



THE UNIVERSITY OF FIJI

ANNUAL REPORT

2012

Note from the Vice - Chancellor

It has been a challenging year in many ways. I am thankful to members of Council for their confidence and support. The Chair and the 3-member sub-committee continued to provide advice on issues and situations.

As I had stated, on assuming office, notwithstanding the challenges, the UOF provides tremendous opportunities to make a difference in terms of providing access to affordable tertiary education to all the people of Fiji. It has proved particularly attractive to those located in the peri-urban areas of Western Vitilevu.

I have endeavored to position the University as a credible alternative in terms of providing quality and relevant education. I am happy to report on the unwavering commitment of the staff in our shared vision. We need the blessing and support of the Council and other stakeholders in the pursuance of our objectives.



Vice Chancellor Professor Mahendra Kumar

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.

Professor Mahendra Kumar
Vice-Chancellor

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1. BRIEF HISTORY

The decision of the Arya Pratinidhi Sabha of Fiji (APS) to establish a University at Saweni, Lautoka was publicly announced by the National President of the Sabha, Pundit Kamlesh Arya, during the Arya Samaj Centenary Celebrations at DAV College, Dayanand Nagar, Nabua on 19 December 2004, in the presence of the Chief Guest for the occasion, the Prime Minister of Fiji, Hon. Laisenia Qarase, and over one thousand guests including local Arya Samaj representatives and overseas delegates.

At that meeting, the Council appointed Dr. Ganesh Chand as the Interim Chief Executive Officer of the University to administer the functions of the University until a Vice-Chancellor was appointed. Professor Rajesh Chandra, former acting Vice-Chancellor of the University of the South Pacific was appointed the Vice Chancellor of The University of Fiji and took office on 05 April 2005.

Registration of students for the various courses that were offered began on 07 March 2005. 174 students were enrolled before lectures commenced on 14 March 2005. Of this, one-third were iTaukei students, the rest being Indo-Fijians and others.

On 22 December 2006, the University of Fiji and the Ministry of Education signed a Memorandum of Understanding giving the University conditional recognition (Registration No. 1890) and provided a framework for both parties to work through towards resolving other issues, one of which was the legal framework to govern the University. This led to the Public Service Commission, Fijian Affairs Board and Multi-Ethnic Affairs Scholarships being tenable at The University of Fiji.

Schools

The University commenced in March 2005 with courses in Accounting, Economics, Management, Computing Science, Information Technology, Mathematics, and Language and Literature. In 2007, it expanded to include teacher education, and Fijian language, as well as postgraduate studies in IT, English, Economics, Geography and History, Hindi, Law and Medicine were added in 2008. The Postgraduate programme in educational leadership was added in 2007, and has expanded rapidly, with over 200 students now spread across Saweni, Suva and Labasa. The Schools established initially were the School of Humanities and Arts, School of Science and Technology, and the School of Business and Economics, followed in 2008 by the School of Law and the Umanand Prasad School of Medicine.

Centres

The University has created five Centres of Excellence to promote public lectures, discussion and debate, research, writing and publication: the Centre for Climate Change, Environment, Energy and Sustainable Development; The Centre for Diasporic Studies, the Centre for Gender Research; the Centre for International and Regional Affairs and the Centre for iTaukei Studies.

2. COUNCIL

| Name | Appointment by |
|---------------------------|--------------------------------------|
| APPOINTED MEMBERS | |
| Pt. Bhuwan Dutt | Ex-Officio |
| Prof. Mahendra Kumar | Ex-Officio |
| Pt. Kamlesh Arya | 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 | Ramakrishna Mission |
| Mr Dewan Chand Maharaj | Shree Sanatan D P Sabha of Fiji |
| Mr Dalabar Singh | The Sikh Association of Fiji |
| Mr Filipe Bole | Government – Education Department |
| Mr Manhar Narsey | Gujarat Education Society in Fiji |
| Ratu Meli Q Saukuru | Ba Provincial Council |
| Prof. Rajesh Chandra | University of the South Pacific |
| Prof. Altaisaikhan Khasag | Appointed by Senate |
| Vacant | Elected Non Professorial Member |
| Dr Gunsagaran Gounder | Co-Opted Member |
| Ms Vasantika Patel | Co-Opted Member |
| Ms Prudence Rouse | Co-Opted Member |
| Mr Anil Tikaram | Co-Opted Member |
| Mr Padam Raj Lala | Co-Opted Member |

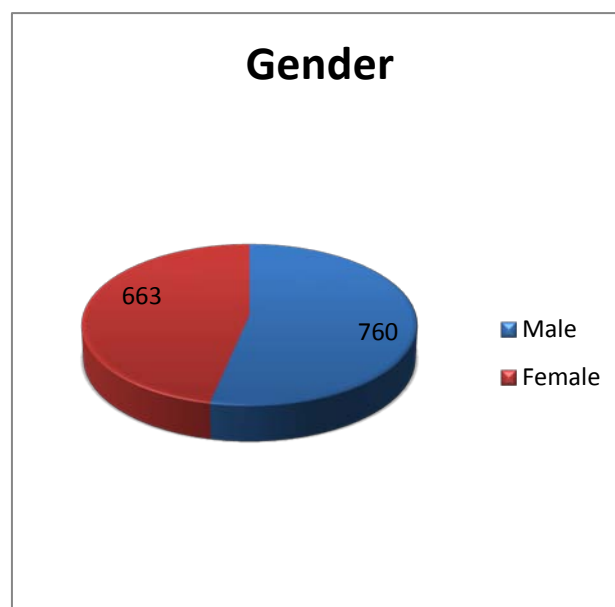
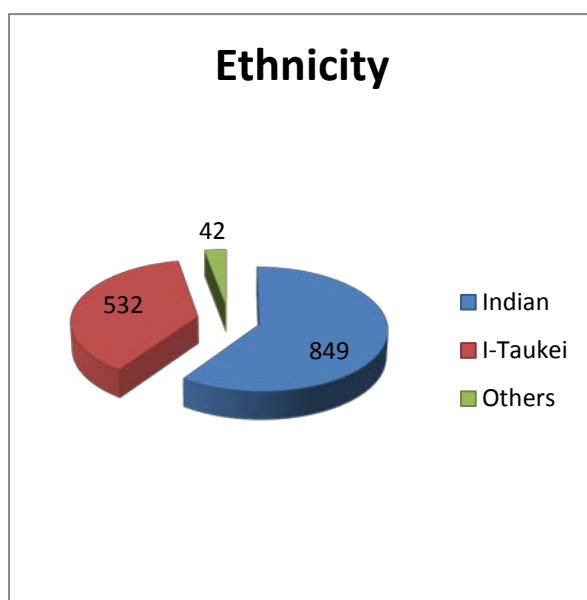
3. STUDENT ENROLMENT

A total of 1423 students were enrolled in 2012 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

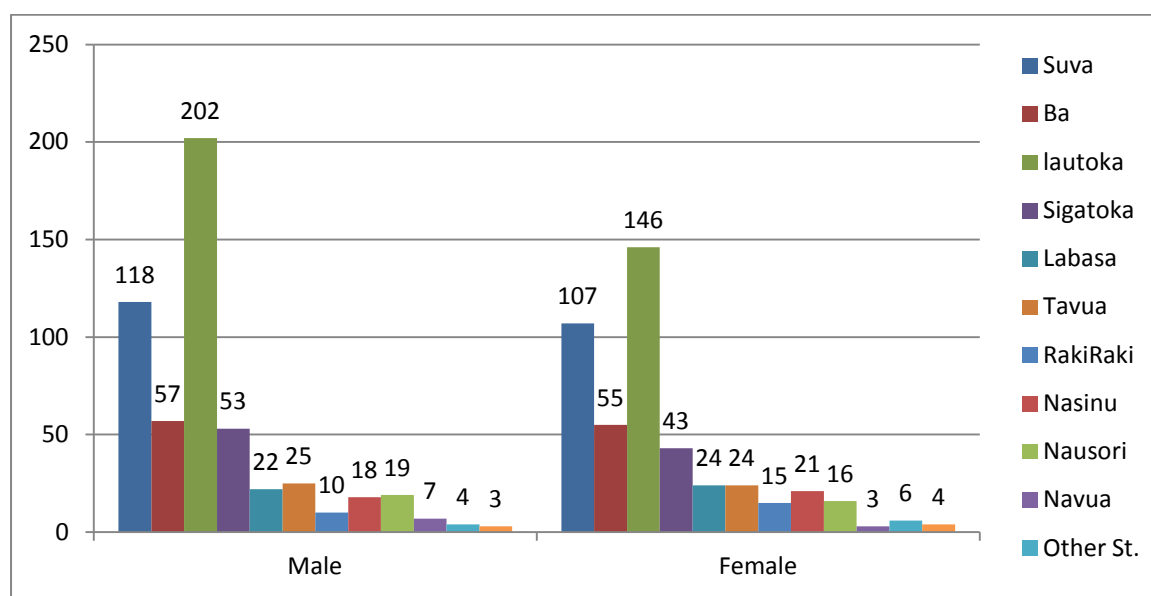
a) Ethnicity and gender

| By Ethnicity and Gender | Indian | Fijian | Others | Total |
|-------------------------|-----------------|------------------|----------------|------------------|
| Female | 426 | 309 | 25 | 760 (53%) |
| Male | 423 | 223 | 17 | 663 (47%) |
| Total | 849(60%) | 532 (37%) | 42 (3%) | 1423 |



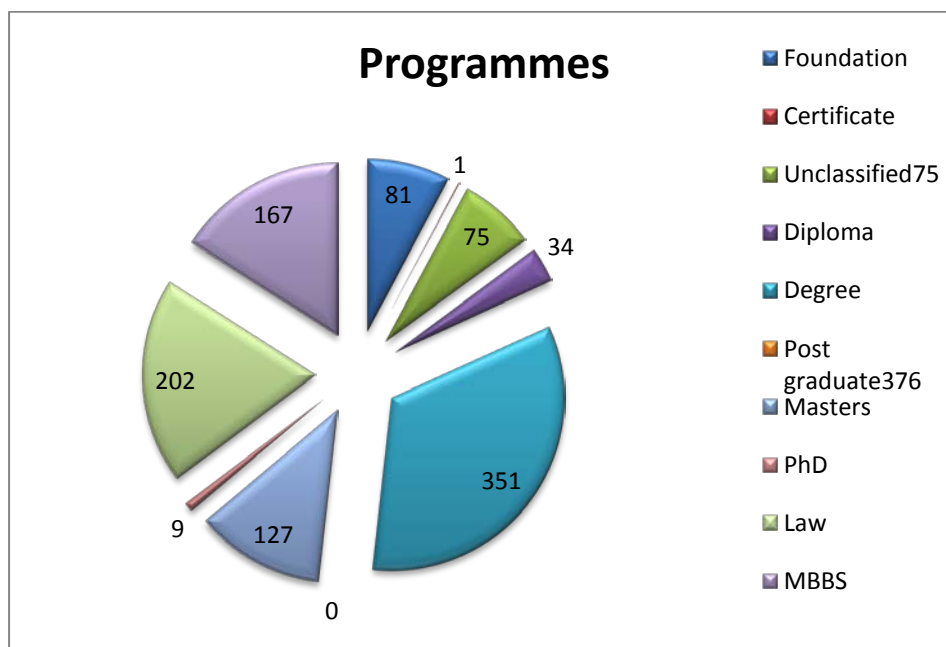
b) Home town

| By Home | Suva Lami | Ba | Nadi | Ltk | Sigka | Lab. Tav/Savu | Tav. | Ra | Nasinu | Nau. | Navua | Others | O/Seas | Tot |
|---------|--------------|-----|------|-----|-------|------------------|------|----|--------|------|-------|--------|--------|------|
| Female | 118 | 57 | 202 | 219 | 53 | 22 | 25 | 10 | 18 | 19 | 7 | 4 | 3 | 757 |
| Male | 107 | 55 | 146 | 197 | 43 | 24 | 24 | 15 | 21 | 16 | 3 | 6 | 4 | 661 |
| Total | 225 | 112 | 348 | 416 | 96 | 46 | 49 | 25 | 39 | 35 | 10 | 10 | 7 | 1418 |



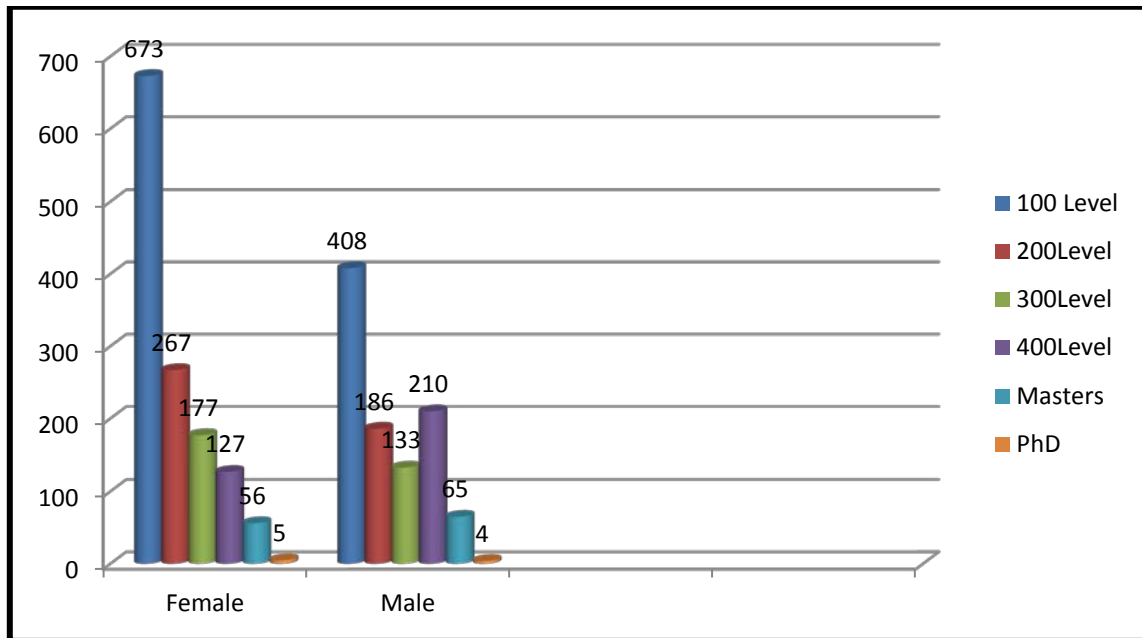
c) Programmes

| Programme | Fnd. | Cert | U/C | Dip | Deg | PG | Masters | PhD | Law | MBBS | Tot |
|----------------|------|------|-----|-----|-----|-----|---------|-----|-----|------|------|
| No.of Students | 81 | 1 | 75 | 34 | 351 | 376 | 127 | 9 | 202 | 167 | 1423 |



