

**UNIVERSITY OF NAIROBI
CENTRE FOR INTERNATIONAL PROGRAMMES & LINKS**

ANNUAL REPORT – 2011/2012

Introduction:

The Centre for International Programmes and Links (CIPL) was established in 2002 through statute XVII to a fully fledged centre. CIPL is now in the division of the Deputy Vice-Chancellor, Research, Production and Extension (RPE).

The Centre for International Programmes and Links is charged with the responsibility of initiating, promoting, facilitating and coordinating international programmes and links, staff and student exchange programmes and mobility, collaborative research projects and worldwide networking. The Centre acts as a window for internationalization of the University of Nairobi, both internally and externally.

Activities of CIPL:

CIPL is involved in the following:

1. Foreign Students:
 - Facilitate admission of foreign students (exchange, occasional, regular, research associates and postgraduate students).
 - Responsible for the welfare of foreign students at the UoN (eg. accommodation facilitation, processing of the Kenya Pupil's Pass, etc).
2. Facilitate staff and student exchange programmes.
3. Fund-raise for scholarship opportunities/research collaborations and any other funds for UoN students and staff.
4. Facilitate initiation and coordination of Memoranda of Understanding and Agreements (MOUs/MOAs) on links/and or agreements with other institutions.

CIPL Deliverables:

In the FY 2011/2012, some of the major activities achieved by CIPL are as indicated below:

1. Performance Contract -FY 2011/12

CIPL negotiated the Performance Contract at the beginning of the FY 2011/2012 and the Centre managed to achieve beyond its set targets in Operation and Dynamic/qualitative indicators, Service delivery and non-financial, financial indicators such as appropriation in aid and cost saving.

Some of the highlights of the Operation indicators that the Centre has performed beyond its targets are as follows: Number of MOUs initiated from colleges- 62, number of MOUs signed- 55, number of MOUs with Industry – 11, number of foreign students registered - 857.

2. ISO 9001:2008

In the FY 2010/11, CIPL complied with ISO 9001:2008 QMS standards by implementing the non-conformity recommended by the auditor i.e. a customer satisfaction survey had been undertaken both to our UoN customers and our international customers. The selection of the sample of customers and the results were analyzed quarterly. CIPL also implemented the UON corporate service delivery charter and achieved its targets for most of service delivery indicators during the performance contract period 2011/2012. CIPL regularly sensitized employees on the turn-around time aspect of the service charter and cascaded the information to all international students and other customers at all levels of the University.

3. Staff/Student Exchange Programme

CIPL's mandate is to facilitate collaboration between University of Nairobi and International institutions or organizations, staff and students to study in foreign institutions which saw a total of fourteen (14) students and five (5) UoN staff facilitated to study abroad. In addition CIPL facilitated one (1) Masters student to study in Malmo University, Sweden, One (1) PhD registered staff on a sandwich programme to University of Complutense of Madrid in Spain and two (2) administrative staff, one (1) to Malmo University, Sweden and the other to University of Porto, Portugal, on short term training to acquire specialized skills.

UoN received two (2) visiting professors from Europe, Prof. Thilo Becker, from Technische Universitat Darmstadt, Germany in the School of Engineering, and Prof. Miguel Rui Martins, from University of Porto, Portugal in the School of Dental Sciences, who were involved in teaching and exchange of scholarly ideas for one month.

These exchanges were facilitated by the Erasmus Mundus ACP I project, in which the UoN is a member of the Consortium is currently underway.

4. MOUs Facilitated

CIPL managed to facilitate a number of successful active MOUs (11 industry linkages, IBM, IGAD, Huawei, Safaricom, General Auditing Commission in Liberia, among others). MOUs initiated from the six colleges: CAE-11, CAVS-32, CBPS-27, CEES-5, CHS-42, CHSS-37, and General-38. These MOUs resulted in successful projects such as: training of postgraduate students, masters student dissertations, clinical research, several scholarships and research grants, support of honorary lecturers, publication of books, consultancy services, student and staff exchange programmes, among others.

5. Fund Raising Initiatives

CIPL facilitated six (6) fundraising initiatives that have resulted in a number of scholarships and student exchanges in Soka University -Japan, Kalamazoo College from USA, African Economic Research Consortium (USA), Education International (EI), German Studies programme and Erasmus Mundus I & II programmes, Commonwealth Scholarships, AERC, CIPL IGU, among others.

