

NASARAWA STATE OF NIGERIA
COLLEGE OF AGRICULTURE, LAFIA, NASARAWA STATE
EDICT 1998

EDICT No. 11 of 1998

THE MILITARY ADMINISTRATOR OF NASARAWA STATE
OF NIGERIA

Hereby makes the following Edict:

Title and
commencement

1. This Edict may be cited as the Nasarawa State College of Agriculture Edict, 1998 and shall be deemed to have come into operation on 1st day of October, 1998.

General
Interpretation

2. In this Edict unless the context otherwise requires.
 "Auditor General" means the Auditor General of the State;
 "Board" means the Academic Board of the College established under Section 10 of this Edict;
 "Chairman" means the Chairman of the Council;
 "College" means the Nasarawa State College of Agriculture established under Section 3 of this Edict;
 "Committee" means Standing Committee established by the Governing Council under Section 15 and 21;
 "Council" means the Governing Council of the College established under Section 7 of this Edict;
 "Dean of School" means an officer not below EUSS 13 who is elected from amongst the academic staff of the school to administer that school;
 "Department" means the teaching, research, administrative or technical unit recognized by the Council;
 "Deputy Provost" means the Deputy Provost of the College;

“Executive Council” means the Executive Council of the State;

“Military Administrator” means the Military Administrator of Nasarawa State and includes the Governor of the State.

“Head of Department” means an officer of the institution, who is also a member of staff and who is designated by the provost as Head of recognized Department;

“Member of staff” means the members of staff of the College and includes the Provost;

“National Board” means the National Board charged with the responsibilities of supervising the academic programmes of the Colleges of Agriculture.

“Provost” means the Provost of the College appointed under Section 29 of this Edict;

“Registrar” means the Registrar of the College;

“School” means a number of related Departments under the supervision of a Dean;

“State” means Nasarawa State of Nigeria;

“Statutes” means the statutes of the College made by the Council;

“Management” mean principal officers of the College;

PART II – ESTABLISHMENT, INCORPORATION, POWER, OBJECTIVES AND FUNCTIONS OF THE COLLEGE

Establishment of the College

3. There is hereby established Nasarawa State College of Agriculture which shall be a corporate body having perpetual succession and a common seal with powers to sue and be sued in its corporate name.

Objectives of the College

4. The objectives of the College shall be:
- (i) To offer courses leading to the award of National and Higher National Diploma Certificates;
 - (ii) To offer professional courses to candidates to qualify as Agricultural Extension Workers;
 - (iii) To conduct research work on the various areas of agriculture as may be beneficial to the State;
 - (iv) To organize courses of in-serve instructions; and
 - (v) To provide training and development of agricultural production skills that will produce technicians that can be self reliant.

Supervisory body

5. The academic programs and admission requirements into the College shall be as prescribed by the National Board.

Powers and
functions of the
College

6. (1) In pursuit of the objectives as specified in Section 4 of this Edict, the College shall have the powers:-
- (i) To set up Departments and Schools;
 - (ii) To provide such physical facilities and amenities as may be necessary;
 - (iii) To stipulate the requisite conditions for the admission of the students into the College as directed by the National Board;
 - (iv) To prepare, arrange, examine and award certificates and other distinctions to persons who have successfully pursued courses of study and such other requirements prescribed by the College.
 - (v) To undertake community services as may be consistent with the objectives of the College;
 - (vi) To demand, receive from any student or any other person attending the College for purpose of tuition and boarding, such fees as the College from time to time may determine;
 - (vii) To operate its bank account;
 - (viii) To do all such things whether or not incidentally to be foregoing powers, as may advance the objectives of the College;
- (2) Subject to the provisions of this Edict and Statutes, the powers conferred on the College by Sub-section (1) of this Section shall be exercised on behalf of the College as may be authorized by the Statutes of the Council.

