INTRODUCTION

The Statistics presented in this report are intended to provide a general picture and give quantitative measures of Student and Staff resources which are contained within the University system at the end of the academic year, 2004/2005. The report mainly provides information in tabular form, on the following:

(a) Student Registration and Admissions
(b) Student Output
(c) Staff resources employed in academic teaching as well as in Administration and Support Services

Statistics on these matters have been presented for the University as a whole and also for each campus. Particularly in the case of registration data, there is a distinction made in the tables between students who receive their education on the campuses and those who receive their instruction at off-campus sites in the various contributing territories. Such information should enable the reader to see the wider impact of the University on the development of human resources in the region.

THE UNIVERSITY’S STRUCTURE

An understanding of the organizational structure of the University of the West Indies should prove useful in understanding the organization of the statistical data, particularly for student registration and staff resources. As a result, this section is devoted to the description of the various faculties, departments and institutes that make up the University.

The University of the West Indies comprises three campuses, namely: CAVE HILL in Barbados, MONA in Jamaica and ST. AUGUSTINE in Trinidad. There are also University Centres located in the other contributing countries which form a part of the regional institution. They constitute the outreach arm of the University, providing classroom teaching and also facilitating the delivery of courses through the Distance Learning method and the Internet. The Distance Education programme is currently being expanded.

Additionally, the University maintains a working relationship with a number of tertiary level affiliates including: Theological Colleges - United Theological College of the West Indies (Jamaica), St. Michael's Theological College (Jamaica), Codrington College (Barbados) and St. John Vianney (Trinidad
and Tobago); Schools of Technology and Teacher Training Colleges such as the Mico College and Shortwood Teachers’ College in Jamaica; The Caribbean Meteorological Institute (Barbados); The Institute of International Relations (Trinidad and Tobago); The Institute of Business (Trinidad and Tobago); The Centre for Management Development (Barbados); The University of Technology (Jamaica); and the Management Institute for National Development (Jamaica). The statistics in this report relate to these entities as well.

The following are the functional units within the University system for which statistics are presented:

**THE UNIVERSITY CENTRE**

The University Centre functions as a cementing medium, facilitating the coordination and cohesion of its campus parts. It consists of the Vice-Chancellery and various operating units, as follows:

1. The Office of the Vice-Chancellor  
2. The Office of Administration and Special Initiatives  
3. The Office of the Board for Undergraduate Studies  
4. The School for Graduate Studies and Research  
5. The Office of Research  
6. The Office of the Board for Non-Campus Countries and Distance Education  
7. The Office of Administration (Office of the University Registrar)  
8. The Office of Finance  
9. The Office of Planning and Development  
10. The Projects Office (formerly a part of the Office of Planning, it has merged with the Special Projects Unit)  
11. The Management Audit Office  
12. The Legal Unit

It should be noted that the Office of the Vice Chancellor comprises his personal office, the Capital Campaign Unit and the Academic Office which itself includes, the *Caribbean Quarterly* Publication Unit, the Radio Education Unit, the Library of the Spoken Word and the Creative Arts Centres including the Philip Sherlock Centre, all of which make up the Cultural Studies Initiative.

The Office of the Board for Non-Campus Countries and Distance Education consists of the Pro-Vice Chancellor’s Office and three University Centre departments, namely: the Distance Education Centre, the School of
Continuing Studies and the Tertiary Level Institutions Unit.

The Office of the Board for Undergraduate Studies consists of the Pro-Vice Chancellor’s Office and the Quality Assurance Unit.

Other University Centre Departments include:

1. The Centre for Early Childhood Education
2. The Tropical Medicine Research Institute (a merger of the former Tropical Metabolism Research Unit of the University Centre, the Sickle Cell Unit, the recently created Epidemiology Research Unit of the Mona Campus and the Chronic Disease Research Centre of the Cave Hill Campus)
3. The Sir Arthur Lewis Institute for Social and Economic Studies (an amalgamation of the former Institute of Social and Economic Research and the UWI Consortium Graduate School of Social Sciences)
4. The Centre for Gender and Development Studies
5. The UWI Centre for Environment and Development
6. The Libraries

It should be noted that the University Centre department, the Department of Teacher Education Development, has been renamed the Institute of Education. The Health Economics Unit (St. Augustine), which is a subsidiary unit of the Tropical Medicine Research Institute (another University Centre department), is also a collaborating centre.

CAMPUS ORGANIZATIONAL STRUCTURE

Each individual campus has an organizational structure comprising:

i. Campus administration
ii. Academic teaching faculties
iii. Research entities

A. CAMPUS ADMINISTRATION

This comprises:

1. The Office of the Campus Principal, Deputy Principal and Staff
2. The Campus Registrar and Staff
3. The Public Relations Office
4. The Campus Archives
5. The Office of Student Services
6. The Halls of Residence

B. CAMPUS BURSARY

The Campus Bursary is headed by a Campus Bursar who is supported by a Deputy Bursar, accountants and other support staff.

C. CAMPUS MAINTENANCE SERVICES

D. HEALTH SERVICES

E. INFORMATION TECHNOLOGY SERVICES

F. CAMPUS LIBRARIES

G. TEACHING FACULTIES AND DEPARTMENTS

The main function of the faculties is to administer the academic programmes offered by the University. Until recently, this function was replicated on each campus. However, with the trend towards the decentralization of some responsibilities from the University Centre to the campuses, this is no longer the case.

Below is a list of the faculties which can only be found at a particular campus:

Cave Hill

1. Faculty of Law
2. School of Clinical Medicine and Research

St. Augustine

1. Faculty of Science and Agriculture
2. Faculty of Engineering

Some faculties and institutes are common to two or all three campuses. These are:

1. The Faculty of Humanities and Education (all campuses)
2. The Faculty of Medical Sciences (Mona and St. Augustine)
3. The Faculty of Pure and Applied Sciences (Cave Hill and
4. The Faculty of Social Sciences (all campuses)
5. The Institute of Business (an affiliated institution at St. Augustine and also at Cave Hill). The Institute at the Cave Hill campus is known as the Centre of Management Development. In contrast, the Mona School of Business (formerly the Mona Institute of Business), which is another affiliated institution, is considered to be a part of the Mona Campus' Faculty of Social Sciences.

It should be noted that there are other Institutes which operate as departments of specific faculties. For example, the Caribbean Institute of Media and Communication (CARIMAC) is a department of the Mona Campus’ Faculty of Humanities and Education. Similarly, the Centre for Hotel and Tourism Management, which is physically located in the Bahamas, is a part of the Mona Campus' Faculty of Social Sciences.

OTHER INSTITUTES AND CENTRES

These units do not neatly fall into the categories of university departments or faculties. Nevertheless, they are still considered to be part of the university system. They include:

1. The Institute of International Relations (St. Augustine)
2. The UWI Press

TERTIARY LEVEL INSTITUTIONS

Data on student registrations are also presented for students who pursue university approved courses at selected tertiary-level institutions. Therefore, the degrees, certificates and diplomas awarded to those students are University accredited awards.

The institutions include:

1. Antigua State College
2. Belize Technical College
3. College of the Bahamas
4. Edna Manley School for the Visual Arts - Jamaica
5. Erdiston Teachers’ Training College - Barbados
6. MICO Teachers' College - Jamaica
7. Montserrat Technical College
8. Shortwood Teachers’ College - Jamaica  
9. St. Kitts/Nevis College of Further Education  
10. St. Vincent Technical College  
11. Sir Arthur Lewis’ Community College - St. Lucia  
12. Clarence Fitzroy Bryant Community College - St. Kitts  
13. University of Technology – Jamaica  
15. Bahamas Baptist Community College  
16. Brown’s Town Community College - Jamaica  
17. Jamaica Constabulary Staff College  
19. Moneague College – Jamaica  
20. Portmore Community College – Jamaica  
21. University Hospital of the West Indies School of Nursing – Jamaica  
22. Institute of Management Sciences  
23. Institute of Management and Production  
24. College of Agriculture Science and Education  
25. Life Underwriters Association of Jamaica  
26. Community College of the Cayman Islands

DEFINITIONS OF CONCEPTS USED IN THE STATISTICS PRESENTED

In order to facilitate a greater understanding and interpretation of the statistical tables, explanations of the key terms and concepts have been provided in the report. These terms are listed below.

**Registration:**

Refers to the process by which students, upon acceptance into the University, give written notification of the courses they wish to pursue during the semester of enrolment, pay the requisite fees, and obtain academic approval from the Faculty. The summation of each individual student registration constitutes the input data for deriving statistics on Campus and University Student Registrations. The registration data are represented by country of origin of student, by faculty and by programme level, as detailed in the tables.

**Programme:**

Refers to the course of study for which the student has been admitted into the University. This pertains to: Undergraduate Degrees; Certificates; Diplomas; Higher Diplomas; and Higher Degrees.
CATEGORIES OF STUDENTS:

**ON-CAMPUS**
Students who directly access classes on a campus in pursuit of degree, certificate and diploma programmes.

**OFF-CAMPUS**
Students who pursue all their university courses through distance education/online or through educational institutions which are not formally a part of the University of the West Indies, such as tertiary level institutions and affiliated institutions.

**FULL-TIME**
Registered students who carry the full load of courses associated with their university programme for the academic year.

**PART-TIME:**
Registered students who carry less than the full load of courses associated with their university programme for the academic year.

**OCCASIONAL**
Students who attend classes at varying periods of time for the purpose of auditing the respective course(s). These students do not sit examination and are not included in the Official University statistics.

**SPECIALY ADMITTED**
Students who are admitted into the University under special circumstances, such as an exchange agreement with another institution or to attend selected courses in which they are examined. They are not included in the Official University statistics.

**EXAM ONLY**
Students who register for the purpose of writing examinations only. They are not included in the Official University statistics.
EXCHANGE

Students who are regarded as a special category of external students by which there is reciprocity between the University and the Institution with which such an arrangement is made.

VISITING

Students accepted to study, research or undertake practical activities or clerkship at the University under the terms of a formal agreement for student exchange or who study abroad. Students from other institutions not covered by formal agreements may also pursue courses in other study-related, research or practical activities at the University.

CONTRIBUTING COUNTRIES:

Member countries of the English speaking Caribbean that contribute to the finances of the University.

NON-CONTRIBUTING COUNTRIES:

Non-member countries that do not contribute to the University’s finances. It should be noted that Guyana is considered to be a part of this category.

ENROLMENT:

Registered students who are in attendance at the University in any given academic year.

NEW ADMISSIONS:

This refers to registered students who are new entrants to the University. It should be noted that Mona treats students who have transferred from the Faculty of Pure and Applied Sciences to the Faculty of Medical Sciences, as newly admitted students. Students who have transferred to the Faculty of Law from the Faculties of Humanities and Education and Social Sciences, are also treated as new admissions.