



THE CONSTITUTION OF THE NIGERIAN UNIVERSITIES THEATRE ARTS STUDENTS ASSOCIATION (NUTASA) 2006.

PREAMBLE

WE, THE MEMBERS of Nigerian Universities Theatre Arts Students Association, herein thereafter referred to as NUTASA

BEING MATRICULATED BONA-FIDE students pursuing programmes in the departments of Theatre Arts and allied disciplines in recognized Nigerian Universities,

HAVING firmly and solemnly resolved:

TO COLLABORATE in the spirit of mutual respect, collective advancement, professional discipline, and academic freedom

AND TO protect the artistic talents, rights and privileges of performing Arts students

DO HEREBY MAKE, ENACT AND GIVE TO OURSELVES the following Constitution:



CHAPTER I GENERAL PROVISIONS

1. Supremacy of the Constitution.

- (a) This constitution is supreme and its provisions shall have binding force on all NUTASA Members.
- (b) If any other law, besides the constitution of the Federal Republic of Nigeria and statues made by the Senate of the various member universities, is inconsistent with the provisions of this constitution, this constitution shall prevail, and the other law shall, to the extent of its inconsistency be void.

2. Interpretation

The Board of trustees shall have the supreme Power to interpret in precise terms any controversial aspect of this constitution and shall rule on all matters in which this constitution is silent.

3. National Secretariat

- (a) The National Secretariat shall be located in the Department of Theatre Arts, University of Abuja and in the event of the absence of a NUTASA branch at the University of Abuja; the branch nearest to the Federal Capital Territory shall host the Secretariat.
- (b) The host branch shall produce the Secretary General of the association. This is without prejudice to the branch aspiring for any other executive office of the association.

- (c) The school hosting NUTAF shall set up a planning committee in conjunction with the secretariat.
- (d) The secretary shall at all times inform the president and stakeholders of the association on all developments and correspondences in the secretariat.

4. Functions of the NUTASA National Secretariat

- (a) The secretariat shall make the day-to-day running of NUTASA easier, vibrant and effective by keeping adequate records.
- (b) It shall provide a sense of belonging to all members by serving as a rallying point for all stakeholders at all times.
- (c) It shall serve as meeting point for both the executive Council and the board of trustees.
- (d) It shall serve as a warehouse where key NUTASA projects are coordinated.

5. Amendment

- (a) The constitution or any section(s) thereafter shall be amended only after 2/3 majority of the congress members vote in favor of such amendment and such amendments shall be communicated to the Board of trustees. Thereafter it shall be the duty of the secretary general to incorporate such amendments into the constitution for posterity.

6. Motto, Logo and Anthem

(a) Motto

The Motto of the Association shall be known and called "Creativity for enlightenment and entertainment."

(b) Logo

(i) The **Mask** symbolizes the art and creativity; and represents the art as the face and mirror of the people

(ii) The **Drum** and the **Gong** symbolize performances and the art as a medium of information to the society.

(iii) The **Double Green Boxes** represents the Nigerian flag showing the students body as a true Nigerian Theatre Arts Association.

(iv) The **Bars and inscriptions** in it symbolize the diversity of the art in our society.

(c) **Anthem**

No one can say,
no one can tell,
the kind of love that binds us,
the theatre arts people are great people,
and the love that binds us stands,
The code of love,
that binds us spirit, soul and body,
we have become one,
and so shall it be forever.

CHAPTER II

FUNDAMENTAL OBJECTIVES

7. Objectives of the Association

The fundamental objectives of the Association shall include:

- (a) Promoting cross-fertilisation of ideas amongst theatre scholars and students to enhance mutual understanding between them for collective advancement and maintenance of high artistic standards.
- (b) To inculcate high standard of Professional discipline among members.
- (c) To assist members in every way possible to realize the common goal of high academic pursuits and standards.
- (d) To provide a national forum for the exchange of ideas and experiences through symposia, workshops, publications performances, exhibitions and other academic and artistic activities.
- (e) To carefully analyze and promote super awareness and appreciation of positive Indigenous African performance modes and values.
- (f) To promote mutual respect and cordial dialogue between her affiliated associations with relevant government agencies, NGOs, international agencies and member universities



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- (g) To make the arts relevant in the collective quest for national development, peace building and inculcation of national ethics in the citizenry.
- (h) To initiate rewards and awards that would promote hard work, academic and social excellence, and healthy artistic competition within and outside the academic community in the areas of performing arts.
- (i) To be the key voice for the projection of the identity and protection of academic and artistic rights, freedom, and privileges of its members.

