

**KARAGWE UNIVERSITY
OF
AGRICULTURE AND ENVIRONMENTAL
SCIENCES**

USER REQUIREMENTS

Submitted by:

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USER REQUIREMENTS:

This section gives details of staff to be allocated work spaces in each faculty and other associated units of the University.

The work spaces will be the basis of establishing space sizes and therefore areas and approximate each faculty and other spaces

**PROPOSED KARAGWE UNIVERSITY OF
AGRICULTURE AND ENVIRONMENTAL SCIENCES**

AREAS

(A) BUILDINGS

1.0	Faculties		
	Agriculture	3000m ²	
	Forestry and Nature Conservative	900m ²	
	Science	700m ²	
2.0	Others		
	Institute of continuing education	200m ²	
	Development studies	250m ²	
	Computing Centre	250m ²	
	Sustainable rural development	200m ²	
	Pest management Centre	200m ²	
3.0	Library	1000m ²	
4.0	Laboratories 4No.	600m ²	
5.0	Lecture theatres - 80 seats – 4No.	320m ²	
	200 seats – 2No.	400m ²	
	300 seats - 1No.	300m ²	
6.0	Administration including VC Office	2000m ²	
7.0	Cafeteria 200 pax	600m ²	
8.0	Health Centre	300m ²	
9.0	Club + Commercial	600m ²	
10.0	Workshop	2000m ²	
11.0	Student's accommodation (7000students)		
12.0	Staff flats		
	3 br	120m ²	100 units
	2 br	50m ²	50 units
	1 br	30m ²	50 units

13.0	Research flats	2br	3 units/floor	2 blocks
14.0	Support staff units	Raw housing	2br/3 units	20 blocks
15.0	Bookshop		300m ²	
(B)	LANDSCAPING			
		Soft		
		Hard		
		Outdoor furnishings		

(C) Infrastructure
Roads - 5.0 km

(D) Services
Electricity
Water
Sewerage disposal

(E) Consultancy fees

PHASE ONE DEVELOPMENT

1. Administration
2. Facilities
3. Library
4. Laboratories - 2No.
5. Lecture theatres
 - 80 seats - 2No.
 - 200 seats - 1No.
 - 300 seats - 1No.
6. Students accommodation

1000
students

- 7. Health centre
- 8. Cafeteria
- 9. Workshop
- 10. Club/Grocery
- 11. Staff accommodation
 - 3br 5 units
 - 2br 10 units
 - Row housing 2 block
 - Research flats 1 block
- 10 Club + Commercial
- 11. Infrastructure
- 12. Services

FACULTY OF AGRICULTURE

DEPARTMENT	STAFF	W/SPACE	AREA M ²	TOTAL AREA	COMMENTS
Heads Office	Dean, Associate Dean - Academic	1	20	80	
	Associate Dean - Administration	1	15		
	Administration office Secretary (Typist)	1	15		
	Dean, Associate Dean - Academic	1	15		
	Associate Dean – Administration Secretary	1	15		
Department of Agricultural Economics and Agribusiness	Head of Department - Prof	1	20	264	Open office considered
	Associate Prof.	3	45		
	Senior Lecturers	6	60		
	Senior Lecturers	6	60		
	Senior Research Fellow	1	10		
	Lecturers	4	30		
	Associate Lecturers	4	30		
T.A.	1	9			
Department of Agricultural Education and Extension	Head of Department Prof.	1	20	375	
	Associate Prof.	4	60		
	Senior Lecturers	2	20		
	Senior Research Fellow	1	10		
	Lecturers	6	60		
	T.A.	2	20		
	Chief Technician	1	10		
	Senior Technicians	2	15		
	Principal Agricultural Office	1	10		
	Agriculture Officers	2	15		
	Senior field officers	2	15		
Department of Food Science and Technology	Head of Department Prof.	1	20	418	
	Associate Prof.	9	15		
	Senior Lecturers	3	45		
	Lecturers	6	60		
	Associate Lecturers	2	20		
	Principal Agricultural officer	1	10		
	Principal Technician	9	90		
	Senior Technician	3	27		
Technician	1	9			
Department of Soil Science	Head of Department Prof.	2	30	255	
	Associate Prof.	3	45		
	Senior Lecturers	5	50		
	Lecturer	1	10		
	Associate Lecturer	1	10		
	Chief Technician	1	10		
	Principal Agricultural Officers Technicians	4	40		
	3	30			

