

KENYA EDUCATION NETWORK (KENET)

Annual Core Data 2022 Questionnaire - Universities / University Colleges

| 1. | a) Date: | :b) Name of Head of Institution | | | | |
|----|-------------------------------|---------------------------------|--|--|--|--|
| 2. | a) E-mail Address | | | | | |
| 3. | Name of Institution: | _Location_ | | | | |
| 4. | Institution Address | | | | | |
| 7 | Геlерhonе | | | | | |
| I | E-mail | | | | | |
| Ι | Location of Headquarters (HQ) | | | | | |
| V | Website address | | | | | |

5. Total number of campuses/branches _____

6. Start Month for Institution Academic Year e.g., September 1, and/or Financial Year e.g., July 1

Total Number of Students

7. Total Number of Students in the entire institution (sampling date = October 1 of every year)

| AY 2020/2021 | | AY 2021/2 | AY 2021/2022 | | 23 | |
|---------------|------------|-----------|--------------|--------|------------|--------|
| | (Oct 2020) |) | (Oct 2021) | | (Oct 2022) | |
| Category | Male | Female | Male | Female | Male | Female |
| Undergraduate | | | | | | |
| Masters | | | | | | |
| Doctoral | | | | | | |
| Non- Degree | | | | | | |
| Total | | | | | | |

8. Total number of students (headcount) - including privately sponsored students in the institution, (AY 2022/2023) _____

Employee data

9. Total Number of Staff (2022)

| Category | Male | Female | Total |
|---|------|--------|-------|
| Total Full-time Teaching staff or faculty | | | |
| Full-time teaching staff with PhD degree | | | |
| Full-time teaching staff with rank of Professor | | | |
| Total Part-time teaching staff | | | |
| Total Full-time researchers (who are not faculty members) | | | |
| Total Administration support Staff | | | |
| Others e.g Casuals, interns | | | |



- 10. a) What is the tittle of the Head of ICT services in your institution? (e.g., CIO, ICT director, ICT manager)
 - b) Total number of ICT staff

| ICT Staff | Male | Female | Total |
|---|------|--------|-------|
| Network /System Admin Staff | | | |
| Application developers | | | |
| Webmasters | | | |
| Instructional designers | | | |
| End-user Support (include call center if any) | | | |
| Others | | | |

11. How many years of experience does your senior system/network administrator have?

| None | <1 year | 1-2 years | 3-4 years | 4-5 years | 5-7 years | >7 years |
|------|---------|-----------|-----------|-----------|-----------|----------|
| | | | | | | |

Capacity Development for ICT Staff

12. What training opportunities are available to your junior ICT workforce?

| None | Local ICT | In-house | External | Local vendor |
|------|-----------|------------|---------------|--------------|
| | colleges | programs 🗌 | consultants 🗌 | training 🗌 |

13. What training opportunities are available to your senior ICT professionals?

| None | Local colleges /universities | Training abroad | External consultants |
|------|------------------------------|-----------------|----------------------|
| | | | |

- 14. a) . How many ICT professionals received systems and network administration training in the FY 2021/2022?
 - b) Do you have a budget for training ICT staff?

| Yes | 1 | No | 2 |
|-----|---|----|---|

- c) If yes, what is the budget? Ksh._____
- 15. How often on average do the ICT staff upgrade their technical skills?

| Never | Every Year | Every 2 years | Every 3 years | Every 4-5 years | >5 years |
|-------|------------|---------------|---------------|-----------------|----------|
| | | | | | □ |

16. Which areas of training for ICT department are the most critical?

| Area of Training | Please tick |
|-------------------------|-------------|
| Systems Administration | 1 🔲 |
| Network Administration | 2 🔲 |
| Application development | 3 🔲 |
| Big Data | 4 🔲 |
| Cyber security | 5 🗌 |
| Wireless networks | 6 🗌 |
| Cloud Computing | 7 🔲 |
| Others, please specify | |



17. a) How many trainings have the network and systems administrators attended in the past year

b) Has the network and systems administrators attended any of the KENET trainings?

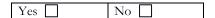
c) If yes, please specify the training(s) they have attended_

18. Which trainings would you like the ICT team to undertake at KENET?

| Training | Please tick |
|-------------------------------------|-------------|
| Cyber Security | 1 🔲 |
| Systems Administration (Unix/Linux) | 2 🔲 |
| Network monitoring and management | 3 🔲 |
| Scalable Campus network design | 4 🗌 |
| Wireless networks | 5 🗌 |
| Others, please specify | |

Capacity Development for Staff

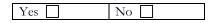
19. a) Does the institution use online Webinars for workshops and staff capacity building?



b) If yes, what Webinar platform does the institution use (e.g., Big Blue Button or Zoom)?

c). Is there free Wi-Fi in your institution?