General
Interpretation

PART II – THE COLLEGE COUNCIL

Establishment
of and
composition of
the Council

7. (1) There is hereby established the Council of the Nasarawa State College of Agriculture.
- (2) The Council shall be made up of the following members:-
- (i) The Chairman and two other persons, appointed by the Governor;
 - (ii) Eight Ex-officio who shall be:

- (a) The Commissioner, Ministry of Agriculture, Water Resources and rural Development or representative.
- (b) The Commissioner, Ministry of Finance and Economic Planning or representative;
- (c) The Commissioner, Ministry of Works or representative;
- (d) The Attorney-General, Ministry of Justice or representative;
- (e) The Commissioner, Ministry of Education or representative;
- (f) Provost;
- (g) Deputy Provost;

(3) Other members are:-

- (a) Representative of the National Board;
- (b) A representative of the Academic Board Member not below the rank of Principal Lecturer to be elected.

Tenure of office

8. (a) The Chairman shall hold office for a period of three years from the date of appointment and shall be eligible for re-appointment;
- (b) A member of the Council other than an Ex-officio member shall hold office for such period not exceeding three years or as may be determined by the appointing authority and shall be eligible for re-appointment for another term.
- (c) Any member of the Council, other than an Ex-officio member, may, by notice to the Governor and Council resign his appointment;
- (d) Any vacancy created in the membership of the Council shall be filled by the appointment of a successor who shall represent the same interest as his predecessor for the remainder of the term of office of the predecessor.

Powers and functions of the Council

9. (1) Subject to the provisions of this Edict, the Council shall be the governing authority of the College with powers:-
- (a) To make, amend or revoke statutes;

- (b) To control the direction and regulation of the affairs of the College;
- (c) Superintend, generally, over all affairs of the College and in particular the control of the property and finances of the College; and
- (d) Do anything not otherwise provided for under this Edict in such manner as it deems fit and necessary to promote the best interest of the College
- Delegation of function (2) (a) The Council may delegate any of its powers and functions except of any statutes to the Chairman or any other person or to any Committee it may constitute;
- (b) To acquire and hold any movable or immovable property in the opinion of the Council for the purpose of the Edict and dispose of the movable or immovable property if no longer required by it and with the approval of the Governor given such term as may be determined by it to sell, mortgage, lease, or otherwise dispose of any immoveable property.
- (c) Any money falling due to be paid by the State Government under a guarantee provided under this Section is hereby charged on the consolidated revenue fund; and
- (d) To institute and award scholarship and prizes, when possible.
- Delegation of powers (3) (a) The Council may delegate any of its powers and functions except the powers to make, or amend or revoke the provisions of any statutes, to the Chairman or to any person or Committee it may constitute but no decision of such person or Committee shall take effect unless confirmed by the Council;
- (b) the Council may delegate to the Chairman of the Council or member of staff of the College the routine administration of the affairs of the Council except powers to:
- (i) Approve or take loan;
- (ii) Make standing orders; or

- (iii) Do any act involving extraordinary expenditure.
- Revocation of appointment (4) Notwithstanding anything to the contrary contained in this Edict or in any instrument by which a person is appointed under this schedule, the Governor may, if he deems expedient, so to do, in the interest of the College by order, revoke the appointment of a member and replace him with another person who in his opinion adequately represents the office or interest which that person represented in the Council.
- Protection (5) Any member shall not be personally liable for any act of omission or any act of any default of the Council so long as such act of omission or default was in the course of operations of the Council and in good faith.
- Quorum (6) The quorum for any meeting of the Council shall be the Chairman and at least one member appointed by the Governor and three Ex-officio members.
- Co-option of persons(s) (7) (a) Where upon any special occasion the Council desires to obtain the advice of any special information from any person or any particular matter, the Council may co-opt such person to be a member for such meeting or meetings as may be required and such person whilst so co-opted shall have the right and privileges of a member save that he shall not be entitled to vote on any question.
- (b) Whereupon any special occasion the Board; the Finance and General Purpose Committee, Appointment and Promotions Committee or any other Committee appointed under the provisions of the Edict desires to obtain any advice or any special information from any person such person may be co-opted as a member of the particular Board or of the Committee for and such meeting or meetings as may be required and such person whilst so co-opted shall have all the rights and privileges of a member save that he shall not be entitled to vote on any question.
- Revocation of appointment