d).Enrolment by subject/ level/gender

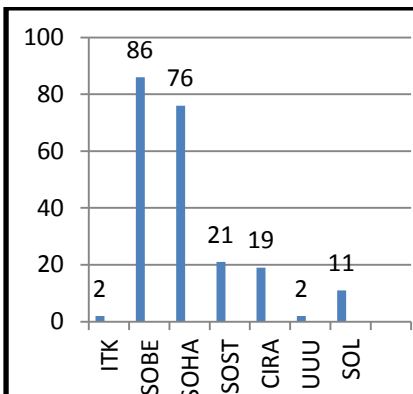
| | 100 | | 200 | | 300 | | 400 | | MA | | PhD | |
|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| | F | M | F | M | F | M | F | M | F | M | F | M |
| ACC | 28 | 16 | 35 | 26 | 28 | 23 | 0 | 0 | 0 | 0 | N/A | N/A |
| BIF | 0 | 0 | 2 | 4 | 8 | 13 | N/A | N/A | N/A | N/A | N/A | N/A |
| BIO | 23 | 9 | 15 | 5 | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| CHE | 24 | 11 | 12 | 3 | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| ECO | 36 | 16 | 22 | 11 | 11 | 3 | 0 | 0 | 0 | 0 | 0 | 0 |
| EDU | N/A | N/A | N/A | N/A | 13 | 7 | 52 | 105 | 46 | 48 | 4 | 4 |
| ESC | N/A | N/A | 10 | 3 | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| HIC | 55 | 36 | 19 | 10 | 16 | 8 | N/A | N/A | N/A | N/A | N/A | N/A |
| INR | N/A | N/A | N/A | N/A | N/A | N/A | 15 | 17 | 2 | 2 | N/A | N/A |
| ITC | 101 | 67 | 26 | 41 | 20 | 19 | 0 | 10 | 0 | 3 | N/A | N/A |
| ITK | 52 | 30 | 4 | 1 | 17 | 11 | N/A | N/A | N/A | N/A | N/A | N/A |
| LAW | 74 | 56 | 47 | 43 | 17 | 32 | N/A | N/A | N/A | N/A | N/A | N/A |
| LLC | 126 | 91 | 29 | 6 | 22 | 5 | 18 | 5 | 3 | 1 | 1 | 0 |
| MBA | N/A | N/A | N/A | N/A | N/A | N/A | 36 | 69 | 5 | 10 | N/A | N/A |
| MGT | 32 | 13 | 31 | 18 | 21 | 10 | 0 | 0 | N/A | N/A | N/A | N/A |
| MTH | 42 | 24 | 6 | 13 | 4 | 2 | 1 | 4 | 0 | 0 | N/A | N/A |
| PHY | 5 | 5 | 9 | 2 | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| UUU | 75 | 34 | 51 | 22 | 44 | 26 | 4 | 0 | 0 | 1 | N/A | N/A |



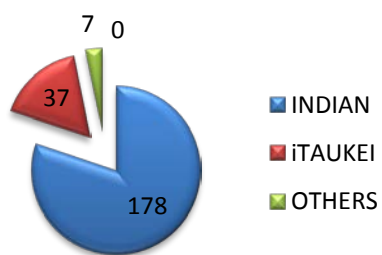
Enrolment by subject/ level/gender

4.0 GRADUATION DATA

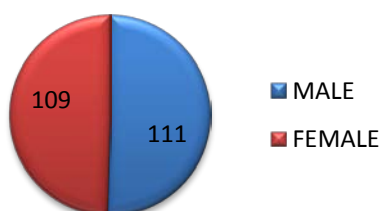
| SCH/ DEPT. NOS. | CIR A | ITK | UU U | SOB E | SO HA | SOS T | SO L | FND. | MAL E | FEMA LE | IND. | ITAUKEI | OT H. | TO T |
|-----------------------|----------|-----|---------|----------|----------|----------|---------|------|----------|------------|------|---------|----------|---------|
| | 19 | 02 | 02 | 89 | 76 | 21 | 11 | - | 111 | 109 | 178 | 37 | 7 | 220 |



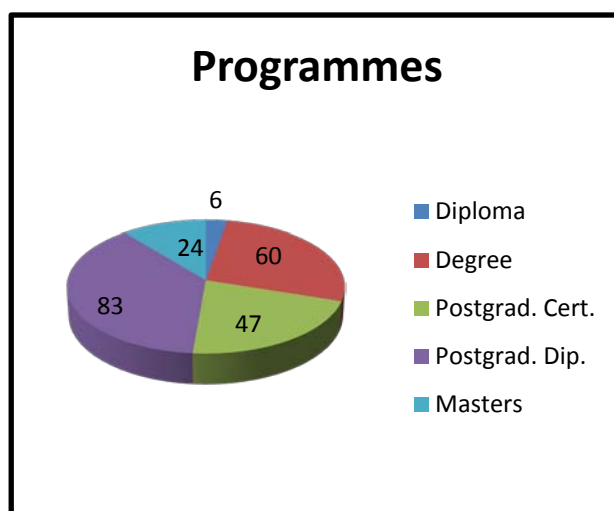
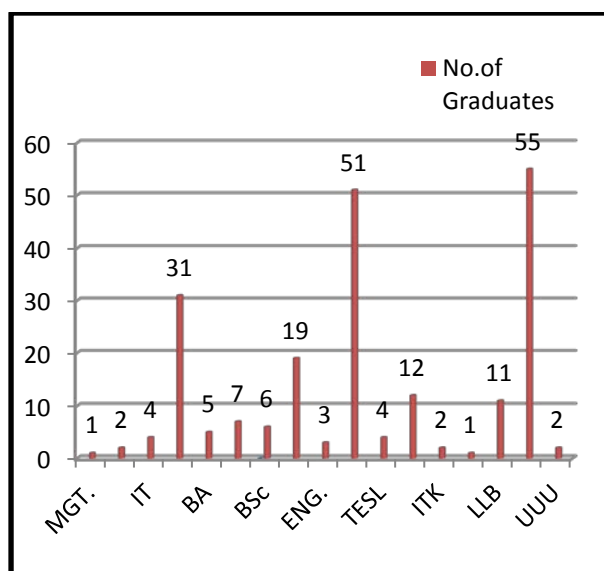
ETHNICITY



GENDER



| PRO G | DIPLOMA | | | | DEGREE | | | | | PGCE RT | | PGDIP. | | | | | | | | MASTERS | | | |
|-------------|-------------|-------------|-------------|---------|-------------|--------|-------------|-------------|--------|-------------|---------|-------------|-------------|-------------|--------|-----------------------|------------------|-------------|-------------|-------------|-------------|------------------|----|
| COU RSES | A C C | M G T | I T K | HI N | B C O | B A | B I T | B S C | L B | M B A | IN R | M B A | E N G | E D L | I T | T E A C H | T E S L | W W W | I N R | E D L | M B A | M A T H | IT |
| NOS | 2 | 1 | 2 | 1 | 31 | 5 | 7 | 6 | 11 | 33 | 14 | 19 | 3 | 35 | 3 | 12 | 4 | 2 | 5 | 16 | 3 | 4 | 1 |



5.0 STAFF

Recruitment and retention of staff continue to be a major challenge. With our current salary structure, it is impossible to attract well qualified and experienced candidates. This is impacting on our ability to recruit senior level staff in many areas such as accounting, law, medicine and sciences. Our processes for getting work permits, facilitating travel, etc, are very frustrating and time consuming. With the arrival of the Human Resources Manager, it is expected that the procedures can be streamlined.

One effective way to enhance our staff profile and the depth of experts in particular fields is through honorary appointments using the provision of Adjunct/Visiting Appointments that was endorsed by Senate recently.

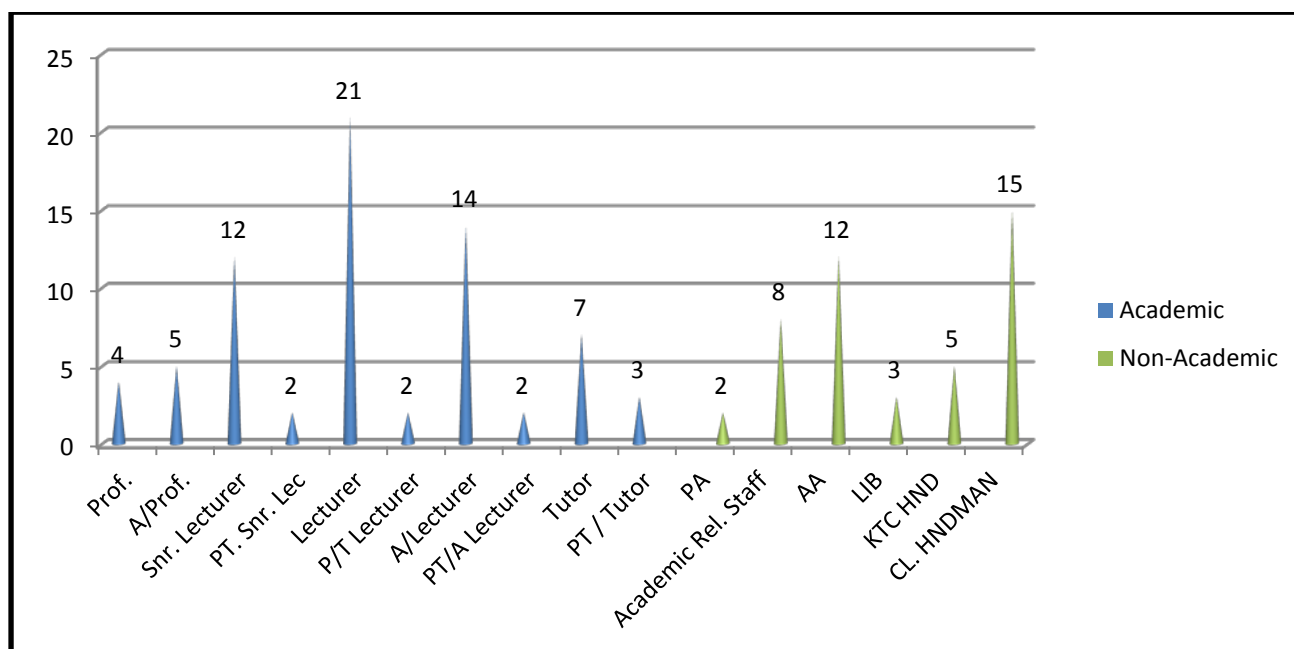
The HRM has embarked on developing procedures for HR, including grievance procedures, staff appraisal, recruitment, etc. There is also a need to identify training needs for support staff as well as detailed job descriptions for staff.

| ARRIVALS | |
|--------------------------------|---|
| Randhir Charan | Manager Human Resources |
| Richard Hogan | Professor of Education |
| Parveshni Devi Harakh | Part-time Lecturer in MBA Programme |
| Monish Rupika Naidu | Tutor in Mathematics |
| Fernande Ratubalavu | Asst. Lecturer in French |
| Vinod Narayan Sami | P/T Lecturer in Biochemistry/Micro-Biology |
| Shaileshni Sangita Devi Prasad | Marketing & Public Relations Officer |
| DEPARTURES | |
| Mr Nemani Tuifagalele | Senior Lecturer in Law |
| Mrs Minakshi Maharaj | Senior Lecturer in LLC |
| Ms Pamela Kenilorea | Lecturer in Law |
| Mr Rohitash Chandra | Senior Lecturer in CS/IT |
| Dr Kuldeep Mathur | Senior Lecturer in Mathematics |
| Ms Shailesh Prasad Sami | Asst. Lecturer in LLC |
| Ms Fernande Ratubalavu | Asst. Lecturer in French |
| Ms Monish Rupika Naidu | Tutor in Mathematics |
| Ms Alicia Lizano | Part-time Senior Lecturer in Community Medicine |
| Mr Vinod Narayan Sami | P/T Lecturer in Biochemistry/Micro-Biology |
| Ms Parveshni Devi Harakh | Part-time Lecturer in MBA Programme |
| Ms Monish Rupika Naidu | Tutor in Mathematics |

Honorary Appointments

Professor Arthur Hoyle, University of Canberra, School of Law
 Professor March Anders, Royal Melbourne Hospital, Paediatrics, UPSM
 Professor S Sotheeswaran, Chemistry, SOST
 Professor Richard Coll, University of Waikato, Education, SOHA
 Professor Milind Sathye, University of Canberra, Accounting, SOBE
 Professor Gurudeo Tularam, Griffith University, Mathematics, SOST
 Professor Khanaiya Lal Sharma retired, Economics, SOBE

| ACADEMIC STAFF | | | | | | | | | | NON-ACADEMIC STAFF | | | | | | |
|-----------------------|-----|----|-----------|----|----------|--------|-----------|---|----------|---------------------------|-------------|--------|---------|----|----------------|----------|
| Prof | A/P | SL | P/T SL | L | P/T L | A L | P/T AL | T | P/T T | PA | AC.R .ST | A A | LI B | KH | CL/ HN D | TO T. |
| 4 | 5 | 12 | 2 | 21 | 2 | 14 | 2 | 7 | 3 | 2 | 8 | 1 2 | 3 | 5 | 15 | 117 |



2012 STAFFING

6.0 GOVERNMENT GRANT ACQUITTALS & SCHOLARSHIPS

We are grateful to the Government, especially to the Minister of Education, for granting us \$3,000,000 in the 2011 budget under operating grants and transfers.

We convey our appreciation to Professor Srinivasiah Muralidhar who had a principal role in putting the grant proposal together.

All Government scholarships are now tenable at The University of Fiji.

Apart from students sponsored by the Fiji government, we have, this year, six students from Solomon Islands who are enrolled in the MBBS degree. Two of the six Solomon Islands students were also at UniFiji last year.

The breakdown of scholarship students this year is as follows:

| | |
|-----------------------------|-------------|
| iTaukei Affiars scholarship | 15 students |
| Multi-ethnic affairs- | 23 |
| PSC scholarship- | 82 |
| PSC Loans scheme | 17 |
| Solomon Islands | 6 |
| PSC Scholarships | \$439,950 |
| PSC Loans | \$96,950 |
| Multiethnic affairs | \$27,095 |

| | |
|--------------------|-----------|
| iTaukei affairs | \$57,590 |
| Solomon Island | \$37,980 |
| Lalita Jeraj | \$23,080 |
| Fiji Muslim League | \$37,850 |
| Unifiji Loans | \$127,820 |

Total fees receivable for semester 1, 2012 was \$ 2,347,650.00, of which \$1,912,350.00 has been received.

7.0 SCHOOLS & CENTRES

Foundation Studies Programme

- 1. Introduction:** The Foundation Studies Programme consists of four strands , with a total of 12 subjects being offered. Semester One, 2012 has seen the usual good enrolments and the programme is running smoothly. To ensure this, regular meetings are convened by the Director of Foundation Studies.
- 2. Enrolments:** The initial enrolment of full- time Foundation students was 65, with 32 in the Science strand, 14 in the Social Science strand, 15 in Commerce and 4 in Mathematics/Information Technology.

In addition, many students take advantage of our Unclassified Studies option. As a result, total Semester One enrolments is very high in LLCF11 (91) and CSAF11 (80), for example.

