



NIGERIAN SOCIETY OF PHYSICAL SCIENCES CONSTITUTION

We, the members of the **NIGERIAN SOCIETY OF PHYSICAL SCIENCES**, a not-for-profit and non-political organization, do firmly and solemnly resolve to provide for ourselves a Constitution and Bye-Laws and to be governed by the provisions therein contained.

ARTICLE 1: NAME

The name of the association shall be **NIGERIAN SOCIETY OF PHYSICAL SCIENCES**.

ARTICLE 2: ADDRESS

The address of the association shall be **PHYSICS DEPARTMENT, FEDERAL UNIVERSITY LAFIA, P. M. B 146, LAFIA, 950101, NASARAWA STATE**.

ARTICLE 3: AIMS AND OBJECTIVES

The aims and objectives of the society are:

1. To promote the study of physical sciences and provide effective programs in its support.
2. Organizing annual national conferences and publication/hosting of scientific journals.
3. Recognizing the most outstanding physical science student in Senior Secondary School of Nigeria via annual national quiz competition.
4. Recognizing the work of outstanding students who carry out their research in any area of physical sciences of any University in Nigeria, approved by the NUC, via awarding the best postgraduate (MSc and PhD) thesis of the year. This would be open to all Nigerian students.
5. Support the postgraduate program of the most outstanding Nigerian student who is willing to study any course within the physical sciences.
6. Encouraging research interaction among the members and cooperate with international physical societies.
7. Awarding "young researcher award" on yearly bases to a Nigeria based researcher who carries out state-of-the-art research in any area of physical sciences. This would be open to all Nigerians irrespective of their affiliation to the society.
8. Recognizing the most outstanding researcher of the year in any area of physical sciences.
9. Providing financial support to financially-handicapped students, who are members of the society to attend conferences.



ARTICLE 4: TRUSTEES

- A) The Trustees of **NIGERIAN SOCIETY OF PHYSICAL SCIENCES** for the purpose of the Companies and Allied Matters Act CAP C20 LFN 2004, shall be elected at a General Meeting charged with the responsibility of selecting the Trustees with 2/3 majority votes of members present.
- B) Such Trustees (Hereinafter referred to as, “The Trustees”) shall not be less than 3 and more than 10 in number.
- C) A Trustee may hold office for 10 years but shall cease to hold office if he:
- a. Resigns his office.
 - b. Ceases to be a member of the registered Trustees of the body.
 - c. Becomes insane.
 - d. Is officially declared bankrupt.
 - e. Is convicted of a criminal offence involving dishonesty by a Court of competent jurisdiction.
 - f. Is recommended for removal from office by a board of Governors and Trustees majority vote of members present at any General Meeting of the body.
 - g. Ceases to reside in Nigeria.
 - h. Upon a vacancy occurring in the number of Trustees, a General Meeting of the Governing Council will be held to appoint another eligible member of the Association.



NIGERIAN SOCIETY OF PHYSICAL SCIENCES BYE-LAWS

ARTICLE 1: COMMON SEAL

- A. The Governing Council shall have a Common seal.
- B. Such seal will be kept in the custody of the Governing Council Secretary (Hereinafter referred to as, “G-Secretary”) who shall produce it when required for use by the Trustees/Governing Council/Executive Committee.
- C. All documents to be executed by the Governing Council shall be signed and sealed with the common seal.

ARTICLE 2: MEETINGS

- A. The President shall take the Chair at all meetings of the Society (except Governing Council Meetings which shall be presided by the Chairman of the Governing Council) at which he or she is present and shall regulate the proceedings.
- B. In the absence of the President, the Vice-President shall preside at General Meetings. In the absence of the President and Vice-President, the Chairman or the G-Secretary will take the Chair.
- C. Any member of the Executive Committee who, without the consent of the President, is absent from three consecutive meetings shall be deemed to have vacated his/her office.
- D. Notice of each Council Meeting together with the agenda shall be sent by the G-Secretary to all Council Members at least one week before the date of every Council Meeting.
- E. Notice of each Meeting of the Executive Committee together with the agenda shall be sent by the Secretary to all Members at least one week before the date of every Meeting.
- F. All questions at Meetings shall be decided by a majority vote of all the Members present and voting. In the event of a tie in voting, the Chair shall have the casting vote.
- G. For effective administration of the Society, there shall be the following meetings.

