THE OPEN UNIVERSITY OF TANZANIA

WELCOME SPEECH BY THE HEAD OF DEPARTMENT

FACULTY OF ARTS AND SOCIAL SCIENCES

DEPARTMENT OF POLITICAL SCIENCE AND PUBLIC ADMINISTRATION

WELCOME SPEECH BY THE HEAD OF DEPARTMENT

2020/2021

Dear students,

Welcome to the Open University of Tanzania in general, and to the Department of Political Science and Public Administration (PSPA), in particular. PSPA is one of the nine Departments within the Faculty of Arts and Social Sciences; you will come to know them all with time. For the continuing students, I am sure that you already know the rhythm and tempo of the academic life at the Open University of Tanzania, particularly so in the Department of PSPA. I **would** therefore just welcome you back and wish you another successful long year at the University. But for the new students, I welcome you to discover a new world of academic life, where it is only **YOU,** yourself can determine your success. I will explain to you later what this means.

About the Department

Dear students,

The Department of Political Science and Public Administration was established in 2007, as one of the first teaching units in the Faculty of Arts and Social Sciences of the Open University of Tanzania. But it started to offer its courses earlier in 2004, as a unit, borrowing its programme from University of Dar es Salaam. These courses were offered under the umbrella of Bachelor of Arts (General). In 2006 the borrowed courses were clustered and harmonized with a view to reducing the workload to skewed teaching staff, as well as reducing examination sittings on the part of students, but without affecting the name of the programme (Bachelor of Arts - General).

In 2012 the Department resolved to develop two undergraduate degree programmes of its own; hence moved away from general to specific programmes with a view to hitting the demand in the labor market. These programmes are Bachelor of Arts in Public Administration (BAPA) and Bachelor of Arts in International Relations (BAIR).

The main objectives of the Department include, among others:
- Training students to acquire academic and professional qualifications that will enable them become competent and skilled personnel to serve the country and the world at large in different capacities in both public and private organizations;

- Producing graduates who can fit well in the world of work in public and private organizations, as administrators and officers in Foreign Relations;
- Equipping students with skills, competencies and knowledge to enable them cope with complex problems they encounter while working in the public and private sectors and explore solutions pertinent to such problems;
- Equipping students with the requisite qualifications that enable them register for postgraduate studies within the department or across other faculties in the University and beyond;
- Equipping students with the necessary competences and skills that make them compete well in the labour market on the global scale;
- Furnishing students with pertinent analytical skills on issues pertaining to the public sector and the international environment;
- Ensuring requisite and high level skills of communication orally, in writing and preparing papers for various meetings; and
- Preparing students as change agents in all walks of life in the public, private and civil organizations in the country and beyond.

Postgraduate Programmes:

Dear students,

In 2013, the Department developed one postgraduate programme namely Master of Arts in Governance and Leadership (MAGL) which is currently on offer with plentiful students. The Department also adopted, in 2014, two programmes (Masters in International Cooperation and Development – MICD and Master of Humanitarian Action, Cooperation and Development (MHACD) which were formerly offered in collaboration with Universidade Fernando Pessoa (UFP) of Portugal. Later, the collaboration 'aborted' for various reasons beyond the Department and OUT capacity to handle, and therefore the programmes are now run exclusively by OUT.

About staffing

Dear students,

The Department has a good mixture of youth and experience, dedication, determination, and passion to work and readiness to help and serve. The teaching staff members have given the Department a good reputation in terms of delivery and commitment. In case of any problem having to do with academics please do not hesitate to contact them using official communication channels. Their contacts and respective teaching subjects are as follows:

Table I: List of academic members of staff, their contacts and teaching subjects.

NAME	EMAIL	Courses
Dr. Miraji Kitigwa (Head)	miraji.kitigwa@out.ac.tz	OIR 103, OIR 202, OIR 301
Dr. Jacob Lisakafu	jacob.lisakafu@out.ac.tz	OIR 104 & OIR 303
Dr. Emmanuel Mallya	emmanuel.mallya@out.ac.tz	OPA 102, OPA 204 & OPA 302
Revocatus Binomukama	revocatus.binomukama@out.ac.tz	OIR 101, OPA 201, OPA 202, & OPA 305
Twaha Katabaro	twaha.katabaro@out.ac.tz	OIR 102, OPA 203 & OPS 320
Furaha Julius	furaha.julius@out.ac.tz	OIR 102, OIR 203, OIR 304
Elias Mseti	elias.mseti@out.ac.tz	OPA 103, OPA 301, OPA 304
Ahmed Mussa	ahmed.mussa@out.ac.tz	OPA 101, OPA 203, OPA 303, OPS 122,

The Essence of Communication

Dear students,

Communication is an important tool that facilitates effective learning and teaching in ODL system. It is highly advised to communicate to course instructors **through e-mail** by using official student email accounts that will be provided to students by directors of respective regional centers. Telephone calls may be used when it is quite necessary. The instructor is supposed to respond to a message within three days after the inquiry. If s/he fails a student can send him/her a reminder and wait for another three days. If one gets no response even after the reminder, then s/he can call. The Head of Department will be closely monitoring the student-instructor interactions to see how active they are and intervene if and when need arises.

