



THE UNIVERSITY OF FIJI

2013 ANNUAL REPORT



1. 0 MESSAGE FROM THE ACTING VICE-CHANCELLOR



Acting Vice Chancellor, Dr. Chandra Dulare

I took over the position of Acting Vice-Chancellor on 2 December 2012, following the departure of Professor Mahendra Kumar.

Upon taking up office, I very quickly embarked upon two strategic tasks: meeting with crucial Ministers and permanent secretaries to assure them that things were fine at the University, and a vigorous marketing campaign to increase student numbers and fee revenue.

Both these activities were highly successful. Student numbers grew by more than 250 over previous trend and fee revenue increased by more than half a million dollars during the first semester.

The University is doing vigorous marketing to increase student numbers which will be a major contributor to fixed income generation. Increased in students numbers will also assist in increased government funding. University is also marketing for donor funds and sponsor for its capital projects and also securing funds from various donors to support student loan scheme.

To promote teaching as an academic discipline and provide training, resources and support to enhance teaching, learning and advising two trainings (IWRM Conference and Supply Chain Workshop) were conducted this year where the entry was free the University staff.. More training programmes are being developed for example, Customer Care training, OHS training, etc.

I wish to record at the outset the excellent support I have received from the Registrar and his staff, other support staff and all academic staff. I am also indebted to the advice and support provided by the Pro Chancellor.

This reports records the University's gratitude to the Arya Pratinidhi Sabha of Fiji, members of the University council and the hardworking academic and non academic staff. Hearty thanks to the Government of Fiji for their continuous support. I also acknowledge all the other stakeholders' input and assistance.

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2. 0 COUNCIL

Name	Appointment by
APPOINTED MEMBERS	
Pt. Bhuwan Dutt	Ex-Officio
Dr Chandra P Dulare	Ex-Officio
Mr Umesh Chand	Arya Pratinidhi Sabha of Fiji
Mr Arun Padarath	Arya Pratinidhi Sabha of Fiji
Pt Narendra Prasad	Arya Pratinidhi Sabha of Fiji
Mr Ravindra Varman	Arya Pratinidhi Sabha of Fiji
Mr Shanti Saroj	Arya Pratinidhi Sabha of Fiji
Mr Agni Deo Singh	Fiji Teachers Union
Mr Abdul Qayyum Khan	Fiji Muslim League
Mr Kamal Shasaiya Mani	Dakshina India Andhra Sangam of Fiji
Mr Swami Tadananda	Rama Krishna Mission
Mr Dewan Chand Maharaj	Shree Sanatan D P Sabha of Fiji
Mr Dalabar Singh	The Sikh Association of Fiji
Mr Manhar Narsey	Gujarat Education Society in Fiji
Mr Filipe Bole	Government – Education Department
Ratu Meli Q Saukuru	Ba Provincial Council
Prof. Altaisaikhan Khasag	Appointed by Senate
Vacant	Executive of Students Association
Vacant	Elected Non Professorial Member
Mr Anil Tikaram	Co-Opted Member
Ms Vasantika Patel	Co-Opted Member
Mr Govind Singh	Co-Opted Member
Mr Padam Raj Lala	Co-Opted Member
Deans of School	Upon Invitation
Pt Kamlesh Arya	In Attendance
Mr Ravineet Sami	In Attendance

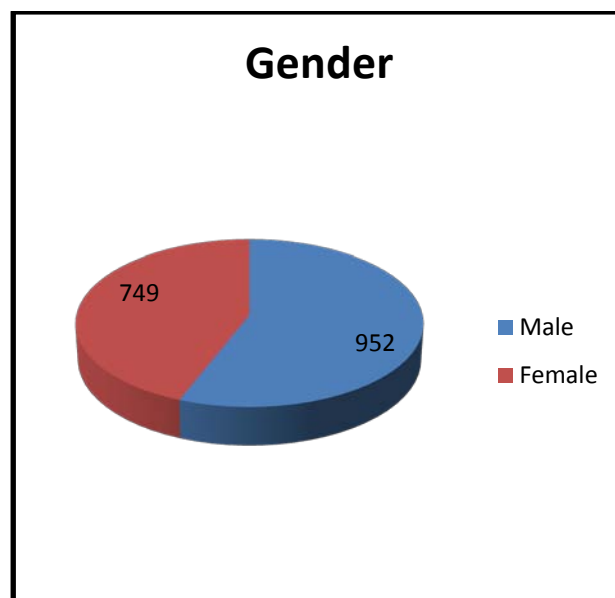
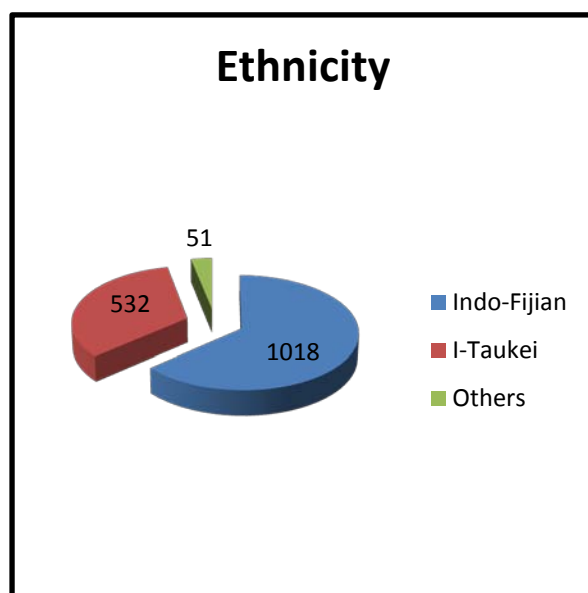
3. 0 STUDENT ENROLMENT

A total of 1701 students were enrolled in 2013 and the breakdown of the above is categorized into the following:

- a) Ethnicity and gender;
- b) Home town;
- c) Programmes; and
- d) subjects/levels/gender

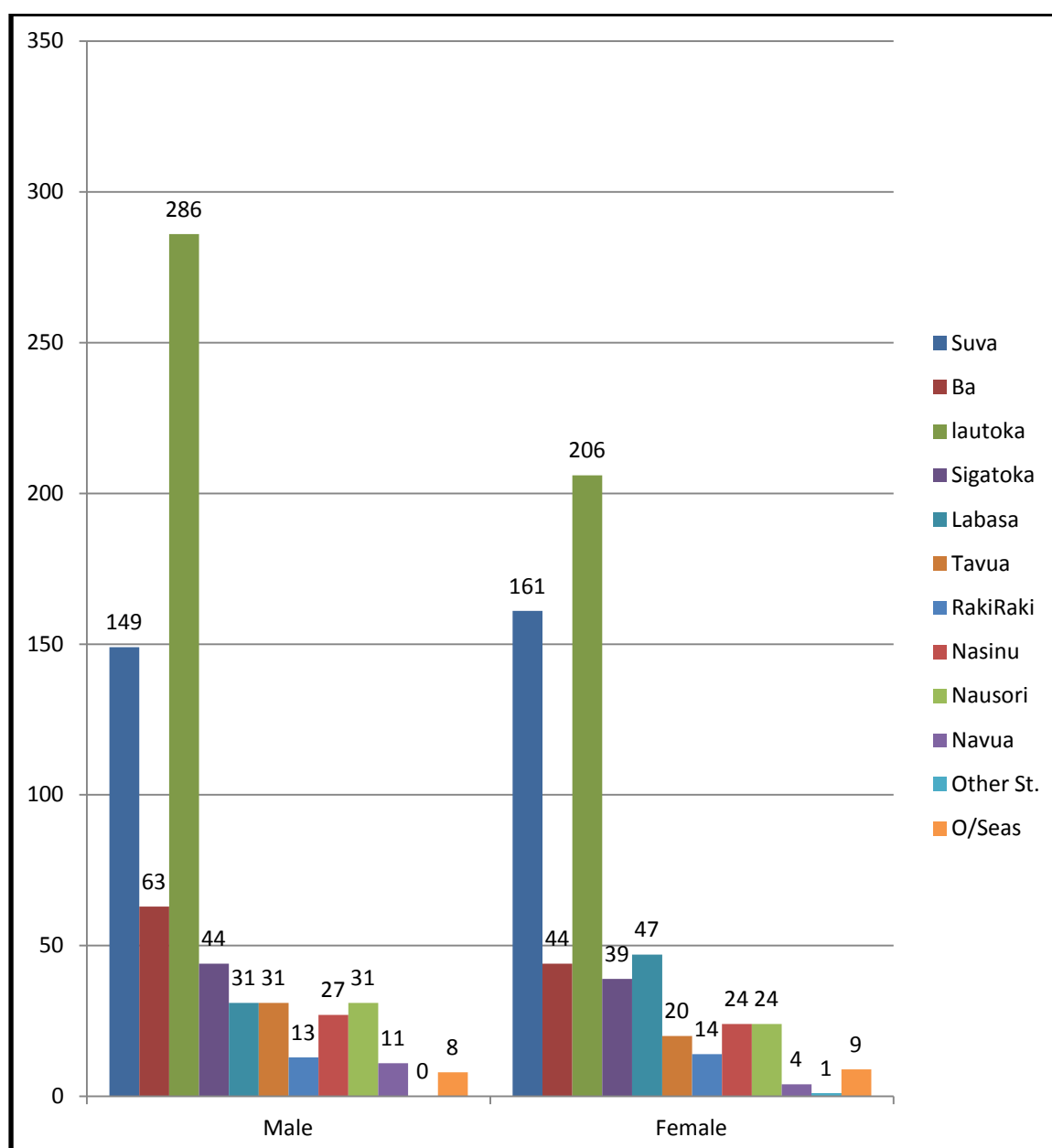
a) Ethnicity and gender

By Ethnicity and Gender	Indo-Fijian	I-Taukei	Others	Total
Female	550	371	31	952 (56%)
Male	468	261	20	749 (44%)
Total	1018(60%)	632 (37%)	51 (3%)	1701