8. Affiliation

- (a) The association could enter into affiliation, collaboration or partnership with any association or professional body that compliments or conforms to the spirit and provisions of this constitution.
- (b) The congress shall ratify any such affiliation or partnership entered into by the Executive Council; in its absence, the Board of trustees shall ratify such.

CHAPTER III MEMBERSHIP

9. Categories of Membership

- (a) There shall be three categories of membership of NUTASA namely;
- i) Institutional membership
 - ii) Individual membership
 - iii) Honorary membership

10. Institutional Membership

- a) This category of membership is open only to student associations located in any department of theatre/performing arts or unit of any academic department in any recognized Nigerian University offering degree programmes in theatre/ performing arts.
- b) An institution that is duly registered shall be regarded as a branch of NUTASA.
- c) An institution willing to register as a member of NUTASA shall submit a written application to the National Secretariat signed by the President and Secretary of the local departmental student association. This application must be accompanied by a copy of the resolution of the congress of the proposed branch indicating interest in registering as a branch of NUTASA.
- d) A branch may not be registered unless there is evidence that it is in good standing with the authorities of its host university.



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- e) Any local Association that had before the coming into force of this constitution been admitted as a branch of NUTASA, shall be deemed to have satisfied items (a - d) above.
- f) A branch shall be deemed to have been registered on satisfaction of items (a ó d) above and payment of an annual subscription of Five thousand naira only (N5,000) or any other amount as may be determined by the congress from time to time.
- g) All annual subscription fees MUST be paid on or before the last day of the third month (March) of every year or the defaulting branches shall be deemed to have been suspended from all NUTASA activities until the prescribed subscription fees are paid.
- h) pursuance to (g) above, the National secretariat shall present an annual certificate of registration which shall be the evidence of membership of a branch to financially up-to-date branch Presidents on or before the 25th day of March each year.
- h) only financially up to date institutional members shall enjoy full rights to vote and be voted for.
- i) No member of any branch shall qualify to vote or be voted for without due nomination and mandate of his branch.

11. Individual Membership

- a) This category of membership shall be exclusively reserved for graduates of departments that were chartered as branches of NUTASA during his/her training and who have indicated interest in the activities of NUTASA.
- b) The National Secretary shall maintain a register of all individual members.
- c) Individual members shall not have right to vote or be voted for at meetings or elections of NUTASA.
- d) However individual members shall observe all activities and meetings of the association and may lend advisory support to NUTASA leadership at such functions.
- e) An individual member's name may be struck out of membership register by a resolution of the board of trustees, after satisfactory consideration of the grounds of a vote of no confidence passed on such a member by NUTASA Congress.

12. Honorary Membership

- a) This category of membership shall be conferred only on affiliated institutions associations, professional guilds and distinguished personalities with outstanding contribution to the development of the arts, NUTASA and Nigeria.
- b) Honorary members cannot vote or be voted for but can participate in all functions of the association.

13. Discipline

- a) It shall be the responsibility of each branch to guarantee the conduct of all students in its department who are nominated to attend NUTASA functions or vie for offices in NUTASA. Branches shall be held FULLY responsible for the actions of their members.
- b) In the case of any embezzlement, damages, theft or abuse of privileges by any student or official from an institution, his/her branch shall be surcharged as if the offence was committed by the entire branch.
- c) In the case of other category of members, the initial sponsor for their admission shall be held responsible for their misconducts or abuse of privileges.

