



THE UNIVERSITY
OF THE WEST INDIES
MONA, JAMAICA

The Register

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Did You Know?

IMPORTANT DATES TO OBSERVE

Semester I begins
August 24, 2014

Teaching begins
September 1, 2014

Matriculation Ceremony
September 4, 2014

Teaching ends
November 28, 2014

Examination begins
December 3, 2014

Examination ends
December 19, 2014

Semester I ends
December 19, 2014

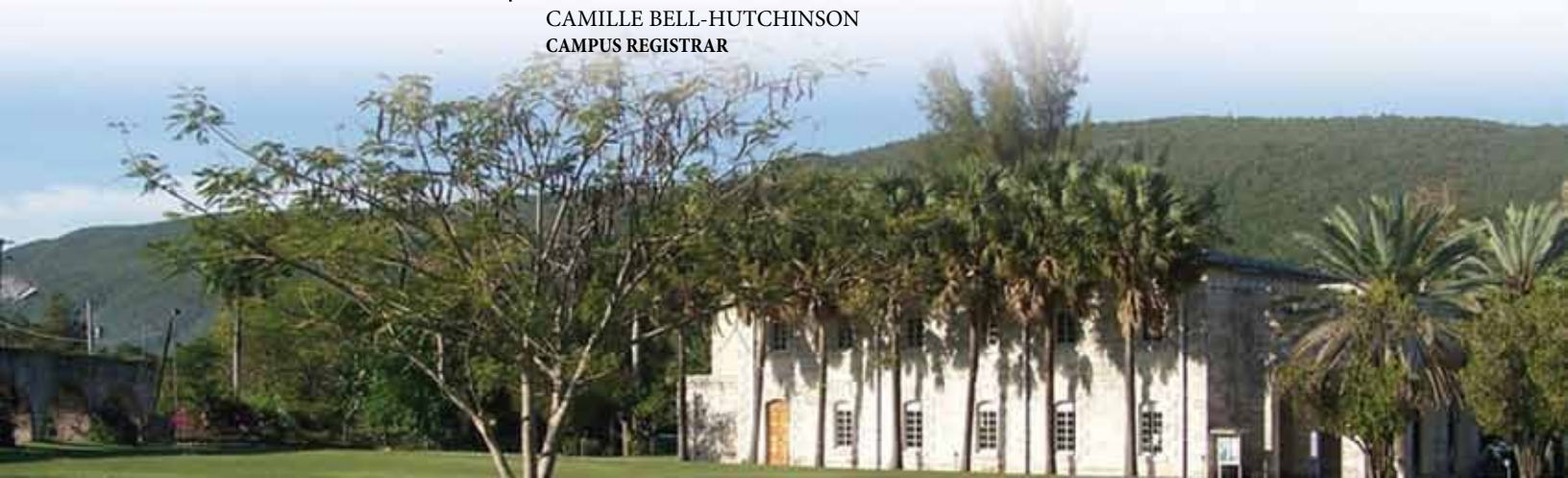


It is with great delight that I welcome all staff and students to the start of yet another Academic Year. It is our hope that you will enjoy your time with us and that you will have good and memorable experiences.

In this 4th Edition of *The Register*, we share with you highlights of our achievements since our last Edition and provide for you further insight into what we do. In particular we give you a peak into the history of one of our greatest treasures – The University Chapel.

Do enjoy reading *The Register*. I wish for you a productive and successful Year!

CAMILLE BELL-HUTCHINSON
CAMPUS REGISTRAR



The Registry

The Secretariat – Keeper of a UWI Treasure

The University of the West Indies is not only known for its academic accomplishments but also for its historical architectures and rich traditions. If you should walk the lush greenery of Mona, you will note the monumental structures erected across the expanse of the Campus. One of these structures is the University Chapel that has faithfully served us for over five decades. The Chapel, officially named as one of Jamaica's Treasures, was declared a National Monument by the Jamaica Heritage Trust in 2001 and is a re-constructed Georgian Building taken from a Sugar Estate in Trelawny. Under an initiative started by Her Royal Highness Princess Alice, Countess of Athlone, the first Chancellor of the University College of the West Indies, the old building was taken down and transferred stone by stone to Mona. The Georgian Building goes back as far as 1799 making the structure of the University Chapel 215 years old.¹

