



Institute of Commonwealth Studies
University of Nairobi Registrar's Papers (ICS170)

Catalogued by Anna Robinson

Reference	Dates	Object title	Scope and content
ICS170/1/1	1965	University College Nairobi calendar 1965-66	Includes an addendum and a list of staff and faculties. Also includes a fold out map of the campus.
ICS170/1/2	1965	University College Nairobi Annual Report and Accounts for the year 1964/65	Includes a report from the principal and academic reports from each department. Also contains a description of expenditure.
ICS170/1/3	1988	The Criteria of Staff Selection: do they exist?	An academic paper by Rowland Eustace reviewing discussion and writing on the recruitment of academic staff.
ICS170/1/4	1965 May	Lunches in College	Internal memo from the Rowland Eustace to all members of the registrar's department, inviting them to a celebration of the opening of the Snack Bar. Includes a list of handwritten names from members of the department.
ICS170/1/5	Undated	University College Nairobi map	Includes projected and possible buildings.

ICS170/1/6	Circa 1966	Uganda Government Views on the Future of the University of East Africa	A review of the development of the University of East Africa since the University of East Africa Act, 1962 and an evaluation of the future of the university.
ICS170/1/7	1962 December	Sir Martin Gillant and Patrick Renison letters	Discusses the possibility of a visit to open the new buildings of the Royal College, Nairobi by the Queen Mother. 7 pages.
ICS170/1/8	Undated	Council of the Royal College, Nairobi	Sheet with the names and contact details of the chairman and secretary of the council of the Royal College, Nairobi.
ICS170/1/9	1963 August	Pan Africa, Issue 10	Includes an article about the Royal College's new history professor. 21 pages.
ICS170/1/10	1962	City of Nairobi Map and Guide	Includes list of facts about Nairobi on the back.
ICS170/1/11	1965 June	Report of the Teaching Accommodation and Timetabling Committee	Includes college timetable and schedule of teaching accommodation for that year.
ICS170/1/12	1965	University College Nairobi Council - 1965	Includes a list of members, standing items for agendas and a constitution and terms of reference.
ICS170/1/13	1965 March	Procedure for Appointments	Memorandum from the registrar to all heads of department and muster-roll holders, advising them on the proper procedure for the appointment of staff.
ICS170/1/14	1964 November	Terms of Service Appendices	Outlines details of salaries, allowances, leave and other entitlements.
ICS170/1/15	1965 July	University of East Africa, University College Nairobi. Draft College Development Plan 1965-70 Some Revisions	Includes a prediction of student numbers and an estimation of expenditure. 26 pages.
ICS170/1/16	Circa 1965	University of East Africa, University College Nairobi: College Development Plan	Includes plans for individual departments, student accommodation and amenities, financial plans and a plan of the college buildings. 32 pages.

ICS170/1/17	1965 July	Minutes of the Eleventh Meeting of the East Africanisation (Estabs) Committee	Mainly personnel issues: (e.g.) technical typist for the mathematics department, two trainee clerks who had not attained a satisfactory standard in their work, and appointments of staff. CLOSED until 2050 (Data Protection Act)
ICS170/1/18	1962 December	Mitchell Letter 27 th December 1962	Correspondence to Rowland Eustace including a list of Advisory Board members since 1960.
ICS170/1/19	1963 March	Report of the Sub-committee on the Structure of Degrees	Report from the Faculty of Science of the University of London on the structure of degrees. Includes discussion of specialist degree courses, minimum requirements for graduation and honours, and examination.
ICS170/1/20	1962 April	Joint Report of the Academic and Collegiate Councils	Outlines the revision of academic salaries.
ICS170/1/21	1962 May	Senate Committee on Colleges Overseas in Special Relation	Includes a report from the Royal College, Nairobi on a shortage of staff.
ICS170/1/22	1962	Examiner Meeting – 1962 Final Draft	Schedule of examiners meetings for June examinations for University College Ibadan, University of Ghana, and University College of the West Indies.
ICS170/1/23	1962	Examiner Meeting – 1962 2nd Draft	Second draft of a schedule of examiners meetings for June examinations for University College Ibadan, University of Ghana, and University College of the West Indies.
ICS170/1/24	1962	Examiner Meeting – 1962 1st Draft	Draft schedule of examiners meetings for June examinations for University College Ibadan, University of Ghana, and University College of the West Indies. Also includes a schedule of meetings for March examinations.
ICS170/1/25	1962 July	Meeting of Examiners July 1962	Includes plans to stencil three drafts of the schedules of examiners meetings.