Teaching and Learning Processes

Dear students,

You have chosen to study through *Open and Distance Learning* (ODL) mode, and you wil therefore have to abide to values and norms embedded in it. The key norms in an ODL mode of learning are *self-discipline*, *commitment*, *determination* and *time management*. Students are advised to set specific time for studies, to temporarily withdraw from certain social commitments (kitchen parties, bag parties, alcoholism, wedding committees, etc.); and instead they should attach themselves to a particular study group. Students are also advised to befriend the *Internet and physical libraries* where they can search for materials. The internet or online sources have all the materials that students need for their studies; but this will depend on how often a person consults these sources. The University has a huge stock of books and journals at the Headquarters as well as in regional centers, in hard and/or soft copies. The librarians help locating such materials, and this occurs if one has a tendency of visiting the library. This justifies the maxim that *'YOU ARE THE MASTER OF YOUR OWN DESTINY'*. It is the students themselves who determine the pace of study and ultimately their success at OUT.

Assessment Modality

Dear students,

Under normal circumstances, a student is expected to sit for examinations, present in seminars and participate in the Modular Object-Oriented Dynamic Learning Environment (MOODLE) platform. The examinations are normally held in January/February and May/June. However, with open and distance mode students enjoy quite maximum flexibility with regard to sitting for their examination sessions. If it happens, for example, a student fails to sit for the said sessions, they may are given a slot on demand basis known as On Demand Examination (ODEX). This is a flexible mode of examination which is requested by individual students when they feel they are ready for a particular examination. These type of examinations are not strictly scheduled but are supposed to be 'open' in the sense that they will be taken when a candidate is ready for such an examination. Currently they are conducted in September of each year, but later they will be determined purely by individual student requests. Such examinations attract an extra fee which is determined by the University from time to time.

Programme Structure

Dear students,

The undergraduate degree programmes are designed in levels: Level One (100 level series) which is an introductory part to key concepts and theories, Level Two (200 level series) which basically imparts detailed knowledge, understanding and develops appropriate intellectual skills, and Level three (300 level series) which further enhances students' professional, practical and transferable key skills. The three levels can be accomplished in a minimum of *three years*, but average learners can cover the same in the maximum of *eight years*.

What is to be learnt in the three levels?

Dear students,

For those who are new to the University (we used to call them *freshers* in those old days) will be guided by the table below on how to register for your courses.

Table II: Bachelor of Arts in Public Administration and Instructors (Levels I, II, III)

LEVEL ONE				
CODE	TITLE	Status	Units	INSTRUCTOR
OPS 122	Government and Politics in Africa	core	2	Ahmed Mussa
OPA 101	Introduction to Public Administration	core	2	Ahmed Mussa
OPA 102	Organization Theory and Public Bureaucracies	core	2	Dr. Emmanuel Mallya
OPA 103	Local Government Administration in Tanzania	core	2	Elias Mseti

LEVEL TWO				
CODE	TITLE	status	Units	INSTRUCTOR
OPA 201	Administrative Law	core	3	Revocatus Binomukama
OPA 202	Decision Making and Public Policy	core	3	Revocatus Binomukama
OPA 203	Management of Human Resources	core	3	Ahmed Mussa
OPA 204	Organization Behaviour	Core	2	Dr. Emmanuel Mallya
OIA 200	Field Work/Industrial Attachment	Core	2	All Departmental Staff

LEVEL THREE

CODE	TITLE	status	Units	INSTRUCTOR
OPA 301	Budgeting and Financial Control in the Public Sector	core	3	Elias Mseti
OPA 302	Leadership and Governance	Core	3	Dr. Emmanuel Mallya
OPA 303	Industrial Relations	Core	3	Ahmed Mussa
OPA 304	Strategic Management	Elective	3	Elias Mseti
OPA 305	Comparative Public Administration	Elective	3	Revocatus Binomukama
OPS 320	Democracy and Human Rights	Elective		Twaha Katabaro