Secretary to the
Council

- (1) The College Registrar shall be the Secretary to the Council and shall attend all meetings, unless excused for good cause by the Chairman.
- (2) In the absence of the College's Registrar, the Chairman, may in consultation with the Provost appoint a suitable member of administrative staff to act as Secretary for any particular meeting.

PART IV – THE ACADEMIC BOARD OF THE COLLEGE

Establishment
of the Board

10. There is hereby established the Academic Board which shall have direct control over the academic work of the College.

11. (1) The Board shall be made up of:
 - (a) The Provost as Chairman
 - (b) The Deputy Provost
 - (c) All Deans of Schools
 - (d) The Librarian
 - (e) Four confirmed members of the Academic Staff not below the rank of Senior Lecturer other than Deans of Schools as may be elected by the Academic Staff of the College for a period of two years.
 - (f) All Chief Lecturers and above shall be permanent members of the Board
 - (g) Two other persons, whether or not members of the College staff, as may be appointed by the Provost to serve for a period of two years.
- (2) The members appointed under the provision of paragraph (e) and (g) Sub-section (1) of this Section shall be eligible for reappointment for second term and no more.

Powers and
functions of the
Academic Board

12. (1) Subject to the overall control direction by the Council, the Board shall perform the following functions:-
 - (a) To direct and manage in consultation with the National Board, all academic matters of the College including the curriculum, regulations of examination, prizes and other academic distinctions;

- (b) To make representation to the Council on the strength of Academic staff and on the organizations of Departments, Schools, Libraries and other Units of learning and research in the College;
 - (c) To make regulations for the purpose of exercising any of the functions conferred on it under the provisions of this Sub-section; and
 - (d) Any other function that may be delegated to it by the Council;
- (2) The Board may appoint Sub-Committees or other such bodies for advising it and to which it may delegate any of the functions conferred on it under this Section.

Secretary to the Board

13. (1) The College Registrar shall be the Secretary to the Board and shall attend all meetings thereof unless excused for good cause by the Provost.
- (2) In the absence of the Registrar, the Provost shall appoint a suitable administrative staff to act as Secretary for a particular meeting.

Quorum

14. The quorum for the Board shall be half of the total members.

PART V - FINANCE AND GENERAL PURPOSE COMMITTEE

Establishment of the Committee

15. There shall be a Committee of the Council to be known as Finance and General Purpose Committee (F&GPC).
- (1) The Chairman of the Council who shall be the Chairman of the Committee.
 - (2) The Commissioner, Ministry of Agriculture, Water Resources and Rural Development or representative;
 - (3) The Commissioner, Ministry of Finance and Economic Planning or representative;
 - (4) The Commissioner, Ministry of Works and Housing or representative;
 - (5) One other appointed member of Council;
 - (6) The Provost

Secretary to the Committee

16. The Registrar shall be the Secretary of the Committee.

- Powers and functions of the Committee
17. Subject to the direction for the Council, the Committee may:-
- (1) Exercise control over property, revenue and the expenditure of the College;
 - (2) Deal with, on behalf of the Council any matter requiring decisions in the intervals between the meeting of the Council;
 - (3) Perform such other functions of the Council as the Council may, from time to time delegate to it.
- Quorum
18. The quorum of the Finance and General Purpose Committee shall be the Chairman or the Provost and two other members of the Committee.
- Supplementary provisions, first schedule
19. The Supplementary provisions contained in the first schedule shall have effect in relation to the constitution and proceeding of the various bodies appointed under the provisions of this Edict.

