



**END OF ACADEMIC YEAR REPORT
2013/2014**

BY

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Introduction

It is generally said that, “people do not do what others expect but rather they do what others inspect”. This statement, which determines the way people perform, does not apply to Bugema University. Rather, for Bugema University we do what the owners and the stakeholders expect.

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the second semester as it is usually the case. Even then we ended the semester with **5,002** students from 19 different countries. The enrolment statistics also revealed that the percentage of Adventists to non-Adventists is quite encouraging; the ratio being 51%:49%. The experienced increase in the number of students is as a result of our vigorous promotion and marketing. In October 2013, we were able to graduate 1,500 students from various disciplines. It was the highest number of students to be graduated so far.

Student Leadership

According to the University governance framework, students annually elect their own governing council. In April 2013, the students had a very well organized student's election to elect their leaders. The election was peaceful and voters' turn-up was about 99%. The student council continues to participate in national events and associations which include, The Uganda National Students' Association; the Guild Presidents Association of Uganda, the East African Guild Presidents Association and the Uganda Deans of Students Association. The students participated in national events last year. For example they organized activities to mark the 51st Independence Anniversary of Uganda at the main campus.

Students Sports

Due to the policy on participation of Adventist institutions in sports, and also due to the fact that many of the events fall on the Sabbath day, we cannot participate in national events. However, last academic year the students participated in regional football tournaments, the ZUKU Basketball tournament and the Inter-university games at Uganda Christian University.

In Athletics, our students performed very well. In the Inter-University games, our student **Joshua Cheptegei** came second in two long distance events and obtained two silver medals. One of our ladies by the name **Lilian Anzazi** obtained a bronze medal. The overall position of Bugema University on the medal table was seventh. In the International University Marathon that was held in Uganda, our student **Joshua Cheptegei** came first and was awarded a Gold Medal, and later a reception was organized to honor him by the State Minister for Sports. Bugema University has instituted a scholarship scheme for sportsmen and women. We want to encourage these young people to develop their sports talents.

Students Clubs

Last year found the many students clubs on campus functioning at their best. This indicates stability in student welfare. All these clubs function through the office of the Students Association (BUSA) which functions under the Dean of Students office.

Student Accommodation

This has been a challenge on campus which we are working on. At the moment, there are four hostels on campus which house mainly the ladies and holiday students. These hostels are indeed overcrowded. However, we thank God that we have recently purchased a storey building which has about 35 self-contained rooms. This hostel is opposite the Vocational School and it is going to house male students. This will in a way ease the hostel challenges as we look forward to putting up a larger hostel with modern facilities for our students.

Students Health

The University Clinic takes care of sick students. At the moment we have one residential medical officer, four nurses and two nursing assistants. Students are admitted and treated by the medical team. However, serious cases are referred to bigger hospitals in Kampala with whom we have special arrangements for this purpose. Apart from treating students, the clinic also serves the community in different ways.

Students Meals

The University Cafeteria serves vegetarian diet to all the residential students. However, there are instances where a non-residential student chooses to eat from the cafeteria. Such an individual is also allowed under special arrangement with the Business Office.

ACADEMIC PROGRAMS

We continue to work together towards establishing a NICHE for Bugema University. So far, Bugema University has a very strong School of Theology which is probably the largest in the world in terms of undergraduate students' enrolment with about 400 students. We want to strengthen this School to be the Centre of Training for undergraduate Theology and Religious Studies students. We also want to study the performance of other Schools and see where our strength lies in terms of the graduates we produce.

The Senate has voted to introduce an undergraduate program in Public Health. This was delayed because we needed enough teachers and facilities for its effectiveness. Now we have them.

We have also started working on our science programs. We plan to offer Bachelor of Science degree in Biochemistry, Maths, Chemistry, Physics, Agricultural Science and a diploma in Nursing.

The PhD programs could not start last year due to some observations and recommendations made by the National Council for Higher Education. We are working on the recommendations they made, and resubmit the application after which we will work with the Department of Education at the General Conference of the Seventh-day Adventist Church to see the feasibility of offering the programs.

