

CONSTITUTION

of the

NIGERIAN INSTITUTE OF
ELECTRICAL & ELECTRONICS
ENGINEERING STUDENTS,

THE FEDERAL UNIVERSITY OF
TECHNOLOGY, AKURE,
ONDO STATE, NIGERIA

2012

THE NATIONAL ANTHEM

Arise O' compatriot,
Nigeria's call obey,
To serve our fatherland,
With love & strength and faith,
The labor of our heroes past,
Shall never be in vain,
To serve with heart and might,
One nation bound in freedom, peace & unity

O God of Creation,
Direct our noble cause,
Guide our leaders right,
Help our youths the truth to know,
In love and honesty to grow,
And living just and truth,
Great lofty heights attain,
To build a nation where peace & justice reign

THE PLEDGE

I pledge to Nigeria my country,
To be faithful, loyal and honest,
To serve Nigeria with all my strength,
To defend her unity,
And uphold her honor & glory,
So help me God

THE SCHOOL ANTHEM

Great FUTArians, Eh!!!

Great FUTArians, Eh!!!

Ever leading, ever winning, ever peaceful

Advancing the cause of technology,

FUTA!!! Land of ancient landmarks,

FUTA!!! For national progress

Academic excellence is your tradition,

Technology for self-reliance

Self-Reliance, Yes!!!

Self-Reliance, Yes!!!

Promoting love, unity, not cultism

Championing the cause of technology,

FUTA!!! The shining example,

FUTA!!! The pride of Nigeria,

With God's blessings on our side, we shall go places

FUTA for self-reliance

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NIGERIAN INSTITUTE OF ELECTRICAL &
ELECTRONICS ENGINEERING STUDENTS
CONSTITUTION

We the entire students of the Department of Electrical & Electronics Engineering Department, of the School of Engineering and Engineering Technology, the Federal University of Technology, Akure having solemnly resolved to;

- Perpetuate, build up and solidify the existence of the Nigerian Institute of Electrical & Electronics Engineering Students with a refined view of nursing, promoting and establishing a conducive learning environment,
- Propagate peace, unity and harmony with one another regarding our stand as indissoluble and in-collapsible for the purpose of existing within the recognized brackets of national and international institutes,
- Establish a selfless Constitution with the intention of promoting cultural, educational and societal leadership training within the Department and also in the national leadership walls at large,
- Produce responsible citizenry within the Department and the University so as to fully dispose unbent justice, freedom and equality before the law,
- Do hereby make, enact and give to the members of this institute the following Constitution

Article I

Section I

Name

The institute shall be herein after called, known and addressed as the National Institute of Electrical and Electronics Engineering Students, and shall otherwise be referred to as “NIEEES” with these acronyms:

The Executive – Executive Council (EXCO)

The Congress – Congress

Section II

Location

The National Institute of Electrical and Electronics Engineering Students Secretariat shall be situated within the campus of the Federal University of Technology, Akure and shall be designated “NIEEES House”, where the administrative activities of the institute shall be carried out thoroughly.

Article II

Section III

Supremacy of the Constitution

- i. This Constitution shall be supreme and its entire provisions shall be binding on all financial members of the Union,
- ii. By this Constitution, the institute as a corporate body may sue and be sued,
- iii. When two-third majority occurs in the Constitution, it shall mean the nearest whole number to two-thirds.

Article III

Section IV

Aims and Objective

- i. With a view of promoting the best interest of the students and the Institute,
- ii. In order to foster among students and the lecturers in the department as a whole, peaceful and brotherly co-existence for the development of healthy and resourceful community,
- iii. So as to be able to contribute our quota to the technological development, unity and progress of our country and promote the unity and dignity of the human race at large,
- iv. So as to encourage the growth of a just and humane society that is able to blend technological civilization with the ethical considerations,
- v. And recognizing the need to bring ourselves up in the best ideals of the university to ensure technology for self-reliance, good citizenship and leadership,
- vi. To discourage any form of discrimination on any grounds such as places of birth, origin, sex, religion, status, ethnic or linguistic association or ties,
- vii. To join other national and international organization of students of higher institutes in the country and elsewhere as may be deemed fit in projecting the image of students academically, socially, culturally and other pursuits of common interest.

