

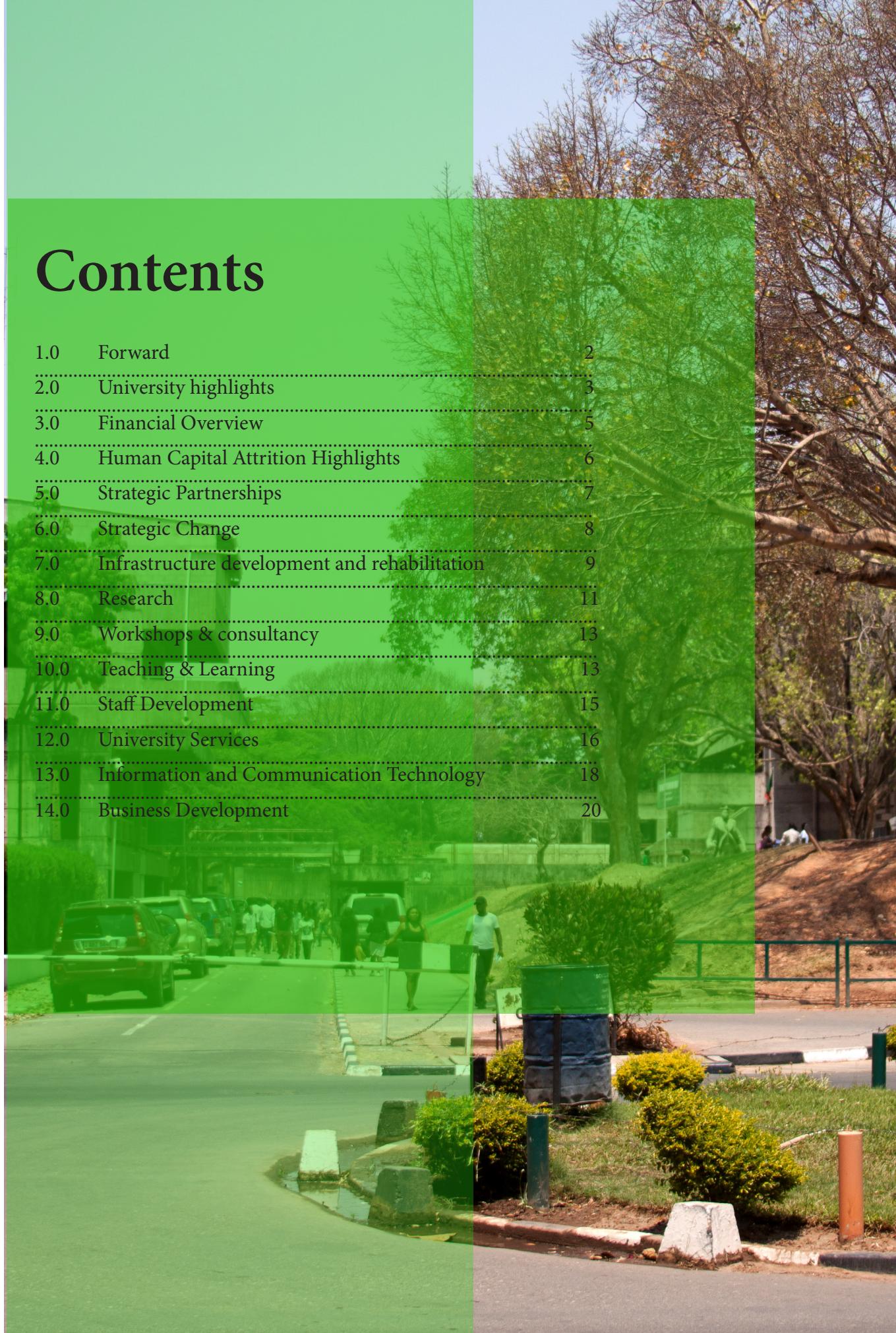


THE UNIVERSITY OF
ZAMBIA

ANNUAL REPORT | 2014

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1.0 Foreword

It gives me great pleasure to give this forward on the operational and financial highlights in 2014.

At the start of 2014, the University was four years behind in delivering the narrative annual reports. At the dawn of 2015, the University had completed all the outstanding annual reports. I commend my staff for rising to the challenge and ensuring that we delivered all the reports as resolved.

The University closed the year with an improved position in so far as settlement of outstanding terminal benefits and gratuities was concerned. This follows the successful conclusion of a government guaranteed loan of K150 million which helped to clear part of the staff debt leaving a shorter annual backlog dating back to 2009 at the close of the quarter compared to 2005 in the previous quarter.

We closed the year with a more engaged need to look at expanding our national spread through acquisition of more land for educational development. The University closed the year with over 1,000 hectares of land capitalised to its fixed.

We have begun looking at how we grow the financial sustainability of the University in the wake of low funding from government. It is increasingly clear that we need to expand our distance learning programmes and raise student satisfaction through investment in printing equipment, e-learning technology and an appropriate team of student support staff. This is one area where we will need to benchmark the quality of service we offer to the best on the international university education market. I am delighted to note that we have set up a quality assurance directorate which will help in contributing to change in our delivery of higher education.

The University closed the third quarter with a growing teaching and learning infrastructure challenge. The tender process to secure architectural services for the design of teaching and learning centre with capacity for two lecture halls and a reading resource centre to house at least 2,000 students has begun. The University is also processing bids for contractors to renovate and adapt the New Dining Hall for teaching and learning purposes.

The financial statements show a further weakening in the financial position of the University of Zambia. It is important that this is addressed. Management is critically reflecting on how the business ventures can be turned around to create more value. Management is looking at transforming both the University Health Services and the University Veterinary Clinic in order to make the two more commercially viable. A preliminary break even analysis shows that the University needs in excess of 50,000 students to become self-sustaining. As the business planning process for 2015 begins in the fourth quarter, management will need to critically look at how to grow the core business in the wake of insufficient government funding. Given the limited infrastructure for teaching and learning, there are opportunities for the growth in student numbers as we require through e – learning. I am delighted to mention that the procurement process for an e-learning partner has begun.

The weak financial position of the University of Zambia must be viewed as an urgent call for re-organising our business model. In the third quarter report, I alluded to re-organisation of the business ventures. This is an undertaking management has set out to implement in the coming year. But we need to go further; to critical look at how we can integrate technologies to teaching and learning



which in doing so, will expand our distance learning student numbers.

The launch of the business school begun to unfold with the introduction of business courses at the undergraduate level. The expectation is that an MBA programme will be launched in 2015 and that this undertaking will create a new revenue stream to the University.

Am delighted to mention that we closed the year with a bold decision to adhere to a stable and predictable University academic Calendar from the 2015 academic year onwards. To achieve this, we are to ensure that the deadlines with respect to receipt of new student applications and processing of admissions are followed by everyone.

We intend to open the year 2015 ready to implement the annual performance appraisal system as this is key in work culture change if we are to succeed in relation to our strategic objectives.

I express my sincere gratitude to Council, Management and Staff for working as a team to help change the operational performance of the nation's leading Institution of learning.

Prof Stephen Simukanga
VICE CHANCELLOR

2.0 University Highlights

February 2014

The University of Zambia hosted the 8th Annual General Meeting for the Confederation of Universialities and Colleges Sports Association (CUCSA) for Zone 6 on 7th and 8th February 2014, at Radisson Blu Hotel. This was in preparation for the CUCSA games which were hosted by the University of Zambia from 16th to 23rd August 2014.

