



AHMADU BELLO UNIVERSITY, ZARIA

UNIVERSITY COMMITTEE STRUCTURE

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UNIVERSITY COMMITTEE STRUCTURE

University Administration is conducted with the assistance of a Committee system. This book outlines the structure of this system and the University authorities that can constitute a Committee and determine its terms of reference, composition, and quorum. These particulars can only be amended by the constituting authority, and in appropriate cases, amendments may require the alteration of a statute with the agreement of higher authorities.

The terms of office for appointed or elected members may be determined by the authority that appointed or elected them. A committee may invite individuals to attend its meetings as needed. However, any changes to the original membership of the committee must be approved by the authority that constituted it.

COMMITTEES IN THE LAW

1. THE UNIVERSITY COUNCIL

(Constituted by Sections 12 and 13 of the ABU (Transitional Provisions) Act, Section 2 of the Universities (Miscellaneous Provisions) Act, 1993 as amended and Statute 4 of ABU Laws.

The Council is the highest policy-making and governing body of the University, and it has the power to manage all matters not otherwise provided for by or under the Law.

Composition

The Pro-Chancellor	- Chairman
The Vice-Chancellor	- Member
The Deputy Vice-Chancellors	- Members
One person from the Federal Ministry responsible for Education	- Member
Four persons representing a variety of interests and broadly representative of the whole Federation to be appointed by the National Council of Ministers	- Members
Four persons appointed by the Senate from among its Members	- Members
Two persons appointed by the Congregation from among its Members	- Members
One person appointed by the Convocation from among its Members	- Member

In Attendance

Registrar	- Secretary
Bursar	
University Librarian	
Deputy Registrar (Council Affairs)	

Quorum

The Chairman and one-third of the members

2. THE UNIVERSITY SENATE

(Constituted by Section 16 of the ABU (Transitional Provisions) Act, Statute 5 and Section 7A (1) of the Universities (Miscellaneous Provisions) Act, 1993 as amended)

Terms of Reference

Subject to the provisions of the University Law and Statutes and the Universities (Miscellaneous Provisions) Act, 1993 as amended, and subject also to control by the Council in all matters affecting the finances of the University, the Senate manages the academic affairs of the University and acts for the University in all such matters.

In addition to the powers conferred upon it by the above legislations, the Senate shall have the following functions:

- a) To appoint four members of the Senate to be members of the Council;
- b) To regulate, subject to the Law of the University, the admission of persons to courses of study of the University and their continuance at such courses;
- c) To appoint internal and external examiners on recommendations from the Faculty Boards concerned;
- d) To report to the Council on any academic matters;
- e) To discuss any matter relating to the University and to report its views to the Council;
- f) To report to the Council on any matters referred to the Senate by the Council;
- g) To prepare estimates of expenditure required to carry out the work of the University and to submit them to the Council;

- h) To formulate, modify or revise schemes for the organisation of faculties and departments, assign to such faculties and departments their respective subjects, and make recommendations to the Council on the expediency of the establishment, at any time, of faculties and departments, and on the expediency of the abolition, combination or sub-division of any faculties or departments;
- i) To fix, subject to any conditions made by the founders and accepted by the Council, the times, the mode and the conditions of competition for fellowships, scholarships, bursaries, and other prizes, and to award the same;
- j) To make regulations governing the conditions of the award of diplomas by any faculty, institute or other unit of the University;
- k) To appoint such committees as it thinks fit; and
- l) To delegate to any committee appointed by the Senate or to any faculty or other boards any powers which the Senate is competent to perform other than the powers to approve Statutes or confer degrees.

Composition

- i. The Vice-Chancellor - Chairman
- ii. Deputy Vice-Chancellors - Members
- iii. All Professors of the University - Members
- iv. All Deans, Provosts and Directors of academic units of the University - Members
- v. All Heads of Academic Departments, units and research institutes of the University - Members
- vi. The University Librarian - Member
- vii. Elected representatives of the congregation who are academic staff who are not professors as specified by the Laws of the University - Members

In Attendance

- Registrar - Secretary

Bursar
Director, Directorate of Academic Planning and
Monitoring
Deputy Registrar (Academic Affairs) -Asst. Secretary

Quorum:

Chairman and 33 other members

3. THE FACULTY BOARDS

(Constituted by sections 3, 4 and 5 of Statute 6)

Terms of Reference

The Faculty Board, in respect of each Faculty in the University, shall have the following powers and functions:

- i. to regulate, subject to review by the Senate, the teaching and study of subjects in the Faculty;
- ii. to constitute Boards of Studies for separate subjects or groups of subjects;
- iii. to consider the progress of students in the Faculty and to report to the Senate thereon;
- iv. to recommend to the Senate examiners for appointment;
- v. to make recommendations to the Senate on Regulations dealing with syllabi, courses of study and examinations for degrees, diplomas, certificates and other distinctions in the Faculty or with any other matters relating to the work of the Faculty;
- vi. to make recommendations to the Senate for the award of degrees (other than honorary degrees), diplomas, certificates and other distinctions in the Faculty;
- vii. to consider matters relating to the Faculty and to report thereon to the Senate, and to deal with any matters referred or delegated to it by the Senate.

Composition

- i. The Vice-Chancellor;
- ii. The Dean;
- iii. The Heads, whether permanent or temporary, of departments in the Faculty;
- iv. Such other members of the academic staff holding permanent teaching or research posts and being members of that Faculty as the Senate may, from time to time, determine; and
- v. Such other persons, whether members of the Faculty or not, as the Senate may, from time to time, on the recommendation of the Faculty Board, determine.

In Attendance

Registrar

Bursar

Faculty officers

- Secretaries

Quorum: The Dean or a representative nominated by him and one-third of the membership of the Board.

4. THE CONGREGATION

(Constituted by Statute 7)

Terms of Reference

- i. to provide a forum for the discussion of matters affecting the academic well being of the University and to make recommendations, from time to time, to the Council or the Senate on such of these as it thinks fit;
- ii. to receive information, from time to time, on the state of the University from the Vice-Chancellor or such other persons as he may nominate;
- iii. to nominate or elect members of the Council and the Senate as prescribed by the Statute.

Composition

- i. The Officers of the University (other than the Chancellor and Pro-Chancellor);
- ii. All members of the academic staff and all members of the administrative and technical staff holding degrees or other qualifications recognised by the Senate as equivalent to degrees for the purpose of the enabling Statute;
- iii. Registrar - Secretary
- iv. Director of General Administration – Assistant Secretary

Quorum:

No business shall be transacted unless at least five hundred (500) of the members are present. If there is no quorum one hour after the meeting is scheduled to begin, the meeting will not take place and another meeting shall be convened within one month.

JOINT COUNCIL/SENATE COMMITTEES

5. JOINT COUNCIL AND SENATE SELECTION BOARD FOR THE APPOINTMENT OF VICE CHANCELLOR

Membership:

- i. Pro-Chancellor/Chairman of Council - Chairman
- ii. Two council members that are not Senate members - Members
- iii. Two Senate members that are professors but not members of the search Team - Members

Terms of Reference:

- i. Consider the candidates and persons of the shortlisted applicants by examining their curriculum vitae and interacting with them;
- ii. Recommend three of the candidates in order of performance and suitability to the council, stating the reason thereof; and
- iii. Submit report within the time frame given by the council

6. JOINT COUNCIL/SENATE SELECTION BOARD FOR THE APPOINTMENT OF PRINCIPAL OFFICERS OTHER THAN THE VICE-CHANCELLOR AND DEPUTY VICE-CHANCELLORS

Membership

- i. Pro-Chancellor/Chairman of Council - Chairman
- ii. Vice-Chancellor - Member
- iii. Four Members of the Council not being member of the Senate - Members
- iv. Two Members of the Senate - Members

Terms of Reference:

- i. Consider the candidates and persons of the shortlisted applicants by examining their curriculum vitae and interacting with them;

- ii. Recommend three of the candidates in order of performance and suitability to the council, stating the reason thereof; and
- iii. Submit report within the time frame given by the council

7. FINANCE AND GENERAL PURPOSES COMMITTEE

(Constituted by Statute 4 Sections 11, 12 and 13)

Terms of Reference

The Finance and General Purposes Committee (F&GPC), subject to the general supervision of the Council, act for and on behalf of the Council in all matters and, in particular:

- i. shall authorize or ratify payments of all accounts due from the University;
- ii. shall supervise the collection and receipt of all debts and moneys due to the University;
- iii. shall direct the deposit and investment of all donations, subscriptions and other moneys paid to the University;
- iv. shall cause proper accounts to be kept and audited;
- v. shall deal with any matter urgently requiring decision during the intervals between meetings of the Council and shall report any such decision to the Council at its next meeting;
- vi. shall examine draft annual estimates of revenue and expenditure of the University and make recommendations to the Council;
- vii. shall consider and make recommendations to the Council on proposals for capital expenditure;
- viii. may make recommendations to the Council concerning the conditions of employment of the staff of the University;
- ix. may make recommendations to the Council concerning fees and other moneys payable to the University; and
- x. shall perform such other duties as the Council may delegate to it.

Composition

The Chairman of Council	- Chairman
The Vice-Chancellor	- Member
Deputy Vice-Chancellors	- Members
Eight (8) members of the Council nominated by Council of whom not less than two (2) shall be members of the academic staff	- Members

In attendance

Registrar	- Secretary
Bursar	
Deputy Registrar (Council Affairs)	- Asst. Secretary

Quorum

The Chairman (or a member of the Committee nominated by him to chair the Committee), the Vice-Chancellor and 4 other members.

8. APPOINTMENTS AND PROMOTIONS COMMITTEE

(Constituted by Statute 8, Sections 1 and 2)

Terms of Reference

- i. Recommend to Council the appointment of officers of the University (other than the Chancellor, the Pro-Chancellor, the Vice-Chancellor and the Deputy Vice-Chancellors);
- ii. Appoint and promote all other members of the University who are classified by the Council as senior staff members provided that:
 - a) the Chairman of the Council shall be consulted on all appointments and promotions to the grade of Professor; and
 - b) for academic or research posts of Professor, Reader or equivalent grade, the recommendations of two external assessors, for whose appointment the Vice-Chancellor shall arrange, should support the appointment. In other

cases, it shall not be necessary to appoint any external assessors unless in a particular case the Vice-Chancellor so desires or the Committee so recommends.

Composition

- i. The Vice-Chancellor, as the Chairman;
- ii. The Deputy Vice-Chancellors;
- iii. Three representatives of the Council not being members of the Senate, appointed by the Council;
- iv. Two representatives of the Senate;
- v. The Director, Provost, Dean or Principal concerned; and
- vi. The Head of Department concerned.

In Attendance

Registrar

Bursar

The chairman of the complex whose cases are being considered

Director of Human Resources

- Secretary

Quorum

The Chairman, one external member and two Senate members.

9. HONORARY DEGREES COMMITTEE

(Constituted by Statute 11)

Terms of Reference

To make recommendations to the Senate and Council on the award of Honorary Degrees in accordance with the procedures provided under Statute 11.

Composition

- i. The Chairman of Council as Chairman;
- ii. The Vice-Chancellor;

- iii. Three members of the Council appointed by the Council;
and
- iv. Three members of the Senate appointed by the Senate.

