



The Academic

UNIVERSITY OF NAIROBI

A Newsletter of the Office of the Deputy Vice Chancellor Academic Affairs



Issue: 11

July - August 2021

ACADEMIC PROCESS REORGANIZED



Inside

- 1. UoN Reorganizes Administration of Academic Process**
- 2. UoN Relocates Academic Programmes from Research Institutes/Centres**
- 3. Overstayed Students Deregistered**
- 4. UoN Student Shines in Global Sports Arena**
- 5. Graduate Student Affairs Section Established**
- 6. Dean of Students Office Reorganized**
- 7. Staff Capacity Enhancement**

MESSAGE FROM THE DEPUTY VICE CHANCELLOR ACADEMIC AFFAIRS

The period July- August 2021, was marked by intensive reorganization of the Administration of Academic Process. The most significant change was organizing teaching and learning around Faculties and Departments. This reorganization was designed to ensure the University properly executes its mandate on teaching & learning. With the 11 Faculties and 56 Departments, management of the Academic Processes through a lean system would enhance accountability, efficiency and effectiveness. This goes in line with the continuing curriculum reforms to update and refresh the programme portfolio of the University. With the reorganization, the University further abolished forwarding offices and moved functions to other sections that were better equipped



Prof. Julius Ogeng'o
Deputy Vice Chancellor Academic Affairs

to handle them. This saw the creation of Graduate Student Affairs Section under the Academic Affairs Division.

Students are the life line of any University. Therefore the University began streamlining Student Progression through review of guidelines on progression by regularizing the process. This in turn will eliminate challenges in examination management at Faculty and Departmental level.

This was also the season the University cemented its place as a hub for nurturing talent in various sports disciplines. Our very own student in the Faculty of Science and Technology was selected to represent Kenya in the Tokyo Olympic Games in the 100M event. Congratulations to Ferdinand Omanyala for his selection to represent Kenya.

The University further admitted over 11,000 freshmen to join in the 2021/2022 Academic Year. These new students will definitely find the University enjoyable and pleasant place tasking into consideration the reorganization taking shape.

For these and more I welcome you to the 11th Issue of the Academic Affairs Division Newsletter.

UON REORGANIZES ADMINISTRATION OF ACADEMIC PROCESS

The University of Nairobi has through the Vice Chancellor's 5 Point Agenda for reforms prioritized governance as an area that will guarantee efficiency and effectiveness of service delivery, in the area of Teaching and Learning. Intended at improving sustainability, entrenching relevance and enhancing vibrancy of the core University mandate, this reorganization commenced in July, 2021 and saw Teaching and Learning centered on the Faculties and Departments.

The first phase of the changes saw abolition of the 6 Colleges and establishment of eleven (11) Faculties and by fifty five (55) Departments. The Faculties are now headed by Deans and Departments by Chairpersons.



UoN Commence Reorganization of Administration of Academic Process

FACULTIES & DEPARTMENTS

The following are the new Faculties & Departments;

SN	FACULTY	DEPARTMENTS
1.	AGRICULTURE	AGRICULTURAL ECONOMICS
		FOOD SCIENCE, NUTRITION AND TECHNOLOGY
		LAND RESOURCE MANAGEMENT AND AGRICULTURAL TECHNOLOGY
		PLANT SCIENCE & CROP PROTECTION
2.	ARTS	LINGUISTICS, LANGUAGES & LITERATURE
		HISTORY AND ARCHEOLOGY
		PHILOSOPHY AND RELIGIOUS STUDIES
		LIBRARY AND INFORMATION SCIENCE
3.	BUILT ENVIRONMENT & DESIGN	ART AND DESIGN
		ARCHITECTURE
		REAL ESTATE, CONSTRUCTION MANAGEMENT AND QUANTITY SURVEYING
		URBAN AND REGIONAL PLANNING
4.	BUSINESS & MANAGEMENT SCIENCE	BUSINESS ADMINISTRATION
		FINANCE & ACCOUNTING
		MANAGEMENT SCIENCE AND PROJECT PLANNING