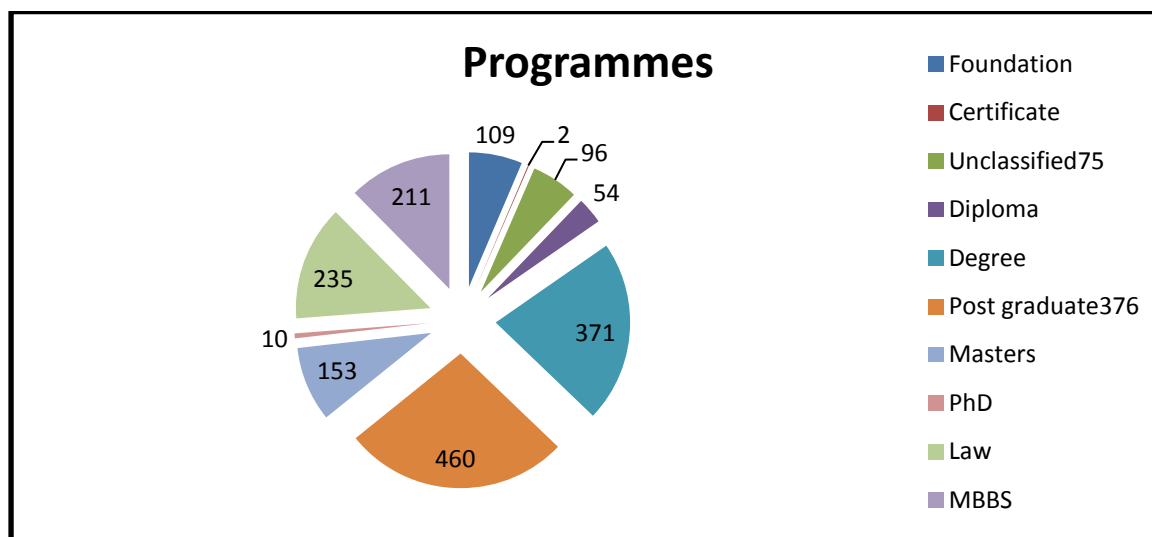
b) Home town

By Home	Suva Lami	Ba	Nad	Ltk	Sigtk	Lab. Savu2	Tav.	Ra	Nas.	Nau.	Nav	Oth.	O/S	Tot
Female	149	63	258	286	44	31	31	13	27	31	11	0	8	952
Male	161	44	156	206	39	47	20	14	24	24	4	1	9	749
Total	310	107	414	492	83	78	51	27	51	55	15	1	17	1701



c) Programmes - 2013

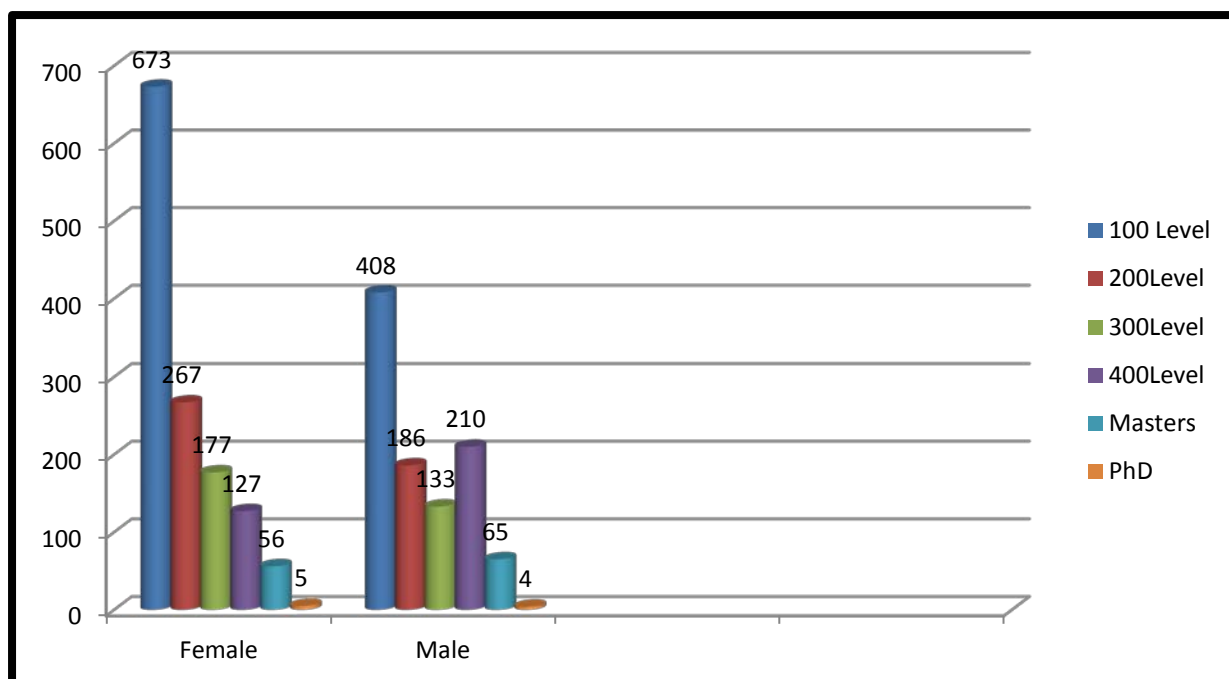
Programme	Fnd.	Cert	U/C	Dip	Deg	PG	Masters	PhD	Law	MBBS	Tot.
No. of Students	109	2	96	54	371	460	153	10	235	211	1701



d). Enrolment by subject/ level/gender - 2013

Level	100		200		300		400		MA		PhD	
	F	M	F	M	F	M	F	M	F	M	F	M
ACC	43	24	28	15	29	21	0	0	0	0	1	3
BIF	N/A	N/A	3	4	1	4	0	0	N/A	N/A	N/A	N/A
BIO	25	8	13	4	9	3	N/A	N/A	N/A	N/A	N/A	N/A
CHE	29	9	10	6	9	2	N/A	N/A	N/A	N/A	N/A	N/A
ECO	24	10	21	13	14	4	3	1	0	0	0	0
EDU	0	0	1	6	38	31	84	95	33	35	2	6
ESC	N/A	N/A	14	6	8	2	N/A	N/A	N/A	N/A	N/A	N/A
HIC	50	25	18	8	20	12	7	1	N/A	N/A	N/A	N/A
INR	N/A	N/A	N/A	N/A	N/A	N/A	11	20	6	19	N/A	N/A
ITC	72	62	17	19	23	24	1	5	1	2	0	0
ITK	82	37	15	7	28	12	N/A	N/A	N/A	N/A	N/A	N/A
LAW	64	53	58	43	66	70	3	10	N/A	N/A	N/A	N/A
LLC	153	90	24	11	19	11	26	12	6	3	0	0
MBA	N/A	N/A	N/A	N/A	N/A	N/A	51	78	13	29	N/A	N/A
MGT	31	10	23	12	18	9	2	2	0	0	0	0
MTH	40	18	9	8	4	2	0	0	0	0	0	0
PHY	6	1	13	6	0	0	N/A	N/A	N/A	N/A	N/A	N/A
UUU	78	32	60	22	46	15	8	6	1	1	N/A	N/A
TOTAL	673	408	267	186	177	133	127	210	56	65	5	4

e). Enrolment in different levels breakdown into gender.



