

2011 ANNUAL REPORT



THE UNIVERSITY OF
ZAMBIA



CONTENTS

VISION, VALUES AND MISSIONS	
CHAIRPERSON'S FOREWORD	
1.0 INTRODUCTION	1
2.0 INSTITUTIONAL GOVERNANCE	1
2.1 Corporate Governance - University Council	2
2.2 Academic Governance – University Senate	5
2.3 University Strategic Plan (2013-2017).....	6
2.4 University Policies and Procedures	7
3.0 INSTITUTIONAL MANAGEMENT	7
3.1 Financial Overview	8
3.1.1 University Investment	8
3.1.2 Debt Management	8
3.2 Human Resources	9
3.3 Information Communication Technologies	10
3.4 University Services	10
3.5 Strategic Partnerships	10
4.0 ACADEMIC MATTERS	14
4.1 Academic and Curriculum Development	14
4.2 Teaching and Learning	15
4.3 Research and Innovations	16
4.4 Workshop and Consultancy	19
4.5 Student Welfare	19
4.6 Student Discipline	21

2010



VISION STATEMENT

To be a leader in provision of higher education in the region. To be celebrated for providing comprehensive and rigorous teaching, learning, research and scholarly programmes that are responsive to the needs of the individuals, industry and society.

SHARED VALUES

The University strives to achieve academic excellence within an ethical framework informed by its values of Equity, Accountability, Transparency, Social Justice, Integrity, Inclusiveness, Excellence, Critical Thinking, Academic Freedom and Search for new knowledge, Service and Innovativeness.

The University operates a complaints procedure which provides for both informal and formal resolution of concerns about most aspects of a student's academic and non academic experience.

The majority of complaints received from students in 2010 have been resolved satisfactorily suffice to mention that the challenge of affordability in the wake of declining government bursary allocations is a growing feature among student appeals.

MISSION

The University of Zambia's mission is to be a center of excellence in higher education for individuals, industry, and society through the provision of quality education, research and scholarly programmes for strategic human resource development, in order to promote national and regional development, through relevant and

From the Chairperson

Dr. Tukiya Kankasa-Mabula



Despite continuing to face the challenge of providing higher education in Zambia in a framework of a continuing national reduction in public funding towards sustainable operations, the year 2010 has been an encouraging year for the University of Zambia. And so it is on behalf of Council and the Management team that I express satisfaction to present to government and other stakeholders our annual report for 2010.

The 2010 fiscal year was important for the University of Zambia in many ways. At the academic front we grew the student population from 13,248 in 2009 to 14,901 in 2010 signifying a twelve percent growth in student enrolment. This growth was accompanied by an equitable enrolment of female students representing a forty four percent proportion of female students.

In the year under review, we commissioned three hundred new bed spaces with two hundred and forty at the Great East Road Campus and sixty at the Ridgeway Campus. This represented a ten percent increase in the overall bed space capacity at the University of Zambia.

Reflecting on the University of Zambia's teaching and learning, we can be proud that we introduced three new programmes in the School of Agricultural Sciences, three undergraduate programmes in the School of Education, and eleven new programmes under the School of Medicine.

If I could summate what I believe to be the University of Zambia's strengths, they are its people and its strong brand.

Our innovation of a rural based cell phone charger using wind as a renewable energy source must be supported and the urge to commercialize research ideas must be made to grow.

We leveraged on the nine Schools across the University to conduct thirty six research and consultancy projects.

Over the year under review, I have had the pleasure to work

with an excellent team of Council and Management team members. Council remains of the view that the University of Zambia when guided by a sound strategy and strong government financial support will develop a sustainable operation.

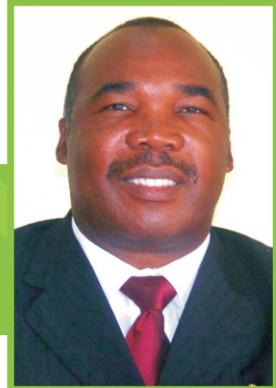
It is a credit to the entire team of academic and non academic staff at the University of Zambia for their contribution to the operational results for the year under review. The contribution of many of our collaborating partners is equally commendable.

We make our own history in the reality of the times in which we live. I am confident that we will forge our future in ways in which knowledge and understanding will continue to be sought.



Vice-Chancellor's Introduction

Prof. Stephen Simukanga



It is with tremendous pride that the University of Zambia and management present the Annual Report for the fiscal year 2010.

The pages that follow this introduction provide statistics and examples of attainment, but also a determination to focus our resources in our core business and values.

The headlines tell both an encouraging and challenging story of prospects that are ahead of us.

Our income in the year 2010 dropped by six percent.

Our net operating position reflects a negative bottomline. It is evident that with a declining government grant to the University, the future financial outlook of the University will require a wide range of process re-engineering. The qualified audit report attest to this.

Notwithstanding, the work behind the numbers show an encouraging operating performance. The University of Zambia has a consistently strong performance in research which remains a hallmark of its national and international reputation. We have seen a growth in collaborative research in key themes such as city formation and informal settlements, global competitiveness and economic governance and infectious disease control.

The quality of our teaching and the experience of our students have grown from strength to strength in the year under review and we are very pleased to see real success in all disciplines in terms of the recruitment of talented students from different parts of the country.

Working in partnership with students was indeed a key theme for the year 2010 and reflects the fact that students at the University of Zambia are far more than simply consumers

of a University education. Our students are rather a vital part of our University and the partnership we enjoy with the student unions at both the Great East Road and Ridgeway campus us to avoid complacency and to constantly add to the needs of a changing society.

In order to make our aspiration as a University community a reality, we must be both financially secure and consistently alive to the changing education environment.

Success in securing research and forging partnerships with leading organisations are critical to our success.

So, in addition to our strengths in research and teaching, the University of Zambia is increasingly determined to work in partnership with others to ensure we find solutions to the challenges we face.

1.0 INTRODUCTION

This Annual Report documents the 2011 annual activities undertaken by the University of Zambia Council and Management in pursuing the University mandate of Teaching, Research and Service. In addition to its broader mandate, the University, in carrying out this critical national duty was guided by its 2008-2012 Strategic Plan and its Motto of Service and Excellence translated into an Institutional Work Plan. The University Work Plan, implemented through the university Annual Budget, had, among others, the following broader objectives:

Promotion and maintenance of Excellence in teaching and learning;

Conducting and improving the quality and output of research and consultancy;

Strengthening financial management and diversification of income sources;

Strengthening Human resources management functions;

Undertaking and increase scope and maintenance of physical infrastructure;

Strengthening and improving university service through local and international collaborations;

Strengthening and improving academic activities.

Despite some challenges, the university performed generally exceptionally well. Thus, this annual report highlights the activities carried out and results of work undertaken in 2011. It thus, highlights the improvements made by Council and Management in addressing the many challenges that beset the operational environment for higher learning institutions in Zambia in general and internal matters of the University of Zambia in particular. The achievements made in 2011 reflect the improvements made promoting excellence, accountability and transparency in the management and administration of affairs of the University of Zambia. Further, challenges faced in 2011 have highlighted areas that still require addressing together with our strategic objectives for 2012.

1.1 UNIVERSITY HIGHLIGHTS IN 2011

The University introduced new academic programmes and had a number of curricular revised in a number of Schools – a reflection of academic growth. Involved schools include the

School of Agricultural Sciences, School of Education and the School of Medicine.

Awards ceremonies were held on 28th October in the School of Agricultural Sciences and on 16th September in the School of Natural Sciences. The ceremony in the School of Agricultural Sciences was graced by the Minister of Education Hon. John T. Phiri, MP.

The University through the School of Education acquired two (2) Braille embossers, one procured by the School and another donated by the Ministry of Education. The Braille embossers aided in brailing of lecture notes and examination materials for visually impaired students.

Adapted from the University Strategic Plan 2008-12, the School of Medicine developed its first ever Strategic Plan for the period 2012-2016.

The University scored another milestone through the graduation of the first cohort of Bachelor of Science in Environmental Health candidates ... a cadre of the rare Human Resources for Health and another contribution to the national objectives aimed at achieving the Millennium Development Goals (MDGs).

The University held its Graduation Ceremony in August, 2011.

The university through the School of Veterinary Medicine introduced distance learning based two diploma courses in Laboratory Diagnostics and Bovin Herd Health Management and Reproduction in the Tropics.

As part of its continued corporate social responsibility, the University empowered forty-five (45) students through the work study programme. These students were mainly hosted by the University library where they were involved in shelf management, scanning of Theses and Dissertations and data entry.

2.0 INSTITUTIONAL GOVERNANCE

A University is a large entity whose management involves a number of layers. These include the oversight and the day-to-day undertaking of activities. At the University of Zambia, the University of Zambia Council has the responsibility to exert oversight management of the institution.

2.1 CORPORATE GOVERNANCE - UNIVERSITY COUNCIL

Corporate governance at the University of Zambia is a responsibility of the University Council, appointed under the University Act of 1999. During the year under review, the University of Zambia Council that existed was appointed into office on 1st October, 2008 for a period of three (3) years which ended on 30th September, 2011. However, the term of this council was extended to end of February 2012.

2.1.1 University Of Zambia Council Terms of Reference

The Terms of Reference for the University of Zambia Council are as outlined in the University Act, No 11 of 1999, Part II Division 2.3 Section 17 as follows:

- i) Council shall be responsible for the governance, control and administration of a university and in all other cases, not otherwise provided for by the Act, shall act in the best interest of the University.

ii) Without prejudice to the generality of the foregoing, a Council may:

- a) Receive, on behalf of the university or constituent college or institution, gifts, donations, bequests, grants or other monies and make disbursements there from to the university, constituent college or institution;
- b) Provide for the welfare of the staff and students of the university;
- c) Determine the salaries and other conditions of service of the staff of the university;
- p) Do any other things which are necessary or conducive to the performance of its functions under this Act.

2.1.2 Membership to the University Council

During the time under review, the following constituted the membership of the University of Zambia Council are as follows:

Member	Designation and Affiliation
Dr. Tukiya Kankasa-Mabula	Chairperson, Representing graduates of the University
Mrs. Sherry Mary Anne Thole	Vice Chairperson, Representing Trade, Commerce and Professional Bodies
Ms. Alice Jere Tembo	Representing Trade, Commerce and Professional Bodies
Mrs. Arness T. Siame	Representing Trade, Commerce and Professional Bodies
Hon. Eileen M. Imbwae	Representing the National Assembly
Mr. Danies K. Chisenda	Representing the Permanent Secretary, Ministry of Finance and National Planning
Mr. Andrew Phiri	Permanent Secretary, Ministry of Education
Prof. Mutale M. Musonda	Representing Universities within the Republic of Zambia
Prof. Rwekaza S. Mukandala	Representing Universities outside the Republic of Zambia
Mr. Andrew Mwanakulanga	Representing Lusaka City Council
Dr. Habatwa V. Mweene	Representing the University Senate
Dr. Euston Chiputa	Representing Academic Staff of the University
Mr. Saul Mishiba	Representing non-Academic Staff of the University
Mr. Vincent Chaile	Representing Students of the University
Prof. Stephen Simukanga	Vice-Chancellor, ex officio
Dr. Wilson N. M. Mwenya	Deputy Vice-Chancellor, ex officio
Dr. Alvert N. Ng'andu	Registrar and Secretary, University Council

During its tenure, the Council considered various issues for the Management of the University. Thus, during the period under review, the Council made achievements and also faced challenges that still required consideration.

