



# William V. S. Tubman University Office of the President



**ANNUAL REPORT FOR THE 2018/2019 ACADEMIC YEAR  
TO THE BOARD OF TRUSTEES**

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## **GREETINGS**

I present warmest and sincere greetings to you, Hon. Chair and members of the Board for and on behalf of the Administration and the entire community of Tubman University.

## **INTRODUCTION**

Hon. Chair and members of the Board, it is another annual reporting period for the purpose of retrospection for the year under review. In this regard, the report covers the activities in terms of progress and challenges of every division within the University.

## **ADMINISTRATION**

Per the administration structure, the University has four administrative divisions: Administration, Academic Affairs, Student Affairs, and Institutional Advancement. The Administrative Division is supervised by Dr. S. Benson Barh, Vice President for Administration, and the Academic Affairs Division is headed by an OIC who is the Assistant Vice President for Academic Affairs, Mr. T. Jah Dan Bestman. Mr. Matthew B. Akinselure is the Associate Vice President for Student Affairs and Rev. Dr. Rita Townsend is Vice President for the Division for Institutional Advancement.

Currently, the University has a total number of 462 personnel in its employ. 73% of the number is male, while 27% is female. On the other hand, 23% constitutes instructional staff and 77% is non-instructional staff. Of the total number, 6% is foreign staff.

It is important to note that the University is still in search of a qualified Liberian, preferably a female to fill the gap of the Vice President for Academic Affairs.

All of the individuals mentioned herein including Associate and Assistant Vice Presidents heading various departments within the Divisions are members of the President's Cabinet and the University's Council. I am glad to mention that there is a cordial working relationship between my office and the rest of the offices for the growth of the Institution. The high level of cordiality has made the University to experience infrastructural development and that of academic efficiency as indicated herein.



## **PROJECTS**

To ensure that TU becomes a vibrant institution, my administration seeks to improve and increase the infrastructure on the campus. In so doing, my administration has implemented two major projects during the period under review.

Due to the insufficiency of classrooms, we have constructed a twelve classroom building which is presently 85% complete. The total cost of this project is at \$474,950.00USD, and it is being pre-financed by the contractor. In regards to the terms of payment, the University has paid to date 40% of the total cost. When completed, it is expected to host two colleges, including the College of Health Sciences.

We also broke ground and commenced the construction of a Commencement Stand. The intent of this project is to host both the Opening and Commencement Convocation exercises on campus. As a matter of fact, it is our anticipation that the Sixth Commencement Convocation will be held for the first time on the main campus of the University. It is also pre-financed at the total cost of \$179,780.00USD.

Apart from these two major projects, there was major renovation work on all the academic annexes and the Residence Hall, which set into motion the beginning of the academic 2018/2019. Faculty Residence are being renovated as well. These repair works motivated the staff and the students as they returned from their annual break.

The Administration has erected a mini poultry based on the recommendation from the College of Agriculture and Food Science. The principal aim of this project is to carry out practical instruction with students in Poultry Science and subsequently for economic sustainability.

## **ACADEMIC ACTIVITIES**

The Division of Academic Affairs provides supervision over the academic life of the University in order to ensure the maintenance of academic integrity as the University strives towards the achieving of excellence and quality.

In the absence of recruiting a qualified individual to fill the gap of the Vice President for Academic Affairs' position due to the exit of Dr. Carbajosa, Mr. T. Jah Dan Bestman is serving as the OIC for the Division. Mr. Bestman, in consultation with my office and that of the Deans of the Colleges, has ensured over the time that the just ended academic year was successful.



Regarding the activities of the Division in the period under review, the Center for Excellence in Teaching and Learning, trained all the Administrative Officers and Administrative Assistants, as a means of promoting efficiency and proficiency in the various offices.

As the existing curriculum nears expiration, the Curriculum Review Committee has started to review and revise the curriculum for the next four years.

In order to improve and build the capacity of some of the staff the University, through the Division of Academic Affairs, has given financial assistance to four individuals who obtained scholarships abroad for their graduate studies. There is a commitment through a Memorandum of Understanding that these individuals will return and provide professional services to the University for five years.

During the period under review, the University has extended its pre-college program, Access to College, to the City of Pilebo. With the conclusion of the semester, reports indicate that the pilot project in Pilebo was successful and it has a brighter prospect to serve as a feeder for the regular program.

The University through the Department of Admission Records and Registration, admitted One Thousand Nine Hundred and Seventy-Eight (1,978) students into the regular program during the period under retrospection. Regarding gender sensitivity, male students constitute One Thousand Three Hundred and Forty-One (1,341) of the total number, while female students are at Six Hundred and Thirty-Seven (637).

As a means of the recruitment drive for the first semester 2019/2020, there is a Placement Exam scheduled for the first Saturday in June, 2019.

