



# **UNIVERSITY OF NAIROBI**

## **ACHIEVEMENTS**

**IN**

## **ACADEMIC PROGRAMMES MANAGEMENT (Policies, Rules and Procedures)**

**2020**

## **ACHIEVEMENTS OF THE ACADEMIC DIVISION 2020**

- (i) Strategic Plan 2019-2020**  
Completed the successful draft of the Strategic Plan for the Academic Division for the period 2019-2020.
- (ii) Academic Division Service Charter**  
Initiated and completed the revision of the Service Charter for the Academic Division.
- (iii) Performance Contract**  
Led the Academic Division to sign the Performance Contract since 2019/2020.

Since 2015/2016 the Deputy Vice chancellor Academic Affairs has signed a separate Performance Contract for the Office

The Academic Division has over the years continued to perform well in the Performance Contract exercise.

- (iv) Tree Planting**  
On facilitated 35 members of staff drawn from all Sections of the Academic Division to participate in a tree planting session that took place at the University of Nairobi Vet Farm in Upper Kabete. A total of 320 trees were planted most of which have grown.
- (v) University of Nairobi Open Day**  
The Academic Division has on a yearly basis coordinated very successful University of Nairobi Open Day.  
  
Open Days accord the University at large and academic units (Faculties, Schools, Institutes, Centres and Departments) an opportunity to market their academic programmes, showcase their products and services to various stakeholders, among them prospective students, parents, alumni, sponsors, government officials and members of the public.
- (vi) Accreditation Committee**  
Led the Accreditation Team to the IGAD Sheikh Technical and Veterinary School(ISTVS) Somaliland Governance Online Workshop .
- (vii) Prize Giving Ceremony**  
The prizes award ceremonies have been organized by the Academic Division on a yearly basis and over 120 donors among them institutions and professional organizations have continued to support and enhance the prizes to reflect the changing economic realities.

**(viii) Divisional Meetings**

Academic Division continues to hold divisional meetings with Senior Staff review and plan for the execution of academic activities.

**(ix) Graduation Ceremonies**

The Academic Division held two successful Graduation Ceremonies in September and December 2020. .

**(x) Student Senate Appeals Cases**

Cleared student Senate Appeals cases drawn from all six (6) colleges on time.

**(xi) Governance, Leadership and Culture**

Ensured that the Academic Division adhered to the timelines set in the Service Charter.

Customer satisfaction remained top priority in our service delivery

**(xi) Teaching and Learning**

The University continued to offer the best, most competitive, market driven and wide range of academic programmes in the region online due to the Covid 19 pandemic.

The curricular was reviewed from time to time to address the changing needs of the society

**(xii) Quality Assurance**

Quality Assurance matters have been mainstreamed in academic programmes.

All Regulations and Syllabi must go through the Directorate of Quality Assurance before being submitted to the Deans Committee and Senate.

The guidelines and standards set by the Commission for Universities Education(CUE) and other regulatory bodies like Council of Legal Education are adhered to.

**(xiii) Collaboration and Partnership**

The Academic Division spearheaded strategic academic collaborations with local and international institutions and organizations such as IGAD, NSIS, NDC just to mention but a few for mutual benefit.

**(xiv) Finances**

In FY 2019/2020, the Academic Division used to raise Ksh. 8 m in Appropriations-in-Aid.

In FY 2020/2021, the Academic Division targets to raise Ksh. 10 m in Appropriations-in-Aid.

The Deputy Vice-Chancellor(Academc Affairs) undertook to ensure that the Division's allocated budget was utilized on Development Expenditure.

**(xv) Other Achievements**

The Academic Division embarked on the use of MS Excel format in inventorying of student academic records in the students archives

Over 65,000 files have been inventoried which is approximately 30 percent of the total files in the students archives

A total of 1,000 processed archive boxes have been labeled with the standard archive box labels.

The Academic Division is involved in the mentorship of Koitaleel Samoei University College and Nyandarua.

**(xvi) Website**

I have set up a website team which has led to the Academic Division website to drastically improve as indicated below:

<b>Item</b>	<b>Previous Status (May 2013)</b>	<b>Status as at August 2013</b>	<b>Current Status October 2018</b>
Profiles (CVs & Photo	Many staff missing	All Present	100%
Media Centre: Facebook Twitter	No account No account	Account active Account active	Account active Account active
Photo gallery Galleries Images	2 10	27 3,472	36
Domains	2	18	256
Back links	4	60	22,914
Presence	-	10,500	72,700
New items	None	11 posted	10posted

Videos	0	15	25
Google Scholar	0	0	100%
<b>Total Hits</b>	<b>None</b>	<b>400,000</b>	<b>2,000,000</b>

**“Time for reflection and interaction is a casualty of the digital age, and one of the primary goals of higher education should be to reclaim this time.”**

**José Antonio Bowen.**