Since its completion in 1959, the University Chapel has been the place for hosting various worship and official University Services. It is managed by a Chapel Management Committee, a Sub-Committee of the Campus Finance and General Purposes Committee which is currently chaired by Dr. Aleric Josephs. This Committee is serviced by the Secretariat – a Section of The Registry, headed by a Senior Assistant Registrar.

The Secretariat plays an integral role in keeping this UWI “treasure”. The Section is responsible for the coordination of all University Services which are held in the Chapel. These Services include the Welcome Service held in September of each year, the Annual Carol Service in December, the Commemoration Service in February and the Valedictory Service in April or May. The Secretariat also works closely with our eight Chaplains, who so ably try to cater to the spiritual needs of the University Community and recently spearheaded the introduction of weekly mid-day Meditations which lasts for half an hour. If you have not yet benefited from these meditations, we invite you to try one soon. It is refreshing to the soul.

The maintenance and upkeep of The Chapel is also part of the responsibility of the Secretariat. Booking of all activities that take place at the Chapel, including weddings, funerals, christenings, concerts and youth programmes are done through the Secretariat. So if you are getting married and wish to have this memorable occasion in the Chapel – The Secretariat is the place to call!

The Registry is proud to serve the University Community in this way and to ensure that this significant treasure remains a lasting one!

¹Extracted from *The UWI, The Chapel, Mona*



Registry Beat

THE OCR MOVING AHEAD STRATEGICALLY

Each year leaders in The Registry take time out to reflect and to plan for another year at its Annual Retreat, led by the Campus Registrar. Our 2014 Retreat took place June 4-5, 2014 under the theme “The OCR Moving Ahead Strategically”. At this Retreat we were able to review the outcomes of our Operational Plan for 2013-2014, identify successes and challenges, and agree on our key projects for the 2014-2015 academic year. Some of our projects include: (1) The Digitization of staff documents; (2) Data Quality Improvement and (3) Implementation of the student advising functionality, CAPP, in Banner. Our main focus in the coming months will be the rolling out of our **H.E.A.R.T** initiative across all Sections of The Registry. Look out for updates on these initiatives in our next Edition!



Registry Retreat 2014



Registry Beat

The Rise of MaRComm



Front row seated: (l-r) Marjorie Bolero Haughton, June Degia, Carroll Edwards
Second row (l-r) Primrose Brown, Johney Stewart, Rosemarie Mitchell, Yolande Gooden-Rhoden, Gillian Scott, Natasha Bowen-Brown, Beverley Bogle
Back row (l-r) Cassandra Brenton, Patricia Baxter, Kaydeon Bowen, Sandre Malcolm, Desrine Tyrell
Missing: Kaydian Martin

The environment in which the University operates has undergone a significant transformation over the last decade. Competition has increased significantly and the UWI no longer operates as the sole player in the market for higher education in the Caribbean. As such, positioning The UWI as the premier institution of choice in the Caribbean has become an imperative.

In an effort to meet this imperative, and also to continuously find ways to improve the effectiveness of our administrative processes, a proposal was made to the Campus Finance and General Purposes Committee by the Office of the Campus Registrar to merge The Marketing & Communications function with the Student Recruitment function to establish a new entity - The Marketing, Recruitment and Communications Office (MaRComm). We are pleased that on April 23, 2014, F&GPC approved the proposal and MaRComm became a reality.

We expect that this merger will facilitate:

- An integrated approach to developing and executing an institutional marketing and recruitment plan;
- The strengthening of the marketing of the University to an important target market, as the marketing team will be able to guide more closely the development and production of promotional and other materials;
- Improved resource and budget management allowing both functions to interact in a more cohesive manner, stimulating out-of-the-box thinking which will positively impact campaigns and create better results;
- A more strategic approach to establishing marketing priorities to reinforce brand identity while offering the opportunity to build skills and competencies among staff.