d). Are you aware that KENET has FREE online courses in Cyber Security Awareness Course for all staff and students?



e). If yes, how many of your staff have taken the courses in the past one month

20. What ICT capacity development courses were offered to staff in the FY 2021/2022?

eLearning Services or Academic ICT Services

21. Has Your institution embraced online/hybrid learning?



22. Does your institution have an eLearning policy?



| 23. What learning management system (LMS) does your institution use for continuous | staff development (Please | | | |
|---|---------------------------|--|--|--|
| tick□)? | | | | |
| 1 Moodle | | | | |
| 2 Blackboard | | | | |
| 3 Other . (specify) | | | | |
| 24. What library system was deployed in your institution e.g Koha | | | | |
| | | | | |
| 25. a). Have you setup a digital repository? | | | | |
| Yes No No | | | | |
| d). If yes, which application is it running on ? eg DSPACE | | | | |
| | | | | |
| c). Is your institution subscribed to digital e-books? | | | | |
| Yes No No | | | | |
| b) Where is the digital repository hosted? | | | | |
| 1∏ KENET | | | | |
| 2 On Campus | | | | |
| 3 Cloud provider in Kenya. | | | | |
| 4 Cloud Provider outside Kenya | | | | |
| 5 Others please specify | | | | |
| 26. Which library security system is used in your library? | | | | |
| 1 Electro-magnetic systems | | | | |
| 2 Radio frequency (RF) systems | | | | |
| 3☐Concealed EAS systems. | | | | |
| 4☐Microwave systems. | | | | |
| 5 Acousto-magnetic systems | | | | |
| Others, please specify 27. Is access to Facebook / YouTube allowed during working hours? | | | | |
| 27. Is access to Facebook / Tourube allowed during working hours: | | | | |
| Yes No No | | | | |
| 28. What is the percentage of staff who need Internet access for their daily work or rese | arch? | | | |
| | | | | |
| 75%-100% 50%-75% 25%-50% 5%-25% <5% | | | | |
| | | | | |
| 29. a) Do your researchers use advanced research computing (e.g., HPC or Grid Infrast | tructures, research data | | | |
| storage etc.) and scientific applications or appliances available through Institutional | ICT directorates or | | | |
| through KENET research ICT services? | | | | |
| Yes No Do not know | | | | |
| | | | | |
| b) If yes, please select the advanced research computing services you use from the list | | | | |
| Research Computing Services | Please tick | | | |
| i. KENET Virtual LAB (Research Computing) | 1 🔲 | | | |
| ii. HPC access at the Centre for High Performance Computing in South Africa 2 | | | | |
| iii. Research data storage | | | | |
| iv. Software (R, MATLAB, Scilab, GNU Octave, Jupyter Notebook) 4 | | | | |
| 2 obtained (25, 2.2.1.2.2.1.), obliato, of to obliato, Jupy (cf. 1.000000k) | · L | | | |



Institutional Expenditure

30. Expenditure (extracted from audited accounts and/or management accounts; provide copy of audited accounts for each FY)

| | Expenditure | FY 2020/2021 | FY 2021/2022 |
|----|----------------------------------|--------------|--------------|
| a. | Total Institutional Expenditure | | |
| b. | Total Recurrent Expenditure | | |
| c. | Total Capital Expenditure | | |
| d. | Annual ICT recurrent Expenditure | | |
| e. | Annual ICT capital expenditure | | |
| f. | Annual Internet Expenditure | | |
| g. | Annual Student ICT Lab Fees | | |
| h. | Annual Telephony Expenditure | | |
| i. | Total Annual ICT Staff salaries | | |

31. Budget for Digital Infrastructure and Skills Investments

| | FY 2021/2022 | FY 2022/2023 | Projection FY 2023/2024 |
|---|--------------|--------------|-------------------------|
| a). Institutional ICT Infrastructure | | | |
| b). Digital Skills Development for faculty and staff (Faculty | | | |
| Development for Teaching with technology, Instructional Design, | | | |
| Curriculum Reforms) | | | |
| c). Digital Skills Development for Students (e.g., Analytics, | | | |
| Application Development, Digital Designs, Digital Marketing | | | |
| d). Remote Teaching Classroom Infrastructure (white boards, virtual | | | |
| classroom software for live interactive online classes) | | | |

32. Gross Salary range for ICT staff with 3 years of experience and average for department

| Salary Ranges | Lowest (KSh) | Highest (KSh) | Average (KSh) |
|-------------------------|--------------|---------------|---------------|
| System Administrators | | | |
| Network Administrators | | | |
| Application Developer | | | |
| Webmasters | | | |
| Instructional designers | | | |
| ICT Director | | | |

33. a) Does your institution charge students Computer/ICT lab fees?

Yes No

b) If Yes, do you charge per semester or per academic year?