MBBS Student Enrolment - 2013

Year	Year 1		Year 2		Year 3		Year 4		Year 5		Year 6		TOTAL
Gender	F	M	F	M	F	M	F	M	F	M	F	M	
Nos.	37	20	22	19	15	8	26	11	10	10	20	3	<u>211</u>

4.0 GRADUATION DATA

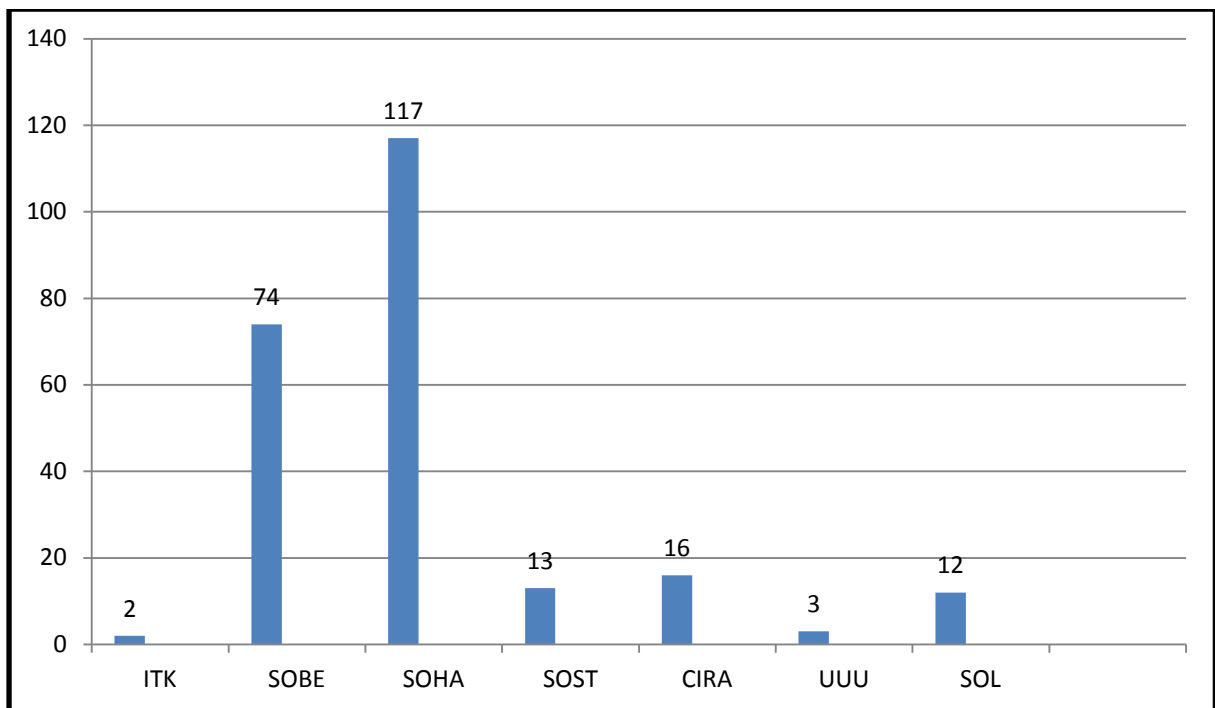
The sixth Graduation Ceremony was held at the Saweni Campus on 12 April 2013 in the forenoon in the presence of the Chancellor His Excellency Ratu Epeli Nailatikau. The Graduation Ceremony saw 250 students graduate, the largest number so far. The Ceremony was well attended by Council Members, invited dignitaries and the parents of the graduands. The Vice-Chancellor in his address acknowledged the progress UniFiji had made and urged the graduating students to be faithful ambassadors of the University.

The Chancellor in his speech to the graduands urged them to become responsible adults and contribute to the economic development of Fiji. Thanks to the Graduation Committee for a job well done as it has received accolades from several quarters including the Chancellor’s office.

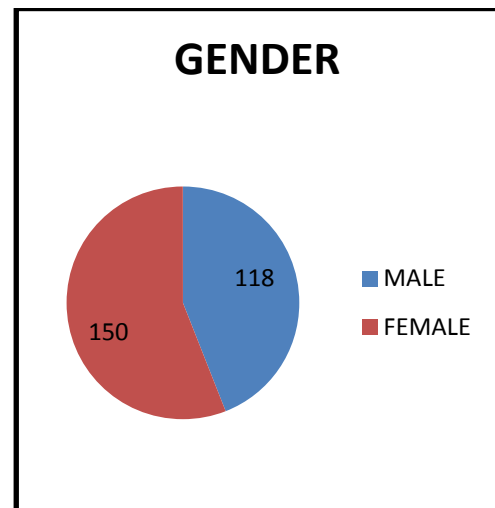
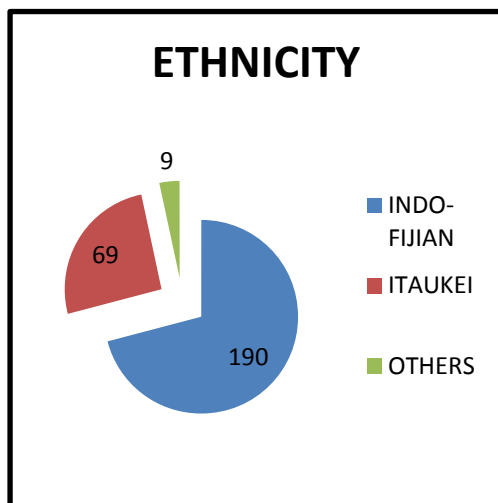
The second graduation was on 6th of December where the first 33 medical students graduated. All were absorbed into government hospitals soon after graduation.

The table shows the graduation data breakdown into gender and ethnicity in different areas of study.

DEPT	CIRA	ITK	UUU	SOBE	SOHA	SOST	SOL	FND.	M	F	INDO-FIJIAN	I-TAUKEI	OTH.	TOT
NOS.	16	02	3	74	117	13	12	33	118	150	190	69	9	268