Article IV

Section V

Membership & Privileges

1. Membership

- i. All interested matriculated undergraduate students of the Department of Electrical and Electronics Engineering shall be members of the institute. Membership shall be voluntary,
- ii. Life Membership,
- iii. Associate Membership

2. Life Membership

- i. Life membership shall be conferred on an ex-member(s) of the institute or any distinguished member(s) of the society, he/she shall be appointed by Congress with a two-third majority vote, for honor roll on the institute by reason of their past activities and interest in the institute or in appreciation of their role in public life.
- ii. Any person so conferred with life membership of the institute shall be awarded a certificate signed by the President of the NIEEEES.
- iii. The life membership shall stand removed if and when the institute deems fit by two-thirds majority vote.

3. Associate Membership

- i. There shall be associate members of the institute,
- ii. The associate members shall include the Executive Branch Chairman of NIEEE in the state and any other member of his executive council.

4. Patrons/Matrons

- i. There shall be one Grand Patron & three patrons/matrons,
- ii. The Head of the Department of Electrical & Electronics Engineering shall be the Grand Patron,
- iii. The Congress on recommendation by the Executive Council shall appoint three patrons/matrons on behalf of the institute,
- iv. A person to be considered for appointment as a patron/matron shall have identified with the aspirations of the institute,
- v. A patron/matron so appointed shall hold office for a period of four academic sessions and subject to re-appointment

5. Duties of the Patrons/Matrons

The Patrons/Matrons shall;

- i. Assist the institute morally and financially (where possible),
- ii. Give his/her maximum support to any of the programmes embarked upon by the institute,
- iii. Give every support to guarantee the effective achievement of the objectives of the institute.

6. Privileges

Members of the institute shall have privilege to;

- i. Obtain on first registration, a copy of the institutes' Constitution,

- ii. Use the facilities provided and recognized by the institute,
- iii. Wear or display the official colors of the institute,
- iv. Be members of recognized affiliated clubs and societies of the institute subject to membership requirement of such clubs and societies provided that no club or society shall infringe on the fundamental human rights of any institute member,
- v. Participate at meetings and activities recognized by the institute,
- vi. Vote and be voted for in approved institute elections,
- vii. Append signature to/or vote at a referendum, extra-ordinary general meetings for approval of an amended Constitution or any proposal that is considered very important by the institute.

Article V

Section VI

The Duties of the Executive Council

- i. The executive council shall consist of the following;
 - The President
 - The Vice President I
 - The Vice President II
 - Technical Secretary
 - General Secretary
 - Assistant General Secretary
 - Financial Secretary//Treasurer

- Welfare Director
 - Public Relations I
 - Public Relations II
 - Librarian
 - Auditor
 - Director of Sports
 - Director of Socials
 - Project and Research Director
- ii. The executive council shall carry out the day to day running of the institute and shall thereby be responsible for all its actions,
 - iii. The executive council shall be responsible for upholding and defending the NIEEES constitution,
 - iv. The executive council shall recommend various ad-hoc committee and commission members to the congress for approval,
 - v. The executive council shall ensure proper management of institutes' properties,
 - vi. The executive council shall perform all other duties incidental to their respective offices,
 - vii. The executive council shall be jointly and severally responsible for any act done or omitted by the council.

Section VII

Meeting of the Executive Council

- i. The executive council shall meet as often as necessary for the effective administration of the institute,

- ii. The President shall act through the General Secretary to summon the meetings of the executive council,
- iii. The President shall cause special meeting of the NIEEES executive council within 48 hours of the receipt of a request signed by at least six members of the executive,
- iv. The President & presiding officer shall have a casting vote in case of a tie,
- v. The executive council shall ensure collective responsibility in their decisions,
- vi. Either the President or the Vice-President, the General Secretary or the Assistant General Secretary and any other five members shall constitute quorum at any NIEEES executive council meeting,
- vii. Notice of ordinary meetings shall be left at the institute's office 24 hours before the commencement of the meeting.