For the Sixth Commencement Convocation that is scheduled for June 11 2019, the University through the Division of Academic Affairs, is set to award undergraduate degrees in different disciplines, to about Two Hundred and Thirty-Three (233) students from the various colleges as indicated below:



College	Male	Female	Total
<b>Agriculture and Food Science</b>	50	5	55
<b>Arts and Sciences</b>	11	2	13
<b>Education</b>	27	8	35
<b>Engineering and Technology</b>	21	3	24
<b>Health Sciences</b>	29	38	67
<b>Management and Administration</b>	21	18	39
<b>Total</b>	159	74	233

As we strive to promote academic quality and excellence, the University accepted partnership with GIZ, a German organization, to implement three key projects in the University:

- Gender Equality
- Laboratory Technician Degree Program
- Research Capacity Building

Of the three track projects, Gender Equality is in full swing, as a specific office was opened to address sensitive gender issues in the University.

As indicated in the chart above, the College of Arts and Sciences, which is the newest college in granting degrees, will award degrees in Biology and Environmental Science this year. During the period under review, the College hosted two Research Symposia.

The College of Management and Administration, under the leadership of the newly appointed Dean, Dr. Moses Geply, collaborated with the Cavalla Rubber Plantation and assigned internship students in managerial areas. Reports indicated that the students from the College performed brilliantly during their internship.

The College of Agriculture and Food Science is headed by Dr. Wolloh E. Topor as its Dean. During said period under review, the College through the recommendations of one of its lecturers, Ms. Hannah Farr, started a mini poultry farm for instructional and future sustainability purposes. The University through the College recommended fifteen students who will be evaluated by the Ministry of Agriculture for further recommendations to attend agricultural programs in Israel.



Professor Dr. Isaac A. Adetunde is the Dean of the College of Engineering and Technology. The College benefitted from a gift from the World Bank. After an inventory and assessment of the World Bank project, there is a prospect that the World Bank will further supply the University through the College. The College also benefitted from a kind gesture of Honorable P. Mike Jurry and Mr. Thomas Wilson of the United States of America, through the donation of an e-brary database.

The Dr. Elizabeth Davies-Russell College of Education continues to bring relief to the cities of Harper and Pleebo through its graduates and senior students as they provide primary and secondary education to the schools in these cities. Professor Dr. Charles Amanze Ihedioha, is the Dean in charge of the College.

Like the College of Education, the College of Health Sciences is also a beacon of relief to the health institutions in and around Maryland County. It has been proven through survey that by average, the graduates and some senior students through internships, continue to provide some services to the health sector of this County. The Nursing Program was recently accredited for additional three years, during the period under review. The College has started post Midwifery Degree Programs. Dr. S. Benson Barh, is acting as the Dean, while in search of a qualified individual, preferably a female.

### **STUDENT'S LIFE AND ACTIVITIES**

The Division of Student Affairs is the principal office responsible to coordinate and regulate the activities of students on campus. Over the period, the Division held series of activities beginning with new students' induction (The Rising) and the inauguration of the Student Government Association.

The Division through its Department of Counseling, provided Counseling services to students who have academic challenges and other related issues.

Though there were contentious issues among the students relating to their Student Government elections, the Division peacefully coordinated the process which resulted to a peaceful and democratic elections that ushered in a new leadership for the next academic year.

Following tradition, the Miss Tubman University Beauty Pageant was held under the supervision of the Division of Student Affairs through a steering committee headed by Professor Iona Thomas Connor. After series of activities, the pageant produced a queen, Miss Brimalyn S. Kanneh, a student from the College of Arts and Sciences, as Miss TU 2019/2020.



The University through the Division of Student Affairs still provides dormitory services to students who hail from distant counties. The services may not be as to international best practices, but it is appreciated on an average level, as it provides better accommodation and security to those who are being admitted into the dormitory.

### **FUTURE PLANS**

As we transition into the next academic year, it is the anticipation of my administration with your endorsement to begin a graduate school that has been envisioned by the past administrations. Currently, there is a committee formulating plans in order to meet the necessary criteria by the standards of the National Commission of Higher Education (NCHE). The Committee has already begun the first step through my office by expressing the intention of the University to the NCHE. I am hopeful that the Commission will respond favourably as to start the actual application process.

Away from the establishment of a Graduate School, my administration is also anticipating to continue the construction of the Engineering Building. This plan is based on the 2019/2020 allotment. When completed, it will bring relief to the University with the availability of classrooms.

Another plan on the desk has to do with revenue generation through animal husbandry, mini water factory, and increase in production of the Barrobo Farm.

### **COURTESY VISITS**

During the year, my office was opported to have received two ambassadors accredited near Monrovia; the British Ambassador and that of the South African. At the same time, I paid a visit to the Chinese Ambassador. This meeting was negotiated and arranged by Honorable Olayi Sunday Collins, Deputy Minister of Internal Affairs.

The British Ambassador purposely visited the campus to disseminate information on a scholarship program sponsored by his country. During his visit, he conducted a one-day workshop with the students regarding the criteria for application.