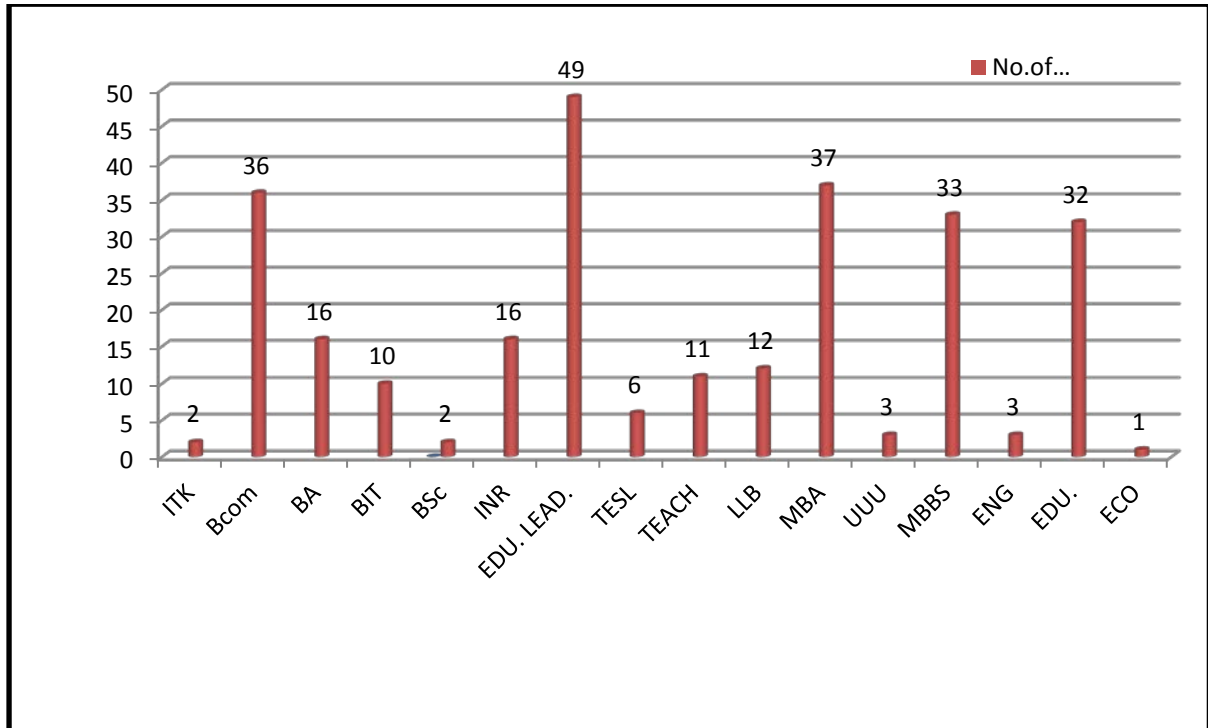
Graduates from different school/centre



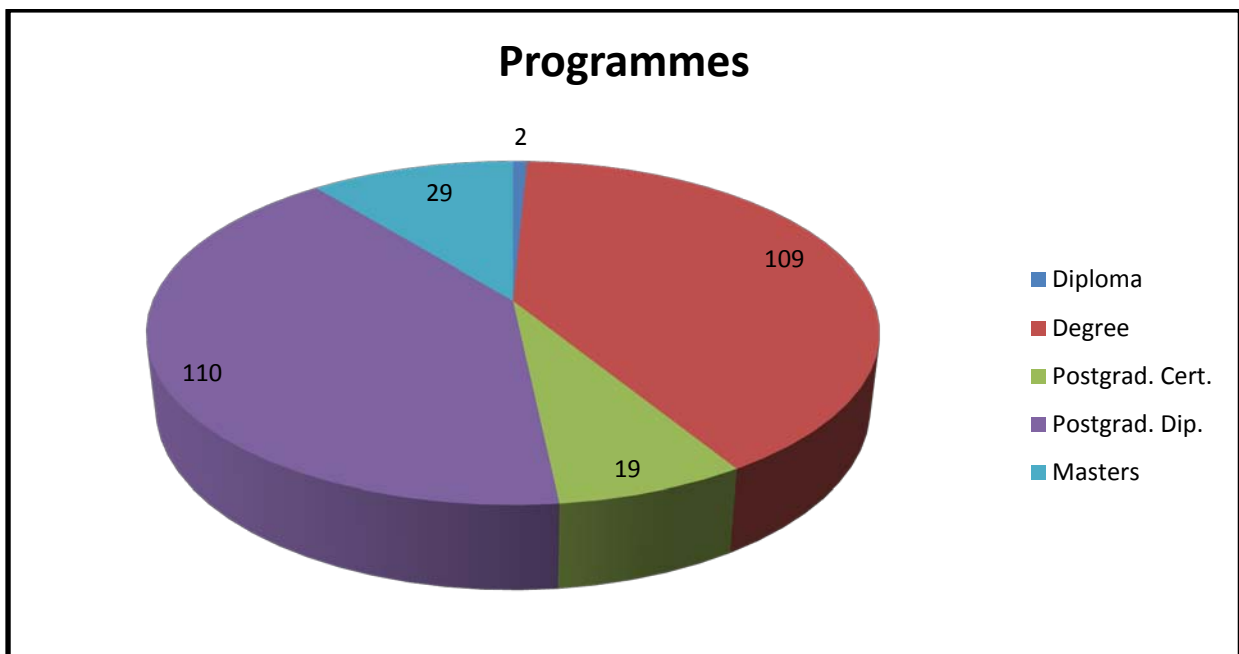
The breakdown of the graduates into gender and ethnicity

PROG .	DI P	DEGREE						PGCERT		PG DIP								MASTERS			
COUR SES	IT K	BCom	BA	BIT	BSC	LLB	MBS	MBA	INR	MBA	ENG	EDU	TEACH	ED. LEAD	ECO	TESL	WWW	INR	EDL	INR	MBA
NOS.	2	36	16	10	2	12	33	14	5	13	3	32	11	33	1	6	3	8	16	3	10

The breakdown of graduates under different programmes for 2013.



The graduates under different courses for 2013.



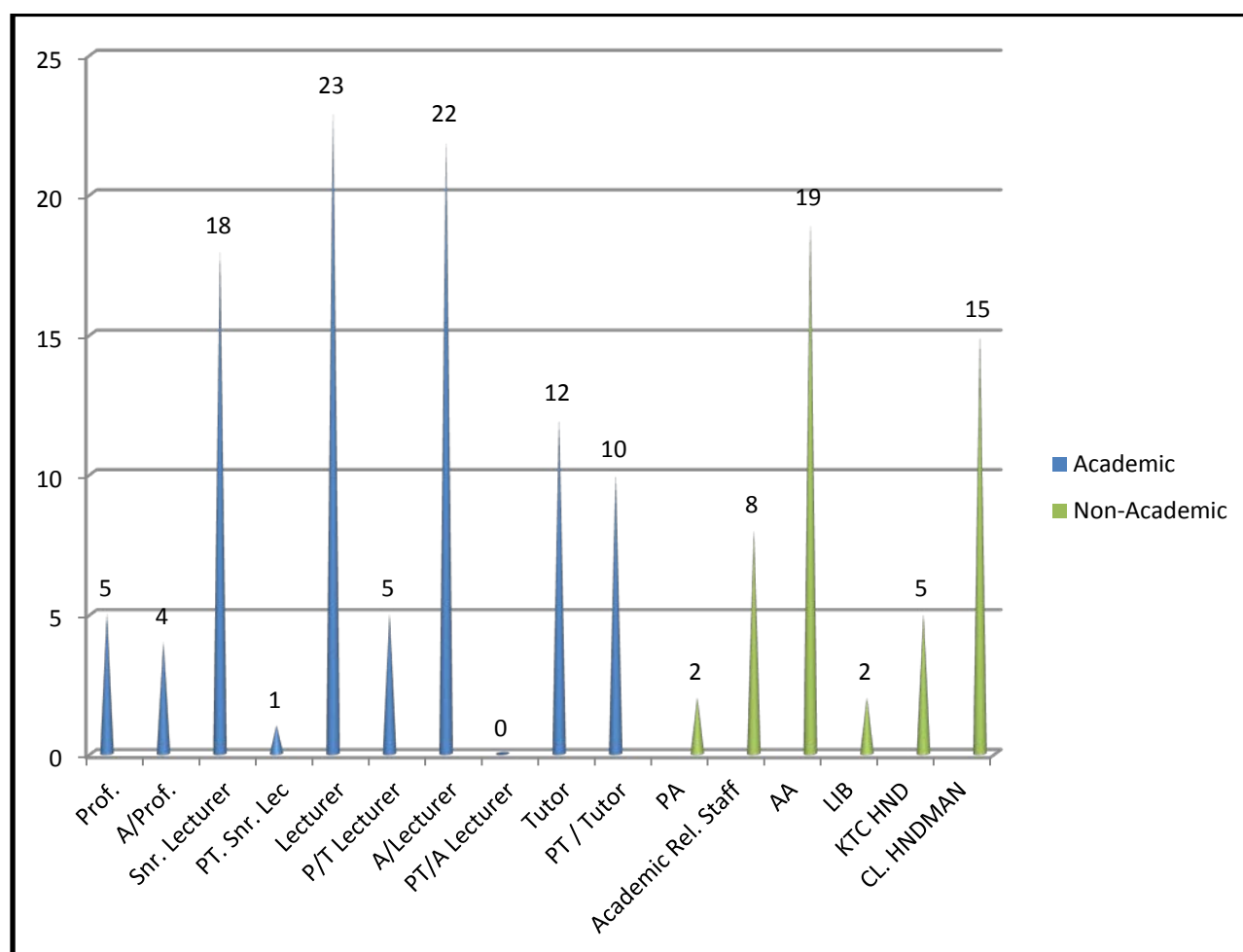
5.0 STAFFING

ACADEMIC STAFF										TOTAL
Prof	A/Prof	Snr Lect	P/T Snr. Lecturer	Lect.	P/T Lect.	Asst. Lect.	P/T Asst. Lecturer	Tutor	P/T Tutor	
5	4	18	1	23	5	22	-	12	10	100

A total 100 Academic Staff under different classification for 2013.

NON – ACADEMIC STAFF						TOTAL
Personal Assistants	Academic Related Staff	Admin. Assistants	Library	Kitchen Hand	Cleaners & Handyman	
2	8	19	2	5	15	51

A total of 51 Non Academic staff under different classification for 2013.



A total 151 staff under different classification for 2013.

5.1 Departures

The following staff left the University over the last quarter:

Sashi Parwati	Cleaner
Edrina Chand	Customer Services Assistant, Registrar's Office
Rohitash Chandra	Senior Lecturer CS/IT
Sanmogam Goundar	Senior Lecturer CS/IT
Pamela Kenilorea	Lecturer in Law
Amresh Kumar	Facilities Officer
Mahendra Kumar	Vice-Chancellor
Litiana Kuridrani	Senior Lecturer in Basic Professional Skills
Joyce Latchmi	Administrative Assistant
Minakshi Maharaj	Lecturer in LLC
Rupika Nandan	Lecturer in Law
Lusia Penjueli	Admin/Resource Officer - CIS
Shaleshni Prasad	Tutor in LLC
Roneeta Raina Sharma	Assistant Lecturer in Biology
Rohini Singh	Bookshop Staff
Vikashni Nand Singh	Lecturer in Chemistry
Yogesh Dhawan Singh	Library attendant
Nemani Tuifagalele	Lecturer in Law
Vidya Wati	Canteen Staff
Priyatma Singh	Assistant Lecturer in Biology
Rabiya Rahman	Administrative Assistant, MBA
Prof Robert Hogan	Professor of Education
Lalesh Sharma	Lecturer in Education
Shaneil Narayan	IT Manager
Nawazish Ali	Tutor (expected to leave in October)

5.2 Staff Arrivals

The following staff have joined the University:

