



**UNIVERSITY OF KISUBI**  
In Virtue We Educate

# **ANNUAL REPORT**

## **2018-2019**



# PREAMBLE

This is an annual report for the period 2018-2019 academic year. This is a comprehensive document detailing all the activities that have taken place in the year.

The report covers the University Governance structure and analyses the different levels of governance. The document sights key resolutions made at those levels with citations of those minutes at the Board of Trustees, Governing council, management committee, and senate meetings.

The report covers other administrative units like Alumni association, the staff association, and guild union activities. Some of the activities are presented in pictorial format, as a way of evidence that actually, those activities took place.

The greatest part of the report are the core University activities. The major activity of any University is teaching and learning, therefore aspects such as academic programmes, student enrolment statistics, available teaching facilities and their respective sizes in square meters, library facilities and provision of e-library resources, Computer and internet facilities, and the list of graduating students. Core activities also include water, sanitation, fire safety, and other estates related installations.

The other big part of the report is about financial information that details the sources of University income, the budget, and expenditure items and figures. This is presented in tabular form in order to ease analysis, and more comprehensive study.

Finally, this annual report covers the University community engagement activities and a display in pictorial form of the facilities available for members of the community who could be physically challenged.

The report has a foreword from the Chairperson of the Governing Council and the Vice Chancellor, and is signed off by the Vice Chancellor.

# THE UNIVERSITY COUNCIL CHAIRPERSON'S FORWARD

# THE VICE CHANCELLOR'S FORWARD



***Prof. John Ssebuwufu***  
***Vice chancellor***

This is to welcome you all readers to the University of Kisubi annual report publication for the year 2018-2019. The University of Kisubi is currently operating under a provisional license, which was attained in 2015. Subsequently, the University has successfully lodged an application with the National Council for Higher Education (NCHE) for a Charter.

The University of Kisubi is structured into academic units and non-academic units. The academic units are accountable to the Academic Registrar, while the non-academic units report to the Deputy Vice Chancellor. In order to allow for effective and efficient monitoring of academic programmes, which is one of the core activities of the University, the academic units are further categorized into faculties, which are headed by faculty deans. The University of Kisubi is currently having four faculties, namely;

- Faculty of Business and ICT
- Faculty of Social Science and Psychology
- Faculty of Education
- Faculty of Health Sciences
- School of Graduate Studies and Research

The University offers graduate programmes and there is need to consider the graduate clients under a separate leadership because of the uniqueness of their programmes. Senate therefore resolved to establish a separate unit called the School of Graduate Studies and Research, headed by a director.

The University's main challenge during the year under review was inadequate financial resources, which stems from the fact that the University currently derives most of its income

from tuition fees, and the student numbers are still low. Management observed the need to diversity income sources, and established a directorate of Planning Development and Project Management. Several funding proposals have been written so far, engagements with different funders have been established, and soon the directorate will be at funded projects implementation. The numbers of funded proposals, though still low, are promising because they show an increasing trend of interest among the potential funders; this means that it is just matter of time when the University will be able to fund most of its activities with reduced dependence on tuition fees.

The University major strength and big asset is a committed and highly educated team of staff, owing to the Christian values and the spirit of sacrifice, which is cherished by the Brothers of Christian Instruction. The team works tirelessly to realize the goals of the University in time, and much has been achieved with limited resources.

The University has been focused on teaching as the core activity, but effective 2019, management will re-align its focus to concentrate more on research and publication, and community engagement and less on teaching on the priority list. This is what is expected of a University worth the title of a University, and to confirm commitment to this, a special desk for research and publication has been created, manned by an expert in research, and the entire infrastructure is in place. The major outstanding issue is still the research policy, but a research committee has been established

to achieve this. The University received a big shot in the arm when the authorities of the Brothers of Christian Instruction of the Uganda Province decided to transfer their community college that was equipping non- professional with necessary employable skills to University. This offer was accepted by the University Council and a committee to work on the legal implications that come with mergers was set up to carry the process forward. Once the legal issues are sorted out, the college will then become a centre for the University's community engagement activities and programmes.

This report covers achievements, challenges of the year 2018, and proposes way forward or future plans for the particular administrative units and the University in general. All the necessary attachments have been annexed and detailed in the preliminary pages.

I take this opportunity to thank the editorial team for compiling this report and making it available for use not only to the community of the University of Kisubi but also to a wider audience and readership. Undoubtedly the work has been tedious, and called for a lot of rigor, and it is my belief that the quality of the output clearly shows the level of effort that was expended. Thank you very much team.