Section VIII
Congress Meetings

- i. The assembly of all Electrical and Electronics Engineering students shall hereafter be called and known as CONGRESS of NIEEES,
- ii. The congress shall be the highest decision making body of the Nigerian Institute of Electrical and Electronics Engineering Students in FUTA,
- iii. The congress shall act in accordance with the provision of this constitution to safeguard it

Section IX

Functions of the Executive Council Members

1. The President

The President shall;

- i. Have power to approve or reject vouchers raised by any officials of the institute if such voucher is deemed questionable or unnecessary,
- ii. Be the chief spokesman of the institute,
- iii. Present the budget of the executive to the institutes' congress,
- iv. Summon through the General Secretary all the executives and congress meeting,
- v. Refer disputes and matters relating to indiscipline and corruption to the congress,
- vi. Perform all other duties as assigned to this office.

2. The Vice-President I

The Vice-President I shall;

- i. Act for the president in his absence,
- ii. Assist the president in all his duties,
- iii. Assume the leadership of the academic affairs committee,
- iv. Perform all other duties as assigned to this office.

3. The Vice-President II

The Vice-President II shall;

- i. Be a female member of the Nigerian Institute of Electrical and Electronics Engineering Student,
- ii. Acts for Vice-President I in his/her absence,

- iii. Work with the IEEE (WIE, Chair) to coordinate all NIEEEES female activities and programs,
 - iv. Perform all other duties as assigned to this office.
4. Technical Secretary
The Technical Secretary shall;
- i. Be an active student member of the Institute of Electrical and Electronics Engineering (IEEE),
 - ii. Shall be recommended by IEEE SB Chair,
 - iii. Prepare and present reports of activities of IEEE to the executive council for the academic year,
 - iv. Perform all other duties as assigned to this office.
5. General Secretary
The General Secretary shall;
- i. Summon all meetings of the institute in consultation with the president,
 - ii. Record and keep minutes of all the meetings of the institute,
 - iii. Be responsible for the management of the institute's secretariat,
 - iv. Conduct the correspondence of NIEEEES in consultation with the President,
 - v. Prepare and present the report of the activities of the executive council for the academic year to the congress before election holds,
 - vi. Demand & receive reports from all other secretaries based on their official duties from time to time,
 - vii. Perform all other duties as assigned to this office.

6. Assistant General Secretary

The Assistant General Secretary shall;

- i. Act for the General Secretary in his absence,
- ii. Record and keep minutes of all the meetings of the executive council,
- iii. Perform all other duties as assigned to this office.

7. Financial Secretary/Treasurer

The Financial Secretary/Treasurer shall;

- i. Be a signatory to the institute account,
- ii. Maintain an impress account of not more than ₦ 1000,
- iii. Make all payments or receipt of money of the institute to the bank and ensure that this is done within 24 hours of receipt,
- iv. Issue all payment vouchers after being countersigned by the president,
- v. Keep all record of payments and subscriptions made to the institute,
- vi. Prepare the budget of the executive council whose presentation shall be made by the President to the Congress,
- vii. Submit statement of account of the institute to the Audit committee,
- viii. Submit report of his official activities to the General Secretary as required,
- ix. Perform all other duties as assigned to this office.

8. Welfare Director

The Welfare Director shall;

- i. See to the welfare of all members of this institute,

- ii. Be the chairman of the welfare committee,
- iii. In case of any emergency on the wellbeing of members(s), seek permission to mobilize necessary visitation/assistance to such effect,
- iv. Perform all other duties as assigned to this office.

9. Director of Sports

The Director of Sports shall;

- i. Be responsible for the sporting activities of the institute,
- ii. Be the chairman of the sports committee,
- iii. Maintain contact between NIEEES and other schools' institutes, national and international groups involved in sporting activities,
- iv. Ensure adequate mobilization and training for all sporting competitions,
- v. Perform all other duties as assigned to this office.

10. Director of Socials

The Director of Socials shall;

- i. Organize and direct all social activities of NIEEES,
- ii. Be the chairman of the social committee,
- iii. Perform all other duties as assigned to this office.

11. Public Relations I

The Public Relations Officer I shall;

- i. Ensure that all institute activities are well publicized,
- ii. Be the chairman of the editorial board of the institute's publications,

- iii. Maintain the institute's notice board and all its publications,
- iv. Be the custodian of the institute's information equipment,
- v. Be responsible for the management of the institute's website and electronic mails,
- vi. Perform all other duties as assigned to this office.

12. Public Relations II

The Public Relations Officer II shall;

- i. Act for the Public Relations Officer I in case of absence,
- ii. Be the secretary of the editorial board,
- iii. cooperate with 100 & 200-level class representatives for efficient information dissemination,
- iv. Coordinate orderliness at congresses,
- v. Perform all other duties as assigned to this office.