In Attendance

Registrar	- Secretary
Deputy Registrar (Council Affairs)	Asst. Secretary

Quorum

The Chairman of the Council or the Vice-Chancellor, one external Council member and two Senate members

10. JOINT COUNCIL AND SENATE COMMITTEE ON SENIOR STAFF DISCIPLINARY MATTERS

(Constituted by Statute by Statute 8, Section 5)

Terms of Reference

- i. To examine and report to Council any case referred to the Committee under the provisions of Statute 8 (e);
- ii. To examine and report to the Council an appeal made by a member of the senior staff against the termination of his/her appointment or any other disciplinary action taken against the staff member by the Management.

Composition

One member of the Council	- Chairman
Three members of Council	- Members
Three members of Senate	- Members

In Attendance

Director of General Administration	- Secretary
Director of University Legal Services	

11. BUDGET MONITORING COMMITTEE

Terms of Reference

- i. Note the amount allocated to the University by the Needs Assessment based on copies of letters of allocation for each year made available to the Committee by the Vice-Chancellor;
- ii. Suggest the priority areas for intervention jointly by the University's Council/Management within the confines of the University's Needs Assessment requirements;
- iii. Ensure the procurement processes are duly followed from procurement planning, advertisement, tender, and award of contracts. Evidence of compliance is to be forwarded to BMC for noting and records;
- iv. In collaboration with Management, monitor the proper utilisation of funds, implementation of projects and collation of quarterly reports for submission to the Council and Implementation Monitoring Committee (IMC);
- v. Monitoring of the Budgetary and financial activities of the University;
- vi. The BMC is to discharge its responsibilities without prejudice to the roles of other statutory organs of the University.

Composition

- | | | |
|-------|---|------------|
| i. | An external member of the Council | - Chairman |
| ii. | One Senate representative | - Member |
| iii. | One Congregation Representative | - Member |
| iv. | ASUU representative | - Member |
| v. | NAAT representative | - Member |
| vi. | NASU representative | - Member |
| vii. | SSANU representative | - Member |
| viii. | Representative of Postgraduate Students | |
| | Representative Council | - Member |

- ix. Representative of Undergraduate Students
Representative Council - Member

In Attendance

- i. Director of General Administration - Secretary
- ii. A representative from the Bursary Department
- iii. Director, Physical Planning and Municipal Services

Quorum

The Chairman of the Committee and one-third of the members.

SENATE COMMITTEES

12. UNIVERSITY ADMISSIONS COMMITTEE

(Constituted by Senate under Section 17(1) (a) and the provision of Statute 5(2) b and k)

Terms of Reference

- i. To advise the Senate on selecting students for admission based on the distribution among the faculties and the School of Basic and Remedial Studies for the places available in each session.
- ii. To determine the procedure for the admission of students.

Composition

- | | | |
|-------|--|----------|
| i. | Vice-Chancellor | Chairman |
| ii. | Deputy Vice-Chancellors | Member |
| iii. | Provosts of Colleges and Schools | Members |
| iv. | 4 Senate Representatives | Member |
| v. | Dean and one Representative of each faculty | Members |
| vi. | Director, School of Basic and Remedial Studies | Member |
| vii. | Director, Directorate of Academic Planning
& Monitoring | Member |
| viii. | Director, Distance Learning Centre | Member |

In Attendance

Registrar

Academic Secretary

Secretary

Quorum: The Chairman and one-third of the members

13. SPECIAL ADMISSIONS AND ADMISSIONS IRREGULARITIES COMMITTEE

(Constituted under the provisions of Statute 5(2) b and k.

Terms of Reference

- i. To consider applications for inter-university transfers. Such transfers to 100 Level are normally entertained. Candidates pursuing 4-year degree programmes elsewhere could be considered as long as their programmes are similar to those in Ahmadu Bello University.
- ii. Inter-university transfers will not involve changes in programmes at the same time.
- iii. To consider applications for inter-faculty/college transfers as the case may be.
- iv. To consider the admission of candidates with peculiar admission requirements who will spend at least two (2) years before graduation as well as cases of admission irregularities. Foreign certificates will be subjected to careful assessments by comparing their syllabi with those obtained in Nigerian Universities.
- v. To ensure that candidates expelled from any other university are not to be accepted and for this purpose, an up-to-date list of all such students expelled from Nigerian universities will be kept and made available to the Committee.
- vi. To ensure that applications for transfers will be addressed to the Registrar accompanied by full personal and academic details including transcripts and photocopies of certificates.
- vii. To ensure that candidates from outside the University must also satisfy the university's minimum admission requirements.
- viii. To ensure that applications will be referred to respective faculties for consideration and comments, with emphasis, among other things, on available places before presentation to the Committee.

- ix. To ensure that application forms for transfer out of ABU or between its faculties shall be available in the Academic Affairs of the Registry Department in good time. Such forms from other universities must be properly endorsed by the relevant authorities in those institutions.
- x. To ensure that the Committee shall, after due consideration present to the Senate its recommendations of cases approved.
- xi. To ensure that the Committee shall meet at least once in a session to consider outstanding cases.

Composition

Deputy Vice-Chancellor (Academic)	Chairman
Dean of each Faculty	Member
Director, School of Basic and Remedial Studies	Member
Director, Directorate of Academic Planning and Monitoring	Member
Director, Distance Learning Centre	Member

In Attendance

Academic Secretary	Secretary
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Quorum: The Chairman and one-third of the members.

14. INTERIM JOINT MATRICULATION BOARD

(Constituted by Statute 31)

Terms of Reference

- i. Overall control of policy matters on the Interim Joint Matriculation Examination (IJME) under the decision of the Senate;
- ii. To receive, report on, and recommend to the Senate for, approval of IJME, the conduct of the examinations, and IJME regulation;

- iii. To recommend to the Senate the appointment of Chief Examiners and Moderators;
- iv. To recommend to the Senate the formation of joint subject areas panels; and
- v. To regulate the conduct and standard of examinations, the Board may set up a subcommittee if necessary.

Composition

- (a) The Vice-Chancellor, who shall be the Chairman;
- (b) The Deputy Vice-Chancellor, Academic
- (c) The Director, IJMB;
- (d) The Director, Institute of Education;
- (e) The Director, Academic Planning and Monitoring;
- (f) One representative of the Council;
- (g) Two representatives of the Senate;
- (h) JAMB Registrar or representative; and
- (i) Representative of the Minister of Education.

In Attendance

- i. Deputy Director
- ii. Academic Secretary
- iii. Administrative Secretary - Secretary
- iv. Finance Officer

Quorum: Chairman and one-third of members.

15. SENATE ESTIMATES COMMITTEE

(Constituted by the provision of Statute 5(2) (g))

Terms of Reference

- i. To receive on behalf of Council through the Senate, requests for staff establishments and funds submitted by departments and other units within the University.

- ii. To prepare estimates based on the requests, after consultations with heads of departments and in keeping with any directions given by the Council or Finance and General Purposes Committee and with the decision of the Senate on priorities for academic activities.
- iii. To submit estimates as prepared to the Council through the Senate.
- iv. To allocate funds provided by Council for Special Expenditure, other than funds provided separately for Institutes or other Units; and
- v. To examine requests for supplementary recurrent financial provisions.

Composition

Vice-Chancellor	Chairman
Bursar	Member
Director, Directorate of Academic Planning and Monitoring	Member
4 members elected by Senate	Members

In Attendance

Registrar	
Director, Physical Planning and Municipal Services	
Academic Secretary	Secretary

Quorum: The Chairman and One-third of the members.

16. ACADEMIC PLANNING COMMITTEE

(Constituted under Section 2 (k) of Statute 5)

Terms of Reference

- i. To plan for the academic development of the University.
- ii. To consider proposals submitted or referred to the committee for academic development; and
- iii. To make recommendations to the Senate on (i) and (ii)

Composition

Vice-Chancellor	-	Chairman
DVC (Academic)	-	Member
Director (AP&M)	-	Member
Provost (the Postgraduate College)	-	Member
Director, Distance Learning Centre	-	Member
4 members elected by the Senate	-	Members
4 members nominated by the Vice-Chancellor		Members

In Attendance

- i. Registrar
- ii. Bursar
- iii. University Librarian
- iv. Academic Secretary
- v. Administrative Secretary, Directorate
of Academic Planning and Monitoring - Secretary

Quorum: The Chairman and at least seven members.

17. UNIVERSITY BOARD OF RESEARCH

(Constituted under the provisions of Section 2 (k) of Statute 5)

Terms of Reference

1. To advise the Senate on:
 - i. The priorities for and the coordination of research work;
 - ii. The financial needs of research work; and
 - iii. The availing of grants from the University Research Fund.
2. To establish a sub-committee for processing applications for University Research Associateship and to approve applications based on conditions and procedures approved by the Senate.
3. To promote the development of research work by:
 - i. Initiating University research projects for the solution of problems not being dealt with by the existing organisations;

- ii. Encouraging and assisting the co-operative development of multi-disciplinary research projects;
- iii. Acting as a link with outside scholars and bodies, and for the commercialisation of research output;
- iv. Advising departments or members of staff on requests regarding the probable implications of research work for the University's external relationships;
- v. Requesting, receiving and documenting annual research reports or summaries from all parts of the University and distributing them to interested persons;
- vi. Acting as a clearing house for information on research problems and work in progress.
- vii. Recommending outstanding researchers for recognition by the Senate.

Composition

- | | | |
|-------|---|----------|
| i. | Vice-Chancellor | Chairman |
| ii. | Deputy Vice-Chancellor (AR&I) | Member |
| iii. | University Librarian | Member |
| iv. | Provosts of Colleges | Members |
| v. | Director, Research & Innovation | Member |
| vi. | Heads of Research Institutes, Centres and Centres of Excellence | Members |
| vii. | Head of Intellectual Property (IP) Unit | Member |
| viii. | Chairmen of Committees on Animal Use and Care and Use of Human Subjects in Research | Members |
| ix. | 2 members elected by the Senate | Members |
| x. | 1 Representative of each faculty and centre | Member |

In Attendance

Registrar

Bursar

Admin Secretary R&I

Secretary

Quorum: The Chairman and One-third of the members.

18. ADVISORY COMMITTEE ON STUDENTS' DISCIPLINE (ACSD)

(Constituted under Statute 9, Sections 4 & 6)

Terms of Reference

To offer advice and guidance to the Vice-Chancellor in the exercise of his responsibility for student discipline.

Composition

i.	Deputy Vice-Chancellor (Administration)	Chairman
ii.	Dean, Student Affairs Division	Member
iii.	Deputy Dean of Student Affairs, Kongo Campus	Member
iv.	Two Senate Representatives	Member
v.	Two Congregation Representatives	Member
vi.	Chief Security Officer	Member
vii.	Director, Legal Services	Member
viii.	Directorate of Academic Planning & Monitoring	Member
ix.	Director, Counselling & Human Development Centre	Member
x.	Academic Secretary	Member
xi.	Provost, Postgraduate College	Member
xii.	Director, Iya Abubakar Institute of ICT	Member
xiii.	Director, University Health Services	Member
xiv.	Staff Officer, Student Affairs Division	Secretary

In Attendance

- i. O/C Dispute Management, Main Campus
- ii. O/C Dispute Management, Kongo Campus
- iii. O/C Special Taskforce, Main Campus
- iv. President, Postgraduate Student Representative Council
- v. President, Undergraduate Student Representative Council

Quorum- Chairman and one-third of the members

19. DRESS CODE COMMITTEE

Terms of Reference

- i. To determine what constitutes universally acceptable decent dressing and develop guidelines for Dress Codes that reflect our traditions and cultures.
- ii. To identify effective ways to sensitise the staff, students, and other members of the University community on compliance with the Dress Codes.
- iii. To identify effective ways for the enforcement of the Dress Codes in the University.
- iv. To evaluate and advise on the effectiveness of implementing the Dress Codes in the University.
- v. To review the Dress Code guidelines from time to time.