Table: Bachelor of Arts in International Relations courses and instructors

LEVEL ONE

CODE	TITLE	status	Units	INSTRUCTOR
OIR 101	Introduction to the Study of Politics	core	2	Revocatus Binomukama
OIR 102	Political Thought	core	2	Twaha Katabaro
OIR 103	Africa in the Global Context	core	2	Dr. Miraji Kitigwa
OIR 104	International Organizations	core	2	Dr. Jacob Lisakafu

LEVEL TWO

CODE	TITLE	status	Units	INSTRUCTOR
OIR 201	Theories and Issues in International Relations	core	3	Furaha Julius
OIR 202	International Political Economy	core	3	Dr. Miraji Kitigwa
OIR 203	Public International Law	core	3	Dr. Miraji Kitigwa
OIA 200	Field Work/ industrial Attachment	core	2	All Departmental Staff

LEVEL THREE

CODE	TITLE	status	Units	INSTRUCTOR
OIR 301	Global Governance	core	3	Dr. Miraji Kitigwa
OIR 302	Contemporary Issues in Global Politics	core	3	Furaha Julius
OIR 303	Regional Integration	Elective	3	Dr Jacob Lisakafu

| OPS 304 | The Political Economy of Conflict Resolution | Elective | 3 | Furaha Julius |
| OPS 320 | Democracy and Human Rights | Elective | 3 | Twaha Katabaro |

Level-One (100 series) courses are foundation courses in that they equip students with study skills and also act as a bridge towards higher level courses that need more techniques and skills of higher level. They all have the status of being 'core' and therefore they are studied by every student in the programme. 'Elective' courses normally feature in level three (300 series courses), and students have a minimum number of elective courses to take, but may add some more on their own interest and cost. The Faculty of Arts and Social Sciences Handbook provides students and the general public with the necessary information for the programmes. The Handbook is very useful for students throughout their study period because it serves as a guide on what courses are to be studied including their status. The student may not necessarily take all level one courses in the first year; the load might be too heavy, except for those who have been recruited from Foundation Course who might have done OFC 017 and OCP 100 and which will not need to be done again. Each study programme is accomplished by finishing 36 units or 360 credits. As earlier stated, this academic journey may take student a minimum of three years for fast learners and up to eight years for average learners. Again it should be recalled that **students will themselves determine their own success**.

Study Materials and other supportive gears

With effect from the academic year 2016/2017, students will obtain the learning material through MOODLE platform. Each student will be registered in the system, and will be provided with USERNAME and PASSWORD to get into the platform. Student orientation sessions on how to use the platform are expected to be conducted by ICT staff in every regional center. All students are therefore encouraged and expected to attend the MOODLE induction sessions whenever they are held so as to yield the greatest benefits that the OUT offers.

About OCP 100, OFC 017 (OFP 020), and OEC 134 Course

The three courses are offered by units other than the Department of PSPA, but within the OUT. All undergraduate students are obliged to take these courses as they are considered as key not

only to one's studies but also to one's life cycle. While OCP 100 is about computer application, OFC 017 enhances students' English language communication skills, and OEC 134 provides the basic research skill.

Field Attachment (OIA 200)

Be informed also that during the second year every student has to undertake an eight-week Field Attachment in an organization of one's choice. The importance of Field Attachment is meant to enable students merge theory and practice and get orientation on the real world of work. Students in Public Administration may choose to work with any public organization or private organization where the theoretical knowledge can be translated into practice and where the world of work is clearly seen in terms of what exactly takes place there. Likewise, students in International Relations may choose to work with any diplomatic office, ministry or ministry related with international interactions or affairs. This information is particularly important so that the necessary arrangements may be made by students in advance.

Wrap-Up

Dear students,

Space and time to give all the necessary information in one speech is limited. However, students are encouraged to consult any academic staff in the Department should the need arise. Mobile phone calls should ONLY be used if the e-mail system fails. In that same vein, students must make sure that they consult the directors of their respective regional or coordination centers for any academic or administrative problems that they encounter in the course of study at OUT. A student should visit the OUT Head Office only after the DRC has completely failed to help solving one's problem. And on coming to the Head Office, a student must confirm (seek appointment) with the particular staff to save both time and money, otherwise staff at Head Office could be out of office on official duties.

Students are also encouraged to act ethically and be guided by the University Rules and Regulations for a smooth academic life.

I wish all PSPA students a successful academic life with OUT.

Dr. Miraji Kitigwa
Head
Department of Political Science and Public Administration
Faculty of Arts and Social Sciences
The Open University of Tanzania