PART VI – APPOINTMENT AND PROMOTION COMMITTEE (A&PC)

- Establishment of the Committee
20. There shall be a Committee of the Council, to be known Senior Staff Appointment and Promotions Committee (A&PC).
- Composition of the Committee
21. The Committee shall be made up of:
- (1) The Provost – Chairman
 - (2) One appointed member of the Governing Council;
 - (3) The Deputy Provost;
 - (4) Representative of the Commissioner, Ministry of Agriculture, Water Resources and Rural Development;
 - (5) Representative of Commissioner, Ministry of Education;
 - (6) Senior Staff representative in Council;
- Secretary to the Committee
22. The Registrar shall be the Secretary to the Committee.
23. The functions of the A&PC are as follows:
- (1) Establishment of conditions for the appointment and promotion of all categories of senior staff;

- (2) Recommend candidates for appointment into positions from EUSS 7 and above;
- (3) Assessment and Promotion of staff from EUSS 6 and above;
- (4) Establishment and review of conditions of service for all categories of staff from time to time;
- (5) Handling of major disciplinary matters for all senior staff;
- (6) Any other duty that may be delegated to it by the Council.

Quorum 24. The quorum of the Committee shall be half of the total members.

PART VII – PRINCIPAL OFFICERS OF THE COLLEGE

Officers of the College 25. The principal officers of the College shall be:-

- (a) Provost
- (b) Deputy Provost
- (c) Registrar
- (d) Librarian
- (e) Bursar

Duties of the Principal Officers 26. (1) The Provost shall be the professional, administrative and accounting officer of the College and shall be responsible to the Council, for promoting the efficiency, discipline, vehicles administration and security of the College;

- (2) (a) The Deputy Provost shall assist the Provost in the performance of his functions;
- (b) Act in place of the Provost when the post is vacant or if the Provost for any reason is absent or unable to perform his function as Provost;
- (c) Perform such other functions, as the Provost or Council may from time to time assign to him.
- (3) The College Registrar in addition to the duties assigned him under the provisions of this Edict, shall be responsible to the Provost for the execution of the decisions made by the Council or

the Board, the personnel matters, the students admission and graduation.

- (4) The College Librarian shall be responsible to the Provost for the administration of the College Library and the coordination of Library services on the teaching units of the College.
- (5) The Bursar shall be the Chief Financial Officer of the College and be responsible to the Provost for the day-to-day administration and control of the financial affairs of the College

Duties of other substantial Heads of Schools and Department

- 27. (1) The Director of Works shall be responsible to the Provost for the maintenance of the College vehicle, buildings and other physical facilities, minor works and the supervision of the College projects.

The Provost

- 28. (1) There shall be a Provost of the College (in this Edict referred to as "the Provost") who shall be appointed by the Governor, in accordance with the provisions of this Section;
- (2) Where a vacancy occurs in the post of Provost, the Council shall advertise of the vacancy in a reputable journal or a widely read newspaper specifying;
- (3) The Governor shall appoint as Provost, one of the candidates recommended to him under the provisions of Sub-section (2) of this Section.
- (4) Subject to this Edict and the general control of the Council, the Provost shall be charged with the day-to-day management operation of the College;
- (5) The Provost:
 - (a) Shall hold office for a period of four years beginning with the effective date of his appointment and on such terms and conditions as may be specified in his letter of appointment; and
 - (b) May be re-appointed for one further period of four years and no more;

- (c) The Provost may for reasons of misconduct or inefficiency be removed from office by the Council subject to the approval of the Governor.

Appointment of
Deputy Provost

29. (1) There shall be a Deputy Provost.
 (2) The Council shall appoint the Deputy Provost from among the Chief Lecturers in the College from a list of three candidates, in order of preference, submitted by the Provost in consultation with the Academic Board.
 (3) The Deputy Provost shall:
 (a) Assist the Provost in the performance of his functions;
 (b) Act in the place of the Provost when the post of the Provost is vacant or if the Provost is for any reason, absent or unable to perform his functions as Provost;
 (c) Perform such other functions as Provost may from time to time assign him.