ICS170/1/26	1961 October	Visits to Overseas Colleges in the Session 1961/62	Outlines the visits by the members of the Senate Committee on Colleges Overseas in Special Relation to colleges in Africa and the West Indies. It includes details such as the department each member is visiting for, whether it is a general visit, whether the visit has already been completed and whether the invitation has been accepted.
ICS170/1/27	Undated	Letter from Rowland Eustace	Letter from Rowland Eustace as the secretary to the Senate Committee on Colleges Overseas in Special Relation. Outlines difficulties in arranging the schemes of special relation for which he apologises.
ICS170/1/28	1961 May	University College, Ibadan, Nigeria Chair of Chemical Pathology	Advertisement for the newly-created role of chair of chemical pathology, including information about the department. On the back is hand-written information about the number of examiners for Rhodesia.
ICS170/1/29	1962	Exam Papers 1962 – West Indies	Hand-written list of numbers of subjects and papers for each course.
ICS170/1/30	1962	Exam Papers 1962 - Ibadan	Hand-written list of numbers of subjects and papers for each course.
ICS170/1/31	1962	Exam Papers 1962 - Ghana	Hand-written list of numbers of subjects and papers for each course.
ICS170/1/32	1963 June	University College, Ibadan Examiners 1963 1 st Draft	List of university and college examiners for each examination. 12 pages.
ICS170/1/33	1963 June	The Royal College, Nairobi Examiners 1963 1 st Draft	List of university and college examiners for each examination.
ICS170/1/34	1963 March	Makerere University College Examiners 1963 1 st Draft	List of university and college examiners for each examination. 5 pages.
ICS170/1/35	1962 February	University College of Rhodesia and Nyasaland Examiners 1962 2 nd Draft	List of university and college examiners for each examination. 4 pages.
ICS170/1/36	1962 June	Makerere University College Examiners 1962 – Law	List of university and college examiners for Intermediate Examination in Laws.

ICS170/1/37	1962 April	The Royal College, Nairobi Examiners 1962 Final Draft	List of university and college examiners for each examination.
ICS170/1/38	1962 June	University College, Ibadan Examiners 1962 Final Draft	List of university and college examiners for each examination. 15 pages.
ICS170/1/39	1962 April	University College of the West Indies Examiners 1962 Final Draft	List of university and college examiners for each examination. 10 pages.
ICS170/1/40	1962 April	University of Ghana Examiners 1962 Final Draft	List of university and college examiners for each examination. 7 pages.
ICS170/1/41	1961	Draft Papers Received from Zaria	List of papers for B.Sc. engineering.
ICS170/1/42	Undated	Engineering Examiners	List of university and college examiners for B.Sc. engineering examinations. 3 pages.
ICS170/2/1	1970	<i>University Administration in a Period of Expansion</i> (edited Michael Shattock, British Council, 1970)	Volume of papers for course on university administration including article by Rowland Eustace. 204 pages.
ICS170/3/1	Undated	Moderators	List of names and addresses of moderators arranged by subject. CLOSED until 2050 (Data Protection Act)
ICS170/3/2	1965 May	Agenda for the 25 th Meeting of the Academic Board	List of items to be discussed at meeting. Includes matters arising from previous meetings. 10 pages.
ICS170/3/3	1965 January-February	University College Nairobi Gazette	Includes details of grants, General Council appointments, staff appointments, departments' news.
ICS170/4/1	1963	University of East Africa: Royal College of Nairobi	Calendar 1963-64.
ICS170/4/2	1963	University of East Africa: Royal College of Nairobi	Annual report and accounts 1962/3.

ICS170/4/3	1964	University of East Africa: Royal College of Nairobi	Annual report and accounts 1963/4.
ICS170/4/4	1965	Estimates 1965/66	Registrar's copy.
ICS170/4/5	1964-1965, 1982	Correspondence	Includes references for staff (CLOSED until 2046. Data Protection Act). Letter to "Richard" about his book (1982 December).
ICS170/4/6	1959	Report of the Working Party on Higher Education in East Africa July-August 1959	Published for the East African governments in Nairobi.