2.1.3 Committees of Council

In order to execute its functions effectively, the University Council had five (5) operational standing Committees, namely:

- i) **Audit Committee;**
- ii) Executive Planning and Resources Committee,
- iii) Finance and Infrastructure Committee,
- iv) Human Resources Committee; and
- v) Remuneration Committee.

2.1.3.1 Audit Committee;

The Audit Committee is a Committee of Council that considers matters relating to enforcement of internal controls on University systems, practices and functions.

Terms of Reference

- I) To review the financial reporting and internal control systems and procedures;
- ii) To consider Central Administration's responses to queries raised by internal and external auditors relating to financial/accounting transactions and control systems in the University;
- iii) To review the management of financial matters, and check the independence and objectivity of the external auditors; as well as the freedom allowed to the internal auditors;
- iv) To review the consistency of accounting policies on a year to year basis;
- v) To review and co-ordinate the activities of the internal auditors;
- vi) To ensure that the head of Internal Audit has the right to access the Chairperson of the Committee;
- vii) To consider the major findings of audit investigations and management responses;

viii) To consider, review and recommend to Council for approval the internal audit plans and programmes; as well as ensuring that there is right to access any assignments undertaken by external auditors;

- xi) To meet with the Internal and External Auditors, either together, or with each separately, as would be deemed appropriate, at least once in a year;
- x) To receive and consider an annual report on auditors matters;
- xi) To consider any other business that might be referred to the Committee by Council.

2.1.3.2 Executive Planning and Resources Committee,

The Executive Planning and Resources Committee is a Committee of Council that functions and makes major decisions and recommendations on behalf of Council on policy, line and support functions such as teaching, research, consultancy, human resources, finance and other administrative matters.

Terms of Reference

- I) To formulate, receive and consider policies and development plans for the University for the approval of Council in various areas including:
 - a) Academic Development;
 - b) Academic and administrative support needs;
 - c) Buildings;
 - d) Plant and Equipment
- ii) To receive and consider student and staff appeals on various matters.
- iii) To review progress on the implementation of existing plans and set new targets where necessary;
- iv) To consider and recommend to Council the appointment on contract for all Principal Officers (Vice-Chancellor, Deputy Vice-Chancellor, Registrar, Bursar, University Librarian and Dean of Students).

- v) To consider and approve renewal of contract for all Principal Officers (Vice-Chancellor, Deputy Vice-Chancellor, Registrar, Bursar, University Librarian and Dean of Students).
- vi) To consider any other business that might be referred to the Committee by Council.

2.1.3.3 Finance and Infrastructure Committee,

The Finance and Infrastructure Committee is a Committee of Council that considers financial and infrastructure matters of the University.

Terms of Reference

- (i) To formulate, receive, consider and recommend for approval by Council, all policies, plans and procedures on financial and infrastructure matters in the University;
- (ii) To formulate, review and recommend to Council for approval resource mobilization policy for the University;
- (iii) To develop and recommend to Council for approval resource mobilization plans for the University;
- (iv) To formulate, review and recommend to Council for approval the investment Policy of the University;
- (v) To develop and recommend to Council for approval the investment Plans of the University;
- (vi) To receive, consider and recommend to Council for approval of the annual estimates of Income and Expenditure for each financial year;
- (vii) To receive, consider and recommend to Council for approval of the supplementary Estimates of Income and Expenditure;
- (viii) To receive and consider the quarterly and annual accounts and recommend them to Council for approval;
- (ix) To receive, consider and approve recommendations with financial implications arising from other Committees of Council;
- (x) To approve the level of fees and other charges levied by the Council from time to time;
- (xi) To explore and consider ways and means of diversifying the revenue base of the University and recommend to Council for approval;
- (xii) To consider financial matters referred to it by the Vice - Chancellor;
- (i) To consider and approve the recommendations for the appointment of external auditors and audit fees as well as any other fees which are payable to auditors in respect of non-audit activities;
- (ii) To review the relationship with external auditors recommended by Auditor General's Office;
- (iii) To receive, consider and recommend to Council (where appropriate) plans for infrastructure development of the University of Zambia;
- (iv) To receive, consider and recommend to Council for approval of requests for allocation of University land for estate development;
- (v) To consider any other business that might be referred to the Committee by Council.

2.1.3.4 Human Resources Committee

The Human Resources Committee is a Committee of Council that considers matters relating to human resources management in the University.

Terms of Reference

- i) To formulate, consider and recommend to Council for approval of all matters relating to the Human Resources Policy of the University.
- ii) To consider and approve appointments of all staff, with the exception of the Principal Officers;

- iii) To consider and approve renewal of contracts for all staff, with the exception of the Principal Officers;
 - iv) To recommend to Council for approval the criteria for appointment and promotion of all staff, with the exception of Principal Officers;
 - v) To consider and approve promotions of all staff, with the exception of Principal Officers;
 - vi) To consider any other business that might be referred to the Committee by Council.
- iii) To consider remuneration issues and other Conditions of Service for all University staff;
 - iv) To consider any other business that might be referred to the Committee by Council.

2.1.3.5 Remuneration Committee.

The Remuneration Committee is a Committee of Council that considers matters relating to remuneration of staff in the University.

Terms of Reference

- i) To formulate, review and recommend for approval to Council all policies on remuneration of staff in the university;
- ii) To set parameters for Management before commencement of negotiations for salaries and Conditions of Service for represented staff;

2.2 ACADEMIC GOVERNANCE – UNIVERSITY SENATE

The University of Zambia Senate governs academic matters in the University. The matters government include academic administration which involves student admissions, examinations, approving academic programs and curriculum as well as regulation of academic conduct.

2.2.1 Change of Academic System

In 2011, the University embarked on a process to change the academic delivery system from a Semester systems to a Term System. Discussions on the transition commenced in 2011 through various Schools submitted proposals in support or not. The transition was mainly motivated by the need to accord academic members of staff time to rest and carry out research.

2.2.2 Students Admissions

During the period under review the university admitted and enrolled a total of ...students as presented in table 2 below:

Table 2: 2011 Student Admissions and enrolments

Unit	Undergraduate	Post graduate
Institute of Distance Education		
School of Agricultural Sciences		
School of Education		
School of Engineering		
School of Humanities and Social Sciences		
School of Law		
School of Medicine		
School of Mines		
School of Natural Sciences		
School of Veterinary Medicine		
Total		

2.2.3 Student Graduation

During the year under review, the University graduated a total of .. students as depicted in table 2 below.

2.3 UNIVERSITY STRATEGIC PLAN (2008-2012)

In 2011, The University of Zambia Strategic Plan, *Restoring Excellence in Teaching, Research and Public Service*, which had eight directional strategies meant to provide a context to guide our actions, was in the fourth year of implementing the 2008-2012 University Strategic Plan. The Strategic objectives of the 2008-2012 were as follows:

The 2008 – 2012 strategic plan focuses on the following strategic directions:

- I Promote and maintain excellence in Teaching and Learning
- ii. Improve the quality and output of Research and Consultancy
- iii. Strengthen financial management and diversity source of income
- iv. Strengthen the management system
- v. Improve staffing levels
- vi. Increase the scope and maintenance of physical infrastructure
- vii. Improve the state of the library and ICT facilities
- viii. Ensure the stability and continuity of the University calendar.

The Strategic directions as highlighted above are supported by secondary strategies in key focus areas namely equity, quality assurance, governance and organizational structure, security, image of the institution, student welfare, collaboration, international linkages, gender equity, HIV and AIDS and competition from mushrooming universities.

Challenges associated with implementation of the strategic plan

In the year under review the following have been identified as the major challenges affecting the achievement of objectives in various categories.

Curriculum Reform

Insufficient funds to undertake the required reviews.

Quality of Teaching and Learning

Insufficient funds to train staff in Information and Communication Technology to enhance teaching and learning.

Consultancy

The University has had a setback in so far as funds to train staff in consultancy skills. Secondly, the period under review recorded a limited number of senior level staff to mentor the junior staff.



Transparency and Accountability in Resource Allocation and Utilization

There is need to increase the number of competent financial officers if this strategic direction is to be adequately receive attention. Secondly, the lack of funds to train staff in Financial Management is another area that needs to be addressed through priority.

UNZA staff establishment & development of a retirement policy

In the year under review, attempts to complete job evaluations did not yield the level of success that was desired. As a consequence, it was not possible to conclude the development of an optimal staff establishment. Partial implementation of the Human Resource Implementation System.

In view of the above, the University work plan as document in the university Budget had the following activities in 2011:

Of the above activities undertaken in 2011, the following were met:

2.4 UNIVERSITY POLICIES AND PROCEDURES

One of the major responsibilities under governance is the formulation and development of operational relevant documents. Such documents include policies, procedures and manuals to mention but a few. During the year under review, a number of Schools worked on their Handbooks. These Schools were the School of Agricultural Sciences, School of Education and the School of Natural Sciences. Further, the School of Natural Sciences placed most of its Departmental Handbooks on the University Website.

2.5 OVERVIEW OF OPERATIONAL ENVIRONMENT FROM A GOVERNANCE PERSPECTIVE

The establishment of adequate internal controls and systems in the University is the responsibility of management. Based on the summary of key results that came to light in 2011 through the Internal Audit Unit's works, it was established that the university had weaknesses with regard to internal controls and systems.

This opinion was formed after taking into account the Post-audits, Follow-up audits and Investigation reports issued in the year.

Overall, it was assumed that based on observations made on deficiencies in the operational environment related to poor record keeping, the need to segregate duties, lack of regulatory compliance and paucity in policies and procedures, there was an opportunity for the University Management to institute measures to remedy the situation.

This was premised on the fact that other measures taken by Management on the recoveries of unretired imprest, unaccounted for funds, undelivered goods and overpayments had sent a signal to the University community on need to be accountable and transparent in the Management of meager resources for the institution. This measure was seen as a positive move on the part of Management which promoted excellence in Teaching, Research and Public Service.

3.0 INSTITUTIONAL MANAGEMENT: INSTITUTIONAL SUPPORT FUNCTIONS

Institutional management of the University of Zambia spans across a number of academic and non-academic functions such as financial management, human resources management, information and communication technology, university services, strategic partnerships created and entered into by the university, student admissions and registration, teaching and learning as well as research.