SN	FACULTY	DEPARTMENT
5.	EDUCATION	EDUCATION MANAGEMENT, POLICY & CURRICULUM STUDIES
		EDUCATIONAL COMMUNICATION & PEADAGOGY STUDIES
		PHYSICAL EDUCATION AND SPORT
		EDUCATION FOUNDATIONS, ARTS & SOCIAL STUDIES
		EDUCATIONAL AND DISTANCE STUDIES
6.	ENGINEERING	MECHANICAL ENGINEERING
		CIVIL AND CONSTRUCTION ENGINEERING
		ELECTRICAL AND INFORMATION ENGINEERING
		ENVIRONMENTAL AND BIOSYSTEMS ENGINEERING
		GEOSPATIAL AND SPACE TECHNOLOGY
7.	HEALTH SCIENCES	DENTAL SCIENCES
		NURSING SCIENCES
		PUBLIC AND GLOBAL HEALTH
		SURGERY
		HUMAN ANATOMY AND MEDICAL PHYSIOLOGY
		CLINICAL MEDICINE AND THERAPEUTICS
		PAEDIATRICS AND CHILD HEALTH
		OBSTETRICS AND GYNAECOLOGY
		HUMAN PATHOLOGY
		PSYCHIATRY
		DIAGNOSTIC IMAGING AND RADIATION MEDICINE
		MEDICAL MICROBIOLOGY
		PHARMACY
8.	LAW	
9.	SCIENCE & TECHNOLOGY	CHEMISTRY
		COMPUTING & INFORMATICS
		MATHEMATICS
		PHYSICS
		BIOLOGY
		EARTH AND CLIMATE SCIENCES
		BIOCHEMISTRY
10.	SOCIAL SCIENCES	ANTHROPOLOGY, GENDER AND AFRICAN STUDIES
		ECONOMICS, POPULATION & DEVELOPEMNT STUDIES
		SOCIOLOGY AND SOCIAL WORK
		POLITICAL SCIENCE, AND PUBLIC ADMINISTRATION
		JOURNALISM AND MASS COMMUNICATION
		DIPLOMACY & INTERNATIONAL STUDIES
11.	VETERINARY MEDICINE	PUBLIC HEALTH, PHARMACOLOGY AND TOXICOLOGY
		VETERINARY ANATOMY AND PHYSIOLOGY
		ANIMAL PRODUCTION
		CLINICAL STUDIES
		VETERINARY PATHOLOGY, MICROBIOLOGY AND PARASITOLOGY

DEANS OF FACULTIES

The Deans of the 11 Faculties of the University of Nairobi are listed below.



Prof. Rose Nyikal
Dean Faculty of Agriculture



Prof. Ephraim Wahome
Dean Faculty of Arts



Prof. Robert Rukwaro
Dean Faculty of Built Environment



Prof. Jackson Maalu
Dean Faculty of Business & Mgmt. Science



Prof. Isaac Jumba
Dean Faculty of Education



Prof. Ayub Gitau
Dean Faculty of Engineering



Prof. James M. M'Imunya
Dean Faculty of Health Sciences



Prof. Winfred W. Kamau
Dean Faculty of Law



Prof. Francis Mulaa
Dean Faculty of Science & Technology

DEANS OF FACULTIES



Prof. Mohammud Jama
Dean Faculty of Social Sciences



Prof. John Demesi Mande
Dean Faculty of Veterinary
Medicine

ACADEMIC PROGRAMMES TRANSFERRED FROM RESEARCH INSTITUTES

The formation of the fourteen (14) Research Institutes and Centres ensured that academic programmes previously housed in these Institutes and Centres were distributed to the relevant Faculties. The programmes were as listed below:

