office shall render a letter of resignation to the NSSRB at least two weeks prior to the time of resignation intended, and its acceptance shall depend on the NSSRB.
- (ii) On acceptance of such resignation the NSSRB shall appoint someone to act in his place until a bye-election is conducted.
- (iii) The NSSRB shall notify the electoral committee of the vacant office and the committee shall conduct a bye-election within two weeks of such notification.
- (iv) Any NSSRB member who wishes to resign shall tender a letter of resignation to the NSSRB Speaker at least two weeks prior to the intended time of resignation and its acceptance shall depend on the NSSRB,

- (v) The Deputy Speaker of the House shall conduct a bye-election within two weeks of such notification.
- (vi) The Speaker of the NSSRB shall tender his letter of resignation to the NSSRB through the Clerk of the House and its acceptance shall depend on the NSSRB.
- (vii) He shall not preside at the deliberation of his resignation.
- (viii) On acceptance, the NSSRB shall appoint another Speaker as soon as possible.
- (ix) All who resigns will not be eligible for certificate of service.
- (x) The officer resigning must, if he holds any executive post, at least two weeks before his resignation will take effect, submit a comprehensive report of his official activities to the date of his resignation to the NSSRB.
- (xi) The resignation shall not take effect until it has been debated and adopted by the NSSRB and until this is done, the resigning officer shall with loyalty discharge the duties of the office he intends to vacate

S.62. IMPEACHMENT

Any executive officer or officer of the NSSRB shall be removed from office:

- (i) If a motion for removal is supported by two-third (2/3) majority of the NSSRB members present and voting provided a quorum is formed.

- 
- (ii) If a notice in writing signed by not less than half of all NSSRB members is given to the Speaker of the NSSRB that the activities of the officer be- investigated by the disciplinary committee, so as to ascertain whether he is guilty of misconduct in the discharge of the functions of his office.
 - (iii) Where sub-section (ii) above subsists, the Speaker shall thereupon convene a sitting of the NSSRB to consider the matter and he or any other person presiding at the sitting will after permitting the notice to be extensively debated, direct a vote of at least two-third (2/3) of the NSSRB members present and voting, provided a quorum is formed.
 - (iv) Without prejudice to any other section of this constitution, any officer can also be removed on the basis of the findings of the disciplinary committee,
 - (v) A bye-election shall be conducted to fill the vacant post in the case of removal of any officer.
 - (vi) Any officer removed from office is entitled to appeal to the Congress within one (1) week of such suspension or removal.
 - (vii) Any officer suspended or removed from office in accordance with the provisions of this Constitution shall not be eligible to hold any office of the association.
 - (viii) Any officer found culpable of embezzlement and/or of any form of corruption shall be compelled to make appropriate refund to the association and still stands removed.
 - (ix) Any officer impeached or otherwise removed from office shall handover all the association's property in his possession to the Speaker within twenty-four (24) hours of such suspension or removal.

- (x) Any officer removed from office in accordance with the provision of this constitution shall not be eligible to represent the association in external political representation/affairs.

S.63. SUSPENSION OF OFFICER

- i. The NSSRB shall upon the receipt of a strong allegation of gross misconduct against any officer(s) of the association shall investigate such matter within two (2) weeks.
- ii. If the officer is found guilty by two-third majority of the NSSRB present and voting, provided that such an offence does not amount to removal of such officer(s), he shall be suspended.
- iii. Any officer suspended or otherwise removed from office shall handover all the association's property in his possession to the Speaker within twenty-four (24) hours of such suspension or removal.
- iv. Such officer suspended can appeal to the Congress through the Speaker or the President and shall remain suspended pending the final determination of the matter by the Congress.