Handover of the weather Automatic weather Station
The German Ambassador, through the Sascal Project, on 11th February 2014, handed over an Automatic Weather Station to the University of Zambia, School of Natural Sciences.

April 2014

The University of Zambia received K21 million as its share of the dividend declared by York farm.

A prize giving ceremony was held for deserving students at the School of Engineering.

May 2014

A Trade Policy and Development course was launched on 7 May 2014 in collaboration with the Ministry of Commerce.

The University of Zambia held its labor day celebrations on 9 May 2014.

The University of Zambia officiated at the 4th graduation ceremony at the affiliate college called Makeni College of Education on 22 May 2014. At total of 58 students graduated.

Zesco Limited handed over electrical engineering teaching equipment to the University of Zambia on 29 May 2014. The value of the equipment was in excess of K200,000.

July 2014

The University of Zambia received K2.8 million as its share of the dividend declared by York farm. The University intends to apply part of these funds towards construction of a teaching and learning centre. A further part of the said funds will be used to settle part of the statutory obligations due to NAPSA.

A prize giving ceremony was held for deserving students at the School of Engineering in the period under review.

March 2014

UNZA Law Wins the World Bank "Think Jobs" Final Debate Competition

The University of Zambia (UNZA) School of Law students beat their University of Lusaka (UNILUS) counterparts to emerge as deserving winners at the World Bank "Think Jobs" final debate competition that took place on 19th March, 2014 at Zambia National Broadcasting Corporation. The motion of the hotly contested debate between UNZA (affirming) and UNILUS (opposing) was "Education is at the Heart of the Jobs Challenge in Zambia".

Handover of Engineering Equipment by Lusemfwa Hydro power Station

Lusemfwa Hydro Power Station, handed over Power Electronics Equipment to the University of Zambia School of Engineering. This equipment will benefit the 5th year students in the Electrical Machines course. The Ceremony, which was held on 25th March 2014, was graced by the EPA Director, and Lecturer at the University of Manchester, Dr. J Mutale, while the Deputy Vice-Chancellor, Prof. E. T. Mwase received the equipment on behalf of the University of Zambia.

June 2014

Consultative discussions were held by the UNZA Graduate School of Business committee with officials from the Namibia School of Business.

The Directorate of Quality Assurance was set up its first Director appointed.

The University of Zambia officiated at the graduation ceremony at an affiliate college called Charles Lwanga College of Education. The event was held on 20 June 2014.

A ground breaking ceremony to kick off the construction of the Confucius Institute office building was held on 20 June 2014. The Vice President of the People's Republic of China was present to offer the solidarity of the people of China towards this project.

Prof Ngoma and Dr Menon presented the final report on mainstreaming HIV/AIDS into curriculum at the University of Zambia. The report which included an e-learning course will be rolled out as soon as the University makes available an e-learning platform. A conducted tour of the Graduare Property Development project was made on 23 June 2014 by representatives from the University of Zambia.

A visit was made by the Vice Chancellor to the University of Queensland in Australia as part of the effort to build collaborative relationships.

August 2014

A Trade Policy and Development course was launched on 7 May 2014 in collaboration with the Ministry of Commerce.

The University of Zambia held its labour day celebrations on 9 May 2014. In the interest of demonstrating fairness in the criteria used for giving out labour day awards, it has been agreed that the next labour day will be guided by a labour day awards policy to be drawn up in due course.

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Sept 2014

Consultative discussions were held by the UNZA Graduate School of Business committee with officials from the Namibia School of Business. Representatives of the Adhoc Committee for the Graduate School of Business are expected to visit the Namibia Business School to agree specific areas for collaboration.

A Director, Quality Assurance was employed in the period under review.

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October 2014

The revised University brochure was published. The last version was produced in 2008.

Kwame Nkrumah University was assisted to graduate its last students under the Nkrumah college affiliation with the University of Zambia. The graduation ceremony was held on 21 October 2014.

On 20 October 2014, Senate approved the teaching assessment, evaluation of teaching and learning. This is now being piloted in the School of Engineering.

The University of Zambia launched the UNZA Human Rights Law Clinic on 21 October 2014. The same is now in operation at the UNZA stand in the Showgrounds.

A workshop was hosted in association with the Zambia Chamber of Mines on the contribution of the Mining sector to the Zambian economy and society, on 27 October 2014.

The 24th swearing in and prize giving ceremony for graduands at the School of Medicine was on 29 October 2014.

November 2014

On 4 November 2014, a workshop was held on the implementation of the UNZA code of conduct for Senior Administrative Officers and Assistant Registrars.

Mukuba University was assisted to graduate its last students under the Nkrumah college affiliation with the University of Zambia. The graduation ceremony was held on 7 November 2014.

December 2014

The University of Zambia's East Park Shopping Mall opened its doors to trading activity. The Pick n Pay outlet at the East Park Mall was officially opened in December 2014.

MTN presented awards to the best female performing students in the School of Engineering in the same month.

The Executive Management team held its first Business Planning 2015 Session from 22 – 24 December 2015. Further to this session, key priority areas were defined to inform the focus of the University in 2015.

3.0 Financial Review

During the period under review, the University recorded a deficit of **K100.8 million** compared to a deficit of **K66.6 million** in the third quarter. The net worth of the institution as at 31st December 2014 had grown to negative **K196.20 million** compared to the second quarter negative result amounting to **K95.20 million**.