Tracer studies which we are doing to assess the performance of our graduates in the field indicate that our graduates are performing very well in the area of Education, Theology, Business in that order. We hope to continue with this study to get to know more about the performance of our graduates who are employed in different areas.

The Quality Assurance office has put many mechanisms in place to maintain quality. One of the measures is to create an Attendance Office to monitor the attendance and performance of our lecturers. This is working out well and we hope to benchmark with other institutions in other areas of quality assessment.

INFRASTRUCTURE

We may not have academic towers; however what we have serves our students' needs. In the area of maintenance, we have strengthened the old structures by building strong verandas around them especially the administrative building. We have also put in enough money to repair the library by removing the old ceiling and putting a new one. Staff and faculty houses have been repaired.

The Cafeteria kitchen is repaired with the installation of new chimneys and tiles. The walls have been reconstructed to make the place look decent. Another wing has been constructed for the comfort of the workers. This wing houses two restrooms and two dressing rooms.

Two modern toilets, one for ladies and one for gents are constructed each containing shower and dressing rooms. This area is also landscaped to bring out the beauty of the structures. Students have since started using this facility and are very happy about it.

Offices have been created for the Business office where the Chief Accountant now has an independent office. A big space is created for the Business office files, and the other accountants now have enough space to function. The Registrar's office is also revamped to look modern and executive. The Human Resource Manager now has a bigger office to be able to function effectively. The office of the Vice Chancellor has been modernized to represent the first office of the University.

The In-service classroom block is completed with executive chairs for students comfort. The area around is also landscaped to meet the requirements of modern campus upkeep. This building is used exclusively for the in-service students.

Apportion of the wall of Kampala Campus collapsed due to poor drainage. The university has since put a new wall and has also decided to construct an underground tank to collect the running water when it rains.

For E-learning to be effective in the University main library, the university has now created a computer section with 24 computers for easily access. Plan is in the pipeline to have a bigger space and more computers in the library for research.

The University has recently bought a hostel which is a storey building with self-contained rooms for the male students. We hope to raise enough money from the hostel to embark upon the construction of another hostel on the main campus. The hostel is situated about two kilometers from the main campus.

To ease the challenges of transportation, the University recently bought a Toyota van. This adds to the two vans which we already have.

The building for our poshomill is ready. High voltage connections are completed and the machine is assembled. As soon as the machine is serviced as per the instructions of the mechanics, it will start functioning.

To discourage students from putting announcements on trees, walls and on the ground as has been the practice of old, we have now installed big bulletin boards which are just enough to take care of all the announcements from the various departments.

The University new auditorium is near completion. We are left with a small portion of the ceiling to be completed; after which we will work on the acoustics, ventilation and landscaping. We hope to complete all before the year ends. When fully completed it will seat 2,500 students comfortably.

INFORMATION COMMUNICATION TECHNOLOGY

Bugema University continues to grow in this area. It will interest you to know that the university is now fully automated. All the university activities are on line with the installation of a software known as ERMS. This software has indeed helped us academically and administratively.

Internet connectivity has been improved upon. Students, staff and faculty now have easy access to internet even though from time to time we experience minor difficulties especially when the problem is from without. The wireless internet connection helps students with laptops to do their work without necessarily going to the internet café.

For the second time running Bugema University in conjunction with GIZ and Germany Cooperation has conducted a two day seminar on computer literacy entitled “Embracing the Latest Technologies in ICT” using our computer labs. The latest seminar was held on June 24-25, 2014.

EDUCATIONAL SUPPORT SYSTEMS

Some of the support systems include:

(a) Work and Study Programme

We continue with this arrangement even though not without financial constraints. There is much demand for this as there are so many students who are unable to raise fees. It is hoped that as the financial base of the university expands, this scheme will cater for many more deserving students.

(b) Friends of Bugema Fund

Dr. Richard Raj, an American of Indian origin has formed an association in the United States of America known as Friends of Bugema. Each year he contributes an amount set aside in the university to be given to needy students. Currently he is fully sponsoring three students. He sponsored the construction of the “Arch of Knowledge” and has also pledged to help construct a theology building to be named after him. He has since accepted the idea and has pledged an initial amount of USD 20,000 to start the project.

