

UNIVERSITY OF NAIROBI

BOARD OF COMMON UNDERGRADUATE COURSES

2012 ANNUAL REPORT

Following is the 2012 Annual Report for the Board of Common Undergraduate Courses:

1. Introduction

The Board of Common Undergraduate Courses (BCUC) is one of the University's multidisciplinary departments. It offers courses that are taught to all undergraduate students across the board, regardless of the degree programme that a student is enrolled in. These unique courses are effectively called "Common Undergraduate Courses". Each course is housed at a faculty, school, or institute to which it professionally relates. For example, CCS 009: Elements of Economics is housed at the School of Economics, just like CCS 010: HIV & AIDS is housed at the School of Public health etc.

As per the Statutes, every undergraduate student has to study and pass three of the common Undergraduate Courses before graduation. The combination of the three courses that a student must study is such that before graduation, a student from the Sciences will have studied two Common Undergraduate Courses from the Humanities and one from the Sciences. Similarly, a student from the Humanities will have studied two common undergraduate courses from the Sciences and one from the Humanities.

Two courses i.e. one from the Humanities and one from the Sciences are compulsory. Thus, CCS 001: Communication Skills (Humanities), and CCS 010: HIV & AIDS (Sciences) are compulsory. The third course is elective from a group of courses from both the Sciences and the Humanities. The selection for this course is conditional such that students from the Sciences will select a course from the Humanities, and those from the Humanities will select a course from the Sciences. For proper coordination and management, the selection for the third course is done for the student by the parent faculty, school or institute.

2. Programmes offered

The board offers the following programmes under CCS code:

- 001: Communication Skills
- 002: Fundamentals of Development and their Applications in Kenya
- 003: Human Health
- 004: Law in Society
- 005: Environmental Science
- 006: Chemistry and Its Applications
- 007: Science and Technology in Development
- 008: Elements of Philosophy
- 009: Elements of Economics
- 010: HIV & AIDS

3. Updates

In the year 2012, BCUC actively participated in the exhibition organized by the Commission for Higher Education in Embu, and in the Open Day exhibition at the University's Great Court. BCUC was therefore able to explain its mandate to the public and demonstrate the need for Common Undergraduate Courses. This was done through brochures and interpersonal interactions with the public and students.

4. Strategic issues

During the year 2012, the following persons served as course coordinators for different Common Undergraduate Courses administered by BCUC:

COORDINATOR	COURSE
Mrs. Mary A. Okebe	Communication Skills
Mr. John Njoka	Fundamentals of Development and their Applications in Kenya
Dr. Joseph N. Mutemi	Environmental Science
Dr. J.M. Wanjohi	Chemistry and Its Applications
Prof. Michael W. Okoth	Science and Technology in Development
Dr. J.B. Ndohvu	Elements of Philosophy
Dr. Kennedy Osoro	Elements of Economics
Dr. Kellen N. Kimani	HIV & AIDS

Course Coordinators are critical for the proper management of Common Undergraduate Courses. Teaching and examination of these courses revolves around the Course Coordinators who act as the link between BCUC, the faculties/schools, or institutes where students that take these courses come from and the students themselves.

The teaching and examinations of common undergraduate courses follow the general academic Calendar. The only difference from the mainstream courses being that the common courses are one-off semester courses and therefore, the teaching takes place in one semester and students sit a final examination in that same semester. In the year 2012, teaching and examinations in all common undergraduate courses were done on schedule, except in some isolated cases where missed lessons were reported and resolved.

5. Number of staff

The Board of Common Undergraduate Courses is made up of the following membership:

- Director, BCUC (Chairman)
- Four Senate representatives
- One representative from each College
- All Course Coordinators
- The University Librarian, and
- The Registrar, Academic

In the Board's administration are the following currently:

- One Board's administrator- Assistant Registrar
- One Assistant Registrar in the Satellite office at the School of Public Health
- Three Secretaries, and
- One office messenger

6. Future Projections

The experience we have had with the opening of a Satellite office at the School of Public Health to manage the HIV & AIDS common course has been encouraging as it has completely changed the running of this course for the better. BCUC now plans to open other Satellite offices in each of the faculties, schools, or institutes that house Common Undergraduate Courses. BCUC has also been tasked to develop a syllabus for a course on the East African community. Therefore as part of its future projections, BCUC is planning to roll out a new Common Undergraduate Course on the "East African Community Ideals". The title of the course will be determined during the time of Syllabus development.