Ashish Dutt	Administrative Assistant, SAS
Fotagkauriro Aisea	Administrative Assistant, CIS
Michelle Kumar	Administrative Assistant, UPSM
Nakisha Bi	Administrative Assistant, Bookshop
Rabiya Rahman	Administrative Assistant
Kamlesh Arya	Registrar
Randhir Charan	Manager HR
Shaileshni Sangita Devi Prasad	Marketing Officer
Prof Kieran James	Professor of Accounting
Emmanuel Iyabora	Lecturer in Accounting
Ashwin Nand	Assistant Lecturer in Economics
Prof Robert Hogan	Professor of Education
Nanise Vakarau	Assistant Lecturer in Education
Geetika	Assistant Lecturer in Biology
Dr. Priit Kilgas	Senior Lecturer in Biology
Roselyn Naidu	Assistant Lecturer in Chemistry
Dr. Syed Ghani	Senior Lecturer in Chemistry
Sanjay Raj Singh	Tutor in Chemistry
Ramendra Prasad	Assistant Lecturer in Physics
Nikleshwar Datt	Assistant Lecturer in Mathematics
Adi Salaseini I Naivaluvou	Lecturer in Law
Ilisapeci Whippy	Lecturer in Law
Marika Degei	Lecturer in Law
Atelini Bai	Lecturer in LLC
Sanjaleen Prasad	Tutor in LLC
Dr. Joel Trazo	Lecturer in Community Medicine
Dr. Fred Merchant	Senior Lecturer in Anatomy; Head of Basic Sciences
Dr. Wilma Cruz	Lecturer in Obstetrics and Gynaecology
Prathika Goundar	Lecturer in Education

Rajneel Prasad	Administrative Assistant (Facilities)
Dr. Pitigala A Kumara	Senior Lecturer in Management & MBA
Karishma Naidu	Relieving Administrative Assistant, CIRA & MBA
Vinesh Kumar	Part-time Lecturer in Management
Manpreet Kaur	Lecturer in Linguistics
Matilda Gibson	Part-time Lecturer in LLC
Ruveni Tuimavana	Assistant Lecturer in Education
Priyatma Singh	Lecturer in Biology
Jamie Anne Bancod	Assistant Lecturer in Law

Staff on temporary or Part Time contracts:

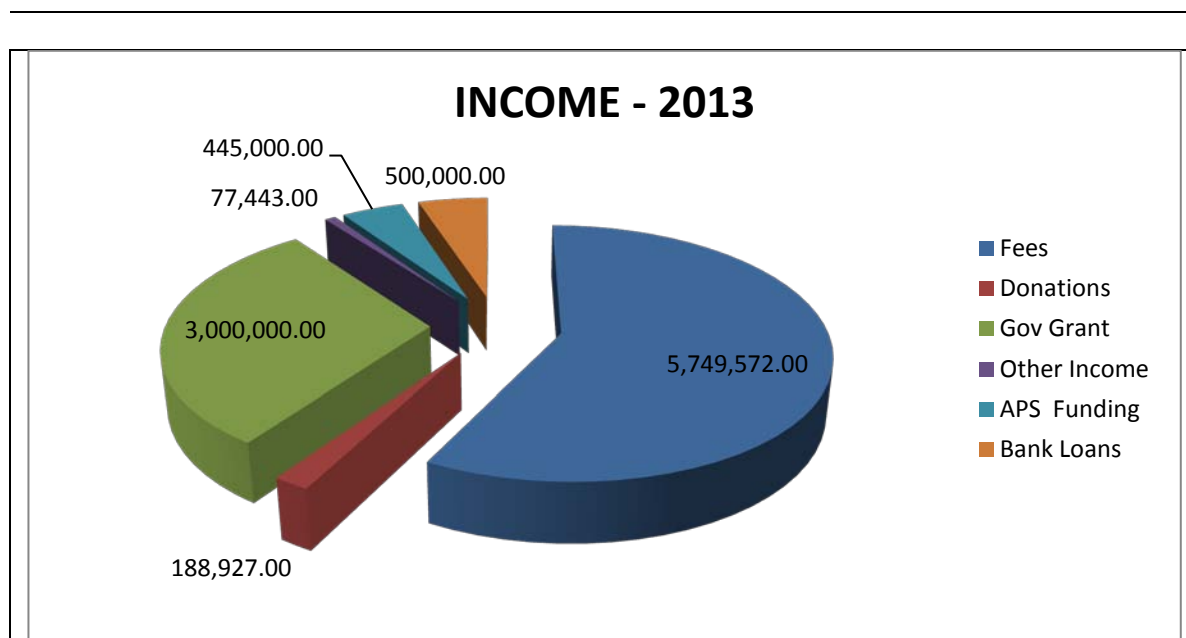
Employee Status	Names	Position	Total
Part Time	Jiten Singh	Senior Lecturer	1
	Joeli Veitokiyaki	Senior Lecturer	1
	Kathleen Taito	P/T Lecturer	1
	Manulawa Kolinisau		
	Sukanavere	Tutor	1
	Matilda Catherine Gibson	P/T Tutor	1
	Mukesh Kumar	Tutor	1
	Rajneesh Lata Charan	Lecturer	1
	Sharneet Shalvin Singh	P/T Assistant Lecturer	1
	Aderemilekun Babatunde	Lecturer	1
Part Time Total			9
Temporary	Ashwin Vikash Nand	Assistant Lecturer	1
	Karishma Archana Naidu	Administrative Assistant	1
	Rajeshni Lata	Library attendant	1
Temporary Total			3
Grand Total			12

6.0 GOVERNMENT GRANT ACQUITTALS & SCHOLARSHIP

Pacific Islands Universities Research Network agreement signed.

ACP-EU Co-operation programme in Higher Education grant⁵ approved for collaborative project between UniFiji, UPNG and University of Alicante, Spain for 3 years: 398,993 Euros.

INCOME - 2013							
Funding Agency	Fees	Donations	Gov Grant	Other Income	APS Funding	Bank Loans	TOTALS (\$)
Amount	5,749,572.00	188,927.00	3,000,000.00	77,443.00	445,000.00	500,000.00	9,960,942.00



7.0 SCHOOLS & CENTRES

7.1 Foundation Studies Programme

7.1.1 Introduction

The Foundation Studies Programme consists of four strands, with a total of twelve subjects being offered. Foundation Studies offers courses in both semesters one and two. Enrolments include Foundation Studies and Unclassified Programme

studies offered in both the semesters. Once students successfully complete Foundation Studies Program, they enter into full degree programme here at the University of Fiji. With the passing of a decade, Foundation Studies has progressed extensively, with the inclusion of Distance and Flexible Learning for Language, Literature and Communication Course at foundation Level offered for interested students in Suva Campus. Each semester, Foundation Studies has increased its student enrolment which is a testimony of student confidence in the programme as it continues to provide meaningful learning to our students both in Saweni and Suva Campus.

7.1.2 Teaching and Learning

Foundation Studies currently has twelve teaching staff each semester, based on the four strands of courses offered to students. Ten staff members are full-time staff for the Campus while two are on contractual arrangement teaching Foundation Geography and History from the Social Science strands. Foundation English is also offered in Suva Campus through Distance and Flexible Learning Mode. The offerings include an array of options that allow passionate learners to create their own educational path to the undergraduate programmes offered here at The University of Fiji.

Four exciting Foundation concentrations provide zealous learners the opportunity to study an area of their choice at the initial stage, and later creates a pathway for myriad undergraduate Programmes. There is ample support provided to students and staff use Moodle regularly to impart information on their courses. A Foundation Studies Notice Board has been placed outside Ms Manpreet Kaur's office. All announcements and events are posted on the board to create awareness amongst the students.

7.1.3 Student Enrolments in 2013

Foundation: 109 students

Unclassified: 89 students

7.1.4 Strands offered by Foundation Studies

The Foundation Studies Programme is available in four strands, namely:

Foundation Science

Foundation Information Technology and Mathematics

Foundation Social Science

Foundation Commerce

7.2 Unclassified Studies Programme

The Unclassified Studies option at the University also enables students to take Foundation courses in subjects they have not passed in Year 13, while also enrolling in degree courses in subjects they have passed at Year 13 level.

7.3 Appointment of Co-Directors for Foundation Studies

Ms Priyatma Singh and Ms Manpreet Kaur were appointed as the Co-Directors for Foundation Studies on 11th November, 2013. Ms. Priyatma was entrusted with heading Foundation Science and IT/Mathematics while Ms. Manpreet Kaur was bestowed with the responsibility to Head Foundation Social Science and Commerce Streams. The two Co-Directors have taken the responsibility to ensure Foundation Studies Programme delivers quality education, thus, an ideal career path to undergraduate programmes.

7.4 Marketing and Registration

The rising numbers of Foundation students over the past years indicate that Foundation Program is quite popular and carries immense potential for further development. Staff from various departments has represented the University on vigorous planned marketing visitations in 2013 during Mid-Semester Break covering all high schools in the Western Division. During these visits, representatives from each school also informed the students about Foundation and Unclassified Studies, their entry requirements, strands under Foundation Studies and distributed Foundation Studies brochures. Also, further marketing is planned through University of Fiji Open Day scheduled in July to promote Foundation Courses.

