



MID-WEEK FLIER

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THE UNIVERSITY OF ZAMBIA

P.O. Box 32379, Lusaka, Zambia

February 9, 1996

UNZA SET FOR TAKE OFF

As the university this semester gears itself for the implementation of the computerisation programme that is expected to revamp the operations of the university, Council Chairman Mr Peter Miller has called on staff to change their attitude towards public facilities.

Mr Miller who was on a familiarisation tour of the Computer Centre, Library and all the schools at the main campus observed that in a number of cases minor problems which could be solved by staff in the departments such as leaking taps were not attended to expecting the Resident Engineer to repair them.

"Things like leaking taps can be repaired inhouse without involving the Resident Engineer as all you need is a washer", he said.

"The problem is we lack the ability to maintain facilities in this country. It is a real cultural problem which must be changed", he said.

Mr Miller also said that schools and departments in the University should also find ways of making contributions towards the maintenance of their facilities instead of depending on central administration. Mr Miller was particularly impressed with the Social Development Studies department which has rehabilitated its offices using its own resources.

Mr Miller said that any university in the world was there to serve the community and therefore it had to do things that had a practical effect on the people.

At the school of Agriculture, the Dean Professor Chinene said they offer inservice training while its laboratories were available for use by outsiders.

"In this way, we generate funds for recurrent expenditure", Prof Chinene said.

The School of Agriculture will also be introducing a new course in food science and technology but has delayed due to lack of funding.

Prof Chinene explained that since 1971 students have been taught production agriculture.

"But what is produced has to be processed and this is what is lacking, hence the introduction of the new course.

Mr Miller said when the CAMAS Project is fully implemented, the university will be a completely new one.

Mr Miller also said there were a lot of

positive things that the university was doing but were not getting out to the community. He called on the information wing (Community Relations) to be more aggressive in disseminating information on university activities.

MEDICAL FEES UP

The UNZA Medical Scheme fees will be increased from the current K1,500 to K3,000 per month effective March 1. According to information given to the "Flier" the UNZA Health Services Advisory Committee made the recommendation due to increased costs.

The scheme, which is voluntary enables any UNZA registered family member below 18 to have free medical facilities at the clinic at a subsidised rate.

NKANDU NOW PROFESSOR

Dr Nkandu Luo has become the first indigenous Zambian woman to be promoted to the rank of Associate Professor.

In a congratulatory letter the Vice Chancellor Prof Andrew Siwela said "Your recent promotion is clear testimony to the fact that hard work and commitment are the sole criteria for elevation on the academic ladder. I am confident that you will encourage female colleagues to emulate your outstanding example".

Prof Siwela said Dr Nkandu's involvement with the local and international community had brought the University of Zambia closer to the community and this was commendable.

BE DISCIPLINED - BANDA

The Resident Engineer Mr Ian Banda has called on staff in his department to be highly disciplined in the department is to succeed in its operations. Speaking when he formally announced the formation of the Resident Engineers Department in the New Lecture Theatre recently Mr Banda said just like a war cannot be won without discipline any organisation cannot succeed without discipline among its workers.

Mr Banda said he had observed that many workers report late for work and despite this, they do not even show any remorse for it.

"This is a very bad sign as a lot of productive time is lost," he said. Mr Banda also announced that a new disciplinary committee to replace the one in the defunct Estates department will be formed. The new Committee will comprise of members from all the units that now form the Resident Engineer's department.

Mr Banda also cautioned junior officers from insulting their superiors as that amounted to indiscipline adding that there were other ways of bringing up complaints against their superiors and hoped that the disciplinary committee will not have serious disciplinary cases to deal with.

Mr Banda also said his department will form a promotions committee to consider deserving cases for promotions and salary

increments. The Committee will sit quarterly and Mr Banda said he will treat everyone fairly irrespective of whether they were in the old units which fell under him or the new units.

And answering questions from his department Mr Banda said the problem of buses picking up workers late for work will soon be solved as it affects all departments in the university.

Mr Banda admitted that the issue of some categories of workers not having the right attire for their jobs was a serious one and will take the issue up.