(c) Sports Scholarship Scheme: This scholarship is given to sportsmen and women. Currently we have two students on this scheme. We plan to expand it to 10 students depending upon the number of students who apply.

(d) Scholarship for Church Entities: This bursary is given to the different Fields of the church. Each Field and the Conference of Uganda Union is given a slot to send one candidate every year for this bursary. Bugema University covers full tuition while the student pays for the rest of the expenses.

(e) Tuition Loan from ADRA Netherlands: ADRA Netherlands has proposed to sign an MOU with Bugema University to grant tuition loan to students beginning this academic year 2014-2015. The arrangement is at its final stage.

HUMAN RESOURCE

The number of staff and faculty for the academic year 2013-2014 was 231. Out of this number, 77 were full time. The rest included contract and adjunct workers. We are working hard to regularize some who are Adventists as soon as finances permit.

Our staff development program continues to grow. Each year we increase the number of beneficiaries according to the need of the university. At the moment we have the following in the PhD programme

1. Moses Maka – Samyook University, South Korea – PhD (OT)
2. Lubowa Martin – Moi University, Kenya – PhD (Business)
3. Kibirango Moses – Makerere University, Uganda, PhD (Economics)
4. Kate Namirembe – Moi University, Kenya – PhD (Education)

5. Mpanga David – Moi University, Kenya – PhD (Computer Science)
6. Jimmy Emwaku – Adventist University of Africa, Kenya D.Min (Leadership)

This year we plan to sponsor two more for the PhD programs to bring the number to eight.

For the Masters program we are currently sponsoring four including:

1. Abel Magoola – Central Luzon State University, Philippines – MSc (Chemistry)
2. Grace Nnabunnya – Central Luzon State University Philippines – MSc (Biology)
3. Maate Gershom – Bugema University – MBA
4. Mrs. Harriet Ibanda – Makerere University – MA (Geography)

However, apart from this regular sponsorship, we allow our faculty and staff to take 6-9 credit hours every semester at Bugema University while working. This has helped many to complete both graduate and undergraduate studies.

We also select our best graduates just after graduation and employ them as teaching assistants. We give them free housing and a monthly allowance which they use for their feeding and tuition as they pursue their Masters program.

The Registrar's Office has witnessed a complete reshuffle to make it more serviceable, customer friendly and efficient. Mr. Chesilim has relocated to Kenya. The new registrar is Mr. Leonard Mghweno with Mrs. Esther Mwesigwa as his assistant.

The Staff Development Programme has widened its scope to sponsor staff to attend conferences (both international and national), relevant workshops and related fora. Quite a number have utilized this opportunity during the academic year 2013-2014. To mention but a few:

1. Mr. Mghweno – Thailand to present a paper
2. Mrs. Mghweno – Thailand to present a paper
3. Dr. Javan Harelimana – G.C, USA to present a paper
4. Mrs. Margaret Baleeta – Scotland to present a paper
5. Mrs. Esther Nanono – Kenya to present a paper
6. Dr. John Amoah – Tanzania to present a paper
7. Prof. Patrick Manu attended the Adventist University Presidents Conference at the GC, USA

As I write, the University is sponsoring Prof. Gebre Worancha and Prof. Reuben Mugerwa to attend a Conference on Science and Religion in Utah, USA from August 14 – August 18, 2014.

RESEARCH & PUBLICATIONS

Last academic year 2013-2014 the administration encouraged the faculty to write and do meaningful research. For this a budget was set aside to encourage those who wanted to publish. Those who did publish got the allocated amount.

This is an area we would like to focus on in the coming year. That notwithstanding, we had a few who published good articles in reputed national and international journals. A few of our faculty members also published books which are now in the market. To mention but a few – Prof. Gebre Worancha, Prof. Reuben Mugerwa and Prof. Patrick Manu. We will continue to encourage our faculty to cultivate the habit of writing and doing research in the coming year.

Two of our faculty members, Ms. Kate Namirembe and Mr. Leonard Mghweno are among the many selected by the Inter-university Council for East Africa for the Lake Victoria Research initiative.