Composition

Deputy Vice-Chancellor (Administration)	Chairman
Registrar	Member
Provost, the Postgraduate College	Member
Chairmen of Complexes	Member
Dean of Students Affairs	Member
Director, Counselling and Human Development	Member
Chief Security Officer	Member
Director, Public Affairs	Member
Coordinator, Gender Policy Unit	Member
President, Postgraduate Student Representative Council	Member
President, Undergraduate Student Representative Council	Member
President, Muslim Student Society	Member
President, Fellowship of Christian Students	Member
Career Officer, Student Affairs Division	Secretary

Quorum: Chairman and one-third of members

20. SENATE STANDING COMMITTEE (SSC)

(Constituted under the provisions of Statute 5(2) (j & k)

Terms of Reference

- i. Consideration of Submissions of Examination Results.
- ii. Consideration of cases of Examination Irregularities.
- iii. Consideration of Appointment of Internal and External Examiners.

Composition

Deputy Vice-Chancellor (Academics)	Chairman
Deans of faculties	Member
Director, Distance Learning Center	Member
A Representative of Professors from each Faculty	Member
A Representative of Heads of Departments from each Faculty	Member
Director, AP&M	Member
Director, Iya Abubakar Institute of ICT	Member

In attendance

Academic Secretary
The Officer in Charge of Senate Matters
Head MIS
University Examinations Officer
University Admissions and Registration Officer

Quorum- Chairman and one-third of members

21. THE POSTGRADUATE COLLEGE (PGC) BOARD

(Constituted by Statute 21)

Terms of Reference

- i. to coordinate all postgraduate programmes of the University including planning, general administration, admissions, registration, and examinations.

- i. to recommend on the provision of appropriate facilities for postgraduate work and to regulate the disbursement of funds allocated for postgraduate work.
- ii. to regulate and enhance postgraduate academic standards including the quality of postgraduate instruction and research in the University.
- iii. to promote publication of the outputs from postgraduate research;
- iv. to monitor and evaluate the progress of postgraduate work and to report to Senate at least once a year; and
- v. to publicise the postgraduate activities of the University with a view to attracting enrolment and financial support from governmental, industrial, and other bodies.
- vi. the Provost, who shall be the Chairman.
- vii. the Deputy Provosts
- viii. the Director of Academic Planning and Monitoring.
- ix. all Deans of faculties and Deputy Deans in charge of postgraduate matters;
- x. the Directors of IAR, NAERLS, CERT and NAPRI;
- xi. the University Librarian.
- xii. the Director, Distance Learning Centre.

Composition

The Provost, Postgraduate College	-	Chairman
Deputy Provost PGC	-	Member
The Director AP&M	-	Member
All Deans of Faculties	-	Members
The Directors of IAR, NAERLS, NAPRI, CERT	-	Members
The University Librarian	-	Member
The Director, Distance Learning Centre	-	Member
Director, Research and Innovation	-	Member
The Provosts of Colleges offering Postgraduate Programmes	-	Member
The Board may co-opt other members as it deems fit.		

In Attendance

Registrar

Bursar

Finance Officer

Administrative Secretary PGC

- Secretary

ADMINISTRATIVE COMMITTEES

22. UNIVERSITY MANAGEMENT COMMITTEE

(Constituted by the Vice-Chancellor)

Terms of Reference

- i. To ensure that all policy decisions are promptly and properly implemented;
- ii. To ensure efficient running of the University;
- iii. To initiate proposals for capital and other development projects for the University and provide general oversight for University activities;
- iv. To consider and take action or make appropriate recommendations on any other matter that may be brought to the attention of the Management.

Composition

Vice-Chancellor	-	Chairman
DVC (Administration)	-	Member
DVC (Academic)	-	„
DVC Advancement, Research and Innovation	-	„
Registrar	-	„
Bursar	-	„
University Librarian	-	„
Provost, College of Medical Sciences	-	„
Dean, the Postgraduate College	-	„
Dean, Student Affairs	-	„
Director, DAP&M	-	„
Director, Directorate of Research & Innovation	-	„
Director, DAIE	-	„
Director, Iya Abubakar Institute of ICT	-	„
Director, PP&MS	-	„
Director, Public Affairs	-	„
Director, University Health Services	-	„
Director, Legal Services	-	„

Chief Internal Auditor	-	„
Chief Security Officer	-	„

In Attendance

Special Assistant to the Vice-Chancellor	-	Secretary
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Quorum: The Chairman (or his rep) and one-third of members.

23. COMMITTEE OF DEANS AND DIRECTORS

Terms of Reference

1. To advise and assist the Vice-Chancellor on all matters affecting the administration of the University and in particular on:
 - i. The application of the regulations governing the conditions of service of senior staff;
 - ii. Make recommendations on guidelines relating to the grant of study leave, study fellowship, and post-doctoral fellowship for both ABU staff and those coming to the University;
 - iii. The award of University scholarships and prizes;
 - iv. Conference attendance for University staff members.
2. Initiate proposals for capital and other projects;
3. Review from time to time the existing practices in the University and make appropriate recommendations to the relevant organs of the University;
4. To formulate recommendations to be submitted to the Council, Senate or other University Committees and to consider any other matters referred to it by such bodies.

Composition

All Deans and Directors

The Chairman is to be appointed from amongst the deans in accordance with the guidelines of the Committee's tenure duration.

The Secretary is to be appointed by the Registrar

Quorum: The Chairman (or a member he appointed to represent him/her) and one-third of the members.

24. UNIVERSITY LIBRARY COMMITTEE

Terms of Reference

- a. To advise and assist the University Management on all matters concerning the University Library System and in particular on:
 - i. To advise on the regulations governing the use of the University libraries
 - ii. To advise on the relationship between the Kashim Ibrahim Library and departmental libraries.
 - iii. To consider and approve the University Librarian's recommendations on the allocation of funds for the purchase of books, journals, manuscripts, equipment, database subscriptions etc; and
 - iv. To report to the Senate through the Vice-Chancellor once every Semester.

Composition

Deputy Vice-Chancellor (Academic)	- Chairman
DVC Advancement, Research and Innovation	- Member
University Librarian	- Member
Deputy University Librarian	- Member
Director, DAP&M	- Member
Director, IAICT	- Member
Head, Department of Library & Info. Science	- Member
One member elected by each faculty	
Institutes and Colleges	- Member
Two members elected by the Senate	- Members

In Attendance

Administrative Secretary KIL

- Secretary

Quorum: The Chairman, the University Librarian and six other members.

25. DEMONSTRATION SECONDARY SCHOOL BOARD

Terms of Reference

- i. Implementation of such policy matters as are set out in the School's regulations and those which the University Council may decide from time to time;
- ii. To administer the School's funds properly;
- iii. To formulate and implement other policy matters concerning the running of the School;
- iv. To act in an advisory capacity to the University Administration and Council on matters concerning the School; and
- v. To implement policy matters regarding admission into the School.

Composition

- | | |
|---|------------|
| i. Deputy Vice-Chancellor (Administration) | - Chairman |
| ii. Dean of the Faculty of Education | - Member |
| iii. Director of Education | - Member |
| iv. Two senate Representatives | - Members |
| v. Two members elected by Congregation | - Members |
| vi. Principal of the School | - Member |
| vii. Chairman, Parent/Teacher Association | - Member |
| viii. Representative of the School Teachers | - Member |

In Attendance

- i. Vice Principal, Kongo
- ii. Representative of DEMOSA

- iii. Finance Officer
- iv. Administrative Secretary - Secretary

26. STAFF SCHOOL MANAGEMENT BOARD

Terms of Reference

- i. Implementation of such policy matters as are set out in the School's regulations and those which the University Council may decide from time to time;
- ii. Proper administration of the School's funds;
- iii. To advise the University Administration and Council towards the formulation and implementation of policy matters and regulations relating to the running of the School;
- iv. To act in an advisory capacity to the University Administration and Council on matters concerning the School; and
- v. To advise on policy matters regarding admission into the School.

Composition

- i. Vice-Chancellor's nominee - Chairman
- ii. The School Headmaster - Member
- iii. Director, Institute of Education - Member
- iv. Director, DAP&M - Member
- v. Director, PP&MS - Member
- vi. Director, UHS - Member
- vii. Chairman, ABUSSPTA Main Campus - Member
- viii. Chairman ABUSSPTA Kongo Campus - Member
- ix. Representative of the School Teachers - Member
- x. Chief Security Officer - Member

In Attendance

- i. Assistant Headmasters
- ii. School Accountant

- iii. Secretary - to be appointed by the Registrar

27. LANDSCAPING AND HERITAGE COMMITTEE

Terms of Reference

- i. Advise the University Management on matters relating to the landscaping of the Campuses and the maintenance of open spaces on these campuses;
- ii. Advise on ways and means of monitoring compliance with its recommendations to ascertain the extent to which they are implemented;
- iii. Advise the Chief Security Officer or other appropriate authorities on serious cases of non-compliance with environmental regulations in the Campuses;
- iv. Identify additional places/areas that need landscaping in the University
- v. Identify and document historic buildings and monuments in the University
- vi. Identify other places for development as parks
- vii. Advise on the revival of the University zoo
- viii. Design a work plan for the beautification of the University
- ix. Make any other recommendation pertinent to its mandate
- x. To submit an Annual Report to the Vice-Chancellor

Composition

Deputy Vice-Chancellor (Administration)	-Chairman
Director of Physical Planning & Municipal Services	- Member
One Representative from each of the following:	
Institute for Agricultural Research	- Member
Division of Agricultural Colleges	- Member
Faculty of Agriculture	
University Health Services	- Member
Department of Archaeology	- Member
Department of Architecture	- Member

Department of Botany	- Member
Department of Fine Arts	- Member
Department of Geography	- Member
Department of Water Resources & Env. Engr	- Member
Bursary	- Member
Students Affairs Division	- Member
Security Division	- Member

In Attendance

Secretary - to be designated by the Registrar

Quorum: The Chairman (or a member he/she appointed to represent him/her) and one-third of the members.

28. UNIVERSITY SECURITY COMMITTEE

Terms of Reference

To deliberate on all security matters of the University and advise the Vice-Chancellor as appropriate through the Chief Security Officer of the University.