He also said his department will work out a system that will make administrative officers do their work as the case was in the past.

As an example, Mr Banda said he did not see why administrative officers could not chase salary advances with the bursar on behalf of workers in their departments so that work is not disrupted by the field workers going to the Bursar's office because the administrative officers were not doing their work.

"Such problems should end within the department". This was in response to one worker who wanted to know whether administration officers were field workers as they were rarely found in their offices to attend to their problems.

PR TIPS

The employees of an organisation are the best spokesmen for its policies and acts. To the public, those who are employed by an organisation are the organisation. The public judges an organisation by the people associated with an organisation. The public will believe what employees of an organisation say about it before they believe its publicity or advertising. A telephone call received by a switchboard operator, sales representative or letters written by correspondence all affect favourably or otherwise the public relations of an organisation.

In every successful programme of PR, it is essential that all members of the organisation take part and the recognition of its importance must permeate every face of a company's operations. Cindy Reeves, Vice President in charge of PR of Mutual Life Insurance of New York says PR, "is not a thing, that you can delegate to a few people and forget". We must note that it is important to inform and gain an active operation of all employees in building good PR.

ADMISSION PROCEDURES UNDER REVIEW

The university is trying to find an economic way of admitting students, the acting Registrar Mr Saeli Muyunda has revealed.

Mr Muyunda said at present, there are about 25,000 school leavers each year and the university has to produce that number of application forms and yet only about 800 are admitted each year.

"There has certainly been some concern about the wastage in stationery and labour costs", he said in an interview.

REGISTRAR AT CAPE MEETING

The acting Registrar Mr Saeli Muyunda has described the 10th International Meeting of university administrators which was held at Capetown University in South Africa as very useful.

Mr Muyunda who attended the meeting which ran from 7 to 12 January 1996 said various topics including equal opportunities and access to higher education administration were discussed. Short lectures followed after discussions.

"I found it useful to learn how others are solving problems in universities", he said. There were about 200 participants from all over the world.

The meeting was organised by the International Committee for meetings based at Brunel University in the UK. Mr Muyunda is a member of the Committee.

SIWELA AT IUCN MEETING

Prof Andrew Siwela was recently in Harare to attend the IUCN (The World Conservation Union) steering committee on Regional Networking and capacity Building Initiative for Southern Africa. The meeting took place from 25 - 28 January 1996.

SAASA ON IAI BOARD

Director of the Institute for African Studies Prof Oliver Saasa has been appointed a member of the Council of the International Africa Institute in London for a two year period from 1996 - 1998. The appointment is a prestigious one that implies a special recognition of the university and the country.

TELCOMS SUPERVISOR RESPONDS UNZA ON TELEPHONE NUMBERS

Mr Litia Mwala who is the University Telephone Supervisor brings out common problems faced by telephone users:

1. I was ignored by the operator. She left me holding the line not knowing what was happening.
2. The operator was extremely rude.
3. She told me to try again but did not say why.
4. I could not understand what she was saying.
5. The operator would not answer but I could hear it ringing out.
6. The telephonist gave me a wrong number.
7. The operator was telling lies. She was very unhelpful.
8. The telephonist must have spread that rumour.
9. She didn't know what extension number to get, so she just cut me off.
10. The telephonist had no sense of humour and in fact was very abrupt.

As you are aware from the Midweek Flier volume 1 no. 94 additional work for the new telephone network is in progress. You are advised to give external callers the following numbers:

292884
293058
293029
293553
293235

Report all the tele-communications complaints and faults to the Telecommunications Supervisor.

Happy New Year

Litia Mwala

Telecommunications Supervisor

APPOINTMENTS

MWENECHANYA, J.M., (PROF) acted as Vice Chancellor from 24 - 28 January 1996 during the period Prof Siwela was attending an IUCN Steering Committee meeting in Harare, Zimbabwe.

TEMBO, M., (MRS) acting as Dean of Students Affairs with effect from 15 January 1996 until further notice.