CHAPTER IV

ORGANS AND OFFICERS OF THE ASSOCIATION

14. Organs Of The Association

The organs of the association shall be:

- (i) The Executive Council
- (ii) The Congress
- (iii) The Board of Trustees



15. NUTASA Executive Council

The executive council shall comprise matriculated students from registered branches whose student status would NOT have elapsed as at the next envisaged date for NUTASA congress meeting. The Executive officers of the association shall include:

- (a) The President
- (b) The Vice Presidents
- (c) The Secretary General
- (d) The Assistant Secretary General
- (e) The Financial Secretary
- (f) The Treasurer
- (g) The Public Relations Officer
- (h) The Director of Socials/Welfare
- (i) The Auditor General
- (j) The Provost

16. General Functions of NUTASA Executive Council

- (a) The **PRESIDENT** shall;
 - (i) Be the chief executive and representative of the association, he shall issue press statements on matters other than those dealt with by the PRO.
 - (ii) Preside over Executive Council and congress meetings.
 - (iii) Co-ordinate and supervise all activities of the organs of the Association
 - (iv) Direct the Secretary General to summon both Executive Council and Congress meetings as the case demands.
 - (v) Be a co-signatory to the Association's bank account
 - (vi) Authorize all payments that exceed ten thousand naira.
 - (vii) Present a report of stewardship at the end of the tenure of office to the congress.

- (b) The office of the **VICE –PRESIDENT** shall be jointly occupied by all the Presidents of the local branch associations of financially up to date institutions. Their duties shall include:
 - (i) Assisting the president perform his functions.
 - (ii) Carry out any other functions assigned to them by the president.
 - (iii) Advise the exco on all issues that pertain to their respective branches.

- (c) The **SECRETARY GENERAL** shall;
- (i) be a student of the department hosting the National Secretariat who **MUST** have attended at least one NUTASA congress meeting as an official delegate from a registered branch and would remain a bona fide student as at the expected date of the next congress meeting after his election year.
 - (ii) Shall run the secretariat on behalf of the Executive Council and Congress.
 - (iii) Write concise proceedings of all Executive Council and Congress meetings.
 - (iv) Present progress report of the association of last Congress season and Exco meeting.
 - (v) Read out minutes of the last meetings of Executive Council or Congress meeting.
 - (vi) Maintain and publish periodically an up to date register of members of the association.
 - (vii) Summon an Executive Council meeting at the instance of the President or in the event of the President's failure to summon for at least three Exco meetings per annum, convene an Exco meeting with the approval of five Vice Presidents and convey the decision of such meetings to the congress.
 - (viii) Be a co-signatory to the association's bank account.

- (ix) Perform any function assigned to him by the president and the Congress.

- (d) The process of election of the **ASSISTANT SECRETARY GENERAL** shall be same with that of the Secretary General. His duties shall include:
 - (i) Assist the Secretary General in the performance of his duties.
 - (ii) Perform the duties of the Secretary General in totality in his/her absence.

- (e) The **FINANCIAL SECRETARY** shall;
 - (i) Collect all authorized funds, proceeds donations and dues on behalf of the association and issue receipts for same.
 - (ii) Hand over all monies collected to the treasurer within forty-eight hours.
 - (iii) Prepare and present budget to the Congress through the president for approval.
 - (iv) Receive and record budget and expenditure from the Congress after approval by the executive council
 - (v) forward relevant financial records in his/her possessions to the Auditor-General, Not less than six weeks before the next congress meeting.



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- (f) The **TREASURER** shall;
 - (i) Be the custodian of the association's fund
 - (ii) Disburse the association funds as approved by the president
 - (iii) Pay into the Association bank account all monies collected from the financial secretary within forty-eight (48) hours of receipt.
 - (iv) Make all authorized payments and collect receipts for same.
 - (v) Work hand-in-hand with the financial secretary to keep accurate accounts of the association
 - (vi) Be a co signatory to the association's account
 - (vii) maintain separate books of the association's account.
 - (viii) forward relevant financial records in his/her possessions to the Auditor-General, Not less than six weeks before the next congress meeting.

- (g) The **PUBLIC RELATIONS OFFICER** shall;
 - (i) Be responsible for protecting the image of the association
 - (ii) Be the spokesperson of the association in conjunction with the president
 - (iii) Shall be responsible for publishing the association's activities in conjunction with the activity planning committee.
 - (iv) Shall invite and manage all press matters during the association's functions.

