



## COMMUNIQUÉ OF THE EXECUTIVE COUNCIL MEETING OF 31<sup>ST</sup> JULY 2017

On Monday, 31<sup>st</sup> July 2017, an ordinary Executive Council meeting chaired by Fr Dr HAGENIMANA Fabien, the Rector of INES-RUHENGERI convened in Master's room and took the following decisions and recommendations:

1. Before discussing the agenda of the meeting, the members of the Executive Council congratulated themselves for the successful strive for the re-opening of the programs of Civil Engineering, Computer Sciences, Biomedical Laboratory Science and Biotechnology.  
They were happy with higher standards of INES position in terms of facilities, staff and infrastructures.
2. The Executive Council approved the minutes and decisions of its meeting of 19<sup>th</sup> May 2017 after amendments.
3. It was recommended to finalize the update of performance contract for teaching staff having some specificities.
4. The Executive Council was satisfied that students and staff have done their best to participate in the ceremony of "Umugoroba wo Kwibuka" on 9<sup>th</sup> June 2017.
5. It was noted that INES Staff achieved their commitment to pay Mituelle de Santé for 150 poor persons in the District of Musanze. However it was noted that this was not enough considering the needs presented by the District of Musanze. To respond to these needs INES-RUHENGERI committed itself to pay for other 1500 persons. Every INES employee will give a contribution of 4% of his/her monthly net salary deductible from salary in two installments.  
INES as institution will contribute with an amount equivalent to 5% of monthly net salaries of all employees. This does not exclude other initiatives to maximize the number of people to be covered by mutuelle de santé especially in the surrounding community.
6. All Departments have to think about innovations to be presented on Career Day.
7. It was reminded to INES staff and students to regularly use e-library.  
The Director of Library has to publish the results of regular users.
8. After the crisis INES-RUHENGERI is committed to rising quality and to come up to the standards expected from a "Catholic School"

*Accredited by Ministerial Order N° 005/2010/Mineduc of 16 June 2010*

*Scientia et Lux*



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9. The Code of Conduct of INES-RUHENGERRI has been reviewed to include clearly the core values of a Catholic School. Students and Staff were requested to respect them when dealing with institutional issues and show a decent private life.
10. Each Department is recommended to take initiatives for institutional financial stability. On the next Executive Council meeting all the Departments will present their respective initiatives.
11. INES-RUHENGERRI is committed to have a clean and healthy environment. Students and Staff are requested to have this in mind and to join their efforts for achieving this goal.
12. It was reminded that INES is committed to become a smart campus. ICT officers have been requested to maximize efforts for a Campus Digitalization and have a clear plan for it.
13. In line with the follow up of students' welfare, INES Management will have a meeting with owners of lodges of students (ghetto).
14. About the Annual Report 2015-2016, the Executive Council delegated Deans and Directors to check the draft before a final check of the Top Management by mid August.
15. The Academic calendar 2017-2018 was approved and the beginning of the academic year was put on 18<sup>th</sup> September 2017.
16. It was reminded to start an effective and inclusive marketing for students recruitment.
17. In line with striving for a successful linkage with INES alumni, it was recommend the following:
  - To have updated database of alumni and to communicate with them;
  - To use their feedback for quality improvement and programs design;
  - To support them with innovative programs.
18. It was recommended to start the process of elaboration of the Action Plan and budget for the Academic Year 2017-2018. Different units are invited to send their budget proposals.

Done at Musanze, on 31<sup>st</sup> July 2017

**Rev Fr Dr Fabien HAGENIMANA**  
Rector



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