ERZINGATZIAN KRIKOR, (PROF) acted as Head of the department of Surgery in the School of Medicine from 11 - 19 January 1996 during the period Prof Munkonge was acting as Dean of the School.

BHAT, G. J., (PROF) appointed as Head of the department of Paediatrics and Child Health for a period of two years. The appointment is with effect from 15 January 1996.

LUNGU, C.V., (MR) acted as Head of the department of Metallurgy and Mineral Processing until January 30, 1996.

CHANDA, V. M., (DR) acting as Head of the department of Literature and Languages from 6 January to 7 February 1996 during the absence of Dr Sumaili.

CHANDA, A. W., (DR) acted as Assistant Dean (Undergraduate) in the School of Law from 15 January to 1 July 1996 during the absence of Dr Tukiya Kankasa-Mabula.

MPOSENI, P.M., (MR) acted as Head of the department of Agricultural Engineering from 12 - 26 January 1996.

CHITAMBO, H., (DR) acted as Head of the department of Paraclinical Studies, School of Veterinary Medicine from 22 January to 2 February during the absence of Dr Mwase-Ngulube.

KALUSA, T. W., (MR) acted as Head of the department of Educational Administration and Policy Studies (EAPS) from 22 January to 2 February 1996 during the absence of Dr A. L. Sikwibele.

CHITUTA, F. S., (MR) acted as Assistant Dean (Academic) in the School of Engineering from 22 - 31 January 1996 during the absence of Mr B.M. Ngandu.

SHINONDO, C. J., (DR) acted as Head of the department of Pathology/Microbiology from 8 January to 7 February 1996 during the absence of Prof N.P. Luo.

NDHLOVU, B. Z., (MR) has been re-appointed Assistant Dean II in the School of Education for a period of two years with effect from 3 February 1996.

SIMALUWANI, E., (DR) acting as Assistant Dean (Postgraduate) in the School of Law from 1 February to 20 June 1996 during the absence of Dr Hansungle.

MATENGA, C.R., (MR)
acted as Head of the Department of Development Studies from 1 - 3 February 1996 during the absence of Dr F. Mutesa.
MPANDE, P., (MR)
acted as UNZA Registrar for administrative convenience from 8-13 January, 1996.
PHIRI, G.T., (MRS)
acting as UNZA Deputy Librarian with effect from 10 January 1996 until further notice.
PHIRI, Z., (DR)
acted as Head of Department, Civil Engineering from 7-11 January 1996 during the absence of Dr Mulenga.
NDELE, P.M., (MS)
acting as Head of Post Basic Nursing Department in the School of Medicine with effect from 5 January 1996 until further notice.
MUPIMPILA, C., (DR)
appointed Head of Economics Department (HSS) with effect from 2 January 1996.

OBITUARIES

Mrs Rosemary Chipasha Matongo wife of Blue Matongo a lecturer in the history department currently studying for a PhD in the USA died at Ramsay Medical hospital, St. Paul, Minnesota in the United States on 18 December 1995.

The body arrived on 24 December 1995 and she was buried at the Leopards Hill cemetery the same day.

Masson Sichibbalo aged 2 years son of Mr Fanwell Sichibbalo died on 16 January 1996 at U.T.H.

Mr Benson Kaulula, died on 1 February 1996 at the U.T.H. at 20.00 hours. The late Kaulula was working in the Catering department and was based at Marshlands. Burial took place on Sunday, 4 February 1996.

MAY THEIR SOULS REST IN PEACE

AGONY!

Agony is learning to adjust living on your salary after being transferred from the lucrative "P..." office.

From M.C. Kasoma
Mines

EDITORIAL BOARD

EXECUTIVE EDITOR
Mulife Malambo

EDITOR
Sam Nkhoma

Typeset and Designed by UNZA Press

FORUM

DO SECRETARIES OWN BOSSES?

Sir
Allow me to respond to the above item raised by a Security Officer in the Mid-week Flier Vol. 1 No. 94.

Firstly I send my sincere condolences on the loss of the colleague's mother. May her soul rest in peace.