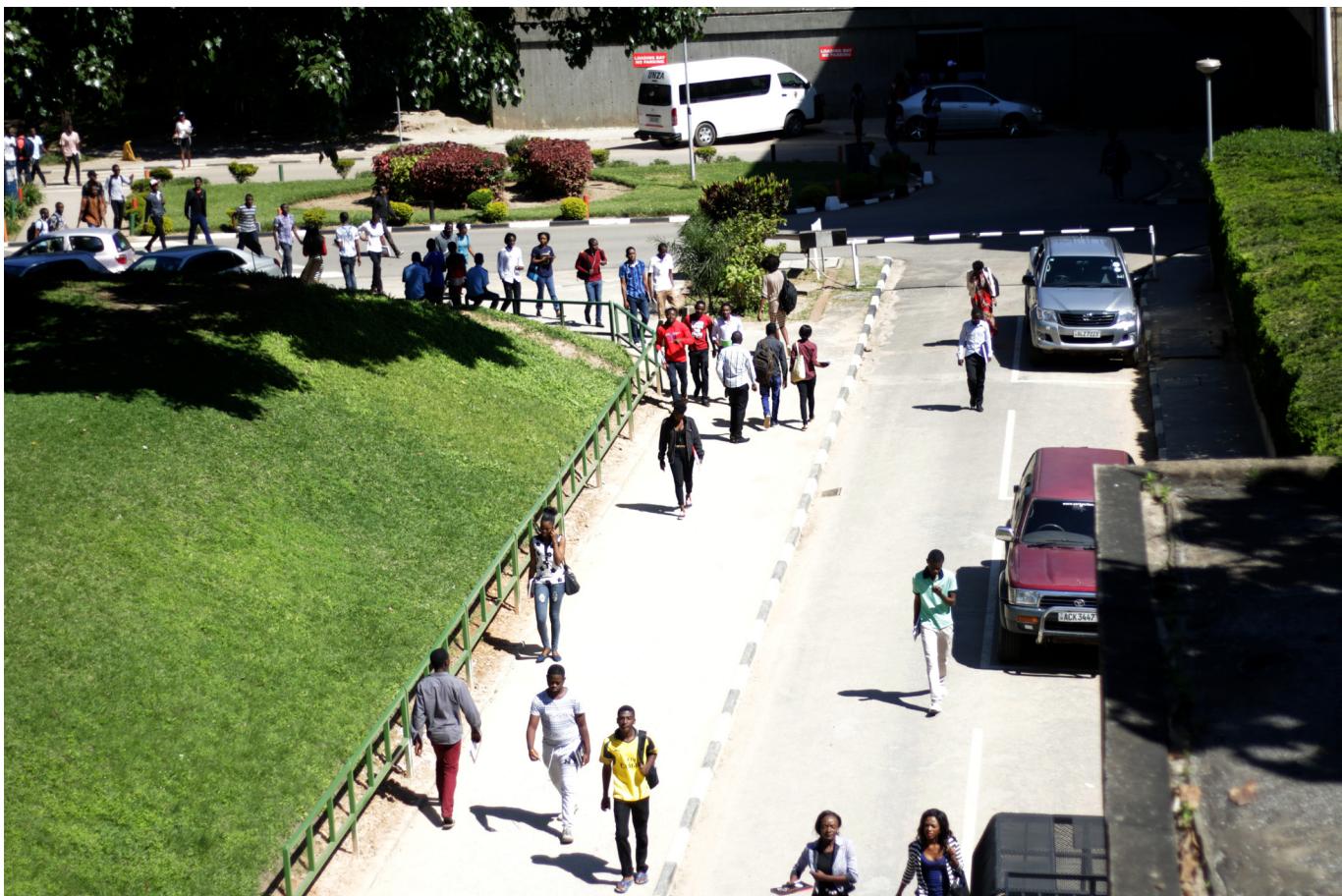
3.1.2 The University has continued experiencing liquidity problems. At 31st December 2014, current assets (**K345.7 million**) could not meet current liabilities (**K1,640.9 million**) by **K1,295.2 million** representing an adverse current ratio of 0.21:1 (ideal ratio is 1:1). This means that, the current assets could only meet 21% of the liabilities due.

Table 1. UNZA Five year Summary – key

Five Year Summary – Key Statistics		2014	2013	2012	2011	2010
STUDENT STATISTICS						
Number of students						
Student load	Total	26,000	20,748	19,001	16,215	14,229
Student load by funding						
	GRZ Bursary	TBA	8,733	7,403	7,096	6,862
	Self Sponsored	TBA	12,015	11,593	9,119	7,367
STAFF STATISTICS						
Total		2,462	2,490	2,467	2,493	
Principle Officers		6	6	6	6	
Academic		804	751	701	708	
Non Academic		1,211	1,420	1,386	1,417	
Retirees - payroll		359	313	374	363	
FINANCIAL STATISTICS (Consolidated)						
Zambian Kwacha		KW'000	KW'000	ZMK'000	ZMK'000	ZMK'000
Net operating result		(373,299)	(452,602)	(233,949)	(460,877)	(140,958)
Net assets		(196,208)	(61,822)	304,543	732,153	(800,163)
Liquidity ratio (ideal 1:1)		0.21:1	0.17:1	0.17:1	0.07:1	0.20:1
Staff cost/Expenditure		73%	80%	81%	80%	86%
Total assets		2,210,063	2,777,577	2,676,858	2,752,758	184,441
Total revenue		542,168	426,855	433,309	329,609	236,083

4.0 Human Capital Attrition Highlights

Type of Separation	Academic Staff		Professional, Administrative & Technical staff		Other staff		Non Represented Staff		Total
	Female	Male	Female	Male	Female	Male	Female	Male	
Resignation	1	1	0	1	0	2	0	0	5
Death	1	5	0	1	1	5	0	0	13
Dismissal	0	0	0	0	0	0	0	0	0
Retirement	0	1	1	2	3	7	0	0	14
Non-renewal of contract	1	0	0	0	2	5	0	2	10
Totals	3	7	1	4	6	3	0	2	32
	10		5		9		2		14



5.0 Strategic Partnerships

In its quest to continue collaborative work both within and outside the country, the University of Zambia endeavors to promote collaborations/partnerships in line with its strategic plan. In the year under three partnerships were signed as follows:-

- Introduction of a Clinical Legal Education Course for UNZA students to conduct practical legal clinics under the supervision of academic staff from the School of Law;
- Introduction of a disability course.

5.2 African Capacity Building Foundation (ACBF)

Provisions of this agreement include:

- Award of a grant by ACBF amounting to US\$1.2 million to support phase two of UNZA's Master of Arts in Economic Policy Management Programme for 2014 and 2015;
- The programme to provide training to about 110 candidates in Master of Arts in Economic Policy Management;
- The programme to provide short-term training to 60 participants in order to provide an opportunity to build skills among mid-career public servants;
- The programme to establish a virtual library to facilitate e-learning and distance access to programme resources.

5.3 Chainama College of Health Sciences

On 17 February 2014, UNZA signed an MoU with the Ministry of Health for the Bachelor of Science in Clinical Sciences to be offered at Chainama College of Health Sciences.

Provisions of this agreement include:

- To create collaboration between the Ministry of Health and the University of Zambia, School of Medicine in areas such as education and training, research, Staff Development and Service delivery;

- Provision of joint degree programmes between UNZA School of Medicine and Chainama College of Health Sciences;

- Exchange programmes and Health Care Financing.

- A Memorandum of Understanding was entered into with Technical University of Freisberg – Germany on 14 July 2014. A memorandum of Understanding was entered into with China Three Gorges University on 20 July 2014.

- A Memorandum of Understanding was entered into with Kwame Nkrumah University on 26 July 2014. A Memorandum of Understanding was entered into with Taita University College of Uganda on 21 August 2014.

- A training agreement was entered into with Elizabeth Grassier Pediatric Aids Foundation in September 2014. A Memorandum of Understanding was entered with Infosense Zambia Limited.

The School of Mines in partnership with the first Quantum Mining developed its strategic plan 2015 – 2017. The said plan is to be launched in the first quarter of 2015.

- Agreement between Otton Van-Guericke Universitate Magdeburg and UNZA on 17 October 2014; Simple collaboration agreement between University of Oslo and UNZA on 14 October 2014;

- Memorandum of Understanding between Atlantic International University and UNZA 2 December 2014;

- Memorandum of Understanding between University of Mexico and UNZA on 3 November 2014; Contract for Service between Zambia Open Community Schools and UNZA on 13 October 2014;

- Memorandum of Understanding between University of Mexico and UNZA on 3 November 2014;

- Memorandum of Understanding between Rural Electrification Authority and UNZA on 20 November 2014;
- Agreement on Academic Co-operation and exchange between MIE and UNZA on 11 November 2014;
- Memorandum of Understanding between University of Cassino and Southern Lazio and UNZA on 10 November 2014;

- Memorandum of Understanding between UNZA and Cognito Zambia Limited on 7 October 2014;
- Memorandum of Understanding and INFONSENSE Zambia Limited on 30 September 2014.