John Ssebuwufu, PhD  
Vice Chancellor

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# ACRONYM

UniK	University of Kisubi
ICT	Information Communication technology
Dr.	Doctor
Ph.D.	Postgraduate doctoral degree
Bro.	Brother
Prof.	Professor
NCHE	National council of Higher Education
REV.	Reverend
NGOs	Non-government Organizations
ACCA	Association of Chartered Certified Accountants
CPA	Certified Public Accountants
MIT	Masters of Information Technology
CCNA	Cisco Certified Network Associate
UACE	Uganda Advanced Certificate of Education
ST.	Saint
N.S.S.F	National Social Security Fund
CUUL	Consortium of Uganda University Libraries
UMU	Uganda Martyrs University

# MAIN SUMMARY

	<b>Males</b>	<b>Females</b>	<b>Total</b>
Students (Overall)	416	479	895
Students (Ugandan)	396	464	860
Students (International)	20	15	35
Teaching Staff (Overall)			
a. PhD	15	7	22
b. Masters	51	17	68
c. Bachelor	2	1	3
d. Postgraduate Diploma			
e. Diploma			
f. Certificate			
Full Time Teaching Staff	31	14	45
Part Time Teaching Staff	26	10	36
Lecture Space (Sq m)			
Library Space			662.78sq Meters
Relevant Books			
Computers (Students)			67
Computers (Staff)			
Computers (Shared)			
Computers (Total)			
Computers (on Internet)			
Chairs			
Desks/Tables			

*New students undergoing registration*





# 1.0 GOVERNANCE

## 1.1 Board of Trustees


Board of Trustees	Highest Qualification	Status
Mr. Emmanuel Katongole	Master of Arts Degree in Economic Policy and Planning (MA- EPP)	Executive Chairman and Shareholder, Cipla Quality chemical Industries Ltd. - chairman
Sr. Mary Pauline Namuddu	MAED	Head teacher, St. Joseph's Girls Nsambya
Fr. John Chrysostom Kyazze	Ph.D. Research	Catholic Parish Priest
Bro. Joseph Tinkasimire	M. Sc. (Physics)	Member
Bro. Casio Aizire	MAED	Head teacher, Savio P. S
Ms. Mary Amajo	MA Social Sector Planning and Management	Principal Private Secretary to H.E the President
Mr. Matthew S. Kibuuka		Member
Bro. Joseph Kanaabi Zziwa	MBA	Member
Mr. Michael J. Njuguna	MA Building Economics	Quantity Surveyor, Real Estate Development Consultant



## 1.2 University Council

The University Council is a supreme organ of the University and is responsible for overall management and implementation.

<b>Name</b>	<b>Constituency</b>	<b>Gender</b>
Prof. John Ddumba Ssentamu	Academia (Chairperson)	Male
Prof. Maviiri John Chrysostom	Academia	Male
Prof. Maria G.N. Musoke	Academia	Female
Dr. Charlotte K. Mafumbo	Academia(Vice-Chair)	Female
Hon. Daniel Omara Atubo	Professional Bodies	Male
Hon. Justice Joseph Murangira	Professional Bodies	Male
Architect Henry Ssentooogo	Business Community	Male
Rev. Sr. Margaret Magoba	Distinguished Personality	Female
Mr. John Agaba	Foundation Body	Male
Bro. Augustine Mugabo	Foundation Body	Male
Bro. Aloysius Byaruhanga	Foundation Body	Male
Mr. Nkwaju John Baptist	Business Community	Male
Fr. Dr. Evarist Ankwasize	Senate	Male
Mr. Robert Odok Oceng	Ministry of Education, and Sports (Higher Education)	Male
Mr. Ongodia Simon Peter	Staff Association	Male
Mr. Bayingana Simon Peter	Students' Guild	Male
Prof. John Ssebuwufu	Vice Chancellor (ex-officio)	Male
Br. Dr. Celestine Kakooza	Deputy Vice Chancellor/ University Secretary (ex-officio)	Male



As part of the evidence of a functioning Governing Council, the following resolutions were made;

1. The Council secured the certificate of title of 10 hectares (24.71 acres) from Kampala Archdiocese Land Board together with the Lease Agreement to the Brothers of Christian Instruction, for 99 years. The land is for educational purposes (University premises) only.
2. Council approved the following policies
  - a) Staff Structure Manual
  - b) Community Outreach Policy
  - c) Anti-Sexual Harassment Policy
  - d) Quality Management Manual
  - e) Quality Audit Charter
  - f) Rules Governing Halls of Residence
3. Enhanced bandwidth for internet access from about 4mbps to the current 20 mbps from the Research and Education Network of Uganda (RENU) as the new non-commercial internet service provider (ISP).
4. Provision of wireless (WIFI) internet access across the entire University.
5. Acquisition of an independent Graduate School
6. Creation of new faculties which included Faculty of Social Sciences and Psychology (SOPSY) and Faculty of Health Sciences (FHS).
7. Absorption of the formerly known as Brothers' Community College, which is now the University Vocational Department.
8. Initiation of the Charter Application process and the submission of the application to National Council for Higher Education.