Tenure

- (4) The Deputy Provost shall:
 (a) Hold office for a period of two years beginning from the effective date of appointment and on such terms and conditions as may be specified in his letter of appointment;
 (b) May be reappointed for one further period of two years and no more;

Appointment of
Registrar and
other Principal
Officers

30. (1) The Registrar, Bursar and the Librarian shall be appointed by the Council. And;
 (a) Shall hold office for period of five years beginning from the effective date of his appointment and such terms and conditions as may be specified in his letter of appointment; and
 (b) May be reappointed for one further period for five years or more.

Resignation of
appointment of
Principal
Officers

31. (1) A Principal Officer may resign his appointment:
 (a) In the case of the Provost, by notice to the Visitor;
 (b) In any other case, by notice to the Council.

- Appointment of Dean of School 32. (a) The appointment of the Dean of a School shall be made to a staff of the rank not below Principal Lecturer by the academic staff of that School.
- Appointment of Academic Head of Department 33. (a) An academic Head of any National Diploma programme must possess a minimum of first degree in the relevant programme (not allied) and must be from the rank of Senior Lecturer and above. He shall be appointed by the Provost.
- Appointment of Senior Staff 34. Appointment of the Dean/Head of Department shall be for two years for first instance and may be reappointed for two years and no more.
- Appointment of intermediate and junior staff 35. All other Senior Academic and Administrative staff of the College shall be appointed as Career Officers by the Council on the recommendation of Senior Staff Appointment and Promotion Committee.
- Conditions of appointment of intermediate and junior staff 36. The power to appoint officers on salary scale EUSS 1-6 shall be exercised by the Provost on the advice of intermediate and Junior Staff Appointment and Promotion Committee (I&JA&PC), appointed by the Provost.
37. Subject to the provision of this Edict, the rates of remuneration, scales or salaries of other benefits and conditions of service of the members of staff of the College shall be determined by the Council.
- Suspension and removal from office 38. (a) Any senior member of staff of the College, may for reasons of misconduct or inefficiency be removed from office by the Council.
(b) The Provost may suspend or remove from office any member of the junior and intermediate staff on salary grade EUSS 1-6.
(c) No member of the College shall be suspended or removed from his office unless he shall have been given reasons thereof and an opportunity to make representations.
- Resignation and re-appointment 39. (a) Any member of staff of the College shall be subject

to the conditions determined by the Council resign his appointment with the College by notice to the Council.

- (b) Any member of staff of the College who ceases to hold his office otherwise than by removal for misconduct shall be eligible for re-appointment.

Filling of
vacancy

40. Any vacancy appearing in the senior or junior staff of the College shall be filled through advertisement.

PART IX PROPERTY AND FINANCE

Proper of the
College

41. The Governor may by order in the State Gazette transfer all or any of the properties, whether movable or immovable held, used by or being applied for the purpose of the College to the said and as from the date of such order any property so transferred under the said order shall without further assurance, vest for the purpose of the College.

The power of
the Council to
hold property

42. (a) The Council, may on behalf of the College acquire and hold such movable or immovable property as may be necessary or expedient for carrying into effect of the provisions of the Edict and for the same purpose may sell, lease, mortgage or otherwise alienate or dispose of any property so acquired.
- (b) The Council may be behalf of the College invest the funds of the College as necessary or expedient for carrying into effect the provisions of this Edict.

Revenue of the
College

43. The revenue of the College shall include:
- (a) Revenue from time to time accruing to the College by way of Government grants, subvention or endowment or other forms of grants in aid;
- (b) Fees, charges or dues payable to or recoverable by the College in respect of students;
- (c) Payment of publications or services; and
- (d) Interest in investments;
- (e) Donations, legacies and money borrowed.

Annual
estimates

44. Before the period of each fiscal year, or at such other times as may be required by Council, the Provost shall

present for scrutiny and acceptance by the Council estimates of revenue and expenditure for the following financial year and the accepted estimates shall be presented to the Governor for approval.