6.0 Strategic Change

The University recognizes the need to continually change in order to remain relevant and competitive in the delivery of higher education.

As part of the phased approach to implementing change, the University begun to look at what we can do differently and create a culture of success in the University.

In the period under review, the University implemented a standardized electronic signature for staff emails as a branding initiative. This process has been successful but is ongoing as some of the employees still need to be made to see the importance of using the UNZA official email address.

The period under review also saw the implementation of a standard monthly performance reporting format for the central management team. This will help create a more focused reporting system to guide discussion of the critical issues.

The University officially phased out purchase of sporting attire for employees at the annual sports day. This is expected to create cost savings in excess of K250,000 per annum.

The University of Zambia has grown significantly over the years. It is quite clear that unless we accept to change the structure of the organization, the organization will be susceptible to under performance.

We need to reflect on whether the current organization structure is properly aligned to making us more effective in implementing our strategic plan. In the coming year, the University we critically review its management structure and ensure that it is aligned towards create more value.

The University Clinic is at a turning point in its operations. It must evolve into a Centre of Excellence in Eye Care. It must transform into a hospital and begin to offer competitive services. We envisage much of this transformation to begin to unfold in 2015.

The biggest challenge that the University faces is the change in the mindset to be able to embrace a change in the corporate culture.

As we think more about growing our sustainability away from the government grant, we are entering into the competitive space for self-sponsored local and international students. These customers will expect value for their money and will increasingly demand a better level of customer service.

The University has recognized this and has set up a Centre of Excellence Steering Committee. The Committee coordinated a Road to Excellence training programme to which University of Zambia staff and corporate participants benefited from the course from 10 – 13 September 2014.

There will be need to re-align some of our staff in the Schools and Units in order to establish a customer service structure and a customer service centre which should be a one stop shop for our students and external customers. The customer service centre will also be critical to the success of the new Student Information System that we will be rolling out in the first quarter of 2015.

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The University is facing a challenge with its water reticulation. The current boreholes are not enough to sustain the increasing demand for water supply to the University community. Furthermore, the serviceable boreholes cannot match the output of the main booster pump. A number of boreholes have developed various types of faults such as reduced output, tripping and unusual noise pointing to an urgent need for preventive maintenance. The University often supplements its water needs with supply from the Lusaka Water and Sewerage Company at a high average cost in excess of K200,000 per month.

In setting priorities for 2015, it is the resolve of management, to seek cost reduction measures in water reticulation, by investing in internally generated water supply to both the main campus and Marshlands Village.

Over the period under review, the University began to put in place systematic academic processes to be governed by strict adherence to deadlines. The academic calendar for the 2015 academic year and beyond has been agreed. The student admission process with clear registration deadlines for both 2014 and the 2015 academic year have been agreed and are now being implemented.

These measures are expected to give students and their sponsors, sufficient time to raise the required fees before reporting on campus. The said measures will also give the bursaries committee sufficient time to process bursaries and to notify eligible students ahead of the official opening dates for the next academic year.

Furthermore, the University will be putting in place a mechanism for sale of office waste paper to companies that have capacity to recycle the same. This undertaking will help in containing the environmental challenge created at the GOMA fields while creating a revenue stream. The University will also be looking at securing the services of an international e-learning partner in an effort to significantly enhance the delivery of both distance and full time education.

7.0 Infrastructure Development & Rehabilitation

Rehabilitation works at the Vice Chancellor's lodge

Contracts for the construction of a wall fence for the Vice Chancellor's Office were awarded and the project was undertaken successfully.

Graduare Shopping Mall

Graduare Shopping Mall opened its doors for business in December 2014. This is a success story for the University. A clear indication of cash-flows will be known in the first quarter of 2015.

Construction of Confucius Institute at the University of Zambia

The Confucius Institute Office complex project is progressing well and is expected to be completed by November 2015.

Roofing for Central Administration

At the close of the quarter, project had reached near finalisation. It is expected that the rainy season for 2014/2015 would not result in leakages in the Senate Chamber and the operating offices.

Soweto Block 2

This block was gutted by fire in the quarter under review following student demonstrations and counter action by the Zambia Police Force. The hostel is no longer habitable and requires K4,500,000 as an estimate to re-construct. The Disaster Management Unit under the Office of the Vice Chancellor had shown interest in undertaking the work required but have not been forthcoming.

Construction of Student Hostels

Government through His Excellency the President commissioned the construction of 4,160 bed spaces at the University of Zambian main campus in the quarter under review. The contractors are expected to be awarded contracts to begin work at the start of the year 2015. This initiative is expected to take off side by side the planned construction of an additional 5,000 bed spaces through a public private partnership arrangement.

Construction Works – Great East Road/Thabo Mbeki Road Junction.

The University of Zambia entered into a Public Private Partnership agreement on the basis of Design, Build, Operate, and Transfer with Gradure Property Developers Ltd on 8th February, 2010 for the construction of a Retail trade, Hotel and Business Park at the junction of Great East and Thabo Mbeki Roads. Work to complete the shopping Mall is progressing well and the property is expected to open for business in December 2014.

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Roofing for Central Administration

At the close of the quarter, this project was still work in progress and is expected to cost K683,262. The project had stalled as the contractor was awaiting payment.

Hostels Rehabilitation

By the end of August 2014 four hostel blocks namely, Nkhomesha, Kenneth Kaunda 1, 4 and 5, had been worked on at Ridgeway Campus with material cost of K 9,089.00 (KK5 & Nkhomesha only). The items replaced include kitchen sinks, pillar taps, cisterns, copper connectors, wash hand basins, toilet pans and seats.

Maintenance works at Ridgeway Campus included repair of 1/2" GI pipe near Anatomy, 2" GI pipe behind block B (KK2) and 3" AC pipe at Basket Ball Court which all had serious water leakages. A sanitary waste pipe at Kulya Cafeteria was also replaced. Repair of another serious water leak on a 2" AC pipe is pending sourcing of 2" short collars and 2" AC or GI pipe.

At the main Campus a total of 15 hostel blocks mostly in the new residence at total material cost of K 52,609.00 by the first week of September 2014. The following are the hostel blocks worked on:

- Zambezi Block 1,2,3,4 & 5
- Dag Hammarskjöld
- Tiyende Pamodzi Block 1,2,3,4 & 5
- Soweto Block 1 & 7
- President Block 1 & 5

The items replaced include bib taps, pillar taps, toilet pans, cisterns, copper connectors and toilet seat covers.

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8.0 Research

Research on types of Beans

A Group of researchers from the University of Zambia developed four new types of beans.

The researchers indicated that the new type of beans and were rich in nutrients and resistant to insects. According to the research output, some beans varieties are bigger in size while others have undergone some changes in color and morphological structure. It is further reported some beans types mature fast and the reproduction rate is very high and much better than the parental beans from which they were mutated.

The researchers further confirmed that the new beans types were very safe for public consumption as they have been tested in the laboratory several times.

Fuel production project

The University of Zambia researchers in the School of Agriculture embarked on a new project for fuel production from sweet sorghum. In the period under review, the team was in phase one of their efforts to supplement fuel for cars and other usages from sweet sorghum. Sweet sorghum is an edible crop grown on marginal land and can provide both food and energy in an integrated food and energy system. This crop is grown in different provinces of Zambia and Africa in general as a source for staple food.