Composition

- | | |
|--|------------|
| i. Chief Security Officer | - Chairman |
| ii. Dean, Students' Affairs | - Member |
| iii. 4 Nominees of the Vice-Chancellor | - Members |
| iv. Director, University Legal Services | - Member |
| v. Director, University Health Services | - Member |
| vi. Chairmen of the In-House Unions | - Member |
| vii. Chairman, Residential Areas Chairmen | - Member |
| viii. President, Postgraduate Student Council | |
| ix. President, Undergraduate Student Rep. Council | - Member |
| x. Area Commander, Nigeria Police | - Member |
| xi. Divisional Police Officers, Samaru and Zaria | - Members |
| xii. Representative of the Department of State Services- | Member |

- | | | |
|-------|-----------|----------|
| xiii. | Registrar | - Member |
| xiv. | Bursar | - Member |

In-Attendance

- | | |
|---|-------------|
| Administrative Secretary, Security Division | - Secretary |
|---|-------------|

Quorum: The Chairman (or his representative from among the members) and one-third of the members.

29. STAFF LOAN COMMITTEE

Terms of Reference

- i. To carry out the management and general control of the University staff loan schemes;
- ii. To approve loans and to carry out such other functions as are conferred upon the Committee by the regulations;
- iii. To ensure the recovery and repayment of all loans as and when due.

Composition

- | | | |
|-------|--|------------|
| i. | Deputy Vice-Chancellor (Administration) | - Chairman |
| ii. | Registrar | - Member |
| iii. | Bursar | - Member |
| iv. | Dean, Faculty of Law or his representative | - Member |
| v. | Two (2) nominees of the Vice-Chancellor | - Members |
| vi. | Two (2) Congregation Representatives | - Members |
| vii. | Representatives of the In-House Unions | - Members |
| viii. | Director Legal Service | - Member |

In Attendance

- | | |
|-----------|----------------------------------|
| Secretary | – as designated by the Registrar |
|-----------|----------------------------------|

Quorum: The Chairman (or his representative from among the members) and one-third of the members.

30. SENIOR STAFF HOUSING ALLOCATION COMMITTEE

Terms of Reference

To advise and assist the Vice-Chancellor on the allocation and administration of Senior Staff Housing other than the duplex (professorial) houses.

Composition

- | | |
|---|------------|
| i. Deputy Vice-Chancellor (Admin) | - Chairman |
| ii. 6 Area Reps elected by the Congregation | - Members |
| iii. Reps of ASUU, SSANU & NAAT | - Members |

In Attendance

Housing and Passages Officer	- Secretary
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Quorum: The Chairman (or his representative from among the members) and one-third of the members.

31. PROJECT MONITORING COMMITTEE

(Constituted by the Vice-Chancellor)

Terms of Reference

- i. To inspect/conduct oversight on all projects executed with internally generated revenue, while these projects are ongoing as well as after completion;
- ii. Ensure that such projects have conformed with the approved technical designs and specifications;
- iii. Ensure compliance with the agreed project completion period;
- iv. Ensure that the projects have value commensurate with the money invested;
- v. Suspend and report a faulty project to the University Tenders Board;
- vi. Submit regular reports to the Tenders Board.

- i. Chairman (to be appointed by the Vice Chancellor) Director, PP&MS;
- ii. Head of the Directorate of Procurement;
- iii. Rep. Dept. of Building;
- iv. Rep. Dept. of Architecture;
- v. Rep. Dept. of Electrical Engineering
- vi. Rep. Dept. of Mechanical Engineering
- vii. Rep. Dept. of Quantity Surveying

Director of General Administration - Secretary

Terms of Reference

- i. To recommend to the Vice-Chancellor the schedule for Public and Inaugural Lectures including the lecturers, topics, chairmen, budget etc;
- ii. To liaise between the University and lecturers as may be approved by the Vice-Chancellor;
- iii. To arrange for the production and circulation of invitations, programmes and lecture texts;
- iv. To arrange for suitable venues and ancillary equipment and streaming for the lectures;
- v. To report to the Vice-Chancellor on the Committee's activities biannually; and
- vi. To advise the Vice-Chancellor on any matter incident to the foregoing terms of reference.

DVC Advancement, Research and Innovation - Chairman

Five academic staff members not below the rank of Senior Lecturer - Members

33. ADMINISTRATIVE BOARD OF SURVEY

Terms of Reference

- i. Inspect all unserviceable vehicles, plants and equipment and determine whether, in the light of available information, they should be disposed of;
- ii. Determine the manner of disposal as well as the disposal value of unserviceable vehicles, plants and equipment;
- iii. Advise and make any recommendations which it considers in the best interest of the University in respect of unserviceable vehicles, plants and equipment;
- iv. Meet twice a year to discharge the above functions and produce an annual report to the Chairman of the Senate Estimates Committee.

Composition

- | | |
|--|------------|
| i. Deputy Vice-Chancellor (Administration) | - Chairman |
| ii. One (1) nominee representing Council | - Member |
| iii. Bursar | - Member |
| iv. Director, IOA | - Member |
| v. Director, DAC | - Member |
| vi. Director, NAPRI | - Member |
| vii. Director, NAERLS | - Member |
| viii. Director, PP&MS | - Member |
| ix. Director, IAIICT | - Member |
| x. Chief Internal Auditor | - Member |
| xi. Chief Security Officer | - Member |
| xii. Head, Dept. of Mechanical Engineering | - Member |
| xiii. Head, Procurement Unit | - Member |

In Attendance

Secretary

– as designated by the Registrar

Quorum: The Chairman (or any member he/she appointed to represent him/her) and one-third of the members.

34. UNIVERSITY HEALTH SERVICES BOARD

Terms of Reference

- i. Give policy directions as may be deemed necessary to carry out the functions of the UHS;
- ii. Consider and report to Council on proposals involving finance and administration of properties;
- iii. Request and receive from the Director reports on the activities of UHS;
- iv. Construct, equip, maintain and operate such clinics and laboratories as the board may consider necessary;
- v. Appoint, from its own members or externally, such committees as may be deemed expedient and to delegate to any such committee any function which the Board of Governors is competent to perform.

Composition

- | | | |
|------|---|-----------|
| i. | A suitable person to be appointed by the VC | -Chairman |
| ii. | Director, University Health Services | - Member |
| iii. | Provost, College of Medical Sciences | - Member |
| iv. | The Chief Medical Director ABUTH | -Member |
| v. | One representative of the Council | - Member |
| | One representative of the Senate | - Member |
| vi. | One representative of the University Congregation | - Member |

In Attendance

- | | | |
|-----|-------------------------------|-------------|
| i. | Administrative Secretary, UHS | - Secretary |
| ii. | The Finance Officer | |

iii. NHIS Coordinator

Quorum: The Chairman (or any member he/she appointed to represent him/her), The Director University Health Service and two other member.

35. UNIVERSITY MEDICAL BOARD

Terms of Reference

- i. Advise on staff members' ability or otherwise to perform their duties due to injury or illness;
- ii. Advise on the treatment or support required by a staff member.

Composition

- | | | |
|------|---|------------|
| i. | Provost, College of Medical Sciences | - Chairman |
| ii. | Deputy Provost, College of Medical Sciences | - Member |
| iii. | Director, University Health Services | - Member |
| iv. | Relevant Consultant/Specialist | - Member |

In Attendance

Admin Secretary, Medical College	- Secretary
----------------------------------	-------------

36. STUDENT WELFARE BOARD

Terms of Reference

- i. Responsible for the formulation of policy and advising the University on matters relating to student services and Welfare;
- ii. Present annual reports and estimates on student welfare for the consideration of the Senate Estimates Committee;
- iii. Recognise the Students' Union, approve the Students' Union constitution and other matters relating to student activities.

- iv. Responsible for advising and assisting in formulating policies relating to students' rules and procedures at campuses and halls of residence.
- v. Devise ways and means of ensuring the most efficient utilisation of materials and human resources to provide sporting activities to students on all Campuses.

Composition

i.	Deputy Vice-Chancellor (Administration)	-Chairman
ii.	Bursar	-Member
iii.	Dean of Student Affairs	- „
iv.	Deputy Dean of Student Affairs (Kongo)	- „
v.	Deputy Dean, Kongo	- „
vi.	Assistant Dean, Main Campus (Female)	- „
vii.	Director, Counselling & Human Development Centre	- „
viii.	Director of Sports	- „
ix.	Director, UHS	- „
x.	Director, PP&MS	- „
xi.	Chief Security Officer	- „
xii.	President of the Postgraduate Students Council	- „
xiii.	President, UG Students Representative Council	- „

In Attendance

i.	Staff Officer, SAD	- Secretary
ii.	Accommodation Officer	
iii.	Career Officer	

Quorum: The Chairman (or any member he/she appointed to represent him/her) and one-third of the members.

37. JUNIOR STAFF TRAINING COMMITTEE

Terms of Reference

- i. To review, from time to time, the University Training Programme for junior and intermediate staff members;
- ii. Subject to any general policies approved by the CDD to approve regulations governing admission, academic progression and student withdrawal from courses; fees to be charged; the appointment of examiners; course syllabuses; internal examination results; and other matters affecting the running of the training courses, including approval of cases of repeating or omitting a year of study;
- iii. To receive an annual progress report from the Director (Human Resources) and make appropriate comments and recommendations to the CDD; and,
- iv. To receive an estimate (an annual budget) from the Director of Human Resources and make recommendations annually to the Senate Estimates Committee on the Funds to be provided in the estimate for training other than provisions in the Institutes.

Composition

- | | | |
|---|---|----------|
| i. Registrar | - | Chairman |
| ii. Bursar | - | Member |
| iii. University Librarian | - | „ |
| iv. Director, PP&MS | - | „ |
| v. Director, IAICT | - | „ |
| vi. Director of Human Resources | - | „ |
| vii. Chief Security Officer | - | „ |
| viii. Administrative Secretary, DAP&M | - | „ |
| ix. Training Liaison Officers elected by
Faculties of Education, Engineering, Life
Sciences and Physical Sciences | - | „ |

In Attendance

Staff Training Coordinator

- Secretary

Quorum: The Chairman (or any member he/she appointed to represent him/her) and one-third of the members.

38. JUNIOR STAFF DISCIPLINARY COMMITTEE**Terms of Reference**

- i. To examine and report to the Vice-Chancellor any case referred to the Committee under the provisions of the Junior Staff Regulations;
- ii. To offer advice and guidance to the Vice-Chancellor in the exercise of his/her responsibility for junior staff discipline.

Composition

- i. Registrar or his Rep. - Chairman
- ii. Director, Legal Services - Member
- iii. Chief Security Officer - Member
- iv. Director, Institute of Administration - Member
- v. Dean, Faculty of Law or his representative - Member
- vi. Director, Counselling and Human Dev. Centre - Member

In Attendance

Director of Human Resources

- Secretary

Quorum: The Chairman (or any member he/she appointed to represent him/her) and one-third of the members.

BOARD OF GOVERNORS/DIRECTORS

39. INSTITUTE OF ADMINISTRATION GOVERNING BOARD

(Established by Statute 13)

Terms of Reference

- i. To provide courses of instruction for diplomas, certificates and other distinctions;
- ii. To provide specialist training courses, whether leading to university distinctions or not, for Government and Local Government employees and other persons;
- iii. To provide specialist training courses, whether leading to university distinctions or not, for Government and Local Government employees and other persons;
- iv. Under such conditions as may be prescribed by appropriate authority, to award, or to recommend to the Senate the award of diplomas, certificates and other distinctions;
- v. To conduct research, with particular reference to administration, law and local government;
- vi. To provide extension services and, for this purpose, to organise workshops, seminars, courses, conferences and lectures; and,
- vii. To assist in the teaching functions of the University at the graduate and undergraduate levels.
- viii. To, with the approval of the Council and subject to any conditions or limitations specified by the Council, constitute an Appointments and Promotions Committee with powers to make appointments and promotions of the senior/junior staff.

