



**UNIVERSITY OF CAPE COAST
INSTITUTE FOR EDUCATIONAL
PLANNING AND ADMINISTRATION**

2017 REPORT

INTRODUCTION

The Institute for Educational Planning and Administration (IEPA) was established in collaboration with UNESCO/UNDP in the year 1975. The mandate of the IEPA is to train experts and non-experts in the Ministries of Education (MoE) with their partners in the public and private sectors, based on empirical research in educational planning and administration policy development.

VISION

The vision of the IEPA is to become a centre for excellence in educational research and training of educational leaders, planners and administrators.

OBJECTIVES OF IEPA

The objectives of the IEPA are to

1. Undertake research in educational leadership and management.
2. Provide training and facility to improve the leadership and managerial competence of educational administrators and planners.
3. Provide technical assistance and policy advice on issues related to educational planning and administration.
4. Promote professional standards among educational managers and planners through the establishment of a professional body/association in collaboration with other international bodies.

ACTIVITIES DURING THE 2016/2017 ACADEMIC YEAR

2ND INTERDISCIPLINARY CONFERENCE



The IEPA collaborated with Tai Solarin University of Education (Ogun state, Nigeria) for the 2nd Interdisciplinary Conference in Nigeria from 22nd to 25th August 2016. The theme for the conference was *Integration, Innovation and Technology: Education for Global Development*. IEPA sponsored seven of its staff to participate and present papers at the conference; the College finance officer was also sponsored by IEPA to attend the conference.

5TH INTERNATIONAL CONFERENCE



The IEPA with the Global Education Network held the 5th International Conference from 26th to 29th September 2016 on the theme, *Education, Leadership, Security, Management and National Development*. The conference was held at the College of Distance Education, UCC and was attended by the Pro-Vice-Chancellor, Prof George K. Oduro who chaired the opening ceremony; the Municipal Chief Executive Officer of the Cape Coast Metropolitan Assembly, Mrs Priscilla Arhin Korankye; the Dean of Graduate Studies, Prof Ernest Okorley; and other participants from Tanzania, Nigeria, Uganda and Benin.

Workshop on Programme Assessment in Higher Education organised by Center for Learning Innovation and Customised Knowledge Solutions (CLI-CKS) in Dubai from 11th to 13th October, 2016.

A research fellow at the Institute of Educational Planning and Administration (IEPA), Dr. Francis Ansah, attended a 3-day workshop on Programme Assessment in Higher Education, which was organised by the Center for Learning Innovation and Customised Knowledge Solutions (CLI-CKS) in Dubai from 11th to 13th October, 2016. This was in line with IEPA's capacity-building programme to support the implementation of the Institute's MPhil/PhD programme in Higher Education Quality Assurance, which is currently under review for accreditation. The workshop was sponsored by the IEPA, Central Administration of the University of Cape Coast, and Dr Ansah himself.



University of North Texas Higher Education Conference 2017, Denton, Texas, USA



In another development, a research fellow of the Institute, Dr Michael Boakye – Yiadom was sponsored to participate in a conference at the University of North Texas Higher Education in Denton, Texas, USA from 26th to 30th March 2017. The theme for the Conference was ‘Prevention of Students suicides among University Students.’

The Conference was a significant professional development opportunity, and many of the sessions were pertinent to the IEPA’s programmes and research agenda. Dr Boakye-Yiadom’s participation was sponsored by the IEPA, Central Administration of the University and himself.

WORKSHOP ON UPGRADING OF IEPA (UCC) TO CATEGORY 2



A two-day orientation workshop on upgrading IEPA to a Category 2 Institute was held at IEPA Conference Room from February 21- 22, 2017. This was in response to a Governing Board of IEPA’s request made for IEPA to upgrade into a Category 2 Institute. The main resource person was Mr. Riche-Mike Wellington, Ag. Sec-Gen., Ghana National Commission for UNESCO, Accra and was participated by five senior members from IEPA.

Topics discussed included Benefits and Phases of Becoming a Category 2 Institute. The workshop ended with a proposed road map by members: a 3-page document on IEPA and an estimated budget for the upgrade by management.

As part of the Institute for Educational Planning and Administration’s corporate social responsibility to the university community, a training workshop was organised for Heads of Departments at the University Practice Senior High School and was facilitated by Dr. Wisdom Agbevanu, a Research Fellow at the Institute. The aim was to assist the participants to contribute to the effective planning

and maintenance of school facilities to improve teaching, learning, and academic performance. The topic for the training workshop was 'School Facilities Planning and Maintenance' and participants were taken through the role of Heads of Departments in school facilities planning and maintenance.

The workshop was held on Friday 10th March 2017 at the conference room of the University Practice Senior High School. In all, thirteen teachers including the Assistant Headmistress participated in the workshop. After the workshop, the participants expressed satisfaction with the exposition and indicated the importance of the topic for their school activities. They promised to put into practice the valuable lessons they have learnt from the training workshop in order to promote and sustain the right school facilities management programmes for effective teaching and learning.

IEPA HOSTS TEAM FROM AUBURN UNIVERSITY



The Institute for Educational Planning and Administration hosted a team from Auburn University in connection with Auburn's **Outreach Service Learning Ghana Program on the 13th March 2017**. The team from Auburn interacted with IEPA academic staff and post-graduate students from IEPA. The discussions were mainly on the planned outreach service learning programme between Auburn and IEPA.

The visit was a follow up on discussions held with IEPA in May 2015 when a delegation from Auburn University visited IEPA and the Director's reciprocal visit to Auburn University on 13th March 2017.

The Team from Auburn University Outreach Global comprised the Coordinator, Ms Elizabeth Quansah together with Prof. Dr Forbes and two PhD students (Kristine Nicole, and Ashley Mills Duffy). It is hoped that four postgraduate students together with one senior academic member will visit Auburn in June 2017 to undertake the Students' Service Learning.

The Auburn University delegation donated books to the Institute, presented by the Assistant Registrar of the Centre for International Education, Mr Alfred Gharthey, and received by the Director and the Assistant Registrar of IEPA on behalf of the Institute.

IEPA STUDENTS' EXPOSITION 2017

Students' exposition was held at C. A. Ackah complex on 2nd May 2017 on the theme *Promoting Students Creativity and Innovation*. The main objective of the Students' Expo was to create a platform for graduate students of the IEPA to showcase their original work to members of the University Community and the general public in demonstrating the results of their research, scholarship, and creative activities inside and outside of the classroom as part of their assessment for two courses:



Contemporary Issues in Higher Administration and Student Personnel Services. Five student groups in all presented their projects on the following topics **Group 1: Graduate Assistantship**, **Group 2: Empowering Floor Reps in the Halls of Residence**, **Group 3: Conducive Environment for Differently Abled People**, **Group 4: Special students' Population: Pregnant students and Students from Foster Homes**, and **Group 5: Academic Advising**.

At the end of the exhibition **Group 1: Graduate Assistantship** and **Group 3: Conducive Environment for Differently Abled People** placed the first position. The occasion was graced by the Pro-Vice Chancellor, Prof George Oduro; the Registrar, Mr. Kofi Nyan; and Director of Academic Affairs, Mr. Jeff Onyame; the Provost of the College of Education Studies, Prof Eric Wilmot; the Dean of School of Educational Outreach and Development, Prof Ernest Davis; Vice-Dean of the School of Graduate Studies, Prof Kankam Buadu; the Head of Teaching Support, Dr Douglas Agyei; representative of the Guidance and Counselling Unit, and the Vice-President of GRASAG were also present. The Institute intends to make the programme an annual event with the hope that more faculty members and graduate students will participate in the future. The event had about 90 participants.

IEPA HOLDS WORKSHOP ON EDUCATION 2030 AGENDA

The Institute for Educational Planning and Administration has a mandate to conduct research, provide innovative and quality professional training and consultancy aimed at improving educational practitioners' capabilities and levels of competence and involvement in their areas of operations for sustainable development in the public and private sectors. Through seminars, workshops and university teaching, the IEPA is expected to train leaders, planners, administrators, experts, and generalists in the field of education. It was for this reason that a workshop on the Education 2030 Agenda was held at the IEPA Conference Room on 4th May 2017. The Theme for the Workshop was *Global Development Goals and Education*.



The purpose of the workshop was to equip senior members and research assistants with the understanding on issues of the Education 2030 Agenda and its implications for the IEPA so as to be able to play its role in the implementation. Other lecturers from the College of Education Studies were also invited. The resource person for the workshop was Prof. Yaw Afari Ankomah, a member of the Institute. Topics discussed at the workshop included the Millennium Development Goals (MDGs), Education for All (EFA), the Sustainable Development Goals (SDGs) with emphasis on SDG 4 following recommendations for education to be transformative in support of the new sustainable development agenda:

- Articulating a clear and shared understandings of what ‘relevant and effective learning outcomes’ are.
- More rigorous approach towards monitoring the content of education, what is taught in classrooms, and the contents of teacher education programmes.
- Curricula and textbooks to feature adequately what is meant as education quality and not just a focus on learning outcomes.
- Deliberate provision and monitoring of a full range of lifelong learning opportunities, including adult education.
- Putting in place effective strategies to directly monitor adult literacy skills.
- Engaging community leadership in educational provision and school governance.
- Producing appropriate learning materials and training teachers to teach in native languages
- Providing political and financial support for planning and implementation of education in all forms.

There were eleven participants in all, including the Director of IEPA, Dr. (Mrs.) Rosemary Bosu who officially opened the workshop. At the end of the workshop, participants expressed their view that the content of the workshop would be beneficial to the entire University Community and therefore recommended that a similar workshop should be organised at both the College of Education Studies and the University as a whole.

IEPA Team Wins Research Award for Tracer Study on IEPA Past Students And Educational Policies and Quality Education.



The research team at IEPA, led by Dr Hope Pius Nudzor has won a research award from DRIC to conduct a tracer study. The primary purpose of this nation-wide tracer study is to examine how IEPA graduates are placed and utilised by their employers.

The IEPA research team collecting their award from the Pro-Vice-Chancellor of the University of Cape Coast, Prof. George K. T. Oduro. This is proposed with the view of ascertaining how efficient and effective they are in their respective occupations. Our view is that understanding these issues is needful to helping the IEPA identify any gaps and/or lapses in the knowledge, skills and expertise of IEPA graduates that may require revision of the curricula and general modes of training and course delivery to make them more relevant in their occupations.

TT-TEL PROJECT: RESEARCH AND CAPACITY BUILDING FOR COLLEGE OF EDUCATION LEADERS



The IEPA was granted a consultancy contract on 1st October 2016 by Transforming Teacher Education and Learning (T-TEL). The aim of (T-TEL) project is to transform the delivery of pre-service education in Ghana by improving the quality of teaching and learning through the support of relevant national bodies, institutions and all Colleges of Education. The IEPA is involved in the leadership programme component designed for leaders of the Colleges of Education and aimed at facilitating their transition to become autonomous tertiary institutions. The focus of IEPA's consultancy is primarily to serve as College Improvement Advisors, to write modules for training College leaders, assist the Colleges to conduct self-assessment of their activities and management procedures, develop and implement the College Improvement Plans and develop policies among others through college visitations, mentoring, and coaching.

CAPACITY ASSESSMENT OF DISTRICT AND COMMUNITY-BASED EDUCATION STRUCTURES (DCS) IN THREE SELECTED DISTRICTS

This research is a systematic study of District and Community-Based Education Structures (DCS). The purpose of this research is to conduct a capacity assessment of DCS in three districts in order to identify their capacity needs. The assessment is specifically on the capacity of the District Education Oversight Committee (DEOC), School Management Committee (SMC), and Parent Teacher Association (PTA) members as district based structures in the initiation and implementation of educational policies at the district level. The findings of the study are to help develop and organise capacity training workshops for DEOC, SMC and PTA members on issues of educational policy implementation at the district or local level.

ACADEMIC CONFERENCE ON EDUCATION, LEADERSHIP, RESEARCH AND POLICY: DR. ALFRED KWEKU AMPAH-MENSAH

Dr Alfred Ampah Mensah, a Research Fellow at the Institute participated in a day's conference on 12th May 2017 at the Holiday Inn Hotel, Washington College Park (I -95), USA.

The keynote address was given by Prof Joyce Bell of the University of Maryland Eastern Shore. She spoke on the topic 'Why S.T.E.A.M matters?' