

EASTERN JAMAICA Camp Road

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Resident Tutor & Head**

WORK OF THE DEPARTMENT



The Jamaica Eastern Centre achieved several of its targets set in the last academic year. The programme review of Computer Studies increased in IT enrolment by over 50% and Peachtree Accounting expanded the scope of Computer Studies. Day classes commenced at the Centre with the launch of Microsoft training for Principals, Deputy Principals and teachers and in collaboration with the Ministry of Education and the Centre expanded its complement of regional programmes. The

Library/Reading Room was refurbished and the collection expanded through a programme of acquisitions as well as generous donations from international institutions. Work continued on developing a satellite centre for programme delivery to Jamaica's eastern parishes, with a planned launch of this initiative in 2006-07.

Jamaica Eastern maintained its strong thrust in enhancing its image, increasing the Centre's visibility and promoting its programmes and course offerings. Upgrading of the physical infrastructure and facilities included acquisition of additional IT equipment for ongoing equipment upgrade to meet the growing demand for Computer Studies.

The Centre continued its programme of increased involvement and participation in Campus activities and strengthening its linkages with campus administration and faculties.

The Resident Tutor is the only academic staff member at the Centre.

Continuing Education

The Jamaica Eastern Centre continued to offer a range of credit and non-credit programmes in Business and Administrative Studies, Computer Studies, Health and Human Services and Pre-University Access courses including 'A' Level and CXC preparation programmes. Jamaica Eastern admitted its second cohort to the Associate Degree programmes and expanded its regional programme offerings with the inclusion of the ASc in Paralegal Studies (PALS) and the Certificate in Business Management (BSMA)

Partnership with Caribbean Institute of Technology (CIT) continued through the offer of the nationally recognised Computer Fundamentals course.

The School expanded and deepened its collaboration with Government and quasi-Government institutions for the delivery of specialised programmes. Jamaica Defence Force (JDF) soldiers were able to register for CXC classes in Mathematics and English Language, on successful completion of access courses in these subjects. Collaboration with the Ministry of Education resulted in the launch of day classes for IT certification. Through the MOU Training Programme, the Centre began the training of Public Sector employees in a range of 10-week business and professional development courses.

Programme Cluster	Student Enrolment
Business & Administrative Studies	2134
Computer Studies	950
Health & Human Services	8883
Languages, Creative Writing, Drama & Media	86
Pre-University & Access Programmes	1171
Special Offers & External Studies	26
Vocational & Job-Oriented	194
TOTAL	5,444

Institutional Collaboration

Jamaica Eastern continued its collaboration with the Archives and Records Management Department, Mona with the start of the second offer of the certificate programme in Records Management for summer 2006.

Plans are well advanced for the launch of a pilot certificate in Electronics Engineering in collaboration with the Physics Department. Classes for this pilot should commence in January 2007.

Main Targets 2006-2007

- Undertake outreach activities in neighbouring communities
- Establish satellite centre in eastern Jamaica
- Formalize and enhance marketing effort through recruitment of marketing personnel
- Establish an Advisory Committee
- Streamline administrative structures functions and delivery including development of a student data base and accounting systems

Income Generation

Jamaica Eastern's main source of income continues to be tuition fees. Additional income was generated during the year from use as an examination centre and from rental of facilities to other institutions.

The Centre continues to assess the financial viability of its programmes while recognizing its commitment to its students' completion of programmes in spite of low registration in several critical courses. Ongoing rationalization of the Centre's operations such as the management of the tuition exemption facility for Mona Campus employees has reduced losses to the Centre in excess of \$1m for the year.