



Harare
Institute of
Technology

success through innovation

DIARY OF EVENTS

2017

DESTINY

To be the stimulant of scholarship
in innovation.

CAUSE

To cultivate commitment towards
technopreneurial leadership.

CALLING

To commercialise technology through
professionalism rooted in integrity.

CORE VALUES

- Innovation
- Leadership
- Integrity
- Commitment
- Professionalism

The Innovation And Technopreneurial University

HARARE INSTITUTE OF TECHNOLOGY

2017 DIARY OF EVENTS

JANUARY 2017

DATE	TIME	ACTIVITY
Tuesday 3 January		University Opens
Friday 6 January	0900	PLANNING AND RESOURCE ALLOCATION COMMITTEE
Monday 09	0900	Space Allocation Committee
Tuesday 10	1400	School Planning Committee: Business & Management Sciences
Wednesday 18	0900	Deans' Forum
Thursday 19	0900	COMPUTER COMMITTEE
Monday 23 - Tuesday 24		School Planning Committee: Industrial Sciences & Technology; Engineering & Technology; Information Science & Technology
Wednesday 25	0900	Library Committee
Thursday 26	1000	BOARD OF DISPOSAL COMMITTEE
Friday 27	0900	Quality Assurance Committee
Monday 30	1000	Institutional Advancement and Resource Development Committee

FEBRUARY 2017

DATE	TIME	ACTIVITY
Friday 3	0900	ACADEMIC BOARD (To Assess Semester Preparedness)
	1415	Food Committee
Monday 6	0900	Student Affairs Committee

Tuesday 7	1400	COMMITTEE ON AFFILIATE/ ASSOCIATE STATUS
Wednesday 8 – Friday 10		Registration - Returning Students, Conventional/ Parallel Students
Wednesday 8	1430	HIT PENSION FUND BOARD OF TRUSTEES
Thursday 9	0900	ACADEMIC BOARD (To consider Regulations)
Monday 13		SECOND SEMESTER BEGINS (Conventional/Parallel)
Tuesday 14	1415	RESEARCH BOARD
Wednesday 15	1000	STAFF DEVELOPMENT COMMITTEE
Thursday 16	1000	SALARIES AND CONDITIONS OF SERVICE COMMITTEE
Monday 20	1415	CAMPUS DEVELOPMENT COMMITTEE
Wednesday 22	0900	HIGHER DEGREES COMMITTEE
Thursday 23	0900	SENATE
Friday 24	0900	School Board: Business & Management Sciences
Monday 27	0900	International Relations Committee
Tuesday 28	1415	Institutional Advancement and Resource Development Committee

MARCH 2017

DATE	TIME	ACTIVITY
Wednesday 1	0900	PLANNING AND RESOURCE ALLOCATION COMMITTEE
Thursday 2	0900	Innovation and Technology Committee
Friday 3	0900	Deans' Forum

Monday 6	1000	Works Council
Thursday 9	0900	School Planning Committee
Friday 10		Deadline for Submission of Draft Examination Question Papers, Model Answers and Course Outlines to Examinations Office
Monday 13 – Thursday 16	1430	Departmental/School Boards Meetings (To select new students)
Monday 20	1000	ACADEMIC STAFF PROMOTIONS
Wednesday 22	1000	HONORARY DEGREES AND DISTINCTIONS COMMITTEE
Thursday 23	0900	ACADEMIC BOARD (To select New Students)
Friday 24	0900	Committee on Academic Ceremonies
Tuesday 28	1415	Institutional Advancement and Resource Development Committee
Wednesday 29	0900	School Board: Information Science and Technology
Thursday 30	1000	FINANCE, RISK AND AUDIT COMMITTEE
Friday 31	0900	RESEARCH BOARD

APRIL 2017

DATE	TIME	ACTIVITY
Monday 3 – Friday 7		Mid Semester Break
Thursday 6	1000	INSTITUTE BOARD
Monday 10	1430	Space Allocation Committee
Wednesday 12	0900	COMPUTER COMMITTEE

Friday 21	0900	Hiring of Facilities Committee
Wednesday 26	0900	HIGHER DEGREES COMMITTEE
Thursday 27	1000	Non-Academic Staff Promotions Committee
Friday 28	1000	Institutional Advancement and Resource Development Committee

MAY 2017

DATE	TIME	ACTIVITY
Wednesday 3	0900	Committee on Academic Ceremonies
Thursday 4	0900	ACADEMIC BOARD (To Consider Regulations)
Wednesday 10	0900	RESEARCH BOARD
Thursday 11	0900	Quality Assurance Committee
Monday 15- Friday 19		SWOTWEEK
Monday 15	0900	Library Committee
Friday 19		Vice Chancellor's Scholarship and Innovation Fund Golf Tournament
Monday 22		SECOND SEMESTER EXAMINATIONS BEGIN
Friday 26	0900	Innovation and Technology Committee
Monday 29	1000	Institutional Advancement and Resource Development Committee
Tuesday 30	0900	SENATE

JUNE 2017

DATE	TIME	ACTIVITY
Thursday 1	1000	FINANCE, RISK AND AUDIT COMMITTEE
	1430	International Relations Committee
Wednesday 7		SECOND SEMESTER EXAMINATIONS END
Thursday 8	1000	EXECUTIVE COMMITTEE
Monday 19 – Thursday 22		Departmental Board of Examiners Meetings / School Board of Examiners Meetings
Wednesday 15	1000	CAMPUS DEVELOPMENT COMMITTEE
Thursday 16	1000	FEES REVISION COMMITTEE
Tuesday 27– Wednesday 28	0900	ACADEMIC BOARD (To consider Results of the Second Semester Examinations)
Thursday 29	1000	Institutional Advancement and Resource Development Committee
Friday 30	0900	Deans' Forum