- (v) Act as a bridge between the association and the general public, or its member Universities and affiliates, etc.
- (h) The **DIRECTOR OF SOCIAL/WELFARE** shall;
 - (i) Co-ordinate and market the association's social packages parties/shows, picnics fiestas etc and most especially seminars, conference, meetings or any other social gathering.
 - (ii) Shall deliver stipends, incentives and honor to deserving personality.
 - (iii) Maintains cordial relationship with every member University and stakeholder
 - (iv) handle all welfare matters of members during official functions.
- (I) The **AUDITOR GENERAL** Shall;
 - (i) audit the association's account
 - (ii) Present an audited report to the congress at the end of every tenure of an Executive Council.
 - (iii) Monitor the income and expenditure of the association
 - (iv) Advice the Executive Council and Congress on financial matters
 - (v) monitor income and expenditure profile of the Executive Council regularly and report his observations to the board of trustees.
 - (vi) In pursuance of (v) above, the auditor could demand for any financial record from the treasurer, the Financial Secretary or any other member of the association. Such an officer shall be bound to make such records available to the Auditor on demand.

17. The CONGRESS

- (a) There is hereby established for the Association, a body to be known as the Congress, which shall be the approving body for all policies and programmes of the association.
- (b) The Congress shall rule on all matters referred to it by the Executive Council.
- (c) the decisions of the congress on all issues shall supercede that of the Executive Council and can only be reversed by the Board of Trustees
- (d) the Congress shall comprise all accredited delegates of not more than THIRTY students per branch nominated by their local NUTASA branches to participate in such functions.
- (e) Congress members shall speak at meetings only as representatives of branches and shall identify their branches and names each time they are recognized by the presiding officer to speak.
- (f) the quorum of congress shall be one represented each from 2/3 of the total number of institutions, financially updated, as at the time of meeting.
- (g) during official NUTASA meetings, workshops, seminars, productions etc, congress members shall seat ONLY in the areas designated by the presiding officer for the various branches. Any delegate not properly seated with his/her branch members during official functions shall be regarded as an intruder and it shall be the duty of his branch President to call such erring members to order.



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- (h) NUTASA branches shall be sanctioned for the misconduct of its delegate(s) during official NUTASA functions/ trips.

18. The BOARD OF TRUSTEES

- (a) There is hereby established for the Association, a body to be known as the Board of Trustees, which shall be the highest arbiter on all matters referred to it by the Executive Council or Congress.
- (b) The board of trustees shall comprise people of proven integrity, and Patrons of the Arts who have contributed or are interested in contributing to the sustenance and development of NUTASA. The composition of the board shall not be less than FIVE and not more than ELEVEN persons.
- (c) Ownership of all properties and assets of the Association shall be vested in the board of trustees.
- (d) The quorum of the board of trustees shall be 2/3 of the total number of members.

CHAPTER V

NIGERIAN UNIVERSITIES THEATRE ARTS FESTIVAL

19. Establishment Of Nigerian Universities Theatre Arts Festival (NUTAF)

There is hereby established for members of NUTASA an annual festival to be known as Nigerian Universities Theatre Arts Festival herein thereafter referred to as NUTAF.

- (a) All institutional members shall host the Festival on rotational basis.
- (b) The festival shall be a highly artistic event that shall display the diverse artistic talents of members.
- (c) The choice of NUTAF host institution shall be through submission of a written expression of interest to the National Secretary by the desiring branch. This is without prejudice.
- (d) all applications for hosting of NUTAF should be submitted to the National secretary NOT later than FOUR WEEKS to the opening of the NUTAF preceding the one the branch desires to host
- (d) the Exco shall screen all duly submitted applications and shall dispatch at least a three man team of inspectors to the intending hosts at least TWO WEEKS before the commencement of the NUTAF preceding that which the applicant intends to host so as to prepare an interim report for the next congress.
- (e) in recommending the host of NUTAF to congress, the Exco shall bear in mind the facilities available (performance spaces, accommodation, feeding, health), the relationship between the branch association and

- the host University authorities, the security of delegates, and geographical spread in the rotation of hosting.
- (f) the congress having received the full report of the inspection teams shall make further recommendations and APPROVE provisional hosting rights to TWO of the most qualified institutions.
 - (g) the final HOSTING right shall be granted by the Board of trustees from amongst the TWO institutions approved by congress at the preceding NUTAF
 - (h) before recommending the institutions to the Board of trustees, the Exco must have conducted the second and final inspection of the TWO applicants, NOT less than EIGHT WEEKS after the preceding NUTAF to monitor the applicants' conformity to the last directive of congress.
 - (i) in the event that no applications were received by the Exco before the stipulated time for expression of intention to host NUTAF, the Exco could nominate FOUR possible host institutions in writing and forward same to the nominated branch Presidents at least THREE weeks before the opening of the preceding NUTAF encouraging them to bid for hosting of NUTAF.
 - (j) in the event that the institution granted the final hosting rights is NOT in a position to host owing to unforeseen circumstances, either the National Secretariat, or the branch hosting the NUTASA President shall take over the hosting;