The research output informs that Lignocelluloses rich sweet sorghum biogases (solid left over after starch and juice extraction) can be converted to bioethanol using a variety of technologies the University of Zambia is attempting to work on. Follow us on Phase two part.

Microbial Fuel Cells (MFC) research

A new research initiative was rolled out in the Department of Chemistry on waste to energy focusing on microbial fuel cells (MFC).

Estimating the Optimal Threshold Rate of Inflation in Zambia

Research was undertaken by INESOR on the above subject. A draft report has been submitted to the National Economic Advisory Council.

Rural Finance and poverty nexus

Research was undertaken by INESOR on the above subject. A draft report has been produced for review by the funding organisation.

School of Humanities & Social Sciences

The following are some of the research activities that have been conducted in the Department of Economics:

- GAVI – funded by International Health Matrix Evaluation, University of Washington;
- National Health Accounts financed by Ministry of Health (MOH) ongoing;
- Supply Side Constraints of the BANK (SMC) relationship in Zambia- lessons and Implication for Policy Trust Africa;
- Innovation Water and Management and Poverty Alleviation in Zambia sponsored by OSSREA;

The Department of Psychology has been involved in research on the Resource Allocation formula sponsored by Ministry of Health (MOH) and SIDA and Centre for Promotion of Literacy in Sub-Saharan Africa (CAPOLSA).

The Department of Social Development Studies has been involved in Health Policy: The case of voluntary medical male circumcision for HIV prevention which is on-going.

School of Veterinary Medicine

Various research topics were undertaken by academics, MSc and PhD students. These include Avian influenza, Filariasis research; Ebola haemorrhagic fever and other viral zoonoses research; Tuberculosis and Trypanosomiasis research; Cystcercosis research; Research on Anthrax and Plague. However, there were no publications in peer reviewed journals in the quarter under review.

Institute for Economic & Social Research

The Institute undertook and published research reports in the following areas:

- The role of tangible and intangible culture in preserving Zambia's heritage;
- The 2010-2013 National budgets and tourism sub-sector development;
- The 2010-2013 National budgets: Education and skills development;
- An assessment of the growth opportunities and constraints in Zambia's cotton industry;
- Characterization of mycobacterium bovis from humans and cattle from Namwala district, Zambia ten by students.

School of Education

The School has continued to come up with research agendas in line with the Strategic Plan 2013 – 2017. Various Departments had remarkable research plans. However, they were affected by lack of resources to fund research activities.

School of Law

The School published the Legality Student Journal in December, 2014. This journal contains articles written by students.

School of Natural Sciences

Members of staff were actively involved in research under the SASSCAL Project and through undergraduate and postgraduate student supervision. Some equipment were procured for the Iodine Nutrition Laboratory through funds from Nestle Foundation and for the Biodiversity Laboratory through the SASSCAL Project.

The Department has been involved in the routine analysis of samples for the general public. Using the chemical analysis methods.

The Enterprise Systems Education for Africa (ESEFA) is a three year project phase which began in 2003 and aims to develop an Enterprise Systems (ES) education platform, curriculum and community for Sub-Saharan Africa. The project is co-financed by DEG with public funds from the German Ministry for Economic Cooperation and Development, together with SAP.

Enterprise Systems for Education for Africa (ESEFA) has started training members of staff in the Department in a three year project in Enterprise systems. The first batch of 40 students comprising of undergraduates and postgraduate students has started. This will take the proficient examination in February 2015.

The Food Reserve Agency (FRA) computerization of their operations and infrastructure has started. The Department has received research funds through Dr. Jackson Phiri and Dr. Evans Lampi to help automate the operations of FRA from THE NATIONAL SCIENCE AND TECHNOLOGY COUNCIL (NSTC).

The Department has applied for SEED FUNDS from IDE to help in automating their operations through a web based system. This research is coordinated by staff in the department of Computer Science.

The Department of Computer Science will next year co-host an International Conference in collaboration with Tanzania and Uganda in Kampala.

Pan African Conference on Science, Computing and Telecommunications PACT 2015, Kampala, Uganda, July 6 – 8, 2015. Fairway Hotel, 1-2 Kafu Road, Kampala.

The other research projects that were still ongoing at the close of the fourth quarter were:

1. Computerisation of UNZA Clinic Record management System;
2. Development of the Police Record management System. Integrating the automated finger-print system in the UNZA Police Post Recording Management System;

3. Computerisation of UNZA Exam Time Table;
4. Computerisation of School of Natural Sciences Class Time Tabling;

5. Collaboration with Zamtel in the development of Mobile Application.

In the Department of Geography and Environmental Studies, the following research projects are undergoing:

1. Dr. G. Hampwayne ‘Successful African Firms and Institutional Change (SAFIC) Project’, funded by DANIDA;

2. Dr. H. M. Sichingabula Southern African Science Service Centre for Climate Change and Adaptive Land Management (SASSCAL) project 109 and 187/195;

3. Dr. O. Mfune STRECC Project funded by NUF-FIC-Capacity Building in Teaching and Research;

4. Tiyende Pamodzi Project funded by COMIC Relief.

In the Department of Mathematics the following research projects have been undertaken and were ongoing at the close of the quarter:

1. Climate modelling

2. Longitudinal trajectories

3. Four PhD staff on local and sandwich programmes have continued their research.

In the Department of Physics, Uppsala University in Sweden has been funding research projects in the area of solar energy and Materials Science development at an annual budget of US\$50,000.

School of Veterinary Medicine

Various research topics by academics, MSc and PhD students continued such as: Avian influenza, Filariasis research; Ebola haemorrhagic fever and other viral zoonoses research; Tuberculosis and Trypanosomiasis research; Cystcercosis research; Research on Anthrax and Plague; Aquatic toxicology and health; Assessment of livestock sperm morphologies.

Research went on well with at least nine publications in peer reviewed journals in the quarter under review.



9.0 Workshops & Consultancy

UNZA/AERC Policy Seminar on Youth Unemployment

The School of Humanities and Social Sciences led a joint effort with the African Economic Research Consortium (AERC) to host an international conference in Lusaka on Youth unemployment in Africa in December. The meeting was officially opened by the Governor of the Bank of Zambia, Dr. Michael Gondwe while the Vice Chancellor, University of Zambia gave opening remarks at the said meeting.

School of Mines

The School of Mines sponsored Ms Mililo Mwendalubi to attend the Women's Conference while Dr Sikazwe and Dr Witika were sponsored to attend a conference on phosphates and exploration.

School of Veterinary Medicine

Six academic members of staff presented papers at various conferences during the quarter under review.

10.0 Teaching & Learning

Post Graduate Diploma in Actuarial Science

The Department of Mathematics and Statistics won a bid to host the postgraduate diploma in Actuarial Science with support from the Bank of Zambia. This programme is now running and has attracted 32 students

Professional Master of Engineering programmes

The School of Engineering rolled out nine professional master of engineering programmes all of which are running in the evening and are accessible to engineering professionals in employment.

Undertook routine consultancy in the Small Animal & Large Animal Clinics, Ambulatory clinic, Field Station in Shibuyunji and diagnostic services.