- 3. Students' Perceptions of their first four weeks at the University of Fiji:** Mr. Cliff Benson conducted a mini-research project into how students perceived their experience in their first four weeks at the University. A journal writing assignment was used for this feedback. It is very pleasing to report that feedback was overwhelmingly positive in students' view about the Foundation lecturers' teaching styles, approachability and helpfulness. The majority were also very positive about the general University of Fiji environment.
- 4. Graduation Ceremony for those completing the programme in 2011:** A small but successful function was held on the 21 March 2012. The Chief Guest was Ms. Sunila Karan, Counsellor. Professor Mahendra Kumar welcomed everyone to the function. A highlight was the presentation for the first time of trophies to the students with the most outstanding performance in each of the four strands. Professor Kumar, Professor Khanaiya Lal Sharma and Associate Professor Cliff Benson kindly donated the trophies.
- 5. Conclusion:** Matters for attention include a review and revision of the Programme, as well as the formation of an Advisory Committee. The University's Foundation Studies Programme is a valuable pathway to further tertiary study and will hopefully attract greater numbers from Semester One, 2013.

School of Humanities and Arts

1.0 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, and 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 with Masters in English and Education and also with post graduate diplomas and degrees. School of Humanities & Arts consists of the Department of Language, Literature & Communications and the Department of Education.

2.0 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 of Education currently has four fulltime on campus lecturers. Dr. Wahab Ali coordinates the EdD program, while Ms Sarita Harish coordinates the Masters program. Mr Lalesh Sharma coordinates the Post Graduate Diploma in Teaching Program while Ms Mohini Devi coordinates the programs at the Suva Campus. This is the first time we have a full-time Education Staff based at the Suva Campus. Associate Professor Ken Nobin is still teaching EDU780 online from Sydney as a gesture of goodwill and appreciation.

2.1 Programs offered by the Department

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

2.2 Departure of the Dean of SOHA, Professor Satendra Nandan

Professor Satendra Nandan completed his term on 28th February and did not seek for the renewal of his contract due to his personal and national commitments. Professor Nandan had 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 his contribution towards the University of Fiji.

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.

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.

2.5 Visits 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 well-known academic and publisher of research articles; he 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.

2.6 Visits 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 postgraduate 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.

2.7 May Holiday Class

An intensive holiday class was held at the Suva campus from 7-12 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* focused 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 lead toward a Masters Degree in Educational Leadership.

2.8 Externalizing the Education Units

As part of its outreach program the Department of Education has for the first time began offering a postgraduate 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.

2.9 Staff Resignation

Ms Sarita Harish has resigned as a Lecturer in Education after serving the University for about three years. She has 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 career 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.

3.0 Department of Language, Literature & Communication: The Department of Language, Literature & Communication in the School of Humanities and Arts offers a number of programs from a 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 postgraduate literature courses.

3.1 Enrolments

Enrolments continue to be very high for LLC101, English for Academic Purposes course, but moderate in 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 postgraduate offerings, hitherto confined to literature courses.

3.2 Hindi Section

The Hindi Section organized the following events as part of its activities for the year:

- 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 Girmit Smriti function was organized on Friday May 13, 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 - 7 March, 2012;
- Chief Guest at FNU, 'Ek Shaam Hindi Ke Naam', 16 March, 2012.
- Chief Guest at Gurukul Primary School on the occasion of Arya Samaj Sthapna Diwas, 2012.
- Coordinator and speaker on the occasion 'Girmit Remembrance Day' 11 May, 2012.
- Coordinator of a Musical Programme at Unifiji, 1 February, 2012.

4.0 Conclusion: My special thanks to the staff of SoHA, the Vice-Chancellor, the Registrar and other administrative staff in facilitating the work of SoHA. Roziya has joined the UPSM after serving SoHA for about 7 years. We wish her all the best in her new posting. On the same note, I have much pleasure in welcoming Ms Roshni Chand as the new Administrative Assistant for SOHA. I hope SOHA will flourish and ideals of UniFiji will continue to give light and enlightenment as expressed in our University prayer.

School of Science and Technology

The SOST comprises of three departments: Department of Computer Science & Information Technology (CS/IT), Department of Mathematics and Department of Science.

Department of Science

a. Biology

The Foundation Biology has 38 students who are enrolled this semester. All are full-time student. Three lectures, one lab and one tutorial session per week are scheduled for the course this semester. UPSM Bio-chemistry lab is used for the foundation class. The course is conducted by two staff Ms Priyatma Singh and Ms Roneeta Sharma

A total of 25 students are enrolled for BIO 111. All are full-time students, taking their first year course in Biology. There are three lectures, one lab and one tutorial session per week is scheduled for this semester.

The year 2 courses for Biology commenced this year and a total of 20 students are enrolled for this course. Four of the students are part-time as they are school teachers while 16 of them are full-time students.

The laboratory component of the course is being conducted using the UPSM Bio-chemistry lab. The lab practicals were designed to suit the availability of the materials and equipments. A successful field trip was also coordinated and was conducted during the semester. The students got to see live specimen of animals and marine flora and fauna at Vuda marina.

The year 2 Bio-diversity and Conservation students went for a field trip to Shangri-La's Fijian Resort and Spa at Yanuca to observe the marine sanctuary. The purpose of the visit was to learn what the resorts are doing towards conservation and to see how sustainable their practices are in relation to sewage treatment and drinking water treatment and storage. The students were shown various projects the resort takes up, such as building fish houses and mangrove planting.

b. Chemistry

The Foundation Chemistry has 37 students who are enrolled this semester. All are full-time students. Three lectures, one lab and one tutorial session per week are scheduled for this semester. UPSM Bio-chemistry lab is used for the foundation labs. The course is conducted by two staff Ms Vikashni Singh and Mr Aman Deo.

A total of 25 students are enrolled for CHE 111. All are full-time students, taking their first year course in Chemistry. There are three lectures, one lab and one tutorial session per week is scheduled for this semester.

The year 2 courses for Chemistry commenced this year and a total of 10 students are enrolled for this course. Two of the students are part-time as they are school teachers while the rest of them are full time students.

The laboratory component is being conducted using the facilities of the neighbouring school, Pundit Vishnu Deo Memorial School (PVDMS) for foundation labs only. For year 1 and year 2 courses, UPSM Bio-chemistry labs are used for practical sessions. The practicals were designed to suit the availability of the materials and equipments. These included bulk of materials and equipment that were purchased during the semester. The practicals were also improvised utilizing the equipment and materials that were available at the school PVDMS and UPSM laboratory

Field trip was organized for Year 2 Chemistry student to Sugar Research Institute of Fiji, Drasa, Lautoka on the 24 April 2012. The rationale of the visit was to expose our students to the workings and organization of a working laboratory set up in the real world. Moreover, the students gained an insight into the organization, systems and performance. Many of these students are hoping to pursue a career in Chemistry and Biology and we feel that the field visits provided an ideal opportunity for others to understand the intricacies of a professional laboratory.

c. Physics

The Foundation Physics had 16 full-time students enrolled this semester. Three lectures, one lab and one tutorial session per week are schedule for this semester. The unit is conducted by Ms Dhrishna Charan.

A total of 7 students are enrolled for PHY 111. All are full-time students, taking their first year course in Physics. There are three lectures, one lab and one tutorial session per week is scheduled for this semester. The unit is conducted by Mr Aman Deo.

The year 2 courses for Physics also commenced this year and a total of 11 students are enrolled for this course. All are full time students.

The laboratory component is being conducted using the facilities of the neighbouring school, PVDMS. The practicals were designed to suit the availability of the materials. As for physics, a bulk of equipments will be ordered as the technician is waiting for the quotations.

The field trip for year 1 and year 2 was organized for a visit to Fiji Metrological Services in Nadi. This field trip provided an excellent opportunity for the students to get an insight into the actual workings of a Meteorological station. Seeing the instruments in their workable environment can never be duplicated to the same effect by photos of instruments used during classroom learning. This field trip provided the students with an unparalleled hands-on learning opportunity to complement their school learning with its real life applications and also led to an appreciation of the hard work that goes into making weather forecasts.

Challenges

Since Science programme has just commenced and this is our second year, things are shaping up for the BSc structure. However, there is room for more developments. Clearly the current numbers are not that promising and probably extensive marketing in this area is required.

The equipment and facilities for Science is an issue at the moment or probably will be till we get a fully equipped laboratory for Science concerning all the three disciplines. The University needs to invest in building a science laboratory to make learning experience in science complete.

We need to equip the library with more Physics, Chemistry and Biology books as these are very limited at the moment. Online journal database has been open for students use now and we welcome this initiative by the library service. Students do not have access to science text books and reference material in the library.

Future Plans

- i. As Science programme was just introduced at the beginning of this year 2011, there is still a lot of work that needs to be done to promote Science at The University of Fiji.
- ii. There has been a lot of interest from graduate teachers for postgraduate courses in Physics related areas such as renewable energy, climate change and environment. The teachers based in the western schools rightly feel that it is easier for them to take courses at Saweni than in Suva. However, the department plans to offer this from next semester.
- iii. There is a need for at least one dedicated laboratory which can cater for all science practical classes. This can be designed for multi-disciplinary use.
- iv. Climate Change & Health Symposium
The University of Fiji, through the CCCEESD and UPSM, will be organizing a symposium on 'Climate Change and Health' during the second mid-semester break. The proposal has support of the Ministry of Health and other partners such as WHO, SPC, etc. A small planning committee is working on the arrangements and the announcements, etc.

Department of CS/IT

The switch from the previous IGNOU based structure to that suggested by the External Adviser was now almost complete. Some of the new programmes such as BBI were not attracting the expected student numbers and need to be reviewed for continuation.

Department of Mathematics

The Department continues to be plagued by low numbers (less than 10) at second and third year, while maintaining healthy numbers at year 1. The first year courses are needed as service courses for the science programme, and there needs to be an appraisal of the sustainability of the mathematics courses at years 2 and 3. The postgraduate courses, however, continue to attract reasonable numbers.

School of Business and Economics

The number of course enrolments in **Accounting** Department remained fairly flat in 2012 as compared to 2011 in both semesters. This implies that more needs to be done to market our accounting programme.

The Fiji Institute of Accountants had reviewed the re-accreditation of the Accounting Programme in September 2011. During 2011, all established positions except the position of Professor in Accounting were filled and a number of part-time lecturers were also hired. Despite the concerns of the FIA regarding staffing, by the beginning of the second semester of 2012, the most senior staff in the department was an Assistant Lecturer. Mainly through the efforts of the Vice Chancellor and following consultations with Professor Keith Houghton and the FIA, his threat to withdraw accreditation was temporarily removed. All vacancies in the department have now been advertised and should be filled in by the end of the year. The FIA specifically wants a Professor to be appointed but it is difficult to get a Professor of Accounting at the salary and conditions offered by the university. The appointment of a Professor of Accounting is of crucial importance. If we have difficulties recruiting a Professor, we will not only lose FIA accreditation but it will be impossible to get any accounting students. If the accounting programme stops running, the economics and management departments will also stop running. As such, it is essential that a Professor of Accounting is appointed with sufficient remuneration.

The profile of the Accounting Department could be lifted if appropriate adjunct/visiting appointments are made. An Adjunct Professorship has been offered to Professor Sathye from Canberra University, and similar appointments can be given to a few of the retiring academics from USP.

Course enrolments in the **Economics Department** showed a very marginal increase in 2012. There has been a vacancy for a Senior Lecturer in Economics for some time now. The position has now been advertised and should be filled by the end of the year.

Course enrolments in **Management** in Semester 1, 2012 declined by 27% compared to semester 1, 2011. This was due to rationalisation of course offerings in the department. In 2012, the position of Professor has been filled, jointly with Business. For most part, the Department operated with only a tutor and a Senior Lecturer. Vacant positions have been advertised and should be filled by the end of the year.

MBA Programme

Course enrolments in the MBA programme have grown from 75 in Trimester 1, 2011 to 115 in trimester 3, 2012. There is potential to increase the enrolment in the MBA programme. Under the

guidance of Professor Narendra Reddy, MBA classes were offered in Tavua for the first time. There are plans also to offer courses in other parts of the country where there is demand. There is only one full-time academic staff (the Director) in the programme. Other academic staff have been hired on a part-time basis. Vacancies have been advertised and should be filled by the end of the year. Part-time staff will continue to be hired as the need arises.

School of Law

At the end of 2012, the School of Law has enrolled a total of 153 students both at the Suva and Saweni Campuses.

The School of Law has also witnessed historic feats including the graduation of the first 12 Law Students with their LLB Degree Certificates and subsequently the graduates' admission to the High Court as Barristers and Solicitors on 17 August 2012. This ceremony was highlighted in the country as our substantive Dean Pundit Devendra Pathik appeared as Counsel in Court after 40 years to move the admissions. We also note that all of our Law Graduates have found employment as lawyers in government departments and law firms.

Furthermore the School of Law has now appointed 2 Adjunct Professors namely Judge Ajit Singh who is a District Court Judge at Manukau, Auckland, New Zealand and the most recent appointment is of Assistant Professor Arthur Hoyle of University of Canberra, thanks mainly to the efforts of the Vice-Chancellor.

Another important achievement for the students and staff of the law School this year is the participation of our Moot Team at the Pan Pacific Moot Competition hosted by Waikato University. Notably one of our students was nominated for the award of Best Mooter. It was a matter of concern that the University was not able to make even a token contribution towards this historic accomplishment.

In August 2012, the School's other Adjunct Professor, Judge Ajit S Singh visited both campuses and presented lectures to the students and public. He has already indicated his intentions for similar presentations in Semester 1 of 2013. Mr. Salvin Nand attended 2 international conferences in India and Australia whereby he presented his research papers. He also presented one of his research papers at Saweni Campus last month. This is an area that The School of Law hopes to improve next year in relation to the staff development policy to increase the number of publication and also attendance to conferences. This we can only achieve with the assistance of more senior staff to lead in the area of research and publication.

The School of Law will be farewelling two of its lecturers namely Pamela Luhania Kenilorea from the Suva Campus and Nemani Tuifagalele from the Saweni Campus. These positions as well as other vacant positions will be filled in the next coming weeks. There is an urgent need to get senior staff, especially at the rank of Professor/Associate Professor to provide academic leadership to the School.

- 1. Orientation Programme:** The Suva Campus Orientation Programme was held on 19 March 2012. The Vice Chancellor & Registrar along with Mrs. Sarita Singh, Ms. Rupika Nandan and Dr. Wahab Ali travelled from Lautoka to attend the said programme. A short formal programme proceeded followed with light refreshments which allowed for some interaction between students and the staff.
- 2. New Lecturers:** In the first semester of 2012, the School of Law has appointed 2 new lecturers and continued with 2 part-time lecturers from last year.

- Ms. Rupika Nandan: has been appointed as a full-time lecturer teaching 3 LLB Courses at Saweni Campus.
- Mr. Jay Udit: has been appointed as the first ever Coordinator for Graduate Diploma in Legal Practice which is currently running at Samabula Campus.
- Mr. Jiten Singh: Part Time Lecturer teaching 2 LLB Courses at Samabula Campus.
- Mr. Neel Shivam: Part Time Lecturer who continues to teach this year Property Law in the Samabula Campus.
- We also have Mrs. Kathleen Taito teaching LLC 101 English for Academic Purposes for the first time at the Samabula Campus.

Note that for all these new lecturers have been provided with their own individual offices fully equipped with computers and internet.

4. Graduate Diploma in Legal Practice: Our first ever Graduate Diploma in Legal Practice Programme for Law Graduates commenced on 19 March 2012 with a total of 13 students. This comprises of 10 of our Law Graduates plus 2 Graduates from USP and 1 from University of Pune, India. The Coordinator is Mr. Jay Udit as afore mentioned.

The GDLP prepares law graduates for admission to the practice of law in the High Court of Fiji. It is a competency skills based course with practical activities/tasks and assessments based on “real life” legal practice scenarios to help law graduates acquire the skills necessary (advocacy, mooting and drafting) to work effectively as an entry level lawyer. It is an intensive 15 weeks program.

The conclusion date for the programme on campus is 22 June 2012. Immediately after the conclusion of the programme applications will be lodged at the High Court of Fiji for the GDLP participants to get admitted to the Bar. Once they are admitted they can now practice as fully fledged lawyers.

5. Graduation: On 13 April 2012 The School of Law celebrated its first batch of Graduates. We were more proud as one of the Law Graduates, namely Hadassah Duaibe gave the speech on behalf of the graduating class of 2011.

On 9th May 2012, the Dean, Devendra Pathik organized a small ceremony for the presentation of awards at the Samabula Campus. Ms. Jamie Bancod was award (\$300.00) prize as the most outstanding student graduating with LLB Degree in 2012. The Best Moot Team of 2010, the Runner Up Moot Team 2010 and the Best Mooter were also awarded their certificates. This ceremony was attended by the Pro Chancellor Pandit Bhuwan Dutt and APS President Pandit Kamlesh Arya.

6. Work on Facilities: Prior to start of Semester 1, Suva Campus carried out some repair work and maintenance in our Library, the reception door, the classrooms, the canteen, staff tea room, the Dean’s toilet sink, fixing my window in staffroom, Air condition and installation of power switches, clearing of water chamber, repairing the tent structures. All repair works were completed before the enrolment date.

At present other works are being undertaken by the Facilities Manager in preparation for the visit of the Fiji Higher Education Commission on 1st June 2012.

7. Library Book Donations: So far we have received two shipments of books donated by Judge Singh, in Auckland, New Zealand.

We have also received correspondence from the Dean School of Law, Waikato University, who has indicated that they are trying to organize the transportation and delivery of more donated books from their law school. This is still pending.

We have already indicated the need for some provision of shelves for the Suva Campus Library to cater for all these new books that have been received.

8. Visitation from New Caledonia Students: On 2nd May 2012 about 22 students from New Caledonia visited the Samabula Campus. We had a formal introduction with the Samabula Campus students and lecturers where our students also presented an item song for the visitors. Thereafter, the Dean arranged for refreshments so all the students could mingle on an informal basis. Whilst the formal programme commenced at around 3.30 p.m., the students and the visitors enjoyed each other's company and they left the campus around 6 p.m.

We hope that whatever little input we did will help towards the marketing of our University in the region.

9. Proposed Developments: At this point there will be consideration within the department as to whether we can continue with the second session of GDLP in 2012 or not. Some of the current Year 4 Students have indicated to me that they will be submitting a petition seeking for another GDLP session before the end of the year. However this has not been fully discussed and decided yet.

Also the Dean has received a Petition from Law Students from the Saweni Campus seeking Summer School during the semester break. This is yet to be considered fully and decided upon.

Finally, I am grateful to the staff and lecturers for their dedication and effort in ensuring the smooth running of The Law School in this period of significant events and developments.

Umanand Prasad School of Medicine (UPSM)

UPSM has established itself as an important School of the University of Fiji with a commendable national and international profile.

UPSM has encouraged staff to attend conferences, give seminars and talks in and outside Fiji. More active interest in research will assist the development of University profile internationally. Professor Altaisaikhan Khasag is invited to attend the conference for the AMERWPR Advisory Board Meeting in Seoul, Korea from 30 May to 2 June.

1. Consultancy and Research Grant: World Diabetes Day Campaign successfully implemented in association with WHO and Vuda Town. Technical and Financial Report were submitted to the WHO and Mr. Ravineet Sami, the manager of finance and facilities.

The Funder and the Contractor signed the agreement for the performance of work between World Health Organization and the University of Fiji, for the sum of FJD **23,400.00** for conducting the Activities on the World Diabetes Day Campaign.

UPSM team successfully selected and signed contract of first two phases of the Consultancy of Co Comprehensive assessment of PPTCT and Syphilis Management services; and development of an

integrated operational plan for virtual elimination of pediatric HIV infections and congenital syphilis in Fiji, 2011-2015.

The consultancy consists of three interlinked phases:

Phase 1 - A strategic assessment of key barriers to eliminate new pediatric HIV infections and congenital syphilis should be conducted in collaboration with MOH Fiji, UNICEF and UNAIDS. The assessment should identify the achievements and strengths, weaknesses, gaps, and challenges of current programmes to eliminate new HIV infections and congenital Syphilis, as well as identify opportunities to enhance scaling up of services. As a result, recommendations for consolidating and improving the strengths and achievements, addressing the gaps, constraints and challenges will be made.

Phase 2 – Based on the analysis of country level data, national STI, HIV and MNCH programme, along with other key stakeholders and partners, country specific goals, targets and timelines should be developed.

Phase 3 – Upon setting goals and targets, an operational plan to eliminate new pediatric HIV infections and congenital syphilis will be developed. The operational plan should be linked with broader STI, HIV, MNCH and other plans and goals, and clearly delineate roles and responsibilities of different stakeholders in order to ensure accountability.

2. Operations Committee: UPSM is to organize Memorandum of Understanding launch as is an opportunity for marketing UPSM with a range of products: students, curriculum, facilities, and members of the teaching staff.

UPSM is mandated to provide secretariat support for operational committee. So the Head of Academic Administration, Ms Litiana Kuridrani is the secretary to the operations committee.

3. Staffing: Staffing continues to be the major issue at UPSM. Currently the UPSM has a total of 11 full-time, 3 part-time and 12 Clinical Tutors (part-time). This is from an approved establishment of around 36 full-time staff. Approximately 12 positions are currently being considered with offers in the pipeline. We are hopeful making a number of appointments in time for the beginning of the new academic year.

The final year students (year 6) will proceed on their attachments at hospitals in Ba, Lautoka and Nadi next year. Arrangements are being made to provide living facilities close to the hospitals to meet the need of the interns.

There is a need for the University to invest in clinical facilities at the major hospitals. This matter was also discussed at the recently held meetings of the UPSM Advisory Committee, the Fiji Medical & Dental Council (FMDC) and the Fiji Higher Education Commission (FHEC).

Both the medical forums endorsed the request of the UPSM for minor changes in curriculum and for emphasis on emergency medicine, mental health and relevant topics in community health. There was a general endorsement of the progress the UPSM has made in terms of curriculum, staffing and facilities. These are important for the final assessment of our graduates for their registration by the FMDC.

An important request from the School, endorsed by the Advisory Board and FMDC, was to have the graduation of our medical students in December 2013 rather than at the normal graduation event in April. This is to ensure harmony with the employment cycle beginning in the new-year.

The School will apply for recognition from the Association of Medical Education for Western Pacific Region (AMEWPR) in the New Year. This regional medical authority will assess the courses and programmes against the Global Standard of Basic Educational. This will be the ultimate recognition of our medical education by WHO sub-regional group.

There is an increasing confidence from stakeholders about the UPSM and our first graduates due to graduate next year. The Minister of Health has continued to show direct interest and suggest ways of reinforce our programme and demonstrate greater accountability. In a recent dialogue, he wished to see that the fees derived from scholarships are put back for the benefit of the medical students. There is a concern that we have not been making the necessary investment in equipments and resources, such as books, journals etc. He has encouraged the School to look at strategic areas of postgraduate studies such as Diabeteiology, Nursing Management, Emergency Medicine, etc.

It is a matter of pride for the UPSM that the Dean, Professor Altaisaikhan Khasag, has been nominated by the Minister to head the Diabetic Hub in the west. This is part of our MOU with the MOH that allows staff to spend up to 40% of their time in such clinical activities.

4. Departments

a) Department of Basic Medical Sciences

The major achievements of the Department of Basic Sciences, UPSM in the last year were:-

- Successfully double the number of enrolments from 25 last year to 52 this year in Year 1 MBBS;
- Designed and inaugurated the Biochemistry laboratory, which is being used by the School of Science and Technology as well apart from UPSM;
- Designed and inaugurated Microbiology Laboratory;
- Successfully revamped the existing MBBS curriculum and introduced two new courses in 2012 in MBBS year 1 and MBBS year 2, Medical Ethics, Communication and Terminology (MECT 104) and Basic Professional Skills (BAPS 204) respectively;
- Redesigned the MBBS curriculum to be more practical based and stresses on hands-on approach;
- Started the use of Multimedia and other modern audio visual aids for teaching and learning purposes;
- Regularly conduct Seminars, quizzes etc. during tutorials for the development of the students;
- Senior faculty members from Department of Anatomy, School of Medical Sciences, University of Otago, and Dunedin, New Zealand visited UPSM and conducted one day teaching and learning workshop with the MBBS students. This workshop was also mentioned on the website of University of Otago and covered by newspapers in Fiji;
- 3 scientific publications presented in the annual conference of ANZACA at Dunedin in December 2011;
- Introduced a novel and engaging approach of learning Anatomy – Body Painting
- Presentation on NCD – Diabetes at FNU in February 2012;
- Diabetes Walk on Nov 12 with UPSM students as part of World Diabetes Day Celebration;

- NCD screening for World Diabetes Day from Nov 11–13 in Saweni for the public together with the Dean and students;
- Open Press Day for World Diabetes Day celebration in UPSM on 14 Nov 2011; and
- Conduction of research activities for NCD – Diabetes awareness

b) Department of Clinical Sciences

Student Enrollment

We are currently handling MBBS Years 3, 4 and 5 of which MBBS years 4 and 5 are currently attached to Lautoka Hospital and Health Centers. Our present enrollment is as follows:

MBBS 3 - 36 students
 MBBS 4 - 22 students
 MBBS 5 - 34 students

We have improved on the numbers of clinicians but still awaiting for some more positions to be fielded up. Presently we are trying to recruit tutors to help us resolve temporarily the manpower shortage.

Equipment: Presently there are no new equipments that will assist us in teaching our students. We are still waiting for the time that we can start ordering equipments like mannequins to assist us in the present programs of the new curriculum.

Facilities: The UniFiji house at Simla is still being used as a place to have lectures for the students. Although we are still having some technical difficulties with the house which is up to now unresolved; we are just coping with this issue. We should start thinking of 2013 to avoid any inconvenience to both the school and students. By 2013, we will have MBBS year 6 which needs facilities for accommodation for our students since they will be going on regular 24 hour calls.

Programs: To have a smooth transition, the programs for the MBBS 4 and 5 are still patterned to the old curriculum. By 2013, MBBS year 4 will be kicking off with the new curriculum.

Comments: Time is not on our side so I hope that the University can assist us with the facilities and equipments which is a must in training students to become good medical doctors.

5. The Academic Administration Unit

Human Resource (Staffing/Training and Development)

Capacity building in the areas of research, consultancy and educational strengthen of UPSM. The Strategic plan and internal UPSM policies procedure are aligned with the bigger UniFiji current operation policies and corporate goals. Aggressive marketing needs to be done to ensure UniFiji and UPSM grow. Market read through different targeted avenues, channel so that local, regional and international markets are tapped.

6. Staff Development: Staff is encouraged to do in-service education in the specialised areas.

7. Lunch hour Seminar: Lunch hour Seminars are conducted on every Wednesday's from 12–2pm.

Professor Altaisaikhan talked on the *“Medical Education/ UPSM Model - Learning by Doing”*

Mr. Isaac Babatunde also spoke on the *progressive changes in open heart surgical techniques overtime which were reviewed from earliest days of medicine up till 21st century*. It was a systemic review of what has transpired regarding Cardiac Surgery and Medicine and Medical Education.

Both the presentations pointed out many things that have occurred in the transitions eras. It is a type of research in itself. Staff has displayed confidence and courage to take very broad topics. It is only the beginning everyone, learn through exposures and experiences.

8. Supplementary Exam: UPSM MBBS program accept providing medical students a second chance considering the complexity and technicality of medical training and the resources required.

Objective

- To provide a transparent mechanism in assessing and evaluating student appraisals, assessment and academic performances

Guidelines

- Candidate can only sit for supplementary exam once. This is subject to each of the unit failed;
- Failing the supplementary examination in 2 subjects will lead to repeating the year program

9. Conferences and Meeting: Prof. Altaisaikhan Khasag participated in the Foot Care Project Meeting, 24-25 February, 2012 in Kyoto Japan. Presented a page on “Diabetes Foot in Mongolia”

Prof Altaisaikhan Khasag attended the National Consultation on Improving Health Research Management; Governance and Data Sharing in Fiji from 14-16 March 2012 at the Novotel Hotel in Lami.

Centre for Indigenous Studies (CIS)

1. Concept:

1. The CIS has continued to teach courses that will lead students to gain Diploma in Itaukei Language & Culture or a B.A Degree as a COMajor.
2. The CIS has continued to encourage the development of an inclusive and united Fiji where ethnic groups can interact more and develop a greater understanding of and respect for one another. It has, therefore, become an important forum for dialogue on important cultural issues as well as on significant & relevant concern of the Itaukei people.
3. The CIS research and publishing programmes have been focusing attention on practical solutions to issues and challenges facing the Itaukei people.
4. The CIS continues striving to become a Centre of Excellence for Itaukei art and cultural practices and will work with other institutions concerned with Itaukei people.

2. Language and Literature Courses

3. New Courses

1. Medical Ethics, Culture & Terminology (MECT 104)
It is a one hour per week course for MBBS 1st years for 32 weeks.

2. ITK 307 - Teaching of Reading in the new Diploma in Teaching of Itaukei Language, Literature & Culture
This is planned for practising Teachers teaching Itaukei Language and Culture that have not taken any course on Itaukei studies.

4. Sharing of Teaching Loads

In the teaching of Language courses, Mrs Racule will be the lead lecturer and Mrs Rokuta and Mr Gaunavou will assist her when they are free from their normal classes.

In the teaching of Literature courses, Mr Gaunavou will be the lead lecturer and the others will assist. Likewise, Mrs Rokuta will lead in the teaching of Cultural Studies.

5. Shortfalls

The Senate's guideline was to run the course when the number of participants was 10 and more. The number that came on the enrolment day was 12 but 4 withdrew on day 3 and we now have 8 to sit their final paper in June, 2012.

Centre for International and Regional Affairs (CIRA)

The **Centre for International and Regional Affairs (CIRA)**, after a lull of several months, offered two postgraduate courses at the Samabula campus. The current programme comprises units on "Peace and Conflict in the Pacific" and "The Politics of International Justice". These units attracted almost 20 candidates. Noted Chinese scholar and expert on Asia-Pacific relations, Professor Cai Penghong, from the Shanghai Institute for International Studies (SIIS), was invited by CIRA to contribute to this course under an agreement between CIRA and the SIIS. The Hon Director of CIRA, Professor Richard Herr, who assumed his role in April this year, delivered the unit on the Politics of International Justice. In view of Professor Cai's involvement in the CIRA programme, it is noteworthy, that recently, Foreign Minister, Ratu Inoke Kubuabola, announced an agreement with the SIIS to pursue enhanced executive training cooperation with Fiji. The in-residence portion of the course concluded last week with a further 12 weeks to be taken online.

Centre for Climate Change, Energy, Environment & Sustainable Development (CCCEESD)

The **Centre for Climate Change, Energy, Environment & Sustainable Development (CCCEESD)** has had an eventful year through its participation of externally funded projects. Under the IWRM Project, the Centre completed an assignment with the Nadi Basin Project. CCCEESD was the host for the successful Climate Change Health Symposium. These events helped generate funds to enable the Centre recruit short term research staff for targeted activities in climate change.

8.0 MARKETING

AND

PUB

The New Marketing and PR Officer, Ms Sangita Prasad joined on 5 of November, 2012. Out of \$280,000 marketing budget for the year, \$92, 839.25 have been used till to date on advertising and marketing materials. \$67,747.50 has been spent on advertising mainly on newspaper ads, television ads, school visits and \$25, 091.75 on marketing materials like brochures, banners, calendars, etc.

Earlier attempts for billboard advertising HAVE NOT PROGRESSED.

The Marketing Strategies for year 2013 include:

- ✓ **Create UniFiji brand awareness.** This is aimed to increase the number of students next semester by changing the mind set of people when they are choosing a university and to create awareness that The University of Fiji is another University in Fiji.
- ✓ **Reach out to parents and students in a more efficient and cost effective manners.** This would be through social media, ads, careers expos, open days, newsletters, sms advertising, flyers, and road shows at major centres/towns on weekends on a constant basis.
- ✓ **Acquire more personal touch with the high schools, principals, careers teachers and students.** Getting to know the future students and discussing options with them is important. Get more structured school visits and conduct a Career's Teachers Workshop.
- ✓ **Highlight the strength of the University** - The points of differentiation about the UOF in providing affordable tertiary education and its attractiveness to the west should be well advertised. Other positives include: the only other alternative for medical education, provision of law at 2 campuses, new approach to science, programmes like Accounting accredited by FIA etc are strong selling points.

The University is enhancing its efforts to ensure greater visibility of activities undertaken through greater publicity via print media, radio and TV. Regular news releases are being transmitted and the media is invited / persuaded to cover key events. The first 4 months has seen unprecedented publicity through the regular media. Regular newsletters have restarted, with two issues released already. A Marketing Team has begun plans to visit schools and take part in events such as Careers Expos, etc, to try and boost the number of students who would make UniFiji their first choice for tertiary education. This is in line with our overall aim to increase our student numbers.



Students at Saweni Campus

*Outside study environment for
Students*



Students on Examination day

9.0 IT SERVICES

The following were the activities of the I.T Services Department for the above stated period:

- * Upgrade of Moodle to version 2;
- * Upgrade of Staff and Lab computers to Windows 7;
- * Upgrade of lab computers at UniFiji house – Simla;
- * Roll out of ESET antivirus on all University owned equipment;
- * Implementation of new phone system; (Minor configurations are still in progress) and
- * New website development. Testing of the site is in progress.

Planned Activities for 2012

- * Online course evaluation system
- * Customization of Student Management System (EduPoint).
- * Specialized computer Lab for Post-grad Computing Science/Information Technology classes.

10.0 LIBRARY SERVICES

1. Library opening Hours: The library now opens from 8am–8.30pm on Monday to Thursday, 8am-8pm on Friday and from 9am 3pm on Saturday both at Saweni and Suva campuses. The Students of MBBS, MBA and education are the main groups who make use of the library services during the evening hours.

2. Book Donations –The Bay of Plenty Polytechnic Library, New Zealand recently donated 2000 books on history to the University Library. The Neptune Pacific Agency shipped these books free of charge. Other donations we have received are from the Indian High Commission, Suva; Sai Foundation Sydney; Dr. Ajit Singh, NZ; International Pure Bhakti Yoga Society Lautoka and the Forum Secretariat, Suva. I thank all donors and appreciate their generosity.

3. Collection Development: About 1,700 books on various disciplines have been added to the library collection for teaching and learning purposes. Now the library holds 15,000 volumes of printed materials.

4. Electronic Databases: The Library added OARE (Environmental Science database) to its online resources while continuing subscriptions to ProQuest, JSTOR, LEXISNEXIS, and HINARI. The students and staff are making good use of these databases for their teaching and learning. The usage statistics show education journals are the ones in the highest demand and then Management and Accounting. At times users have found difficulty in downloading resources due to bandwidth issues.

11.0 RESEARCH AND PUBLICATIONS

After a lull of about 2 years, the Research Committee has been reactivated and guidelines and procedures, including on ethics, are being developed. The current allocation for research is \$30,000 which we expect to allocate to encourage student and staff research. The committee also agreed to initiate a Journal to serve as an outlet for research findings.



The Vice-Chancellor Professor Mahendra Kumar in deep discussion with the Dean of the Umanand Prasad School of Medicine Professor Altaisaikhan Khasag and other Medical Advisory Board members.

12.0 VISITORS

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

Mr Kalbeo Kalpat, Principal, Vanuatu Institute of Technology;

Dr. Salik Ram Govind, Resident rep for WHO based in Mongolia;

Professor Dharmendra Sharma, Dean Faculty of Information Sciences and Engineering, University of Canberra and external Adviser to CS/IT;

Professor Mark stringer, Director, PGD in Surgical anatomy, University of Otago;

Dr. Latika Samalia, Professional Practice Fellow, University of Otago;

HE Yogesh Karan, Fiji's High Commissioner to India;

HE Vinod Kumar, India's High Commissioner to Fiji;

Dr. Kamal Kishore, Director Indian Cultural Centre, Indian High Commission;

Mr. Pradeep singh, Managing Director, Kenzotech Australia Pty Ltd;

Mr. Raj Prasad, CFP, Principal, Platinum Accountants and Advisers, Sydney;

Dr. Kamal Singh Dhaliwal, Clinical Psychologist, Brisbane;
Mr. Aisea TuiDr.aki, Special Administrator, Nadi Town Council;
Mr. Jeremy Finnaz, French Language Attaché, French Embassy;
Mr. Denis Decraene, 2nd Councillor, Embassy of France;
Dr. Brij Lal, Permanent Secretary of Education;
Colonel Ratu Isoa Tikoca, Vuda Township;
Mr. Denis Decraene, 2nd Counsellor, Embassy of France;
Mr. Peter Woodward, NZ Society for Earthquake Engineers;
Mr. AnDr.ew Cleland, CEO, Institution of Professional Engineers, NZ;
Mr. Pratarp Singh, President, Fiji Institute of Engineers; and
Mr. Barry Peddle, CEO, Australia-Pacific Technical College.

13.0 MASTER PLAN AND PHYSICAL FACILITIES

Availability of adequate facilities and equipment is a prerequisite for the FHEC recognition process as well as for the accreditation by professional bodies such as Fiji Medical Council. Third year courses in science will be offered from next year, and whilst attempts are being made to design courses that may not require traditional large laboratory support, there is certain minimum level of support that is mandatory. There is an urgency to build at least one laboratory that will cater for the needs of Biology, Chemistry and Physics.

14.0 UNIVERSITY STRATEGIC PLAN

The 2011–2014 Strategic Plan was noted by the Council last year, and is now available in hard copy. The Strategic Plan is yet to be approved by Council. It has also been posted on the UniFiji webpage. Departments, Schools and various sections of the University are now preparing their own operational/action plans in line with the Strategic Plan. These are at various stages of preparation. Advisory Boards for various programmes are also being formulated. The biggest challenge to the implementation of the Plan is finance.

15.0 UNIVERSITY EVENTS

1. Academic activities

i. Sai Medical Conference

UPSM in conjunction with Sathya Sai Service Organization, Australian Sai Medical Unit, and Fiji College of General Practitioners hosted a successful Medical Camp from 20-24 August. This was preceded by a day-long conference on 19 August, held at the UoF Hall, on the theme “NCD & LIFESTYLE – A Holistic Approach.” The conference attracted approximately 40 people from abroad and was well attended by members of the Fiji College of General Practitioners as well as UPSM staff and students. The Chief Guest was the acting High Commissioner for Australia, Mr. Glenn Miles.

ii. Climate Change Health Symposium

The Climate Change and Health Symposium was successfully hosted by the Centre for Climate Change, Energy, Environment and Sustainable Development (CCCEESD) on behalf of the University of Fiji from 13-15 September 2012. Close to 200 delegates, including regional delegates, international speakers and representatives from Government, NGOs, other tertiary institutions and international organisations, participated in the event. The funding was provided through contributions from SPC and WHO. As part of the support, the University benefitted from investment in equipment like curtains for the hall, table clothes, hot water system, etc. Our students and staff were given free access to the conference proceedings as well as provided with all the facilities accorded to delegates. There is likely to be funds left over which will be utilised, as per the understanding with the sponsors, to enhance research, publications and other activities in climate change in the University.

iii. AHTIPI Conference

The Association of Heads of Tertiary Institutions in the Pacific Islands (AHTIPI) conference on “Achievements, Challenges and Prospects for Tertiary Education in the Pacific” was held in Nadi from 22-23 October.

The conference themes included:

- Leveraging Technology for Tertiary Education in the Pacific;
- Creating Academic Excellence;
- Accessibility and Affordability in Tertiary Education; and
- Financing Tertiary Education in the Region

The Vice-Chancellor presented a keynote paper on UniFiji’s experience in “Increasing access to tertiary education for the poorest students”. Other noteworthy papers included “Leveraging Technology for Tertiary Education in the Pacific” and “Governance, Management and Institutional Strengthening” by Professor Roger Field, former Vice-Chancellor of Lincoln

University. There were presentations too from the FHEC on the issues of qualifications framework, quality assurance and funding. AusAID presented its new proposed “Pacific Tertiary Education Strategy”. A number of countries such as Solomons and Vanuatu which are working towards establishing national universities were extremely interested in the UniFiji experience and have indicated their wish for future collaboration. The conference was attended by the Heads of most tertiary institutions in the Pacific. As part of the proposed collaboration, three Working Groups (i) Library, (ii) ICT and (iii) Procurement, are working to foster greater sharing of resources, expertise and processes to ensure greater efficiency and benefits to the institutions.

iv. FHEC Issues

- Following consultations between the three Universities, the FHEC has established a Committee on the Accreditation of University Qualifications (CAUQ) to work on procedures to be followed by the CAUQ in its operations. Our representative on this committee is Dr. Wahab Ali.
- A workshop on Quality Assurance for Higher Education Institutions (HEI) was held in Lautoka on 24 October. Dr. Ali and I attended this workshop which was designed to inform institutions of the quality Assurance requirement and its implications.
- The second visit by the FHEC Registration Team was undertaken on Monday 29 October. The FHEC had wide ranging discussions with staff, students, management and representatives of Council. Amongst the issues raised by the students was their perception that they are not getting value for money given the lack of University’s support for strategic activities. The Commission also raised their concern about the governance issues. This was one of the many visits the team hopes to undertake to clarify issues required for registration.

v. CTA-UNESCO-Pacific Islands Regional Universities Network and Science Policy Dialogue

This high level dialogue was designed to provide the opportunity to network with all the leaders of the regional universities, with a view to forming regional Universities organization that can network and collaborate in areas of mutual interest, such as R&D, and which could serve as a convenient single point of contact for any funding agency to coordinate its research-related activities and training. Over ten Heads and several representatives of tertiary institutions attended this meeting that was hosted jointly by UNESCO and USP in November.

2. Other activities

(i) Hindi Day Celebration

This was held on 29 September. HE, Mr. Vinod Kumar, the High Commissioner for India and Mr.s Kumar were the Chief Guests. In a spectacular ceremony attended by close to two hundred people, two distinguished sons of Fiji: Mr. Anandi Lal Amin and Dr. Joginder Singh Kanwal were honoured for their contributions to Hindi language, culture and music. In a tribute to UniFiji’s expanding role in Hindi, Mr. Amin also donated a shield that was given to the Ba

Cultural Centre by the Indian High Commission 26 years ago. The shield will be used in future Hindi oratory contests.

The Indian High Commission also donated a number of musical instruments that will be used for the teaching and learning of music.

One of the highlights of the event was a Qawali performance by the well known group *Qawwal Wajahat Hussain Badayni & Group* from India.

(ii) Signing of MOU with University of Calcutta

The University of Fiji signed an MOU with India's oldest University, University of Calcutta. The agreement was signed between the High Commissioner of the Government of India, Mr. Vinod Kumar and the Vice-Chancellor, Professor Mahendra Kumar, during the Hindi Day celebrations. As part of the MOU, UniFiji will explore collaborative activities in areas of mutual interest, including short courses in identified subject areas, collaborative research projects, and the mutual provision of services in respect of matters likely to include staff development, programme support, joint workshops/seminars and other educational events, joint marketing, exchanges of staff and students and the identification of a range of other joint projects to be considered for undertaking by the Universities in India and in the Fiji Islands.

The MOU is the first and important step in terms of collaborating with Indian institutions generally. As a large country with a tradition of tremendous strength in many strategic areas, for e.g., science, medicine, Information technology, etc, The University of Fiji can benefit from partnerships and collaboration.

(iii) Fiji Day Celebration

This was held on 12 October with Ratu Isoa D Tikoca as the Chief Guest. The function included cultural items such as meke, quizzes and poetry presentation in iTaukei.

(iv) Farewell & Welcome for staff

At a function organised at UniFiji, new staff who have joined the University were welcomed and departing staff farewelled. Staff leaving included Mr. Tito Isala, Ms Hettal Ben and Mr. Aseri Rika.

(v) Pan-Pacific Mooting Competition

The School of Law took part in this year's Pan Pacific Mooting Competition which was held at the University of Waikato, New Zealand, from 18 to 21 October 2012. Students Ricky Singh, Kavitesh Prabhakar, Aminiasi Turuva, Rasha Zafirah Ali and Zoyab Mohammad comprised our team. The University team was accompanied and supervised by Law Lecturer, Ms. Rupika Nandan. In the absence of any financial support from the University, the team undertook active fund raising to make the participation possible. One of the students, Ricky Singh, was nominated for the prize of the best mooter from amongst the 20 presenters.

Fund Raising

Dialogue with development partners, and the private sector, has continued with frequent meetings with representatives. There are positive signals for possible support from AusAID, Indian High Commission and JICA, as well as private sector.

16.0 VICE-CHANCELLOR'S ENGAGEMENTS

- Attended the 10-year celebrations for FRIENDS, Tuvu, Lautoka;
- Hosted team from Ministry of Education, headed by the Permanent Secretary;
- Participated in the 2012 Principal's Conference, Lautoka;
- Chief Guest at graduation ceremony of the Australia Pacific Tertiary Colleges (APTC), Tanoa International Hotel;
- Met up with the acting Head of Delegation, European Union;
- Continued to represent the Universities as member of the National Environment Council;
- Met with the Minister of Foreign Affairs & Climate Change, Ratu Inoke Kubuabola, to discuss issues relating to collaboration between CIRA and SISS (China);
- Chief Guest at Vishwa Hindi Parishad inauguration, Civic Centre, Ba, 9 November;
- Chief Guest at Ba Multicultural Centre Diwali celebrations, 14 November 2012; and
- Chief Guest, Annual Prize Giving Ceremony, Ba Sangam High School and AD Patel College, 27 November

17.0 CONCLUSION

A number of exciting challenges face us next year, but with the support of Council and our colleagues in the University, we can face them with confidence.

In the next two months we must work hard to recruit more students at all levels in all programmes. As we move to the third year in the MBBS and LLB 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. We must start preparing ourselves for the accreditation LLB programme. We need to reconstitute and rejuvenate the advisory committee for the Law programme, and to start planning for the launch of the LLB programme.

The completion of the Strategic Plan, developing guidelines for quality management, and the formulation of a teaching-learning policy for the University must all be in place by the middle of next year.

Now that we have a Staff Policy Committee, 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, increasing the annual leave from 20 to 30 days for academic staff, and subsidising 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.

We need 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. We can also work collaboratively in many areas for our mutual benefit.

18.0 FINANCIAL REPORT

FINANCIAL REPORT

SHIKSHA (FIJI) LIMITED
T/A THE UNIVERSITY OF FIJI
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2012

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SHIKSHA (FIJI) LIMITED
T/A THE UNIVERSITY OF FIJI
GENERAL INFORMATION
FOR THE YEAR ENDED 31 DECEMBER 2012

DIRECTORS

Kamlesh Arya
Bhuwan Dutt

Kamal Singh
Arun Padarath

Narendra Prasad
Shanti Saroj

ADMINISTRATION

Dr. Chandra Dulare
Acting Vice-Chancellor

BANKERS

Bank of Baroda, Suva, Fiji.
Westpac Banking Corporation, Suva, Fiji.
Merchant Finance, Suva

SOLICITORS

M. C. Lawyers

AUDITORS

Ernst & Young, Lautoka, Fiji.

REGISTERED OFFICE

The University of Fiji
Private Mail Bag
Saweni
Lautoka.

SHIKSHA (FIJI) LIMITED
T/A THE UNIVERSITY OF FIJI
DIRECTORS' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2012

In accordance with a resolution of the Board of Directors, the Directors herewith submit the statement of financial position of the company as at 31 December 2012, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended on that date and report as follows:

Directors

The names of the Directors in office at the date of this report are:

Kamlesh Arya, Kamal Singh, Narendra Prasad, Bhuwan Dutt, Arun Padarath, and Shanti Saroj.

Principal Activities

The principal activities of the company comprise providing tertiary education for foundation, undergraduate, postgraduate and general education under the trading name of the University of Fiji. The company is an entity limited by guarantee as permitted under the Fiji Companies Act, 1983.

Results

The operating surplus for the year was \$417,292 (2011: \$357,727). No income tax was recorded as the company has been granted an exemption from income tax.

Dividends

The Directors recommend that no dividend be paid for the year ended 31 December 2012 (2011: Nil).

Reserves

The Directors recommend that no transfer be made to reserves within the meaning of the Seventh Schedule of the Companies Act 1983 .

Bad and Doubtful Debts

Prior to the completion of the company's financial statements, the Directors took reasonable steps to ascertain that action had been taken in relation to the provision for doubtful debts. In the opinion of Directors, adequate provision has been provided for doubtful debts.

As at the date of this report, the Directors are not aware of any circumstances, which would render the amount written off for bad debts, or the provision for doubtful debts in the company, inadequate to any substantial extent.

Non-Current Assets

Prior to the completion of the Financial Statements of the company, the Directors took reasonable steps to ascertain whether any non-current assets were unlikely to be realised in the ordinary course of business compared to their values as shown in the accounting records of the company. Where necessary these assets have been written down or adequate provision has been made to bring the values of such assets to an amount that they might be expected to realise.

As at the date of this report, the Directors are not aware of any circumstances, which would render the values attributed to non-current assets in the company's Financial Statements misleading.

Going Concern

The financial statements have been prepared on a going concern basis, which contemplates the continuity of business activities and the realisation of assets and the payment of liabilities in the normal course of business. At 31 December 2012 the company's current liabilities exceeded its current assets by \$988,420. To be able to meet the company's obligations the Arya Pratinidhi Sabha of Fiji will continue to support the company financially by not demanding their loan to be repaid in the near future. To this effect a signed document from the Arya Pratinidhi Sabha of Fiji is being held by the company.

SHIKSHA (FIJI) LIMITED
T/A THE UNIVERSITY OF FIJI
DIRECTORS' REPORT (Continued)
FOR THE YEAR ENDED 31 DECEMBER 2012

Unusual Transactions

Apart from these matters and other matters specifically referred to in the Financial Statements, in the opinion of the Directors, the results of the operations of the company during the financial period were not substantially affected by any item, transaction or event of a material unusual nature, nor has there arisen between the end of the financial period and the date of this report any item, transaction or event of a material unusual nature likely, in the opinion of the Directors, to affect substantially the results of the operations of the company in the current financial year, other than those reflected in the Financial Statements.

Events Subsequent to Balance Sheet Date

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the company, the results of those operations, or the state of affairs of the company in future financial years.

Other Circumstances

As at the date of this report:

- a) no charge on the assets of the company has been given since the end of the financial period to secure the liabilities of any other person;
- b) no contingent liabilities have arisen since the end of the financial period for which the company could become liable; and
- c) no contingent liabilities or other liabilities of the company has become or is likely to become enforceable within the period of twelve months after the end of the financial period which, in the opinion of the Directors, will or may substantially affect the ability of the company to meet its obligations as and when

As at the date of this report, the Directors are not aware of any circumstances that have arisen, not otherwise dealt with in this report or the company's financial statements, which would make adherence to the existing method of valuation of assets or liabilities of the company misleading or inappropriate.

Directors' Benefits

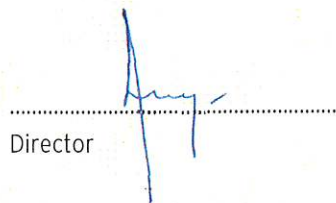
Since the end of the previous financial period, no Director has received or become entitled to receive a benefit (other than those included in the aggregate amount of emoluments received or due and receivable by Directors shown in the financial statements or received as the fixed salary of a full-time employee of the company or of a related corporation) by reason of a contract made by the company or by a related corporation with the Director or with a firm of which he is a member, or with a company in which he has a substantial financial interest.

For and on behalf of the Board and in accordance with a resolution of the Directors.

Dated this day of 2013.



Director



Director

SHIKSHA (FIJI) LIMITED
T/A THE UNIVERSITY OF FIJI
STATEMENT BY DIRECTORS
FOR THE YEAR ENDED 31 DECEMBER 2012

As at the date of this report:

- (a) the accompanying income statement of the company is drawn up so as to give a true and fair view of the results of the company for the year ended 31 December 2012;
- (b) the accompanying balance sheet of the company is drawn up so as to give a true and fair view of the state of affairs of the company as at 31 December 2012;
- (c) the accompanying statement of cash flows of the company is drawn up so as to give a true and fair view of the cash flows of the company for the year ended 31 December 2012;
- (d) at the date of this statement there are reasonable grounds to believe the company will be able to pay its debts as and when they fall due; and
- (f) all related party transactions have been adequately recorded in the books of the company.

For and on behalf of the Board and in accordance with a resolution of the Directors.

Dated this day of 2013.



Director



Director

INDEPENDENT AUDIT REPORT

To the members of Shiksha (Fiji) Limited trading as The University of Fiji

Scope

We have audited the accompanying Financial Statements of Shiksha (Fiji) Limited trading as the University of Fiji, which comprise the statement of financial position as at 31 December 2012, the statement of comprehensive income, the statement of cash flows for the year then ended and a summary of significant accounting policies and other explanatory notes.

Directors' and Management's Responsibility for the Financial Statements

The Directors are responsible for the preparation and fair presentation of these Financial Statements in accordance International Financial Reporting Standard for small and medium-sized entities and the requirements of the Companies Act, 1983. This responsibility includes: designing, implementing and maintaining internal control relevant to the preparation and fair presentation of Financial Statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on these Financial Statements based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the Financial Statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the Financial Statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the Financial Statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the Financial Statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the management, as well as evaluating the overall

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Qualification

As disclosed in note 8 of the Financial Statements, land and improvements recorded at a written down value of \$303,012 are recorded as an asset of the company although legal title is in the name of the Arya Pratinidhi Sabha of Fiji.

Opinion

In our opinion except for the effect on the Financial Statements of the matter referred to in the preceding paragraph:

- a) proper books of account have been kept by the company, so far as it appears from our examination of those books, and

- b) the accompanying Financial Statements which have been prepared in accordance with International Financial Reporting Standards for small and medium-sized entities:
- i) are in agreement with the books of account;
 - ii) to the best of our information and according to the explanations given to us:
 - a) give a true and fair view of the state of affairs of the company as at 31 December, 2012 and of the results and cash flows of the company for the year ended on that date; and
 - b) give the information required by the Fiji Companies Act, 1983 in the manner so required.

We have obtained all the information and explanations which, to the best of our knowledge and belief, were necessary for the purposes of our audit.

Suva, Fiji

2013

Ernst & Young
Chartered Accountants

SHIKSHA (FIJI) LIMITED
T/A THE UNIVERSITY OF FIJI
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 31 DECEMBER 2012

| | Notes | 2012 \$ | 2011 \$ |
|----------------------------------|-------|------------------|------------------|
| INCOME | | \$ | \$ |
| Amortisation of deferred income | | 6,557 | 19,545 |
| Donations | | 115,780 | 145,330 |
| Fees | 16 | 1,797,201 | 2,028,520 |
| Government grant | | 3,000,000 | 3,000,000 |
| Other income | 2.1 | 629,944 | 241,491 |
| | | <u>5,549,482</u> | <u>5,434,886</u> |
| EXPENDITURE | | | |
| Advertising and marketing | | 160,910 | 189,637 |
| Auditors remuneration | | 11,296 | 8,413 |
| Bad and doubtful debts | 2 | 121,413 | 165,355 |
| Bank charges | | 15,055 | 12,439 |
| Cleaning and sanitary | | 40,594 | 32,108 |
| Council/Other meeting cost | | 6,985 | 5,700 |
| Depreciation and amortisation | | 683,140 | 634,980 |
| Electricity | | 52,472 | 63,767 |
| FNPF - employer contributions | | 209,167 | 206,808 |
| Functions | | 10,798 | 12,308 |
| General expenses | 23 | 169,116 | 80,190 |
| Graduation | | 18,785 | 19,908 |
| Insurance | | 26,469 | 31,539 |
| Interest | 18 | 581,234 | 455,066 |
| Legal fees | | 51,523 | 12,395 |
| Photocopier rental | | 85,119 | 84,554 |
| Research | | - | 12,129 |
| Rent and rates | 20 | 32,881 | 39,498 |
| Repairs and maintenance | 19 | 150,965 | 106,304 |
| Salaries and wages | 17 | 2,334,390 | 2,765,192 |
| Security | | 101,491 | 100,914 |
| Stationery, printing and postage | | 71,857 | 88,110 |
| Telephone, fax and internet | | 61,203 | 59,561 |
| TPAF levy | | 3,830 | 4,079 |
| Traveling and accommodation | 21 | 131,497 | 124,302 |
| Total Expenditure | | <u>5,132,190</u> | <u>5,315,256</u> |
| Net Surplus for the year was | | 417,292 | 119,630 |
| Balance at the beginning was | | 986,848 | 629,121 |
| Total accumulated funds | | <u>1,404,140</u> | <u>748,751</u> |
| Income tax benefit | 4 | - | 238,097 |
| Total accumulated funds | | <u>1,404,140</u> | <u>986,848</u> |

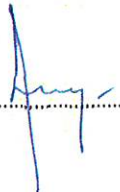
The Statement of Comprehensive Income is to be read in conjunction with the notes to and forming part of the Financial Statements set out on pages 11 to 21.

SHIKSHA (FIJI) LIMITED
T/A THE UNIVERSITY OF FIJI
STATEMENT OF FINANCIAL POSITION
AS AT 31 December 2012

| | Notes | 2012 \$ | 2011 \$ |
|--|-------|-------------------|------------------|
| CURRENT ASSETS | | | |
| Cash | 3 | 688 | 904 |
| Trade receivables | 5 | 293,516 | 324,467 |
| Inventories | 6 | 157,401 | 142,108 |
| Other receivables | 7 | 381,170 | 309,001 |
| TOTAL CURRENT ASSETS | | 832,775 | 776,480 |
| NON-CURRENT ASSETS | | | |
| Property, plant and equipment | 8 | 9,569,036 | 8,815,906 |
| Held to maturity investment | 9 | 200,000 | 223,547 |
| TOTAL NON-CURRENT ASSETS | | 9,769,036 | 9,039,453 |
| TOTAL ASSETS | | 10,601,811 | 9,815,933 |
| CURRENT LIABILITIES | | | |
| Trade and other payables | 10 | 1,143,384 | 1,453,352 |
| Deferred income | 1(l) | 11,454 | 28,011 |
| Interest bearing borrowings | 11 | 666,357 | 453,011 |
| TOTAL CURRENT LIABILITIES | | 1,821,195 | 1,934,374 |
| NON CURRENT LIABILITIES | | | |
| Interest bearing borrowings | 11 | 7,376,475 | 6,894,711 |
| TOTAL NON CURRENT LIABILITIES | | 7,376,475 | 6,894,711 |
| TOTAL LIABILITIES | | 9,197,671 | 8,829,085 |
| NET ASSETS | | 1,404,140 | 986,848 |
| ACCUMULATED FUNDS | | | |
| Accumulated funds | 12 | 1,404,140 | 986,848 |
| SURPLUS IN SHAREHOLDERS' EQUITY | | 1,404,140 | 986,848 |

Signed on behalf of the Board of Directors


.....
Director


.....
Director

The Statement of Financial Position is to be read in conjunction with the notes to and forming part of the Financial Statements set out on pages 11 to 21.

SHIKSHA (FIJI) LIMITED
T/A THE UNIVERSITY OF FIJI
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2012

| | Notes | 2012 \$ | 2011 \$ |
|--|--------|------------------------|------------------------|
| CASH FLOWS FROM OPERATING ACTIVITIES | | | |
| Student fees | | 1,796,954 | 2,569,617 |
| Government grants and donation | | 3,099,223 | 3,115,785 |
| Other income | | 623,747 | 159,099 |
| Payments to suppliers and employees | | (4,192,556) | (4,328,233) |
| Interest and other costs of finance paid | | (581,234) | (455,066) |
| Net cash flows provided by Operating Activities | 13(i) | <u>746,135</u> | <u>1,061,202</u> |
| CASH FLOWS FROM INVESTING ACTIVITIES | | | |
| Acquisition of property, plant and equipment | | <u>(1,441,461)</u> | <u>(3,185,092)</u> |
| Net cash flows (used in) Investing Activities | | <u>(1,441,461)</u> | <u>(3,185,092)</u> |
| CASH FLOWS FROM FINANCING ACTIVITIES | | | |
| Proceeds from interest bearing borrowings | | 3,330,895 | 3,330,895 |
| Repayment of interest bearing borrowings | | <u>(2,623,826)</u> | <u>(723,327)</u> |
| Net cash flows provided by Financing Activities | | <u>707,069</u> | <u>2,607,568</u> |
| Net increase in cash held | | 11,743 | 483,678 |
| (Overdraft) at the beginning of the year | | <u>(85,915)</u> | <u>(569,593)</u> |
| (Overdraft) at the end of the financial year | 13(ii) | <u><u>(74,172)</u></u> | <u><u>(85,915)</u></u> |

The accompanying notes form an integral part of this statement of cash flows.

SHIKSHA (FIJI) LIMITED
T/A THE UNIVERSITY OF FIJI
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2012

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Financial Statements have been drawn up in accordance with International Financial Reporting Standard for Small and Medium-sized Entities issued by the International Reporting Standards Board.

The principal accounting policies adopted by the company are stated to assist in a general understanding of these Financial Statements. The accounting policies adopted are consistent with those of the previous period except as stated otherwise.

All amounts are stated in Fijian dollars.

a) Basis of accounting

These Financial Statements have been prepared under the convention of historical cost accounting and do not take into account changing money valued or current valuations of non-current assets unless stated otherwise.

b) Trade and other receivable

Trade receivables are recognized at original invoice amount (inclusive of VAT) less any provision for uncollectible debts. Bad debts are written off during the year in which they become known. A specific provision is raised for any doubtful debts. Aggressive debtors collection is not practiced as the company plans to collect these by retaining graduation certificates unless full payment by the student or any other payment arrangement is made.

c) Cash and cash equivalents

Cash comprise cash at bank and short-term deposits with original maturities of 3 months or less. For the purposes of the Statement of Cash Flows cash and cash equivalents consist of cash and cash equivalents as defined above.

d) Property, plant and equipment

Plant and equipment is stated at cost, net of accumulated depreciation and/or accumulated impairment losses, if any. Such cost includes the cost of replacing part of the plant and equipment and borrowing costs for long term construction projects if the recognition criteria are met. When significant parts of property, plant and equipment are required to be replaced in intervals, the company recognises such parts as individual assets with specific useful lives and depreciation, respectively. Likewise, when a major inspection is performed, its cost is recognised in the carrying amount of the plant and equipment as a replacement if the recognition criteria are satisfied. All other repair and maintenance costs are recognised in the income statement as incurred.

Depreciation is calculated on a straight-line basis over the estimated useful life of the asset as follows:

| | Amortised over the lease |
|-------------------------|--------------------------|
| Land and buildings | |
| Building | 1.25% |
| Apparatus and Equipment | 10%, 20% |
| Computers | 33.33% |
| Furniture and Fittings | 10% |
| Books | 20% |

An item of property, plant and equipment and any significant part initially recognised is derecognised upon disposal or when no future economic benefits are expected from its use or disposal. Any gain or loss arising on derecognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in the income statement when the asset is derecognised.

The assets' residual values, useful lives and methods of depreciation are reviewed at each financial year end, and adjusted prospectively, if appropriate.

SHIKSHA (FIJI) LIMITED
T/A THE UNIVERSITY OF FIJI
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2012

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

e) Inventories

Inventories have been valued at the lower of cost or net realisable value after allowances for damaged and obsolete inventory. Cost is determined on an average cost basis.

f) Trade and other payables

Liabilities for trade creditors and other amounts are carried at cost (inclusive of VAT where applicable) which is the fair value of the consideration to be paid in the future for goods and services received whether or not billed to the entity. Amounts payable that have been translated to local currency using the rates of exchange ruling at the end of the financial year.

g) Held to maturity investments

Held to maturity investments are recorded at fair value through the income statement.

h) Value Added Tax (VAT)

The entity was VAT exempt and hence all revenue and expenses are VAT inclusive.

i) Revenue recognition information

Revenue is recognised to the extent that it is probable that the economic benefits will flow to the entity and the revenue can be reliably measured.

Revenue is recognised in the financial statements for the major activities as follows:

i) Government Contributions

The company treats operating contributions received from Government as revenue when the entitlement for the revenue is established.

ii) Student Tuition fees

The company recognises all student tuition fees when due.

j) Foreign currencies

Foreign currency transactions are translated to Fiji dollars at rates of exchange ruling at the dates of the transactions. Amounts receivable and payable in foreign currencies are converted to Fiji currency at the rates of exchange ruling at the balance sheet date. All exchange gains or losses whether realised or unrealised are included in the profit and loss statement.

k) Income tax

From 2011, The company is exempt from income tax in accordance with the provision of Section 17 of the Fiji Income Tax Act.

To write off deferred tax from prior years, tax effect accounting is adopted whereby the income tax expense is matched with the accounting profit after allowing for permanent differences. The future income tax benefit relating to tax losses and net cumulative timing differences in the company is not brought to account as an asset unless the benefit is virtually certain of realisation. Income tax on company's net cumulative timing differences is set aside to the deferred tax account or future income tax benefit account

l) Deferred Income

Donations received in the form of property, plant and equipment is treated as deferred income which is recognised as income on a systematic basis over the useful life of the asset.

m) Comparatives

Where necessary, the comparative figures have been adjusted to conform with changes in presentation in the current year.

SHIKSHA (FIJI) LIMITED
T/A THE UNIVERSITY OF FIJI
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2012

| | Notes | 2012 \$ | 2011 \$ |
|---|-------|------------------|------------------|
| 2. REVENUE AND EXPENSES | | | |
| 2.1 Other income | | | |
| Interest | | 23 | 555 |
| Surplus from bookshop | 14 | 14,409 | 12,285 |
| Surplus from canteen | 15 | 10,692 | 9,697 |
| Surplus from workshop | | 7,243 | 8,485 |
| Sundry income | 22 | 14,541 | 16,415 |
| Surplus from UPSM | 24 | 602,668 | 257,761 |
| (Deficit) from School of Law | 25 | (19,632) | (63,707) |
| | | <u>629,944</u> | <u>241,491</u> |
| 2.2 Expenses | | | |
| Auditors' remuneration - audit | | 8,500 | 6,000 |
| - non audit | | 2,796 | 2,413 |
| Bad debts | | 126,083 | 165,355 |
| Doubtful debts | | (4,670) | - |
| Other operating costs | | <u>2,083,857</u> | <u>1,921,230</u> |
| Total operating expenses | | <u>2,216,566</u> | <u>2,094,998</u> |
| <u>Finance costs</u> | | | |
| Interest | | <u>581,234</u> | <u>455,066</u> |
| 3. CASH | | \$ | \$ |
| UPSM account | | 88 | 104 |
| Cash on hand | | <u>600</u> | <u>800</u> |
| | | <u>688</u> | <u>904</u> |
| 4. INCOME TAX EXPENSE | | \$ | \$ |
| (a) A reconciliation between tax expense and the product of accounting profit multiplied by the tax rate for the years ended 31 December 2012 and 2011 is as follows: | | | |
| Operating profit before income tax | | - | 119,630 |
| Prima facie tax thereon at a rate of 0% (2011:0%) | | - | - |
| Tax effect of temporary differences | | - | (238,097) |
| Income tax (benefit) attributable to operating surplus | | <u>-</u> | <u>(238,097)</u> |
| (b) Income tax provided comprises of: | | | |
| (Benefit) attributable to current year | | <u>-</u> | <u>(238,097)</u> |
| 5. TRADE RECEIVABLES | | \$ | \$ |
| Fees in arrears | | 537,361 | 572,982 |
| Less provision for doubtful debts | | <u>(243,845)</u> | <u>(248,515)</u> |
| | | <u>293,516</u> | <u>324,467</u> |
| 6. INVENTORIES | | \$ | \$ |
| Canteen | | 2,401 | 3,393 |
| Bookshop | | 58,014 | 45,458 |
| Gowns | | <u>96,986</u> | <u>93,257</u> |
| | | <u>157,401</u> | <u>142,108</u> |

SHIKSHA (FIJI) LIMITED
T/A THE UNIVERSITY OF FIJI
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2012

| | 2012 | 2011 |
|--------------------------|----------------|----------------|
| | \$ | \$ |
| 7. OTHER RECEIVABLES | | |
| Deposits | 7,843 | 7,843 |
| Prepayments | 42,982 | 7,114 |
| Student loan receivables | 330,345 | 294,044 |
| | <u>381,170</u> | <u>309,001</u> |

Student loan receivables shall be recovered by the company as follows:

- (i) within three years following completion of undergraduate degree;
- (ii) within eighteen months following completion of diploma or one year following completion of certificate; and
- (iii) for any other programme of study, within the equivalent period of time as that normally required for the completion of that programme of study, after the completion of that programme of study.

| 8. PROPERTY, PLANT AND EQUIPMENT | \$ | \$ |
|----------------------------------|------------------|------------------|
| Leasehold land and Improvements | 318,089 | 318,089 |
| Less provision for amortisation | (15,077) | (11,998) |
| | <u>303,012</u> | <u>306,091</u> |
| Buildings | 7,185,196 | 6,273,694 |
| Less provision for depreciation | (231,612) | (147,855) |
| | <u>6,953,584</u> | <u>6,125,839</u> |
| Apparatus and equipment | 1,421,668 | 1,261,849 |
| Less provision for depreciation | (618,645) | (395,423) |
| | <u>803,023</u> | <u>866,426</u> |
| Computers | 1,938,490 | 1,581,890 |
| Less provision for depreciation | (1,222,470) | (869,790) |
| | <u>716,020</u> | <u>712,100</u> |
| Furniture and fittings | 621,826 | 587,676 |
| Less provision for depreciation | (224,563) | (165,361) |
| | <u>397,263</u> | <u>422,315</u> |
| Books | 949,819 | 793,873 |
| Less provision for depreciation | (553,685) | (410,738) |
| | <u>396,134</u> | <u>383,135</u> |
| TOTAL WRITTEN DOWN VALUE | <u>9,569,036</u> | <u>8,815,906</u> |

| | | |
|---|------------------|------------------|
| (i) Reconciliations | \$ | \$ |
| Reconciliations of the carrying amounts of property, plant and equipment by class at the beginning and end of the financial year. | | |
| Leasehold land and Improvements | | |
| Carrying amount at beginning | 306,091 | 271,014 |
| Additions | - | 37,902 |
| Amortisation expense | (3,079) | (2,825) |
| | <u>303,012</u> | <u>306,091</u> |
| Buildings | | |
| Carrying amount at beginning | 6,125,839 | 2,369,056 |
| Additions | 911,502 | 3,823,467 |
| Depreciation expense | (83,757) | (66,684) |
| | <u>6,953,584</u> | <u>6,125,839</u> |

SHIKSHA (FIJI) LIMITED
T/A THE UNIVERSITY OF FIJI
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2012

| | | | 2012 \$ | 2011 \$ |
|---|-----------------|--|-------------------------|-------------------------|
| 8. PROPERTY, PLANT AND EQUIPMENT - (Continued) | | | | |
| Apparatus and equipment | | | | |
| Carrying amount at beginning | | | 866,426 | 709,514 |
| Additions | | | 159,819 | 342,264 |
| Depreciation expense | | | (223,222) | (185,352) |
| | | | <u>803,023</u> | <u>866,426</u> |
| Computers | | | | |
| Carrying amount at beginning | | | 712,100 | 417,019 |
| Additions | | | 356,599 | 579,519 |
| Depreciation expense | | | (352,679) | (284,438) |
| | | | <u>716,020</u> | <u>712,100</u> |
| Furniture and fittings | | | | |
| Carrying amount at beginning | | | 422,315 | 368,289 |
| Additions | | | 34,150 | 109,329 |
| Depreciation expense | | | (59,202) | (55,303) |
| | | | <u>397,263</u> | <u>422,315</u> |
| Books | | | | |
| Carrying amount at beginning | | | 383,135 | 422,557 |
| Additions | | | 155,946 | 100,815 |
| Depreciation expense | | | (142,947) | (140,237) |
| | | | <u>396,134</u> | <u>383,135</u> |
| TOTAL WRITTEN DOWN VALUE | | | <u><u>9,569,036</u></u> | <u><u>8,815,906</u></u> |
| 9. HELD TO MATURITY INVESTMENT | | | \$ | \$ |
| Held to maturity investment | | | <u>200,000</u> | <u>223,547</u> |
| 10. TRADE AND OTHER PAYABLES | | | \$ | \$ |
| Creditors and accruals | | | 813,039 | 1,124,539 |
| Student loans payable | | | 330,345 | 328,813 |
| | | | <u>1,143,384</u> | <u>1,453,352</u> |
| 11. INTEREST BEARING BORROWINGS | | | \$ | \$ |
| <u>Current</u> | <u>Maturity</u> | <u>Effective interest</u> <u>rate</u> | | |
| Bank overdraft | On demand | 1.2% | 74,860 | 86,819 |
| (a) Westpac Banking Corporation | 2024 | 5.5% | 88,013 | 45,676 |
| (b) Westpac Banking Corporation | 2014 | 5.5% | 93,489 | - |
| (c) Bank of Baroda | 2018 | 7.5% | 105,337 | 98,724 |
| (d) Bank of Baroda | 2016 | 9.5% | 116,139 | 80,516 |
| (e) Bank of Baroda | 2021 | 9.5% | 117,091 | 141,276 |
| (f) Merchant Finance | 2020 | 8.0% | 35,714 | - |
| (g) Merchant Finance | 2020 | 8.0% | 35,714 | - |
| | | | <u>666,357</u> | <u>453,011</u> |

SHIKSHA (FIJI) LIMITED
T/A THE UNIVERSITY OF FIJI
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2012

| | | | 2012 | 2011 |
|---|-----------------|---------------------------|------------------|------------------|
| 11. INTEREST BEARING BORROWINGS - (Continued) | | | \$ | \$ |
| <u>Non Current</u> | | <u>Effective interest</u> | | |
| | <u>Maturity</u> | <u>rate</u> | | |
| (a) Westpac Banking Corporation | 2024 | 5.5% | 1,253,515 | 1,357,524 |
| (b) Westpac Banking Corporation | 2014 | 5.5% | 101,707 | - |
| (c) Bank of Baroda | 2018 | 7.5% | 633,802 | 725,592 |
| (d) Bank of Baroda | 2016 | 9.5% | 368,405 | 473,692 |
| (e) Bank of Baroda | 2021 | 9.5% | 1,265,442 | 997,581 |
| (f) Merchant Finance | 2020 | 8.0% | 196,486 | - |
| (g) Merchant Finance | 2020 | 8.0% | 202,439 | - |
| (i) Arya Pratinidhi Sabha of Fiji | On demand | 8.24% | 3,354,679 | 3,340,322 |
| | | | <u>7,376,475</u> | <u>6,894,711</u> |

(a) Details of securities of the interest-bearing loan from Westpac Banking Corporation:

The loan from Westpac Banking Corporation is guaranteed by the Trustees of the Arya Pratinidhi Sabha of Fiji as mortgagor on the following properties:

- (i) Registered First Mortgage No. 183671 by the Trustees of the Arya Pratinidhi Sabha of Fiji over: Title CL 130305.
- (ii) Registered Second Mortgage No. 399237 by the Trustees of the Arya Pratinidhi Sabha of Fiji over: Title NL 11105.
- (iii) Registered First Mortgage No. 123354 by the Trustees of the Arya Pratinidhi Sabha of Fiji over: NL 35/209.
- (iv) Registered First Mortgage No. 446242 by the Trustees of the Arya Pratinidhi Sabha of Fiji over: NL 21299.
- (v) Registered Second Mortgage No. 443325 by the Trustees of the Arya Pratinidhi Sabha of Fiji over: CL No. 13116.
- (vi) Registered Second Mortgage No. 165905 by the Trustees of the Arya Pratinidhi Sabha of Fiji over: NL No. 35/209.
- (vii) Registered First Mortgage No. 175627 by the Trustee for Fiji of the Arya Pratinidhi Sabha of Fiji over L 164935.
- (viii) Registered First Mortgage No. 120273 by the Trustees of the Arya Pratinidhi Sabha of Fiji over: CT 6207.
- (ix) Registered Second Mortgage No. 245312 by the Trustees of the Arya Pratinidhi Sabha of Fiji over: CL 102489.