Beloved, secretaries follow instructions from their bosses like any other junior officers do. A secretary is a link between the boss and other members of staff. She ensures that communication is effective and that the required action is taken. Her responsibilities are enormous, for she is his personal organiser, generally deciding who the boss can see and to whom he can speak, what matters require his urgent personal attention, and what can be delegated to others. It is this opportunity of personal service which makes the secretary's job so different from that of other fields - 'division of labour'.

A boss gives directives, instructions and orders. A boss is consultative and very helpful. A secretary works tactfully, effectively and with courtesy according to the needs of the boss to maintain good working relationship with him/her. For instance a boss would call a secretary to instruct her that he/she is busy working

on a report, finishing up an urgent matter and so forth. He would, thus, request the secretary not to allow anybody to see him. The poor secretary would simply comply with this instruction. Her duty now is to know the nature of the problem that a visitor/member of staff has so that she uses her discretion. If she says "leave your papers and come and see me after 15 minutes" leave them, she knows what she is doing.

Finally, I urge all secretaries to observe priority. A smile on duty costs no money. Remember that you are never fully dressed until you wear a smile. As for members of staff I encourage you all to learn to present your problems to secretaries first instead of wanting to see the boss straight away. Be co-operative and take the secretary's advice. At the end you will appreciate the secretary's role.

I apologise on behalf of the secretaries concerned for the inconvenience caused to the Security Officer. Sorry Sir, forgive us.

Lucy N. K. Mutungwa
Secretary
LITERATURE AND LANGUAGES DEPARTMENT, HSS

STAFF DEVELOPMENT CORNER

ARRIVALS

1. Dr David Chikoye (Agriculture) Ph.D in Weed Science - University of Guelph, Canada - returned 17/12/95 under CIDA sponsorship
2. Dr Wycliff Tembo (Agriculture) Ph.D in Animal Science-University of British Columbia, Canada - returned 2/01/96 - under CIDA sponsorship.
3. Dr Neo R. Simutanyi (IAS) Ph.D in Labour Economics - University of Cambridge, UK - returned 27/12/95 under World Bank/UNZA sponsorship
4. Miss Valentina C. Tembo (Psychology) MSc in Occupational Psychology - University of Sheffield, UK - returned 2/01/96 under SIDA sponsorship
5. Mr Victor Chinyama (Mass Comm) MA in Broadcasting - University of Boston, Massachusetts, USA - Returned 4/01/96 under USAID sponsorship
6. Dr Aston Chipashi (Geography) Ph.D in climatology - University of Saskatchewan, Canada. Returned 31/12/95.