Composition

- | | | |
|------|--|------------|
| i. | The Vice-Chancellor | - Chairman |
| ii. | The Director of the Institute | - Member |
| iii. | The Director, Centre for Islamic Legal Studies | - Member |

- iv. The Deans of the faculties of Administration and Law -Members
- v. Two members of the senior staff of the Institute elected by the senior staff - Members
- vi. Two members of the academic staff appointed by the Senate - Member
- vii. One member of the Council, not being a member of the academic staff, appointed by the Council - Member
- viii. One person representing each of the States appointed by the Governor of that State - Members
- ix. Not more than three members co-opted by the Board, each of whom shall be a person of distinction in the field of Administration, Law or Local Government - Members

In Attendance

- i. Registrar
- ii. Bursar
- iii. Finance Officer
- iv. Institute Secretary - Secretary

Quorum

The Vice-Chancellor, the Director of the Institute or the person nominated by him, and five other members, at least one of whom shall be among members appointed by the Governors of the States.

40. INSTITUTE FOR AGRICULTURAL RESEARCH GOVERNING BOARD

(Constituted by Statute 14)

Terms of Reference

Subject to the overall control and direction of the Council, the Board of Governors shall have the following powers and functions:

- i. To give policy directions as deemed necessary to carry out the functions of the Institute;

- ii. To consider and report to the Council on all proposals involving finance and the administration of property;
- iii. To approve the admission of persons as members of the Institute other than those persons who are members by right under paragraph 18 of the Institute's Statute, and to define the rights and obligations of members or any category of members;
- iv. To approve, on the recommendation of the Professional and Academic Board, the granting of the status of Associated Institution to any Institution;
- v. To request and receive from the Director and consider reports on the work of the Institute;
- vi. To provide for the University Council a report of the proceedings of all meetings of the Board of Governors;
- vii. To carry out any other functions conferred upon the Institute by the Law or the Statutes or delegated to the Board of Governors by the Council; and,
- viii. To appoint from its members or outside its members, such committees as may be deemed expedient and to delegate to any such committee or committees any functions which the Board of Governors is competent to perform.
- ix. To, with the approval of the Council and subject to any conditions or limitations specified by the Council, constitute an Appointments and Promotions Committee with powers to make appointments and promotions of the senior/junior staff.

Composition

- i. The Vice-Chancellor - Chairman
- ii. The Director of the Institute - Member
- iii. The Dean of the Faculty of Agriculture - Member
- iv. The Dean of the Faculty of Veterinary Medicine - Member
- v. Two members of the academic staff appointed by the Senate - Members
- vi. One member elected by the research staff of the Institute from amongst themselves - Member

- vii. One member of the Council, not being a member of the academic staff appointed by the Council - Member
- viii. One person representing each of the States appointed by the Governor of that State - Members
- ix. The Permanent Secretary of the Federal Ministry charged with responsibility for Agriculture or his representative - Member
- x. Not more than four members co-opted by the Board - Members

In Attendance

Registrar

Bursar

Finance Officer

Institute Secretary - Secretary

Quorum

The Vice-Chancellor, the Director of the Institute or the person nominated by him and six other members, at least two of whom shall be members appointed by the Governors of the State.

41. INSTITUTE OF EDUCATION GOVERNING BOARD

(Constituted by Statute 15)

Terms of Reference

Subject to the overall control and direction of the Council and to any regulations made by the Senate, the Board of Governors shall have the following powers and functions:

- i. To give policy directions as deemed necessary to carry out the functions of the Institute;
- ii. To consider and report to the Council on all proposals involving finance and the administration of property;
- iii. To approve the admission of persons as members of the Institute other than those persons who are members by right

- under paragraph 18 of the Institute's Statute and to define the rights and obligations of members or any categories of members;
- iv. To approve, on the recommendations of the Professional and Academic Board, the granting of the status of Associated Institution to any Institution;
 - v. To request and receive from the Director and consider reports on the work of the Institute;
 - vi. To provide for the Council and, where relevant, the Senate, a report of the proceedings of all meetings of the Board of Governors;
 - vii. Subject to the provisions of the Statutes, establish an Appointments and Promotions Committee;
 - viii. To prescribe the organisation and administration of the constituent institutions within the Institute, and when deemed expedient to delegate to any committee or other body, to the Director of the Institute or to the Principal of a constituent institution any functions which the Board of Governors is competent to perform in respect of a constituent institution;
 - ix. To carry out any other functions conferred upon the Institute by the Law or the Statutes or delegated to the Board of Governors by the Council; and
 - x. To appoint, from among its members or external individuals, committees that may be deemed expedient and to delegate to these committees any function that the Board of Governors is qualified to perform;
 - xi. To, with the approval of the Council and subject to any conditions or limitations specified by the Council, constitute an Appointments and Promotions Committee with powers to make appointments and promotions of the senior/junior staff.

Composition

- i. The Vice- Chancellor - Chairman
- ii. The Director of the Institute - Member

- iii. The Dean of the Faculty of Education - Member
- iv. Two Professors in the Faculty of Education
elected by the Board of that Faculty - Members
- xi. Two members of the senior staff of the Institute
excluding the Constituent Institutions, elected by the
senior staff - Members
- xii. two members of the academic staff appointed
by the Senate - Members
- xiii. One member of the Council not being a member of
the academic staff, appointed by the Council - Member
- xiv. One person representing each of the States,
appointed by the Governor of that State - Member
- v. Not more than four members co-opted by
the Board - Members

In Attendance

- i. Registrar
- ii. Bursar
- iii. Finance Officer
- iv. Institute Secretary - Secretary

Quorum

The Vice-Chancellor, the Director of the Institute or the person nominated by him and six other members.

42. DIVISION OF AGRICULTURAL COLLEGES GOVERNING BOARD

(Constituted by Statute 16)

Terms of Reference

Subject to the overall control and direction of the Council and to any regulations made by the Senate, the Board of Governors shall have the following powers and functions:

- i. To give policy directions as deemed necessary to carry out the functions of the Division:-

- ii. To consider and report to the Council on all proposals involving finance and the administration of property;
- iii. To approve the admission of persons as members of the Division, oilier than those persons who are members by light under paragraph. 18 of this Statute, and to define the rights and obligations of members or any category of members;
- iv. To approve, on the recommendation of the Professional and Academic Board. the granting of tile status of Associated Institution to any Institution:
- v. To receive from the Director and consider reports on time work of the Division;
- vi. To provide to the Council and, where relevant, the Senate a report of tile proceedings of all meetings of the Board of Governors;
- vii. Subject to the provisions of the Statutes, to establish an Appointments and Promotions committee;
- viii. To prescribe the organization and administration of the constituent Institutions within the Division, and when deemed expedient, to delegate to any committee or other body, to the Director of the Division or to the Principal of a Constituent Institutions, any functions which the Board of Governors is competent to perform in respect of a Constituent institutions;
- ix. To carry out any other functions conferred upon the Division by the Law or the Statutes or delegated to the Board of Governors by the Council;
- x. To appoint from its own members otherwise such committees as may be deemed expedient, and to delegate to any such committees any function which the Board of Governors is competent so perform; and,
- xi. To, with the approval of the Council and subject to any conditions or limitations specified by the Council, constitute an Appointments and Promotions Committee with powers to make appointments and promotions of the senior/junior staff.

Composition

- | | | |
|-------|--|------------|
| i. | The Vice-Chancellor | - Chairman |
| ii. | The Provost for Agriculture and Veterinary Medicine | - Member |
| iii. | The Director of the Division | - Member |
| iv. | Directors of NAERLS, NAPRI, IAR and VTH | - Members |
| v. | Deans, faculties of Agric and Vet. Medicine | - Members |
| vi. | All provosts of the Constituent Institutions | - Members |
| vii. | An academic staff appointed by the Senate | - Member |
| viii. | A member of Council not being a member of the academic staff, appointed by Council | - Member |
| ix. | One person representing each of the States appointed by the Governor of that State | - Member |
| x. | One representative each of the Federal Ministry of Agriculture and Education | - Members |

In Attendance

- | | | |
|------|---------------------|-------------|
| i. | Registrar | |
| ii. | Bursar | |
| iii. | Finance Officer | |
| iv. | Institute Secretary | - Secretary |

Quorum

The Vice-Chancellor, the Director of the Institute or the person nominated by him and six other members.

43. SCHOOL OF BASIC AND REMEDIAL STUDIES GOVERNING BOARD

(Constituted by Statute 17)

Terms of Reference

Subject to the overall control and direction of the Council and to any regulations made by the Senate, the Board of School of Basic

and Remedial Studies shall have the following powers and functions:

- i. To recommend to the Senate regulations for the admission of students to the School;
- ii. To consider and report to the Council all proposals involving finances and the administration of properties;
- iii. To keep a register of all students in all courses in the School;
- iv. To regulate, subject to review by the Senate, the teaching and study of subjects in the School;
- v. To constitute committees for separate subjects or groups of subjects;
- vi. To consider the progress of students in the School and to report to the Senate thereon;
- vii. To recommend to the Senate examiners for appointment;
- viii. To report to the Senate on regulations dealing with syllabi, courses of study and examinations or any other matters relating to the work of the School;
- ix. To make recommendations to the Senate for the award of certificates and other distinctions in the School;
- x. To consider matters relating to the School and to report thereon to the Senate, and to deal with any matters referred or delegated to it by the Senate;
- xi. To appoint such committees and to delegate to them such powers as it thinks fit, and such committees may include persons who are not members of the Board; and
- xii. To prescribe the mode of conducting its proceedings;
- xiii. To, with the approval of the Council and subject to any conditions or limitations specified by the Council, constitute an Appointments and Promotions Committee with powers to make appointments and promotions of the senior/junior staff.

Composition

- (a) The Chairman, who shall be appointed by the Vice-Chancellor;

- (b) The Director;
- (c) The Academic Secretary;
- (d) Two persons not below the rank of Lecturer I elected by the Academic Staff of the School;
- (e) One member representing the Council;
- (f) One member representing the Senate; and
- (g) Two members representing Katsina and Kaduna States;

In Attendance

Administrative Secretary
Finance Officer

- Secretary

Quorum: The Chairman, the Director and any three other members.

44. NATIONAL AGRICULTURAL EXTENSION RESEARCH AND LIAISON SERVICES (Constituted by Statute 19)

Terms of Reference

Subject to the overall control and direction of the Council, the Board of Governors shall have the following powers and functions:

- i. To provide a linkage between Research Institutes and Centres, especially those of Ahmadu Bello University Agricultural Complex, and the extension service of the States;
- ii. To provide extension and advisory services to the States in all aspects of agriculture;
- iii. To ensure the interpretation and dissemination of relevant research results from any source but especially from the Institutes of the Agricultural Complex of Ahmadu Bello University;
- iv. Relay problems from the field to research organisations;

- v. To conduct agricultural performance survey and policies and provide feedback to the stakeholders;
- vi. To co-operate with other research organisations in conducting research into matters pertaining to agriculture;
- vii. To arrange for such conferences of government officers and persons and for such courses and lectures as may be considered to further the above functions; and,
- viii. To participate in teaching, research and other functions of the University at all levels.