To effectively carry out these functions, the university has 16 units out of which 11 are academic oriented. During the period under review, the following were constituted the Management team of the University:

Table 3: University Management Team 2011

Level		Position	Name
1	Executive Management (Principal Officers)	Vice-Chancellor	Professor Stephen Simukanga
		Deputy Vice-Chancellor	Dr. Wilson M.N. Mwenya
		Registrar	Dr. Alvert N. Ng'andu
		Bursar (Acting)	Mrs. Barbara S.K. Katoyo
		University Librarian	Dr. Vitalicity Chifwepa
		Dean of Students	Mr. Lastone Zygambo
2	Senior Management	Director, CICT	Mr. Collins Chinyama
		Deputy University Librarian	Ms. Christine Kanyengo
		Deputy Registrar (Academic)	Mr. Kenneth Sibande
		Deputy Registrar (Administration)	Ms. Mubanga G. Mulenga
		Deputy Registrar (Council) (Acting)	Mr. Sitali Wamundila
		Medical Officer	Dr. Clementina Lwatula
		Director, Business Development	Mr. Nkumbu Nkonde
		Chief Accountant, Financial Reporting	Mr. Dube Kasaro
		Chief Accountant, Schools & Units	Mr. Norman Kamanga
		Chief Internal Auditor (Acting)	Mr. Raymond Michelo

3.1 FINANCIAL OVERVIEW

Financial resources are a critical input in institutional management of any organisation. As can be seen from the 2010 university budget, the University continued to have a deficit. The 2011 budget was ...However, income for the university during the same period wasThis therefore implies that the university operated with a deficit of

A number of factors have continued to hamper effective income generation and sound cash flows. These include low pricing of the commodity of education as well as lack of capitalisation of business ventures. Further, delays in remittances from the Government on behalf of sponsored students as well as inability for most students to pay their fees have also contributed to the financial challenges that the university faced in 2011.

3.1.1 University Investment

The university has investments through which it tries to generate extra resources for its operations. In 2011 the university had the following business ventures with their income as presented in

Business venture	Income in 2011
i) Marshlands Village	-
ii) Liempe Farm	-
iii) UNZA Horticultural Farm	-
iv) UNZA Printer	-
v) UNZA Press	-
vi) Technical Development and Advisory Unit (TDAU)	-

3.1.2 Debt Management

Over the years, the University has accrued debt emanating from non-payment of retirement benefits and contract gratuities. In 2010, the University debt in this aspect was while in 2011 was...

The University was however, making efforts to finding a lasting solution to have the debt reduced significantly.

3.2 HUMAN RESOURCES

Another critical resource that adds value to institutional management and operations is human resources. In 2011 the university had a total of ... employees segregated as presented in table .. below

3.2.1 Staff Training and Development

Generally, it is understood that most units in the university were understaffed in 2011. As such, Units had a number of staff on the Staff Development Programme. Those on the programme mainly were those pursuing masters and PhD degrees. While some candidates were training locally, others were training in Universities in Africa and abroad. Table presents statistics of candidates who were on the staff development programme in 2011.

Table Candidates on Staff development Programme

3.2.2 Academic Staff Promotions

As part of a University practice to reward its hard working staff, there were ...staff who were promoted to various positions as indicated in figure...below.

3.2.3 Staff Capacity Building

Effective staff performance in any organisation requires investment in the training of employees to equip them with necessary competencies, skills, knowledge and expertise. In this vain, the university from time to time exposes its staff to various relevant training programmes. During the period under review, there were number of staff who attended short courses conferences and workshops both locally and outside the country.

Under the University Library, staff undertook capacity building programmes in the following areas:

- Institutional Repository, organised by Zambia Library Consortium (ZALICO) and supported by the International Network for the Availability for Scientific Publications (INASP).
- E-resources Training of Trainers, organized by Information Training and Outreach Centre for Africa (ITOCA).
- Pedagogical skills for Librarians, organised by Zambia Library Consortium (ZALICO) and supported by International Network for the Availability

for Scientific Publications (INASP) and the Institute of Development Studies (IDS), United Kingdom.

- Acquisitions Module of the Library Management System, organised by the University Library Technical Services Department.
- Marketing and Advocacy, organised by the Zambia Library Association (ZLA) in conjunction with ZALICO, with support from INASP.
- Electronic Theses and Dissertations (ETDs).
- Installation and Management of Agricultural Research Information Repository AgriDrupal
- Electronic management.
- Use of Acquisition Module.
- Website editing

At the Institute of Economic and Social Research and training for Research /Field Assistants was done. The training is part of the on-going capacity development for young researchers at INESOR. The training was conducted for all research assistants recruited on the various projects conducted in project specific data collection management and analysis. In the Agriculture and Rural Development Research Program, 10 research assistants were trained in the year 2011, while the Economic and Business Research Program had over 45 research assistants trained. Similarly, the Health Promotion Research Program trained about 45 research assistants while the Governance Research Program trained 42 research assistants Socio Culture Research Program had 3 and the Urban Research Development Program trained about 5.

Further, other members of staff of the University both academic and professional were also trained in Proposal Writing and Research Mobilization through the Directorate of Research and Graduate Studies held at ZESCO Regional Training Centre at Kafue Gorge. Arising from the training, there was a felt need that INESOR must spearhead the process of reviewing proposals developed by various units of the University to insure that they can attain international standards before they are sent to prospective funders.

3.3 INFORMATION COMMUNICATION TECHNOLOGIES

There is no doubt that the use of Information Communication Technologies in academic functions is critical for any higher learning institution. As such the university has a unit responsible introducing, coordinating and controlling key ICT services and facilities. During the year under review, there were a number of achievements that were scored in this aspect as indicated below.

3.4 UNIVERSITY LIBRARY AND INFORMATION SERVICES

Library and information services are an integral part of academic and management support services in an academic institution. The main objective of a University Library and information service and system is to provide access to information consistent with the teaching and research interests of the University of Zambia faculty and the learning needs of students. The Library supports all subject areas taught at both undergraduate and postgraduate levels. Owing to its status as a National Reference Library, the University Library facilities are also used for reference or borrowing purposes by members of the public.

In the year under review, it was observed that usage of the University of Zambia libraries had increased. Public library visits, checkouts, and library membership holders had all increased in the year 2011. This increase in usage of the libraries' information resources was as a result of a combination of various factors: more students entering the university and increased knowledge on how to effectively utilise the library's information resources and sensitisation and training of students on e-resources. In addition the use of the Online Public Access Catalog (OPAC) had significantly increased and made it easier for users to navigate the online catalogue. The University of Zambia Research Repository Online had increased the visibility of UNZA's research output.

Other developments in the year included additions to the hard copy materials (e.g. books) through donations received amounting to 106 titles from both individuals and organisations such as World Bank International Centre. Further, a total of three hundred and forty-eight (348) periodicals were also received through donations.

The Library continued to partner with several organisations such as the Zambia Library Consortium, International Availability of

Scientific Publications (INASP), Zambia Library Service, British Council Library, United Nations, and other non-governmental organisations as we work to promote excellence and innovation in library services provision for all in Zambia.

3.5 STRATEGIC PARTNERSHIPS

In the global village, strategic partnerships in the higher learning environment are a must. These include provision and exchange of service and other support either from industry to the University or vice-versa as well as mutual exchange of expertise with the public at large and specific organisations that have a bearing on the mandate of the University. These partnerships involve visitations, exchange of students/staff, undertaking projects as well as entering into various memoranda of understandings as well as agreements.

In line with the above, the University through its various Units had a number of partnerships explored in the year under review. The Schools of Agricultural Sciences, Education, Engineering, Law and Medicine as well as the Institute of Economic and Social Research and the University Library had a share of these partnerships in 2011.

Notable among the partnerships were the following:

- The Uni BRAIN AgBIT Project
- Medical Education Partnership Initiative (MEPI Project)
- Norwegian Centre for International Cooperation in Higher Education (SIU) collaborating under NOMA and NUFU Support
- CONTRAST Project, Norway

Linkages with the following institutions:

- University of Toronto (Canada) in Physical Education and Sports
- Loughborough College (UK) in Sports Education Development
- TESSA Consortium of partner Universities
- UNITWIN (UNESCO) network on Entrepreneurship Education.
- the EDULINK
- Oulu University-UNZA,
- University of Manchester, UK
- Macha works
- Japanese International Cooperation Agency (JICA)
- EPA Consortium i.e., CEC, Zesco, Lunsemfwa Hydropower, MTN, Huawei, ZICTA, Munich Advisors, and others

- Kafue Gorge Regional Training Centre (KGRTC)
- Zambia Air Force (ZAF)
- ZESCO Limited
- CELTEL Ltd
- MTN
- ZAMNET Communications
- ABB

The University also had external representations on the following:

- The Road Transport and Safety Agency (RTSA) public transporters' licensing.
- Training Advisory Committee (TAC) of the KGRTC Board.
- the Zambian Engineer Editorial Board.
- The Zambia Bureau of Standards Technical Committee on Railway Turnouts.
- WATERNET
- The Zambian Engineer, Journal of the Engineering Institution of Zambia
- National Council for Construction, Zambia
- Southern Africa Water Information Network (SAWINET)
- School of Engineering Representative, the Global Water Partnership
- NRDC

- Electricity Standards of Energy Regulation Board / Zambia Bureau of Standards
- National Grid Code Technical Committee (GCTC) for the Zambian Electricity Supply Industry, Energy Regulation Board
- Technical Committee on Off-Grid Standard, Rural Electrification Authority / Zambia Bureau of Standards
- Technical Committee on Electricity Metering Standards, Energy Regulation Board
- National Remote Sensing Centre board.
- National Remote Sensing Centre Technical Committee.
- Judicial Service Commission,
- ZIALE Council
- Council of Law Reporting and Zambia Law Reports Editorial Board
- Social Pension Scheme Technical Working Committee,
- Social Health Insurance Technical Working Committee,
- National Health Financing Technical Working Group of Ministry of Health,
- Zambia Agricultural Committee
- Research and Projects Committee of the Zambia Law Development Commission

The university also donated 133 titles with multiple copies in form of books to the following institutions:

Table 6: Books Donated to other Institutions		
Name	Titles	Copies
Local Government Training Institute of Chalimbana	10	65
Monze Boarding High School	24	289
Lusaka National Museum	19	261
Chikankata School of Biomedical Sciences	22	86
Western School of Nursing and Midwifery of Livingstone	41	115
Lusaka School of Nursing	17	147
Total	133	963

3.6 UNIVERSITY INFRASTRUCTURE

The University of Zambia has massive infrastructure owing to its huge responsibility to developing human resources for the country. The institution has buildings, water and reticulation system, laboratory facilities and various equipment used in the delivery and support of delivery of quality education to its clients. While the university continues to expand its infrastructure base, some of its facilities have outlived their usage time and hence require maintenance from time to time. In the year under review, there were a number of activities that were undertaken on infrastructure.

The School of Engineering under the Education Partnerships in Africa (EPA) project received a donation of up-to-date laboratory equipment for the Junior laboratory from Lunsemfwa Hydropower. The laboratory building also had its roof refurbished and lighting improved, courtesy of the Copperbelt Energy Corporation(CEC) under the EPA project. Other achievements under EPA include:

- Donation of 50 new computers worth in over \$50,000 by Huawei
- Procurement of lab kits and software (Labview and Multisim) worth about \$100,000 by Lunsemfwa Hydropower
- Installation of a new roof of over the laboratories, whose old concrete bitumen-based roof was leaking, by CEC.
- Sponsorship of scholarships and prizes for best students in some categories by MTN
- Pledge by Zesco to rehabilitate some labs and procure equipment at a cost of \$100,000
- Improvement in student industrial placements, including firm commitment by Zesco
- Support for part-time teaching staff and project supervision from industry by Zesco.