STAFF MOVEMENTS

SEMINARS/WORKSHOPS/CONFERENCES AND TOURS

NAME	SCHOOL/ DEPT	DATE	COUNTRY	PURPOSE
Prof Ravindra Sharma	Veterinary Medicine/ Paraclinical	29/02/96 11/04/96	UK	Professional visit to Veterinary Schools in the United Kingdom
Robert Tembo	HSS/Social Dev. Studies	28/01/96 05/03/96	Israel	To attend a course on HIV/AIDS in Israel
Prof C.V. Sheth	Natural Science/Physics	08/02/96 29/02/96		UNZA/Birmingham Link
Vitalicy Chifwepa	Education/ Library Studies	10/02/96 17/02/96		To attend a workshop on the study of the impact of information on development and present findings
J. Daka	Vet Medicine/ Biomedical	25/02/96 10/03/96	Zimbabwe	To attend the regional instrumentation and maintenance workshop in Zimbabwe organised by SPALNA and University of Zimbabwe, Harare.
Likezo M. Mungomba	Natural Sciences/Biology	20/01/96 27/01/96	Zimbabwe	To attend a conference of the international Epidemiological Association
Regina C. Shakakata	UNZA Library	23/03/96 29/03/96	Germany	To attend a workshop on "following up" conference of WCW Peking at Leipzig Germany
Nalubamba King S.	Vet. Medicine/ Clinical Studies	17/01/96 26/01/96	Zimbabwe	To attend a Seminar
M.C. Musongole	Natural Sciences/Maths	15/01/96 18/01/96		Visit
Prof. Carlson Anyangwe	Law	21/01/96 27/01/96	South Africa	To attend and present a paper at the Law Teachers Congress, University of the Western Cape
Prof O. Obidoa	Natural Sciences/ Environmental	22/01/96 29/01/96		To participate in the Pan-African Mutagen Society Conference
Dr L.E. Mumba	Natural Sciences/ Biological Sciences	09/01/96 26/01/96	South Africa	To attend a workshop and symposium on Imaging Cellular dynamics during development and reproduction at the University of the Witwatersrand
H.L. Songolo	Agric. Sciences/ Soil Sciences	26/02/96 06/03/96	Harare Zimbabwe	To collaborate and deliver lecturers/Practicals on Atomic Spectrometry Analysis and Maintenance at the Regional Training Workshop on Equipment Maintenance organised by SPALNA
R.L.G. Lemmens	Engineering/ Surveying	19/02/96 23/02/96	Pretoria South Africa	To present a paper at the Earth Data Information Systems Conference
Prof L.P. Tembo	Directorate of Research and Graduate Studies	05/02/96 10/02/96	Nairobi Kenya	To attend a conference
Christopher Hambokoma	Education	13/02/96 12/03/96		To familiarise with university programme in Primry Science and in Postgraduate Certificate in Education and to have an update on developments in Science
			Education	
Dr S. Simukanga	Mines	13/02/96		To attend the Second meeting of SADC Human Resources Development Sub-Committee (Mining) and to present a paper
Likezo M. Mungomba	Natural Sciences Biology	10/01/96 17/01/96	South Africa	
Luke Kanyomeka	Agric/Crop Scie.	18/01/96 28/01/96	South Africa	To attend the IX International symposium on biological control of weeds
Dr H.N. Chabwela	Natural Sciences Biology	7/01/96 4/02/96		To participate field discussions on wetlands of the Zambezi basin.
Prof. G.J. Bhat	Medicine/Pediat and Child Health	16/12/96 23/12/96		To attend a Workshop reviewing the primary health care (PHC) manual for medical students in the region.

STAFF DEVELOPMENT CORNER

LISTED BELOW ARE MEMBERS OF THE ACADEMIC STAFF PROMOTED AT THE LAST MEETING

NAME	POST	SCHOOL
Prof R. Krishna	Full Professor	Mines
Mr John E. Jellis	Full Professor	Medicine
Dr Nkandu Luo	Associate Professor	Medicine
Dr F.A. Kamona	Senior Lecturer	Mines
Dr P.S.M. Phiri	Senior Lecturer	Natural Sciences
Mr F. Maimbo	Senior Lecturer	Agricultural Sciences
Dr Y. Mulla	Senior Lecturer	Medicine
Mr N.G. Sumbwa	Senior Lecturer	Education
Dr A.C.S. Mushingwe	Senior Lecturer	Humanities
Dr K.L. Samui	Senior Lecturer	Veterinary Medicine
Mr D.A. Banda	Lecturer Grade I	Law
Dr M.F. Simpanya	Lecturer Grade I	Natural Sciences
Dr Greta Banda	Lecturer Grade I	Natural Sciences
Dr S. Mambwe	Lecturer Grade I	Mines
Dr A.K. Mahapatra	Lecturer Grade I	Engineering
Dr Z. Phiri	Lecturer Grade I	Engineering
Dr A. N. Ng'andu	Lecturer Grade I	Engineering
Dr C.K. Wamukwamba	Lecturer Grade I	Engineering
Mr Yotam Chiwaura	Librarian Grade II	Library
Mr D.C. Nkosha	Lecturer Grade II	Education
Mr B.C. Ndhlovu	Lecturer Grade II	Education
Mr W.N. Mafuleka	Lecturer Grade II	Humanities
Mr B. Chisanga	Lecturer Grade II	Humanities
Mr J. Simwinga	Lecturer Grade II	Humanities
Mr F. Mbulai	Lecturer Grade II	Humanities
Dr John Volk	Lecturer Grade II	Natural Sciences
Mr Iwake Masialeli	Lecturer Grade II	Natural Sciences
Mr Stephen Chipeta	Lecturer Grade II	Natural Sciences
Mr B.M. Ng'andu	Lecturer Grade II	Engineering
Mr A.A. Zulu	Lecturer Grade II	Engineering
Mr E. Tembo	Lecturer Grade II	Engineering
Dr A. Mwanza	Lecturer Grade II	Veterinar Medicine

