

MAKERERE UNIVERSITY
COLLEGE OF AGRICULTURAL AND ENVIRONMENTAL SCIENCES (CAES)
PRINCIPAL'S QUARTERLY REPORT JANUARY-MARCH 2021

S/ N	FUNCTION	STATUS	ISSUES	RECOMMENDATION
1. TEACHING AND LEARNING				
a)	Programs	The College Academic Board sat to receive and review approved Undergraduate and Graduate programs in the college.	College maintained no merging of the BSc. Human Nutrition and BSc. Food Science and Technology	No Merging
b)	Freshers ODEL Training and orientation	CAES undergraduate Freshers were trained by the institute of Open, Distance and e-learning on ODEL method of Teaching and learning on 24 th February 2021. College level fresher's orientation was also held on 24 th February 2021. Over 400 attended	The number was too big for the training venue. A significant number of students stood outside and missed out. Network challenges	More trainings should be organized per school to help those that missed to catch up Need to increase on the bandwidth of MUELE
c)	Commencement of teaching and learning	Teaching and learning commenced on 1 st March, 2021 with face to face interface of undergraduate fresher's, PhD and Masters. Continuing student commenced learning online earlier.	Continued pronouncement of the Academic staff strike over selective salary enhancement has left staff and students in a state of confusion, some teaching and learning, some not followed by Non-teaching staff strike announced on 19 th March 2021.	A round table approach bringing representatives of staff, university management and Government could help to resolve the impasse and mitigate unforeseen consequences.

d)	Issuance of Admission letters 2020/2021	<p>Provisional Admission letters were issued by the College Registrar's office for Government sponsored students. Private students accessed their admission letters online for printing.</p> <p>Full admission letters for private students were received on 15th March 2021 and issuance to students started in the College Registrar's office.</p>	<p>There was delayed issuance of provisional admission letters for Government sponsored students.</p>	<p>Streamlined communication from the Academic Registrars' Department</p>
e)	Internship and Recess term	<p>The Field day to mark end of Recess term was held on 6th February 2021 at MUARIK for BSc. Agriculture, BSc. Horticulture, BSc. Food Science and Technology and Bachelor of Rural Innovation (BARI) External. Forestry students went to Nyabyeya Forest College and Budongo Conservation Field station while students on other programs were distributed to different government and private entities across the country.</p>	<p>The observance of the SOPs was an added cost to the exercise for procuring of sanitizers, water cans, soap, and masks.</p> <p>Delayed release of recess term funds that affected the activities and almost caused student unrest.</p>	<p>Internship and recess term funds for all programs should be released early enough for smooth operation of the activities.</p> <p>The internship/recess term shortened from ten weeks to five weeks except Foresters who took 6 weeks.</p>
f)	Graduate programs supervision, thesis examination and defense	<p>Graduate program supervision, examination and defense resumed after the partial lifting of the lock down.</p> <p>PhD Agricultural and Applied Economics was advertised this 2020/2021 Academic year.</p> <p>Graduate student who are not able to come to campus have been presenting their theses for viva voce exam via zoom.</p>	<p>Teaching materials for graduate programs not budgeted for. Space for graduate students is limited.</p> <p>Little and late payment of examiners and supervisors' allowances leading to delays in marking and submission of results</p>	<p>Avail teaching materials for postgraduate programs.</p> <p>Centre should avail space for graduate students.</p> <p>The centre should pay examiners and supervisors allowances on time.</p>

g)	Release of marks for Semester I and II 2019/2020	Some instructors uploaded marks on the AIMS while others have had challenges.	The AIMS system recalculates the marks giving wrong results. Some instructors have not been assigned rights to upload the marks.	DICTS consults with the AIMS system developers.
2. RESEARCH FUNCTION				
a)	Technologies and Innovations	<p>Mak-RIF COVID -19 Special researchers unveiled the Hybrid Solar Dryer for perishable agricultural produce in Kangulumira sub county Kayunga district on 3rd March, 2021.</p> <p>31 out of the 75 CAES technologies/ Innovations exhibited during the Mak Agricultural Day and Exhibition on 25th September 2019 have been selected by the Ministry of Science and Technology for funding to further their research. Contacts of the innovators were submitted to the CoVAB coordinating office for onward submission on 11th March, 2021.</p>	Lack of support system to go beyond prototypes and making innovations and technologies available to targeted beneficiaries.	Need to embrace Public Private Partnership to roll out university technologies and innovations for public benefit.