Institute for Distance Education

The five academic staff at the IDE attended the Open and Distance Learning Association of Zambia (ODLAZ) Conference from 13th to 16th October, 2014, held at Barn Motel, Lusaka.

Held a module writing workshop at Kafue Gorge Regional Training Centre from 19th to 23rd October, 2014. Twenty seven (27) lecturers from the Schools of Education, Natural Sciences, Veterinary Medicine and Agricultural Sciences were trained at the same workshop.

In addition, IDE academic staff attended the 49th DEASA conference and annual general meeting held at the Open University of Mauritius from 4th to 7th December, 2014

Master of Medicine programmes evaluation

The medical School began the process of reviewing its six new old medical programmes. By the close of the period under review, three curricula namely: 1) MMed; 2) Gastroencology; 3) MSc HPE and PG Diploma in HPE had been reviewed.

The School has also made progress in the development of new MMed programs in Family Medicine (FM) and Emergency Medicine with support from the University of Wisconsin, USA.

School of Humanities and Social Sciences

In the period, July - August 2014, Ms. Brenda Bukowa was a visiting lecturer at OHIO University under the Study of United States Institute on Journalism and Media. She presented 'papers on Development Communication and the Media landscape in Zambia

Institute for Distance Education

The first ever IDE Board of Examiners meeting was held from 17 – 17 September 2014. The meeting brought together all servicing schools and Units.

School of Humanities and Social Sciences

Commencement of Diploma in Intelligence and Security Studies

The School Curriculum Development Committee held a series of meeting and a workshop in conjunction with the Office of the President Special Division which culminated into the finalization of the programme for a Diploma in Intelligence and Security Studies (DISS). During this quarter the School finalized preparations for an MOU to be signed in January 2015.

Parallel program at EPM

The School through the Department of Economics began a new parallel programme in the Master of Arts in Economic Policy Management. A total of 30 students were admitted and began their studies on 16th December 2014. This programme has proved to be on high demand from government and other institutions in the country. Only limited space is restricting the number of admissions. In the period, July - August 2014, Ms. Brenda Bukowa was a visiting lecturer at OHIO University under the Study of United States Institute on Journalism and Media. She presented 'papers on Development Communication and the Media landscape in Zambia

School of Natural Sciences

Undergraduate teaching and Learning

The Department offered seven (7) undergraduate degree programmes comprising fifty-eight (58) courses. There were about 1,600 undergraduate students registered in the various courses.

Postgraduate teaching and Learning

The Department also offered five 2 postgraduate programmes comprising eight (8) courses. There were two (2) postgraduate students registered in the various courses of their Part I and six (6) students carrying out research in their Part II.

School of Education

Teaching activities went on very well during the period under review, in spite of large numbers of students in courses which meant having several lecture hours for one course. It was difficult to establish the time frame and budget for research activities that were not completed or funded during the period under review because most of them were self-funded and moving at very low pace.

School of Medicine

BSc (Nursing) Distance Education Program

Prepared for and conducted the end of year examinations for distance BSc Nursing programme. However, the exams did take place from 8th Dec to 19th Dec., 2014 but out of synchrony with all our other programs and the environment for the examinations was not optimal.

The 2014 intake for the Distance Education program did not report in the quarter, further complicating time-tabling for this group of students. A recommendation was made that this group reports in September 2015.

Examination Council Of Health Sciences (ECOHS)

The end of year examinations were held under a new format. The Examination papers were set by ECOHS using an innovative system of random selection of question from an Examinations Questions Data Bank that had been established during the year. The Exams were externally invigilated and centrally marked using a preselected list of markers. This examination was therefore the first examination comprehensively superintended by the ECOHS and marks a milestone in the School of Medicine's leadership of educational processes in Health Training Institutions in the country.

The School continued to update teaching materials for undergraduate programs on the Moodle platform. However, internet service provision was very poor in this quarter.

Institute for Distance Education

The Institute had nine (12) degree and three (3) diploma undergraduate programmes. IDE continued to pursue the development of upper level modules at 3rd and 4th year. In addition, the Institute had four (4) Masters and a DPhil programme in various fields under the new UNZA-ZOU postgraduate programmes.

11.0 Staff Development

Approval of new staff development programmes

During the period under review, the Chairperson, on behalf of the Staff Development Committee, administratively approved one application for the study by a Special Research Fellow (SRF) to pursue a PhD programme.

Completion of Studies

Eight Fellows completed their studies during the period under review. Out of the eight, four were SRFs and four were SDFs.

Draft Revised Staff Development Policy

The Draft Revised Staff Development Policy which was approved by the Staff Development Committee in January, 2011 has not yet been approved by the Human Resource Committee (HRC). This is because

Eleven (11) applications for were administratively approved for study programmes as indicated below:

Table 1:

CATEGORY	MALE	FEMALE	TOTAL
SRFs (PhD)	9	0	9
SDFs (Trainee)	1	1	2
NASTA (Masters)	0	0	0
NASTA (Undergraduate)	0	0	0
GRAND TOTALS	10	1	11

The administrative approvals were necessary as the Fellows were required to start their study programmes before the Staff Development Committee could meet to consider their applications.

Completion of studies

Forty (40) Fellows and Awardees completed their studies during the period under review. Out of the forty (40), eleven (11) were SRFs, twenty-four (24) were SDFs, five (5) were NASTA (undergraduates) as indicated in table 2.

Out the eleven (11) Special Research Fellows who completed their PhD studies, seven (7) of pursued their studies at the University of Zambia.

SCHOLARSHIPS

The following Scholarships were received and advertised:

- (a) Human Resource Development in Nuclear Science and Technology,
- (b) Legume Scholarships programme for PhD and Masters Study

there have been contentious issues arising regarding staff development which needed to be looked at and possibly be incorporated into the Policy afterwards. Management appointed an Ad hoc Committee in July 2014 to review the Staff Development Policy and develop other Human Resources Management Policies. It is hoped that the Draft Revised Staff Development Policy would be approved by the HRC before the end of 1st Quarter, 2015 after the Ad hoc Committee has completed the review of the Policy.

Administrative approvals of study programmes, change of Learning Institution and appointment of Staff Development Fellows

Administrative approval of study programmes

- (c) Commonwealth Academic and Medical Fellowships in the United Kingdom – 2015.
- (d) Commonwealth Scholarships in the United Kingdom – 2015
- (e) Australia Awards Fellowships and Scholarships 2015 and 2016

Out of five scholarships that were received and advertised, the University administered only the Commonwealth Scholarships for 2015 and four candidates were nominated for PhD Scholarships for 2015. The results of those who will be nominated will be communicated in July, 2015.

ACHIEVEMENTS

During the period-under-review, the Staff Development Office achieved the following:

Graduated seven (7) PhDs during the 44th Graduation Ceremony and out the seven, six were female.

12.0 University Services

University Library

The Collections Development Department acquired 234 books. These were evaluated and the appropriate ones integrated into the University collection.

User service Department

As at 31st March 2014, the total usage statistics (Workflows Report) for the quarter under review at the circulations control Desk was 809. Statistics show that undergraduate students borrowed more than other library users. In the quarter under review, 176 volumes were taken to the Bindery for repair and 51 volumes were received from the Bindery. There was a slight reduction on the number of books that were taken to the Bindery in the first quarter compared to 215 volumes in the fourth quarter of 2013.