7.5 Foundation Studies Engagement with Community

Ms Manpreet Kaur

- Invited as Chief Guest at Lautoka Arya primary School on 25th November, 2013 for Annual Awards and Open Day from 9-1pm.
- Invited in the Capacity of Co- Director for Foundation Studies at Gurukul Primary School for their Annual Awards Day on 26th November, 2013 from 9.30 to 1pm.
- Organized Christmas Eve Treat for Velomani Boys' Home in Namosau, Ba on 24th December, 2013.

7.6 Summation:

2013 was accomplished on a high note with an increase in student number achieved through the dedication and commitment of all foundation staff members. The Foundation Team hopes to enhance the intake in all four strands in 2014. The Department wishes to thank all the teaching staff, technical support from Foundation Studies Administrative Assistant, Ms. Harmindar Kaur and the students of the University of Fiji for making this year a thriving one.

8.0 School of Humanities and Arts

8.1 Introduction

School of Humanities & Arts (SoHA) has established itself as an important School of the University of Fiji with a commendable national and international profile. Its programs in Education, Language, Literature & Communication continue to attract students from year 1 to PhD and EdD levels. This year at the University Graduation we had a number of students graduating in English and Education with post graduate diplomas and degrees apart from undergraduate qualifications. The School of Humanities & Arts consists of the Department of Language, Literature & Communications and the Department of Education.

8.2 Department of Education

The Department of Education in the School of Humanities and Arts is a rapidly expanding section dedicated to providing the very latest approaches to teaching, learning and leadership within the Fiji context. The Department currently has four fulltime lecturers. Dr. Wahab Ali coordinates the EdD program, while Ms Prathika Gounder coordinates the Masters program. Ms Atelini Bai coordinates the Graduate Diploma in Teaching Program while Ms Mohini Devi coordinates the programs at the Suva Campus together with Ms. Nanise Vakarau. This is the first time we have a full time Education Staff based at the Suva Campus. Professor Bob Hogan joined the Department for a short stint and left after a few months.

8.2.1 Programs offered by the Department

- Doctor of Education
- Postgraduate Diploma in Educational Leadership
- Master of Educational Leadership
- Postgraduate Diploma in Education
- Master of Teaching
- Graduate Diploma in Teaching
- Bachelor of Teaching

8.2.2 Departure of the Dean of SOHA, Professor Satendra Nandan

Professor Satendra Nandan completed his term on 28th February, 2013 and did not seek for the renewal of his contract due to his personal and national commitments. Professor Nandan has been the Foundation Dean for SOHA and had been a pillar of strength for all the staff members. We congratulate him for his appointment as a member of the Constitution Review Team in Fiji and thank him for all he has done for the University of Fiji.

8.2.3 Appointment of Acting Dean SOHA

Dr. Wahab Ali was appointed as the Acting Dean with effect from 1st March 2012. Dr Ali joined the Department as a Senior Lecturer on 22nd February 2011. He acted as Head of Department for education with effect from 9th July 2011 and was subsequently appointed as the substantive head on 12th August 2011. Dr. Ali acted as Dean of SoHA from 3rd December 2011 – 12th January 2012 while Professor Nandan was on leave. The School wishes him all the best in his appointment.

8.2.4 Doctoral program

A major development this year has been the Senate's approval of the Doctor in Education (EdD) Program in collaboration with the University of New England, Australia. This is the first of its kind program in the South Pacific. The program rolled out this semester with 8 students which is a rational number for a doctoral study. The EdD program consists of 4 course work units and a portfolio/thesis. The current students are all enrolled in EDU780

Professional Workplace Culture & Learning. The students are taught online from Australia by Professor Ken Nobin and they lately attended an intensive holiday class with Professor Tom Maxwell at the Saweni Campus.

8.2.5 Visit by Adjunct Lecturer

Professor Tom Maxwell was at the University from 30th April to 4th May. He took a week of intensive class with the first cohort of our EdD students. His teachings centred on doing research related activities. Professor Maxwell is a great writer and publisher of research articles and has widely travelled the world giving seminars and has a wide experience supervising doctorate students doing their thesis worldwide. Having counterparts from external universities is a great advantage to our students as it provides them new perspective to learning and teaching. Currently Professor Tom Maxwell is an adjunct Professor at the University of New England.

8.2.6 Visit by the Permanent Secretary for Education, Dr. Brij Lal

Dr Brij Lal, The Permanent Secretary for Education, National Heritage, Culture and Arts, Youth and Sports was invited as a guest academic during the joint lecture of all the Post Graduate Students in Education on Saturday 3rd March. He thanked the University for inviting him and suggested that closer links needed to be built between the University and the Ministry of Education as they are one of the key stakeholders. He was quite impressed by the courses offered by the Department and suggested that issues like ethics, values, internal assessment and reforms could be integrated in our education courses. He suggested that we needed to have regular meetings and invited the Department to address the Senior Management Board of the Ministry of Education. This took place on 13th March at the Marela House.

8.2.7 May Holiday Class

An intensive holiday class was held at the Suva campus from 7th to 12th May 2012. Ms Mohini Devi coordinated this unit and had 18 students. Most of the students were our continuing students while some were from other departments and ministries. *EDU405 Contemporary Issues in Education* focuses on examining the current issues affecting education in Fiji, Oceania and beyond through the perspectives of history, philosophy, sociology, psychology, anthropology and politics of education. This course covers interesting and relevant topics in Education globally and blends them with contemporary issues and reforms currently implemented in our schools. EDU405 is one of the courses that leads toward a Masters Degree in Educational Leadership.

8.2.8 Externalizing the Education Units

As part of its outreach program the Department of Education has for the first time began offering a post graduate unit in Tavua. For the first time, the students in Tavua are enrolled in a post graduate program offered by the University of Fiji. Mr Lalesh Sharma coordinates *EDU401 Educational Leadership for the 21st Century* and has 20 students. He travels to Tavua to conduct this class on Saturdays. Most of the students are high school teachers, vice principals and principals. The unit is very relevant as it exposes students to a number of leadership styles and enables them to make sound decisions in the administration and management of their schools.

8.2.9 Staff Resignation

Ms Sarita Harish resigned as a Lecturer in Education after serving the University for about 3 years. She had been a pillar of strength for the Department and has contributed a lot towards the designing and teaching of Masters in Teaching Program. Before joining the university Ms Sarita was a civil servant and a distinguished curriculum developer and writer. She leaves the University of Fiji to join Fiji National University as an Assistant Registrar. We wish her all the best in her new appointment.

8.3 Department of Language, Literature & Communication

The Department of Language, Literature & Communication in the School of Humanities and Arts offers a number of programs from degree level to Masters and PhD Level. Major changes have occurred in the staffing of the LLC Department. Associate Professor Cliff Benson is now Acting Head of Department and one new member, Ms Shaleshni Prasad, recently joined the Department as a tutor. Ms Prasad is also delivering the three French courses on offer this semester. With the departure of Professor Satendra Nandan, and the imminent departure of Dr Jyoti Nandan, the Department is assigning the three existing experienced staff to ensure the maintenance of high quality delivery of the upper level (including post graduate) literature courses.

8.3.1 Enrolments

Enrolments continue to be very high for LLC101, English for Academic Purposes course, but moderate for other 100- to 400- level courses. The likely transfer of the Post Graduate Diploma in Teaching English as a Second Language (PGDIPTESL) Programme to the Department will substantially enhance its post-graduate offerings, hitherto confined to literature courses.

8.3.2 Hindi Section

Highlights not only for the Department, but for the University, were two activities organized by the Hindi section of the Department, namely

- A two-day seminar on the teaching and promotion of Hindi, attended by nearly 40 participants including FNU and USP colleagues. The facilitator was Professor Ramvir Prasad, Second Secretary of the High Commission of India.
- An outstanding Girit Smriti function was organized on Friday May 13th, the chief guest for which was his Excellency, Mr. Vinod Kumar, the High Commissioner for India.
- Also of note are the following activities of Mrs. Suklesh Bali during Semester one:
 - ✓ Chief Guest at Drasa Secondary School, Hindi Day Celebration - 7th March, 2012.
 - ✓ Chief Guest at FNU, 'Ek Shaam Hindi Ke Naam', - 16th March, 2012.
 - ✓ Chief Guest at Gurukul Primary School on the occasion of Arya Samaj Sthapna Diwas, - 03rd May, 2012.
 - ✓ Coordinator and speaker on the occasion 'Girit Remembrance Day' 11th May, 2012.
 - ✓ Coordinator of a Musical Programme at Unifiji – 1st February, 2012.

9.0 School of Science and Technology

9.1 Promotions of Staff/Appointment

Mr. Nikleshwar Datt was appointed as an Assistant Lecturer to the Department of Mathematics in March 2013 and Mr Nawazish Ali as a Tutor to CS/IT Department. Ms Rajneesh Charan and Mr Sharnit Singh were appointed for part time teaching commitments.

External Advisor and Moderator to the Mathematics Department, Dr Jito Vanualailai, Associate Professor and Director of Research at the University of the South Pacific was appointed for another three-year term.