SN	FACULTY	PROGRAMMES FROM RESEARCH INSTITUTES & CENTRES
1.	ARTS	Y61-MASTER OF ARTS IN TRANSLATION
		Y62-MASTER OF ARTS IN INTERPRETATION
		Y71-DOCTOR OF PHILOSOPHY IN TRANSLATION
		Y72-DOCTOR OF PHILOSOPHY IN INTERPRETATION
2.	ENGINEERING	S56-MASTER OF SCIENCE IN NUCLEAR SCIENCE AND TECHNOLOGY
		S95-DOCTOR OF PHILOSOPHY IN NUCLEAR SCIENCE AND TECHNOLOGY
3.	HEALTH SCIENCES	W61-POSTGRADUATE DIPLOMA IN BIO-MEDICAL RESEARCH METHODOLOGY
		W64-MASTER OF SCIENCE IN TROPICAL AND INFECTIOUS DISEASES
		W62-MASTER OF SCIENCE IN MEDICAL STATISTICS
		W80-DOCTOR OF PHILOSOPHY IN TROPICAL AND INFECTIOUS DISEASES
		W83-DOCTOR OF PHILOSOPHY IN MEDICAL STATISTICS
		W65-FELLOWSHIP IN HEALTHCARE CAPACITY BUILDING FOR SUSTAINABLE DEVELOPMENT IN HEALTH ECONOMICS
		H82-DOCTOR OF PHILOSOPHY IN VIROLOGY
		H83-DOCTOR OF PHILOSOPHY IN IMMUNOLOGY
		H84-DOCTOR OF PHILOSOPHY IN INFECTIOUS DISEASES
		H114-FELLOWSHIP IN CLINICAL NEPHROLOGY
		H45-DIPLOMA IN RENAL NURSING

SN	FACULTY	PROGRAMMES FROM RESEARCH INSTITUTES & CENTRES
4.	LAW	Z50-MASTER OF ARTS IN ENVIRONMENTAL POLICY
		Z51-MASTER OF ARTS IN ENVIRONMENTAL LAW
		Z81-DOCTOR OF PHILOSOPHY IN ENVIRONMENTAL POLICY
		Z82-DOCTOR OF PHILOSOPHY IN ENVIRONMENTAL LAW
5.	SCIENCE & TECHNOLOGY	I583-MASTER OF SCIENCE IN BIOINFORMATICS
		I560-MASTER OF SCIENCE IN BIOTECHNOLOGY
		I823-DOCTOR OF PHILOSOPHY IN BIOTECHNOLOGY
		I837-DOCTOR OF PHILOSOPHY IN BIOINFORMATICS
		I54-MASTER OF SCIENCE IN CLIMATE CHANGE
		I58-MASTER OF CLIMATE CHANGE AND ADAPTATION
		I85-DOCTOR OF PHILOSOPHY IN CLIMATE CHANGE AND ADAPTATION
		A60-MASTER OF SCIENCE IN ENVIRONMENTAL GOVERNANCE
		A82-DOCTOR OF PHILOSOPHY IN ENVIRONMENTAL GOVERNANCE AND MANAGEMENT
6.	SOCIAL SCIENCES	N06-BACHELOR OF ARTS IN ANTHROPOLOGY
		N12-BACHELOR OF ARTS IN GENDER AND DEVELOPMENT STUDIES
		N50-MASTER OF ARTS IN ANTHROPOLOGY
		N69-MASTER OF ARTS IN GENDER AND DEVELOPMENT STUDIES
		N79-DOCTOR OF PHILOSOPHY IN ANTHROPOLOGY
		N81-DOCTOR OF PHILOSOPHY IN GENDER AND DEVELOPMENT STUDIES
		Q68-POSTGRADUATE DIPLOMA IN MIGRATION STUDIES
		Q50-MASTER OF ARTS POPULATION
		Q56-MASTER OF SCIENCE POPULATION
		Q51-MASTER OF ARTS IN MONITORING AND EVALUATION
		Q80-DOCTOR OF PHILOSOPHY IN POPULATION STUDIES
		T51-MASTER DEVELOPMENT STUDIES
		T80-DOCTOR OF PHILOSOPHY IN DEVELOPMENT STUDIES
		M20-DOCTOR OF PHILOSOPHY IN AFRICAN WOMEN STUDIES
		M10-MASTER OF ARTS IN WOMEN, LEADERSHIP AND GOVERNANCE IN AFRICA
		R140-DIPLOMA IN INTERNATIONAL STUDIES
		R67-BACHELOR OF ARTS IN INTERNATIONAL STUDIES
		R47-POSTGRADUATE DIPLOMA IN STRATEGIC STUDIES
		R50-MASTER OF ARTS INTERNATIONAL STUDIES
		R51-MASTER OF ARTS DIPLOMACY
		R82-DOCTOR OF PHILOSOPHY INTERNATIONAL STUDIES