In the School of Law, using its own resources, the School embarked on the construction of a false roof over the School of Law classrooms and the replacement of wooden floor boards.

In the School of Medicine, the following were the activities with regard to infrastructure development and maintenance as well as procurement of equipment.

- The basic science laboratories namely; Physiology, Biochemistry and

Pathology & Microbiology were refurbished through CDC funding.

- A small office block was also developed to house the Epidemiology unit of Department of Community Medicine.
- The Clinton Health Access Initiative (CHAI) supported Department of Nursing Sciences (DNS) building construction advanced to provide a lecture theatre with sitting capacity of 150 and some offices.
- A new student hostel block built through funding from Barclays Bank Plc was commissioned in 2011.
- Started and completed construction of Research Support Centre office at Ridgeway Campus. The project is funded by Wellcome Trust Fund through Southern African Consortium for Research Excellence (SACORE). Construction started in January 2011 and completed in May 2011.
- Construction of lecture theatre and offices for Department of Nursing Sciences which commenced in April 2010 was still in progress.
- Construction of Environmental Health block second phase which started in October 2010 was completed in March 2011.
- MEPI Project computers and LCD projectors were procured and distributed to departments and to new postgraduate programmes.

In the year under review, the School of Natural Sciences had inadequate office space for the growing numbers of members of staff and postgraduate students including Staff Development Fellows. The main Office Block was experiencing serious roof leakage such that in the 2010/2011 a lot of facilities, equipment and floor tiles were partially damaged. Under these circumstances, the following were the activities with regard to infrastructure development and maintenance as well as procurement of equipment.

- In order to increase the number of lecture theatres and office space and to expand laboratory facilities the School has designed a construction plan for a single two-storey structure for this purpose. It is planned to be located between the departments of Biology and Chemistry and will be constructed from School own resources.

- The School reviewed the old plan for the Auditorium and efforts were underway to obtain quantity survey of the requirements and cost estimates from specialists.
- In August, 2011, the School also received authorization to construct a two-storey building behind Physics Department for A-Level science teaching for students to enter B.Sc. NQS programme at second year level.
- A false roof over the office block covering Physics Department, the Dean's office and also at the Department of Biological Sciences was constructed. The only areas that still had the problem leaking roofs were laboratories in Physics Department and offices in the Department of Mathematics.
- Repairs to broken pipes in the Biological Sciences building were done but the task was not successful because the job proved to be much bigger than originally thought.
- In the Chemistry Department one laboratory to house the newly acquired Fourier Transform Infra-red spectrophotometer was refurbished.
- The School purchased 40 computers for postgraduate students, ten more for the Department of Computer Studies for its computer laboratory and an Autoclave and a photocopier were purchased for the Department of Biological Sciences.
- Safety boots and laboratory coats were purchased for all technical staff at in the Department of Biological Sciences.
- By the end of the First Quarter in 2011, the School replaced some dilapidated and obsolete laboratory pieces of equipment. The laboratory equipment that had been ordered from the United States of America for isolation of active ingredients in the treatment of gonorrhoea disease had been received. The School has also ordered books from UK for mathematics teaching, through the Eastern African Universities Mathematics programme (EAUMP) project funding.
- School of Natural Sciences in 2011 acquired one host computer with a card connected to five monitors for the Department of Physics for purposes of introducing "N" Computing Laboratory. Three more host computers were planned to be acquired to provide for

20 targeted user stations in the Computational Physics laboratory. Other Departments including Computer Studies were encouraged to procure the 'N' computing laboratory equipment.

The Institute of Economic and Social Research undertook rehabilitation works on the former residence for the Director of the Institute, which was changed of its use, were commenced. The training centre would be used for conducting short courses and offices for members of staff, as well as providing room for holding conferences and workshops. In addition, some offices which were renovated include that of the Director, Assistant Registrar and Accountant.

In the Dean of Students, the Unit provided financial support to the Resident Engineer's department to address many problems related to regular breakdown of the water and sewerage systems, stolen cisterns, damaged sockets and other fittings that adversely affected the social welfare of students at both campuses. Major rehabilitation works included the following:

- Facilitated construction of an ablution block at the Kwacha big flat and the installation of street lights between the Makumbi Dining hall and veterinary hostels.
- The annual contribution of K70,000 toward infrastructure maintenance and rehabilitation by returning students was effected during the report period. The funds are utilized for maintenance and rehabilitation of facilities at the two campuses of the university.
- Coordinated the naming ceremony of student hostels at both campuses. The activity at the ridgeway campus was to have been graced by H.E. Dr. D.K Kaunda (he did not come) and at the main campus it was graced by Mrs. Maureen Mwanawasa (former First Lady). All hostels have distinct names for identity purposes presently.
- Coordinated the naming ceremony of student hostels at both campuses. The activity at the ridgeway campus was to have been graced by H.E. Dr. D.K Kaunda (he did not come) and at the main campus it was graced by Mrs. Maureen Mwanawasa (former First Lady). All hostels have distinct names for identity purposes presently.

- Working in collaboration with the Resident Engineer's department, facilitated the repair and rehabilitation of fixtures and fittings, including the water supply and sewerage systems in student hostels.
- Procured a new rota slasher, 300 single mattresses, 240 window curtains and 100 steel beds.

4.0 INSTITUTIONAL MANAGEMENT: ACADEMIC MATTERS

The bloodline of any academic institution is its versatility in ensuring the availability of academic programmes and curricula that reflect the needs of society at large in general and its clients in particular. As such, issue of curricular reviews as well as development of new programmes are an on-going concern.

4.1 ACADEMIC AND CURRICULUM DEVELOPMENT

A number of academic Units in the year under review had a fair share of development of new programmes and review of the curricular. Active schools in this arena were the Schools of Education, Law, Medicine and Natural Sciences as well as the Institute of Distance Education and the Institute of Economic and Social Research.

In the School of Education, a proposed BA (Ed) Degree in Zambian Cultures and Ceremonies was approved by Senate while the Department of Primary Education finalised the Master of Education (Primary Education) degree programme.

The School of Law in the same year under review also successfully revised its Bachelor of Laws Program and introduced several new courses in a bid to streamline and modernize its curriculum. The School successfully offered the following programs. Further, the School submitted for approval to Senate and subsequently Council, a position paper on the creation of the departments of Public Law and Private Law.

In the School of Medicine, a number of academic activities related to offered programmes of study and curriculum review were undertaken. Notable among them were the following:

- Continued with its curriculum review and reform processes in conformity with the changing demands of global health.

- The implementation of the Year 1 of the reviewed MB ChB curriculum commenced with a change to the sessional dates to suit a term system.
- Several Post-Graduate curricula were formulated and finalized in the year and presented to the Senate for approval. These included MSc in Physiology, MPH-population studies, and MSc-Epidemiology. These curricula were approved by the University Senate. The new programs were advertised and a good number of applications were received and several candidates were admitted to these programs which commenced in September, 2011.
- Parallel classes were introduced in the BSc(HB), BPharm and BScN programs.
- Successfully completed the implementation of the BSc Environmental Health Programme that had produced 20 new graduates.
- The postgraduate Diploma in HIV Medicine was upgraded to an MSc in HIV Medicine.
- The M.Med Psychiatry programme was also implemented with the help of DFID Funds to the Tropical Health Education Trust (THET).
- In order to strengthen Basic Sciences the School developed several partnerships to develop MSc programmes in Anatomy, Physiology, Pharmacology and MMed programs in Pathology and Anaesthesia. The implementation of some of these programs started in 2011 (except for Anatomy and Pharmacology).
- Commenced curriculum review for Bachelor of Pharmacy.

Apart from the above programme of and curricula related activities, the School also affiliated the Lusaka School of Nursing.

In the School of Natural Sciences curriculum reviews at undergraduate level were underway in the Departments of Geography, Mathematics and Statistics, Computer Studies and Chemistry. Of these only the Department of Geography concluded the revision of the restructuring of the Natural Resources programme which was approved by Senate in the first half of the year.

4.2 TEACHING AND LEARNING

One of the core mandatory deliverables of an academic institution is to offer teaching and learning services to its clients. There are a number of aspects that constitute teaching and learning activities. This report documents activities on programmes that were introduced and activities related to quality assurance in teaching and learning.

In the School of Agricultural Sciences, teaching during the year saw the School transiting from running two undergraduate programmes to running five undergraduate programmes as the school introduced three programmes – Bachelor of Science in Human Nutrition, Bachelor of Agricultural Economics and Bachelor of Agricultural Extension. The revised undergraduate curriculum was also implemented for the first time.

The School also engaged External Examiners for purposes of ensuring quality in the teaching and learning activities. Further, another quality assurance activity - Lecturers' evaluation - was done.

The School of Engineering also had external examiners in the departments of Civil and Environmental Engineering and Geomatic Engineering. Under the Department of Civil and Environmental Engineering, the external examiner expressed the need for improvements in the laboratory equipment for Geotechnical Engineering and Structural Engineering. To this effect, the University of Glamorgan donated some used equipment for Geotechnical Engineering to the University of Zambia.

In the year under review, the School of Natural Sciences was also honoured to have received three External Examinations from other Universities in Africa for purposes of quality control on its teaching programmes and student assessments.

Under the Institute of Distance education, the following activities were undertaken with regard to teaching and learning:

- Lecturers continued reviewing study materials, transforming them into modules which were interactive and suitable for distance learning.
- A number of module writing workshops for third and fourth year distance students were held. In these workshops, a number of lecturers were trained from the schools of Education, Humanities and Social Sciences, Natural Sciences,

Veterinary Medicine, Agricultural Sciences and Medicine.

The Director, Co-ordinators, Quality Assurance and Research, Learner Support Services and Programme Development and Production conducted a Management of Distance Education workshop for selected Lusaka TEVETA institutions. The objectives of the workshop were to discuss distance education, analyze Open and Distance Learning in New Environments, discuss the development and management of distance education systems, assess ways of supporting the distance education learner, consider assuring the quality of ODL through Practitioner Research and explore ways of supporting the distance education learner.

· The Lecturers/Co-ordinators, Learner Support Services/ Programmes Development and Production attended a workshop organized by the Ministry of Education, on 4th November, 2011 at Mulungushi International Conference Centre. The purpose of the workshop was to give guide lines for Open and Distance Learning Institutions in Zambia.

The Institute of Economic and Social Research besides being a research oriented Unit, had its fair share in training and learning as it offered short certificate training courses in the year under review. Among the courses facilitated was the Strategic Communication for Health and Development. This training is aimed at fostering continuous learning which is also intended to give trainees knowledge and skills in Basic Principles and Process of Strategic Communication that will enable them to develop Communication Strategies that will initiate sustainable positive behaviour change in the Zambian population so that individuals can make informed health and development decisions that will help them to live in a healthy environment and lead healthy lives. It is targeted at Health and Communication Professionals, Behaviour Change Agents, Media Personnel and Personnel involved in advocacy. Another course that was conducted is the Capacity Building for Policy and Programming (POLYGRAM).