13. Librarian

The Librarian shall;

- i. Ensure the proper management of the institute's library,
- ii. Ensure proper catalogue of NIEEES library books,
- iii. Perform all other duties as assigned to this office.

14. Auditor

The Auditor shall;

- i. Be the chairman of the Audit committee,
- ii. Audit the budget of the executive council before presentation to congress,

- iii. Request for, audit and publish the institute's statement of account on a monthly basis,
- iv. Perform all other duties as assigned to this office.

15. Project & Research Director

The Project & Research Director shall;

- i. Be a 500-level student,
- ii. Coordinate the electro-power club activities,
- iii. Initiate & implement at lease, a viable research/project in line with NIEEES' goals,
- iv. Prepare and present reports of electro-power activities to the General Secretary for the academic year,
- v. Perform all other duties as assigned to this office.

Article VI

Section X

Resignation, Removal, Suspension & Impeachment of Officers

- i. An executive officer can resign his office by writing to the President of the institute through the General Secretary with copies to the congress through pasting of such letter on the NIEEES notice board,
- ii. Any officer who fails to perform his/her duties as stipulated by this constitution can be removed, suspended or impeached from office in accordance with the provisions of this constitution or by two-third majority of the congress after proper cross examination of the officer in quote by an independent panel of enquiry that shall be set up by congressmen at congress,
- iii. Any officer resigning or removed from office shall render an account of stewardship in writing and submit all institute properties in his/her possession to the executive

- council through the General Secretary and the executive council shall inform the congress within two weeks of such a resignation or removal,
- iv. The president can resign from office by writing the Vice-President I through the General Secretary with copies to the congress through pasting such letter on the NIEEEES notice board,
 - v. In case of subsection (ii), a person shall be appointed by the executive council to act in such capacity if the officer in office is suspended while in case of removal or impeachment of a serving officer, there shall be a bye-election,
 - vi. Whenever a notice of any allegation is made against any member/officer of the institute by the congress or the executive council, the congress shall inaugurate a five-man panel to investigate such allegation and report back to the congress within a specified period as shall be determined by the congressmen,
 - vii. The committee in accordance with subsection (vi) shall exercise its function according to the prescribed procedure made by the congress.
 - viii. Where the report of the committee is that the allegation against such officer/member has been proved/not proved, then the congress shall adopt such report by two-third majority of members of the congress present and voting,
 - ix. With the provision of this constitution, the congress shall have right to act on subsection (ii) if such officer is found guilty of any allegation after cross-examination by the five-man investigating panel.

Article VII

Section XI

Elections

- i. The election of a new executive council shall hold forth-with four weeks before the first semester examinations,
- ii. The eligibility for election into the institute's offices shall be opened to all financial matriculated students of the Department of Electrical and Electronics Engineering, the Federal University of Technology, Akure,
- iii. Without prejudice to subsection (ii) of this constitution, 400-level members of this institute shall not be eligible to contest elections,
- iv. Elections into executive offices shall be as decided by the electoral commission,
- v. There shall be bye-elections for any vacant executive office(s).

Article VIII

Section XII

Finance

1. Source of Income

The following shall be the sources of income for the institute;

(a) ANNUAL DUES

This shall be payable by all members of the institute at the beginning of each academic session and it shall be determined by the congress.

(b) REGISTRATION FEES

This shall be payable by all new members of the institute at the beginning of each session.

(c) DONATIONS

This shall be from member(s) and individual/group philanthropists willing to contribute to the growth of NIEEES either technically, materially, financially or otherwise.

(d) FINES

This shall be imposed on erring members of the institute.

2. Banking

(a) The institute shall operate a savings account with a reputable commercial bank within the school premises.

(b) The following shall be signatories to the institute's account and are liable to change at the inception of a new set of executive council members;

- President
- Financial Secretary/Treasurer

Article XIV

Section XIII

Committees and Commissions of the Institute

The institute shall have the following Committees /Commission; Academic Affairs Committee, Audit Committee, Electoral Commission, Constitution Review Committee, Social Committee, Welfare Committee & Publication/Editorial Committee

Section XIV

Members of the institute are eligible for members of the NIEEES standing Committees/Commissions having satisfied the provided requirements of the constitution. All statutory committees of the institute shall be set up within the first three weeks of assumption of office of new executive council officers.