## 1.3 Senate/Academic Board

The University Council is a supreme organ of the University and is responsible for overall management and implementation.

The University Senate is an academic policy organ responsible for the organization, control, and direction of academic matters of the University. Members represent the following constituency;

- 1) Vice Chancellor (Chairperson)
- 2) Deputy Vice Chancellor
- 3) Academic Registrar (Secretary)
- 4) Dean of Students
- 5) University Bursar
- 6) University Librarian
- 7) Principal of the Community College
- 8) Director of the School of Graduate Studies and Research
- 9) Deans of Faculties
- 10) Quality Assurance Coordinator
- 11) Communications Officer
- 12) Systems Administrator
- 13) Student Representatives (by invitation)

The evidence for its functioning is seen from the resolutions made during this academic year:

### 1. 31st senate sitting:

- i. Two disciplinary cases were reported by the Academic Disciplinary and appeals committee of senate. Senate approved the decisions reached by the committee.
- ii. It was reported that the Program of Bachelor of Child Protection and Development was accredited by NCHE in 2018.
- iii. Senate approved the Child Protection and Development course unit as an Interdisciplinary course.
- iv. Senate approved the Higher Education Certificate for Humanity Program. This was a bridging course in all the Arts programs which was to be submitted to NCHE for accreditation.

### 2. 34th Senate sitting:

- a) Graduate school acquired and installed the plagiarism software.
- b) The school practice guidelines were approved.

### 3. 37th Senate sitting:

Senate approved the following documents;

- a) Research Code of Conduct;
- b) The Graduate Students Academic Handbook;
- c) Research Ethics Policy.

## 1.4 Management Committee

1. (i) On 13th/02/19 a consultancy contract document was received and approved, but was forwarded to the University lawyer for a legal review.
2. (ii) On 16th/01/2019, annual reports of 2015/16, 2016/17, and 2017/18 were ready and due for submission to National Council for Higher Education.
3. (iii) Management agreed that Walsh University Students were to graduate on 25th/10/2019.
4. (iv) In August 2018, draft community outreach policy was presented and deliberated upon. The Deputy Vice Chancellor was to follow up with State House about the science scholarship
5. (v) The procedure to be adopted when absorbing the community college into the University was presented, adopted, and made ready for presentation to Council
6. (vi) On 23rd/08/2019, Management was informed that the loan from Centenary Bank had been secured and was ready to be put to use.
7. (vii) Dr. Paul Ssemalulu was appointed to head the ICT department, while Mr. Ssentenza Aloysious was to head the ICT technical department
8. (viii) The Board of Trustees meeting was scheduled for 14th/09/2018.
9. (ix) Management resolved that the University should have a Memorandum of Understanding with St. Mary's College Kisubi, to allow University faculty of Education In-service students to use SMACK classrooms, given the fact that the latter are in holidays during that time.

### Members of the Management committee

- |                                       |                                      |
|---------------------------------------|--------------------------------------|
| 1. Prof. John Ssebuwufu               | Vice Chancellor                      |
| 2. Bro. Celestine Kakooza (PhD), FIC  | Deputy Vice Chancellor               |
| 3. Bro. Pius Ochwo (PhD), FIC         | Academic Registrar                   |
| 4. Bro. Deogratias Mugema (PhD) , FIC | Director of Human Resource           |
| 5. Bro. Vincent Barigye , FIC         | Director of Planning and Development |
| 6. Bro. Pontian Mukasa, FIC           | University Librarian                 |
| 7. Bro. Augustine Tumwebaze, FIC      | Director of Finance                  |
| 8. Bro. Edward Muteesasira, FIC       | Dean of Students                     |
| 9. Bro. Francis Mulima , FIC          | Head of Vocational Department        |

*Members of the Management committee during a meeting.*



## 2.0 UniK alumni Association

The alumni association was launched 15th June 2019, an interim committee was instituted. This committee was tasked to conduct initial meetings, draft the alumni constitution. The interim committee held its first meeting 21st June 2019. The committee agreed to start with a simple project, and the goal was to improve the visibility of the association among the University management, current students, and other members of the alumni. The identified project was to donate branded water to all graduands on the October 2019 graduation ceremony.

Below are members of the interim committee while attending their inaugural meeting.

*UniK Interim committee meeting in the boardroom*



*President of the alumni association giving a speech on graduation day*

The interim President, Mr. Ssenkaayi Simon was given a slot on graduation day to implore all the fresh graduates to join the association. Earlier, before graduation day, the President officiated at the official handover of the branded drinking water.



### 3.0 University of Kisubi Staff Association

The University of Kisubi has one association that combines both academic and non academic staff. Owing to the fact that the numbers are too small, the University has one association called the University of Kisubi Staff Association, headed by a President (UNIKSA).

The following resolutions were made;

1. UNIKSA constitution was approved.
2. The executive committee resolved that members were to be given a transport refund of twenty thousand shillings (20,000/-), whenever they come for a general assembly.
3. The roadmap to election process was drawn and roles and responsibilities were assigned to members.



*UniK Staff during Annual meeting*

### 4.0 Students Guild/ Union

The old guild government ended on ..... and was resolved, giving way to the election commission, that organized a successful election process. A new guild cabinet was sworn in on ..... And the picture below shows the handover of the outgoing president to an incoming president.



*Guild Handover 2017-2018*

## 5.0 STAFFING (ACADEMIC)

- Staffing segregated by academic qualifications in terms of those with PhD, Masters, Postgraduate Diplomas, Bachelors, Advanced Diplomas, Ordinary Diplomas, and Certificates and further segregated by gender.
- Qualification profile of academic staff (gender)
- Full time and part time by faculty/unit
- Staff on study programmes/ Staff development programme (by faculty / administrative unit and expected qualification e.g. First degree, masters etc)

### 5.1 Academic Staff by qualification

Title e.g	PhD		Bachelors		Masters		PGD		Total		
	F	M	F	M	F	M	F	M	F	M	Overall
Professor		1								1	1
Associate Professor											
Senior Lecturer											
Lecturer	7	15	17	51							90
Instructor					1	2					3
Total	7	16	17	51	1	2					94

### 5.2 Academic Staff by Part time /Fulltime (Append a list of academic staff as specified)

Title e.g	PhD				Masters				Bachelors				PGD				Total				
	FTime		Ptime		Ftime		Ptime		Ftime		Ptime		Ftime		Ptime		Ftime		Ptime		Overall
	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M			
Professor			1																		1
Associate Professor																					
Senior Lecturer																					
Lecturer	15		10		28		37														90
Assistant Lecture								3													3
Total	15		11		28		37		3												94



### 5.3 Staff Development program and expected qualification

Program	PhD		Masters		PGD		Dip		Total	
	F	M	F	M	F	M	F	M	F	M
Business Administration (Finance)	0	2								2
EDUC LEADERSHIP		1								1
Local Languages (Education)		1								1
Counselling Psychology	1	4	1						1	5
Evaluation & Monitoring		1								1
Organizational Psychology		1								1
Agriculture Economics		1								1
Bio-Chemistry		1								1
Bio-Medical Sciences	1	1							1	1
Immunology (Post Doc)		1								1
Accounting		1								1
ICT	1								1	
<b>TOTAL</b>	<b>3</b>	<b>14</b>	<b>1</b>						<b>3</b>	<b>16</b>

### 5.4 Administrative staff desegregated by academic qualifications and gender

Title e.g	PhD		Masters		Bachelors		PGD		Total		
	F	M	F	M	F	M	F	M	F	M	Overall
Vice-Chancellor		1							1		1
Deputy VC		1							1		1
Academic Registrar		1							1		1
Director HR		1							1		1
Director of Finance				1					1		1
Dean of Students				1					1		1
University Librarian				1					1		1
Quality Assurance Officer				1					1		1
Director of Planning				1					1		1
Director of ODeL				1					1		1
Web Master						1			1		1
ICT Technicians						1		1	2		2
Estate Officer				1					1		1
Deputy Academic Registrar			1					1			1

Assistant University Librarian			1						1		1
Assistant Registrar					2				2		2
Accountant				1						1	1
University Counselor				1						1	1
University Nurse								1			
Communications Officer			1						1		1
Personal Assistants			1		1				2		2
Administrative Assistants			2	2	4				6	2	8
Cashier					1				1		1
Assistant Accountant			1						1		1
Accounts Assistant					1				1		1
Receptionist							1			1	1
Security Officers									2		2
Janitors								3	2		5
Matron								1		1	2
Custodian				1							1
<b>Total</b>		<b>4</b>	<b>7</b>	<b>12</b>	<b>9</b>	<b>3</b>	<b>5</b>	<b>3</b>	<b>23</b>	<b>23</b>	<b>45</b>

## 6.0 Completed Research and Publications by Institution Staff

Area/field of research conducted	Source of funds	Amount of funds	Patents registered	No. of publications





## 7.0 ACADEMIC PROGRAMMES

Programs	Duration	Day	In-service	Weekend
<b>Masters</b>				
1.Master of Arts with Education Leadership	2			
2.Master of Business Administration & Management	2			
3.Master of Science in Clinical and Psychological Counseling	2			
4. Master of Information Technology	2			
<b>PGD</b>				
Post Graduate Diploma in Clinical Psychological Counseling	1			
<b>Bachelors</b>				
1.Bachelor of Arts with Education	3			
2.Bachelor of Education Primary	2			
3.Bachelor of Science with Education	3			
4.Bachelor of Arts in Economics	3			
5.Bachelor of Business Administration & Management	3			
6.Bachelor of Business Studies with Education	3			
7.Bachelor of Economics and Statistics	3			
8.Bachelor of Science in Computer Science	3			
9.Bachelor of Science in Information Technology	3			
10.Bachelor of Development & Management Studies	3			
11.Bachelor of Bio – Medical Laboratory Technology	3			
12.Bachelor of Community Development & Public Administration	3			
13.Bachelor of Arts in Human & Religious Studies	3			
14. Bachelor of Public Relations & Mass Communication	3			
15. Bachelor of Science in Family & Child Counseling	3			
16. Bachelor of Science in Counseling Psychology	3			

17. Bachelor of Social Work Administration	3			
18. Bachelor of Arts, Fashion & Design	3			
19. Bachelor of Science in Rehabilitation Psychology	3			
20. Bachelor of Child Protection and Development	3			
<b>Diplomas</b>				
1. Diploma in Education Primary	2			
2. Diploma in Information Technology	2			
3. Diploma in Business Management	2			
4. Diploma in Medical Laboratory Technology	3			
5. Diploma in Art, Fashion	2			
6. Diploma of Science in Counseling Psychology	2			
7. Diploma of Social Work & Social Administration	2			

**KEY:**

	<b>Day</b>
	<b>In-Service</b>
	<b>Weekend</b>
	<b>Not Applicable</b>

**7.1 Overall Enrolment by Gender and Expected Award**

Faculty	Masters		PGD		Degree		Dip		Total		Overall
	F	M	F	M	F	M	F	M	F	M	
Business & ICT	24	19	00	00	98	66	19	23	141	108	249
Education	21	22	00	00	139	127	06	05	166	154	320
Health Sciences	00	00	00	00	11	36	12	27	23	63	86
Social Science & Psychology	15	17	02	01	93	66	39	07	149	91	240
<b>Total</b>	<b>60</b>	<b>58</b>	<b>02</b>	<b>01</b>	<b>341</b>	<b>295</b>	<b>76</b>	<b>62</b>	<b>479</b>	<b>416</b>	<b>895</b>

As shown in Table above, out of the 895 students registered at UniK in the 2018/19 academic year, 475 students (equivalent to 53%) were female. The ratio of female to male students has been more or less constant over the last four years (55% in 2015/16 and 54% in 2016/17, 53% in 2017/18 and again 53% in 2018/19). This percentage continues to be low in Health Sciences (27%). More female students tend to register for Business and ICT (56%), and Social Science and Psychology (62%).

## 7.2 Overall Enrolment by Gender and Nationality (Ugandan/Foreign)

Faculty	Ugandan			Foreign			Total		
	F	M	Total	F	M	Total	F	M	Overall
Business & ICT	141	106	247	00	02	02	141	108	249
Education	162	148	310	04	06	10	166	154	320
Health Sciences	21	58	79	02	05	07	23	63	86
Social Science & Psychology	140	84	224	09	07	16	149	91	240

During the period under review, the University registered 860(96%) National students to pursue university studies: Business and ICT (247), Education (310), Health Science (79) and Social Sciences and Psychology degrees (224). The enrolled international students were only 35(4%).

## 7.3 Eligible and admitted students

Year	A'level	Cert.	Grade III	Diploma Scheme	Degree	Total	Admitted Govt	Admitted Private	Total
2018/19	270	26	16	69	79	460	50	410	460

UniK admits students following the approved entry paths as shown in the table above: Direct entry (A 'level applicants), certificate holders, and Diploma scheme and as well as the first degree applicants for graduate studies. The majority of students were admitted through the A' level scheme.

## 7.4 Admission Details by Program (Arts/ Science) and Sponsorship

	Science		Arts		Total
	Female	Male	Female	Male	
Govt	24	26			50
Private	17	23	204	166	410

As shown in above table, out of the 460 students registered at UniK in the 2018/19 academic year, 410 students (equivalent to 89%) were admitted on a private scheme. The 50 students (11%) are the science education students who were admitted through the special government scheme to the University of Kisubi to train science teachers.

## 7.5 Overall enrolment by offering mode

Faculty/School	Fulltime	Weekend	In-service	Total
Business & ICT	155	94	00	149
Education	246	61	13	320
Health Sciences	86	00	00	86
Social Science & Psychology	157	79	04	240

As shown in above table, out of the 895 enrolled students for the year under review, 641 students (equivalent to 72%) were on full time mode. Students on the weekend were 234 (26%) and those on the in- Service mode were only 2 (%).