The complete disclosure of courses offered during the period under review is presented in Table 4 below.

Table 4: Short Training certificate Courses offered at INESOR in 2011

S/#	Title of Course	Target /Client	# Trained
1	Operations Research	Members of the Public	25
2	Research Methodology	Members of the Public	25
3	Data Analysis	Members of the Public	25
4	Monitoring and Evaluation (M&E)	Members of the Public	25
5	Research Methodology	Zambia Centre for Accountancy Studies (ZCAS)	11
6	Data Analysis	Zambia Centre for Accountancy Studies (ZCAS)	50
7	Proposal Writing (How to write proposals for possible funding)	Directorate of Research and Graduate Studies (DRGS)	35
8	Monitoring and Evaluation	National Assembly	15
9	Policy Analysis	National Assembly	18
10	Budget Economic Analysis	National Assembly	20
11	Strategic Communication	National Assembly	36
Total Number of people trained			285

Most of the trainings above are tailor made and held on quarterly basis with the aim of raising the capacities of Researchers, Policy Makers and Program Managers to engage more effectively and achieve evidence based policy and program decision-making. They are also targeted at practitioners working in Public, Private, Non-Governmental Organisations (NGOs), Students and members of the public who may be interested and working in an environment related to Research, Planning, Monitoring and Evaluation.

Further, the Institute of distance education also conducted an ICT basic skills training workshop at the University of Zambia Odel centre from 28th January to 4th February, 2011 for female teachers teaching mathematics and science subjects in basic and high schools.

4.3 RESEARCH AND INNOVATIONS

Knowledge generation is a product of research and innovative ideas. Universities are institutions where research is one of the main core areas of delivery. Largely, a good managed university in terms of research is measured through the number of researches resulting in publications and patents. In the year under review, a number of research initiatives were formulated and implemented. A number of staff were very active in collaborative research and

participated and presented papers both local and international conferences. During this period, the School of Education was the only Unit in the University which had a School-focused Research Policy guiding its research activities.

In terms of research, the following were some of the researches conducted in the university through the Schools of Education, Natural Sciences and the Institute of economic and Social Research.

- Commissioned research on "Education through Zambian Cultures and Ceremonies"
- Participated in the Pan African Research Agenda on the pedagogical agenda of ICT project. This project aimed to better understand how the pedagogical integration of ICT could improve the quality of teaching and learning in Africa. Other countries that participated in this project included South Africa, Kenya, Mozambique, Nigeria, Cameroon, Mali, Central African Republic, and Senegal.
- Southern Africa Rivers Assessment Scheme (SAFRASS), 2009-2012, focusing on determination of geophysical and biodiversity assessment of Zambian rivers (Dr H. Sichingabula, PI ACP-EU

- The research project on the 'Biodiversity and geophysical and chemical characteristics of the Goma lakes system, 2010-2011', concerned with installation of hydrological monitoring station on the two lakes at UNZA Great East Road Campus (Dr H. Sichingabula, PI).DRGS
- The Upper Kaleywa water budget management project, Mazabuka (Dr H. Sichingabula, PI), IWRM Centre UNZA
- The ERG Research Group in conjunction with the Universities of Lund in Sweden and Eduardo Mondlane in Maputo, Mozambique, initiated a collaboration project in the area of Solar Energy
- The Eastern African Universities Mathematics programme (EAUMP) housed in Department of Mathematics and Statistics actively implemented its activities. EERG
- Research on climate change modeling on-by Mrs. S. Jain was undertaken.
- Anthropogenic effects on the fish biodiversity of the Kafue River (Dr C. Katongo, PI). NEPAD / SANBio/BIOFisa
- Impact of Nile Tilapia on Native Oreochromis species of the Kafue River (Dr C. Katongo, PI). NEPAD / SANBio/BIOFisa
- A project proposal was developed on molecular marker development in groundnuts (*Arachis hygogaea*) in collaboration with the School of Agricultural Sciences, ICRISAT, Kenya and University of Tuskegee, USA submitted to USAID for possible funding (Dr E. Kaimoyo, PI).
- Optimization of photo-conversion efficiencies of polymer based solar cells project
- Preparation, characterization and property optimization of conducting polymer with the Energy and Environment Research Group at UNZA and the University of Dar-es-Salaam (Dr. O. Munyati, PI)
- Collaborative research with ZEMA on monitoring of organic pollutants in the air and breast milk under multinational GIF/UNEP framework, 2011–2014 (Dr O. Munyati, PI) Swedish Funding
- SADC - Sub-Contract for Country based consultant - Zambia, on development of water infrastructure projects in preparation for investor conference, May 2011 (Dr H. Sichingabula, Sub-Consultant). Council for Scientific and Industrial Research (CSIR), South Africa
- Sustainability through Economic Strengthening, Prevention and Support for Orphans and Vulnerable (OVC) Baseline Study undertaken in collaboration with Futures Group.
- Assessment of the Feasibility of implementing the Farmer Input Support programme through an Electronic Voucher System, in collaboration with Agriculture Consultative Forum and Food Security.
- Country Wide Gender Perceptions Survey commissioned and supported by Gender in Development Office United Nations Development Programme (UNDP), respectively.
- Evaluation of the operation of the E-Voucher. The purpose of the study was to evaluate the feasibility of implementing the Farmer Input Support Programme (FISP) or part of the FISP through an electronic-voucher distribution model and also to assess the alternative models of fertilizer distribution so as to come up with recommendations on the best methods of implementation.
- Baseline Study on Employment Policies in Zambia. The purpose of the study was to provide information on existing policies and institutions dealing with the employment problem in Zambia in order to support advocacy efforts by civil society.
- Sustainability through Economic Strengthening, Prevention and Support for OVC (STEPS OVC Baseline Study). This study is still on-going its purpose was to establish HIV/AIDS knowledge, attitudes, care and support, provide baseline information and to assess programme impact at the individual at household and community level.
- Zambia National Education Coalition Budget tracking and Analysis. To provide commercial evidence on the implementation of the 2009 budget by the development, OVC grants and community schools. Barotseland Agreement 1964 and the Disturbances in Mongu in Western Province of Zambia 2010-2011: The National Debate. The aim of the project was to promote peaceful management and resolution of conflict; to strengthen and deepen democracy at local level, to study and preserve the history of mother Zambia and her peoples.

- Teacher External Evaluation. The aim of the project was to evaluate the Restless Development Intervention in the Trainee Teacher Capacity Building Project.
 - Assessment of Women Involvement in Drug trafficking in Zambia. The aim of this project was to assess the extent of women involvement in drug trafficking in Zambia and propose measures that can be taken to reduce women's involvement in drug trafficking. It is also aimed at assessing the drivers of women getting into drug trafficking.
 - The Role of Women in the Struggle for the liberation of Southern Africa 1960-2001. The aim of the project was to encourage Gender Equity by putting the role of Women in the Liberation Struggle in proper historical perspective.
 - Zambia Women Acceptability of Cervical Cancer study. The aim of the study was to systematically investigate knowledge, attitudes and beliefs regarding cervical cancer screening among women in Lusaka using qualitative and quantitative methods.
 - Support to the National HIV/AIDS, STI/TB Council. The purpose was to Improve Coordination and Alignment of Multi-Sectoral Partners at the National and Sub-National Level in Zambia using e-PartnerInventory.
 - Analysis of Orphans and Vulnerable Children in Zambia (2004-2008). The project was completed and a research report was deposited in the Library.
 - Inventory Behavior Change Communication Materials. Mapping reviewing of BCC materials to inform the Zambia Integrated Systems Strengthening Programme (ZISSIP) implementation Strategies.
 - Country Wide Gender Perceptions Survey. The purpose of the study was to assess countrywide knowledge, attitudes and practices that are instrumental in promoting or hindering gender mainstreaming in Zambia
 - Health Perceptions and Practices among rural Communities in Luwingu District in Zambia. The study aims to provide qualitative data on the rural population of Luwingu district that will help to improve MSF contextual knowledge of the health seeking behavior of the target population. The findings of the study indicated that the priority of the sponsor MSF was at variance with the priority of the local people.
 - Sourcing, Usage and Management of Water among rural communities in Zambia during drought period: the case of villages in Chongwe District .The purpose of the study was to establish how communities survive without reliable water sources during drought periods.
 - Urban Food Security and HIV/AIDS in Southern Africa and HIV Project in Zambia. The purpose of the study was to promote policy research and urban food security and to enhance capacity building in the area of urban security and HIV/AIDS in Southern Africa. The study is ongoing and is expected to be completed in 2012.
 - Building Capacity for Increased cattle production in the traditional sector of Mumbwa District. To alleviate poverty and ensure household food security by developing appropriate and sustainable technologies for increased livestock production in the traditional sector of Mumbwa District.
- A number of staff in the university presented papers at conferences in the year under review. In fact, 11 members of in the school of veterinary medicine presented papers at conferences. Considered holistically, the following were conferences at which staff in the School of Agricultural Sciences, Education, Natural Sciences, the Institute of Distance Education and the Institute of Economic and Social Research attended and presented papers:
- African Crop Science Society Conference in Maputo (10th-14th October 2011);
 - The UNZAMEDSA International Medical Students Conference was held from 30th June to 3rd July 2011.
 - National Science and Technology Symposium held at the Mulungushi Conference Centre in November 2011
 - conference Distance Education and Teacher's Training in Africa (DETA) Conference at Eduardo Mondlane University, Maputo, Mozambique from 1st to 5th August, 2011.
 - Second Annual ICT in higher education world symposium 2011, Johannesburg, South Africa, from 30th -31st March, 2011

In terms of publications, members of staff in the University published articles in various reputable journals. For instance, the School of Veterinary Medicine had 24 journal articles published in the year under review while the Institute of Economic and Social Research had 18 journal articles published during the same period.

4.4 WORKSHOP AND CONSULTANCY

During the year under review, there were a number of workshops offered by different Units in the university. However, in terms of consultancy not much had been done in 2011 except for the routine services such as consultancy services on analysis of water for various clients within the country and consultancy in the Small Animal & Large animal Clinics, Ambulatory clinic, Field Station in Shibusunji and diagnostics services in the School of veterinary medicine. A few tailor-made short term trainings were also undertaken. For instance in the School of natural Sciences, Department of Computer Studies: The Department provided consultancy services to Chainama College of Health Sciences Student Record System on the Software development project under which a Student Record Management system was deployed and the Department of Geography: Technical staff specialised in Remote Sensing and GIS facilitated in short-term training offered by UNZA Computer Training Unit.

Further, the School of Law successfully carried out a training program for WRAP under the Ministry of Tourism Environment and Water Resources entitled "Training Program in Conflict Resolution in International Water Resources Management. The School also mounted two paralegal training programs for the Paralegal Training Network (PAN) at a non-commercial rate as part of its social responsibility program.