Semester Academic year Academic

c) How much do you charge for Computer/ICT lab fees per student per academic year in KES?



Campus ICT Infrastructure

| 34. | Do you have a backup generator for all networked ICT equipment at your campus? Yes 1 No 2 |
|------|---|
| 35. | . If yes, what is the capacity (in KVA) of the generator at your location? |
| 36. | Do you have solar power (or other renewable energy) at your campus? Yes 1 No 2 |
| 37. | If yes, what is the capacity (in kW) of the renewable energy source at your location? |
| 38. | Do you have UPS equipment (distributed or centralized) for all your networked institutional ICT equipment including office computers? Yes 1 No 2 |
| 39. | Do you have air-conditioning equipment for your server room? |
| | Yes 1 No 2 |
| 40. | What was the size of your Campus wireless LAN in terms of total number of wireless network access points in October 2022? |
| 41. | Do you have a VoIP gateway on your PBX (SIP/E1)? Yes 1 No 2 |
| 42. | Is your campus network segmented using VLANs for the different areas of the campus or is it one flat network? Yes 1 No 2 |
| 43. | Do you have firewalls for all your campuses? Yes 1 No 2 |
| 44. | Do you plan to upgrade, refresh, or renew your campus ICT infrastructure in the next 12 months? Yes 1 No 2 |
| 45. | If yes, how are you planning to finance the upgrade/refresh/renewal? |
| | 1 ☐ CAPEX (as ICT CAPEX) 2 ☐ OPEX (as ICT OPEX) |
| | Others, please specify |
| Info | ormation Systems (ERP and Learning Management Systems (LMS) |
| 46. | . Has your institution implemented an ERP/ Integrated business system or individual business applications? |
| | 1 ☐ ERP/Integrated business system 2 ☐ Individual business applications 3 ☐ None |
| | Others, please specify |

47. If your institution implemented an ERP/Integrated business system,

What is the product name of the ERP/Integrated business system? ___



| b) | Which year was the ERP//Integrated business system acquired? | | | | |
|-------|--|--|--|--|--|
| 48 | Is the Implementation of an ERP/Integrated business system complete? | | | | |
| 10. | Yes No | | | | |
| | | | | | |
| Other | r, specify | | | | |
| 49. | To what extent is ERP/Information system implementation completed? | | | | |
| | 81%-100% 61%-80% 41%-60% >40% | | | | |
| 50. | Which ERP modules have been completed and are fully operational? | | | | |
| | <u> </u> | | | | |
| | 1 Finance Management Module 2 Student Admission, Registration & Student Management | | | | |
| | 3 Academics and Exam module | | | | |
| | 4 Procurement Module | | | | |
| | 5 Human Resources Management | | | | |
| | 6 Others, please specify | | | | |
| 51. | To what extent does your ERP/Information system meet institutional business requirements or delivers value for money? | | | | |
| | 81%-100% | | | | |
| | | | | | |
| 52. | . How frequently do you experience problems with your ERP/Information Systems? 1 Daily 2 Once per week 3 Once per month 4 Hardly | | | | |
| | Others, please specify | | | | |
| 53. | What is the extent of your reliance on vendor/supplier support on resolution of ERP/Information System(s) issues? | | | | |
| | 81%-100% | | | | |
| | | | | | |
| 54. | 54. What is the name of the vendor who implemented or support your ERP Systems)? | | | | |
| | NV | | | | |
| 55. | Was your staff trained to develop and maintain the integrated administrative information systems/ERP Yes No No | | | | |
| 56. | Is the institution data available from the computer-based information system/ERP of the Institution (Please $tick\Box$)? | | | | |
| | Yes No No | | | | |
| 57. | Which other systems, apart from ERP/MIS are in use in your institution | | | | |



| 58. | a). Is any | of your | systems | hosted | in th | ne private, | community | or p | ublic | cloud? |
|-----|------------|---------|---------|--------|-------|-------------|-----------|------|-------|--------|
| | | | | | | | | | | |

| Yes | No 🗌 |
|-----|------|
|-----|------|

- b). If yes, please state the systems hosted in the cloud _____
- 59. Where are your information systems servers (ERP, LMS etc.) located?

| | Institution Server Room (tick) | Public/Community Cloud (tick) |
|--|--------------------------------|-------------------------------|
| Computer-based information system /ERP | 1 | 2 |
| LMS | 1 | 2 |
| Others, Specify | | |

60. Do you have a centralized identity database (shared user database) for authenticating your users into Internal systems like ERP, LMS, Library Catalogue?

| Yes \square | No \square |
|---------------|--------------|

Cyber Security and Business Continuity

61. Does your institution have approved ICT policies and procedure manuals (e.g., ICT security, disaster recovery plan, business continuity plan)?

| Yes | No 🗌 |
|-----|------|
|-----|------|

Yes No No Solution?