Adjunct Associate Professor Dr. Donald Davendra was appointed to the Department of CS/IT. Dr Davendra is an Associate Professor to the Department of Computing Science at the University of Ostrava in Czech Republic

9.1.1 Visiting Professor

External Advisor to the CS/IT Department, Professor Dharmendra Sharma from University of Canberra visited UniFiji in June 2013. Business Informatics and Information Technology courses were reviewed. Bachelor of Business Informatics was implemented in 2011 under the University of Canberra collaboration.

External Advisor to the Mathematics Department, Dr Gurudeo A. Tularam of Griffith University in Australia visited UniFiji in 2013. Dr Tularam is a Senior Lecturer in Mathematics and Statistics at Griffith.

9.1.3 Community Engagement

Mr Nikleshwar Datt was the guest speaker at Ratu Navula Secondary School during Math & Physics week celebrations.

9.2 Science Department

9.2.1 New programme offering

BSc in Environmental Science was proposed and developed (to be taught in 2014).

New courses developed and taught for the first time:

BIO311 Research Topics in Plant Biology
BIO312 Physiology
BIO313 Marine Biology
CHE311 Qualitative and Quantitative Techniques
CHE314 Biochemistry
CHE312 Aquatic Chemistry
CHE313 Applied and Environmental Chemistry
PHY212 Atmospheric Physics
PHY214 Physics of the Environment
ESC200 Scientific Methods

New courses were proposed (to be taught in 2014):

BIO214 Microbiology
BIO 212 Genetics
PHY314 Electricity and Electronics
GEO200 Physical Geography

9.2.2 Grants

The previous Head of Science Department, Prof. Mahendra Kumar, in collaboration with University of Alicante, Spain and University of Papua New Guinea, PNG received a grant from ACP-EU Co-operation Programme in Higher Education (EDULINK II) amounting to 338 993 EUR – for the Renewable Energy in Pacific Islands: Developing Skills and Capacity (EPIC) project. The main objectives are to develop a joint masters program in Renewable Energy Management Program and Centre of Renewable Energy at University of Fiji and University of Papua New Guinea. University of Alicante is coordinating this project.

A grant of FJD 5000 was received from IWRM – Nadi Project for the completion of the Nadi Basin Literature review.

9.2.3 Renewable Energy Project

Dr. Syed Ghani and Mr. Ramendra Prasad participated in the Kick-Off meeting of the Renewable Energy in Pacific Islands: Developing Skills and Capacity (EPIC) project at University of Alicante, Spain. 18-29 November, 2013.

10.0 School of Business and Economics

10.1 Staffing

The school continued to operate with limited staff especially in Accounting & Finance and the Economic Department. The school was able to recruit a Professor in Accounting and this was expected to facilitate in the accreditation of the Accounting Programmes with the Fiji Institute of Accountants. The MBA programme continued to rely on both internal and external part time lectures to deliver this programme.

10.2 Consultancy

SOBE staff undertook external consultancy in job evaluation and fee structure for a tertiary institution, strategic management workshop and development of a strategic plan for a statutory organisation; and conducted a workshop on Supply Chain Management.

10.3 Research and publication

Professor Narendra Reddy and Dr Amaradasa presented a paper titled “Challenges in nursing education for the global market: the case of Fiji”. This paper was presented at the XXX Pan-Pacific Conference held in Johannesburg, South Africa 2013 and was subsequently published in the *International Journal of Business and Social Science*, Vol 4 No 5 pp 246-250.

10.4 Academic matters

The Management Department started offering a Postgraduate Diploma in Management. MBA programme delivery was expanded and offered face to face in Sigatoka from trimester 3. This programme continues to generate surplus cash for SOBE. The majority of the students are studying on a part time basis. To facilitate this, all classes are offered in the evenings and weekends.

10.5 Employments of graduates

SOBE graduates continue to find employment within three to six months after completing their programmes of study.

11.0 School of Law

The major achievements for the School of Law for 2013 are as follows:

1. Introduction of full Master of Law program
2. Received full recognition from PSC
3. Opened doors to international students in GDLP and LLB
4. Appointed our first Academic Professor of Law
5. Started Annual Public Lecture on Sir Moti Tikaram
6. Introduced Double Major in Law with Bcom, BA
7. Started School of Law Journal
8. Offered First ever Migration Law course.
9. Sought successful bid from Council to expand Suva Campus

11.1.1 School of Law Programmes

11.1.1 LLB

The Programme was recently reviewed by School of Law Board and is in order.

The new brochures were ordered and printed and can be obtained from our Marketing Personal Ms. Sangita. *LLB brochure is annexed and marked 1.*

11.1.2 BA/LLB or BCom/LLB

This is a new program approved by the council. This programme needs to be marketed vigorously.

11.1.3 LLM

The programme is a winner and it is doing exceptionally well.

11.1.4 GDLP

The program was last reviewed in 2012 by school of law board. Mr. Udit was planning to review this program and its offering. Important: we need to consider how GDLP will be offered in Saweni campus from 2015. Also our planning for July session 2014 must start now.

11.1.5 Law Journal

This is a very important exercise. We have to begin the work on this. During the last board meeting, we appointed Mr. Udit as the editor in chief and Mr. Parmesh as co-editor.

11.1.6 Law Clinic

Since 2010 we are planning for this project. Now that the council has approved the Chief Registrar has requested that we seek approval from Board of Legal Education. Ms. Goundar is responsible for this project with.

11.2 School of Law Students

11.2.1 Enrolment Rules and Procedure

Full time students can enroll in four courses per semester but a working student can only get two courses. However, with a proper release letter from his/her employer, the student can enroll in four courses.

11.2.2 School of Law Society

Approved and functioning.

11.3 Important Matters

The following matters are of high priority;

1. GDLP graduation;
2. GDLP admission to High Court Date;
3. Visit by Justice Ajit Singh to Saweni and Suva Campuses in September. Need to organise CLE points for next year;

12.0 Umanand Prasad School of Medicine (UPSM)

The highlight of the Umanand Prasad school of Medicine for 2013 was the first graduation held for the medical students in December. A tribute was paid for the Late Mr Umanand Prasad for his generous contribution towards the establishment of the Medical School. Mrs. Prasad presented medals to all the 33 grandaunts.

13.0 Centre for International and Regional Affairs (CIRA)

The following programmes in Governance were offered in 2014 that are not offered by other tertiary institutions in Fiji.

- Postgraduate Certificate in Peacekeeping
- Postgraduate Certificate and Postgraduate Diploma in International Relations
- Master of International Relations and Diplomacy

14.0 University Wide Programmes

The following programme was introduced under University Wide programme:

- Postgraduate Certificate of Governance and Public Policy;

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- Postgraduate Diploma of Governance and Public Policy;
 - Master of Governance and Public Policy.

15.0 MARKETING AND PUBLICITY

Various marketing and advertising strategies were adopted by new Marketing and PR Officer. The marketing strategies used in 2013 are as follows:

15.1 Radio Advertisements (CFL)

Radio advertisements were carried out from mid January to February end before the beginning of the enrolment for Semester 1. Another month of on air advertisement was carried in mid June to mid July to broadcast our Open day and enrolment for Semester 2. Outdoor broadcasting was also conducted during the Open Day in both campuses.

15.2 Newspaper Advertising and Publicity

Advertising in Fiji Times and Fiji Sun is an ongoing activity in marketing. Different department ads appear in the newspapers at different time of the year. Frequency is high before enrolment and the third term of the school when high school students fill in their enrolment forms.

New Professors, events, graduation in Uni were all publicized by the newspapers either as news or in supplements. There was a 4 page lift-out on April and December graduation respectively.

15.3 Calendar inserts

40,000 calendar inserts were done in Fiji Times and Nai Lalakai. This was done for the first time and assisted in branding and creating awareness of the University in the household where the calendar has a presence throughout the year.

15.4 LED/ Digital Advertising in Suva

We broadened our marketing zones from out of “just marketing in west” to wider boundaries. To brand and market University courses before enrolment, we had:
January- February: Two general ads were screened right in the heart of Suva City.
June- August: 2 LED screens located at Navua, and Nakasi. The Nakasi ad was shifted to Sukuna Park screen in August to give great mileage to UniFiji during Hibiscus Carnival.

15.5 UniFiji Open Day

There were two Open Day organized this year; one in Suva 11th & 12th of July and another in Saweni Campus on 2nd and 3rd of July. It was the first time for Suva Campus. The response was good in Saweni. 22 secondary schools and two primary schools attended. Suva Campus opened its doors for Open Day on 11th and 12th of July. A total of 8 secondary schools participated.

15.6 Secondary School/ Organization Visitation

Academic staff, comprising of lectures primarily from Education, MBA department went to schools and organizations. Few schools from the East will also be visiting the Saweni Campus. Different departments did their own school visitations MPRO arranged with lecturers to visit schools as guest speakers where the units offered as University were being discussed with forms 5 to 7 students

15.7 Outdoor Marketing-Road shows:

Marketing team inclusive of staffs and students had a two day road shows at various locations in the West. (Sigatoka, Nadi, Namaka, Lautoka, Ba & Nasinu).