4.5 STUDENT WELFARE

The Student Affairs Unit is responsible for the organization, coordination and administration of various non-academic aspects, social welfare services for students registered in the university. These include student governance, accommodation, general counselling and career guidance, disciplinary control, sports and recreation, social welfare (i.e. health, security, hardship, laundry, hostel cleaning), horticultural aspects (i.e. campus hygiene and sanitation, refuse collection, amenity horticulture) and the orientation of first year students.

The functional capacity of the Unit is discharged through five distinct departments, viz Central

Office, Counselling Centre, Horticulture, Sports and Recreation, and Student Welfare and Residences; and seven operational committees, viz Departmental Heads Committee, Business Premises Allocation Committee, Staff Disciplinary Committee, Student Board of Discipline, Student Hardship Fund Committee, Student Orientation Committee and Student Residences Committee. Membership on some of the operational committees integrate representatives from UNZASU and some Schools (i.e. Education, Humanities and Social Sciences, Law, Medicine, Natural Sciences, Veterinary Medicine), and the Registrar's Unit.

The primary goals of the Unit are to:

- a) Implement strategies and policies related to student governance and personnel services, general counselling services, life skills and career development, social welfare, horticultural amenity and environmental sanitation services.
- b) Foster students' participation in sporting, recreation and socio-cultural activities for the enhancement of their personal development, growth and potential.
- c) Develop systems and improve infrastructure to support efficient delivery of student personnel services.
- d) Promote the university's image as a national centre of excellence and service through improved information flow, collaboration and communication between the various structures within and outside the university.
- e) Exercise patronage over the students union and the student clubs/associations/societies with respect to communication and routine administrative functions.

During the year under review, the orientation of first year students with regard to campus life, educational facilities and registration formalities was undertaken at the commencement of the 2011 academic year. The orientation programme was conducted for one week; and the Vice-Chancellor officiated at the special welcome ceremony. There were a number of other activities as discussed below:

Student Organizations: The Unit registered fifty (50) student organizations operative at the two campuses. In 2010, only 33 organizations were registered.

Partnerships and Linkages: The Unit collaborates with the National AIDS Council, Zambia Counselling Council and local institutions of higher learning on matters of HIV/AIDS programming. Furthermore, the Unit is an affiliate of the following national and international sports bodies: Zambia Federation of University and College Sports (ZAFUCS), Zambia Universities Sports Association (ZUSA), National Sports Council (NSC), National Olympic Committee (NOC), Confederation of Universities and Colleges Sports Association (CUCSA), Federation of African University Sports (FASU) and International Federation of University Sports (FISU).

HIV/AIDS Programme: The centre coordinates the SHARES Programme, a student-oriented HIV/AIDS awareness initiative. It is implemented by the students themselves based on the "peer approach", a strategy intended to empower students take responsibility in HIV/AIDS activities. The student committee members and peer educators conducted educational talks and peer counselling, and distributed information leaflets and condoms.

Hostel Accommodation: The department coordinates the allocation of hostel accommodation at the commencement of each semester and during vacation, as well as administrative liaison for efficient management of this service. The official university accommodation list is presently 3,736 bed spaces, representing 3,494 (93.6%) normal study rooms and 242 (6.4 %) improvised bed spaces. Of the total occupiable bed spaces, 2,525 (67.6%) are for male students and 1,211 (32.4%) are for female students. Of the total bedspaces, 3,294 (88%) are at the main campus and 442 (12%) are at the ridgeway campus (see Appendix II for details).

Social Welfare: The health scheme for students at the main campus was supported through a referral network with the University Teaching Hospital (UTH), Chainama Hills Hospital and other private health care centres as well as regular psychosocial visitations by members of staff in the Unit.

Campus security was provided by Pre-Secure, a private security firm engaged solely for this purpose. The firm performed generally well during the report period. Their contract was not renewed, and consequently, a new firm would provide this service effective from February 2012.

Sports: Several sporting activities for students were undertaken and the most prominent were: inter-hostel and inter-school competitions, inter-class and inter-denomination competitions, ZAFUCS open and championships, independence day celebration games, Zambia Rugby Federation Union and Zambia Basketball Association competitions, the Chess Federation of Zambia and the Zambia Volleyball Association league games, the Futsal league games and the Zambia Pool Union league games. The University successfully hosted the Zimbabwe-Zambia-Malawi (ZIZAMA) regional games; participated in Zone VI Basketball club champions in South Africa, the World University Games (26th universiade) in Shenzhen, China, and beach volleyball in Siavonga.

The staff sports club participated in several friendly and competitive games with other clubs such as the Livingstone Institute of Business and Engineering Studies, Zambia Sugar Company, Copperbelt University, Evelyn Hone College, Natural Resources Development College, Kafue Gorge ZESCO Training Centre and Bindura University from Zimbabwe. The club also participated in inter-departmental games within the University.

In this aspect, there were achievements scored including the enhanced performance of student sports teams. UNZA Pacers (male) and Honey's (female) qualified in national basketball championships; and the Pacers finished 4th overall in regional basketball club championships. The chess team finished in first position in the Zone IV Chess Federation of Zambia and the volley ball team secured first position in beach volleyball ladies club competition. Further, the Unit facilitated the registration of ZAFUCS as a Zambian sports federation with FISU (International Federation of University Sports).

Socio-Cultural: The significant undertaking in this area is the promotion of inter-denominational, inter-faith religious gatherings and registration of student organizations in various sporting disciplines. The department coordinated a student visitation to two traditional ceremonies, i.e. Nc'wala and Kulamba in eastern province, and the youth day celebrations in Lusaka, as well as the UNZA drums club performance at the Copperbelt University and the socio-cultural activities for distance education students. Besides, the department facilitated the participation of students in an international cultural festival in Norway.

4.6 STUDENT DISCIPLINE

During the year under review, the table below shows a summary of the offences and appropriate verdicts meted out to erring students as at 31st December 2011. Thirteen (13) students appeared before the student board of discipline for various offences, of whom 10 were expelled and 3 suspended from the University.

Table 2: Student Discipline 2011 Academic Year

NATURE OF CASE	VERDICT			TOTAL
	Expelled	Suspended	Acquitted	
1. Exam malpractice	5	-	-	05
2. Forged documents	03	-	-	03
3. Other criminal Activities	02	03	-	05
Grand Total	05	03	00	13

5.0 REFLECTION

As set out its annual work plan, the University fairly met a number of its set targets. However, in the same vain, there were a number of challenges that still required attention. These included the following:

- Space: most units require space for classrooms, laboratories, reading space, accommodation and offices. Lack of pastures for animals during the cold and dry season
- Staffing levels: Most establishments in the Units were not filled an aspect that constrained Schools from introducing new programmes.
- Specialized infrastructure and equipment: lack of sound proofed rooms and musical instruments, essential clinical laboratory equipment to carry out specialized tests for diagnosis
- Policies: Lack of University Disability Policy to support the enrollment, learning and retention of students with disabilities in the University.
- Inadequate funding: lack of funds to facilitate the acquisition of basic teaching and learning equipment, materials, journals and text books, drugs, reagents, consumables, Microscopes, infrastructure maintenance and other requirements negatively affected the delivery of excellent services.
- Research funding: Lack of research funds for the school has restricted

research activities to only those members of staff that are involved in collaborative research. This underutilizes the research abilities of academic staff.

- Transport: Unreliable transport to ferry students to link farms and field stations.
- Internet: Poor internet connectivity and other ICT services. The slow electronic student registration system emerged as a challenge because it led to loss teaching time
- Student academic matters: Late release of results which exerted undue pressure on both students and staff and negatively affected the registration process, especially those transferring to full-time. In addition to this, letters of offer for admission went to new students very late.
- Income: Many continuing distance students did not pay their fees in full despite making commitments to do so.
- Office Equipment: Inadequate office equipment such as computers and printers to be used in research work
- Dilapidated infrastructure, and obsolete equipment
- Security: Increased theft of personal property (e.g phones, laptops, clothes) of students and university property (e.g mattresses, curtains, fittings, etc) in student hostels. There is need to enhance security within the hostel precincts.

5.2 OUTLOOK IN 2012

- In lines with its Strategic Plan (2008-2012) and the general mandate of the university as well as learning from the challenges faced in 2011, in 2012, the university must devise mechanisms to implement possible solutions to address the challenges experienced in 2011. In doing so, the following could be considered:
- Intensify income generation activities by strengthening capacity of business ventures, staff in order to have adequate resources to mitigate the above identified challenges
- Advocate and spearhead the enactment of a university Disability policy to support the enrollment, learning and retention of students with disabilities in the University.
- Improve staffing through staff development and recruitments
- Procure specialized equipment, materials, journals and text books to support the learning of students. Develop and equip classrooms, laboratories and other facilities.
- Encourage staff to conduct research and consultancies
- Introduce demand driven learning programmes
- Introduce e-learning
- Improve the social welfare of students through regular replacement of defective fixtures and fittings in student hostels, including defective water supply pipes, monitoring essential repairs such as leaking taps and defective cisterns among others.

Participate in sporting, recreational, and socio-cultural activities at national and international levels so as to enhance personal development and collective identity of students.

· Repair the leaking roof of the office block for the Assistant Dean of Students at ridgeway campus.

- Facilitate construction of an open market where vegetables and other foods shall be sold centrally away from student hostels.
- Strengthen student involvement and participation in HIV/AIDS related activities at institutional level.

6.0 CONCLUSION

Despite the various challenges, the University generally performed well in most of its planned activities. However there is need for improvements in many areas such as expanding infrastructure to increase spaces for many facilities, recapitalise income generation ventures and build capacity in staff for income generation.

There is also need to replace some obsolete essential equipment to improve both undergraduate and postgraduate learning services. Lastly but not least, the university should recognize the need for academic staff to conduct research by providing funding for research every year. Over the years there has been a bias towards teaching at the expense of research, a situation that is not good for a university which needs to balance all aspects of university life, namely teaching, research and public service.





THE UNIVERSITY OF ZAMBIA

**FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 DECEMBER 2011**

TABLE OF CONTENTS

	Page
Responsibility of Council	25
Independent Auditors' Report	
Statement of comprehensive income	26
Statement of Financial Position	
Statement of Changes in Reserves	28
Statement of Cash flows	28
Notes to the Financial Statements	

STATEMENT OF RESPONSIBILITIES OF COUNCIL IN RESPECT OF THE PREPARATION OF FINANCIAL STATEMENTS

The University of Zambia Council (the Council) is responsible for preparing financial statements for each financial year which give a true and fair view of the state of affairs of **The University of Zambia** and of the surplus or deficit for the period. In presenting financial statements, the Councillors are required to:

- i) Select suitable accounting policies and then apply them consistently
- ii) Make judgments and estimates that are reasonable and prudent
- iii) State whether applicable accounting standards have been followed
- iv) Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the University will continue in business

The Councillors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the University of Zambia and to ensure that financial statements comply with the University Act No. 11 of 1999. They are also responsible for safeguarding the assets of the University and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Council confirms that in their opinion:

- a) The financial statements give a true and fair view of the financial position of **University of Zambia** as at 31 December 2011, and of its financial performance and its cash flows for the year then ended;
- b) At the date of this statement there are reasonable grounds to believe that the University will be able to pay its debts as and when they fall due; and
- c) The financial statements are drawn up in accordance with International Financial Reporting Standards and comply with the University Act No. 11 of 1999.