3 RESEARCH DISSEMINATION AND KNOWLEDGE TRANSFER				
a)	Publications	Procurement of printing services for the College Strategic Plan (2020-2030) initiated The procurement of printing services for the CAES Annual report 2020 finalized.		
b)	Visibility/ Knowledge transfer	Six research dissemination workshops held for Mak-RIF and other projects including EAPI research dissemination meeting, MakRIF Pig AI retooling of service providers and research dissemination meeting , NIL First Authors Contributing workshop, Training of beef farmers on supplementary feeding etc	Dissemination and knowledge transfer platforms entirely organised by individual staff.	The university should support the dissemination platforms, publicity briefs and publications.
4. HUMAN RESOURCE FUNCTION				
a)	Positions of MUARIK Ag. Manager and Ag. Farm Manager	Ag. MUARIK Director Dr. Alice Turinawe handed over office to Dr. Okello Ongom Cyrus. Ag. Farm Manager MUARIK Mr. Chrysostom Tweyambe handed over office to Dr. Lwasa Stephen after reaching the mandatory retirement age. Both function took place on 2 nd February 2021 at MUARIK.	Outgoing Ag. Farm Manager Mr. Tweyambe has not been paid for the acting position. His effort to engage university management have not been successful and has opted for legal redress.	The Directorate of Human Resources should amicably resolve this.

b)	Vacant positions, filled and Contract staff	<p>The position of web admin, chief custodian and a number of technicians and other support staff still vacant.</p> <p>New College Registrar Ms. Jofrina Kyohairwe was transferred from CoVAB to the CAES.</p> <p>24 contract staff were being paid by the college.</p>	Contracts for contract staff ended and the College is unable to handle payment of contract staff.	<p>University fills in the staffing gaps</p> <p>University management takes over payment of contract staff</p>
c)	COVID 19 Screening	<p>In preparation for the opening of the semester and adherence to the MoH SOPs, the college centrally procured automatic temperature monitors for all the schools mounted at entrances to replace temperature guns availed to schools by the center.</p> <p>Automated hand sanitizers were also secured in addition to manual hand sanitizers availed at all unit entrances. Masks wearing - is a must for entry to all college buildings.</p> <p>The college constituted the College COVID-19 Task force to handle COVID and related issues. So far so good, no case has been reported.</p> <p>Mak and MOH thru Mak hospital are preparing to roll out COVID 19 Vaccination for all staff. A meeting to develop schedules was held on 19th March 2021 at the hospital.</p>		

5. INFRASTRUCTURE IMPROVEMENT				
a)	Agricultural Engineering workshop at MUARIK	Face lifted under the Mak-RIF project. The project inspection meeting was held on 3 rd February 2021	Most of the equipment is old but repairable	More proposals for upgrading the facility to submit to the Mak-RIF GMC and secretariat for consideration.
b)	MUARIK Gene bank	The World Bank funded project-MaRCCI injected shs. 50million into the rehabilitation of Gene bank	Staff overseeing the operation of the gene bank paid by the project	University considers recruitment and payment of staff since this is a university facility.
c)	Construction of the 2.8 bn World Bank structure for MaRCCI	Construction nearing completion. DVC (AA) inspected the site on 5 th February, 2021.	Completion is behind schedule with 9 months due to COVID-19	Completion expected in the next 2-3 months.
d)	IT equipment for online teaching and learning	The Department of Extension and Innovation studies acquired an assortment of IT equipment from Sasakawa Africa Association to support e-learning during the current and post COVID -19 pandemic on 2 nd February 2021		
e)	Upgrading the SAS Conference room to a video conferencing facility	The conference room, School of Agricultural Sciences is being upgraded to a modern fully fledged 50 seater Video conferencing facility. The activity funded by USAID Feed the Future Innovation Labs is being implemented by the Department of Agribusiness and Natural Resource Economics (DANRE) and Kansas State University (KSU) at a cost of USD Forty Thousand (\$ 40,000).		

6. FINANCE FUNCTION				
Budget allocation	<p>86% of the allocated budget was received in the 3rd Quarter due to COVID -19 that led to the closure of the university.</p> <p>A joint Administrative and Finance Committee meeting to discuss the budget allocation for the 4th Quarter (April-June 2021) was held on 2nd March, 2021.</p>	<p>In semester practical were not allocated funds</p> <p>Fuel allocations not adequate to meet administrative and student activity costs</p> <p>The budget allocation for examination was inadequate due to the backlog carried forward from the previous years that were not budgeted for.</p> <p>Management has exhausted all avenues to ensure MUARIK gets a vote but not yielded any results hence increasing the risk of spending at source from the college ledger</p>	<p>Team leader and Principal to do reallocation from the teaching materials</p> <p>University management considers CAES uniqueness during budgetary allocation.</p> <p>Create a vote for MUARIK</p>	