## 7.6 Graduating Students

Program	Total	
	F	M
<b>Bachelors</b>		
Bachelor of Arts with Education	26	13
Bachelor of Science with Education	12	39
Bachelor of Business Administration & Management	14	09
Bachelor of Business Studies with Education	03	01
Bachelor of Science in Information Technology	03	07
Bachelor of Bio – Medical Laboratory Technology	01	05
Bachelor of Arts in Human & Religious Studies	00	14
Bachelor of Science in Family & Child Counselling	01	00
Bachelor of Science in Counselling Psychology	08	03
Bachelor of Social Work Administration	06	04
<b>Diplomas</b>		
Diploma in Information Technology	06	00
Diploma in Business Management	03	01
Diploma in Medical Laboratory Technology	13	21
Diploma of Science in Counselling Psychology	3	01
Diploma of Social Work & Social Administration	01	00



<b>Certificates</b>		
Certificate in Counselling	01	00
Certificate in Food Production	03	00
Certificate in Information Technology	00	02
Certificate in Business Management	01	01

During the reporting period, 225 students graduated at the University of Kisubi the third Graduation Ceremony, which took place on 26th October 2018. The above table provides details of the granduands during the year under review.

## 7.7 Enrolment Trend over the Last 5 Years

Year	Overall Enrolment			Ugandan			Foreign		
	F	M	Total	F	M	Total	F	M	Total
2015	610	355	<b>965</b>	596	343	<b>939</b>	14	12	<b>26</b>
2016	594	413	<b>1007</b>	579	399	<b>978</b>	15	14	<b>29</b>
2017	482	373	<b>855</b>	475	359	<b>859</b>	7	14	<b>21</b>
2018	479	416	<b>895</b>	464	396	<b>860</b>	15	20	<b>35</b>

The enrollment trend has steadily been on the increase for the last four years, save for the 2017 when the number went down. The downward trend was because the University did not admit government fund to admit the science education students.



*New students Undergoing registration*

## 8.0 SPACE (in square metres)

Faculty/ Unit	Lecture space	Area in square meters	
Blouin Academic Centre (BAC)	BAC 1		
	BAC 2		
	BAC 3		
	BAC 4		
	Library		
	Graduate computer lab		
	Main hall	231.76	
	ICT		
	Computer lab 1		
	Computer lab 2		
	ICT workshop		
	Guild Union	Guild office	19.10
	Science block	Teaching lab 1	72.87
		Teaching lab 2	119.08
Teaching lab 3		52.85	
Pharmacology/biology lab		26.42	
Dean, Health Science office		15.61	
Anatomy and physiology office		2.33	
Lecture room 1		53.62	
Lecture room 2		47.47	
Lecture room 3		47.96	
Lecture room 4		60.39	
Lecture room 5		60.39	
Quality Assurance office		35.66	
Graduate Board room		67.24	
Communications office		9.19	
Administrative block			
	Board room	57.83	
	Faculty of Education	23.16	
	Faculty of SOPSY	19.25	
	Accounts	48.56	
	Academic registrar		
registrar	53.80		
	Dean of Students	16.53	
	Vice chancellor's Office	27.01	
	DVC office	17.80	
	Directorate of Human Resource	21.89	

## 9.0 LIBRARY FACILITIES

a) University Library measures 662.78 m<sup>2</sup> and has a capacity of 120 users, at a ratio of 2.53m<sup>2</sup> per user. It accommodates a circulation/reference desk and the office for the University librarian. It is stocked with 17384 books which gives a student book ratio of 1: 20 (20 books for one student).

The library activities are supported by the KOHA integrated library system which facilitates the easy access to all library information.

Faculty/ Unit	Library space	Books				Total
		Textbooks	Reference	Journals/Periodicals	Others	
	662.78 m <sup>2</sup>	15846	148	679	709	17382

The library stock is composed of 17382 textbooks namely reference books, Periodicals/journals and other materials. The Reference books include: Dictionaries, Encyclopedia, Bibles, Atlases, Yearbooks, Bible commentaries, World books; while Periodicals/journals include: News papers, Leadership, News reports, Annual reports, Government publications, Annual editions, Business magazines, African development reports, National curriculum Development Centre issue publications, Electoral commission publications, population reports. Among others are Dissertations, Research projects and maps.

### 9.1 E-Library

E-library provider	Computers	Accessible e-books/ publications
<ul style="list-style-type: none"> <li>•Consortium of Uganda University Libraries (CUUL)</li> <li>•Open Access</li> </ul>	7	Using Remotex services, the library is able to access a wide variety of on-line resources in form of e-books, e-journals, e-articles

The electronic information resources are obtained from Open Access and the following publishers and Databases namely: EBSCOhost, Research4 Life, Emerald, Project MUSE, Taylor & Francis, JSTOR, American Physical society, American Chemistry society, Springer, and many others.