We hail the new and vibrant team headed by Dr. Carroll Edwards!

Registry Beat

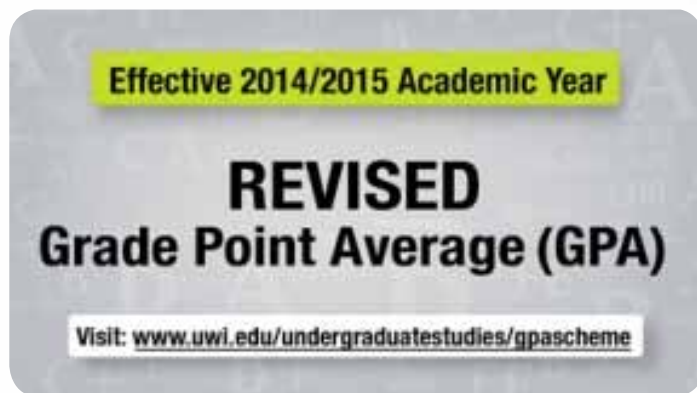
Showcasing Graduate Studies at JEF



In an attempt to penetrate the labour market, the Office and Graduate Studies and Research set up a recruitment booth at the recently held Jamaica Employer's Federation (JEF) Convention & Exposition held at the Jamaica Grande Hotel. The OGSR, headed by Mrs. Sandra Powell-Mangaroo, Assistant Registrar, showcased graduate programmes offered at the Mona Campus. Our booth was a great success! Over one hundred and ten (110) persons completed contact cards indicating their interest in learning more about the programmes. We were pleased that Mrs. Powell-Mangaroo, was given a 5-minute stage time to highlight the UWI Mona Graduate Offerings. The Office of Graduate Studies and Research intends to follow up on all persons who completed contact cards so that they will, indeed, apply for graduate study at Mona.



Be Informed! The Revised GPA



A revised Grade Point Average (GPA) scheme will be introduced by The University of the West Indies (UWI) from the beginning of the 2014/2015 academic year. Changes to the GPA were approved by the Board for Undergraduate Studies in 2011 and The UWI had announced in September 2013 that these changes would take effect in the academic year 2014/2015.

Under the revised GPA scheme, both the overall manner in which assessment of student performance is described and how the grades are represented on the transcripts of undergraduates have been revised. These are changes to the way in which student performance is reported at The University of the West Indies; they are not changes in the standard of The UWI degree. All new and continuing students across The UWI will be assessed and graded in a manner which is more transparent and in line with international GPA standards.

For further details visit <http://www.uwi.edu/gradingpolicy/>

DID YOU KNOW?

1

Transcripts can be requested online from The Examinations Section, at turnaround times of 24 hours, 3-days, or at the normal turnaround time of 10 working days. Students or past students also have the options of paying conveniently for the service at The UWI cashier or by credit card online at

<https://eservices.mona.uwi.edu/finserv/transcripts>

2

UWI through its International Students Office partners with international universities to offer medical elective rotation. Our latest student, Miss Kaysia Ludford, was from Yale School of Medicine who was working towards completing her Doctor of Medicine. Miss Ludford completed one week of Surgery and one week of Internal Medicine with the Faculty of Medical Sciences at UWI, Mona. Her studies here commenced April 22, 2014 and ended May 2, 2014.

3

Registered students, members of the Alumni Association of UWI and members of staff, are some of the persons eligible to apply for the use of the University Chapel for weddings, christening, funerals, anniversaries, renewal of vows and other services.

4

Employees who are on the FSSU or Superannuation Pension Schemes can access their accounts online where they have the ability to check their pension balances, view contributions and benefit statements, to name a few. Pension account information, for example password, is submitted directly to employees from the Service Provider. However, for employees on the Superannuation Pension Scheme, the Service Provider submits their account information to the Human Resource Management Division (HRMD) who in turn sends the information to the respective staff member.

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Dr. Camille Bell-Hutchinson

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