This statement is made in accordance with the resolution of Council.

Signed at: **Lusaka** on

.....
Council Chairperson

.....
Vice Chancellor

**Financial Statements
For the Year ended 31 December 2011**

Statement of Comprehensive Income

	Notes	2011 K'000	2010 K'000
INCOME			
Government Grants	1	168,466,723	114,802,024
Tuition and Other Students fees	2	130,034,615	95,846,513
Research and Consultancy	3	24,545,429	19,843,459
Business Ventures	4	3,788,580	2,747,519
Other income	5	2,769,093	2,843,501
Total Income		329,604,440	236,083,016
EXPENDITURE			
Staff Costs	6	630,539,755	326,077,880
Other Operating Expenses	7	136,709,298	43,904,205
Depreciation	9	11,447,820	-
Financial Charges	8	11,784,632	7,058,915
Total Expenditure		790,481,505	377,041,000
Deficit for the year charged to Reserves		(460,877,065)	(140,957,984)

FUNDS AND LIABILITIES:**Funds and Reserves**

Capital Grants	2,534,876	2,534,876
Revaluation Reserves	2,592,134,571	2,993,304
Accumulated Deficit	(1,862,516,301)	(805,691,648)
	732,153,146	(800,163,468)

Non-Current Liabilities

Long-term Provisions	14	269,583,936	364,642,192
Long-term Borrowings	16	11,595,206	17,813,141
		281,179,142	382,455,333

Current Liabilities

Trade and other payables	15	1,639,110,617	527,714,146
Current portion of Long-term Borrowings	16	100,315,584	74,435,127
		1,739,426,201	602,149,273

TOTAL FUNDS AND LIABILITIES	2,752,758,489	184,441,138
------------------------------------	----------------------	-------------

0

-

The financial statements on pages 2 to 18 were approved by Council on and were signed on its behalf by

.....

Council Chairperson

.....

Vice-Chancellor

**Financial Statements
For the Year Ended 31 December 2011**

Statement of Changes in Reserves

Details	Capital	Revaluation	Accumulated	
	Grants	Reserve	Deficits	Totals
	K'000	K'000	K'000	K'000
Balance as at 1 January 2011	2,534,876	2,993,304	(805,691,648)	(800,163,468)
Total comprehensive income	-	-	(460,877,065)	(460,877,065)
Revaluation	-	2,589,141,267	-	2,589,141,267
Prior Year Adjustments	-	-	(595,947,588)	(595,947,588)
Balance as at 31 December 2011	2,534,876	2,592,134,571	(1,862,516,301)	732,153,146

Financial Statements

For the Year Ended 31 December 2011

Statement of cash flows

	Notes	2011	2010
		K'000	K'000
Deficit for the year		(460,877,065)	(140,957,984)
Prior year adjustments		(595,947,588)	-
Depreciation		11,447,820	-
Decrease in inventory		76,911	178,754
(Increase)/Decrease in accounts receivable		39,092,462	(3,612,736)
Increase in accounts payable		1,119,955,740	122,628,046
Cash flows from operating activities		113,748,280	(21,763,920)
Capital expenditure and financial investments		(8,510,151)	(12,355,686)
Financing activities		(81,015,833)	17,813,141
Increase in cash equivalents		24,222,296	(16,306,465)
Cash and cash equivalent at beginning of period		35,995,746	52,302,211
Cash and cash equivalent at end of period	13	60,218,042	35,995,746

GENERAL INFORMATION

The University of Zambia ('The University') was established pursuant to the University of Zambia Act of 1965. The University Act No 11 of 1999 is the current legal framework under which The University is governed. The address of its registered office is Plot LUS/5005, Great East Road, Postal Box 32379, Lusaka.

The principle activities of the University are to:

- (I) Provide university education, promote research and advancement of learning;
- (II) Disseminate knowledge and, without discrimination, to hold out to all persons, who meet all the stipulated academic or professional qualifications the opportunity to acquiring university education;
- (III) To provide facilities, appropriate to a university of the highest standing, for the pursuit of learning and research and for the acquisition of both liberal and professional education, which is responsive to the needs of Zambia;
- (IV) To make those facilities available to persons equipped to benefit from the use of the facilities on such terms and conditions as Council may determine.

In addition to being a learning institution, The University is involved in farming and other investment activities.

ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the International Financial Reporting Standards (IFRS). The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

a. Basis of representation

The financial statements of the University have been prepared under the historical cost convention. The preparation of financial statements in conformity with the IFRS requires the use of certain critical accounting estimates. It also requires management to exercise its judgment in the process of applying the accounting policies. Areas involving a higher degree of judgment or

complexity, or areas where assumptions and estimations are significant to the financial statements are disclosed in notes.

b. Foreign currency translation

(i) Functional and Presentation Currency

The financial statements are presented in Zambia Kwacha (ZMK), which is the University's functional and presentation currency.

(ii) Transactions and balances

Foreign currency transactions are translated into the functional currency using the exchange rates prevailing at the dates of the transactions. Foreign exchange gains and losses resulting from the settlement of such transactions and from the translation at year-end exchange rates of monetary assets and liabilities denominated in foreign currencies are recognised in Income and Expenditure account.

c. Revenue recognition

The University recognises revenue when the amount of revenue can be reliably measured, when it is probable that future economic benefits will flow to the entity, and specific criteria have been met for each of the activities, as described below.

(i) Government grants

Grants from the government are recognised at their fair value in the income and expenditure account where there is a reasonable assurance that the grant will be received and the University has complied with all attached conditions. Grants received where the University has yet to comply with all attached conditions are recognised as a liability (and included in deferred income within trade and other payables) and released to income when all attached conditions have been complied with. Government grants received are shown separate in the income and expenditure account.

Non-recurrent grants

Non-recurrent grants received in respect of the acquisition or construction of fixed assets are treated

as deferred capital grants. The grants are credited to deferred capital grants and an annual transfer made to the income and expenditure account over the useful economic life of the asset at the same rate as the depreciation charge on the asset for which the grant was awarded.

(ii) Academic Fees

Student Fee income is stated gross and credited to the income and expenditure account over the period in which students are studying. Where the amount of the tuition fee is reduced, income receivable is shown net of the discount. Bursaries and scholarships are accounted for gross as expenditure and not deducted from income.

(iii) Other Income

Income from the sale of goods or services is credited to the income and expenditure account when the goods or services are supplied to the external customers or to the extent that the terms of the contract have been satisfied.

d. Property, plant and equipment

Property, plant and equipment are stated at historical cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes expenditure that is directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

The University adds to the carrying amount of an item of property, plant and equipment the cost of replacement parts of such an item when that cost is incurred if the replacement part is expected to provide incremental future benefits to the University. The carrying amount of the replaced part is derecognised. All other repairs and maintenance are charged to the income and expenditure account during the period in which they are incurred.

Depreciation on assets is charged so as to allocate the cost of assets less their residual value over their estimated useful lives, using the straight-line method. The following depreciation rates are approved by Council:

Land and building	2%
Furniture and equipment	25%

Motor vehicles	25%
Library books	10%

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised within 'other gains/(losses) – net' in the statement of comprehensive income.

Donated assets

The University receives benefits in kind such as gifts of equipment and property. Items of a significant value donated to the University, which, if purchased, the University would treat as tangible assets, are capitalised at their current value and depreciated in accordance with the policy set out above. The value of the donation is treated as a deferred capital grant.

Impairment of non-financial assets

Assets that are subject to depreciation or amortisation are assessed at each reporting date to determine whether there is any indication that the assets are impaired. Where there is any indication that an asset may be impaired, the carrying value of the asset (or cash-generating unit (CGU) to which the asset has been allocated) is tested for impairment. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's (or CGU's) fair value less costs to sell and value in use. For the purposes of assessing impairment, assets are grouped at the lowest levels for which there are separately identifiable cash flows (CGUs). Non-financial assets other than goodwill that suffered impairment are reviewed for possible reversal of the impairment at each reporting date.

e. Inventories

Inventories are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost is determined using the first-in, first-out (FIFO) method. The cost of finished goods and work in progress comprises packaging costs, raw materials, direct labour, other direct costs and related production overheads (based on normal operating capacity). At each reporting date, inventories are assessed for impairment. If inventory is impaired, the carrying amount is reduced to its selling price less costs to complete and sell; the impairment loss is recognised immediately in profit or loss.

f. Trade receivables

Trade receivables are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for impairment of trade receivables is established when there is objective evidence that the University will not be able to collect all amounts due according to the original terms of the receivables.

g. Cash and cash equivalents

Cash and cash equivalents include cash on hand, demand deposits and other short-term highly liquid investments with original maturities of three months or less. **Bank overdrafts are shown within borrowings in current liabilities on the statement of financial position.**

h. Borrowings

Borrowings are recognised initially at the transaction price (that is, the present value of cash payable to the bank, including transaction costs). Borrowings are subsequently stated at amortised cost. Interest expense is recognised on the basis of the effective interest method and is included in finance costs. Borrowings are classified as current liabilities unless the University has an unconditional right to defer settlement of the liability for at least 12 months after the reporting date.

I. Trade and other payables

Trade and other payables are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

j. Provisions

Provisions represent liabilities of uncertain timing or amount. Provisions are recognised when:

- (i) the University has a present legal or constructive obligation as a result of past events;
- (ii) it is probable that a transfer of economic benefits will be required to settle the obligation; and

- (iii) the amount can be reliably estimated. Provisions are not recognised for future operating losses.

Provisions are measured at the present value of the amount expected to be required to settle the obligation using a rate that reflects current market assessments of the time value of money and the risks specific to the obligation. The increase in the provision due to passage of time is recognised as interest expense.

K. Employee benefits

(I) Pension Obligations

The University also makes statutory contributions to the State defined contributory benefit pension scheme, the National Pension Scheme Authority (NAPSA), on behalf of all the employees. NAPSA requires that the University pays an amount equal to the employee's contributions. Employees contribute 5% of their gross earnings up to a statutory ceiling.

The University operates a defined benefits pension scheme for employees on pensionable conditions of service with Zambia State Insurance Corporation (ZISC) and has an in house arrangement contained in the conditions of service. Employees not on pensionable conditions of service are paid gratuity at the rate of 25% on accrual basis on expiry of contract.

(II) Provision for leave

Provisions for leave pay are made in respect of all staff. Leave days are provided for up to the maximum leave days allowed under the conditions of service.

		2011	2010
I. GRANTS	Notes	K'000	K'000
Recurrent Grant		125,466,723	106,966,723
Infrastructure Rehabilitation Grant		5,000,000	6,500,000
Grants for dismantling outstanding debt	14	38,000,000	1,335,301
		168,466,723	114,802,024

During the year, the University received a total of K168Billion in grants from Government. The Recurrent grant went towards payment of Staff costs in Note 6. The rehabilitation grant was used mainly for building maintenance. Grant for outstanding debt went towards payment of Terminal benefits in Note 15.