OVERSTAYED STUDENTS DEREGISTERED

The University embarked on clearance of the overstayed students in the University through a de-registration exercise in accordance to the University of Nairobi Guidelines for Student Progression, 2020 (Clause 2.7.2). This process is continuous and over the July/August period 34,247 students were de-registered for expired studentship, withdrawals, discontinuation and suspensions. About 2,740 students were granted Extension to complete their studies upon request through their respective Faculties.

This is part of the data driven management that seek to ensure an accountable process for reporting on student statistics. This activity will continue to ensure the system only has active/current students.

UON STUDENT SHINES IN GLOBAL SPORTS ARENA

The University of Nairobi continues to provide a platform to nurture talent of its students in various disciplines. In track and field events, Ferdinand Omanyala an 2nd Year Bachelor of Science Chemistry student continue to soar in the 100m sprint in Africa and globally. The student represented Kenya in the Tokyo Olympics in August, 2021.



Ferdinand Omanyala (left) pose for a photo with the Vice Chancellor Prof. Stephen Kiama

ACADEMIC AFFAIRS DIVISION ENHANCES GRADUATE STUDENT AFFAIRS

The University of Nairobi has contributed immensely in the growth graduate studies in Kenya, consequently, UoN continue to emphasize efficiency in managing Graduate Student Affairs. This necessitated the reorganization of Academic Affairs Division to sufficiently manage the Graduate Student matters. Through this the Graduate Student Affairs Section was established.

The Section will undertake the following functions:

- i. Organize and coordinate Graduate student mentorship programmes.
- ii. General communication/correspondence with Graduate Students.
- iii. Approval of study proposals and preparation of letters of full registration.
- iv. Preparation of letters of extension.
- v. Appointment and invitation of Committees of Examiners.
- vi. Liaison with Deans to monitor progress of thesis examination process.
- vii. Management of dissemination of publications from the theses.
- viii. Processing of recommendations for award of degree
- ix. Process letters of award of degrees.
- x. Correspondence with graduands.



UoN Graduands during a past graduation ceremony

STUDENTS CAN NOW PAY FEES BY INSTALMENTS

The University of Nairobi Senate approved recommendations to enable students pay their fees through instalments. This comes at a time when the institutions are opening up after the effects the Covid 19 pandemic. Students wishing to pay through instalments should follow the following procedure:

Step I: Identify the amount of fees payable

Step II: Determine instalment amount

Step III: Pay the first instalment

Step IV: Apply for payment by instalments by completing form FINANCE/FP/INST/01

Step V: Submit duly completed form FINANCE/FP/INST/01 online to DVC AA

Step VI: Upon approval, effect your payment schedule

Step VII: After payment of any instalment, check portal to confirm receipt of payment

Step VIII: Proceed to register for the course units

TUITION & FEES



UoN Graduands during a past graduation ceremony

DEANS OF FACULTIES TO MANAGE ERRAND STUDENTS

Student disciplinary will now be managed at Faculty level. This allows the Deans of Faculty to be in control of student aspects in their respective faculties. These were some of the recommendations on reorganization of Administration of Academic processes and student matters.



