KUMI UNIVERSITY

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Teaching and Learning Policy 2025-2029

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Official Approval

Confirmed on this day ……6th……..of .February 2025……..

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His Lordship Justice Ajiji Alex Mackay
Chairperson
Kumi University Council

Signed on this day……7th……of .February…. 20..25……

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Prof. Jong-In Hong
Vice Chancellor,
Kumi University

A Word from Chairman of Council

Kumi University was established to address the socioeconomic challenges that were posed by war, cattle rustling and insurgency in the Teso sub region. I am happy that the University has surpassed numerous challenges including the COVID 19 pandemic and is in a position to acquire a Charter status.

The University Council is fully committed to provision of good quality, credible education and services as a world class higher education institution in Uganda and the region. We fully support the Government of Uganda's international commitments such as the United Nations (UN) Agenda 2030 on Sustainable Development Goals (SDGs), especially goal # 4 to *"ensure inclusive and equitable quality education and promote lifelong learning opportunities for all"*. Uganda is also a signatory to the African Union's declaration for provision of quality education as a requisite for achievement of the Africa Vision 2063.

Uganda's vision 2040 commits government to provide education as a human right. The privatization and liberalization policies have widened access to quality education by enlisting the participation of private actors like Kumi University. Good quality, accessible and affordable education has also been consistently underscored by the National Development Plans (NDPs, I - IV). The University remains compliant with the regulatory functions of the NCHE as well as the 2008 Education Act for the delivery of a high level quality and affordable education service, and; guidelines for professional and ethical conduct of our personnel.

As a Christian founded, private Higher Education Institution, Kumi University seeks to contribute to these national aspirations and yet remain relevant to the needs of local communities in the Teso sub region. These policies are a welcome step for ensuring that admissions, teaching and learning processes, assessments, research, and stakeholder engagements are well aligned with the NCHE regulations, standards and guidelines. The University Council remains committed to providing all the support required to facilitate professional best practices in the University.

For God and my Country

His Lordship Ajiji Alex Mackay
Chairman, Kumi University Council

Forward by the Vice Chancellor

Kumi University is a private higher education institution in Uganda licensed by the Ministry of Education and Sports since 2004 and is in advanced stages of acquiring a Charter status. The University will endeavor to upgrade the infrastructure, including classroom renovations, dormitories, a modern library, and online learning facilities. Policy development is another indicator that Kumi University is fully compliant to supervision and guidance by the National Council for Higher Education (NCHE) under the UOTIA cap 262.

This policy outlines the operational guidelines for the management of teaching and learning programmes in the University. The policy ensures that students who are enrolled on full-time, evening and weekend programmes yield same learning outcomes respectively. This policy requires that academic staffs have the minimum qualifications for teaching the specified programmes; and shall be supported to stay up-to-date with advances in pedagogy scholarship including use of Artificial Intelligence (AI) through in-house continuous professional development and further study. Teaching facilities and resources shall be made adequate and in compliance with the minimum standards stipulated by the statutory regulatory bodies. The semester system requires students to have a minimum contact time of 15 weeks and be adequately exposed to practical work; continuous assessments and tutorials.

The assessments, examinations, grading and display of marks must be done in a clear transparent manner with students being furnished with course outlines and other necessary information to maximize their learning. The University administration shall commit itself to the provision of a safe, friendly learning environment for all categories of students including persons with disability, different age groups, gender, race, nationalities, creed and ethnicity. The University shall support learner-centered, ICT and online, blended, open distance and lifelong learning modes.

Prof. Jong-In Hong
Vice Chancellor

Introduction

Kumi University is dedicated to delivering high-quality teaching and learning experiences that foster intellectual growth, critical thinking, and lifelong learning among its students. This Learning and Teaching Policy outlines the principles, guidelines, and expectations for all teaching and learning activities within the university community.

Aligned with Kumi University's Vision and Mission, this policy aims to guide staff in implementing effective learning and teaching processes. It addresses the evolving global context characterized by scientific and technological innovations, regional interdependence, globalization, cross-cultural encounters, and shifts in economic, political, and social dynamics. The university is committed to offering high-quality academic programs through innovative pedagogical methods and modern technologies.