Department of Animal Science and Production	Head department Prof.	4	80	312	
	Associate Prof.	2	42		
	Senior Lecturers	6	60		
	Lecturers	3	45		
	Associate Lecturer	1	15		
	Principal Field Officer	1	10		
	Senior Field Officers	2	20		
	Technicians	5	40		
Department of Agri. Engineering & Land Planning	Head department Prof.	1	20	230	
	Associate Prof.	5	50		
	Senior Lecturers	8	80		
	Lecturers	2	20		
	Associate Lecturer	1	10		
	Principal Agr. Officer	1	10		
	Chief Technicians	2	15		
	Senior Technicians	2	15		
Principal Technologist	1	10			
Department of Crop Science and production	Head department Prof	2	40	305	
	Associate Prof.	4	60		
	Senior Lecturers	2	3		
	Senior Research Fellow	1	15		
	Lecturers	1	60		
	T.A.	2	20		
	Chief Technicians	1	10		
	Senior Technicians	2	20		
	Principal Agr. Officer	1	10		
	Agr. Officers	2	20		
	Senior Field Officers	2	20		

FACULTY OF FORESTRY AND NATURE CONSERVATION

DEPARTMENT	STAFF	WORK SPACE	AREA M ²	TOTAL AREA	COMMENTS
Deans office	Dean		20	85	
	Associate Dean - Academic		15		
	Associate Dean - Administration		15		
	Administrative officer		15		
	Senior Forester		10		
	Office Management Assistant		10		
Department of Forest biology	Head of department Prof.	4	20	70	
	Associate Prof.	2	15		
	Chief Technician	1	15		
	Senior Technicians	2	10		
	Senior Forest Officer	1	10		
Department of Forest Economics	Head of Department Prof.	2	40	115	
	Senior Lecturer	1	15		
	Lecturers	2	15		
	Associate Lecturers	3	45		
Department of Forest Engineering	Head of Department Prof.	1	20	50	
	Lecturer	1	15		
	Associate lecturer	1	15		
Department of Forest mensurabion and Management	Head of department Prof.	1	20	65	
	Associate Prof.	1	15		
	Lecturers	2	30		
	Associate lecturers	2	30		
Department of Wood Utilization	Head of department Prof	2	40	140	
	Associate Prof.	1	15		
	Senior Lecturer	1	15		
	Lecturers	2	30		
	T.A.	1	10		
	Chief Technician	1	10		
	Senior Technician	1	10		
Department Wildlife Management	Head of department		20	130	
	Senior Lecturer	1	40		
	Lecturers	4	15		
	Associate Lecturers	1	35		
	T.A.	1	10		
	Senior Technician	1	10		

FACULTY OF VETERINARY MEDICINE

DEPARTMENT	STAFF	WORK SPACE	AREA M2	TOTAL AREA	COMMENTS
Deans Office	Dean		20	80	
	Principal Administrative Officer		15		
	OMS		15		
	Chief Technician Audio Visual unit		15		
	Principal laboratory technician – animal unit		15		
Department of Veterinary Anatomy	Head of department Prof	1	20	100	
	Associate Lecturers	2	15		
	Principal Technicians	3	45		
	Senior Technicians	2	20		
Department of Veterinary Microbiology and parasitological	Head of department Prof.	1	20	260	
	Research Prof.	1	20		
	Associate Prof.	1	15		
	Lecturer	1	15		
	T.A.	2	20		
	Chief Technician	1	10		
	Principal Technician	3	30		
	Senior Technician	3	30		
Department of Medicine and Public Health	Head of department Prof.	1	80	265	
	Associate Prof.	1	15		
	Senior Lecturers	3	30		
	Lecturers	3	30		
	Associate Lecturers	3	30		
	Principal field officers	2	20		
	Senior field officers	3	30		
	Senior Technician	1	10		
	Technicians	3	20		
Department of Veterinary Pathology	Head of department Prof.		20	65	
	Lecturer	1	15		
	T.A.	2	20		
	Senior Technician	2	10		
Department of Veterinary Physiology, Biochemistry, Pharmacology and Toxicology	Head of department Prof.	1	80	170	
	Associate Prof.	3	60		
	Lecturers	2	30		

Department Veterinary Surgery and Theologenology	Head of department Prof.	3	60	160	
	Associate Prof.	2	30		
	Senior Lecturer	1	15		
	Associate Lecturer	1	15		
	T.A.	1	10		
	Principal Technician	1	10		
	Senior Lab. Technician	1	10		
	Filed officer	1	10		

