



# UNIVERSITY OF BELIZE ANNUAL REPORT

August 1, 2007 – July 31, 2008



## **VISION**

In the next five years, the University of Belize is dedicated to fostering Belize's development by producing graduates who are socially and ecologically responsible, analytical, self-confident, disciplined, ethical, entrepreneurial and skilled communicators and who are committed to using these skills and values for Belize's enrichment.

## **Mission**

The University of Belize is a national, autonomous and multi-location institution committed to excellence in higher education, research and service for national development. As a catalyst of change, it provides relevant, affordable and accessible education and training programs that address national needs based on principles of academic freedom, equality, transparency, merit and accountability.

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## Chairperson's Remarks

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The 2007-08 year was a challenging one for the University of Belize's (UB) community, but we are glad to see that our students, faculty members and alumni did not lose sight of the real UB that we all hold dear. The year saw a number of changes and as such this review marks a transition in the Board of Trustees and a change in the President. The university thanks the previous Board and President for their stewardship. UB has been making strides in developing its capacity to provide higher education service to the country. Priority was placed on developing the programs, infrastructure, and services, providing the new Board with a platform from which to propel the institution into ensuring programs are relevant, sustainable, and properly managed.

In the area of academic affairs, monthly academic council meetings provided the backbone upon which the 50 programs offered by the university can function with merit and accountability, all the while continuing on the developmental path to accreditation. Our investments in faculty development remain notable, as has been our focus on student affairs. Specifically, we have seen the institutionalization of counseling and transportation services for our students. Most importantly, efforts are underway to project and plan for sustained growth towards accreditation which we believe will enable the University of Belize to continue to fulfill its mission of providing relevant, affordable, and accessible higher education that meets national needs.

We acknowledge that the University continues to face several difficulties as it strives to live up to the demands of its various stakeholders, while remaining relevant to Belize. This presents us, the new Board, with an opportunity to make our contributions so as to move the university towards increased excellence. The reality is that the overall student population has increased by just over fifty percent since 2000. The pressure this has placed on physical infrastructure will need to be steadily alleviated. We will embrace new technologies which stand to impact positively on everything from administration to teaching to service delivery. We will continue to broaden our funding base. At a time when our society demands greater financial accountability and transparency of its institutions, the University is expected to lead in this regard. UB will continue to build on its eight year history of reaching out to the community through the provision of public lectures and engaging the public in issues of national debate.

As we look towards the new academic year, and indeed to the future of UB, we are excited and energized by these prospects. Together with the other members of the Board of Trustees, I am committed to finding innovative ways of reaching for excellence in tertiary education while ensuring that the Belizean society is kept abreast of the university's programs, plans, initiatives, and activities.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'Imani Morrison'.

**Imani Fairweather- Morrison**  
*Chairperson – Board of Trustees*

# President's Remarks

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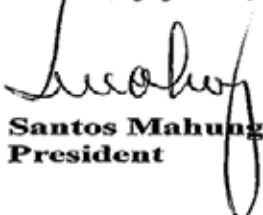
Upon assuming presidency of Belize's national university one year ago, I immediately made my personal mantra to be "students first." Having a "student first" university has meant prioritizing the development and refurbishment of facilities and enhancement of services so that our students can effectively undertake and successfully complete their programs of study and are able to enjoy the road to such an accomplishment. I am grateful to the 350 full-time faculty, staff and administrators and all members of the adjunct faculty who have joined in this quest and whose support and commitment to the University of Belize are fundamental to providing an educational product worthy of respect.

The natural extension and perhaps a more encompassing framework of the "student first" mantra is the development of an outward-focused, client-centered institution reflecting the role and obligations of the university as a public, national university. I therefore also committed the office of the President to the development of the university as a recognized university in the region and a university which responds to the aspirations of higher education and development needs of Belize. One highlight in this area was the development of a new program in History; additionally, plans got underway for the revitalization of the Central Farm campus and a new program in Sustainable Agriculture that will be launched early in the new academic year.

As an essential strategy of gaining recognition for UB regionally, the university continued its external relations with several regional and international universities. A focus has been placed on even more interchange in this area, given the many advances in technology. In this connection, upgrading our connectivity infrastructure was a priority, one that naturally also enabled more effective communication in service as the national university to our multi-located campuses with its multicultural faculty, staff and student population. UB is a microcosm of the Belizean society.

As the University of Belize enters its ninth year of service, we anticipate a steady growth in enrollment and further development of programs and services that meet both our students' personal needs and our country's national needs. Ever aware that as a university UB is also committed to global research and linkages, we continue to welcome organizational and corporate partnerships, as well as exchanges with other post-secondary institutions, colleges and universities as we continually to strive for excellence in all we do. We also welcome the many opportunities to embrace the communities that surround our campuses and the villages, towns and cities that provide us with our student base. It is my firm belief that UB is one of the most effective institutional ambassadors Belize has and that the faculty, staff, administrators and students that constitute the immediate UB community will continue to be a driving force in our country's development.

Sincerely yours,



**Santos Mahung**  
**President**

# Board of Trustees

(Appointed June, 2008)

1. Ms. Imani Fairweather-Morrison (Chairperson)
2. Belize Minister of Education's Representative  
OAK Belize Foundation  
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3. Mr. Deryck Satchwell  
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# Office of the Provost And Quality Assurance

**Provost  
Angel Cal, Ph.D.**

## EXECUTIVE SUMMARY OF ACTIVITIES OF THE OFFICE: CALENDAR YEAR 2008

In the period August 2007 to 22 May 2008 the Provost’s Office was in the hands of Dr. Marco Olsen. The office appeared to have worked pretty much in response to the demands of monitoring and supervising the work of the Deans and academic Directors who report to the Provost.

From 23 May 2008 to 31 July 2008 the Acting Provost sought to complete the academic year and to plan for academic 2008-09 as the primary objectives. For the period beginning 1 August 2008, the office worked with a draft Work Plan drawn from the draft budget that emphasized five work areas, namely Academic Affairs Management, Curriculum and Assessment, Student Affairs, Faculty Affairs and External Relations. These parallel the offices that report to the Provost’s Office and, more importantly, areas that address the institutional standards that we have defined as vital for accreditation. The Office of the Provost announced its focus for academic 2008-09 as preparing for application for candidacy for accreditation in 2011.

WORK AREA	ACTIVITIES	NOTES
1. Academic Affairs Management	<p><b>Academic Council (AC).</b> Prior to the announcement of the establishment of four internal councils, the Provost’s Council had been set up with its draft TOR, including its goals, objectives, regular meetings, etc.</p> <p>The AC subsumed the Provost’s Council and at this stage of the reporting period we are at the final</p>	<p>The AC meets monthly. In managing Work Plans, the AC comes up with academic regulations, and procedures or policies that require formulation or review. The AC also addresses matters of general import to the academic division. Day to day matters are addressed on a one-on one basis with the Deans and academic Directors, including on the spot visit to their respective offices.</p>



	<p>stages of completing the draft TOR for submission to the President for possible Board review and approval.</p> <p>The management strategy of the office is to focus on annual Work Plans where AC members report on the implementation of their respective plan on a monthly basis.</p> <p>Oversight on budget management and control is one of the responsibilities of the Provost’s Office. The Provost signs off on Purchase Requisitions.</p> <p>The Provost also monitors academic personnel in respect to the hiring and firing of instructors and staff, leave of all types, transfers, professional development and regular evaluation.</p> <p><b>Library.</b> The electronic card catalog that UCB had over the years developed was lost when its server crashed without there being a back up. The monumental task of re-keying the card catalog into a library-software that can “link” with similar software from other libraries has been a priority of the library during the reporting period. A volunteer from Taiwan has made important contributions to this effort, but we recognize that much more has to be done to complete this undertaking.</p> <p>To meet accreditation standards, UB also has to reconsider its investments in adequate library infrastructure, including buildings and equipment. Moreover, UB’s planned acquisitions of hard copy books and periodicals have to become more meaningful (we last budgeted a little over \$3,000 in the current fiscal year). The library continues to subscribe to EBSCO, an on-line data base that provides access to 4,650 serials and 3,600 peer-reviewed titles.</p>	<p>The delay in the approval of the budget has occasioned a delay in the completion of annual Work Plans.</p> <p>Delay in the approval of the budget has occasioned some ambiguity in relation to budgetary controls. At this time the Provost is approving expenditures that are “normal” in any given semester.</p> <p>This function of academic management is undertaken in close consultation with the Human Resources Office.</p> <p>The Library is in need of a parallel strategic development plan that will enable it to improve its professional services to students and faculty while it aims to meet specified standards in preparation for accreditation. The quality of teaching and learning can be positively impacted by the quality of our library services.</p>
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	<p>Of equal importance, UB's library personnel do not meet accreditation standards. We continue to hire persons with a high school diploma and expect that over time they can be apprenticed into library science. As an interim measure, library vacancies will be advertised in Guyana since we do not have in Belize persons with formal training in library science. We also need to use information technology to come up with an on-line bachelor degree program in library science for the library staff.</p>	<p>The Library has to monitor the use of EBSCO to ascertain whether or not students and faculty are making good use of this resource that costs UB \$32,000 a year.</p>
2. Student Affairs	<p>The Registrar's Office and the Office of the Dean of Student Affairs manage these critical aspects of institutional life. During the period under review, the Registrar's Office has been engaged in moving from one student records software to another with major implications for the entire system of records management. Another major activity that involved several offices including the Registrar's was the assembling of the UB Catalog, the absence of which has been the object of severe criticism. We will have to wait until the next reporting period to assess the extent to which we will have met the needs addressed by the catalog. The Registrar's Office now needs to work in coordinating the change of our course numbering system, a project that has been in the making for far too long.</p> <p>The institutionalization of certain services such as basic health care attention, counseling, improved transportation, sports and related services is underway. Institutionalizing a student insurance system is also underway, but it is too early to say how this may turn out.</p>	<p>We will have to wait until the next reporting period to report on this major activity.</p> <p>The UB 2008-2009 Catalog was uploaded on the UB web page on 31 October 2008 and a limited number of hard copied made for distribution. Work has to begin with the preparation of the 2009-2010 Catalog to include the new system of course numbering and to take account of the improvements we will want to make to the 2008-09.</p> <p>The challenge is to pay more attention to the quality of services offered to part time students when UB is structured as a day-time school. We have to find ways and means to support both students and faculty working in the evenings and weekends.</p>
3. Curriculum and Assessment	<p><b>Program Review.</b> The review of seven academic programs has been delayed primarily because of the absence of a QA coordinator who can lead and take the work to fruition. Furthermore, the expected beginning of the evaluation of another cycle of ten programs will have to wait for January</p>	<p>We expect that cycles of academic program review can now be institutionalized at UB given the work done on internal academic standards, program specifications, the development of the instruments and the protocol developed for the first cycle.</p>

	2009.	
	<b>Common Finals Monitoring Exercise.</b> This exercise undertaken on a semester basis is one of the mechanisms in place to monitor and to report on the quality of UB's assessment procedures. The QA report details the advances and regressions we have had with the implementation of this policy.	Given UB's "quest" for accreditation, the Provost and the AC will have to make decisions on how to best get this important mechanism back on stream.
	<b>General Education Core.</b> The GEC Manual drafted in the last reporting period remains on the shelf.	8. UB has to become a lot more effective in the management of policy formulation and decision as it is taking too much time to make decisions even when policy and regulation manuals have been drafted.

WORK AREA	ACHIEVEMENTS	NOTES
	<p><b>New Program Development.</b> The concept for a bachelor degree in Criminal Justice has been on the table for several years. During the period in review, Ms. Nicole Haylock was tasked with coordinating the effort towards the development of the proposals. It is not likely that this program will be ready in time for recruitment in March 2009.</p> <p>Discussions are underway to consider a joint master's degree in Business Administration degree with Murray State University, one of our COBEC partners.</p>	<p>UB has to improve on the protocol for new program development. It is expected that the QA office will need to undertake this activity in 892.</p> <p>Though this is not a priority at this time, UB cannot long remain on the sidelines in the area of graduate studies.</p>
4. Faculty Affairs	<p><b>Faculty Continuing Professional Development.</b> The UB faculty are in dire need of continuing professional development primarily in improving the quality of teaching and learning. The Faculty of Education that has the human resources to facilitate this in-house training is usually extremely busy (now with the on-line program development in teacher education) that we may have to invest the money to obtain help from the outside. The use of information technology to improve teaching and learning is another aspect of the same problem.</p>	<p>For fiscal 2008-09, faculties allocated modest funds towards continuing professional development that I expect to see used in the most effective manner.</p>

	<p><b>Tenure and Promotions System.</b> It is urgent that we operationalize this system as it is deemed as most critical to the development of a merit system, the promotion of research, high quality teaching and service and to the improvement of faculty morale.</p>	<p>We are mindful of the cost implications of this system. Not having it, though, is more expensive in terms of the absence of a system of incentives based on proven checks and balances. The cost has to be carefully analyzed, especially as it relates to research.</p>
<p><b>5. External Relations</b></p>	<p><b>ATLIB.</b> For the most part, UB operates within a 2 + 2 system where at least half of our students transfer to us from junior colleges of Belize. Even while we take the steps to establish and to improve upon our quality assurance mechanisms in preparation for accreditation, we have to support the development of the same culture in the junior colleges.</p> <p>In that line, the Provost's Office has begun to strengthen its participation in ATLIB affairs.</p>	<p>While accepting the importance of the 2 + 2 system, UB has to recognize its role as a leader within the national tertiary system. The drafting of the higher education policy framework, for example, is a major activity that should rationalize the higher education sub-system of Belize.</p>
	<p>13. <b>CSUCA.</b> The dynamic work of the Consejo Superior Universitario Centroamericano in a number of key areas including quality assurance, curriculum development, on-line and distance learning, research and university – productive sector linkages is very important to UB as it consolidates its work agenda as a national university. In line with its areas of responsibility, the Provost's Office has undertaken to meaningfully participate in various and diverse areas of regional networking with CSUCA universities.</p>	<p>13. Time constraints and resources sometimes do not allow UB to participate in some activities but, all in all, UB has become more engaged in the work done in this region funded mostly through European Union resources.</p>
	<p>14. <b>COBEC.</b> The value gained from UB participation in COBEC has varied over time. With the objective of improving academic management, UB has proposed a staff exchange program in which academic administrators (current or prospective Deans, Directors and Chairs) may spend up to two working weeks at a given COBEC partner's institution to observe and where possible to participate in the work of the partner's office. The partner will return the visit to UB.</p>	<p>14. The cost of undertaking this exchange is modest compared to the value that can accrue from the experience.</p>
	<p>15. <b>Caribbean.</b> As with our other regional partners, UB's collaboration with <b>ACTI</b> has not been consistent over time. At this juncture, it appears to me that ACTI is not at all</p>	<p>15. It is very costly to travel to ACTI and even CANQATE meetings. For example, the annual meeting in Bermuda</p>

<p>able to attract the necessary resources to undertake a significant regional work agenda. <b>CKLN</b>, on the other hand, has succeeded in putting together an extremely attractive (at least on paper) plan of work. UB has succeeded to train a handful of on-line faculty members through CKLN (and other agencies especial the Commonwealth of Learning) and has been able to offer a course (CMPS 140) on-line to UB students. A number of students in four Eastern Caribbean territories are also involved in the program. We expect to apply these competencies to the on-line program in teacher education.</p>	<p>scheduled in November 2008 is very expensive. Unless UB can justify the expense with the expected value accruing, it is not likely that UB will be in a position to participate in these meetings.</p>
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## Office of Business Development and Administration

**Director**  
**Geraldo Flowers, Ph.D.**

### Departments

Agribusiness Center	Office of Development
Public Safety	Enterprise Development Unit
Human Resources	Physical Plant
Finance and Budget Management	Bookstore
Information and Communication Tech	Office of Public Information

### Grants Procured 2007/2008

**\$465,000** from the EARTWATCH Institute and a private donor for funding of a new marine institute at Hunting Caye, which was completed.

**\$900,000** grant from the Belize Rural Development Program to build 30 Internet centers in Belize to be used for distance education.

**\$85,000** in administrative fees from the European Union

**\$160,000** as payment for year 3 from the Oak Foundation for a grant to fund the Natural Resources Management Program at UB

**\$200,000** as second payment from PACT as part of a three year project for funding for the Natural Resources Management Program.

## Agribusiness Center

### Director: Romaldo Lewis

Development and Implementation of Business Plan with Enterprise Development Unit  
Vegetable Production      Cattle Production      Corn and Beans Production  
Rice Seed Production      Rental of Facilities and Land      Projected Income: \$88,435

## Public Safety

Director : Michael Gutierrez

Community Based Policing with Student Government and Faculty and Staff  
Disaster Management Plans

## Human Resources

Director : Yura Monsanto

Regularization of Routinized HR Functions via ACCPAC Human Resource Module  
Human Resource Development Plan with Dr. Consuelo Waight

## Physical Plant

Director: Michael Sanchez

Belmopan Campus Master-Plan with the Assistance of Universidad de Quintana Roo  
Continue Campus Enhancement

## Finance and Budget Management

Director: Harry Lui

Installation and Training for ACCPAC  
Installation and Training with Registrar for ZenDirect Student Management System  
Implementation of Student Loan Project with ScotiaBank  
Full Implementation of Pay at the Bank Project

## Information and Communication

Director: Marco Valle

Enhancement to Enterprise Network with the assistance of the Caribbean Knowledge and Learning Network (CKLN)  
EU/ACP Proposal for Distance Learning Network with CKLN and Lund University of Sweden (950,000 Euros)

## Office of Public Information

Director: Silvana Woods

Development and updating of UB's website;  
Media relations; UB Bulletin-monthly;  
Sustenance of UB's public image: releases, events, public lectures.





# ENROLLMENT INFORMATION

**Registrar  
Roy Young, Ph.D.**

## Enrollment for 2007-2008 Academic Year

<b>FACULTY OF EDUCATION AND ARTS</b>	<b>F</b>	<b>M</b>	<b>Grand Total</b>
BIOLOGY EDUCATION	12	7	19
BUSINESS EDUCATION	16	2	18
EDUCATION METHODOLOGY	2	2	4
ENGLISH	75	25	100
ENGLISH AS A SECOND LANGUAGE	24	21	45
ENGLISH EDUCATION	32	10	42
MATHEMATICS EDUCATION	8	11	19
PRIMARY EDUCATION	373	108	481
TEACHING - LEVEL ONE	1	1	2
TEACHING - LEVEL TWO	2	2	4
<b>FACULTY OF EDUCATION AND ARTS Total</b>	<b>545</b>	<b>189</b>	<b>734</b>
<b>FACULTY OF MANAGEMENT AND SOCIAL SCIENCES</b>			



ACCOUNTING	57	25	82
BUSINESS ADMINISTRATION	496	217	713
PARALEGAL STUDIES	15	11	26
PUBLIC ADMINISTRATION	14	6	20
TOURISM MANAGEMENT	43	16	59
TOURISM STUDIES	31	12	43
TRANSIENT	23	16	39
<b>FACULTY OF MANAGEMENT AND SOCIAL SCIENCES Total</b>	<b>679</b>	<b>303</b>	<b>982</b>
<b>FACULTY OF NURSING AND ALLIED HEALTH</b>			
ENVIRONMENTAL HEALTH	5	4	9
MEDICAL LABORATORY TECHNOLOGY	21	15	36
PHARMACY	33	24	57
PRACTICAL NURSING	44	2	46
PROFESSIONAL NURSING	106	11	117
RURAL HEALTH NURSING	9	1	10
SOCIAL WORK	63	14	77
<b>FACULTY OF NURSING AND ALLIED HEALTH Total</b>	<b>281</b>	<b>71</b>	<b>352</b>
<b>FACULTY OF SCIENCE AND TECHNOLOGY</b>			
ARCHITECTURE	11	39	50
ARTS AND SCIENCE	1		1
BIOLOGY	61	51	112
BIOLOGY AND CHEMISTRY	11	8	19
BIOLOGY AND MARINE SCIENCE	1	1	2

BIOLOGY/CHEMISTRY/MATH		2	2
BUSINESS TECHNOLOGY		1	1
CHEMISTRY	3	6	9
CHEMISTRY AND MATH	1	2	3
CIVIL ENGINEERING	2	28	30
COMPUTER SCIENCE		1	1
GENERAL AGRICULTURE	7	26	33
INFORMATION TECHNOLOGY	39	114	153
MARINE SCIENCE	22	20	42
MATH & PHYSICS	1	3	4
MATHEMATICS	12	34	46
MECHANICAL AND ELECTRICAL ENGINEERING	4	32	36
NATURAL RESOURCE MANAGEMENT	83	88	171
VISITOR		1	1
<b>FACULTY OF SCIENCE AND TECHNOLOGY Total</b>	<b>259</b>	<b>457</b>	<b>716</b>
<b>Grand Total</b>	<b>1764</b>	<b>1020</b>	<b>2784</b>





## Faculty of Education and Arts

**Dean  
Wilma Wright, Ph.D.**

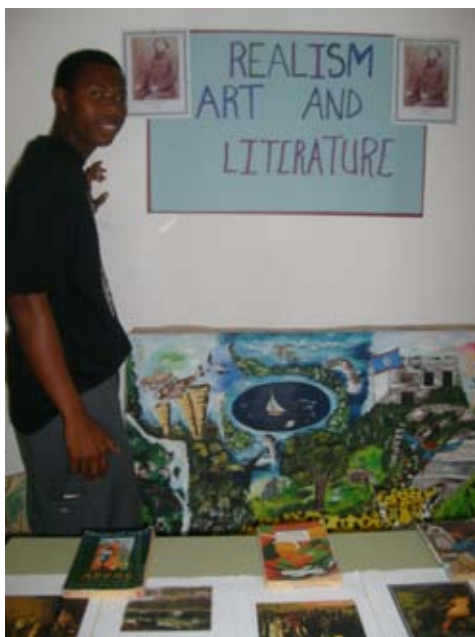
### Message of Accomplishments

The Faculty of Education and Arts (FEA), like the rest of the University of Belize community, is committed to serving the nation of Belize by providing quality and relevant educational services. During the 2007-2008 academic year, therefore, FEA faculty and students planned and initiated several activities. Below are some of the key accomplishments that occurred during the 2007-2008 academic year.

- ❖ FEA invited the public to several presentations. These included activities such as the Patriotic Day and Multicultural Fair that were planned in collaboration with the Office of Student Affairs.
- ❖ The faculty and students of the English department hosted a Women Writers' conference and several literature displays.
- ❖ During the period under review, FEA also held a language day to support UNESCO's advocacy for the promotion of indigenous languages. Some of the activities included speeches by the Minister of Education, Honorable Patrick Faber and by the Minister of Culture, Honorable Marcel Cardona, as well as renditions of poems and songs by students in the various languages in Belize.
- ❖ The internship, a key component of the education programs, provides opportunities for student teachers to implement the teaching strategies acquired during their course of studies. The interns pursuing the Associate degree in teaching were assessed by a panel comprising representatives from the Joint Board of Teacher Education (JBTE), the Teacher Education and Development Unit and the University's supervisors; interns from the Bachelor's program were assessed internally. The results from this year's assessment indicated that 40 of the 42 interns in the Associate's program successfully completed their internship and all 32 interns in the Bachelor's program were successful.

- ❖ To enhance the quality of its programs, FEA worked along with the Quality Assurance Unit (QA) in starting the review of the Associate's and the Bachelor's degrees in teaching. Several faculty members also completed at least one course syllabus according to the criteria outlined by QA.
- ❖ With input from Dr. Cal, Dr. Byrd and Dr. Iyo, FEA developed the History program, produced a recruitment video, and assisted the Admissions Office with recruiting students for the 2008-2009 school year.
- ❖ The Early Childhood Stimulation Center which is attached to FEA graduated 20 students, an increase of 11 over the previous year.
- ❖ FEA's Science faculty and students collaborated with the staff and coordinator of the Early Childhood Stimulation Center to implement a gardening project.
- ❖ Currently, seven FEA faculty members are pursuing doctoral studies through Nova Southeastern University in higher education, organizational leadership, technology and/or distance education. Four others are pursuing doctoral programs at either Oklahoma State University, University of Durham in the United Kingdom, the University of Massachusetts, Amherst or University of South Florida. One faculty member also continues her studies at the master's level at the University of the West Indies.

During the 2007-2008 academic year, FEA provided several services to enhance the quality and delivery of education. To build on 2007-2008 accomplishments, we will implement more innovative projects and programs that will allow us to better serve our students and the nation of Belize during 2008-2009 and in future years.





## Faculty of Management and Social Sciences

**Dean  
Mr. Fatai Akinkuolie**

### Message of Accomplishments

The Faculty of Management and Social Sciences (FMASS) continues to be a dominant faculty in terms of enrollment, income and number of students for the entire University. The faculty accounted for about 36.56% of the entire student population of the University with a total of 658 female and 286 male students. The faculty recorded some significant accomplishments in the following areas:

- ❖ Significant increase in enrollment figures.
- ❖ Recorded the highest number of graduates and proud to announce the highest G.P.A. recipients from Certificate and Associate Programs from the faculty.
  - *Mr. Javier Miguel Wong, Certificate in Paralegal (3.96)*
  - *Mrs. Margaret I. Chinapen, Associate Degree in Business Science (3.96)*
  - *Mr. Abil Roberto Castaneda, Associate Degree in Tourism (3.98 )*
- ❖ Two faculty members from the Tourism Program participated in a regional workshop in Barbados to learn how to develop online courses. The course yielded the development of an online course in Business Strategy. This course was offered in semester two of the last academic year.
- ❖ In November 07, several sections of a marketing course converted the FMASS compound into a Trade Expo. This activity showed innovative products developed by the students in their class through the semester.
- ❖ Students enrolled in the Tourism Management Program assisted in the execution of the Tourism Social Studies Quiz that was sponsored by the Belize Tourism Board.
- ❖ FMASS Internship Program expanded regionally. Two students were placed in Barbados, two in Dominican Republic and one in Jamaica. All evaluations and reviews were positive of the experiences.

- ❖ Two faculty members in the Tourism Management program received certification from Rainforest Alliance to assess hotels in the region for best sustainable management practices.
- ❖ A faculty member serves on the Caribbean Tourism Organization Human Resources Committee and attended the HR Conference in Guadeloupe.
- ❖ A faculty member was the principal investigator in the development of use limits for the Port Honduras management area.
- ❖ A faculty member presented a paper on the Cruise Tourism Impact in the Belize District at a conference sponsored by the Universidad de Quintana Roo.
- ❖ A faculty member was the co-investigator in an assessment to determine the economic impact of three recreation fishes: Bone Fish, Tarpon and Permit. Presentations of these were made throughout the country to drive a legislation that was later passed to protect the above listed course.
- ❖ Two faculty members are currently pursuing their doctoral programs: Mrs. Somandevi Thiagarajan and Mr. Bernard Watler.
- ❖ Three former FMASS students successfully completed their Master's in Applied Economics from North Dakota State University in the United States. Two of these students, Sheryl Tzul and Zoe Zetina, are employed at UB, while the other, Shahira Mckoy, is employed at BELTRAIDE.
- ❖ Three FMASS students left for their Master's degree in Applied Economics at North Dakota State University. They are expected to complete and return to Belize Dec.'08.
- ❖ A faculty member visited Earth University as part of a UB delegation to explore feasibility of revamping UB's agriculture degree.
- ❖ A faculty member completed and presented to UB the feasibility study for the History and Anthropology program.
- ❖ A faculty member participated in the national budget consultation discussions chaired by Dr. Carla Barnett. This was a series of consultations being held countrywide with key stakeholders seeking their inputs into GOB's existing 2008/2009 budget.
- ❖ A faculty member participated on UB's Promotions and Tenure Committee. The PTC has since presented its report, which is awaiting discussion from the proposed Faculty Council.
- ❖ Two faculty members participated on the UNDP/ UB Scoring Exercise regarding Belize's scorecard for the Millennium Development Goals.

- ❖ A faculty member currently serves as the secretary to the Board of the Caribbean Tourism Education Alliance. This body ensures quality tourism and hospitality Programs across the Caribbean.
- ❖ Started the Bachelor's Degree in Management at the Punta Gorda Campus with three core courses.
- ❖ FMASS established strong collaboration and linkages with different NGOs and statutory bodies such as the Belize Tourism Board, BTB, Belize Electricity Limited (BEL) and Youth for the Future.
- ❖ Worked in collaboration with the Youth for the Future Enterprise Unit. Two faculty members facilitated a two-week training workshop in Small Business Management Development.
- ❖ Work on the Bachelor Degree in Criminal Justice program is near completion. The program is scheduled to be on stream August, 2009.
- ❖ FMASS conducted a series of professional development programs, including Excel, Power Point and Advanced Word.

The year was wonderful and prosperous on all fronts.





## Faculty of Nursing, Allied Health and Social Work

**Dean  
Ismael Hoare, Ph. D.**

### Message of Accomplishments

**Chairs: Mrs. Trudy Tillett and Mrs. Isidora Espadas**

- ❖ Pharmacy graduates performed well in the national licensing examination.
- ❖ Nursing graduates performed well in the regional examination for Nurse Registration.
- ❖ An Associate's Degree in Environmental Health was initiated.
- ❖ Planning for a new Bachelor's Degree in Public Health Nursing was completed.
- ❖ A Wellness Fair was held with the participation of the Nursing Department and Office of Student Services.
- ❖ A Nigerian volunteer, originally assigned to the Nursing Department, reassigned to offer fulltime services in the Wellness Center in Belmopan and offered services in Belize City and Central Farm.
- ❖ The Pharmacy and Medical Laboratory Technology program review is near completion.
- ❖ Social work student participation in the regional Caribbean Internship Project continued and the student received recognition in the regional social work newsletter. Student completed an eight-week internship in Grenada.
- ❖ Five faculty members were certified as Clinical Trainers by JPHIEGO, an affiliate of the Johns Hopkins University. This training is a critical component of FNAHSW's contribution towards addressing HIV/AIDS .





- ❖ Training of Ministry of Health personnel was held through the Human Resource and Capacity Building in HIV and AIDS. Twenty-three community persons were trained and qualified as Voluntary Counseling and Testing Service Providers by a team from JPHIGO and FNAHSW trainers.
- ❖ A faculty member received a scholarship to participate in a “Simposio Internacional en Métodos de Investigación en Salud Pública” being hosted by Real Colegio Complutense and David Rockefeller Center for Latin American Studies at Harvard University.



- ❖ Faculty members participated in University of Belize sponsored workshops and seminars as part of their continuing development.
- ❖ Nursing faculty continued to serve as resource persons for the Regional Nursing Examination in developing test items and as external examiners.

- ❖ New equipment for Nursing, Pharmacy and Medical Laboratory programs was purchased, including an autoclave to sterilize equipment and supplies.
- ❖ Faculty are active in the national Nurses Association and Pharmacists Association and are revitalizing the Social Work Association of Belize.
- ❖ Faculty is represented in the General Nurses and Midwives Council of Belize
- ❖ Social Work faculty is involved in collaborative programs with the Ministry of Human Services
- ❖ Faculty members were actively involved in recruitment drive coordinated by the Office of Admissions.
- ❖ Faculty members were actively involved in Career Day activities on invitation by high schools and community colleges in coordination with the Office of Admissions.





## Faculty of Science and Technology

**Dean  
Thippi Thiagarajan, Ph.D.**

### Message of Accomplishments

- ❖ The PACT grant project is running smoothly and so far \$514,000 was spent.
- ❖ The second NRM Symposium was held at UB from 11<sup>th</sup> to 12<sup>th</sup> June 08.
- ❖ CMPS140 (Introduction to Computer Studies) was piloted in the region with three Caribbean countries (Dominica, Grenada, St. Vincent) participating with 30+ students each.
- ❖ An Associate Degree in Sustainable Agriculture was developed.
- ❖ Two faculty and three students attended the Mesoamerican Biology and Conservation Society conference in Cuernavaca, Mexico and presented papers.
- ❖ Four faculty members are doing their Master's degrees and one faculty member from the Engineering Department is doing a Ph.D. in Taiwan.
- ❖ Three faculty members from the Science Department are doing their Ph.D. and one faculty member is doing a Master's degree.
- ❖ IT students actively participated in web development, database management and operating systems.
- ❖ One faculty member from Information and Technology is doing an online Master's degree program.

- ❖ The Science Lab Technician went on study leave for a Master's degree program.
- ❖ Math faculty were involved in developing questions and also served as judges in the "Math Olympiad."
- ❖ Three faculty members went to a CSUCA-sponsored conference on "Prevention & Mitigation of Natural Disasters in Central America."

- ❖ All faculty members received new Dell computers.

- ❖ Field trips were organized for all NRM courses and many biology courses.

- ❖ The Open Day was organized successfully.

- ❖ FST won first place for the overall sports activities at the 2007 Sports Day.



- ❖ The 2007/08 Bachelor's graduate with a highest overall GPA was an FST student.

- ❖ A science lab was established at UB's Toledo Center.

- ❖ Many NRMP students completed their independent thesis work in areas that are vital for Belize's sustainable development.

- ❖ Two FST students received Erasmus Mundos scholarships to pursue their Master's degree.





## Division of Student Affairs

**Dean  
Juanita Perriott, Ph.D.**

The Division of Student Affairs is responsible for the holistic development of all students with the specific intent of providing them with services, programs and university experiences necessary to become model UB graduates.

## Offices

### **Student Services**

This office is staffed by a coordinator and a work scholar. The coordinator is responsible for providing the essential services necessary for students to be comfortable and productive while studying at UB. These services include but are not limited to financial aid, transportation, cafeteria services, graduation, orientation, international/regional student exchanges/services, housing and campus discipline.

### **Recreation & Sports**

This office is headed by a coordinator and a team of coaches and trainers. The office is responsible for providing equipment, leadership and organized opportunities for students to recreate constructively, to learn and sharpen their sports skills and to develop the habit of including active physical activities in their lifestyles.

### **Wellness Center (Created August 2007)**

The Wellness Center is staffed by a nurse and counselor who provide services to all three campuses.

## **Campus Coordinators**

These are full-time faculty members on the two satellite campuses (Belize City, Punta Gorda) who help provide a presence for the division on their respective campuses.

## **Dean**

The Dean supervises Student Affairs personnel, responds to student complaints about the quality of their holistic educational experience at UB, lobbies administration for improved student services and student rights, assists in university management through participation in middle management planning, prepares the division's yearly budget, provides academic support services to students and coordinates and implements socio-cultural programs. The Dean is assisted by a secretary. The Dean also works with the Student Government Associations (SGAs).

## **Noteworthy Accomplishments**

- Organized and participated in Belmopan Day Fair.
- Collaborated with UB's four academic faculties and the Early Childhood Stimulation Center to provide activities for students such as the Wellness Fair, Earth Day, implementing of the UB Green Initiative Program, Poetry Competitions, Culture Day, etc.
- Organized Wellness Day on a semester basis.
- Organized Scholarship Fairs on all campuses.
- Held orientations in August and January on all four campuses (800+ students in August and approximately 150 in January).
- Re-opened the Belize City Campus Cafeteria.
- Organized and implemented UB's first Secondary School Poetry Competition for female students as part of UB Women's Week activities.
- Coordinated student forums dealing with social issues affecting Belize.
- Equipped, opened and staffed Wellness Offices on all campuses.
- Implemented first phase of academic support services---Provided Math & English peer tutoring services to students on three campuses.
- Implemented first phase of UB's Performing Arts Program--Creation of UB's Choir which performed at June Graduation 2008.
- Provided students with community service opportunities.
- Collaborated with all three SGAs to implement activities to enhance community spirit, civic pride and patriotic pride such as Independence Day Parade, Culture Day, Semester Kickoff, etc.

## **Sports**

- Black Jaguars Basketball Team are Gold Medalists/Champions of the Central America University Games held in March, 2008
- Two Black Jaguars Basketball players and Coach attended the NBA/FIBA Basketball without Borders Camp held in Brazil
- Black Jaguars Basketball Team held summer camp for 50 Belmopan area children



- Black Jaguars Basketball student athletes obtain an overall GPA of 2.8
- Black Jaguars Basketball Team repeat champions for the following tournaments: Ciudad Del Carmen Tournament, University of Merida and ATLIB
- Black Jaguars Basketball Flores City, Guatemala Tournament Champion
- UB Environmental Ambassadors Male Canoe Team repeat as La Ruta Maya River Challenge Male Varsity Division Champions
- Black Jaguars Canoe team claim 2<sup>nd</sup> place in La Ruta Maya River Challenge Male Varsity Division
- Organized and implemented Annual UB Relathon
- Collaborated with SG to organize and implement University Sports Day
- Participated in Open Day
- Hosted and won ATLIB's Softball Tournament
- Lady Jaguars -- ATLIB Volleyball Champion
- Coordinated physical fitness program
- Helped upgrade sports facilities



### **Future Plans**

- Continued implementation of academic support programs such as Writing Centers
- Staffing the Wellness Center on the main campus with full time professional counselor or counseling/clinical psychologist
- Lobbying for a Student Center Building
- Conducting student affairs institutional research to determine policies and programs.

### **Student Government Associations**

There's a Student Government Association on all four campuses. Officers for each SGA are the president, vice-president, financial officer, administrative officer, secretary of advocacy, secretary of sports, secretary of legislation, secretary of programming, and a senator from each faculty. Presidents of all SGAs and one other officer selected by officers of each campus form the Association of Student Governments (ASG). *The chair of the ASG sits on the Board of Trustees. Members of the ASG also sit on university wide committees.*

## Noteworthy Accomplishments

### Belmopan Campus

- Printed *Fancies, Failures, and Desires: An Anthology of Poems*
- Contributed to the Trinidad De la Fuente Scholarship Fund
- Contributed to purchase of air conditioning unit for the Early Childhood Stimulation Center
- Organized and contributed funds to the beautification project –Scarlet Macaw Building
- Lobbied successfully in obtaining office space
- Refurbished office
- Labeled buildings on campus
- Partially funded club activities
- Helped Division of Student Affairs with student programming/services.

### Belize City

- Opened student lounge at the Faculty of Arts & Science
- Opened student lounge at the Faculty of Management & Social Sciences
- Filled and graded school yard
- Improved classrooms, providing fans, lights, screens, clocks, and calendars
- Painted some classrooms
- Distributed medals and food to relathon participants
- Successfully lobbied for the Government of Belize to increase subvention to UB so that students did not pay for increased registration fees
- Led student protest against government on payment teacher salary raise

### Toledo Campus

- Worked on campus improvement
- Successfully lobbied for student lounge





## Regional Language Center

**Director**  
**Deborah McMillan, Ed.D.**

### Message of Accomplishments

- Thirty-five full-time students received certificates of completion in May 2008.
- The ESL program offered two electives during the past school year: Pronunciation and TOEFL preparation.
- In summer of 2008, ten students from the University of Quintana Roo completed a 4-week English as a Second Language course at the RLC.
- A total of twenty Japanese volunteers completed host-country training at the RLC between the period June 2007 and July 2008. The RLC remains the training center of choice for the Japanese volunteers who come to work in various fields all over the country of Belize.
- A successful International Festival was held in April 2008 and a successful Variety Show was held in November 2007.
- Enrollment increased by 6.3%. Part-time enrollment was at 15 which is the largest number of part-time students ever to attend the ESL program since 2000.
- The Linguistic Services Unit completed a total of \$4,123.77 worth of translation services and awarded two certificates of Spanish competency to private clients.
- The RLC designed an English for Religious Purposes course and one student is currently enrolled.



- The Spanish Unit of the RLC received a donation of books and DVDs from *Universidad Nacional Autónoma de México* (UNAM) for the Bachelor's in Spanish Education program. We are most grateful to Mr. Jhon Flores for coordinating this effort.





## UB Libraries

**Director**  
**Mr. Erwin Woodye Jr.**

The library system of the University of Belize continued to provide access to and delivery of information resources to the entire university community in support of teaching, learning, and research. During the academic year, 2007-2008, the UB Library was comprised of three branches: Central Campus Library (CCL), Faculty of Management and Social Sciences Library (F/MASS), and Toledo Library (TL), and there were notable achievements during the year. Some of the library's remarkable accomplishments specifically in these categories:

a). Technology b). Facility c). Collections d). Student, Faculty and Staff Services e). Professional Development, and f). Selected Statistics.

### **A. TECHNOLOGY**

- Added seven computers to the Toledo Library for students' use.
- Added a printer to FMASS Library for staff use.
- Replaced three old computers with new Dell computer systems and flat screen monitors for staff use in the Technical Services Department, Belmopan. An additional three used computers were assigned to this department for student employees to assist with data entry.
- Replaced two old computers with new Dell computers and flat screen monitors for staff use at the Central Campus Library (Reference and Circulation).
- Replaced one old computer with a new Dell computer system and flat screen monitor for staff use at Reference Department, Belize City.
- Purchased one new typewriter for the Technical Services Department.
- Purchased one laptop computer and one LCD projector for staff to use when conducting Bibliographic Instructions in the classrooms and for students to use when doing class presentations.

- Purchased two new Dell computer systems with flat screen monitors for students' use at the FMASS Library.
- Purchased one new photocopier for FMASS Library.

## **B. FACILITY**

- Added four tables to the library in Toledo.
- Tiled the floor and installed new AC units at the FMASS Library.
- Added eight new tables and 69 new comfortable padded chairs to the Central Campus Library.
- Added 40 new padded chairs to the FMASS Library.
- The FMASS Library was fully tiled and the outside walls were painted during the summer of 2008.
- The outside walls of the library in Belmopan were painted, and doors were nicely varnished during the summer of 2008.
- Purchased one large sofa set for the Central Campus Library.

## **C. COLLECTIONS**

- Continued to subscribe to EBSCOhost Research databases namely: Academic Search Premier and Business Source Premier
- Received a collection of Gay Wilentz' books and made available for patrons to use at Central Campus library.
- Purchased recently published books to update the Belize Collection.
- Transferred reference books from Central Farm Library to Central Campus Library for use by students because students were taking their courses in Belmopan, and the library in Central Farm was closed.
- Transferred books from FMASS Library back to the Engineering Resource Center to be managed by Students Affairs Office.

## **D. STUDENT, FACULTY AND STAFF SERVICES**

- Continued to offer relevant and useful library services to patrons. Major services offered included: Bibliographic Instructions to students both in the classroom and in the library on how to use EBSCOhost databases, how to conduct searches on the internet, how to do Bibliography in APA and MLA formats, and how to use the library; answering reference queries; photocopying services; computer access mainly in Toledo and Belize City; and online searches.



- Assisted Student Affairs Office with the scanning of a textbook to be prepared for a visually impaired student.
- Library Staff assisted at various departments during registration period.
- Held displays in the library on various occasions commemorating National Heroes, Holidays and other events. Eg. Pan American Day, World Aids Day, Garifuna Settlement Day, Baron Bliss Day, September 10th and 21<sup>st</sup>, among others.
- Conducted evaluation on library services at all libraries.
- Library staff participated in orientation day activities and Semester Kick-off in an effort to promote the use of the UB libraries.
- Employed two temporary, full-time staff to work at Circulation Department, Central Campus Library to assist with providing prompt and efficient services.

## **E. STAFF PROFESSIONAL DEVELOPMENT**

- Staff had the opportunity to learn more on how to use EBSCOhost databases.
- Staff of the Technical Services Department were trained on how to conduct data entry of records in to Koha database by the Taiwanese Volunteer.
- All library staff attended the UB presidential inauguration in Belmopan.
- Some staff members continued to pursue studies at the University of Belize in programs leading to an Associate's Degree or Bachelor's Degree.
- Some staff were allowed to attend educational forums, displays, open-house, and other educational activities, where possible.



## F. SELECTED STATISTICS

### UB LIBRARIES

### SELECTED STATISTICS - AUGUST 2007- JULY

<b>Books Loaned Out</b>	<b>4545</b>
<b>Users</b>	<b>179,526</b>
<b>Guest Users</b>	<b>240</b>
<b>Computer Users</b>	<b>24880</b>
<b>Ready Reference/Directional Queries</b>	<b>1054</b>
<b>Online Queries</b>	<b>499</b>
<b>Bibliographic Instruction</b>	<b>74</b>
<b>Number using Faculty Reserve Materials</b>	<b>535</b>
<b>Books Received from T.S.</b>	<b>534</b>
<b>Reading Room Users</b>	<b>22,230</b>
<b>Photocopying Revenue</b>	<b>52,017.95</b>
<b>Other Revenue: Overdue, Printing- (on-line searches), &amp; Paper</b>	<b>5,180.90</b>
<b>Total Revenue</b>	<b>57,198.85</b>



# Public Safety Department

**FOR PERIOD JANUARY 2008 TO DECEMBER 2008.**

**Director  
Mr. Michael Gutierrez**

## **Introduction**

The Public Safety Department is mandated to maintain law and public order at all campuses of the university countrywide. This task is executed by 36 Public Safety Officers inclusive of two supervisors, two acting supervisors and six super numerical assistant supervisors. A Chief of Security is responsible for the management and supervision of the operations and administration of the Public Safety Department.

## **Strategic Action Plan**

With a view to enhancing operational effectiveness and efficiency and to boost morale, a Strategic Action Plan was promulgated to guide the Department throughout the period under review. This entailed a review and analysis of current operational procedures and administrative mechanisms to ensure best use of assets and strategic deployment of personnel. Having evaluated the internal and external threats to security at all campuses, a methodical approach to the strategic plan was identified to examine possible solutions to each area of vulnerability, from the perspective of prevention, detection, delay and response. Consequently, a wide array of security measures was implemented as follows:

### **1. Pro-Active Physical Security Screening**

To prevent undesirables from accessing any UB campus, PSOs conducted spontaneous screening of incoming visitors and vehicles. The practice of issuing official passes to visitors was implemented.

## **2. Traffic Control**

During peak hours and public functions, eg. graduation, PSOs were strategically posted and traffic cones mounted to conduct traffic control so as to avoid accidents and traffic congestion.



## **3. Emergency Management**

Emergency simulation exercises were conducted in the months of February and October 2008, along with the Belmopan Police and the local branch of the National Fire Service. These exercises were successful and ensured there was proper coordination and organization, in the event the need to evacuate students, faculty or staff from buildings arose during any emergency.

## **4. Threat Assessment Management Team**

Quarterly meetings were held to assess and analyze threats to security at the various campuses and make recommendations for action.

## **5. Investigations**

In conjunction with Belmopan and Belize City Police, a number of arrests were made against rogue PSOs involved in criminal acts. Additionally, a number of stolen items were recovered, attributed to good investigative work by PSOs.

## **6. Armed Security**

To deal with evolving security situation, armed security were posted at the Central Campus. Very shortly personnel at the Toledo and Central Farm campuses will also be armed.

## **7. Publication/Posting of Safety Tips**

Safety tips were disseminated to students and other members of the university community during Orientation and Open Day. These tips were also posted on the various faculty bulletin boards.

## **8. Foot/ Bicycle Patrols**

Coordinated foot and bicycle patrols were mounted and continued to be our primary prevention strategy on a 24-hour basis. During these patrols, doors to buildings are secured.

## **9. Training**

In-service training for PSOs utilizing internal expertise was conducted on a quarterly basis. Additional training in first aid, weapon handling etc. is being planned for the New Year.

### **10. Technical Aids ( Surveillance System)**

Earlier in 2008 close circuit cameras posted in Belize City and Belmopan were operable and offered adequate covert coverage, however due to technical difficulties, since October this source of coverage has been out of commission.

### **11. Calabash and Hunting Cayes**

PSOs relieved the Calabash Caye staff for the Christmas and New Years holidays and successfully secured all UB assets. At Hunting Caye a team of two unarmed PSOs provided security throughout the year.

### **12. Crime Symposium**

The Chief of Security was one of the main architects involved in the planning and organizing of the successful UB Crime Symposium held in December 2008.

### **13. Challenges**

Despite the challenges of downsizing and attrition, the Public Safety Department forged ahead in fulfilling its mandate of preventing crime and criminality. Expansive campuses with no security perimeters to form an outer cordon of defense, especially at the Belmopan and Central Farm campuses, continued to be vulnerable to intruders and walk-ins. The Chief of Security continued to improvise by using his personal vehicle for official duties.

### **The Way Forward**

A wide array of security measures involving faculty and staff were implemented during the period under review. Other security measures to counter drugs, alcohol use on campus, malicious acts, bomb threats, teacher safety and other security measures will be implemented in the New Year.







## Office of Projects and Facilities

**Director  
Michael Sanchez**

### Belize City campus – F.M.S.S.

1. Mr. Jerome Ellis was reassigned as Supervisor, Maintenance of the Bz City campus site.
2. The library has been tiled and the ceiling and a/c fixed.
3. The staff lower level bathroom in the first building was renovated, and the student lower level bathrooms will soon be addressed.
4. Drapes were ordered for several faculty offices.
5. New a/cs were installed in the general faculty room.
6. The building has been painted.
7. 10 new computers were installed.



### Belize City campus – F.E.A/FHAHSW.

1. The building was painted
2. The staff room was tiled.
3. Fumigation occurred for the flea infestation.
4. Nursing renovations occurred.
5. 10 new computers were installed.



### Belize City campus - Engineering

1. 10 new computers were installed.
2. The two back bldgs UB uses were renovated.
3. The front bldg is being torn down (MOE) and ACE relocated.

## Central Farm campus

1. All the classrooms and the library were renovated.
2. The dorms were refurbished.
3. The new computer lab was finished with 15 new computers installed.
4. The cafeteria was renovated and reopened under new management
5. The faculty offices were renovated.
6. A new satellite system to facilitate reliable Internet was installed.
7. A biopropagation facility is planned.

## Belmopan campus

1. 70 new computers were installed.
2. The RLC building was painted and cleaned and the roof will continue to be fully fixed.
3. The library was painted.

## Toledo campus

1. The Campus Administrator is in discussion about the painting of the new building .
2. Similarly, the refurbishing of the new Science Lab commenced.





## Adult and Continuing Education Center

### **Director Ms. Sylvia Cattouse**

The Adult and Continuing Education Center (ACE) provides professional development services to individuals and businesses. ACE offers customized and standard seminars, certificate programs and courses to develop and enhance the workplace. It also offers programs of remedial studies to strengthen academic skills and prepare individuals for admission into tertiary level institutions.

The Center's courses and programs are delivered by a cadre of UB lecturers and professionals who are experts in a variety of disciplines in both the public and private sectors.

The following programs were offered by the ACE Center between June 2007 – August 2008

- Remedial Program
- National Tour Guide Training
- Customized Training
- Emergency Medical Technician

### **Remedial Program**

The Center offers a remedial program to give students an opportunity, especially students who are not successful in gaining entrance into the University, to improve their academic performance in order to gain acceptance on their next attempt. Students may enroll at ACE in Remedial Courses in Accounting, Management, English and Mathematics. After completing these courses, a student may reapply for admissions to a degree program. During this period some 60 students were enrolled in Belize City, Punta Gorda and Belmopan.

## **National Tour Guide Training**

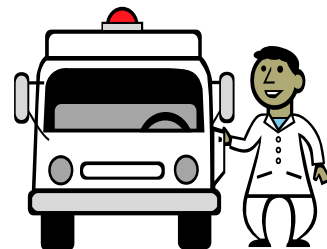
The University of Belize (UB) and the Belize Tourism Board signed a Memorandum of Understanding to conduct tourism training. The ACE Center is able to offer all of the courses in the tourism training program. However, the most subscribed is the National Tour Guide Training. This training is a requirement. This year, taxi drivers were targeted in Belize City and 43 of them completed the program. In Toledo, 42 people were enrolled in the program; several were funded by local NGOs.

## **Customized Training**

The Center conducted a six week follow-up training for auditors in accounting, taxation and auditing. This training was done as a component of a program that was funded by the Department of General Sales Tax (GST) to train tax auditors in the skills and competencies that they need for the collection of GST. The primary objectives of the training were to enhance their auditing and investigating skills. The training included a one week seminar. General Sales Tax auditors from each district attended the training. A total of twenty four (24) General Sales Tax auditors were trained.

## **Emergency Medical Technician**

A six month Emergency Medical Technician (EMT) training was completed by 23 participants. The EMT training is offered by the University of Belize (UB) and the Belize Emergency Response Team (BERT) through a Memorandum of Understanding





## Toledo Campus

**Administrator  
Mr. Stanley Nicholas**

### **Some Accomplishments at the University of Belize-Toledo Campus**

#### **Introduction**

The University of Belize-Toledo Campus is now ten years old. It came into existence in 1997 as the University College of Belize-Toledo Campus, a campus of the University College of Belize. The facilities for the original campus were obtained from the Belize Defense Force. The University College of Belize made major renovations to the buildings and converted them into classrooms and offices.

The University College of Belize-Toledo Campus became the University of Belize-Toledo Campus in 2000 as a result of the amalgamation of five public tertiary level institutions in Belize, namely the University College of Belize, the Belize School of Nursing, the Belize Teachers Training College, the Belize Technical College, and the Belize College of Agriculture. An additional building was rented to accommodate the persons who had previously been employed by the Belize Teachers' College in Toledo. The building soon housed the faculty members for the University of Belize-Toledo Campus. The Accounts Clerk's office was also moved into the building.

The UB-Toledo campus is centrally located in Punta Gorda Town and boasts a student population of over 200 full and part time students. There are seven full-time faculty members, ten administrative staff, and a campus administrator at the campus. Additionally, there are seven adjunct faculty members. A Bachelor degree program is offered in Primary Education while Associate degree programs are offered in Business Administration, Primary Education, and Natural Resources Management. There are plans to begin a Bachelor's Degree in Management in August 2007.

There is great interaction between the UB students and the larger community through invitations to campus on open days, cultural day, discussion seminars, and courses offered in the Adult and Continuing Education Program. We also have visiting lecturers and researchers from local and international universities who periodically visit our campus as a result of continuous academic collaboration.

## Accomplishments

1. Student enrollment increased in the school year 2007/2008. Two hundred and fourteen students were enrolled.

The table below shows the number of students in each program

No.	Program	Enrollment
1	ABUT	55
2	APET	91
3	NRMP	38
4	BPET	15
5	Others	15
	TOTAL	214
	MALE	67
	FEMALE	147

2. The table below shows the enrollment at UB-Toledo from its inception to the present time.

**UB-Toledo: Enrollment & Graduation Statistics 1997-2008**

**Table I: Illustrates the number of students enrolled for semester I by programs from 1997-2008**

Program		Academic Year									
		97-98	98-99	99-00	00-01	01-02	02-03	03-04	04-05	05-06	06-07
1	AA: Agro Business	0	0	3	0	0	0	0	0	0	0

2	AA: Architectural Technology	5	5	14	10	11	8	4	0	0	0
3	AA: Business Administration	32	40	41	48	45	33	27	62	65	65
4	AA: Natural Resource Management	12	23	33	33	37	19	9	23	32	33
5	AA: Veterinary Technology	3	3	2	0	0	0	0	0	0	0
6	BEd: Primary Education	13	12	10	16	14	21	19	13	18	10
7	Leve I: Primary Education	0	0	0	0	40	17	16	0	0	0
8	Leve II: Primary Education	0	0	0	0	7	7	9	0	0	0
9	AA: Primary Education	0	0	0	0	0	0	11	61	67	74
10	BS: Business Management	0	0	0	0	0	0	0	0	0	0
11	Transient	8	2	4	2	5	4	4	9	18	16
<b>Total</b>		<b>73</b>	<b>85</b>	<b>107</b>	<b>109</b>	<b>159</b>	<b>109</b>	<b>99</b>	<b>168</b>	<b>200</b>	<b>198</b>

3. The table below shows the number of students who have graduated from UB-Toledo.

**Table II: Illustrates the number of Graduates by programs from 1999-2008**

Program		Academic Year							
		1999	2000	2001	2002	2003	2004	2005	2006
1	AA: Agro Business	0	0	0	0	0	0	0	0
2	AA: Architectural Technology	0	1	0	0	2			
3	AA: Business Administration	7	5	7	5	12	9	12	1
4	AA: Natural Resource Management	0	5	0	12	11	0	1	1
5	AA: Veterinary Technology	0	2	0	0	0			

6	B. Ed. Primary Education	0	2	3	0	0	3	2	2
7	Level I: Primary Education	0	0	0	9	8	9	8	2
8	Level II: Primary Education	0	0	0	11	5	12	6	0
9	AA: Primary Education	0	0	0	0	0	0	0	0
10	BS: Business Management	0	0	0	0	0	0	0	0
<b>Total</b>		<b>7</b>	<b>15</b>	<b>10</b>	<b>37</b>	<b>38</b>	<b>33</b>	<b>29</b>	<b>28</b>

4. Two additional full-time faculty members were recruited for UB-Toledo.
5. UB-Toledo obtained a donation of twenty-five used computers from Rotary.
6. Students participated in field trips.
7. Students participated in intra-mural and ATLIB sporting activities.
8. UB-Toledo hosted a debate for the candidates of the different political parties.
9. Counseling and health services were offered.
10. Offices were prepared for faculty members.







## Central Farm Campus

**Administrator  
Mr. Romaldo Lewis**

### Message of Accomplishments

During the year 2008, new investments, a new program and a Production Unit was established at Central Farm Campus. This was to facilitate a new vision through the enhancement of modern communication and infrastructure (dorms, laboratories, satellite communication). The financing and restructuring objectives aim to fulfill the needs of producing modern technical agronomists to find solutions to Belize's agronomical problems of food security for today, tomorrow and the future.

#### **1. INFRASTRUCTURE**

##### ***1.1 Dorms***

To accommodate the students in an agricultural environment of early practical activities, a total of three dorms were renovated to house a total of twenty students (sixteen males and four females). The dorms that were refurbished are centrally located near the cafeteria, which was also renovated.

##### ***1.2 Computer Laboratory***

The computer laboratory was renovated and equipped with 15 new updated computers for the student to use. This laboratory is being supervised by Ms. Kerry August. The Faculty and Staff also received new updated computers to increase efficiency in their day to day activities.

##### ***1.3 Satellite System***

A new satellite system was introduced to prevent dependency access from Belize's local Internet provider via LAN, distributed by Belize Telemedia Limited (BTL). Today our faculty, staff and students make good use of this resource for work, study and the development of lecture material.

### ***1.4 Micro-Propagation Laboratory***

A building was renovated for the Micro-propagation Laboratory, which will be used for the production of in-vitro material called Tissue culture. This new biotechnological unit is aimed to produce propagation material such as sugar cane, banana, papaya and pineapple that are free of pests and disease for the agro-industries of our country. It is important to mention that this laboratory will be equipped in March of 2009 and is estimated to be operating in July 2009 of the same year.

### ***1.5 Chemistry Laboratory***

The lower flat of the Micro-propagation Laboratory is been refurbished as a functional element of the Chemistry Lab, so that faculty and students can use the facility for academic activities related to chemistry and biology courses or related fields.

## **2. ACADEMIC PROGRAMS FOR THE AGRICULTURE DEPARTMENT**

### ***2.1 Programs***

A new program in Sustainable Agriculture had its first intake of 18 students in August 2008. The 6 semester Associate's portion of a 9 semester Bachelor degree program contains approximately 50% of the training courses as the practical component. The students receive training in general education and support core, and the general principles and practices of general agriculture (crops, livestock, farm mechanization, business



management). The broad scope of the program from milpa farming to commercialized chemical input, with a strong emphasis on sustainable agriculture, prepares the graduate to meet the demands of the industry. The Sustainable Agriculture program was officially launched on 30 September, 2008 at Central Farm.

The 11 second year students in General Agriculture are at various points in their program. A full complement of courses for these students is offered on Central Farm this semester and has been planned for next semester. Their agriculture courses now contain a field component to better prepare them for the workforce program completion.

The Department consists of Mrs. Carol August (M.Sc.), Department Chair, Mr. Armando Cowo (M.Sc.), agronomist, Mr. Trinidad Mendez (B.Sc.), Agriculture; and six adjunct faculties.

## **2.2 Academic Farm**

As support to faculty and students, an estimated fifteen acres of land was designated for use by the academic program. This area is a high ground that is beneficial during periods of heavy rain, but needs access to water (via proposed irrigation system) so that crops and livestock can be produced during the dry season. Students began work in the area as classes commenced.

### **2.2.1 Crops:**

Practical sessions in Crops have been conducted on the academic mini-farm. This practicum ranges from sustainable soil preparation, planting, and harvesting to management.

The mini-farm has adopted organic production using the double digging method for bed preparation. Much time has been spent obtaining a biodegradable system from the local area, (San Ignacio and Santa Elena) for composting. A rotary composter was built by the students for use and display purposes. Citrus peel decomposition is under evaluation in the rotary composter. Open air composting is underway from the grass and horse bedding (shavings, horse manure, and grass) in the orchards. Pruning of fruit trees (sour sop) has commenced.



The Ministry of Agriculture's Chief Agriculture Officer (CAO) called to request that UB work along with the Toledo Cacao Growers Association to rehabilitate and manage the cacao area in Central Farm. UB Central Farm is interested in collaboration with this project.

Mrs. Paula Martinez, FAO consultant in organic agriculture, delivered a lecture to the students and faculty on how to go about establishing an organic farm. Mrs. Martinez is quite enthused with the idea of UB's new program is on Sustainable Agriculture and, as such, will co-operate with UB as best as possible.

### **2.2.2 Livestock:**

Chicken production began with a student senior project to produce 100 broilers. The broiler unit was cleaned, security locks were installed and shavings were obtained prior to putting in the chicks. The Production Unit has assisted in bringing the corn and concentrate, for feeding the chicks, from Spanish Lookout on a regular basis. A feed storage room was assigned by Production for security purposes.

Livestock practical sessions were organized with MAF Central Farm. Students have also been working and rotating through the MAF Central Farm, livestock, crop, and food processing sections to gain experience not readily available in the UB production sections or the academic sections, with the newly launched agriculture programs.

### 2.2.3 Other:

First year students participated in a two day field trip to Chaa Creek, a Green Globe certified lodge. They learned about horse anatomy, husbandry, did a trail ride, holometabolic insect cycle and protection strategies, organic crop production, recycling and commitment to sustainable development, and entrepreneurial opportunities. All first year students and some second year students assisted the Humane Society with vaccination of animals in Bullet Tree Falls and Calla Creek areas affected by the flooding of depression # 16.

## 3. PRODUCTION UNIT

### 3.1 Crops

The growth and management of crops was established to facilitate students' agronomical and entrepreneurial skills. A Production Unit serves as a living laboratory for hands on experience of a real enterprise of what agriculture has been and will be considered in today's globalized world. The production of crops, mainly consist in the planning, management and marketing of highly demand products on a rotational basis for our local Farmers Market and supermarkets. The crops produced are vegetables such as sweet peppers, hot peppers, cabbage, lettuce and tomatoes. We aim to produce grain such as bean and corn on a large scale (40 Acres) for our local and export market. The Crops Production is supervised by Timothy Mesh, B.Sc..

### 3.2 Cattle Management

The reestablishment of a herd of cattle has been emphasized for growth and management of livestock. From an academic point of view, students learn management practices such as castration, dehorning, de-worming, branding, ear-tagging and the administration of vitamin supplement. As a part of a production cycle, all steer are being sold six months after birth at an average weight of 450 lbs. On the other hand, the bull will be changed a 1 ½ years after being with the herd. Cattle Management is supervised by Edny Gamez, B.Sc.



### 3.3 Honey Production

A total of 13 Hives have been added to 6 preexisting Hives which now adds to 19 Hives. This year, 750 bottles of 10 Onz honey was harvested, bottled, labeled and sold in the supermarkets of the Belize and Cayo districts. For the following year, an estimate of 2,250 bottles will be harvested for our local consumers (supermarket and market). Honey Production is supervised by Edny Gamez, B.Sc.



## Office of Human Resources

### **Director Ms. Yura Monsanto**

The University of Belize employs three hundred and fifty one full time academic and non-academic staff (as of August 1, 2008). Additionally, the University employed eighty two Adjunct Lecturers.

The focus in the Academic Year 2007-2008 for the Office of Human Resources was the staffing and developing of the academic units of the University of Belize with the Provost and Deans of the University to meet the immediate needs of the year 2008-2009 and the goal of accreditation. Recruiting and staffing are critical in achieving the University of Belize's goal of accreditation. The Office of Human Resources supported the Office of the Provost in recruiting academic faculty who meet the minimal accreditation requirements of a Master's Degree in the subject area and continued the recruitment of senior academics with terminal degrees to strengthen the Bachelor's programs.

In the last year, there were 19 appointments in the academic unit. Seven are temporary posts that replaced lecturers on study leave or on approved leave of absence (without pay), four are tenure track appointments, replacing faculty who have left the University of Belize or have been moved into administrative posts, and there are three new posts: one in the Faculty of Science and Technology and the other two in the Faculty of Education and Arts (Supervision and the New Principal's program). The new faculty members reflect the growth in enrollment the particular programs.

Study leave was granted to four members of staff, two in the critical Agriculture Program and one in Math and one in Finance. The committee focused on the areas in the University where there are gaps and approved leaves of study that will fill the gaps and strengthen the delivery and content of the programs upon the return of the faculty. Additionally, the University provided tuition waivers to eighteen staff members who are currently enrolled in undergraduate programs at the University.

Two members of faculty returned from study leave, having completed all the course work in the terminal degree and will complete dissertations this year. Two returned from study at the Master's degree level with degrees in Spanish Linguistics and Anthropology.

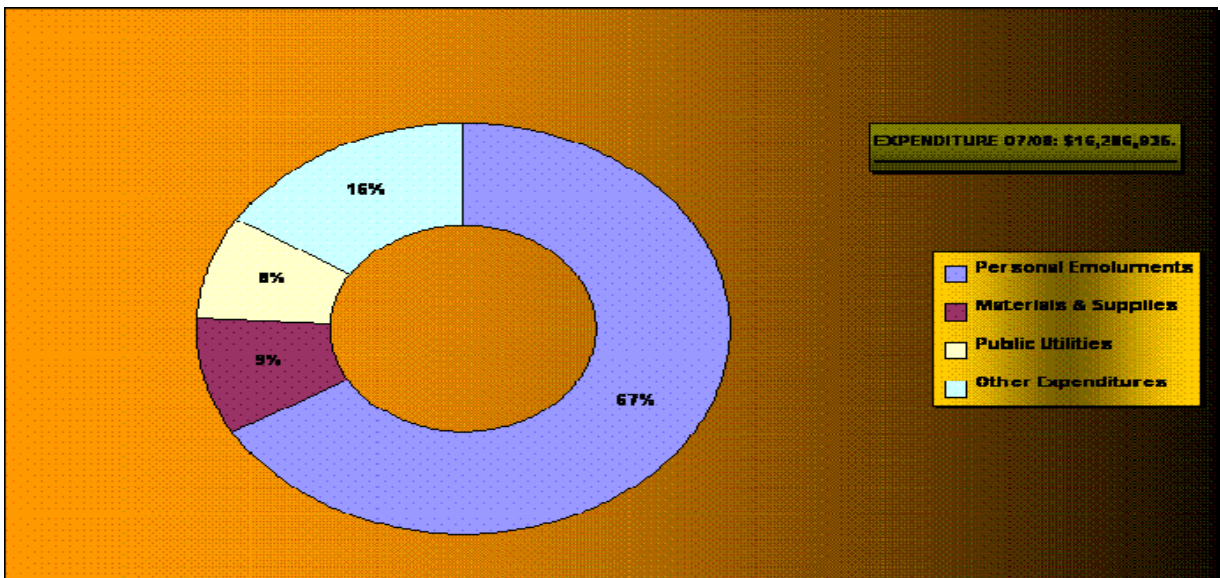
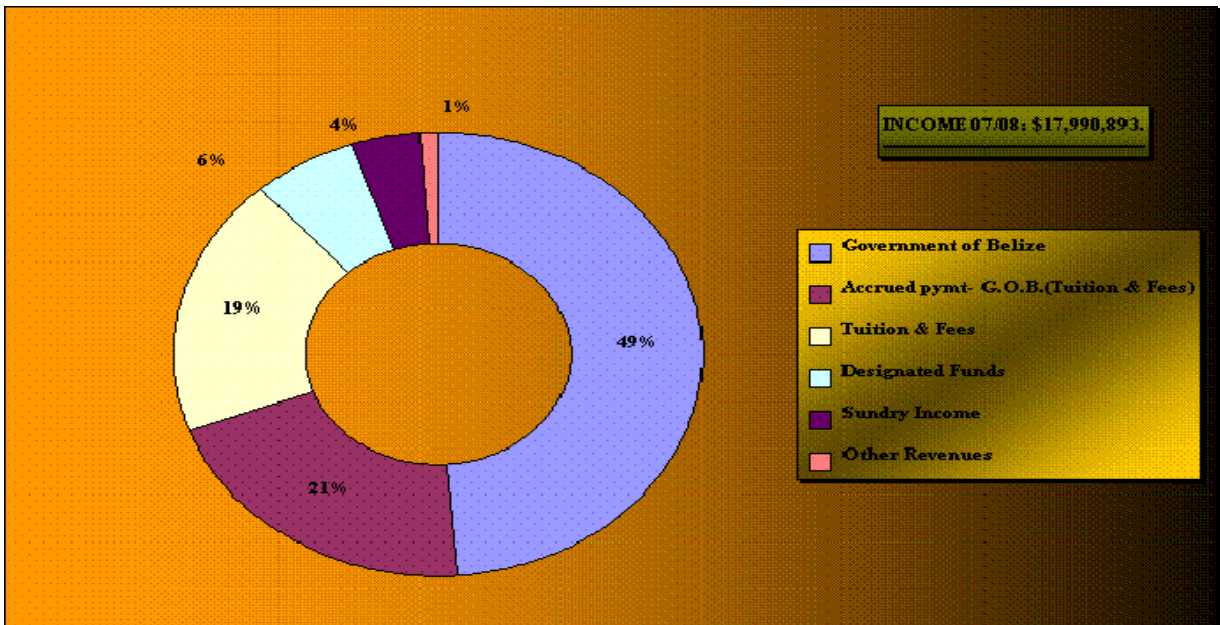
The work in the Office of Human Resources in the Academic Year 2008-2009 will, in addition to staffing and administrative functions, focus on the development of the policy documents that will impact academic and non academic employees; this is the revision of the Human Resources Handbook. The Office also plans to strengthen its own internal functions with the implementation of a Human Resources Information System and the formulation of a development plan that will outline an action plan for the development of academic and non academic staff.





# Office of Budget and Financial Management

Chief Financial Officer  
Mr. Harry Lui



UB's Annual Report for August 1, 2007 – July 31, 2008 was prepared by UB's Public Information Office for the Office of the President, under direction of the Office of Business Development and Administration.

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