- (k) In such cases (f & g above) of emergency, which neither the Secretariat nor the NUTASA President's host department is able to host NUTAF; the Exco could convince any other branch to takeover the hosting. In such cases of emergency, the decision of the Exco shall be VALID but shall at the nearest available opportunity report its decisions to either the board of trustees or Congress, depending on which is readily available for ratification.

CHAPTER VI

ELECTIONS AND RELATED MATTERS

20. Electoral Procedure

- (a) There shall be an electoral committee to be established by the Exco at least FOUR WEEKS before the commencement of NUTAF, (b) the electoral committee shall hold its first meeting a day before the opening of NUTAF at the host institution and shall comprise of at least one representative from each of the following NUTASA constituencies

ZONE A: DELSU; AAU; UNIBEN;

ZONE B: UNICAL, UNIPORT, UNIUYO, NDU

ZONE C: UNN, ABSU, IMSU, UNIZIK,

ZONE D: ABU, UNIBUJA; UNIJOS, KSU,

ZONE E: LASU, UI, OAU, UNILAG, OOU, UNILORIN

- (b) Only students who shall be bona fide students by the expected date of the next NUTAF would be eligible to contest elections.

- (c) Nomination of candidates for election shall be through the purchase, filling and submission of prescribed application forms
- (d) To qualify for elections, ALL candidates MUST be nominated by their local financially up to date branches. The candidate/staff advisers shall endorse such nomination.
- (e) Election shall hold during NUTAF annually.
- (f) The submission of completed forms shall be concluded NOT less than FIVE days to the advertised date for the elections
- (g) Election shall hold NOT less than forty-eight hours to the end of NUTAF
- (h) Elected officers shall be sworn in by a member of the board of trustees NOT less than TWENTY-FOUR HOURS before the advertised date for NUTAF closing ceremony.

21. Tenure Of Office

- (a) The tenure of the Exco shall be one YEAR for the avoidance of that, one year means from one NUTAF to another
- (b) Handing and taking over ceremonies between outgoing officers and newly elected officers MUST be concluded TWENTY-FOUR HOURS before the closing date for the NUTAF in which the elections held.

22. Vacancy

All offices in the Executive Council shall be deemed vacant if:

- (a) The occupant ceases to be a bona fide student in the branch where he was nominated
- (b) The Occupant dies or is permanently incapacitated as a result of life threatening disease or illness.
- (c) The occupant submits a duly acknowledged letter of resignation to the National Secretariat, or in the case of the National Secretary-General, if he submits his resignation to NUTASA President or his branch President who shall in this case communicate the information immediately to NUTASA President as a National Vice-President.
- (d) The occupant is convicted of a criminal offence involving cultism, violence or dishonesty in a court of competent jurisdiction.

23. Discipline

- (a) Any officer who is alleged to have contravened any of the provisions of this constitution shall be investigated by a committee to be established by the Exco, or the Congress in the case of a case involving the Exco.
- (b) if an investigated member is found guilty, an appropriate punishment shall be prescribed for the offender. Such punishments shall remain binding



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after passage of such by a simple majority vote of congress members present at a meeting.

(c) the board of Trustees shall ratify all controversial decisions involving punishment of an erring member.

(d) Any officer removed from office must hand over all NUTASA property in his/her possession NOT later than ONE WEEK from date of removal.

(e) The association can take any legal action against the branch of any erring member.

24. Bye Election

(a) Should an office be declared vacant for any reason, a bye-election shall be conducted to fill such a vacancy by the local branch or constituency from where the last occupant hails.

(b) it shall be the responsibility of the Vice-President from the branch from where the last occupant of such vacant seat exists to report to the next Exco meeting, the result of the bye-election

(c) the result of such bye-elections shall be presented to the board of trustees by the NUTASA President for ratification.