FACULTY OF SCIENCE

DEPARTMENT	STAFF	WORK SPACE	AREA M ²	TOTAL AREA	COMMENTS
Deans Office	Dean	6	20	100	
	Associate Dean		15		
	Office Supervisor		15		
	OMS		15		
Department of Biological Sciences	Head of department		20	100	
	Lecturer	1	15		
	Associate Lecturers	3	15		
	Senior Technicians	2	15		
Department of Biometry and Mathematics	Head of Department			100	
	Lecturer	1			
	Associate Lecturer	2			
	T.A	2			
Department Physical Sciences	Head of Department	1	20	175	
	Senior Lecturer	1	15		
	Lecturer	1	45		
	Associate Lecturers	3	45		
	T.A.	3	30		
	Senior Technician	2	20		
Department of Social Sciences	Head of Department	1	20	60	
	Senior Lecturer	1	15		
	Lecturer	1	15		
	T.A.	1	10		

INSTITUTE OF CONTINUING EDUCATION

DEPARTMENT	STAFF	WORK SPACE	AREA M ²	TOTAL AREA	COMMENTS
	Director	1	15	100	
	Associate Director	2	10		
	Associate Prof.	1	15		
	Principal Administrative Officer	1	10		
	Principal Agr. Officer	2	10		
	Senior TV Producer	1	10		
	Principal Artisan	1	10		

DEVELOPMENT STUDIES INSTITUTE

DEPARTMENT	STAFF	WORK SPACE	AREA M ²	TOTAL AREA	COMMENTS
	Director	1	15	160	
	Associate Director	1	15		
	Lecturers	3	45		
	Associate lecturers	4	60		
	Principal Administrative Officer	1	15		
	OMS	1	10		

UNIVERSITY COMPUTING CENTRE

DEPARTMENT	STAFF	WORK SPACE	AREA M ²	TOTAL AREA	COMMENTS
	Director	1	15	155	
	Associate Director	1	15		
	Associate Lecturer	1	15		
	T.A.	6	60		
	Chief Computer Systems analyst	1	10		
	Principal Computer Technicians	2	20		
	Computer System Analyst	1	10		
	OMS	1	10		

UNIVERSITY AGRICULTURAL LIBRARY AND RESOURCES CENTRE

	Director/Senior Librarian	1	15	225	
	Associate Director/Senior Librarian	1	15		
	Senior Librarians	3	15		
	Librarians	2	45		

	Associate Librarians	2	20		
	Associate Librarian Trainees	3	20		
	Pr. Library Assistants	6	60		
	Pr. Administrative Officer	1	10		
	Personal Secretary	1	10		
	Reading space			200	
	Storage			200	

UNIVERSITY CENTRE FOR SUSTAINABLE RURAL DEVELOPMENT

	Director	1	15	30	
	Associate Director (Senior Lecturer)	1	15		
	<u>Social Economy Section</u>				
	Associate Research Fellow and Head of Section	1	15	10	
	Associate Research Fellow	1	15		
	<u>Resource Management Section:</u>				
	Senior Lecturer and Head	1	15		
	Associate Research fellows	2	30	115	
	*Technical Advisor- Administrative Coordinator	1	10		

UNIVERSITY PEST MANAGEMENT CENTRE

	Prof. + Director	1	20		
	Associate Research Prof. & Associate	1	15		
	Director	1	15		
	Research Prof.	1	15		
	Research Fellows	2	15	100	
	Principal Technician	1	10		
	Laboratory Assistant	1	10		

OFF CAMPUS ESTABLISHMENT

ACADEMIC SENIOR ADMINISTRATIVE & TECHNICAL STAFF

OFFICE OF VICE CHANCELLOR				
Vice Chancellor	1	25	40	
OMS	1	15		
<u>Internal Audit:</u>				
Chief Internal Auditor	1	15	45	
Principal International Auditor	1	15		
Senior Internal Auditor	2	15		
<u>Office of Deputy Vice Chancellor:</u>				
Deputy Vice Chancellor	1	20	35	
OMS	2	15		
<u>Students" Records Office</u>				
Coordinator	1	15	40	
Asst. Coordinator	1	15		
Chief Data Analyst	1	10		
Computer Systems Analyst	2	10		
<u>Admissions:</u>				
Principal Admin. Officer	1	15	60	
Senior Admin. Officer	1	15		
Academic Staff Recruitment + Development:		15		
		15		
Senior Admin. Officer	1	15		
Admin. Officer	1			
<u>Senate Secretariat:</u>				
Senior Admin. Officer	1	15	15	
<u>OFFICE OF THE REGISTRAR</u>				
Registrar	1	20	30	
OMS	1	10		