SN	MEETING NAME	MEETING QUORUM
1	Annual Executive Committee Meeting	The President, Secretary, Financial Secretary and at least one other member of Governing Council.



2	Special General Meetings for Special Clause Rule for incorporation into the Constitution or Bye-Laws or any other business for which such meetings may be convened	President and Secretary at least two members of the Executive Committee and 2/3 of the active members. In the event of a quorum not being present within thirty minutes of the fixed time of insufficient quorum shall have no power to alter, amend or make additions or deletions to the Constitution and Bye-Laws.
3	Annual Scientific General Meeting and Financial Report	The President, Secretary, at least two members of the Executive Committee and members.
4	Emergency Meeting	The President, Secretary and at least one other member of the Executive Committee. Issues related to amendment of the Constitution and Bye-Laws shall not be discussed.
5	Annual Council Meeting to approve financial reports, approve new special clause into the Constitution and Bye-Laws and discuss priorities and goal for the coming year.	The Chairman, G-Secretary, Executive President, Financial Secretary and at least one other member of Governing Council.

H. The Annual General Meeting shall be held before the 1st of November every year, on a date to be fixed by the Executive Committee. The following shall be the business of the Annual General Meeting:

- I. To receive and adopt the annual report of the Executive Committee,
- II. To receive and adopt the statement of accounts.
- III. To appoint the Auditor(s).
- IV. To amend the Constitution and Bye-Laws by moving resolutions agreed to by the Executive Committee or requested in writing by at least 10% of the total active member, such requests having been submitted at least two weeks before the Annual General Meeting to the Secretary.
- V. To consider any other matter put forward by the Executive Committee or requested for in writing by any member, such requests having been made at least two weeks before the Annual General Meeting to the Secretary.



- I. Not less than four weeks notice shall be given to members of the date, place and time of the Annual General Meeting. The circular letter informing members of the Annual General Meeting shall also request for motions and resolutions to be discussed at the Annual General Meeting. Notice of motion and resolutions to be discussed at the Annual General Meeting shall be sent to all active members at least one week before the date of the Annual General Meeting.
- J. Each member of every class shall be entitled to attend Annual General Meetings and to introduce at each Meeting two non-members.

ARTICLE 3: SOCIETY GOVERNANCE

1. Executive Committee

- A. The Executive Committee shall consist of seven members which shall include the President, Vice-President, General Secretary (Secretary), Assistant General Secretary, Financial Secretary, ICT Manager and Publicity & Protocol. All shall be elected by Governing Council. The Executive Committee shall meet twice a year to review activities of the society including financial report, adopt some special clause into the Constitution and Bye-Laws and set priorities and goal for the coming year. Members shall serve for a maximum of two years.
- B. The Executive Committee shall draw up a yearly report on the state and activities of the Society for the year, which shall be presented at the Governing Council meeting by the President prior to its presentation at the Annual General Meeting.
- C. The President and other Members of the Executive Committee shall be elected via a secret ballot voting / e-voting of the Governing Council members.
- D. The Council may at any time arrange for examinations to be held or interviews to be conducted for the purpose of satisfying themselves that any candidate for election possesses the requisite qualifications for such election.
- E. The Executive Committee may at its discretion co-opt not more than two other active members as additional Executive Committee. They shall serve in the Committee until the next Annual General Meeting and shall not be eligible for election as Officers.
- F. All activities of the Society shall be governed by the Executive Committee.
- G. It shall be the duty of the Secretary to conduct the correspondence of the Society, to attend and take the minutes of such Executive Committee Meetings or Annual General Meetings as may be held and



to superintend the publication of such papers as the Committee may direct. He or she may appoint such persons as may be necessary to assist in the discharge of such duties and be responsible for the supervision of such persons.