Composition

- i. The Vice-Chancellor - Chairman
- ii. The Deans for Agric and Vet. Medicine - Members
- iii. The Director, NAERLS - Member
- iv. The Directors of IAR, NAPRI and DAC - Members
- v. One staff elected from among the NAERLS services staff - Member
- vi. One non-Senate member of the Council - Member
- vii. One person representing the Rainforest Zone of Nigeria to be appointed by the Council on the nomination of the Vice-Chancellor - Member
- viii. One person representing the Southern Guinea Savannah of Nigeria to be appointed by the Council on the nomination of the VC - Member
- ix. One person representing the Northern Guinea Savannah of Nigeria to be appointed by the Council on the nomination of the VC - Member

In Attendance

- i. Registrar
- ii. Bursar
- iii. Finance Officer
- iv. Institute Secretary - Secretary

Quorum

The Vice-Chancellor, the Director of the Institute or a person nominated by him and six other members.

45. NATIONAL ANIMAL PRODUCTION RESEARCH INSTITUTE BOARD

(constituted by Statute 20)

Terms of Reference

Subject to the overall control and direction of the Council, the Board of Governors shall have the following powers and functions:

- i. To give policy directions as deemed necessary to carry out the functions of the Institute;
- ii. To consider and report to the Council on all proposals involving finance and the administration of property;
- iii. To approve the admission of individuals as members of NAPRI, aside from those who hold membership by right under paragraph 18 of the Institute's Statute, and to clarify the rights and obligations of a member or any category of members;
- iv. To approve, on the recommendation of the Professional and Academic Board, the granting of the status of Associated Institution to any Institution;
- v. To request and receive from the Director and consider reports on the work of the Institute;
- vi. To provide to Council a report of the proceedings of all meetings of the Board of Governors;
- vii. To carry out any other functions conferred upon the Institute by the Law or the Statute or delegated to the Board of Governors by the Council; and
- viii. To appoint, from its members or from outside its members, such committees as may be deemed expedient and to delegate to any such committee any functions which the Board of Governors is competent to perform.

- ix. To, with the approval of the Council and subject to any conditions or limitations specified by the Council, constitute an Appointments and Promotions Committee with powers to make appointments and promotions of the senior/junior staff.

Composition

- i. The Vice-Chancellor - Chairman
- ii. The Deans for Agriculture and Veterinary Medicine- Members
- iii. The Director of NAPRI - Member
- iv. The Director of NAERLS - Member
- v. The Director of IAR - Member
- vi. One member of the academic staff appointed by the Senate - Member
- vii. One member elected from among their own member by the research staff of the Institute - Member
- viii. One non-academic member of the Council -Member
- ix. One person representing the Forest Zone of Nigeria to be appointed by the Council on the nomination of the Vice-Chancellor - Member
- x. One person representing the Southern Guinea Savannah of Nigeria to be appointed by the Council on the nomination of the VC - Member
- xi. One person representing the Northern Guinea Savannah of Nigeria to be appointed by the Council on the nomination of the VC - Member
- xii. One person representing the Sudan and the Sahel Zones of Nigeria to be appointed by the Council on the nomination of the VC - Member
- xiii. Rep. of Fed. Min. of Agric and Rural Dev. - Member
- xiv. The Executive Secretary of the ARCN - Member
- xv. Director, National Veterinary Research Inst. - Member
- xvi. Director, Federal Livestock Dept. - Member
- xvii. Not more than 2 members co-opted by the Board - Members

In Attendance

- i. Registrar
- ii. Bursar
- iii. Finance Officer
- iv. Institute Secretary - Secretary

Quorum

The Vice-Chancellor, the Director of the Institute or the person nominated by him and six other members, at least three of whom shall be external representatives.

46. CENTRE FOR HISTORICAL DOCUMENTATION AND RESEARCH (AREWA HOUSE) BOARD

(Constituted by Statute 23)

Terms of Reference

Subject to the overall control and direction of the Council and any regulations made by the Senate, the Board of Governors shall have the following powers and functions:

- i. Issue guidelines and policy directions necessary for carrying out the mandate of the Centre;
- ii. Receive from the Director and consider an annual report on the activities of the Centre;
- iii. Consider the annual estimates of the Centre and recommend them to the appropriate University body; and
- iv. Establish such committees to assist it in discharging its mandate as it deems fit.

Composition

- i. The Vice-Chancellor - Chairman
- ii. The Director, Centre for Historical Documentation and Research - Member
- iii. One member of the Council, not being an academic staff, appointed by the Council - Member

- iv. One member of the academic staff appointed by the Senate - Member
- v. Two members nominated by the Vice-Chancellor, from outside the University - Members
- vi. The University Librarian - Member
- vii. The Heads of Departments of History, Arabic and African Languages & Cultures - Members
- viii. Three persons representing the States nominated by the Vice-Chancellor and appointed by the Council - Members
- ix. Not more than two members co-opted by the Board - Members

In Attendance

- i. Registrar
- ii. Bursar
- iii. Finance Officer
- iv. Administrative Secretary - Secretary

Quorum: The Chairman, the Director and at least, five other members one of whom shall be a member external to the Centre.

47. CENTRE FOR ENERGY RESEARCH AND TRAINING BOARD

(Constituted by Statute 25)

Terms of Reference

Subject to the overall control and directives of the Council and any regulations made by the Senate, the Board of Governors shall have the following functions:-

- i. To formulate policy directions necessary in carrying out the mandate of the Centre;

- ii. To recommend for approval of the Council, all proposals involving finance and administration of properties of the Centre;
- iii. To approve the admission of persons as members of the Centre other than those persons who are members by right, and to define the rights and obligations of members or any category of members;
- iv. To approve the recommendation of the Professional and Academic Board the granting of the status of Associated Institutions;
- v. To request, receive and consider reports from the Director on the activities of the Centre;
- vi. To report to the Council all activities of the Centre annually;
- vii. To carry out any other functions conferred on the Centre by the Council or the Senate; and
- viii. To appoint, from its members or externally, such committees as may be deemed expedient.
- ix. To, with the approval of the Council and subject to any conditions or limitations specified by the Council, constitute an Appointments and Promotions Committee with powers to make appointments and promotions of the senior/junior staff.

Composition

- i. The Vice-Chancellor - Chairman
- ii. The Director of the Centre - Member
- iii. The Deans of the faculties of Physical and Life Sciences, and Engineering - Member
- iv. Two persons nominated by the Board and appointed by the Vice-Chancellor to represent the Research Staff of the Centre - Members
- v. One representative of the Governing Council - Member
- vi. One representative of the Senate - Member
- vii. The Chief Executive, Nigeria Atomic Energy Commission - Member

- viii. The Permanent Secretary, Federal Ministry of Science and Technology - Member
- ix. One representative of Federal Ministry of Mines, Power and Steel - Member
- x. One representative of Department of Radiology - Member
- xi. Two person co-opted by the Board - Members

In Attendance

Registrar

Bursar

Finance Officer

Administrative Secretary - Secretary

Quorum: Vice-Chancellor, the Director of the Centre and one-third of the other members at least three of whom shall not be staff of the Centre.

48. IYA ABUBAKAR INSTITUTE OF INFORMATION AND COMMUNICATION TECHNOLOGY BOARD OF DIRECTORS

(Constituted by Statute 27)

Terms of Reference

Subject to the overall control and direction of the Council and the Senate, the Board of Governors shall have the following powers and functions:

- i. To give policy directions as deemed necessary to carry out the functions of the Institute;
- ii. To consider and report to the Council on all proposals involving finance and the administration of property;
- iii. To approve the admission of persons as members of the Institute other than those persons who are members by right under paragraph 19 of the Institute's Statute, and to define the

- rights and obligations of members or any category of members;
- iv. To approve, on the recommendation of the Professional and Academic Board, the granting of the status of Associated Institution to any Institution;
 - v. To request, receive and consider the report on the work of the Institute from the Director;
 - vi. To provide for the Council and, where relevant the Senate, a report of the proceedings of meetings of the Board of Governors;
 - vii. To carry out any other functions conferred upon the Institute by the Law or the Statutes or delegated to the Board of Governors by the Council; and
 - viii. To appoint, from its members or externally, such committees as may be deemed expedient and to delegate to any such committees some of its functions,
 - ix. To, with the approval of the Council and subject to any conditions or limitations specified by the Council, constitute an Appointments and Promotions Committee with powers to make appointments and promotions of the senior/junior staff.

Composition

- i. The Vice-Chancellor - Chairman
- ii. The Director of the Institute - Member
- iii. Deans of the Faculties of Physical Sciences and Engineering - Members
- iv. One member of the Governing Council who is not a member of the Senate - Member
- v. One member of the academic staff appointed by the Senate - Member
- vi. One representative each from the National Information Technology Development Agency (NITDA) and Nigeria Communication Commission (NCC) - Member
- vii. The University Librarian - Member

In Attendance

Registrar

Bursar

Finance Officer

Institute Secretary

- Secretary

Quorum: The Vice-Chancellor, the Director of the Institute (or the person nominated by him/her) and three other members.

49. DISTANCE LEARNING CENTRE BOARD

(Constituted by Statute 29)

The Board of Governors shall, subject to the overall control and direction of the Council and any other regulations made by the Senate, have the following functions:

- i. Formulate policy directions necessary in carrying out the mandate of the Centre;
- ii. Recommend for approval of the Council all proposals involving finance and administration of properties of the Centre;
- iii. Request, receive and consider reports from the Director on the activities of the Centre;
- iv. Provide for the Council and where relevant, the Senate, a report of the proceedings of meetings of the Board of Governors;
- v. Report to Council on activities of the Centre annually;
- vi. Carry out any other functions conferred on the Centre by the Council or the Senate; and
- vii. Appoint, from its members or externally, such committees as may be deemed expedient and delegate to any such committees some functions of the Board;
- viii. To, with the approval of the Council and subject to any conditions or limitations specified by the Council, constitute an Appointments and Promotions Committee with powers to make appointments and promotions of the senior/junior staff.

Composition

- | | |
|--|------------|
| i. The Vice-Chancellor | - Chairman |
| ii. The University Librarian | - Member |
| iii. The Director of the Centre | - Member |
| iv. One representative of the Council | - Member |
| v. One representative of the Senate | - Member |
| vi. Provost, Postgraduate College | - Member |
| vii. Not more than four members co-opted
by the Board, each of whom shall be a person
of distinction in the field of ODL | - Members |

In Attendance

Registrar

Bursar

Finance Officer

Centre Secretary - Secretary

Quorum

The Chairman, the Director of the Centre and three other members, two of whom shall be none *ex-officio* members.

