

**THE UNIVERSITY OF ZAMBIA**

**OFFICE OF THE DEAN OF STUDENTS**

## Internal Memorandum

**TO : ALL STUDENTS**

**FROM :** Acting Dean of Students

**DATE :** 17th May, 2021

**SUBJECT : STATUS OF UNZASU DURING 2021 ACADEMIC YEAR**

Reference is made to the above-mentioned subject.

This is to inform you **ALL** that the term of Office for the University of Zambia Students Union (UNZASU) Cabinet both at Great East Road and Ridgeway Campuses elected and appointed (sworn) in 2019/2020 Academic Year came to an end in September 2020.

The General Elections to usher in new UNZASU Cabinet for 2020/2021 Academic Year should, therefore, have been held in 2020. UNZASU had decided to have the general elections through on-line system. They, therefore, went ahead to develop with the assistance of Centre for Information and Communication Technologies (CICT) a system to be used during voting. The actual date for the general election was set as Friday, 16th October, 2020. Unfortunately, the general elections to usher in the new UNZASU Cabinet for 2020/2021 Academic Year did not take place for two (2) main reasons which were:

1. In view of Covid-19 pandemic, the University has introduced a blended learning through phased opening of the Institution which has meant that some students have to learn on-line while at home while others were on Campus having face-to-face learning.
2. Some students/candidates were not comfortable with voting on-line as they feared people may interfere with the newly developed system during the elections.

In view of the tenure of Office that came to an end for 2019/2020 Union Cabinet in September, 2020 for both Great East Road and Ridgeway Campuses, there is currently no UNZASU Cabinet until fresh elections shall be conducted in October 2021.

Under the current provisions of the University of Zambia Students’ Union (UNZASU) Constitution 2018, the University of Zambia Management does not have a mandate to appoint an Interim team to run the affairs of the students when there is no UNZASU in place.

In the absence of the UNZASU, it shall, therefore, be the responsibility of the Dean of Students under the direction of the Vice-Chancellor to manage and superintend over the affairs of students in accordance with the Higher Education Act № 4 of 2013 under Section 12.

In this regard, the Dean of Students, under the direction of the Vice-Chancellor shall ensure that:

1. The student welfare in the Hall of Residences are taken care of through the Hall Attendants who work on shift basis.

2. Communication to the students shall be provided at the right time through different channels of communications such as student noticeboards, UNZA Facebook page.

3. Individual students with problems that shall need the Dean of Students’ attention shall be attended to by the Dean himself/herself as the Office has an open door policy.

4. Postgraduate students who may have academic or fees related problems should contact Assistant Deans in their respective Schools.

Please be advised accordingly.

*Grace Y M Tembo (Mrs.)*

***ACTING DEAN OF STUDENTS***

*c.c: Vice-Chancellor*

 *Deputy Vice-Chancellor*

 *Acting Registrar*

 *All Deans of Schools*

 *Manager, Public Relations*

 *Acting Deputy Dean of Students*

2