## 10.0 GAMES AND SPORTS FACILITIES

<b>FACILITY</b>	<b>NUMBER</b>	<b>TOTAL AREA IN METRES</b>	<b>LOCATION</b>
Athletics track	1	453.89(each)	SMACK
Football	2	7,140.00(each)	UniK and SMACK
Tennis Court		167.43	SMACK
Netball	1	195.78	UniK
Rugby	1	465.12	UniK
Volleyball	2	18,624.00	SMACK
Swimming	1	493.76	SMACK

# 11.0 COMPUTER FACILITIES

## 11.1 Computer Laboratories

COMPUTER LAB	NO. OF COMPUTERS	NO. OF WIRELESS ACCESS POINTS
Computer lab 1	16	1
Computer lab 3	36	
Graduate Computer Lab	15	1
<b>Total</b>	<b>67</b>	<b>2</b>

The University has three major computer laboratories for all students fully installed with internet connection with at least one Internet Access Point.

The current student computer ratio is about **15:1**

## 11.2 Computers Administrative Offices and Academic Departments

FACULTY/DEPARTMENT	NO. OF COMPUTERS	NO. OF WIRELESS ACCESS POINTS	NO. OF LAPTOPS
Faculty of Education	2		
Faculty of Health Sciences	1		
School of Social Sciences and Psychology	2		
Faculty of Business and ICT	3		
School of Graduate Studies and Research	2		
University Library	7	1	
University Reception	1		
Planning and Development	1		1
Quality Assurance	1		
Academic Registry	4		1
Finance	5		1
Liaison Office	1		
Communications	1		1
Alumni Office	1		
IDSK-Office	1		

Human Resource	1		
Security Office	1		
VC and DVC	2		2
Dean of Students	1		
Guild Office	1		
IT Technical			
Total	39	1	6

### 11.3 Other ICT Facilities

ITEM	NUMBER
Printers	19
Scanners	4
Photocopiers	3
Desk Telephones	32

### 11.4 Internet Access

The University Internet Bandwidth was 15mbps upload speed, and 15mbps download speed



*Some of the Computer Laboratories*

# 12.0 FINANCIAL INFORMATION

NCHE FINANCIAL INFORMATION 2018-2019					
Source of funding	Received previous year	Budgeted/ expected	Variance	A/F	Notes
	UGX	UGX	UGX		
Government					1
Tuition	2,276,573,331	2,378,562,000	101,988,669	A	2
Donors/Grants	157,997,160	70,002,000	- 87,995,160	F	
Income from Projects/ Development fee	239,065,300	211,950,000	- 27,115,300	F	
Endowments/ Hotel fees	183,088,900	152,400,000	- 30,688,900	F	
Other Incomes	1,481,324,551	1,544,093,600	62,769,049	F	3
Loan	300,000,000	300,000,000	0		
Staff development grant	8,000,000	50,000,000	42,000,000	A	
	<b>4,646,049,242</b>	<b>4,707,007,600</b>	<b>60,958,358</b>		
<b>Institutional Expenditure</b>					
	<b>Expenditure</b>	<b>Expected Exp</b>	<b>Variance</b>		
<b>Administrative Costs</b>	1,382,111,270	1,135,936,468	- 246,174,802	A	4
<b>Infrastructure</b>					
New buildings	58,788,200		- 58,788,200	A	
Equipment	23,290,000	64,900,000	41,610,000	F	

Furniture	25,945,000	32,000,000	6,055,000	F	
Investment Expense	-	5,000,000	5,000,000	F	
Charter Status	8,755,000	50,000,000	41,245,000	F	
Sports Development	-	12,000,000	12,000,000	F	
Loan Amortization	95,667,586	100,000,000	4,332,414	F	
Projects Expense	-	20,000,000	20,000,000	F	
Building renovation	165,676,250	110,038,000	- 55,638,250	A	
	<b>378,122,036</b>	<b>393,938,000</b>	<b>15,815,964</b>		
<b>Staff</b>					
Staff Salaries/wages	1,614,183,525	1,716,824,801	102,641,276	F	
Research and publication	94,540,000	106,001,000	11,461,000	F	5
Staff Development	8,000,000	50,000,000	42,000,000	F	
	<b>1,716,723,525</b>	<b>1,872,825,801</b>	<b>156,102,276</b>		
Library and Academic					
Library materials	50,840,932	154,850,612	104,009,680	F	6
Examinations	22,438,000	33,000,000	10,562,000	F	
	<b>73,278,932</b>	<b>187,850,612</b>	<b>114,571,680</b>		
<b>Equipment</b>					
Vehicles/Transport	235,870,450	197,310,600	- 38,559,850	A	
Computers and accessories	37,555,000	31,200,000	- 6,355,000	A	



	<b>273,425,450</b>	<b>228,510,600</b>	<b>- 44,914,850</b>		
<b>Students welfare</b>					
Food					
Accommodation					
Others (specify)					
Students Activity	57,631,000	42,500,000	- 15,131,000	A	
	<b>3,881,292,213</b>	<b>3,861,561,481</b>	<b>- 19,730,732</b>		