The South African Ambassador came as a guest of the County Authority, which encouraged him to visit the campus. I had a fruitful discussion with him regarding scholarship opportunities for both the students and the staffs. As a result of that meeting, he connected us with the University of Pretoria, and we were fortunate to have had a team from that University and met with Rev. Dr. Rita Townsend at the Monrovia Office. The result of that meeting between the team and Dr. Townsend now gave us the green light for our students and others interesting individuals to start the application process.



My trip to Monrovia following the invitation of the Chinese Ambassador was successful in that the Ambassador made some commitments in supporting Tubman University through the National Government.

### **CONSTRAINS AND CHALLENGES**

Despite the successes mentioned in the narrative above, there are constrains and challenges confronting the operation of the University. Key among the challenges that continue to create hinderance to the progress of my administration, is low budgetary allotment from National Government. Moreover, allotment from the Tuition Waiver is not being remitted on time as anticipated. Initially, the tuition and other fees paid by students supplemented the allotment for goods and services from government, which, prior to the waiver, made us to attend to the obligations of the University. These make us to face daily the operational problems as indicated herein:

- Unable to settle full payment to vendors and contractors.
- The unwillingness of vendors to entertain transactions (stationery, petroleum, and repairs of vehicles.)
- Hiring of required number of faculty across the University.
- Unable to hire female administrator, due to the location of the University.
- Lack of mobility and other office equipment.
- Lack of equipped and functioning laboratories.

### **NECROLOGY**

During the period under review, death, though being a natural phenomenon, has broken our hearts as it shortened the number of our staff and students, by taking away their lives.

#### ❖ Staff

1. Rev. Tarkolo Miller, Director IT.
2. Miss Janet B. Doryen, Clinical Supervisor, Dept. of Public Health.
3. A. Bartue Nagbe, Lecturer, College of Technology.

#### ❖ Students

1. Miss Tete Dorbioh



## RECOMMENDATIONS

As I indicated earlier, I am pleased to bring forth these plans for your timely consideration and endorsement:

1. Establishment of a Graduate School.
2. Completion of the Engineering Building.
3. Based on the allotment of the pending 2019/2020 Budget, downsizing of non-essential staff which will make the University to meet up with the current reality.
4. Improved internal revenue generation through the following:
  - A mini water factory
  - Petroleum station
  - Animal husbandry
  - Purchase of Power Saw for the sale of timber (Planks)

## COMMENDATION

It is always prudent to recognize an individual or some individuals whenever they have shown commitment to their duties. I have the pleasure to recognize and appreciate the level of commitment and loyalty my top administrative staff continue to exhibit since my appointment as President of the University. Special recognition to Dr. S. Benson Barh, Vice President for Administration, all of the Associate and Assistant Vice Presidents and to my office staff that continue to link my office to the University Community. Furthermore, I am deeply overwhelmed by the level of cooperation received from you, Honorable Chair of the Board of Trustees, and the rest of the Board Members. The efforts you continue to employ are laudable for the full function of the University. It is also important to use this medium to applaud the efforts of Honorable P. Mike Jurry, for his sense of belonging to the University since his election as Representative of the Commonwealth District of Harper. It will be unfair if I don't mention here, the commitment of the former President, Dr. Elizabeth Davis-Russell for her able leadership she continues to provide to the TU Foundation Board. The Administration also appreciates her cash donation of One Thousand United States Dollars which enabled us to



fix Fifty new armchairs. The concern of Honorable Bhoffal Chambers, the Speaker of the House of Representatives, and the rest of the lawmakers of Maryland County cannot go unnoticed.

Finally, let me say 'hats off' to all of the employees beginning with the janitors, the security, and the rest of the staff, for their tireless work that made us to have a successful academic year.

## **CONCLUSION**

Honorable Chair and Members of the Board of Trustees, as I draw the curtain to this report, it is important to reecho that my administration is committed to improving every sector of the University which is also a contribution to the Pro Poor Agenda. However, this vision cannot be achieved in the absence of adequate budgetary allocation. As we plan to elevate some of our programs to the graduate level, I seek your indulgence and support through lobby that will connect us to other international partners and universities, for the purpose of quality and excellence. It is also my intention through the administration to maintain and strengthen Memorandum of Understandings signed with our international partners, Partners in Health, and GIZ.

Again, congratulations to all including our would-be graduates, for a successful academic year.

Lastly, we request the elevation of Acting Board Chair to Board Chair. Since our appointment, the current Board Chair has been absent and uninvolved in the affairs of the Board and University.



**Front view of the Ten-Classroom Building**



**View of one of the Classrooms**



**View of a Common Space within the Ten-Classroom Building**



A



B



C

A: Partial Male and Female Bathrooms

B: Offices within the Building

C: Hallway withing the Ten-Classroom Building



**600-seated Commencement Hall during construction**



**Front View of the 600-seated Commencement Hall during construction**





**Views of the 600-seated Commencemnt Hall Upon Completion**