SPIRITUAL NURTURING

Bugema University represents a microcosm of Adventism in terms of its devotion to religious activities conducted from within and without. The last academic year witnessed an improvement in our spiritual nurturing with an increase number in baptisms and community outreach programs. The activities for last academic year included

- Prayer Band meeting at 5am every morning
- Staff/faculty devotion at 8:00am
- Weekend worships and Sabbath afternoon religious programs
- Week of prayer for first and second semesters
- Branch Sabbath Schools conducted by our students
- Bugema University Students Association week of prayer

Added to this the campus witnessed three Division wide meetings which were held in our new auditorium. The School of Theology and Religious studies held three evangelistic meetings simultaneously at Busiika, Kiwenda and Vvumba. These were conducted by three Professors with the Theology students. All these activities helped us to witness a total baptism of 788 for the academic year 2013-2014.

COMMUNITY OUTREACH

Bugema University reaches the community through the many academic and non-academic activities including research, workshops, seminars, conferences, religious activities and through different public services as well as sports. Last academic year 2013-2014 witnessed a very close contact between the University and the community. Health officers at the university paid regular visits to the community to offer free medical care and advice to the members. In the month of June the university organized free cervical cancer screening for the ladies in the community. It was a great success. The Welfare Association together with the church built and repaired several houses for the old people around the university. The feeding program is still on. A seminar was held by the Department of Development Studies to teach community members how to make liquid soap and other simple activities which they can engage in to earn a living. It was well attended.

We allow the community to share our infrastructure with us. They do all their banking business on our campus. Students in the community who are not from Bugema University use our library for studies. The schools around use our playground for their games, All these have helped to create a friendly relationship between the university and the community

UNIVERSITY FINANCES

The financial base of the University is improving and progressively expanding. However, it is also true that we have only tuition as the main source of our income. We have tried to reduce on our debts and so far do not have any serious financial liability.

Financial management system is in place through the provision of relevant committees' policies, manuals and qualified personnel. The DVC Finance has recently revamped the Business office. Internal control is set in place. Recently DVC Finance developed a Procurement Manual for the University.

The challenge is to go beyond meeting operational costs to investing more into capital development. This calls for multiple approach of generating income from other sources apart from tuition. The recent audit visit gave the University a qualified opinion. We hope to work on their recommendations in order to get a clean report when they come back again.

PARTNERSHIPS WITH OTHER INSTITUTIONS

Bugema University works in partnership with other academic institutions in human resources development. At the moment Bugema University has signed an MOU with Samhyook University in South Korea, Washington Adventist University in USA, Central Luzon State University in the Philippines and Galilee Institute in Israel. Currently we have two of our faculty at Central Luzon State University who are given full scholarship by the university. Next academic year we have a slot for two more in any area of study in the same institution.

ALUMNI ASSOCIATION

Last academic year (2013-2014) the Alumni Association executive met several times to discuss the modalities of their activities. They have since opened an account for the Association which is now operational. The University has given the Association the former BUSA office building for its meetings and other activities. Repairs and remodeling of the building are on.

The Association plans to put up a guest house on the main campus. A plan has been drawn and consultations are taking place among the members for a way forward. The Executive again plans to strengthen the chapters within Africa and abroad. It is the prayer of the university administration that all the alumni around the world join hands and do something worthy of recognition.

MEMBERSHIP TO ACADEMIC ASSOCIATIONS AND RELATED BODIES

Bugema University has retained its name in academic associations. So far, the university is a member of the following Academic Associations:

- The Inter-University Council for East Africa (IUCEA)
- The Uganda Vice Chancellor's Forum
- The Consortium of University Libraries in Uganda
- The Consultative Meeting of Adventist Universities in East – Central Africa Division of the Seventh-day Adventist Church
- The Adventist Accrediting Agency
- The Uganda Universities Quality Assurance Association
- The Association of University Deans of Students
- The Association of Private Universities in Africa
- The Commonwealth Universities Association

SPECIAL CAMPUS VISITORS

During the last academic year the university received the following special visitors:

- Hon. General Elly Tumwine, MP representing the military in Parliament of Uganda
- Hon. Eng. John Byabagambi, Minister of State for Works and Transport, Uganda
- Dr. Rosa Banks, Associate Secretary, G.C, Maryland, USA
- Hon. Charles Bakabulindi, Minister of State for Sports, Uganda
- Officials from the National Council for Higher Education, Uganda
- Elder Geoffrey Mbwana – Vice President, G.C. Maryland, USA
- His Excellency, the Kenyan High Commissioner to Uganda
- His Excellency, the Tanzanian High Commissioner to Uganda
- His Excellency, the Rwandan High Commissioner to Uganda
- Col. Felix Kulayigye, Chief Political Commissar of the Uganda Army.