The policy promotes quality teaching and learning, embracing the rich potential of an increasingly diverse student body and the need for graduates who can contribute to a complex society. Kumi University places a high value on recognizing and rewarding scholarly teaching and supporting the professionalization of the teaching role.

Purpose

The purpose of this policy is to:

1. Foster a supportive institutional environment that ensures high-quality teaching and engaging learning experiences for a diverse student population.
2. Encourage innovative and excellent pedagogical approaches and methods, including the effective integration of technology.
3. Provide continuous professional development opportunities for faculty members to improve their teaching practices.
4. Develop inclusive curricula that reflect diverse perspectives and cater to the varied needs of all students.
5. Support the holistic development of students, focusing on both academic and personal growth, and strive for continuous improvement in teaching practices to enhance overall student satisfaction and outcomes.

Aims of the Policy

1. Ensure inclusivity and equitable access for all students and staff in alignment with Kumi's Vision and Institutional Strategic Framework.

2. Deliver graduates who embody KUMU's values and norms, reflecting the institution's desired graduate attributes.
3. Establish conceptual frameworks and underpinning principles for high-quality teaching and learning.
4. Promote the professionalization of academics in their teaching roles and support the scholarship of teaching practice.
5. Ensure the effective use of infrastructure and learning technologies to enhance the educational experience.
6. Create a student-centred learning environment that prioritizes student needs and encourages active participation.
7. Enhance graduate employability by aligning curricula with industry demands and societal needs.
8. Promote interdisciplinary and collaborative learning opportunities across different departments and faculties.
9. Promote ethical behaviour and responsible citizenship among students and staff.
10. Continuously assess and improve teaching and learning practices to ensure ongoing development and effectiveness.

Guiding Policy Statement

The KUMU Teaching and Learning Policy is committed to preparing students for life, work, and citizenship by equipping them with the knowledge, skills, and values necessary to contribute to economic and social development, adapt to change, and provide leadership. This policy fosters an inclusive, innovative, and student-centered educational environment that promotes excellence and continuous improvement. It also emphasizes the professional development of academic staff, ensuring that all students receive a high-quality education and are well-prepared to succeed in a diverse and evolving world. Through these efforts, KUMU aims to empower its students to become responsible and capable leaders in their communities and beyond.

Philosophy of Learning and Teaching

At Kumi University, our teaching and learning philosophy is grounded in the concept of "intentional learning," where the focus is on creating meaningful and interactive educational experiences. We prioritize active learning, encouraging students to take ownership of their educational journey through well-defined learning outcomes and a supportive learning environment. Our approach emphasizes critical thinking, problem-solving, and the practical application of

knowledge, enabling students to become self-directed learners capable of adapting to new challenges.

We are committed to fostering holistic development and lifelong learning. Our educational practices integrate diverse perspectives and leverage technology to create an inclusive and equitable environment. We value collaborative and interdisciplinary learning, promoting partnerships among students and faculty across various fields. Additionally, we emphasize ethical responsibility and civic engagement, aiming to nurture compassionate global citizens. Through continuous assessment and feedback, we ensure that our educational practices remain relevant and impactful, supporting our mission of excellence and innovation.

Educational Principles

The educational principles of Kumi University's teaching and learning policy establish a student-centred, inclusive, and innovative framework that responds to both global and local contexts. These principles are designed to foster intellectual growth, critical thinking, and lifelong learning while emphasizing ethical behaviour and the development of responsible, compassionate citizens. The university is committed to maintaining high standards of quality, which includes the continuous professional development of faculty members. By promoting interdisciplinary learning and encouraging collaboration across diverse fields, Kumi University aims to address real-world challenges. Additionally, the principles prioritize community engagement, seeking to make a positive impact through meaningful partnerships and service. These foundational guidelines ensure that the university's educational practices remain relevant, effective, and aligned with its mission of excellence.

Student-Centred Learning:

Encourage active participation, personalized learning experiences, and the development of critical thinking skills. Provide opportunities for students to take ownership of their learning through project-based learning, research opportunities, and self-directed study.

Inclusivity and Diversity:

Ensure all students, regardless of their background, have equal access to learning opportunities. Incorporate diverse perspectives and materials into the curriculum to reflect the global context and foster a culture of respect and understanding.