50. CENTRE FOR ISLAMIC LEGAL STUDIES

(Constituted by Statute 22, Section 4)

Terms of Reference

Subject to overall control and direction of the Council and to any regulations made by the Senate, the Board of Governors shall have the following functions:-

- (a) to give policy directions as deemed necessary to carry out the function of the Centre;
- (b) to consider and reports to the Council on all proposals involving finance and the administration of property;
- (c) to receive from the Director and consider the report on the activities of the Centre;

- (d) provide for the council and, where relevant, to the senate, a report of the proceedings of meetings of the Board of Governors;
- (e) to appoint from its own members or otherwise such Committees as may be deemed expedient, and to delegate to any such Committee any functions which the Board of Governors is competent to perform.

The quorum for meeting of the Board of Governors shall be the Chairman, the Director of the Centre and any other three members

Subject to overall control and direction of the Board, of Governors and to any regulations made by the Senate, the Professional and Academic Board shall have the following functions:

- (a) receive and consider from the Director of the Centre annual reports, proposals for the development and operation of the Centre and annual estimate, before they are presented to the Board of Governors;
- (b) request and receive, through the Director of the Centre, bi-annual progress report from each member of the research staff of the Centre;
- (c) receive and consider from the Director of the Centre copies of all approved research proposals;
- (d) establish the criteria, terms and conditions for the award of grants from the Centre's research funds;
- (e) approve guidelines for the Centre's programme for publications, conferences, workshops and seminars;
- (f) submit proceedings of the Professional and Academic Board to the Board of Governors;
- (g) decide the terms and procedures under which persons may be admitted as associate members of the Centre;
- (h) consider and approve courses and syllabi of study;
- (i) award or recommend to Senate the award of diplomas, certificates and other distinctions;

- (j) make regulations for the conduct of the Centre's examinations;
- (k) appoint external examiners for the Centre;
- (l) consider any matter referred to it by the Board of Governors;

Composition

There shall be a Board of Governors for the Centre for Islamic Legal Studies which shall consist of:-

- (a) the Chairman, who shall be appointed by the Vice-Chancellor;
- (b) Director of the Centre;
- (c) Dean of Law;
- (d) Director of the Institute of Administration;
- (e) The Head of Department of Islamic Law;
- (f) two Grand Qadis to serve for two years on rotational basis;
- (g) one member of the teaching and research staff of the Centre elected by the staff of the Centre;
- (h) one representative of the Senate; and
- (i) two members learned in Islamic law representing the interests of the community to be co-opted by the Board.

The Secretary of the Centre shall serve as the Secretary to the Board

There shall be a Professional and Academic Board for the Centre for Islamic Legal Studies which shall consist of:

- (a) the Director of the Centre who shall be the Chairman;
- (b) the Head of Department of Islamic Law and three senior staff to be nominated or elected by the Department;
- (c) two members of the teaching staff of the Centre elected by the staff of the Centre;
- (d) one member of the teaching staff of the Faculty of Law elected by the Faculty of Law; and
- (e) not more than two members co-opted by the Board.

The quorum for the meeting of the Professional and Academic Board shall consist of the Chairman and any other three members

51. INSTITUTE FOR DEVELOPMENT RESEARCH

(Constituted by Statute 24)

Terms of Reference

Subject to the overall control and direction of the Council the Board of Governors shall have the following powers and functions:-

- (a) to give policy directions as deemed necessary to carry out the functions of the Institute;
- (b) to consider and report to the Council on all proposals involving finance and the administration of property;
- (c) to approve, on the recommendation of the Professional and Academic Board, the granting of the status of Associated Institution to any Institution;
- (d) to receive from the Director and consider reports on the work of the Institute;
- (e) to provide the Council a report of the proceedings of all meetings of the Board of Governors;
- (f) to carry out any other functions conferred upon the Institute by the Law or the Statutes or delegated to the Board of Governors by the Council; and
- (g) to appoint from its own members or otherwise such committees as may be deemed expedient and to delegate to any such committee or committees any functions which the Board of Governors is competent to perform.

Subject to the overall control and direction of the Board of Governors, and to any regulations made by the Senate, the Professional and Academic Board shall have the following functions:-

- (a) receive and consider from the Director of the Institute draft annual reports, research proposals and annual estimates before they are presented to the Governing Board;

- (b) establish the criteria and procedure for the award and terms of grants from the Institute's research funds;
- (c) approve guidelines for the Institute's programme for publications; conferences, seminars, etc;
- (d) submit reports of the Professional and Academic Board to the Board of Governors;
- (e) address such observations and proposals of the various units to the Board of Governors as members consider appropriate;

Composition

- i. There shall be a Board of Governors for Institute for Development Research and Training which shall consist of:-
 - (a) the Chairman, who shall be appointed by the Vice-Chancellor
 - (b) the Director, IDR;
 - (c) one member appointed by Council;
 - (d) one member appointed by Senate;
 - (e) two Research fellows of the IDR elected by the staff of the institute for a term of two years and shall be eligible re-election; and
 - (f) not more than two members co-opted by the Board, each of whom shall be a person of distinction in the field of development related matters.
- ii. The Secretary of the Institute shall be the Secretary to the Board.

The quorum for the meetings of the Board shall be the Chairman, the Director, IDR and eight other members at least two of whom shall be external members.

There shall be a Professional and Academic Board for the Institute for Development Research and Training which shall consist of:-

- (a) the Director, as the Chairman;
- (b) heads of Units/Divisions of the Institute;
- (c) all Senior Research Fellows of the Institute;

- (d) one representative from each Unit/Divisions of the Institute to serve for two years;
- (e) a representative of the IAICT;
- (f) Heads, Departments of:-
 - i. Agricultural Economics & Rural Sociology;
 - ii. Economics;
 - iii. Geography;
 - iv. History;
 - v. Local Government Studies.
 - vi. Political Science;
 - vii. Public Administration;
 - viii. Sociology;
 - ix. Urban and Regional Planning;

The Secretary of the Institute who shall be Secretary to the Board.

The quorum for the meetings of the Board shall be the Chairman and seven members.

52. VETERINARY TEACHING HOSPITAL

(Constituted by Statute 26)

Terms of Reference

Subject to the overall control and direction of Council and to any regulations made by Senate, the Board of Governors of the Hospital shall have the powers and functions to:-

- (a) give policy directions as deemed necessary to carry out the functions of the Hospital;
- (b) consider and approve the Hospital budget and report to the Council on proposals involving finance and the administration of property;
- (c) provide such facilities which will help to maintain and operate training programmes for the achievement of the objectives of the Hospital;

- (d) construct, equip, maintain and operate such clinics and laboratories as the Board considers necessary;
- (e) consider reports from the Chief Veterinary Medical Director and review the activities and progress of the Hospital at each meeting;
- (f) appoint from its members or otherwise, such other Committees as may be deemed expedient and to delegate some functions to such Committees; and
- (g) carry out any other functions which, in the Board's opinion are to facilitate the smooth and efficient administration of the Hospital.

Subject to the overall control and direction of the Board of Governors and to any regulations made by the Senate, the Professional and Academic Board shall have the following functions:

- (a) organize the Board certification and the auxiliary Veterinary training programmes of the Hospital;
- (b) consider and approve courses and syllabi of study for such programmes;
- (c) make regulations for the conduct of examinations related to (a) above;
- (d) appoint examiners and moderators for such examinations;
- (e) award, or recommend to the Senate, the award of certificates, diplomas and other distinctions;
- (f) organize and provide Veterinary Consultancy and Extension services to public and private enterprises;
- (g) promote and supervise relevant clinical research activities;
- (h) appoint from its members or otherwise such committees as are considered expedient;
- (i) submit to the Board of Governors and where necessary the Senate, reports of its proceedings; and
- (j) consider any matter relating to the professional and academic work of the Teaching Hospital and to deal with any matter referred to it by the Board of Governors.

Composition

There shall be a Board of Governors for the Hospital which shall consist of:

- (a) the Vice-Chancellor, as the Chairman;
- (b) the Chief Veterinary Medical Director, Veterinary Teaching Hospital;
- (c) the Director, Federal Department of Veterinary and Pests Control Services;
- (d) the Director, Veterinary Services of Kaduna State;
- (e) one representative of the University Senate;
- (f) one representative of the Governing Council;
- (g) representative of College of Veterinary Surgeons of Nigeria;
- (h) one representative of Hospital's Consultants;
- (i) the Chairman, Nigerian Veterinary Medical Association, Kaduna State;
- (j) one representative of the Livestock Industry appointed by the Board;
- (k) one member nominated by the Faculty Board of Veterinary Medicine who shall be a Professor;
- (l) the Dean of Faculty of Veterinary Medicine;
- (m) the Dean, Faculty of Agriculture;
- (n) Provost of Faculty of College of Medical Sciences;
- (o) the Director of University Health Services; and
- (p) Directors of IAR, NAPRI, DAC and NAERLS.

The Secretary of the Hospital shall be the Secretary to the Board.

The Registrar, the Bursar and shall be in attendance but not to vote.

The quorum for the meeting of the Board shall be the Chairman, the Chief Veterinary Medical Director and five other members, two of whom shall be external members.

There shall be a Professional and Academic Board of the Hospital which shall consist of:-

- (a) the Chief Veterinary Medical Director of the Hospital as the Chairman;
- (b) the Deputy Director;
- (c) the Dean, Faculty of Veterinary Medicine;
- (d) all Heads of Departments, Faculty of Veterinary Medicine;
- (e) one person representing Senate;
- (f) all Heads of the Hospital Units;
- (g) two elected members representing the Hospital Senior Academic Staff;
- (h) Director of Veterinary Services, Kaduna States;
- (i) all Professors in the Hospital;
- (j) the Dean of Clinical Sciences; and
- (k) the Director of University Health Services.

The Secretary of the Hospital shall be the Secretary of the Professional and Academic Board.

The quorum for the meetings of the Professional and Academic Board shall be the Chief Veterinary Medical Director and six other members.

53. CENTRE FOR BIOTECHNOLOGY RESEARCH AND TRAINING

(Constituted by Statute 28)

Terms of Reference

Subject to the general control of the Council and Senate, the Board shall have the following functions:-

- (a) provide guidelines and overall policy direction for carrying out the functions of the Centre;
- (b) receive from the Director proposals for the operations of the Centre for consideration and approval;

- (c) receive and consider from the Director annual report on the activities of the Centre;
- (d) consider and approve annual budget estimate of the Centre;
- (e) submit to the Council a report of the proceedings of all meetings of the Board of Governors;
- (f) the admission of persons as members of the Centre other than those persons who are members by right, and to define the right and obligations of members or any category of members;
- (g) approve the recommendations of the professional and Academic Board the granting of the status of Associated Institutions;
- (h) carry out any other functions conferred upon the Centre or delegated to the Board of Governors by the Council; and
- (i) appoint from its members or otherwise to such committees as may be deemed necessary, and to delegate to any of such committees any function which the Board of Governors is competent to perform.

The Faculties of Life and Physical Sciences, Veterinary Medicine, Pharmaceutical Sciences, Agriculture and College of Medical Sciences ABUTH, VTH, IAR, NAPRI and CERT shall be deemed to be affiliated to the Institute, and the Board of Governors may with the request from any other related faculty approve affiliation to the Centre.

Subject to the overall direction of the Board of Governors and to any regulation made by the Senate, the Professional and Academic Board shall have the following functions:-

- (a) formulation and implementation of policies regarding academic and research programs;
- (b) preparation of periodic programs of research projects, trainings, conferences, seminars and workshops;

- (c) preparation of annual budget regarding the research and training activities;
- (d) receive and consider any matter relating to the mandates of the Centre; and
- (e) submit to the Board of Governors reports of its proceedings.

