



MUHIMBILI UNIVERSITY OF HEALTH AND ALLIED SCIENCES STUDENTS` ORGANIZATION (MUHASSO)

MINISTRY OF ACADEMICS

P .O. BOX 65007, Dar es Salaam, Tanzania. +255 714 186 718

Email: muhasso@muhas.ac.tz

#	PLAN	DETAILS	Achievements	Recommendations	challenges
1	Introduce and increase awareness of Ministry Office to MUHAS students	Formal introduction of Ministry to students in form of a power point presentation (5 - 10 minutes)	Formal introduction to first years was conducted and information was given, the use of School Representatives was stressed, and the importance of reading the Prospectus to familiarize themselves with MUHAS policies and regulations. This made them aware and any problem that rose was communicated earlier as possible.	Would be ideal if done for all years at the beginning of the academic year	Due to limited time and congestion of the time was difficult to cover the all classes
		Visit classes and introduce ourselves			
		Introduce the Ministry goals/purpose/what we can do for the students			
		Provide contact information (phone numbers, emails)			
		Stress the use of School Representative: necessity of making problems known as early as possible			The use of school representatives in respective schools still is low due to the fact that it is new position.

		Prospectus: some important policies they should read and know			
2	Facilitate communication	Delegate specific roles to the School Representatives - Official documentation of Responsibilities	Official Documentation was created and formal meeting/training was conducted with School Representatives to encourage them to be thoroughly knowledgeable with MUHAS policies/Laws. Two formal meetings were conducted.	More regular meetings should be held. But SR's should attend these meetings. Representatives should be continuously being encouraged to meet with students on a regular basis.	Some of SR's failed to be countable to their citizens which lead one of the SR to step down.
		School Representatives thoroughly educated on MUHAS policies/ Laws			
		Set regular meetings with all School Representatives and /or Class Representatives			

Study Environments

Vimbwete at MUHAS for students discussion group sessions: Lighting, height problems

Issue was discussed with DVC-ARC numerous times and it was agreed to improve the conditions when funds become available after landscaping which is ongoing.

Needs follow up

Long promise and issue of fund from the management was the main challenge.

Computer Labs (especially the junior labs) need to be rehabilitated, closing hours modified

Rehabilitation was done.

Would be better for ICT to take more control of this issue because it is more in line with their Ministerial duties .Closing hrs still need to be worked on.

Difficult in monitoring opening and closing hrs.

Computer/Internet:
Teaching seminars need to be implemented

Was not able to address

Should be looked into in future

Congestion of time table.

Chole Road Hostel study area needs:

➤ Short term:

Vimbwete with lights and/or shade.

➤ Long term:

Temporary cafeteria later

Discussion with DVC-ARC: the idea was adopted and

Follow-up required

		converted into study halls	was agreed to be worked on as funds arise		
		Chole Road Hostel internet access need: delegate one room with internet access per building	This was delegated to Ministries: ICT-Publicity and Accommodation: Currently an Advertisement for a Tender has been made.	Would be better for ICT and Accommodation to take more control of this issue because it is more in line with their Ministerial duties	
4	Library	Extend main Library hours especially during examinations	Discussion with DVC-ARC: Hours for Library not extended because of lack of personnel/transport for personnel. Cleanliness and repair of the library facilities was done and is ongoing. Extension of Dental Library hours was requested but yet to hear response. The 24-hour library is an ongoing follow-up issue, currently the main problem is the lack of a 24 hour personnel/security system.	Diligent follow-up required	Security for 24hrs limited the possibility of use of this extension.
		Facilitate the opening of the 24hr Library floor			
		Other Library issues: cleanliness, electrical sockets, fans, lighting, restocking of books, staff shortage			Dental library it is still outstanding problem.
		Extending of Dental Library hours- follow-up			
5	Curriculum review	Initiate close coordination between school review committee (University of California- San Francisco, UCSF & MUHAS)and	Close coordination was accomplished directly through ministry via letters and official documentation. One	Close follow-up of the process, and	

		student body; via Ministry and School Representatives	tracer study was done and two workshops were conducted with the involvement of students. School Representatives have also been closely involved.	encourage student participation.	
		Request official documentation of their plans and activities, and how we can be involved			
6	Mentor-Mentee Program Revival	Announcements in class: explain why they should take advantage of Mentors (Research, Associations, employment)	First year students were visited and educated about the Program, and encouraged through the class representatives to contact their mentors. Discussion with DVC-ARC, Senate: To encourage mentors to initiate contact with their mentees	Continued encouragement of students meeting with their mentors	
		Mentors contact students (class announcements, letters, telephone), address problems any possible problems with mentors (approachability)			
7	Book Project	Increase number and quality of books in Library: Check Library stocks	A complete list of required books was made for the courses MD and DDS. An Official Proposal was not written.	A complete list of required books for all other courses needs to be made, and then the initiation of the Official Proposal to be written and presented while closely working with	Some of the school representative failed to get list of recommended reading materials from their lecturers eg SPHSS
		Initiate communication with Embassies (Indian, Norwegian) and other donors to express the need for financial support: Write up Official Proposal based on Individual School needs			Time was limited

				Ministry of Foreign affairs.	
8	Academic Associations Unity with MUHASSO	Address TEHSA and TAMSA complications by streamlining procedures of communication and coordination	Unfortunately it was not possible to address these issues.	Recommended for next office	
		Assure the adherences of agreements set in past meetings (refer to Annual Report 2008/9)			
9	Prospectus	Encourage students to read!	Students were encouraged to read Prospectuses especially first years. Follow up was made via letter to DVC-ARC and the response was that our suggestions for policy review were submitted to the Directorate of Continuing Education and Professional Development to be worked on during the process of Curriculum Review. Prospectus and Almanac is now available on the MUHAS website. Diligent follow-up of Prospectuses for the new year was made although they were almost 4 weeks late and still had numerous mistakes. All first years received one each, other years one was shared between 10-20 students.	Early follow-up on new Prospectuses so they are released to students within the first week of the new academic year. Continued follow-up and coordination with the policy review processes. Student involvement should	
		Follow up on Policy reviews for clarity			
		Prospectuses made mandatory for freshmen, and provided for continuing students			
		Look into possibility of having the Prospectus available on MUHAS website			

				be made during the review of the Prospectus Draft.	
10	Miscellaneous	Examination results released early (internet, newspaper)	Examination results for academic year 2008/9 were released online.	Online examination results need to be updated as need arises (supplementary examinations, delayed payments etc). It is recommended that a special senate meeting held for addressing Student appeals. Also the regulation of not setting a specific time frame for appeal	Supports from deans of the respective school are still reluctant on making follow up of the students Appeals from higher bodies.
		Early processing of student appeals and other student concerns	It was attempted to speed up the processing of student appeals but the number of Senate meetings was drastically reduced therefore delaying the process. Special Faculty (Training) Requirements were released on time this year.		
		Wireless Internet made available in the Blocks			
		Provide directions on how GPA's are calculated			
		Provide directions on how GPA's are calculated			
		Initiate concern of the scarcity of lecture halls	We stated our concern for the scarcity of lecture halls and the response was that there is a lack of funds as well as space on MUHAS campus, but the Mloganzila Project was stressed as a future resolution.		

				processi ng needs to be changed. The issue of wireless internet in each Block should be delegate d to the Ministry of ICT- Publicity .	
--	--	--	--	---	--

.....

Gustavu
 Justinian,
 Minister

.....

Thuraiya Hashim, Deputy
 Minister

.....

Francis Masse, Principle
 Secretary