Section XV

Academic Affairs Committee

The Academic Affairs Committee shall;

- i. Have the Vice-President I as its chairman,
- ii. Comprise a representative from each level of the institute,
- iii. Be responsible for the academic welfare of the members of the institute,
- iv. Render the account of the stewardship to the executive council at the end of their tenure through the General Secretary,
- v. Regulate its proceedings.

Section XVI

Audit Committee

The Audit Committee shall;

- i. Have the Auditor as its chairman,
- ii. Comprise a representative from each level of the institute,
- iii. Be by nomination by the congress and therein ratified by two-third majority of members present and voting,
- iv. Receive, deliberate and approve the budget of the executive council as presented by the President at her first congress meeting,

- v. Be responsible for auditing the balance sheet/account of the executive council officers,
- vi. Report the financial activities of the executive council to the congress at her last meeting for the tenure,
- vii. Or may invite any member of the executive to provide further information regarding financial provisions in the budget,
- viii. Work with the Financial Secretary/ Treasurer,
- ix. Regulate its proceedings.

Section XVII

Electoral Commission

- i. There shall be an electoral commission which shall constitute each representative of members from each level,
- ii. The constitution of the electoral commission shall be by nomination at the third congress,
- iii. The commission shall appoint her own chairman from the highest level,
- iv. They shall conduct all general and bye-elections into the institute's offices,
- v. The commission shall be an independent body and adequate finance shall be made to its activities while the report of their stewardship shall be presented to the congress at the handing over/swearing-in ceremony,
- vi. Members of the commission shall not be eligible to vote or contest for any office during their tenure,
- vii. The commission shall ensure proper transition and effective supervision of all institute's election both internal and external,

- viii. 'internal' by virtue of subsection (vii) means all election into NIEEES FUTA offices while 'external' means all elections into FUTASU Student Representative Council and representations to all affiliated body of NIEEES in FUTA,
- ix. The electoral commission shall present the elected executives before the Student Judicial Council for administration of oath and swearing-in ceremony within 72 hours of the conclusion of the elections,
- x. The electoral commission shall ensure proper handing over (such as change of signatory to account and other properties) within 72 hours after the swearing-in.
- xi. The non-conformance with subsection (x) shall empower the electoral commission on behalf of the institute to summon such outgoing executive(s) before the departmental/necessary authorities of the university for necessary disciplinary actions,
- xii. The electoral commission shall conduct at least a one-day orientation program for newly elected executive council officers,
- xiii. The electoral commission shall regulate its proceedings.

Section XVIII

Constitution Review Committee

The Constitution Review Committee shall;

- i. Comprise a representative from each level of the institute whose chairman shall be a ratified 500-level student on the basis of experience about the growth and challenges of the institute,
- ii. Be by nomination as deemed necessary by congressmen at any congress meeting,
- iii. Receive and deliberate on memoranda for suggested amendments from any members(s) of the institute,
- iv. Invite any member of the institute to provide information regarding memorandum(s) sent to its office,
- v. Ensure the publication of new edition of the NIEEES constitution if there is substantial amendment required by the congress,
- vi. Regulate its proceedings.

Section XIX

Social Committee

The Social Committee shall;

- i. Comprise a representative from each level of the institute whose the chairman shall be the Director of Social of the institute,
- ii. Make arrangement for all social and cultural activities,
- iii. Assist the Director of Socials in the discharge of his/her duties,
- iv. Regulate its proceedings.

Section XX

Welfare Committee

The Welfare Committee shall;

- i. Comprise a representative from each level of the institute whose Welfare Director shall be the chairman,
- ii. Also act in such capacity as representative to the Departmental Welfare Board,
- iii. In case of emergency to the well-being of members(s) of the institute, work with the Welfare Director to ensure good welfare of members.

Section XXI

Publication/Editorial Committee

The Publication/Editorial Committee shall;

- i. Comprise a representative from each level of the institute whose chairman shall be the Public Relations Officer I,
- ii. Have the Public Relations Officer II as its secretary,
- iii. Ensure proper coordination and publication of all institute's magazines and newsletters,
- iv. Assist the Public Relations Officers I & II to update members of the institute.