As at 31st March, 2014 the library had hosted two institutions for library education tours. On 21st March, 2014 36 pupils and 3 teachers from Nambala Secondary School visited the library. This was an education tour organised by the University of Zambia Mathematics Association (UNZAMA).

On Thursday 20th March, 2014 there was another library education tour by a delegation of International journalists from Finland.

Unicorn Library Management System

During the period under review, the Library was host to two experts from the United Kingdom, South Africa and the supplier of the Library Management System, whose mission was to upgrade the system and get any feedback from the users of the various modules. The system is now upgraded to version 3.3. The Library received notice of increase in the license fee for 2014 to \$49,000.

Elsevier

The University of Zambia in collaboration with the Copperbelt University and Mulungushi University, subscribed as a consortium to Elsevier. Through this subscription, the three Universities now have access to data bases namely Science Direct and Scopus for electronic resources and journals.

Centre for Communication and Information Technology

Student Wireless System

There was theft of some uninterruptible Power Sup-

ply (UPS)m valued at about K9, 000 which was put on the Zambezi and Kafue roof tops to protect the student wireless system. The theft exposed the risk of losing even the wireless system and as such all equipment from the roof tops in the New Residences has been removed with a view to putting them back after adequate security measures have been put in place. Therefore, there is no wireless service in the new residences as at the end of first quarter. The old residences and the VET hostels are however not affected.

Bandwidth Upgrade

The Internet bandwidth was upgraded from 90Mbps to 200Mbps on the 3rd of March 2014. The upgrade has resulted in an improvement in the speeds of the Internet and thus enabling better access to educational materials being hosted outside the University.

UNZA website management

The University of Zambia's website structure changed and the website was redone giving it a new look. The UNZA Website has been designed in such a way that each School, Unit or Directorate has its own "sub" Website that is linked to the main UNZA site. Therefore, this entails that each School, Unit or Directorate has to manage content (information) on their website. The Public Relations Office primarily manages the main UNZA Website. CICT is in turn responsible for answering any technical issues concerning the management of the Websites and ensuring that there is uniformity in the structure of the websites.

Student Information System (SIS)

The following modules have been developed during the quarter under review and demonstrations have been conducted to solicit for user input from various stakeholders.

User Management Module

The user management module is responsible for the creation of users of the SIS, allocation of roles and also the implementation of access control lists. During demonstrations of this module to team members from academic affairs, quality assurance and security, and the systems development team, a number of items were identified as requiring enhancement so as to fully meet the user management module expectations.

Financial Module

Some parts of the finance module have been developed.

Course management module

The development of the course management module is complete. However, the integration to the rest of the modules is ongoing. The course management module is used to manage study programmes including majors, minors, courses, course groupings and pre-requisites. It is composed of a number of sub-modules as indicated below;

Examination & results module

The examination and results module is responsible for managing continuous assessment (ca) and final examination grades of courses. This module has been split into the following functionalities in order to simplify the development of the module;

o Examination Module

o Results Module

o Examination & Results Module Summary

University Library

The Collections Development Department acquired 234 books. These were evaluated and the appropriate ones integrated into the University collection.

Mobile Issuance of Identification Cards to Extension Studies Students in Provincial Centres

The mobile issuance of students' identity cards exercise to Extension Studies Students in Provincial Centres ran from 15th May to 6th June, 2014.

Confucius Institute

The Library completed processing Confucius Institute's collection of Chinese books including all the titles that needed to be translated into English. Labelling has been completed; however, the collection is yet to be moved to the Chinese Corner at the Reference Section.

Institutional Repository

A total of Fifty six (56) students' projects mostly from the Department of Nursing Sciences (DNS) were scanned, catalogued, classified, and uploaded into Institutional Repository.

University Library

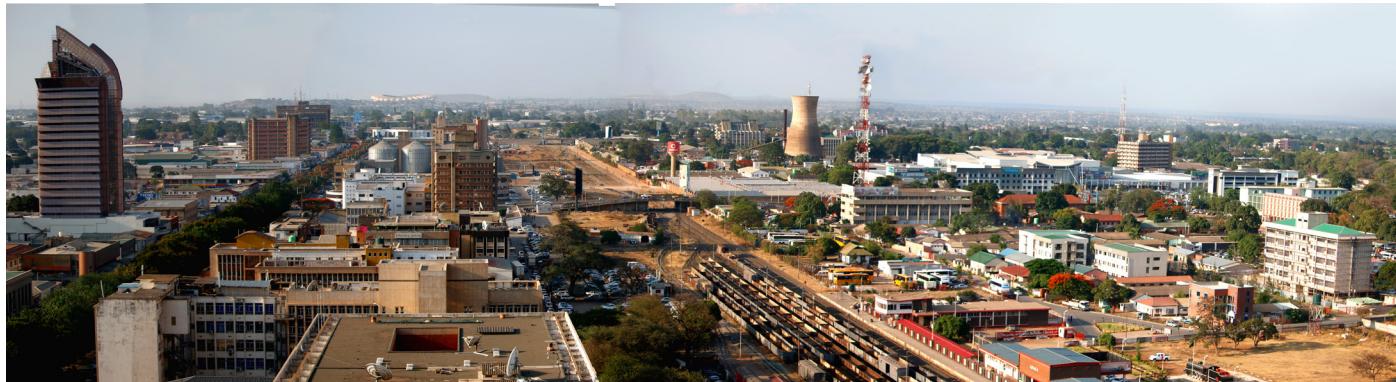
In terms of capacity development for staff in the serials Department, one member of staff from the serials department attended one local workshop and one international conference. Two members of staff attended one local workshop.

The University Library undertook work aimed at ensuring that students on library practicals are inducted in library work by the User Services Department. To this end, 11 students from Evelyn Hone College were deployed to various departments and branch libraries; planning, work scheduling, supervising, assessing and coordinating the library induction of students

Eighty one medical library students were taught in-text citation, referencing, information search and retrieval skills. Seventy One students from the School of Medicine were trained and enrolled to Moodle. In an effort to encourage medical school students to use E-Resources, a total of 2,286 students were trained in various aspects of online information retrieval.

The University Library uploaded Department of Nursing (DNS) students research projects into D-space. Also uploaded lecture notes into School of Medicine Moodle. There were seventy three DNS Projects scanned, catalogued, classified and uploaded into the Institutional Repository.

Our collaboration with the Medical Education partnership Initiative-MEPI to construct a postgraduate Computer Lab has been successful with the laboratory now completed and 10 computers purchased.



University Health Services

In so far as the quarter under review is concerned, the table below provides a summary of achievements for the health care and health promotion activities:

ACTIVITY	NUMBER OF BENEFICIARIES
Outpatients Attendances	5,412
Admissions	322
Maternal Health Clinics – New Attendances	115
Family Planning	84
Children's Clinic	221
Number tested for HIV	1,002
Eye Clinic	933
Laboratory	4,255
Pharmacy	5,770
HIV/AIDS Programme	946
ART	10,635
Psychiatric consultations	62
ZCAS Sickbay	1,202

Another achievement has been that the Clinic has continued to record 100% uptake for counselling and testing in the Tuberculosis Clinic as well as in the antenatal clinic for the purpose of preventing Mother to Child Transmission.