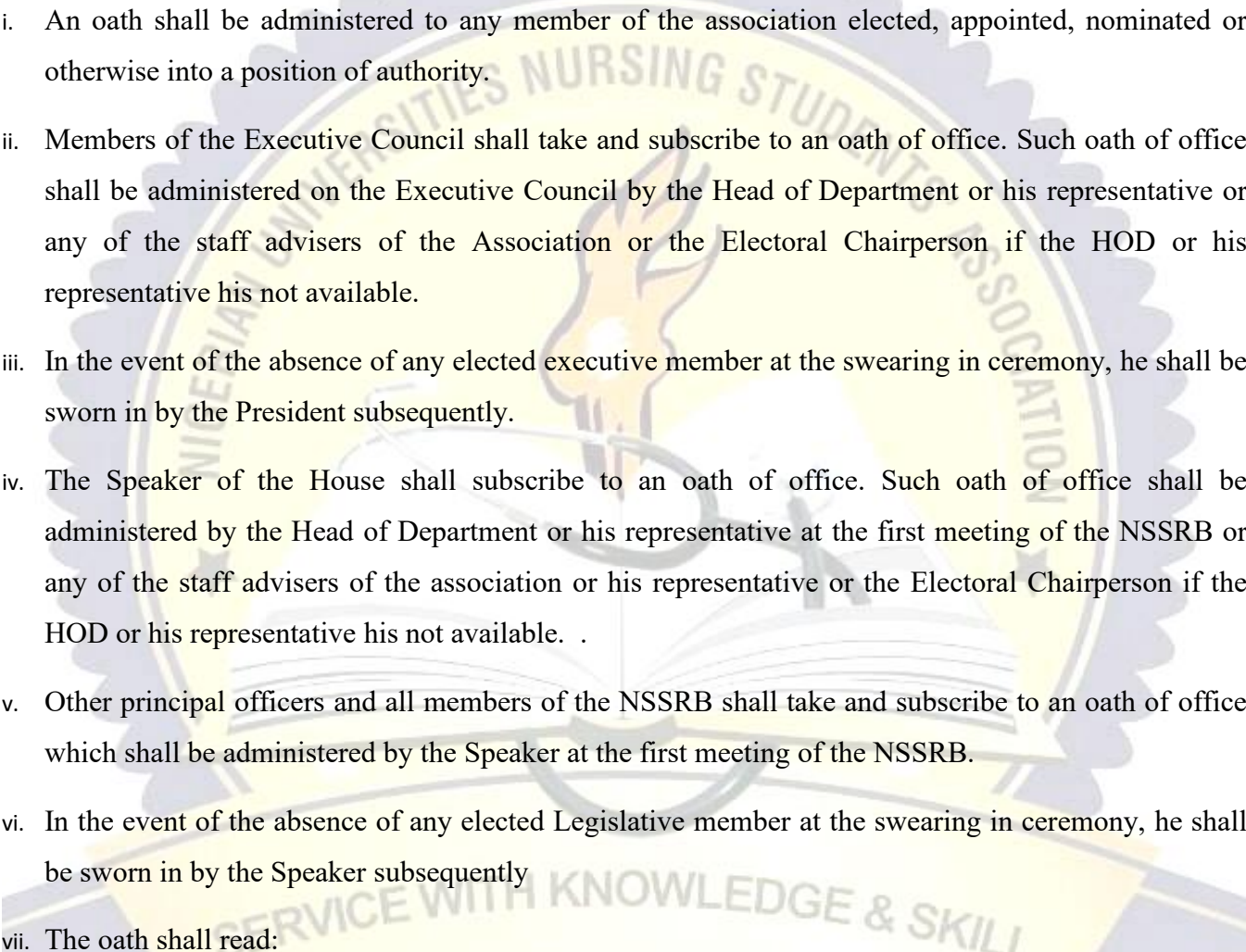
S. 64. RECALL

A constituency shall have the power to recall a representative in the NSSRB and this is by;

- (a) Sending a petition to the NSSRB through her Speaker, signed by one-third majority of the constituency.
- (b) Proper investigation would be carried out by the NSSRB.

(c) The Speaker would call for a referendum to the effect.