- H. In the event of a vacancy in the office of President, the Vice-President shall be appointed as President for the remainder of the session. In the event of a vacancy arising in the office of any one of the Officers other than the President, the Council may appoint a suitable member to fill such vacancy until the session expires. In the event of a vacancy arising in the office of any one of the Executive Committee, the Council may appoint a suitably qualified active member to fill such vacancy until the term of office expires.
- I. It shall be the duty of the Financial Secretary to direct the collection of the subscriptions, the preparation of the accounts, the expenditure of the funds as approved by the Executive Committee and to present all accounts to the Council for inspection and approval.

2. Governing Council

- A. The Governing Council of NSPS shall consist of the members of the board of Trustees, and all Immediate and Past Presidents.
- B. The Chairman and other Officers of the Governing Council shall be elected via a secret ballot voting / e-voting of active Members during the Annual General Meeting.
- C. The Governing Council shall meet annually to review activities of the society, approves financial reports, approves new special clause into the Constitution and Bye-Laws and discuss priorities and goal for the coming year. The Council shall elect the Executive Committee Members.
- D. It shall be the duty of the G-Secretary to conduct the correspondence of the Governing Council, to attend and take the minutes of such Council Meetings and to superintend the publication of such papers as the Council may direct. He or she may appoint such persons as may be necessary to assist in the discharge of such duties and be responsible for the supervision of such persons.

ARTICLE 4: MEMBERSHIP

Membership of NSPS shall be open to all physical scientists and all individual or organization engaged in study, teaching and research in Physics, Chemistry, Mathematics & Statistics, Geology, Computer Science and other relevant area as approved by the Executive Committee.



(A) Membership Categories and Requirements

Membership Category	Requirements	Benefits
Student (SNSPS)	Applicant must be an undergraduate student in any tertiary institution recognized by the Council. Applicant must provide a recommendation or an introduction letter from the Head of Department or from any other senior staff from his/her institution.	Have the rights and privileges of an *active member but are deprived of holding an office
Associate (ANSPS)	Applicants that do not belong in any area of physical sciences but are working in a relevant environment should apply in this category. Senior secondary school Teachers of Physics, Mathematics and Chemistry who do not have adequate requirement for a Regular Member can also apply in this category	Have the rights and privileges of an *active member but are deprived of holding an office
Regular (MNSPS)	Applicant must have obtained a minimum of B.Sc. or HND degree in any area of Physical Sciences	Have the rights and privileges of an *active member
Corporate (CNSPS)	Any organization which encourages and promotes the study of Physical Sciences shall be eligible to become a Corporate Member	Have the rights and privileges of an *active member but are deprived of holding an office
Life (LNSPS)	Applicant must have	Have the rights and



	obtained a minimum of MSc degree in any area of Physical Sciences.	privileges of an *active member . Members of this category shall be exempted from annual dues.
Honorary Fellow (Hon. FNSPS)	Active members of the Society can nominate any individual who has made a significant contribution in any area of Physical Sciences to the NSPS Council. The nominee must have obtained a minimum of PhD degree in any area of Physical Sciences and must not be less than 60 years of age.	It does not matter if the nominee is a member of the Society or not. Members of this category shall be exempted from annual dues and shall receive official publications of the society. They are deprived of holding an office
Fellow (FNSPS)	Applicant must have obtained a minimum of PhD degree in any area of Physical Sciences and have at least 5 years of postdoctoral experience. Applicant must have been an active regular member for a period of 5 consecutive years. Applicants who are already Life Member (LMNSPS) and already have a PhD in any area of Physical Sciences do not need to fulfill the above conditions.	Have rights and privileges of an *active member .