**POSTGRADUATE
RESEARCH
TRAINING
FELLOWSHIPS**

Postgraduate research training opportunities are available at the ICIPE, under the African Regional Postgraduate Programme in Insect Science (ARPPIS), leading to doctoral theses after three years of study, and award of doctoral degrees of internationally accredited Universities.

Applications are invited for the 1996 admissions for study projects in the following areas of research:

- Studies on the ecology, biology and pathology of satuniid silkmths, leading to improved sericulture technology.
- Behaviour, breeding, ecology and disease management of the honeybee, *Apis Mellifera* races with a view to improving apiculture technology for smallholders in eastern Africa.
- Ecological and biological studies of important insect pests and disease vectors of major tropical food grains, vegetables, fruits, livestock and humans, leading to the development of environmentally safe components of integrated insect pest and vector management.

Although ARPPIS is a regional programme, suitable applicants from other tropical developing countries will be considered. Candidates must not be over 35 years of age, and must be holders of a good masters degree with coursework and thesis relevant to the area of proposed study; a minimum of upper second class BSc degree or equivalent is also required. Women and candidates who have satisfied coursework requirements for PhD programmes of specific universities are particularly encouraged to apply.

Resumes with names of referees and copies of relevant certificates should be submitted with a written application. Also, a one-page concept paper on the proposed research study is required. Complete applications should be sent to the Training Coordinator at the address given below, and must be received by 28 February, 1996.

International Centre of Insect Physiology and Ecology
P O Box 30772
Nairobi, Kenya
Phone: 254-2-802501/3/9
Fax: 254-2-860110/803360
E mail: dudu@icipe.rio.org or
icipe@cgnet.com

UNIVERSITY OF THE

WITWATERSRAND, JOHANNESBURG

Division of the Deputy Registrar (Research) (F14/

42)

**THE AFRICAN SCHOLARS'
VISITING FELLOWSHIP**

The University has established a Fellowship for distinguished visiting scholars from states in central, eastern and southern Africa. Initially the scheme will run from 1995-1999 (inclusive). Applications are now invited for the 1996 Fellowship. Details are as follows:

Eligibility: Citizens, between the ages of 25 and 45, of Angola, Botswana, Kenya, Lesotho, Malawi, Mozambique, Namibia, Swaziland, Tanzania, Uganda, Zambia and Zimbabwe.

Duration: 3-6 months

Value: 1 annual award of ZAR 50,000 (reduced pro rata for stays shorter than 6 months)

Method of application: Application must be made by letter, via the Head of the prospective host department at the University, to the Deputy Registrar (Research) and should include:

a full curriculum vitae, including publi-

cations list

an outline of the programme of activity the applicant wishes to pursue, stating how such a programme would be of benefit to the University as well as to himself/herself; he/she should indicate with which member(s) of the University's academic staff, or with which department(s), he/she envisages working.

two independent referees' reports attesting to the applicant's ability to carry out such a programme successfully.

a letter of support from the Head of the prospective host department at the University (applications lacking such a letter will not be considered)

proposed approximate dates of arrival and departure (making realistic allowance for the time required to obtain a work permit and to satisfy any other Government requirements).

Closing date: Thursday 29 February 1996

All applications or enquiries to:
The Deputy Registrar (Research)
University of the Witwatersrand
Private Bag 3
Wits 2050
South Africa
Tel No 011 716 3582
Fax No 011 339 5708
E-mail 160SHA@ATLAS.WITS.AC.ZA