The loan is repayable at \$13,300 per month and interest rate of 5.5% per annum.

(b) Loan from Bank of Baroda

The loan from the Bank of Baroda is secured by:

- (i) First Registered Mortgage over CT No. 25684 situated at Ratu Mara Road, Samabula.
- (ii) First Registered Mortgage over Native Lease no. 5003530 situated at Lot 1 Saweni, Lautoka.
- (iii) Demand Promissory Note to be signed by the Trustees of the Arya Pratinidhi Sabha of Fiji.

The loan is repayable at \$46,485 per month and interest rate of 9.5% per annum.

(c) Internal Loans

Internal loans are loans from the Arya Pratinidhi Sabha of Fiji at an interest rate of 8.24% that have been used to supplement the capital and operating requirements of the company. These loans are not due for repayment in the near future and the Arya Pratinidhi Sabha of Fiji and its entities will continue to provide supplementary funding for ongoing financial requirements of the company.

SHIKSHA (FIJI) LIMITED
T/A THE UNIVERSITY OF FIJI
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2012

11. INTEREST BEARING BORROWINGS - (Continued)

(d) Loan from Merchant Finance

The loan from Merchant Finance is secured by:

(i) First Registered Mortgage over Commercial Crown Lease No. 16061 situated in Nadi Town.

(ii) Demand Promissory Note to be signed by the Trustees of the Arya Pratinidhi Sabha of Fiji.

The loan is repayable at \$9,286 per month and interest rate of 8% per annum.

| | 2012 | 2011 |
|--|------|------|
| | \$ | \$ |

12. ACCUMULATED FUNDS

The Company now operates under the "University of Fiji" decree to serve the post secondary educational needs of the communities of Fiji and any other global communities that wish to receive tertiary education at the company. The transfer of legal ownership from a company by guarantee to an educational institute has not been effected at the date of the financial statements.

13. NOTES TO THE STATEMENT OF CASH FLOWS

| | \$ | \$ |
|--|-----------|-----------|
| (i) Reconciliation of surplus to net cash inflows from Operating Activities: | | |
| Operating surplus after income tax | 417,292 | 357,727 |
| Add non-cash items: | | |
| Amortisation of deferred income | (16,557) | (29,545) |
| Depreciation | 864,886 | 734,839 |
| Interest received | 23,547 | (8,138) |
| Provision for doubtful debts | (4,670) | (450,739) |
| Items classed as investing activities: | | |
| Movement in payables for property, plant and equipment | (176,555) | (190,220) |
| Net cash provided by Operating Activities before | 1,107,944 | 413,924 |
| Changes in operating assets and liabilities: | | |
| Decrease in trade receivables | 35,621 | 515,626 |
| (Increase) in deposits and prepayments | (72,169) | (68,328) |
| Decrease in future income tax benefit | - | 209,914 |
| (Decrease) in income tax payable | - | (448,011) |
| (Increase) in Inventory | (15,293) | (25,534) |
| (Decrease)/increase in trade and other payables | (309,968) | 463,611 |
| Net Cash Flows provided by Operating Activities | 746,135 | 1,061,202 |

(ii) Reconciliation of cash:

For the purpose of the statement of cash flows, cash comprises of cash at bank. Cash as at the end of the financial year as shown in the statement of cash flows is reconciled to the related items in the balance sheet as follows:

| | | |
|----------------|----------|----------|
| Bank overdraft | (74,860) | (86,819) |
| Cash at bank | 88 | 104 |
| Cash on hand | 600 | 800 |
| | (74,172) | (85,915) |

SHIKSHA (FIJI) LIMITED
T/A THE UNIVERSITY OF FIJI
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2012

| | 2012 | 2011 |
|---|-----------|-----------|
| 14. BOOKSHOP TRADING ACCOUNT | \$ | \$ |
| Bookshop sales | 149,268 | 172,359 |
| Less: Cost of Sales | | |
| Opening stock | 45,458 | 54,163 |
| Purchases | 136,615 | 141,109 |
| Wages | 10,800 | 10,260 |
| | 192,873 | 205,532 |
| Less: Closing stock | (58,014) | (45,458) |
| | 134,859 | 160,074 |
| Surplus transferred to Income Statement | 14,409 | 12,285 |
| 15. CANTEEN TRADING ACCOUNT | \$ | \$ |
| Canteen sales | 249,071 | 223,135 |
| Less: Cost of Sales | | |
| Opening stock | 3,392 | 2,543 |
| Purchases | 190,929 | 173,865 |
| Wages | 46,459 | 40,422 |
| | 240,780 | 216,830 |
| Less: Closing stock | (2,401) | (3,392) |
| | 238,379 | 213,438 |
| Surplus transferred to Income Statement | 10,692 | 9,697 |
| 16. FEES | \$ | \$ |
| Tuition fees | 1,741,561 | 1,948,645 |
| General fees | 55,640 | 79,875 |
| | 1,797,201 | 2,028,520 |
| 17. SALARIES & WAGES | \$ | \$ |
| Senior management | 787,703 | 625,075 |
| Administration and support staff | 306,034 | 283,579 |
| Per diems | 68,629 | 74,851 |
| Academic staff | 1,172,024 | 1,781,687 |
| | 2,334,390 | 2,765,192 |
| 18. INTEREST | \$ | \$ |
| Interest on bank loans | 320,865 | 239,782 |
| Interest on internal loans | 260,369 | 215,284 |
| | 581,234 | 455,066 |
| 19. REPAIRS & MAINTENANCE | \$ | \$ |
| Building maintenance | 118,436 | 86,361 |
| Compound maintenance | 9,875 | 6,525 |
| Equipment maintenance | 22,654 | 13,418 |
| | 150,965 | 106,304 |
| 20. RENT AND RATES | \$ | \$ |
| Land rental | 15,645 | 15,000 |
| Office rental - Administration/Finance | 10,800 | 10,800 |
| Water rates | 6,436 | 13,698 |
| | 32,881 | 39,498 |

SHIKSHA (FIJI) LIMITED
T/A THE UNIVERSITY OF FIJI
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2012

| | 2012 | 2011 |
|---|------------------|------------------|
| 21. TRAVELLING AND ACCOMMODATION | \$ | \$ |
| Local traveling and accommodation | 88,901 | 39,000 |
| Overseas travelling and accommodation | 42,596 | 85,302 |
| | <u>131,497</u> | <u>124,302</u> |
| 22. SUNDRY INCOME | \$ | \$ |
| Hire charges | 9,225 | 9,590 |
| Library receipts | 4,156 | 5,915 |
| Student lockers | 1,160 | 910 |
| | <u>14,541</u> | <u>16,415</u> |
| 23. GENERAL EXPENSE | \$ | \$ |
| Sub OHS | 9,558 | 8,252 |
| Valuation Fees | 920 | - |
| Penalties | 124,990 | 23,318 |
| Medical | 615 | 325 |
| Immigration - work permit fees | 5,712 | 14,074 |
| Fiji Higher Education Commission (FHEC) fees | - | 12,000 |
| Staff development | 27,321 | 22,221 |
| | <u>169,116</u> | <u>80,190</u> |
| 24. UMANAND PRASAD SCHOOL OF MEDICINE (UPSM) ACCOUNT | \$ | \$ |
| Income | | |
| Donation | 166,000 | 166,000 |
| Interest | 7,273 | 8,145 |
| MBBS Fees | 2,012,500 | 1,481,250 |
| | <u>2,185,773</u> | <u>1,655,395</u> |
| Less expenditure | | |
| Advertising | 4,733 | 13,450 |
| Bad and doubtful debts | 90,570 | 31,650 |
| Bank charges | 2,549 | 2,491 |
| Cleaning and sanitary | 7,895 | 5,788 |
| Depreciation | 150,505 | 79,235 |
| Electricity | 7,600 | 8,500 |
| Functions and meetings | 895 | 1,630 |
| FNPF | 83,172 | 75,215 |
| Insurance | 4,582 | - |
| Interest | 57,709 | 66,688 |
| Photocopier rental | 21,750 | 24,350 |
| Rent | 24,000 | 24,000 |
| Repairs and maintenance | 17,654 | 22,898 |
| Salaries and wages | 1,039,718 | 959,186 |
| Security | 28,470 | 21,006 |
| Stationery and printing | 12,855 | 15,672 |
| Telephone, fax and internet | 5,400 | 4,800 |
| Travelling and accommodation | 23,048 | 41,075 |
| | <u>1,583,105</u> | <u>1,397,634</u> |
| Surplus transferred to income statement | <u>602,668</u> | <u>257,761</u> |

SHIKSHA (FIJI) LIMITED
T/A THE UNIVERSITY OF FIJI
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2012

| | | |
|---|-----------------|-----------------|
| 25. SCHOOL OF LAW | 2012 | 2011 |
| Income | \$ | \$ |
| Donations | - | 1,500 |
| Deferred income | 10,000 | 10,000 |
| Law fees | 583,421 | 504,975 |
| | <u>593,421</u> | <u>516,475</u> |
| Less expenditure | | |
| Advertising | 5,785 | 7,245 |
| Bad and doubtful debts | 31,862 | 51,510 |
| Cleaning and sanitary | 4,250 | 3,999 |
| Depreciation | 31,241 | 20,624 |
| Electricity | 2,400 | - |
| Functions and meetings | 485 | 1,501 |
| FNPF | 32,355 | 29,669 |
| Photocopy | 4,875 | 2,458 |
| Rent | 18,000 | 18,000 |
| Repairs and maintenance | 18,750 | 13,985 |
| Salaries and wages | 404,441 | 370,867 |
| Security | 29,970 | 29,326 |
| Stationery and printing | 7,958 | 10,650 |
| Travelling and accommodation | 7,481 | 9,017 |
| Telephone, fax and internet | 13,200 | 11,331 |
| | <u>613,053</u> | <u>580,182</u> |
| (Deficit) transferred to income statement | <u>(19,632)</u> | <u>(63,707)</u> |

26. RELATED PARTY DISCLOSURES

The Directors of Shiksha (Fiji) Limited during the financial year were:

| | | |
|--------------|---------------|-----------------|
| Kamlesh Arya | Kamal Singh | Narendra Prasad |
| Bhuwan Dutt | Arun Padarath | Shanti Saroj |

Related party balances

Included in payables at year end is the following related party balances:

(a) Non-current

| | | |
|--|------------------|------------------|
| Internal loan from the Arya Pratinidhi Sabha of Fiji | \$ | \$ |
| | <u>3,354,679</u> | <u>3,340,322</u> |

During the year, Shiksha (Fiji) Limited traded with its related entities, the Arya Pratinidhi Sabha of Fiji and Pundit Vishnu Deo Memorial College. The amounts included in the determination of net surplus that resulted from transactions with related entity were as follows:

| | | |
|---|----------------|----------------|
| Interest on internal loan | \$ | \$ |
| | <u>260,369</u> | <u>215,284</u> |
| <u>Pundit Vishnu Deo Memorial College</u> | \$ | \$ |
| Rent expense | <u>10,800</u> | <u>10,800</u> |
| <u>DAV Girls College</u> | \$ | \$ |
| Rent expense | <u>18,000</u> | <u>18,000</u> |

SHIKSHA (FIJI) LIMITED
T/A THE UNIVERSITY OF FIJI
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2012

27. PRINCIPAL BUSINESS ACTIVITIES

The principal activities of the company comprise providing tertiary education for foundation, undergraduate, postgraduate, Masters, Doctoral and general education.

28. CAPITAL COMMITMENTS

Capital commitments for the financial year 2012 is \$500,000. (2011: \$350,000). This relates to the construction of cafeteria and extension of finance office at the Saweni campus. This will be financed through a secured loan from the Bank of Baroda and internal loan from Arya Pratinidhi Sabha of Fiji.

29. SUBSEQUENT EVENTS

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the company, the results of those operations, or the state of affairs of the company in future financial years.

30. GOING CONCERN

The financial statements have been prepared on a going concern basis, which contemplates the continuity of business activities and the realisation of assets and the payment of liabilities in the normal course of business. At 31 December 2012 the company's current liabilities exceeded its current assets by \$988,420. To be able to meet the company's obligations the Arya Pratinidhi Sabha of Fiji will continue to support the company financially by not demanding their loan to be repaid in the near future. To this effect a signed document from the Arya Pratinidhi Sabha of Fiji is being held by the company.

31. (a) LOAN SCHEME

This scheme is operated by The University of Fiji's Loans Committee as per the approval of the Council and specific request of the donors. Scholarships are granted on application to students who are facing financial hardship but demonstrate academic excellence.

(b) STUDENTS LOAN FUNDS

This fund is operated by The University of Fiji's Scholarships and Loans Committee as per the approval of the Council. The students loan fund is a pool of donor funds which are disbursed as loans to students who face financial hardships but have satisfactory academic performance. Recipients enter into an undertaking to repay.

32. SIGNIFICANT EVENTS DURING THE YEAR

The Financial Regulations of the company was approved by the Council on 1st of September, 2012 which gives a clear guideline of the financial operations and management of the company.