Auditing
accounts

45. (a) The Council shall on the recommendation of the Auditor General appoint an External Auditor who shall hold office for two years and shall receive such remuneration as the Council may determine.
- (b) The External Auditor shall have the right to access to the books, accounts and vouchers of the College and shall be entitled to such information and explanation as may deem necessary for the auditing of the College accounts.

Statement of
accounts

46. (a) A statement of revenue and expenditure shall be prepared for previous financial year together with the statement of assets of the said financial year.
- (b) The said statement, duly certified by the Provost shall be audited and after verification by the Council shall together with the Auditor's report be forwarded to the Governor, through the State Auditor General.

PART X – MISCELLANEOUS PROVISIONS

Committee
generally

47. (a) Subject to the provision of this Edict and any of the statutes or regulations made thereunder, the quorum and procedure of any Committee established by virtue of this Edict shall be that as may be determined by the said Committee.
- (b) The Chairman shall be an Ex-officio members of Committee of the Council and all joint Committees thereof.

Student
discipline

48. (a) Subject to the provisions of any of the statutes, the Provost as he may, in his discretion, determine to suspend for a good period not exceeding four weeks any students or group of students from attending the College for any good cause and such suspension, shall soon, thereafter be reported to the Council.
- (b) The College Provost, may, with the approval of the Board, expel a student for misconduct.

- Common seal of the College
49. (a) The College Registrar shall have custody of the common seal of the College and shall be responsible for affixing the same to documents.
- (b) The common seal of the College shall not be used except upon direction of the Council and shall be authenticated by the signature of the Chairman or some other person in the manner specified by the statutes and shall be officially and judicially noticed.
- Methods of enactment of statutes
50. The Council may make, add, delete or otherwise amend the provisions of any statutes made in respect of the College with the approval of the Governor and such provision shall be amended by publication in the State Gazette.
- Powers of the Governor to give directives
51. (a) The Governor may, after consultation with the Council, give the Council directives of a general character as to the discharge by the Council of their functions in relations to matters appearing to the Governor to affect the public interest, and the Council shall give effect to such directives.
- (b) The Governor may, after consultation with the Council give the Council specific directives for the purpose of remedying any defect which may be disclosed in general arrangement for the Council for the discharge of their functions under this Edict and the Council shall give effect on such directives.
- (c) The Council shall afford the Governor facilities for obtaining information with respect to the property of the College and furnish him with returns, accounts and other information with respect to the property of the College and the function of the Council and afford him facilities for the verification of the information and furnished in such manner and as such times as he may approve.
- Settlement of dispute or doubt
52. In the event of any doubt or dispute arising at any time regarding the meaning of any of the provision of the Edict or the statutes, the matter shall be referred to the Governor who may take such advice and make such decisions thereon as he deems fit, and such decision

shall be binding upon the authority, staff and students of the College.

Legal
proceeding

53. (a) No suit shall be instituted against the Council or any member of staff of the College or any person under the direction of the Council in respect of any neglect of duty, or this Edict or at the place of abode of the intending plaintiff and the relief which he claims.
- (b) In any suit by or against the Council, the Council may be represented in court at any State or the proceeding by:
- (i) A legal practitioner
 - (ii) A servant of the Council authorized in writing in that behalf by the Chairman of the Council.
- (c) In this Section "Suit" includes an action initiated by writ of summons or in such other manner as may be prescribed by rules of court, but does not include criminal proceedings.

PART XI – SUPPLEMENTARY PROVISIONS FOR THE COUNCIL AND OTHER CONSTITUENT BODIES OF THE COLLEGE

Meeting of the
Council

1. (a) The Chairman or in his absence the person appointed to act as Chairman may at any time direct the Secretary to summon a meeting of the Council.
- (b) Any three members of the Council, may by notice in writing signed by them request the Chairman to summon a special meeting of the Council for the purpose set out in such notice and the Chairman shall thereupon order a special meeting to be summoned.
- (c) The Council shall meet at such times and place as the Chairman appointed provided that the Council must hold at least two meetings in each year.