6. Conferences/Exhibitions

CIPL's strategic activities of 2011/2012 included marketing activities of CIPL locally and internationally by use of mass media, websites, workshops and exhibitions.

CIPL participated in the 10th Commission for Higher Education exhibition held in Embu (from 12th-17th March, 2012) and the 4th University of Nairobi Open Day 2012 (held from 13th-14th April, 2012 at the Great Court, Main Campus). The open day attracted thousands of prospective students, parents, private sector players and the general public and CIPL's stand emerged among the top position three as best stand and display.

The Director, CIPL attended workshops on Munduc ACP II in Dili, East Timor from 13th to 19th February, 2012 and University of Porto, from 6th-9th May, 2012. He also attended an Intra-ACP meeting in Johannesburg, South Africa from 30th -31st March, 2012.

7. Staff matters

A new Senior Secretary, Grade D, to the Director was recruited and reported in November, 2011. CIPL is also in the process of recruiting an Assistant Registrar, following the transfer of Mr. D.G. Kiarie to School of Medicine, CHS in February, 2012.

Administrative Assistant, Secretary D and Records Clerk were trained on Customer Care in April 2012. The Records clerk also underwent training on sign language, and records keeping and management. The Senior Secretary Grade D, underwent training of website champions on website updates and content uploading from 21st-22nd June, 2012.

8. Student Matters

In FY 2011/12, CIPL facilitated cumulative enrolment of 857 international students in various programmes. Accommodation for foreign students has always been a challenging issue, even though the University Management Board approved 150 bed spaces for foreign students, the centre will be handling additional responsibility for students on exchange and full-time studies.

The Centre successfully held the University of Nairobi International students' day on 25th November 2011. It organized a successful retreat for the Liberian students from 10th -11th June, 2012, in Mombasa, after approval by the Vice-Chancellor. The centre also facilitated the Sudanese Independence Day celebrations for Sudanese students.

9. Visitors to the UON in the Vice-Chancellor's office and CIPL

In FY 2011/12, CIPL facilitated cooperation between University of Nairobi and several international and local partners that saw several visits to the VC's office and the CIPL. These include among others:

A courtesy to the Director, CIPL by Korean Deputy Ambassador, a courtesy call to the Vice-chancellor by a delegation from Shanghai Finance University, a visiting scholar from Harvard University – Thomas Burke.

Other courtesy calls to the Vice-Chancellor included: Dr. Mahesh Pradhan of UNEP, Georgia Technical Research Institute, Director, IBM, Ms. Amanda Garland, Deputy Secretary General, Association of Commonwealth, Prof. Frank Maes of Ghent University, AERC, Nagasaki University, Delegation of General Audit Commission of Liberia, Dr. Martina Schulze, Head of Division, Sub-Sahara Africa and Latin America (DAAD), Algerian Ambassador to Kenya, French Ambassador to Kenya, Swiss Ambassador, Vice-Chancellor, Helsinki University, German Ambassador to Kenya, Margit Hellwig-Boette, President of Chinese Academy of Social Sciences, Hunan Normal University, China and Shanghai Finance University, China.

10. Strategic Issues/Challenges

CIPL managed to develop and implement a feedback mechanism for ensuring that MOUs are complied with. However, the Centre faces a challenge of facilitating and coordinating all international projects and inadequate budget of the Centre.

The physical space, CIPL office facelift and the staffing position is a limiting factor for CIPL operations. The Centre is in dire need for more space and/or facelift.

The budget allocated for CIPL continues to be inadequate to cater for its expenses despite a slight increment of the budget that was effected during the beginning of financial year (2011/2012).

11. Way forward

The Center for International Programmes and Links will continue to demand full disclosure of all on-going international projects in departments/schools from the respective Deans/Directors. In this connection, the Centre posted the MOU monitoring questionnaire on the UoN intranet to enable it monitor and ensure compliance with the provisions of Memoranda of Understanding and Agreements by various colleges/faculties/schools/institutes/departments.

All the activities/events and programmes facilitated by the Center for International Programmes and Links will be posted on the university website.

CIPL has created and will continue to maintain data on active and inactive MOUs/MOAs. It has also created and will continue to maintain up-to-date data on international student enrolment.

CIPL has created a newsletter and webpage link on the UoN website and several in-links with other universities on its webpage.

CIPL will continue to sensitize staff in all six colleges and create awareness on international collaborations and links, and the functions of the Centre.