CHAPTER VII

MEETINGS

25. Meetings

- (a) There shall be at least three general meetings of the Executive Council within its life span or annually depending on which is shorter. At least, one meeting before NUTAF and NOT less than TWO after NUTAF.
- (b) The Congress shall meet at least TWICE a year during NUTAF.
- (c) The board of trustees shall meet at least ONE annually either during NUTAF or at the National Secretariat. It shall be the duty of the board to elect its Chairman and; or other officials who shall act on its behalf in between meetings.

CHAPTER VIII

FINANCES

26. Sources Of Finance

The sources of NUTASA's finance shall be;

- (a) Annual registration fees of members
- (b) Donations/ grants from patron (s) benefactor(s).
- (c) proceeds from fund raising activities.

- (d) Proceeds from partnerships and sponsorship of activities.
- (e) Fines and levies imposed on members.

27. Revenue Allocation Formula

The formula for the allocating of all revenues accruing to the association shall be as follows or as prescribed from time to time by the Congress

- (a) 40% for the running of national secretariat.
- (b) 30% to be shared by all branches as matching grant for participating in NUTAF.
- (c) 15% to be used in payment of honorarium and stipends during NUTAF
- (d) 15% to be kept in the association's account as contingency fund. This can ONLY be withdrawn for special projects after the approval of the Congress or the board of trustees seating in council.

28. Financial Procedures

- (a) All cheques/ withdrawal slips MUST be duly signed by the signatories and photocopies kept by the treasurer and financial secretary.
- (b) All expenses must be retired and supported with receipts for auditing purposes.
- (c) financial records maintained by both financial secretary and treasurer. Shall be in the following format.
 - (i) Date of payment made or received.
 - (ii) Recipients names.

- (iii) Balance before and after payment
- (iv) Purpose of payment in all cases (received or made).

CHAPTER IX COMMENCEMENT

29. Commencement

This constitution shall be deemed to have come into force on the 11th day of February 2006 after its formal adoption at the University of Abuja by a joint council of the NUTASA Caretaker Committee members set up by NUTASA Congress at the Chinua Achebe Theatre Complex, University of Calabar on 28th November, 2005 and the following nominees from the branches that participated in the re-engineering of NUTASA and NUTAF during NUTAF 2005.

- | | |
|--------------------------------|-----------------------------------|
| Chairman: | - Zibima, Gift B. (UNIPOINT) |
| Secretary: | - Okogun, Francis (UNIBUJA) |
| P.R.O: | - Chris Ogbonna (UNIJOS) |
| Assistant Sec Gen: | - Hilda harrison (UniAbuja) |
| Liaison Officer Zone A: | - Asikoko, Tobeckwu (DELSU) |
| Liaison Officer Zone B: | - Agbaeze, A. Washington (UNICAL) |
| Liaison Officer Zone C: | - Udebor, Ijeoma (UNN) |
| Liaison Officer Zone D: | - Daniel Bawa (ABU) |
| Liaison Officer Zone E: | - L.A.S.U - Kelvin Abidde |

DELEGATES FROM BRANCHES

- | | |
|--------------------------|--------------------------------------|
| 1. Azanuwa I. Jenniffer | DELSU |
| 2. Asikoko Tobeckwu | DELSU |
| 3. Agbaeze A. Washington | UNICAL |
| 4. Akhigbe E. Robinson | AAU |
| 6. Roland Urhebrame | UNIPOINT |
| 7. Ojiesin A. Silver | UNIBEN |
| 8. Abidide I. Kelvin | LASU |
| 9. Omotayo O. Mobolaji | LASU |
| 10. Agugu Sewuese | UNIBUJA |
| 11. Ogbomo | UNIBEN |
| 12. Ogbeh I. Peter | UNIBEN |
| 13. Peter Kundum Abu | ABU |
| 14. Eyaba Emmanuel | UNICAL |
| 15. Akam Kingsley Oyong | Ag. NUTASA President
(NUTAF 2005) |
| 16. Zibima, Gift B. | UNIPOINT |
| 17. Okogun, Francis | UNIBUJA |
| 18. Chris Ogonna | UNIJOS |
| 19. Udebor, Ijeoma | UNN |

Bakare Ojo Rasaki

SONTA Secretary General

E.S. Dandaura

NUTASA Patron & Chairman, SONTA-NUTASA RESUE Committee

11th February, 2006