Vacancy or
absence of
Chairman

2. (a) At the meeting of the Council
- (i) The Chairman of the Council, if present shall be the Chairman of the meeting.

- (ii) Where the Chairman is absent or the office of the Chairman becomes vacant, the members of the Council who are present shall choose one of their members to be Chairman of the meeting.
- Transfer to
3. (a) During the period of secondment, any staff may apply in writing to the Council for transfer to the service of the College.
- (b) Any officer who has not applied for the transfer as in sub-paragraph (A) above or whose application has not been accepted and approved by the Council, shall within the year revert to his previous organization.
- Special extension of secondment
4. In special circumstances, the Council after consultation with the relevant organization, extend the period of secondment referred to in Sub-section (3) of part XI for further period.
- Contract
5. Any contract officer taking up appointment with the College shall resign from Civil Service of the State.
6. The Council may appoint Committees to which it may delegate any of its responsibilities and functions.
- Council may appoint Committees
7. (a) Without prejudice to any provision of this Edict, the Council may with the approval of the Governor make standing order regarding notices to be given of meetings, the proceeding and the custody of such minutes and other matters that may be considered necessary or desirable.
- (b) The Board and the Finance and General Purpose Committee may, with the approval of the Council, make similar standing orders as in Sub-section (a) of this Section and without prejudice to the generality of the said sub-paragraph, the standing orders may make provisions for special meetings and elections of temporary Chairman.
- Standing order
- Defect of appointment invalidate proceeding
8. No act of either proceeding of the Council, the Board or any Committees shall be invalid b reason only that:

- (a) There is some defect in the appointment of a person purporting to be a member of the above bodies; or
- (b) There is any vacancy among the members.
- Summoning 9. (a) The Provost may at anytime direct the Secretary to summon a meeting of the Board.
- Voting 10. (a) Every question before the Council or any other body established under the provisions of this Edict at any meeting shall be determined by a majority of the members presents.
- (b) Each member present who votes at any meeting shall have one, but in case of any equal division of votes the Chairman of the meeting may have a second vote.
- Taking of minutes 11. (a) Where the Registrar is absent at any meeting of any of the bodies established under this Edict, the Chairman may in consultation with the Provost appoint any suitable administrative staff to act as Secretary for the particular meeting.
- (b) The Secretary shall keep an accurate record of the meeting in the minute book provided for such purpose.
- (c) The minutes of every meeting shall be signed by the Chairman of the meeting after it has been adopted by the meeting next following
12. THE NASARAWA STATE COLLEGE OF AGRICULTURE EDICT NO. 13 OF 1987 IS HEREBY REPEALED

MADE AT LAFIA THIS 10TH DAY OF NOVEMBER, 1998

Lt. Col. Bala Mohammed Mande
The Military Administrator
Nasarawa State

EXPLANATORY NOTE

(This note does not form part of this Edict and has no legal effect)

The purpose of this Edict is to establish a College of Agriculture for the State and to repeal the Nasarawa State College of Agriculture, Lafia Edict No. 13 of

1. Part II of the Edict provides for the powers, incorporation and main function of the College.
2. Part III contains provisions for the establishment of the College Governing Council and vests in the Council Governing Authority of the College.
3. Part IV contains provisions for the Academic Board of the College.
4. Part V contains provisions for the Finance and General Purpose Committee.
5. Part VI contains provisions for the Appointment and Promotions Committee of the College.
6. Part VII contains provisions for Principal Officers of the College.
7. Part VIII contains provisions for appointment of staff. This part also contains provisions for the keeping of College's accounts and audit.
8. Part IX contains provisions for property and finance of the College and discipline of students.
9. Part X contains miscellaneous provisions for the summoning of Council meetings and other miscellaneous matters.
10. Part XI contains provisions to the Council and other constituted bodies of the College.