2. TUITION AND OTHER STUDENT FEES

Tuition fees

Full-time Tuition GRZ	51,809,795	62,198,845
Full-time Tuition non GRZ	50,152,258	-
Part-time Tuition	947,832	-
IDE Tuition	10,196,042	16,200,964
Post Graduate Studies Tuition	4,762,486	9,938,711
Extension Studies Tuition	4,145,562	-
	122,013,975	88,338,520

Other Student fees

Accommodation	1,523,253	2,338,713
Registration	583,436	1,684,595
Medical	597,736	293,912
Graduation	341,010	208,061
Internet	527,684	512,771
Examination	1,591,996	453,925
Dissertation Income	191,515	-
Application forms	2,281,939	1,648,865
Student Penalties & Fines	11,963	15,231
Exam/Results transcripts	145,252	72,810
Students Identity Cards	110,612	134,675
Record Cards	22,350	116,295
Registration Confirmation slip	31,062	-
Certification fees	5,370	8,203
Elective Fees	55,462	19,938
	8,020,640	7,507,993
	130,034,615	95,846,513

3. RESEARCH AND CONSULTANCY	Notes	2011	2010
		K'000	K'000
Research		4,976,634	7,695,715
Consultancy		4,128,515	-
Project Funds		11,184,470	12,147,744
Income from Project Overheads		323,280	-
Affiliation fees-Colleges		876,584	-
Moderation fees		1,633,224	-
Clinical Income		1,127,109	-
Levy income-Project		112,210	-
Conference income		183,403	-
		24,545,429	19,843,459
<hr/>			
4. BUSINESS VENTURES			
Manufacturing		723,083	2,747,519
Service		156,457	-
Printing		240,073	-
Bar sales		45,061	-
Restaurant Sales		238,449	-
Rent		989,714	-
Sales Dairy Product		71,146	-
Sales Livestock Products		327,694	-
Agricultural		749,477	-
Other		4,890	-
Dividends Income		242,536	-
		3,788,580	2,747,519
<hr/>			
5. OTHER INCOME			
Hire of Halls, Theatres & Fiel		133,740	72,123
Hire of Equipment & Furniture		396	-
Hire of Vehicles		48,497	-
Laundry Income		15,317	-
Bank interest		3,267	-
Interest on staff loans		14,122	21,620
Income from printing		-	18,919
Advertising Income		228,326	-
Donations		21,652	-
Rental Income		276,857	335,513
Maintenance Contributions		779,043	-
Sale of Books & Journals		211,133	-
Publications		54,437	35,466
Other Penalties & Fines		6,061	-
Sundry Income		976,245	2,359,860
		2,769,093	2,843,501

6. STAFF COSTS	Notes	2011	2010
		K'000	K'000
Salaries		218,212,485	148,085,320
Terminal benefits and Gratuity accrued		383,341,598	79,415,550
Allowances		28,985,672	98,577,010
		630,539,755	326,077,880

Included in the staff costs are the Terminal benefits Provisions of K380Billion for serving members of staff in all the above categories based on the employment contracts, in compliance to the Accrual Concept of accounting.

Average number of persons employed during the year	Number	Number
Principal Officers	6	6
Academic	701	708
Others	1,386	1417
Retirees	374	362
	2,467	2,493

7. OTHER OPERATING EXPENSES

Instructional	7,519,621	5,641,340
Resaerch and Cousltancy	12,773,539	7,116,579
Infrastructure and maintainance	8,933,880	14,932,583
Administration	106,134,953	15,026,046
Business venture	1,347,305	1,187,657
	136,709,298	43,904,205

Administration expenses includes a Penalty charge of **K75Billion** on an overdue GRZ Loan stated in Note16.

8. FINANCE CHARGE

Interest on ZANACO Loan	11,758,593	6,934,738
Interest on GRZ Loan	26,039	124,177
	11,784,632	7,058,915

11. INVENTORY	Notes	2011 K'000	2010 K'000
Stationery, Production and maintenance materials		642,599	673,727
Farm, Drugs and Laborotary Consumables		161,641	237,859
Instructional materials and academic dresses		60,068	29,634
		864,308	941,220

12. RECEIVABLES

Trade receivables	37,431,431	77,977,967
Staff Loans and advances	2,996,686	2,719,739
Staff rental paid in advance	4,360,815	3,306,144
ZSIC - Superannuation	-	2,939,171
Other current assets	357,564	235,107
	45,146,496	87,178,128

13. CASH AND BANK

Cash at bank	60,200,670	35,995,746
Cash at hand	17,372	-
	60,218,042	35,995,746

14. LONG-TERM PROVISIONS

Provisions for Terminal benefits	269,583,936	364,642,192
	269,583,936	364,642,192

15. TRADE AND OTHER PAYABLES

Trade and other payables	828,833,251	11,499,268
Terminal benefits outstanding	291,652,824	263,989,621
PAYE	298,346,802	242,940,047
NAPSA	212,925,187	3,707,517
Withholding Tax on staff rented houses	3,934,514	2,657,740
Workers Compensation	3,418,038	2,919,953
	1,639,110,616	527,714,146

The University received K38 Billion from Government towards dismantling staff debt. The whole amount was paid out during the period. NAPSA includes penalty fees of K198Billion.

16 LONG TERM BORROWINGS

Zambia National Commercial Bank PLC	17,876,811	20,000,000
Government of the Republic of Zambia (GRZ)	94,033,979	72,248,268
	111,910,790	92,248,268
Less amount falling due within one year	(100,315,584)	(74,435,127)
	11,595,206	17,813,141

The loan of an initial amount of K20 billion was contracted on 22 December 2010 for the purpose of settling outstanding remittances to pension scheme with Zambia State Insurance Corporation.

9. PROPERTY, PLANT AND EQUIPMENT

	Land & Buildings K'000	Equipment K'000	Books K'000	Motor Vehicles K'000	Total K'000
Cost/valuation					
At 1 January 2011	18,928,805	24,282,385	6,642,846	836,804	8,080,857
Revaluation	2,599,730,852	(4,793,893)	1,824,824	(555,060)	1,408,548
Adjustment	-	(118,514)	(22,523)	-	80,532
At 31 December 2011	2,618,659,657	19,369,978	8,445,147	281,744	9,569,937
					2,656,326,463
Accumulated depreciation					
At 1 January 2011	-	-	-	-	-
Annual depreciation	8,483,466	1,265,184	271,010	85	1,428,075
At 31 December 2011	8,483,466	1,265,184	271,010	85	1,428,075
					11,447,820
Carrying amount					
At 1 January 2011	18,928,805	24,282,385	6,642,846	836,804	8,080,857
At 31 December 2011	2,610,176,191	18,104,794	8,174,137	281,659	8,141,862
					2,644,878,643

The University has adopted the Valuation Cost model on Buildings. The last valuation was done in October 2010 by Government valuation Department. Work in Progress relates to the constructions of student hostels, Classes and Office Block as stated in Note 20. Depreciation was charged to all tangible University assets under Property, Plant and Equipment in compliance to the International Accounting Standard (IAS16) as stated in Note (d).

		2011	2010
	Notes	K'000	K'000
10. INVESTMENTS			
(i) Government of the republic of Zambia			
7.25% 'B' local registered stock		17	17
7.25% 1989'B'registered stock		29	29
6.50% 1986/91 'B'local registered stock		501	501
6.50% 1987/92 'B'local registered stock		50	50
		597	597
(ii) Sardanis Trust Limited			
2,000,000 'B'ordinary shares K 1 each		2,000	2,000
		2,597	2,597
Less provision for bad debt		(2,597)	
		-	2,597
(iii) Zamnet communications systems Limited		100,000	750
(iv) Unimas limited - (York Farm Ltd)		1,551,000	1,551,000
		1,651,000	1,551,750
		1,651,000	1,554,347

The Investments are valued at cost. During the year, non performing Investments in GRZ Bonds of K597,000 and 2,000,000 Ordinary shares in Sardanis Trust Limited valued at K2Million were provided for Bad debts.

The terms of the loan are as follows:

- i) The tenor is 5 years from the date the loan was obtained
- ii) Interest is Zambia National Commercial Bank PLC's floating Base Rate (20% in 2010) plus 3% per annum and
- iii) The bank has lien on two bank accounts; main account 0400230000121 and bursaries account 0400230000000190 held at banks Cairo Road Business Centre.

The loan from GRZ of USD2.2 million was advanced to the University on 1 April 1993 to purchase Mbanga and Kashima Farms (York Farm) on the following terms:

- i) The loan together with interest thereon to be repaid by 31 March 1994.
- ii) Interest rate based on London Inter Bank Offer Rate (Libor) accrued on daily outstanding balance,
- iii) Penalty interest of 10% accrued on any principal and interest that remains unpaid on due dates.

17. Financial Instruments

Financial Assets

The University's principal financial assets are GRZ bonds, bank balances and; and trade receivables. They are included in current assets when maturity is within twelve months of balances sheet date or non-current assets maturities greater than twelve months.

Financial Liabilities

The University's financial liabilities are trade and other payables. Financial liabilities are classified according to the substance of the contractual arrangements entered into.

18. Financial Risk Management

(a) Currency Risk

Certain bank balances are denominated in foreign currencies and therefore lead to a risk of fluctuation of value due to changes in foreign exchange rates.

(b) Cash Flow Risk

The University is exposed to risk that future cash flows associated with monetary

financial instruments will fluctuate in amounts. It has no instruments that include floating interest rates.

19. Contingent Liabilities

a. Legal proceedings

The University is the subject of a number of legal claims relating primarily to employment issues. Provisions have been made in the financial statements in respect of those instances where it is concluded that it is more likely than not that payment will be made based on legal advice and managements best estimates. In the Council's opinion, after taking appropriate legal advice, the outcome of other claims will not give rise to any significant loss.

b. Guarantees

The University guaranteed a K1.0 billion loan to Zamnet Communication Systems limited.

20. Capital Commitments

There were capital commitments of K7,137 million as at 31 December 2011 towards the following building constructions:

- (I) Students Hostels at Great East Road Campus;
- (II) Student Hostels at Ridgeway campus; and
- (III) Class rooms and Offices for Environmental Health Unit at Ridgeway Campus.

21. Related Party Transactions

The University has 100% shares in Zamnet Communication Systems Limited and 48% shares in York Farm Ltd. The following transactions were carried out with the related parties:

	2011 K'000	2010 K'000
--	---------------	---------------

(I) Purchases of services 1,941,313 -----

There were no outstanding amounts at year end.

(II) The University guaranteed a K1.0 billion loan to Zamnet Communication Systems Limited. The loan balance at 31 December 2011 stood at K0.465 billion.

22. Comparatives

Where necessary, prior year comparatives in the Statement of Comprehensive Income are re-classified in line with current year classification.

23. Events Subsequent to Balance Sheet Date

There have not arisen since the end of the financial year any item, transaction or event of material and unusual nature likely , in the opinion of the members of the Council to affect substantially the operations of the University, the results of those operations or the state of affairs of the University in subsequent financial years.