	<u>Department of Planning:</u>				
	Chief Planning Officer	1	15	60	
	Senior planning officer	1	15		
	Planning Officer	3	30		
	<u>Department of Personnel & Admin. Staff Training</u>				
	Principal Admin. Officer	1	15		
	<u>Personnel Section:</u>				
	Senior Admin. Officer	1	15	15	
	<u>Finance Section:</u>				
	Admin. Officer	1	15	15	
	<u>Registry:</u>				
	Principal Officer Supervisor	1	15	15	
	<u>Council Secretariat:</u>				
	Principal Administrative Officer	1	15	15	
	Legal Officer	1	10	10	
	<u>Public Relations:</u>				
	Principal Public Relations officer	1	10	20	
	PRD	1	10		
	<u>Students Accommodation Bureau:</u>				
	Coordinator	1	10	50	
	Accommodation Officers	2	20		
	Maintenance Officer	1	10		
	Accountant	1	10		
	<u>Department of Estates:</u>				
	Estates Manager	1	10	40	
	Principal Technician	1	10		
	Senior Technician	2	20		

DEPARTMENT	STAFF	WORK SPACE	AREA M ²	TOTAL AREA	COMMENTS
	University Health Services Department:			70	
	Resident MO	1	15		
	Principal Asst. MO	1	10		
	Principal Clinical officer	1	10		
	Clinical Officer	1	10		
	Principal Nursing Officer	2	15		
	Med. Lab. Technician	1	10		
	<u>Security Section:</u>			20	
	Chief Security officer	1	10		
	Superintendent of Auxillary Fellow	1	10		
	<u>Students Administration:</u>			50	
	Dean of students	1	15		
	Principal Warden	1	15		
	Senior Warden	1	10		
	Warden	1	10		
	<u>Sports and Games:</u>			30	
	Senior Games Tutor + Head of depart.	1	15		
	Senior Games Tutor	1	10		
	<u>University Bookshop:</u>			15	
	Senior Supplier & Bookshop Manager	1	15		
	<u>University Farm:</u>			45	
	Farm Manager	1	15		
	Principal Agr. Officer	1	15		
	Principal Accountant	1	15		

DEPARTMENT	STAFF	WORK SPACE	AREA M ²	TOTAL AREA	COMMENTS
	<u>Bursar's Office:</u>			35	
	Bursar	1	15		
	Principal Accountants	2	20	20	
	<u>Expenditure Section:</u>				
				15	
	Principal Accountants	2	20		
	<u>Salaries Section:</u>			15	
	Senior Accountant	1	15		
	<u>Students & Revenue Section:</u>			15	
	Principal Accountant	1	15		
	<u>Suppliers Section:</u>			15	
	Chief Supplies Officer	1	15		
				60	
	Principal Supplies Officers	2	20		
	UNIVERSITY RELIGIOUS LEADERS:				
	*				
	*				
	<u>DIRECTORATE OF RESEARCH AND POST GRADUATE STUDIES</u>			70	
	Director	1	15		
	Asst. Director	1	15		
	Principal Admin. Officer	2	20		
	Principal Accountant	1	10		
	OMS	1	10		
	* CAFETERIA		500		

6500 – Main buildings

500 – Cafeteria

Agriculture/Agronomy/Horticulture

Labs

Crop physiology	30	}	200	
• Plant breeding	}			30
• Horticultural				
Seed Technology	}	100		
Entomology				
Plant Culture – Soil less/controlled				
Environment				
Plant pathology				
Plant biotechnology				

Agriculture/Agronomy/
Animal Science/Agriculture
Environmental Sciences & Management

Meteorological Lab

Instrumentation/Agro	}	50
Synoptic/Dynamic/Tropical		

Environmental Sciences/Forestry/
Agronomy/Agriculture

Soil Sciences Lab:

Environmental/classification	}	100
Physics/Dynamics and		
Foundation Engineering/		
Chemistry/fertility Management		

Food Science and Technology

Labs

Food analysis	}	200
Food contaminants & analytical		
Microscopy		
Food biochemistry		
Food Microbiology		
Cereal Science and Technology		
Fermentation Technology		
Food Processing		
Food Enzymology		
Material Science lab		

Agriculture

Agriculture

Larva Culture	}	100
Mario Culture		
Fish Culture		