STUDENTS CAN NOW PAY FEES BY INSTALMENTS

Students are an integral part of the University and their wellbeing is one of the fundamental functions of the University. The University therefore enhanced and reorganized the Office of the Dean of students into eight (8) Sections to empower and enable it to undertake the welfare matters of the Students. These Sections are designed to cater for student welfare needs. These are;

1. Counseling & Guidance
2. Career Services & Placement
3. Chaplaincy
4. Financial Aid Office
5. Disability Liaison Office
6. Skills & Talents Development
7. Student Organizations
8. Work-Study-Program



Student Welfare Support offered by the Office of the Dean of Students

STAFF CAPACITY ENHANCEMENT

The Deputy Vice Chancellor, Prof. Julius Ogeng'o, held consultative meetings with the Faculty Registrars draw from the 11 newly formed Faculties and Departmental Administrators from the 56 Departments. The DVC emphasized the need to uphold the integrity of the Academic process at various levels. He took the team through the proposed Examinations regulations; Conferment of Degrees and Award of Diplomas; and the procedure on Administration of Examination results. The DVC reminded the Administrators of their roles as Departmental Academic Committee secretaries and Faculty Registrars role as Secretaries of the Faculty Academic Committee.



Academic process: Regulations and Procedures

IMPORTANT CONTACTS

OFFICE OF DEPUTY VICE CHANCELLOR (ACADEMIC AFFAIRS)

Email: dvca@uonbi.ac.ke

P.O. Box: 30197, 00100 Nairobi 16th Floor UoN Towers University of Nairobi, Main Campus. Telephone No: 020 – 4910000 (Pilot Line)

020 – 4913008 | 020 – 4913009 | 020 – 4913632

020 – 4913036 | 020 – 4918002 Administration & Information

020 – 4913617 Marketing

ACADEMIC AFFAIRS DIVISION HEADS OF SECTIONS & SUBSECTIONS CONTACTS

1. Admissions Processing

Head: Mrs. Miriam Many

Email: admissions@uonbi.ac.ke

2. Admissions Promotion of Programmes

Head: Mr. Evanson Mbuva

Email: embuva@uonbi.ac.ke

3. Admissions Records

Head: Ms. Celestine Mayende

Email: cmayende@uonbi.ac.ke

4. Examination Processing

Head: Mr. Peter Mbuthia

Email: pmbuthia@uonbi.ac.ke

5. Graduation & Certification

Head: Mr. James Ireri

Email: jmireri@uonbi.ac.ke

6. Student Progression

Head: Ms. Esther Wangui

Email: studentprogression@uonbi.ac.ke

7. Quality Assurance Administration

Head: Mr. Michael Wangai

Email: director-qa@uonbi.ac.ke

8. QA- Curriculum and Programmes

Head: Ms. Doreen Inyo

Email: nanyama@uonbi.ac.ke

9. Senate Secretariat

Head: Ms. Purity Nguata

Email: pnguata@uonbi.ac.ke

10. Student Records, Data and Statistics

Head: Mr. Henry Odicoh

Email: students-records@uonbi.ac.ke

11. Graduate Student Welfare

Head: Mr. Charles Sikulu

Email: gs@uonbi.ac.ke

12. Graduate Student Progression

Head: Ms. Catherine Njue

Email: cnjue@uonbi.ac.ke

13. General Student Matters

Head: Ms. Jane Kahora

Email: jkahora@uonbi.ac.ke

14. Academic Division ICT

Head: Mr. Eliud Ayiro

Email: ayiro@uonbi.ac.ke

15. Dean of Students Office

Head: Mr. Johnson Kinyua

Email: dean-students@uonbi.ac.ke

16. Academic Registrar's Office

Head: Mr. Joseph Oroni

Email: reg-academic@uonbi.ac.ke