***active member:** *An active member is defined as the member who has paid the current due or is exempted from paying dues.*

(B) Annual due shall be applicable to all membership categories except **LNSPS and Hon. FNSPS**. FNSPS who were LNSPS would also be exempted from annual dues.

(C) Membership fees and annual dues shall not be changed without the approval of the Council.



- (D) Rights and privileges of an active member shall include
- I. Qualify to participate in appropriate competitions organized by the society
 - II. Enjoy 10% discount in NSPS journal publication
 - III. Enjoy 10% discount in NSPS conference series
 - IV. Each member of the NSPS would be able to join other affiliated international Physical Societies at a reduced membership fee.
 - V. Each member of the NSPS would be able to attend conferences of other affiliated international Physical Societies at reduced membership fee.
 - VI. Can hold office
 - VII. Qualify to apply for a license/authorization from NSPS Council through Executive Committee to establish Local Chapters in all 36 states of Nigeria including FCT.
- (E) All members shall have the right to affix the relevant acronym after their names.
- (F) Only members who have paid the current dues or are exempted pursuant to Article 4, Section B of this Bye-Laws are in good standing and entitled to the rights and privileges of membership. Any Executive Officer who is not LNSPS and who does not pay current due shall not continue to hold office as **a non-active member**.
- (G) All members of the society are required to order their conduct so as to uphold the dignity, standing and reputation of the Society. The Executive Committee may make, amend or rescind rules to be observed by members with regards to their conduct in professional matters relevant to their position as members of the Society.
- (H) Should a member be convicted of any felony or criminal offence or act in a manner which renders him or her unfit to be a member, the Executive Committee shall have the right to remove his or her name from the Roll, thus expelling him or her from the Society.

ARTICLE 5: SOURCES OF INCOME

The sources of income for the society shall include:

1. Member registration and annual dues.
2. Conference registration.
3. Donations from members of the public and corporate organizations.

ARTICLE 6: DISBURSEMENT AND APPLICATION OF FUNDS

- A. The disbursement and application of the society's fund shall be solely towards the fulfillment of the aim and objectives of the society.



- B. The funds of the Society may only be expended in furtherance of the objects of the Society and for the maintenance and running of the Society. No expenditure exceeding 500,000 NGN for any one item shall be incurred by the Executive Committee without the prior approval obtained, in writing, from the Council.
- C. The Executive Committee may authorise the Financial Secretary to make payments on account or recurrent expenditure not exceeding 50,000 NGN per month. The Financial Secretary shall have the power to retain in his or her hands for current expenses for the Society a sum of money not exceeding 250,000 NGN.
- D. The Executive Committee shall adopt regulations governing procedure in connection with all financial matters.

ARTICLE 7: KEEPING ACCOUNT

- A. The society shall open a bank account for the purpose of keeping the financial income of the society. The society shall ensure the accurate keeping of record of all income and Expenditure.
- B. The Executive Committee shall direct that true accounts be kept of all sums of money received and expended by the Society and of matters in respect of which such receipts and expenditure take place and of all the properties, credits and liabilities of the Society.
- C. All monies belonging to the Society received by the Financial Secretary shall be deposited in the account of the Society to be opened at a bank chosen by the Executive Committee and approved by the Council. Payments of all accounts that are certified as correct by the Executive Committee shall be made therein by cheque signed by the Financial Secretary and one of the following:
 - The President,
 - The Vice-President,
 - The Secretary.

ARTICLE 8: APPOINTMENT OF AUDITOR(S)

- A. Auditor(s) for the ensuing session shall be appointed by a resolution of the active members at each Annual General Meeting. No member of the Council/ Executive Committee shall be eligible to act as an Auditor. The Auditor shall not be eligible for re-election.
- B. Auditor(s) shall have access at all reasonable times to the accounts of the financial transactions of the Society and they shall sign and verify the annual statement of accounts before it is submitted by the Executive



Committee to the Council prior to presentation at the Annual General Meeting.