We would like to thank all of them for coming to spend some time with the University fraternity.

SPECIAL RECOGNITIONS

Bugema University witnessed some special recognitions given to some of the members of the university

- The Vice Chancellor, Prof. Patrick Manu received a medal from the President, His Excellency, Yoweri Kaguta Museveni for his contribution to University Education in the area of Leadership in Uganda.

- The Vice Chancellor's inclusion, and as the Chairperson selected by the National Council for Higher Education to lead a team of experts to evaluate a university which had applied for a Charter.
- Joshua Cheptegei, gold medalist for the International Marathon held in Uganda was given a special recognition by the Minister of State for Sports.

FUTURE PLANS

Expansion of an institution comes with its own challenges which help the institution to chalk out future strategies and plan for a way forward. For the coming academic year 2014-2015, we plan to:

- Collaborate with our stakeholders to put up a hostel complex for our students. Arrangements are at the advance stage to make this dream a reality.
- Put up School of Theology building. This is partly sponsored by Dr. Richard Raj who has pledged an initial amount of USD 20,000 to begin as he continues to send in money gradually to complete the project.
- Set up a new science laboratory as we plan to introduce science courses next academic year. For this, the university plans to purchase a complete science laboratory from China this academic year, 2014-2015.
- Form an association to be known as "Assembly of Promoters". This will consist of individuals and organizations that have an interest in the development of Bugema University. They will be entrusted to mobilize resources for the University, and also help the University Council to provide direction for the university
- Build a sports complex. For this project, the Minister of State for Transport and Works has put in special interest to help us with all the planning and machinery. Work has since began. We plan to have a decent sports complex for International competitions.
- Expand the library: The University has already submitted this proposal to the office of His Excellency Yoweri Kaguta Museveni, the President of the Republic of Uganda.
- Increase enrolment of Uganda students at all our centres. We have begun vigorous promotion and marketing to achieve this target.

APPRECIATION

The past academic year 2013-2014 saw God's hand working in the affairs of Bugema University. His Grace carried us through all the challenges which we faced. He also rejoiced with us when good things came our way. So with renewed commitment the university administration, staff, faculty and students would like to thank the Lord for His leading.

We would like to thank all of you for your involvement in the affairs of the University. Thank you all for always being there to give advice and attend meetings whenever called upon.

Thanks go to the Union Executive members, Conference leaders, Mission and Field officers and all University Council members who have been working hard in their various committees to make sure that we succeed in our endeavors.

We would like to appreciate the help which the University gets from the National Council for Higher Education. The strong support which we get from the Council has helped us a lot in our academic journey.

Thanks go to AAA and GCAS for the help and directions which the teams always give when they visit the University for evaluation. Your recommendations and pieces of advice have helped us to do things right and to remain focused.

As the Chief Executive Officer (CEO) of Bugema University, I would like to thank the three Executive Officers of Uganda Union– the President, Executive Secretary and the Treasurer for their immense support and for the trust they have put in me. For the love you have for me and for the open ears you give to me always, I say thank you. I wish you all the best in the work you do for the Union.

Again as the CEO of the University, I would like to thank my fellow administrators, staff, faculty and students who are peace loving and supportive. The peaceful environment has helped us to concentrate on development and improvement. God bless you all.

To Dr. Richard Raj. and the Friends of Bugema in USA we would like to thank you for sponsoring students and for the initiative you have taken to fund the School of Theology building on campus for us. For all the other plans you have for us, we say thank you, Dr. Raj.

As we start the new academic year, 2014-2015, we look forward into the future with hope and optimism. With God on our side, and with the support we get from all of you, we know that we will succeed in all our endeavors. As Paul says in Romans 8:37, “Yet amid all these things we are more than conquerors and gain a surpassing victory through Him who loved us” – Amen