No Solution No Soluti

| Yes | No 🗌 |
|-----|------|

- Yes No No Db) If **yes**, in what ways do you perform disaster recovery?
 - 1 Full disaster recovery site (i.e., all services can run on the secondary site)
 - 2 Offsite backup site for dumping files and databases
 - 3 FREE Offsite storage (e.g., Google Drive or Dropbox)
 - 4 others (describe)
- c) If no, list some of the reasons *e.g., budgetary constraints, lack of ICT expertise etc.)

- d) If yes, where is your DR site hosted.?
 - 1 Different location of the institution
 - 2

 ☐ KENET data center
 - 3 External Public Cloud

Other ____

What is the total monthly cost of operating your full-fledged disaster recovery sites (e.g., servers, communication costs, colocation etc) KES _____



63. Which of the following KENET cloud services are you aware of?

| Cloud Service | Please tick □ |
|------------------------------|---------------|
| Disaster recovery | 1 🔲 |
| Colocation | 2 🔲 |
| Virtual Private Server (VPS) | 3 🔲 |
| Domain hosting | 4 🔲 |
| Web Hosting | 5 🗌 |
| Research cloud | 6 🗌 |

Data Protection Section

64. Have you ever heard of the Data Protection Act (DPA), 2019? i.e. the law which provides for the protection of personal data/information.

| Yes 🗌 | No 🗌 |
|-------|------|

65. Are you aware of the Data Protection Act, 2019 and how it will affect your institution

66. Is your institutions complaint with the Data Protection Act 2019?



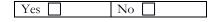
67. Has your institution registered as a Data Controller with the Office of the Data Protection Commissioner?



68. Are you aware of the right to privacy as guaranteed under the constitution of Kenya 2010?



69. Are you aware of the legal requirements that apply to you/your institution for processing sensitive and non-sensitive personal data?



- 70. How would you like KENET to assist you in implementation of the Data Protection Act 2019?
 - 1 Develop data protection policy templates
 - 2 Conduct capacity building/awareness sessions on the Act
 - 3 Assist in implementing the Data Protection Act for your institution
 - 4 Others Please Specify
- 71. What are the sources of the personal data your institution collects?
 - 1 Individuals
 - 2 Government agencies
 - 3 Private Companies
 - 4 Others

Specify _____

72. Are you aware of the data subject rights?

| Yes | No \square |
|-----|--------------|



73. Do you have the following policies in place

| Policy | Yes | No |
|---|-----|-----|
| Data Protection Policy (A policy that governs how your institution processes | 1 | 2 🔲 |
| personal information in accordance with the Data Protection Act 2019) | | |
| Privacy Policy (A policy that informs persons whom you collect their personal | 1 | 2 |
| data, how the data will be processed and stored.) | | |

74. Does your institution? (Please tick)

| | Yes | No |
|--|-----|-----|
| Process biometric data? | 1 🔲 | 2 🔲 |
| Use video-audio surveillance and/or facial recognition systems | 1 🗌 | 2 |
| Handle sensitive data such as health related data | 1 🔲 | 2 🔲 |
| Use personal data for direct marketing | 1 | 2 🔲 |
| Have any data protection training needs | 1 | 2 |
| Provide data protection training to employees | 1 🔲 | 2 |
| Make available privacy and data protection policies and notices? | 1 🔲 | 2 🔲 |
| Review privacy and data protection policies and notices to ensure they can be easily understood? | 1 🔲 | 2 🗌 |

| | Name of CEO | Signature | Stamp |
|-----|---|---|--------------------------------|
| | Name of ICT Director | Signature | Stamp |
| | Specify | | |
| | 3 ☐ Data subjects must 4 ☐ We deploy of data 5 ☐ Others | sign against a consent form before we loss prevention software and firewalls | |
| | 1 \square We adhere to the d $2\square$ We have a data pro | | |
| 77. | And how does it mitigate these risks | s? [OPEN] | |
| | 4 Password-Related Three | | |
| | 3 The possibility of eaves | dropping and Data Theft | |
| | 2☐ Bureaucracy in registrat | ion | |
| 76. | <u> </u> | a related risks? [Please tick all that apprepring by third parties/our staff | bly] |
| | Specify | | |
| | 6 Others | | |
| | 7□ None | | |
| | 6 □ Data subject related iss | | |
| | 5 Unauthorized Access to | | |
| | 4 Password-Related Thre | 11 0 | |
| | 3 The possibility of eaves | | |
| | 2 Bureaucracy in registrat | mpering by third parties/our staff | |
| | apply] | . 1 11 1 | |
| 75. | | on encountered when complying with | the DPA? [Please tick all that |
| | | | |

THANK YOU FOR YOUR TIME