13.0 Information & Communication Technology

In the quarter under review, the Centre for Information Communication Technologies (CICT) undertook to expand the eduroam international wireless network, complete the student information system, create an Alumni Online Registration Form, acquire an SMS System that would send mass sms' to facilitate student access to quick information. Other activities planned were the in-house keeping aimed at Server servicing and internal system management. All these strategic activities were successfully achieved in the quarter under review amid severe operational and financial challenges. All these activities are in tandem with the University of Zambia strategic plan on strategic direction 7.

Completion of the UNZA student information system

Centre for Information Communication Technologies (CICT) has finally completed the development of the new student information system in accordance with the agreed timeline.

Installation of Spam filter license

SPAMTITAN Solution was finally bought at a cost of Fifty Thousand Kwacha and was installed and configured on our e-mail system by CICT to arrest the spam challenge. The spam challenge has now been resolved and legitimate e-mails are now flowing smoothly to all University e-mail accounts. The blacklisting of the unza.zm domain has also been lifted. The spamtitan solution has a license of three years. The University of Zambia server operating systems (windows and linux) have also been hardened to prevent spammers to use them for spamming.

Online Alumni Registration form

An online Alumni registration form was developed on the University website ahead of the launch of the UNZA Alumni.

UNZA NETWORK EXPANSION

INESOR Training Centre

The INESOR Training Centre has had an Internet fibre uplink from the main building for some time. However, the local area network has been missing until this quarter when we managed to install the data points and a WI-FI access point in the boardroom. Currently are is now able to access both wired and wireless internet in their training centre. This has created a new opportunity for staff to introduce new programmes in the training centre which are now facilitated through the internet.

Post Graduate Labs in School Of Agriculture

The school of agriculture under crop science had their laboratories installed with Internet for their postgraduate students. Postgraduate students are now able to spend more time in the lab carrying research and collaborative activities with their colleagues worldwide as a result of this internet installation. Students are also now able to access the University Library from this facility without taking the trouble of trekking to the library.

School of Mines Library

The school of mines has been connected with two data points, now they are able to use the Library software for issuing out books. Likewise the school of mines is also connected and is accessing library resources seamlessly.

Delayed student registration

There was considerable delay to commence student registration because GRZ sponsor information was not received from Academic Office. This was because Academic Office delayed to submit these records to Bursaries which also delayed to allocate bursaries hence affecting System opening. GRZ Bursary information is required in the system so that billing becomes accurate.

Delayed Accommodation Information

Likewise student's accommodation allocation information was not posted timely on the system database for the first year students thus causing further delays in registration exercise.

Poor timing of events

The publication of the 2013 final results overlapped with the commencement of the 2014 Academic registration exercise. This caused much confusion on the system because there was no time to prepare the system for use. Students kept bouncing because the system needed to be prepared and rolled over.

Withheld results

A lot of students had their results withheld due to none completion of payment of fees but were allowed to proceed to the new academic year. This caused a lot of challenges on the system. These became missing students.

Acceptance letters

It was noted that letters of Acceptance were being issued to new students during the registration. This also caused terrible errors on the system because the system was no longer in admission mode but registration.

Delayed quota allocation

It was also noted that quota allocations for the school of Humanities were being done during registration. This caused a lot of course registration problems resulting in missing courses.

Incorrect fees

A good number of "quoted" returning students had incorrect fees due to delayed quota allocation.

Lack of Defined Standard/Elective Courses

Certain admitting schools do not have pre-defined standard and elective courses. Therefore, the students needed guidance from the School(s) on the recommended course combinations for their choice of study. This exercise was tedious for both the staff and students.

Degree Classification

Most final year students' degree classifications were done during the registration exercise especially School of Education and School of Humanities. Some final year students did their field work programs after their final examinations and since the results were not available they had an INCOMPLETE comment as their final results. INCOMPLETE is a continuing comment and hence their records were erroneously rolled to 2014 academic year.

Students from Ide to Full-Time

Records of 2013 IDE students with a 'To Full Time' comment had initially been set with a Clear Pass comment, hence were rolled to 2014 academic year as IDE students, later on when the comment was changed to "To Full Time" this caused a lot of challenges to both the system administrators and the students found themselves in needless queues trying to sort out both their financial and academic data.

14.0 Business Development

UNZA Press

The total actual income generated was K68,297 giving a favourable variance of K15,822. The main source of income continues to be from editorial works.

UNZA Printer

Delivered both external and internal orders worth K284,070 against a budgeted income value of K129,000.

At the time of reporting, information on expenditure on each operation were not provided and thus it was possible to provide a net performance result picture.

Liempe Farm

At Liempe farm, 100 hectares of land were ploughed with Soya Beans. Yield information is expected in the second quarter.

The University is keen to turn around Marshlands Village into a competitive and attractive resort. Despite the challenges it currently faces, its profitability is evidenced in its continued good performance with a favourable income of K189,281 recorded in the first quarter. The Village can perform even better given a structuring of its management and injection of finance.

The University printer also generated a favourable cash margin against budget of K113,000. A business case for its transformation into a competitive business centre will be presented to Council in due

course.

Prepared and planted Soya bean on 100 Hectares of land. Expected yield is 250tons and was to be sold at an estimated price of \$520 per ton.

Marshlands Village

The target was to raise K162,200 in the third and fourth quarter under review. The actual income was K351,481 resulting in a combined favourable variance of K189,281. This variance is attributed to the increase in demand for catering services.

Business Initiatives: Consultancy and Production
During the first quarter of 2014, consultancy activities undertaken were as tabulated below.

Technical Development & Advisory Unit

During the first quarter, TDAU performed well compared to the fourth quarter of 2013. It recorded a profit of K49,458 despite the low sales. This can be attributed to the minimised administrative costs and operating expenditure. There were no purchases for materials during the quarter since TDAU had enough critical materials to manufacture products' frameworks which would later be completed into finished products. Therefore at the close of the quarter under review, there were few finished products while there were a sizeable number of work-in-progress. The performance of consultancy was good and payments for consultancies were received from SNV and the National Technology Business Centre.

Product Development and Teaching

The prototyping activities undertaken in the period under review are tabulated below.

Table VII: Prototyping and Teaching activities

No.	Product Development	Planned activities	(1 st Quarter)	Achievement/Comment
1	Salt processing plant model	Identify laboratory to remove	Ongoing	
2	Timber drying kiln joint proposal	Follow-up with NSTC	Proposal funded	worth K398,000

Table VIII: Performance of Consultancy in the 1st Quarter 2014

No.	Consultancy Projects	Planned activity (1 st Quarter)	Achievement/Comment
1	RTSA – Tech Assess	RTSA to call when ready for us	Work worth K15, 000 done. (pay
2	Food and Drug Control	To install fume extractor	Installation done. Waiting for pa
3	NTBC – Needs survey	Submit final report and close	Report submitted. 100% paymen
4	SNV – Jatropha	Design de-husker and conduct oil	50% work done and K44,310 pai
5	New proposals	Acquire two new consultancies	Submitted proposal to Nordic C <small>was not successful</small> Submitted Concept note & budg sanitation marketing. Awaiting f

Performance of consultancy was good. Payments were received from SNV and NTBC.





Office of the Vice-Chancellor
University of Zambia
Lusaka, Zambia