**Notes:**

1. Government Funding: On this source of funding, Ugx 490,000,000 was received from government. This amount relates to the Science teachers
2. Scholarship Scheme by the State House through Ministry of Education and Sport to the University of Kisubi. The amount is treated as tuition.
3. Tuition. This amount includes the tuition fees payable by all students both privately sponsored and those sponsored by several groups.
4. Some of scholarship schemes include among others Government, Catholic scholarship Program, Association of the religious, State House,
5. ASEC among other.
6. Other Incomes: These include all other functional fees plus retail and hire income from small business units and the university bus respectively
7. Administrative Expenses: These expenses are all the expenses rather than those listed in the table above under expenditure
8. Research and Publication Expenses:- Includes Dissertations and Vivas
9. Library Material;- This includes Library books and internet expenses

Format of the table:

Column two shows actual amount as extracted from the Audited accounts

Column three indicates the budgeted amounts

Column three shows the difference between budgeted and actual which is either favorable (F) or Adverse (A)

# 13.0 COMMUNITY ENGAGEMENT

## 13.1 Uganda Catholic scholarship

Unik manages a scholarship program known as the Catholic Scholarship Program (CSP). The program was founded by two religious congregations namely the Brothers of Christian instruction and the Little Sisters of St. Francis supported by Porticus, a Netherlands based organisation. Ever since its inception the program has been hosted by the University of Kisubi . From 2018 to date the programme is being managed by Unik.

The Programme is inspired by the Catholic Church teaching of training and sending out well into the world, from deep within the heart of the church to bring to bring a light and love of Christ to a world plagued by ignorance doubt, darkness and sin.

Special focus is given to training catholic leaders who support the human resource capacity growth of the Catholic Church. Since its inception in 2009, the program has supported 467 students in various study programs across different universities. Of this total number Unik has received 201 students supported by the CSP. These are students who would have perhaps never have had the opportunity to access higher education.

2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
6	12	15	17	24	24	18	20	28	17	20

The Alumni from this catholic scholarship program are having a very impact on society. Many of them are in leadership positions both in civil society as well as in the Catholic Church structures.

## 13.2 Vocational department

In line with the University strategic directive (strategic objective 6.2), to develop and support the community programme that responds to socio-economic political and religious concerns in society, the Vocational Department was established to skill the surrounding community especially the vulnerable, drop-outs and those interested to acquire vocational skills. The candidates are admitted for modular (open training period) and one or two years for level one and level two (formal training) respectively.

The Competence Based Assessment and issuance of Uganda Vocational Qualification (UVQ) Certificates to candidates in any occupation is done by The Directorate of Industrial Training (DIT). The department offers training in the following occupations:



**Carpentry Session**



**Hair Dressing Session**



**Tailoring**

### **13.3 Volunteers**

UniK supports a spirit of volunteerism in its university structures. A case in mind is Mr.Bwanika currently volunteering at the reception.

## 14.0 FACILITIES FOR STUDENTS WITH SPECIAL NEEDS

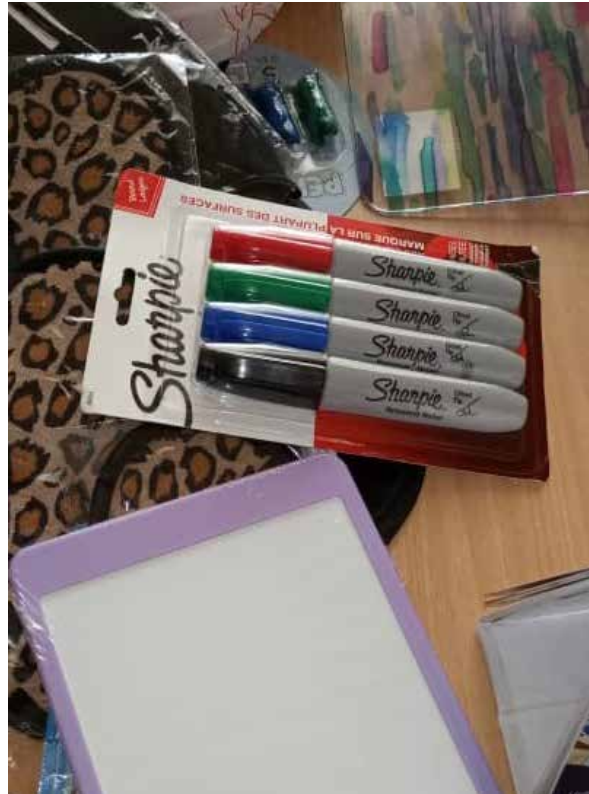
### 14.1 Ramps for the physically challenged



### 14.2 Washroom for the physically challenged



### 14.3 Braille Machine for those with vision impairment



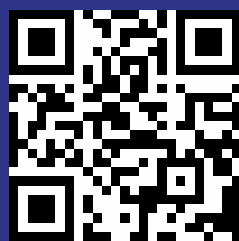
Name:.....

Signature:.....

Designation:.....

Date:.....

Official Stamp:



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