Innovative Teaching Methods:
Integrate technology, collaborative learning, flipped classrooms, and other modern teaching techniques. Encourage faculty to experiment with and adopt new teaching strategies that cater to different learning styles and keep students engaged.

Lifelong Learning:
Develop curricula and teaching practices that emphasize the importance of continuous personal and professional development. Provide resources and support for alumni to continue their education and skill-building throughout their careers.

Quality Assurance:
Implement regular assessments and reviews of academic programs, teaching methods, and student outcomes. Use feedback from students, faculty, and external reviewers to make continuous improvements.

Global Perspective:
Promote understanding of global issues, cross-cultural competencies, and international collaboration. Offer opportunities for students to engage in international exchanges, study abroad programs, and global research initiatives.

Professional Development:
Provide ongoing training, workshops, and resources to help educators stay current with best practices in teaching and learning. Encourage faculty to engage in research and scholarship related to education.

Ethical and Responsible Citizenship:
Integrate ethical considerations and social responsibility into the curriculum. Encourage students to engage in community service, social justice initiatives, and activities that promote sustainability and ethical leadership.

Collaborative Learning:
Create opportunities for students to work together on projects, research, and problem-solving activities. Foster a sense of community and teamwork within the classroom and the broader university environment.

Assessment and Feedback:
Use a variety of assessment methods to evaluate student learning, including formative and summative assessments. Provide timely and constructive feedback to help students understand their progress and areas for improvement.

Interdisciplinary Learning:
Promote the integration of knowledge and methods from different disciplines. Offer interdisciplinary courses and programs that help students develop a holistic understanding of complex issues.

Research and Inquiry-Based Learning:
Engage students in research activities and inquiry-based learning from early stages in their education. Provide resources and support for student research projects, including access to laboratories, libraries, and mentorship.

Community Engagement:
Develop partnerships with local organizations, businesses, and government agencies to provide students with practical learning experiences. Encourage community-based projects and service learning that address local needs and challenges.

Adaptability and Resilience:
Equip students with skills to navigate change and uncertainty. Incorporate problem-solving, critical thinking, and emotional intelligence into the curriculum. Provide support for mental health and well-being.

Ethical Use of Technology:
Educate students and staff on the responsible use of digital tools and resources. Ensure that technology enhances learning without compromising privacy, security, or ethical standards.

Sustainability:
Emphasize environmental stewardship and sustainable practices in the curriculum. Encourage students to think about the long-term impact of their actions on the environment and society.

Learner Autonomy:
Support students in developing the skills to manage their own learning, set goals, and self-assess their progress. Provide guidance on effective study strategies, time management, and self-motivation.

Equity in Assessment:
Design assessments that are fair, transparent, and accessible to all students. Use a variety of assessment methods to cater to different learning styles and reduce biases.

Holistic Development:

Address not only academic growth but also personal, social, and emotional development. Provide extracurricular activities, counselling services, and opportunities for personal growth.

Internationalization:

Foster an international outlook by including global perspectives in course content. Encourage student and faculty exchanges, partnerships with international institutions, and the recruitment of a diverse student population.

Goals of the Learning and Teaching Policy

The policy aims to:

1. Ensure learning and teaching relevance for life, work, and citizenship.
2. Make the learning experience positive, rewarding, and satisfying.
3. Manage educational change effectively.
4. Continuously improve the quality of learning and teaching.
5. Enhance learning and teaching excellence.
6. Promote the scholarship of learning and teaching.
7. Reward academic staff for teaching excellence.
8. Strengthen the university's national and international reputation.
9. Demonstrate the alignment of learning and teaching with the university's Vision, Mission, Core Values, and strategic priorities.
10. Ensure students achieve high levels of academic success and personal development.
11. Encourage the use of innovative pedagogical methods and technologies.
12. Foster a welcoming and inclusive campus climate.
13. Provide continuous professional development opportunities for faculty.
14. Build strong partnerships with external organizations for enriched learning experiences.
15. Support a culture of inquiry and research among students and staff.
16. Uphold high ethical standards in all teaching and learning activities.
17. Promote interdisciplinary collaboration to address complex problems.
18. Prepare students for global competence through international experiences and perspectives.
19. Enhance student engagement through active and experiential learning.
20. Encourage community and industry engagement to improve career readiness.

