



**STATUTE OF THE POSTGRADUATE SCHOOL
UMARU MUSA YAR'ADUA UNIVERSITY,
KATSINA**

Dated 9th August, 2018

Preamble:

The Postgraduate School of Umaru Musa Yar'adua University is a body that recommends the award of postgraduate degrees and other postgraduate diplomas and certificates to students who have successfully completed an approved program of study. The Postgraduate School has the responsibility to formulate policies and practices concerning Postgraduate Programmes as well as maintain a high level of instruction, research and provide a conducive climate for learning.

Definitions:

For the purpose of this statute, the following definitions shall apply: -

- a) Bursar shall mean Bursar of Umaru Musa Yar'adua University, Katsina.
- b) Council shall mean the Governing Council of Umaru Musa Yar'adua University, Katsina.
- c) Reference to Dean shall also include Deputy Dean who shall help the Dean.
- d) Registrar shall mean Registrar of Umaru Musa Yar'adua University, Katsina.
- e) Senate shall mean Senate of Umaru Musa Yar'adua University, Katsina.
- f) Student shall mean student of Postgraduate School of Umaru Musa Yar'adua University, Katsina.
- g) University shall mean Umaru Musa Yar'adua University, Katsina.
- h) Vice Chancellor shall mean Vice Chancellor of Umaru Musa Yar'adua University, Katsina.

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Article I. Organization

Section 1-Name

This Statute is made pursuant to Part VI section 21 of Katsina State University Law 2006. The School shall be known as the Postgraduate School of Umaru Musa Yar'adua University, Katsina (UMYU Postgraduate School). It shall consist of the Postgraduate School, the governing body and the administrative leadership of the School.

Section 2-Purpose

The purpose of the UMYU Postgraduate School shall be the advancement of knowledge through research, instruction and public service of the highest quality that reflect Katsina's outstanding legacy as a crossroad of learning and scholarship. The UMYU Postgraduate School shall seek to foster in students the spirit of enquiry, creativity and integrity required in the pursuit of scholarship. The School shall also strive to respond to the needs of Katsina and the world in extending the frontiers of human knowledge and understanding.

Section 3-Authority

Subject to the University Senate, the UMYU Postgraduate School shall have authority over all matters pertaining to postgraduate school membership, postgraduate curricula and requirements for postgraduate degrees and other Postgraduate Programmes.

Article II. Membership

Section 4-Composition

The UMYU Postgraduate School shall consist of all tenure academics of Umaru Musa Yar'adua University. Non-tenured academics who are recommended by their departments, faculties or schools may be approved for membership in the Postgraduate School by the Dean of the Postgraduate School in accordance with the policies set forth by the Postgraduate School Board.

Section 5-Qualification

The qualification, standard and the procedure for obtaining and retaining such membership shall be determined by the Board of Postgraduate School. The minimum teaching qualification shall be Doctor of Philosophy (PhD) and/or Masters/other qualifications as may be recommended by the Department.

Article III. Postgraduate School

Section 6-Responsibilities

The UMYU Postgraduate School shall administer the policies of the University pertaining to postgraduate studies and shall be responsible to the Senate. The School shall offer all Ph.D. and Master's degrees together with other approved Postgraduate Programmes.

Section 7-Administration

The Dean of the School (Dean) shall serve as the administrative head responsible for all matters pertaining to postgraduate studies. The primary responsibilities of the Dean shall be:

- A. To serve as the Head of the School. The Dean shall represent issues of the School to the administration of the University on all matters pertaining to postgraduate studies;

- B. To collaborate with any organization, governmental or non-governmental, local or foreign in advancing the best interest of the School;
- C. To solicit and seek for any assistance within and outside the country in order to advance the cause of the School; and
- D. To serve as the representative of the School and the Board to internal and external audiences.

Section 8-Appointment of Dean

The Dean shall be appointed by the Vice Chancellor for a term of two (2) years. The appointment is renewable for a second and final term of two (2) years.

Section 9-Secretary

There shall be a Secretary for the School. The Secretary shall be a Senior Registry staff deployed by the Registrar. The Secretary shall act for both the School and the Board but with no voting right.

Article IV. Accounts and Audit

Section 10-Funds

The School shall administer its own approved budgeted funds in line with the University laws. Funds generated from postgraduate registration, grants and funds placed at its disposal together with donations from other sources shall from time to time be paid into such account specially designated for that purpose and approved by both the Board and the University.

Section 11-Accountant's Office

There shall be an Accountant for the School. The Accountant shall be a Senior Bursary staff deployed by the University Bursar. The Accountant shall be responsible for the School's books of account and all its business and transactions.

Section 12-Audit

At the end of each financial year, the Dean shall present to the Board a financial report of the School's accounts.

Article V. Board of Postgraduate School

Section 13-Functions

The Postgraduate School Board (Board) shall be the governing body of the Postgraduate School whose decisions shall be subject to ratification by the Senate. The duties and functions of the Board shall be to:

- A. Adopt and approve policies and regulations for the governance of the School.
- B. Create standing and special committees, assign their duties and receive their reports and recommendations.
- C. Establish general requirements for degrees and other qualifications granted by the School.
- D. Establish standards for admission of students to the School.
- E. Ensure the academic quality and integrity of Postgraduate Programmes through curricular oversight and periodic program review.
- F. Establish and review the membership standards and procedures of the School.
- G. Approve policies and procedures concerning postgraduate studies for implementation by the School.
- H. Give general direction to the School, receive the reports and recommendations of the Dean and provide advice on any matter related to postgraduate studies.

- I. Advise the Dean with respect to the general improvement of standards of postgraduate work.

Section 14-Composition

The Board shall consist of the Dean (chair) and Deputy Dean of the School, two members appointed by the Senate, University Librarian, Director Academic Planning, Heads of all Faculties, Representative of the University Research, one Postgraduate student representative and the Secretary of the School to serve as Secretary.

Section 15-Student's Tenure

The Student member shall only have one-year term.

Article VI. Meetings

Section 16-Schedule

The Board shall meet at least eight (8) times during the academic year. Meetings shall be called by the Dean or by a petition signed by at least five (5) members of the Board.

Section 17-Notice

The Secretary shall give a minimum notice of forty-eight (48) hours before each meeting. Such notice shall be accompanied by an agenda for the meeting.

Section 18-Minutes

Copies of minutes of the meetings of the Board shall be regularly submitted to the members of the Board, the Registrar, the Deputy Vice Chancellor "Academic" and the Vice Chancellor.

Section 19-Attendance

Attendance to Board meetings is mandatory for all members.

Section 20-Quorum

A quorum shall be formed by fifty percent (50%) of members of the Board in attendance.

Article VII. Implementation

Section 21-Adoption

Adoption of this Statute shall be by recommendation of the Board subject to ratification by the Senate and approval by the Council. This Statute shall supercede the General Regulations governing Postgraduate Programmes when the said policies and regulations are approved by the Council. The effective date of implementation shall be the date of approval by the Council.

Section 22-Amendment

This Statute may be amended by two-thirds (2/3) of the Board subject to ratification by the Senate and approval by the Council. Unless another date is specified, amendments shall become effective immediately.