

## ROYAL TECHNICAL COLLEGE RECORDS

### 2. GOVERNING COUNCIL

S/NO	REF. No.	DESCRIPTION	BOX No.
1	PRTC/2/1	<p>The folder holds memoranda and agenda for the 1<sup>st</sup> - 12<sup>th</sup> meeting of the Governing Council, dated 1951 – 1953.</p> <ul style="list-style-type: none"><li>• Revision of salaries</li><li>• Programme for the academic year</li><li>• Admission 1959</li><li>• I.C.A American Wing Project</li><li>• Development Programme 1961</li></ul>	2 (A)
2	PRTC/2/2	<p>The documents in this file comprise of agendas of different meetings of the governing council. They range from the 13<sup>th</sup> to 26<sup>th</sup> meetings dated 1954 – 1956.</p> <p>The file also holds the proposed medical scheme for staff members. Recommendations from these meetings are also covered within the file. Course undertaken at the college are also highlighted within the file.</p>	2 (A)
3	PRTC/2/3	<p>The folder holds memoranda and agendas for 27<sup>th</sup> to 30<sup>th</sup> meetings of the governing council dated 1957. These agreements were made between the Royal Technical College of East Africa and the Gandhi Memorial Academy.</p>	2 (A)
4	PRTC/2/4	<p>The folder holds the agenda, papers and memoranda linked with the governing council meeting dated 1956 - 1957.</p> <p>Copies of the medical insurance scheme for staff members and their salary structure. Annual income and expenditure (July 1957 – June 1958).</p>	2 (A)
5	PRTC/2/5	<p>The folder holds Governing Council confidential minutes dated 30<sup>th</sup> January 1957.</p>	2 (A)
6	PRTC/2/6	<p>The folder holds the Governing Council papers, minutes of the joint meeting of the estates and finance committee of 1955. There are also two copies of estimates of annual expenditure (July 1957 – June 1958) and (1958 – 1961)</p>	2 (A)

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7	PRTC/2/7	<p>The folder holds memoranda of the Governing Council; the report of the working party of higher education in East Africa. It also has minutes of the joint meeting of the estates and finance committee of 1955. Salary structure for non-academic staff. Estimates of annual income and expenditure.</p> <p>There is also an act to make provisions for the transformation of the Royal Technical College of East Africa into a university college to be called the Royal College, Nairobi, for the repeal of the Royal Technical College of East Africa act, 1954, for the Government, Control and Administration of the Royal College Nairobi and other matters incidental thereto and connected therewith.</p>	2 (B)
8	PRTC/2/8	<p>The documents in this file are based on the meetings held by the governing council of the Royal Technical College of East Africa (31<sup>st</sup> – 36<sup>th</sup> meeting).</p> <p>These meetings were held from 5<sup>th</sup> February 1958 – 12<sup>th</sup> December 1958.</p>	2 (B)
9	PRTC/2/9	<p>The 37<sup>th</sup> meeting of the governing council and the Gandhi Memorial Board, 1959.</p> <ul style="list-style-type: none"> <li>• Admission of private candidates to Royal Technical College.</li> <li>• Accommodation layout.</li> <li>• Copy of letter from acting principal to chairman of governing council.</li> <li>• Copy of letter from bursar to principal, 1959.</li> </ul>	2 (B)
10	PRTC/2/10	<p>The file contains the East Africa High Commission Act No. 4 of 1954 of the Royal Technical College of East Africa.</p> <p>It also holds minutes of the 29<sup>th</sup> – 39<sup>th</sup> meetings of Governing Council from November 6<sup>th</sup> 1957 – 22<sup>nd</sup> October 1959.</p>	2 (B)
11	PRTC/2/11	<p>The folder has the agendas for special meeting of the Governing Council combined with Gandhi Memorial Board from 3<sup>rd</sup> February 1959 to 22<sup>nd</sup> October 1959.</p> <p>It also holds the agendas for the 38<sup>th</sup> &amp; 39<sup>th</sup> meetings of the governing council. Comment of the proposed revision of the college act.</p>	2 (B)