- c. The membership records, and account books shall be open to the inspection of any member and to accredited persons who have an interest in the funds of the Society, provided that seven days notice in writing of such inspection is given to the Secretary.

ARTICLE 9: RESOLUTION OF CONFLICTS

- A. Any conflict between the members of the Society concerning the activities of the Society shall be reported to the President through the Secretary. The President shall try to resolve the conflict.
- B. Pursuant to Article 9, Section A, if the President failed to resolve the conflict then same shall be reported to the Council for resolution.
- C. Pursuant to Article 9, Section A and B, the decision of the Council on the said conflict shall be deemed final.
- D. If the conflict is between any member and the President then the member or the President shall report to the Council through the Secretary. The Secretary **must** report such case to the Council within two weeks.
- E. Any conflict between a member and the Secretary shall be reported directly to the President who shall then follow the procedures in Article 9, Section B and C.
- F. No member of the Society shall institute any legal proceedings against any other member or the Society, as a result of the Society's activities, without exhausting the internal remedies provided for in this Bye-Law.

ARTICLE 10: AMENDMENT OF CONSTITUTION

- A. The Society may alter the provision of its Constitution and Bye-Laws at a General Meeting by a resolution passed by a simple majority of its members and approved by the Governing Council.
- B. Any proposal for additions, deletions or alterations to the Constitution and Bye-Laws of the Society shall not be carried except by a two-thirds majority at an Annual General Meeting or a Special General Meeting called for this purpose, as provided for in the Bye-Laws. No addition, deletion, or alteration to the Constitution and Bye-Laws shall be enforced or applied by the Executive Committee without the consent of the Governing Council and written approval of the Corporate Affairs Commission of Nigeria

ARTICLE 11: SPECIAL CLAUSE



- A. The Executive Committee may arrange for the publication of journals, books and other publications, which may be considered necessary for the furtherance of the objects of the Society.
1. Adding new journals to the existing society's journal would be subjected to the approval of the Governing Council.
 2. The Editor-in-Chief shall be appointed by the Governing Council.
 3. Any individual who has below Google Scholar h-index of 17 and without PhD degree or its equivalence shall not be eligible to be appointed as Editor-in-Chief.
- B. The funds of the Society shall not be used to pay the fines of members who have been convicted in court.
- C. The Society shall not indulge in any political activity or allow its funds or premises to be used for political purposes.
- D. The Society shall not be dissolved except with the consent of not less than three-quarters of the total active members and approval of the Governing Council.
- E. The income and property of **the Society** shall be applied solely towards the promotion of the objectives of the body as set forth in this **RULES AND REGULATION/CONSTITUTION**: and no portion thereof shall be paid or transferred directly or indirectly, by way of dividend, bonus or otherwise howsoever by way of profit, to the members of the Society.
- F. Pursuant to Article 14, Section E, nothing herein shall prevent the payment in good faith, or reasonable and proper remuneration to any officer or servant of the Society in return for any services rendered to the Society:
- G. With the exception of ex-officio members of the Executive Committee, no member of the Executive Committee or Governing Council shall be appointed to any salaried office of the Society or any office of the Society paid by fees.
- H. No remuneration or other benefits in money or money's worth shall be given by the body to any member of such Committee or Governing Body except repayment of out of pocket expenses or reasonable and proper rent for premises demised or let to the Society or reasonable fees for services rendered.
- I. Nothing in the Constitution and Bye-Laws of the Society shall be deemed to authorise the Society or any member or Officer of the Society to do anything that may be contrary to the provisions of the **Societies Act** or of any **Law Enforcement Agency in Nigeria**.

Dr. O. J. Abimbola

Chairman (Name & Signature)



Dr. B. J. Falaye

G-Secretary (Name & Signature)

Date: 15/11/2018