Composition

There shall be a Board for the Centre which shall consist of:-

- (i) the Vice-Chancellor, as the Chairman;
- (ii) Director of the Centre;
- (i) Deputy Director;
- (ii) Provost, College of Medical Sciences;
- (v) The Deans of the Faculty of Life Sciences, Agriculture, Veterinary Medicine and Pharmaceutical Sciences;
- (vi) Chief Medical Director of ABUTH;
- (vii) Directors VTH, I.A.R, NAPRI and UHS;
 - (i) One member selected from amongst Academic and Research staff of the Centre;
 - (ii) one Representative of Senate;
 - (iii) one Representative of Council;
 - (iv) the Chief Executive officer of NABDA or his representative;
 - (v) A representative of Federal Ministry of Science, Technology and Innovation; and
 - (vi) Not more than two members who may be co-opted by the Board each of whom shall be a person of distinction in the field of Biotechnology.

The Administrative Secretary of the Centre shall be the Secretary of the Board of Governors.

The quorum for the meetings of the Board of Governors shall be the Chairman, the Director and three other members at least two of whom shall not be staff of the Centre.

There shall be professional and Academic Board for the Centre which shall constitute the following:-

- i. Director of the Centre, as Chairman;
- ii. Deputy Director;
- iii. Head of various units of the Centre;
- iv. One representative from each of the faculties of Life and Physical Sciences, Veterinary Medicine, Agriculture, Pharmaceutical Sciences, Law College of Medical Sciences, ABUTH, VTH, IAR, NAPRI and CERT;
- v. All Professors in the Centre;
- vi. One member of the Senate Academic Staff selected by the Senate; and
- vii. Not more than three staff co-opted by the Board from among scientists affiliated to the Centre other than those representing affiliated units.

The Secretary of the Centre shall be the Secretary to the Board.

The quorum for meetings shall be the Director of the Centre and one-third of its members.

54. COLLEGE OF MEDICAL SCIENCES

(Constituted by Statute 30)

Terms of Reference

Subject to the general control of the Council and Senate, the Board shall have the following functions:-

- (a) give policy directions as deemed necessary to carry out the functions of the College;

- (b) consider and approve the budget of the College and report to the Council on proposals involving finance and the administration of the College;
- (c) provide such facilities which help to maintain training programmes;
- (d) construct, equip, operate and maintain such facilities and laboratories as the Board considers necessary;
- (e) consider reports from the Provost and review the activities and progress of the College at each meeting;
- (f) appoint from its members or otherwise, such other Committees as may be deemed expedient, and to delegate some functions to such Committee; and
- (g) carry out any other function, which in the Board's opinion are to facilitate efficient administration of the College or as conferred by the law or Statutes or directed by the University Council.

Constitution

There shall be a Management Advisory Committee for the College which shall consist of:-

- (a) The Chairman, who shall be appointed by the Vice-Chancellor;
- (b) The Provost of the College;
- (c) The Chief Medical Director, ABUTH
- (d) The University Librarian;
- (e) The Dean Faculty of Basic Medical Sciences;
- (f) The Dean Faculty of Basic Clinical Sciences;
- (g) The Dean Faculty of Clinical Sciences;
- (h) The Dean Faculty of Allied Health Sciences;
- (i) The Dean Faculty of Dentistry; and
- (j) The College Secretary shall be the Secretary to Board.

The quorum for meetings of the Board shall be the Chairman, the Provost of the College and five other members.

There shall be a Professional and Academic Board of the College which shall consist of:-

- (a) the Provost, as the Chairman;
- (b) the Deputy Provost;
- (c) three Professors from each Faculties in the College;
- (d) the College Examination Officer;
- (e) the Deans of Faculties in the College;
- (f) all Heads of Department;
- (g) two representatives of the Academic Staff Assembly;
- (h) two representatives of the Senate;
- (i) one representative each from of the Faculties Boards of Veterinary Medicine, Pharmaceutical Sciences, Life Sciences and Physical Sciences;

The quorum for meetings of the Board shall be the Chairman, the Provost of the College and five other members.

55. UNIVERSITY HEALTH SERVICES (UHS)

(Constituted by Statute 32)

Terms of Reference

Subject to the overall control and direction of Council, the Board of Governors of the UHS shall have the power and function to:

- a. give policy directions as may be deemed necessary to carry out the functions of the UHS;
- b. consider and report to Council on proposals involving finance and administration of properties;
- c. request and receive from the Director reports on the activities of UHS.
- d. construct, equip, maintain and operate such clinics and laboratories as the board may consider necessary;
- e. appoint from its own members or otherwise such committees as may be deemed expedient and to delegate to any such committee any function which the Board of Governors is competent to perform;

Composition

There shall be a Board of Governors for the University Health Services which shall consist of:-

- (a) The Chairman, who shall be appointed by the Vice-Chancellor;
- (b) The Director University Health Services;
- (c) The Medical Superintendent of Kongo and Samaru Medical Centre;
- (d) The Provost, College of Health Sciences;
- (e) The Chief Medical Director (CMD), Ahmadu Bello University Teaching Hospital (ABUTH) Shika;
- (f) One representative of the Council;
- (g) One representative of the Senate; and
- (h) One member representing the University Congregation.

The Administrative Secretary of the University Health Services shall be the Secretary to the Board.

The Finance Officer and NHIS Coordinator shall be in attendance at all Board Meetings.

Quorum is the Chairman and one-third of the members

56. DIRECTORATE OF LEGAL SERVICES

(Constituted by Statute 33)

Terms of Reference

The Advisory Committee for the Directorate of Legal Services, shall be subject to the overall control and direction of the Council have the following functions:

- (a) Formulate policy directions necessary in carrying out the mandate of the Directorate.
- (b) Recommend, for approval of the Council all proposals involving finance and administration of properties of the Directorate.

- (c) Request, receive and consider reports from the Director on the activities of the Directorate.
 - (d) Report to Council on activities of the Directorate.
 - (e) Carry out any other functions conferred on the Directorate by the Board of Governors.
 - (f) Appoint from its own members or otherwise such Committees as may be deemed expedient and to delegate to any such Committees some functions of the Committee.
1. There shall be a Advisory Committee for the Directorate of Legal Services which shall consist of:
- (a) The Vice Chancellor who shall be the Chairman
 - (b) The Director
 - (c) One representative of the Council
 - (d) One representative of the Senate
 - (e) Dean, Faculty of Law
 - (f) Not more than two members co-opted by the Board, each of whom shall be a person of distinction in the field of Law

The Administrative Secretary of the Directorate shall be the Secretary of the Board of Governors

The Registrar and the Bursar shall be in attendance in all the meetings of the Board but without right to vote

The quorum for the meeting of the Board of Governors shall be the Chairman, the Director of the Directorate and three other members.

57. DIRECTORATE OF ADVANCEMENT AND INTERNATIONAL EDUCATION

(Constituted by Statute 34)

Terms of Reference

The Board of Governors, shall be subject to the overall control and direction of the Council have the following functions:

- (a) Formulate policy directions necessary in carrying out the mandate of the Directorate.
- (b) Recommend, for approval of the Council all proposals involving finance and administration of properties of the Directorate.
- (c) Request, receive and consider reports from the Director on the activities of the Directorate.
- (d) Report to Council on activities of the Directorate annually.
- (e) Carry out any other functions conferred on the Directorate by the Board of Governors.
- (f) Appoint from its own members or otherwise such Committees as may be deemed expedient and to delegate to any such Committees some functions of the Board.

Composition

There shall be a Board of Governors for the Directorate of Advancement and International Education which shall consist of:

- (g) The Chairman to be appointed by the Vice Chancellor
- (h) The Director
- (i) Representative of the Federal Ministry of Education in the Council
- (j) One representative of the Council
- (k) One representative of the Senate, who must be a Professor
- (l) Representative of the Joint Admissions and Matriculation Board (JAMB)
- (m) Provost, the Postgraduate College

- (n) Director, Directorate of Academic Planning and Monitoring (DAPM)
- (o) Dean, Students Affairs Division (SAD)
- (p) The Administrative Secretary of the Directorate shall be the Secretary of the Board of Governors
- (q) other members in attendance shall include the following:
 - (i) The Registrar
 - (ii) The Bursar
 - (iii) The Finance Officer (FO)
 - (iv)

Quorum is the Chairman and one-third of the members

58. AHMADU BELLO UNIVERSITY CONSULTANCY SERVICES (ABUCONS) LIMITED BOARD OF DIRECTORS

Composition

Vice-Chancellor	- Chairman
One Council Representative	- Member
One Congregation Representative	- Member
Registrar	- Member
Bursar	- Member
Managing Director, ABUCONS	- Member

In Attendance

Secretary – as designated by the Board of Directors

59. AHMADU BELLO UNIVERSITY PRESS LIMITED BOARD OF DIRECTORS

Composition

Deputy Vice-Chancellor (Administration)	- Chairman
One Council Representative	- Member
Registrar	- Member
Bursar	-

University Librarian	- Member
One Senate Representative	- Member
Two Congregation Representatives	- Member
Managing Director, ABU Press Ltd.	- Member

In Attendance

Secretary - as designated by the Board of Directors

60. AHMADU BELLO UNIVERSITY HOTELS LIMITED BOARD

Composition

Deputy Vice-Chancellor (Administration)	- Chairman
Two Council Representatives	- Member
Representative of NNDC	- Member
Registrar	- Member
Bursar	- Member
Director, Institute of Administration	- Member
General Manager	- Member

In Attendance

Secretary - as designated by the Board

61. AHMADU BELLO UNIVERSITY ESTATE MANAGEMENT COMPANY LIMITED BOARD

Composition

Vice-Chancellor	- Chairman
2 Council Representatives	- Members
Registrar	- Member
Bursar	- Member
Director, Physical Planning & Municipal Services	- Member
General Manager, ABUEMC	- Member

In Attendance

Secretary – as designated by the Board

62. AHMADU BELLO UNIVERSITY MICROFINANCE BANK LIMITED BOARD OF GOVERNORS

Terms of Reference

- i. To provide the Bank with leadership within the framework of prudent and effective controls which enables risk to be assessed and managed while deploying the Bank's resources to profitable use;
- ii. To outline the Bank's strategic and corporate aims and ensure that the necessary financial and human resources are in place for the Bank to meet its objectives;
- iii. To review Management's performance from time to time;
- iv. To endorse the Bank's organisational strategy and develop directional policy;
- v. To appoint, supervise and remunerate senior executives and ensure accountability of the Bank to its stakeholders and regulatory authorities;
- vi. To provide stable and effective leadership for the Bank to facilitate the achievement of its corporate operating objectives;
- vii. To, with the approval of the Council and subject to any conditions or limitations specified by the Council, constitute an Appointments and Promotions Committee with powers to make appointments and promotions of the senior/junior staff.

Composition

Vice-Chancellor	- Chairman
One Council Representative	- Member
Registrar	- Member
Bursar	- Member
Three Non-Executive Directors	- Members
Managing Director, ABUMFB	- Member

In Attendance

Company Secretary/Legal Adviser – as designated by the Board