S.65. OATH OF OFFICE

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- i. An oath shall be administered to any member of the association elected, appointed, nominated or otherwise into a position of authority.
 - ii. Members of the Executive Council shall take and subscribe to an oath of office. Such oath of office shall be administered on the Executive Council by the Head of Department or his representative or any of the staff advisers of the Association or the Electoral Chairperson if the HOD or his representative his not available.
 - iii. In the event of the absence of any elected executive member at the swearing in ceremony, he shall be sworn in by the President subsequently.
 - iv. The Speaker of the House shall subscribe to an oath of office. Such oath of office shall be administered by the Head of Department or his representative at the first meeting of the NSSRB or any of the staff advisers of the association or his representative or the Electoral Chairperson if the HOD or his representative his not available. .
 - v. Other principal officers and all members of the NSSRB shall take and subscribe to an oath of office which shall be administered by the Speaker at the first meeting of the NSSRB.
 - vi. In the event of the absence of any elected Legislative member at the swearing in ceremony, he shall be sworn in by the Speaker subsequently
 - vii. The oath shall read:

OATH OF OFFICE

Nigerian University Nursing Students' Association (NUNSA) Obafemi Awolowo University, Ile-Ife Chapter

I,, having been elected/appointed to serve as of the Nigerian University Nursing Students' Association (NUNSA), Obafemi Awolowo University, Ile-Ife Chapter, do solemnly swear: That I will faithfully discharge the duties of my office with diligence, honesty, integrity, and in the best interest of the Association and its members; That I will uphold and defend the Constitution, values, and vision of NUNSA, Obafemi Awolowo University, Ile-Ife Chapter, without fear, favor, affection, or ill will; That I will work in harmony with my fellow officers, members, and the University community to promote academic excellence, professional development, and unity among nursing students; That I will lead by example, maintain confidentiality where required, and ensure transparency, accountability, and fairness in all my dealings; That I will respect the authority and guidelines of the Nursing and Midwifery Council of Nigeria (NMCN) and Obafemi Awolowo University, Ile-Ife; That I will uphold the dignity of the nursing profession and continually strive to reflect the ethics, discipline, and compassion it demands; That I will faithfully represent and protect the interests of the NUNSA OAU and its members at all times, That I stand to be prosecuted in any court of law in case I embezzle or convert to my personal use any fund or asset of the association.

SO HELP ME GOD.

SERVICE WITH KNOWLEDGE & SKILL

This constitution was reviewed by 2018/19 NSSRB led by Rt. Hon. John Akosile Olawale. Constitution Review Committee Members:

1. Hon. Oni Clement --- Chairman, Constitution Review Committee
2. Hon. Olawale Charles --- Secretary, Constitution Review Committee
3. Hon. Obi Grace --- Member, Constitution Review Committee
4. Hon. Ogunmola Maryam --- Member, Committee Review Committee
5. Rt. Hon. John Akosile --- Member, Committee Review Committee

This Constitution was thoroughly reviewed and updated during the 2023/2024 session led by Rt. Hon. OMOTOLA Benedict Bayowa. The Constitution Review Committee comprised of

1. Hon. Jogbodo Jesutofunmi Esther ---- Chairman, Constitution Review Committee
2. Hon. Adebisi Adeyinka Samuel ---- Secretary, Constitution Review Committee
3. Haruna Muizz Olawale ---- Member, Constitution Review Committee
4. Afolabi Ifekoya Temitope ---- Member, Constitution Review Committee
5. Hon. Amoda Victoria ---- Member, Constitution Review Committee
6. Hon. Fagbenro Fiyin ---- Member, Constitution Review Committee
7. Hon. Ola Harold ---- Member, Constitution Review Committee
8. Tolulope Hungbo Hannah ---- Member, Constitution Committee
9. Christian Taiwo Olumide ---- Member, Constitution Committee
10. Rt. Hon. Omotola Benedict ---- Member, Constitution Review Committee

This constitution was adopted and ratified by a referendum at the NUNSA OAU congress held on Sunday, 6th July, 2025 during the 2023/24 parliamentary session.

OGUNWUSYI Opeyemi	JOGBODO Jesutofunmi	Rt. Hon. OMOTOLA Benedict
(President,2023/24session)	(CRC,2023/24session)	(Speaker,2023/24session)

ADEBISI Adeyinka Samuel

(General Secretary, 2023/24session, Congress Presiding Officer on 6th July 2025.)