Scope

The Learning and Teaching Policy at Kumi University outlines a comprehensive framework to ensure the relevance, quality, and excellence of education. It encompasses guidelines for curriculum development, pedagogical practices, faculty development, and student support, aiming to create a student-centred and inclusive learning environment. The policy promotes innovative teaching methods, interdisciplinary collaboration, and ethical standards while fostering community and industry engagement. It supports continuous improvement and adaptation to educational changes, aligning with the university's strategic goals and mission to prepare students for success in a globalized world.

Implementation and Review

Deputy Vice-Chancellor Academic Affairs (DVAA)

- Oversee the overall implementation of the policy, ensuring alignment with the university's Vision, Mission, and strategic priorities.

Academic Registrar (AR)

- Ensure that all academic programs and courses align with the policy's objectives and standards.
- Manage student records and oversee the implementation of consistent and fair assessment practices in line with the policy.
- Coordinate the academic calendar to support the implementation of the policy's initiatives, such as workshops and training sessions.

Faculty Deans (FDs)

- Lead the implementation of the policy within their respective faculties, ensuring that faculty-specific strategies align with the overarching policy.
- Monitor and evaluate the effectiveness of the policy's implementation within the faculty, providing regular reports to the DVAA.
- Promote and organize professional development opportunities for faculty members to enhance teaching skills and knowledge.

Heads of Departments (HODs)

- Develop and execute action plans at the departmental level to operationalize the policy's goals and objectives.
- Engage academic staff in discussions about the policy, encouraging the adoption of innovative teaching practices and continuous improvement.
- Ensure the provision of adequate support for students, including academic advising, mentoring, and resources for self-directed learning.

Quality Assurance Officer

- Develop and maintain quality assurance processes to monitor the effectiveness of the policy's implementation.
- Conduct regular audits and assessments to ensure compliance with academic standards and best practices.
- Work closely with the DVAA, AR, FDs, and HODs to identify areas for improvement and ensure continuous quality enhancement.

Other Stakeholders

Students

- Actively participate in feedback mechanisms, such as surveys and focus groups, to provide insights into the effectiveness of the policy.

Administrative Staff

- Support the operational aspects of the policy, including logistical arrangements for workshops, seminars, and resource distribution.

External Partners

- Collaborate with industry and community partners to enrich the learning experience, provide real-world applications, and support research initiatives.

Monitoring & Evaluation

Key Strategies for Monitoring & Evaluation

1. **Regular Review Meetings**
   Led by the DVAA, AR, and Quality Assurance Officer: These meetings provide a structured platform for leadership and key stakeholders to assess progress, address emerging issues, and ensure that objectives are being met. They facilitate open communication and foster collaboration among different departments, ensuring alignment with the institution's goals.
2. **Data Collection**
   Quantitative Data: This involves gathering numerical data, such as test scores, graduation rates, and attendance records, to objectively measure teaching and learning outcomes. It helps in tracking trends and identifying areas for improvement.
   Qualitative Data: This includes collecting subjective information, such as student and teacher feedback, through surveys, interviews, and focus groups. It provides deeper insights into the experiences and perceptions

of the educational community, offering a richer understanding of the context behind the numbers.

3. **Annual Reports**
   Detailing Successes, Challenges, and Recommendations: These comprehensive documents summarize the year's achievements and obstacles, providing a clear overview of the institution's performance. They highlight best practices and areas needing attention, offering actionable recommendations for future improvements. Annual reports serve as a critical tool for accountability and transparency, informing stakeholders and guiding strategic planning.

Conclusion

Kumi University is committed to fostering an environment that supports excellence in teaching and learning. This policy outlines the principles and practices that guide the university's approach to education, ensuring that all students have the opportunity to succeed and thrive.

Policy Review

This policy shall undergo a review every three years or sooner if necessary, to ensure its relevance and effectiveness. Specific circumstances that may trigger a review include:

1. **Conflict with other policies:** Ensuring alignment and consistency within the University's regulatory framework.
2. **Need for amendments:** Addressing changes that enhance service delivery or adapt to evolving institutional needs.
3. **Other identified reasons:** As determined by the University Administration or the Public Relations and Communications Committee to better serve the institution's goals.
4. Regular reviews will ensure the policy remains robust, responsive, and reflective of KUMU's mission and aspirations.