JULY 2017

DATE	TIME	ACTIVITY
Monday 3	0900	School Planning Committee: Business & Management Sciences; Industrial Sciences & Technology; Engineering & Technology
		PUBLICATION OF EXAMINATION RESULTS
Wednesday 5	0900	PLANNING AND RESOURCE ALLOCATION COMMITTEE
Thursday 6	1000	INSTITUTE BOARD
	1415	School Planning Committee: Information Science & Technology

Monday 10	0900	ACADEMIC BOARD (To Assess Semester Preparedness)
Thursday 13	0900	COMMITTEE ON AFFILIATE/ASSOCIATE STATUS
Friday 14	0900	Non-Academic Staff Promotions Committee
Monday 17	0900	RESEARCH BOARD
	1400	Termination of Studies (Appeals) Committee
Monday 17	1400	COMPUTER COMMITTEE
Wednesday 19	0900	Staff Development Committee
	1430	Space Allocation Committee
Monday 24	0900	SENATE
Wednesday 26	1000	HONORARY DEGREES AND DISTINCTIONS COMMITTEE
Thursday 27 – Friday 28	1000	Registration of New Conventional/Parallel Students
Friday 28	0900	Technovation Day
Monday 31	1000	Institutional Advancement and Resource Development Committee

AUGUST 2017

DATE	TIME	ACTIVITY
Monday 31 – Friday 4	0900	ORIENTATION OF NEW STUDENTS
Wednesday 2 – Friday 4	0900	Registration of Returning Students
Friday 4	0900	Committee on Academic Ceremonies
Monday 7		FIRST SEMESTER BEGINS
Thursday 17	0900	Innovation and Technology Committee

Friday 18	1000	HIT PENSION FUND BOARD OF TRUSTEES
Wednesday 23	0900	Library Committee
	1400	Quality Assurance Committee
Thursday 24	1000	FINANCE, RISK AND AUDIT COMMITTEE
Thursday 24	1430	Institutional Advancement and Resource Development Committee

SEPTEMBER 2017

DATE	TIME	ACTIVITY
Monday 4	0900	STUDENTS AFFAIRS COMMITTEE
	1000	Works Council
Thursday 7	0900	SENATE
Wednesday 13	0900	RESEARCH BOARD
Thursday 14	0900	Committee on Academic Ceremonies
	1400	SALARIES AND CONDITIONS OF SERVICE
Thursday 21	1000	EXECUTIVE COMMITTEE
Monday 25	0900	STRATEGIC PLANNING COMMITTEE
	1000	Institutional Advancement and Resource Development Committee
Monday 25 - Friday 29		MID-SEMESTER BREAK
Monday 25 - Friday 9		School Boards: Industrial Sciences & Technology; Engineering and Technology; Business & Management Sciences and Information Science & Technology
Thursday 28	0900	Academic Staff Promotions Committee

OCTOBER 2017

DATE	TIME	ACTIVITY
Wednesday 4	0900	Committee on Academic Ceremonies
Thursday 5	1000	INSTITUTE BOARD
	1430	COMPUTER COMMITTEE
Friday 6	0900	Deans' Forum
Monday 9	0900	Library Committee
Wednesday 11	0900	PLANNING AND RESOURCE ALLOCATION COMMITTEE
Thursday 12- Friday 13	1000	School Planning Committee: Industrial Sciences & Technology; Engineering & Technology; Information Science & Technology; Business and Management Sciences
Monday 16	1000	HIT PENSION FUND BOARD OF TRUSTEES
Wednesday 18	0900	Innovation and Technology Committee
Thursday 19	1000	EXECUTIVE COMMITTEE
	1415	COMMITTEE ON AFFILIATE/ ASSOCIATE STATUS
Friday 20	1400	Quality Assurance Committee
Thursday 26	1000	STAFF DEVELOPMENT COMMITTEE
Friday 27	1000	Institutional Advancement and Resource Development Committee

NOVEMBER 2017

DATE	TIME	ACTIVITY
Thursday 2	0900	International Relations Committee

Monday 6	0900	CAMPUS DEVELOPMENT COMMITTEE
Monday 13- Friday 17		SWOT WEEK
Monday 20	0900	FIRST SEMESTER EXAMINATIONS BEGIN
Thursday 23	0900	Hiring of Facilities Committee
Tuesday 28	1415	Institutional Advancement and Resource Development Committee
Wednesday 11	0900	Space Allocation Committee

DECEMBER 2017

DATE	TIME	ACTIVITY
Monday 4	0900	FIRST SEMESTER EXAMINATIONS END
Tuesday 5	0900	SENATE
Thursday 7	1000	FINANCE, RISK AND AUDIT COMMITTEE
Monday 11	1000	Institutional Advancement and Resource Development Committee
Tuesday 12	1415	BOARD OF DISPOSAL COMMITTEE
Wednesday 13 - Friday 15	1000	Departmental Boards of Examiners Meetings & School Boards of Examiners Meetings
Thursday 14	1000	INSTITUTE BOARD
Tuesday 19 – Wednesday 20	0900	ACADEMIC BOARD (To Consider Results of the First Semester Examinations)

JANUARY 2018

DATE	TIME	ACTIVITY
Tuesday 2	0900	University Opens
Thursday 4	0900	SENATE
Friday 5		PUBLICATION OF EXAMINATION