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12	PRTC/2/12	The folder holds agendas for the 30 <sup>th</sup> to 40 <sup>th</sup> meetings of the Governing Council, 1957 – 1959.	2 (B)
13	PRTC/2/13	The official gazette of the East Africa high commission. <ul style="list-style-type: none"> <li>• Gandhi Memorial Board Members</li> <li>• Gandhi Smarak Nidhi Trust Members</li> <li>• Building Committee Members</li> <li>• General Purpose Committee Members</li> <li>• Governing Council Members</li> </ul> <p>There are also minutes of the 40<sup>th</sup> meeting of the Governing Council, 10<sup>th</sup> March, 1960.</p>	2 (B)
14	PRTC/2/14	The folder has council memoranda, agenda for the 40 <sup>th</sup> meeting, and agendas for the 6 <sup>th</sup> & 7 <sup>th</sup> special combined meetings, 1960.	2 (B)
15	PRTC/2/15	The folder has Council memoranda and agenda for the 9 <sup>th</sup> special meeting of the governing council, 1960.	2 (C)
16	PRTC/2/16	The folder contains correspondence between the principal and the chairman of the council, 21 <sup>st</sup> September, 1956 – 28 <sup>th</sup> December, 1960.	2 (C)
17	PRTC/2/17	There is also the report of the working party on higher education in East Africa (July – August 1958). Report of the Quinquennial advisory 1960. The official gazette of the East Africa High Commission Vol XII - No. 11 of 30 <sup>th</sup> September, 1960.	2 (C)
18	PRTC/2/18	The Governing Council agendas for the 1 <sup>st</sup> – 7 <sup>th</sup> meetings and Council memoranda held from 4 <sup>th</sup> January 1961 – 31 <sup>st</sup> May 1962. <ul style="list-style-type: none"> <li>• Draft enactment for provisional council of the University of East Africa.</li> <li>• Draft decrees under section 9 (2) of the Royal College Bill.</li> <li>• Committees of the Governing Council.</li> <li>• Proposed revision of the college act</li> <li>• Memorandum on the desirability of a closer link between</li> </ul>	2 (C)

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		<p>the Coryndon Museum and the Royal College.</p> <ul style="list-style-type: none"> <li>Estimates 1961/62</li> </ul>	
19	PRTC/2/19	<p>The folder has Council memoranda and agendas for the 8<sup>th</sup> – 10<sup>th</sup> meeting of the Royal College Council held from 24<sup>th</sup> September 1962 to 17<sup>th</sup> April 1963.</p> <ul style="list-style-type: none"> <li>Regulations governing leaves, medical benefits, travel assistance and other allowances.</li> <li>Terms of service within the university of East Africa.</li> <li>Reports on the annual accounts for the year 1960/61.</li> </ul>	2 (D)
20	PRTC/2/20	<p>The folder has minutes for special combined meetings (1<sup>st</sup> – 5<sup>th</sup>) of overrunning council dated 1959 – 1960.</p> <ul style="list-style-type: none"> <li>There is the memorandum on the Royal Technical College in relation to special relationship with the University of London.</li> <li>The Royal Technical College of East Africa Act, 1954.</li> </ul>	2 (D)
21	PRTC/2/21	<p>The folder holds special combined meeting of the governing council for the 7<sup>th</sup> meeting, 1960. There is also a copy of academic development policy for the Quinquennial estimates 1961 – 1966.</p> <p>The folder has the Royal Technical College estimated student population by territory.</p>	2 (D)
22	PRTC/2/22	<p>The folder holds agendas (1<sup>st</sup> to 9<sup>th</sup>) of special combined meetings of the governing council ranging from 3<sup>rd</sup> February 1959 to 20<sup>th</sup> October 1960.</p>	2 (D)
23	PRTC/2/23	<p>The folder holds minutes of the 1<sup>st</sup> – 9<sup>th</sup> special combined meeting of the Governing Council and the Gandhi Memorial Board, 1959 – 1960. It also has the committees elected at the special meeting.</p>	2 (D)
24	PRTC/2/24	<p>A folder of Professor Alexander and Giffen report to the chairman of the East Africa High Commission on a visit to the Royal Technical College of East Africa. The report was received at the meeting of council on 30<sup>th</sup>/31<sup>st</sup> January 1957.</p>	2 (D)

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		There is also Dr. Richard's report on the interference of the chairman in the daily operations of the college. Reference A has the estimates for 1956 to 1958. Reference C is application for C.D and W. Grant for men's hall's accommodation.	
25	PRTC/2/25	The folder holds Addenda to the agenda of the 11 <sup>th</sup> meeting of the Governing Council, decree establishing the faculty of Veterinary Science Institute of Adult Studies and the University report on lake Como conference, 1963.	2 (E)
26	PRTC/2/26	The folder has agenda for the 11 <sup>th</sup> meeting of the governing council dated 7 <sup>th</sup> November, 1963. It also has the terms and conditions of service for academic staff.  Report of conference on the University of East Africa, Villa Serbelloni, Bellagio Italy 21 <sup>st</sup> to 25 <sup>th</sup> October, 1963. Annual report and accounts for the year 1962/63.	2 (E)
27	PRTC/2/27	The folder has all agendas for the 13 <sup>th</sup> council meeting and minutes of the 12 <sup>th</sup> meeting of the Royal College Council. <ul style="list-style-type: none"> <li>• Appendix to the memorandum of agreement between the domestic and hotel workers union and the Royal College.</li> <li>• Estimates 1964/65</li> <li>• Report of various meetings of the academic board.</li> </ul>	2 (E)
28	PRTC/2/28	The file holds the Governing Council minutes of the 1 <sup>st</sup> to 26 <sup>th</sup> meetings. They were held from 30 <sup>th</sup> November 1951 to 19 <sup>th</sup> November 1956.	2 (F)
29	PRTC/2/29	The file has governing council minutes of the 27 <sup>th</sup> – 40 <sup>th</sup> meeting and minutes of the special combined meetings 6 <sup>th</sup> – 9 <sup>th</sup> , 1957 – 1960.	2 (F)