15.8 SOBE Careers Day

Organisations and companies were invited to have a Careers day for School of Business and Economics students. The students had a chance to learn about their prospective workplace and organisations had an opportunity of recruiting students who were in their final year of study.

15.9 Transit Advertising- Branding UniFiji

We had 2 months of bus advertising which covered areas from Sigatoka to Ba.

15.10 Careers Teachers Workshop

Another historical marketing strategy that was started this year was **Career's Teachers workshop**. This got recognised by MOE and careers teachers from 24 different schools from the West participated. The purpose behind the careers workshop is not only to instruct teachers on how to offer careers advice and prepare students to successfully look for work or pursue further studies but to also give careers teachers a first-hand experience with the UoF so that they could advise students to apply for admission at UniFiji.

15.11 School Managers Workshop

There was a school manager's workshop as well to train managers on the choices of subject combination for their students of their respective schools.

15.12 UniFiji Website and Social Media

News and events together with the advertisement were always updated on the website. Lots of queries were received via website and Facebook page.

15.13 Showcase in Suva: May 24th to June 1st

UniFiji marketed at the showcase. Booth was sponsored by BulaMyFiji, subsidiary of Marketing Genie (\$3900.00). Lot of awareness was created during a nine day showcase.

15.14 Advertising in School Magazine

Uni courses were also advertised in many western school magazines.

15.15 Community Engagement

A clean up campaign was done by the Science department where the lectures and students clean up the University compound and nearby areas.

The University took part in the Agriculture Show (3-7th September 2013) and Sugar Festival (20-28th September 2013) organized at the Churchill Park in Lautoka. UniFiji was the major sponsor of Sugar Festival. The university also provided its assistance and collaboration to the charity organization, Soroptimist International who assists women in education.

15.16 Careers Expo/ festivals:

UniFiji actively participated in careers expo at different venues. This was a huge success as we met directly with Form 6 and 7 students and had direct marketing of our courses. Staff and students met with different government and non profit organizations and exchanged information. The University had a booth at the festival which led to people having easier access to our brochures and information.

- March: 31st May- Youth Rally Namaka Police Department;
- April: Poverty Monitoring Unit in Sigatoka;
- Dilkusha Methodist High School Careers Expo;
- 31st May- Ratu Sir Lala Sukuna School- Careers Expo;
- 6/7th June- LDS Careers Expo;
- 13/14 June- Lawaqa Park - Poverty Monitoring Unit;
- 14th June- Ra Secondary School;
- 25th June- PSC Day- R B Patel, Lautoka;
- 6/7th August- Higher Education Commission at the Green Economy Expo at Denarau;
- 11th August- Eid Mela at Girmit Centre in Lautoka;
- 1st August- Nabua Secondary School;
- 15th August- Yat Sen College;
- 13 September- Careers Expo at Queen Victoria School;
- Mid September- Sugar Festival.

15.17 Georgia University Visits:

On foreign exchange scheme over 100 students came to UniFiji on 31st May, 7th, 12th and 14th June. Exchange of culture and study environment was compared between the two universities.

15.18 Promotional Items

We got shoulder bags, pencil case, tote bags, pen with UniFiji logo and lanyards with Uni Logo that can be purchased from the bookshop.

15.19 No TV advertising was done due to cost factor

16.0 IT SERVICES

- Moodle Upgrade from version 1.9 to version 2.0
- Edupoint Implementation
- IP PABX
- Installation of cameras in UPSM classrooms and labs
- Installation of Microphone and speaker systems in UPSM teaching rooms
- Projector mounting in all teaching rooms
- Network cabling of Finance building and installation of Cameras
- Suva campus network cabling/camera/internet connections after fire in server room.
- Access to online databases for All Students (PROQUEST, OECD LIBRARY), Law Students (LEXISNEXIS, PACLEII), Medical Students (HINARI, MEDICAL EVIDENCE MATTERS, NEW ENGLAND JOURNAL OF MEDICINE, PEDIATRIC NEUROLOGY BRIEF), Science Students (OARE), Accounting Students (ACCOUNTING JOURNALS, INTERNATIONAL JOURNAL OF CRITICAL ACCOUNTING)

17.0 RESEARCH AND PUBLICATIONS

Ghani, SS., Prasad, R. Kick-Off Meeting for Renewable Energy in the Pacific Islands, Developing Skills and Capacity (EPIC) project in Alicante, Spain. November 18-19, 2013. (The presentation was about University of Fiji) (Oral presentation).

Ghani, S. S. 2013. The Chemistry of Nitrogen Donor Synthetic Macro-cyclic Complexes. Lambert Academic Publishing, Germany. ISBN: 978-3-659-42223-2.

Singh, P., Charan, D., Deo, A., Kiran, A., Kumar, M., Singh, V., 2013. Literature review for Nadi Basin – IWRM funded grant. (Publication on UniFiji website)

18.0 VISITORS

A number of prominent and distinguished individuals visited the Saweni Campus during the period of the report:

3/18/2013 Meera Nair; Queensland University of Technology

1/4/2013 Ajit Swaran Singh

2/4/2013 Adrian Weeks; Auckland, NZ Australian Trade Commission

2/19/2013 Maneesh Sunder; Australian Trade Commission

19.0 MASTER PLAN AND PHYSICAL FACILITIES

Student sports facilities were upgraded which includes soccer field, rugby provisions, cricket pitch, volley ball and netball space. Student's mealing provision was extended with the expansion of cafeteria and further work is in progress. Heavy benches, student lockers and tents have been provided with also refurbishment of buses and improved internet facilities. Library and Computer facilities had been upgraded with extended opening hours. Currently negotiations are underway to provide bus services.

The University has continuously improved its teaching and staff office space through refurbishing its existing facilities and providing additional with new construction. Plans are under way for new constructions if the numbers increase significantly.

Building and Upgrades

- Extension to the Cafeteria Area currently underway
- Construction of main gate in progress
- Main gate security booth completed

20.0 UNIVERSITY EVENTS

Sir Moti Tikaram lectures was by SOL and media was invited to cover the lecture. Ads were sent to media prior to the lecture and after the lecture. The Public Lecture articles were uploaded on the Uni website and the Official Facebook Page.

- UniFiji – IWRM Eco-Contest for Western Division High School Students.
- “World Water Day” – environmental awareness event for high school students, 22nd March 2013.
- Kilgas, P. Freshwater biodiversity: importance and conservation. World Water Day Awareness Event. 22. March 2013, The University of Fiji, Saweni, Fiji (oral presentation).
- Girit Divas – 10 May 2013
- WHO POLHN Workshop – 9-11 April 2013
- Graduation Ceremony – 12 April 2013

To promote the intellectual engagement of staff and students with societal issues, the following staff and students took part in the following events:

- UPSM Sai Camp
- Health awareness campaigns

21.0 VICE-CHANCELLOR’S ENGAGEMENTS

- Fiji Higher Education Commission
- Minister for Health
- Minister for Education
- Minister for Local Government, Urban Development, Housing and Environment
- Minister for Works, Transport & Public Utilities
- President of Fiji – provided a synopsis of the University of Fiji
- Meeting of the 3 Vice-Chancellor’s
- Tourism Update Forum at Best Western Hexagon Hotel (December 12, 2012)
- FTU Conference (30 April – 1 May 2013)
- Pacific Conference on Finance and Investment (8-10 May 2013)
- Chief Guest at the Diamond Jubilee Celebrations of DAV College on 26 April 2013.

22.0 CONCLUSION

A number of exciting events and challenges took place in the year 2013. One of the most significant and historic moment for the University of Fiji and the Umanand Prasad School of Medicine is for graduating first batch of 33 doctors.

The University of Fiji is very grateful to Late Dr Umanand Prasad for his vision in establishing the Medical School. He has left a legacy that shall benefit people in Fiji forever.

As we move to the seventh year in the MBBS programmes, we must ensure that what we offer our students is of the highest quality in terms of the curriculum, teaching, assessment, learning support, and resources. It is essential that work commence at the University for its various courses and programmes on offer to be fully accredited.

Furthermore, we have a Staff Policy Committee therefore, we need to develop a comprehensive staff development plan across the university, and also to introduce additional incentives from time-to-time to attract and retain high-quality staff. Incentives might include provision of medical benefits, and subsidizing the fees for courses taken by the children of staff.

Fund-raising, both for our loan scholarship scheme and for capital projects is vital, and we need to make a firm commitment to it, by assigning groups to target specific donors and specific areas.

It is exigent to develop working relationships with the University of the South Pacific and the National University of Fiji so that our students and staff can benefit from the extensive pool of academic expertise available in Fiji. For the growth and development of the University, we need to work in collaboration and partnership with relevant stakeholders.

20.0 FINANCIAL STATEMENTS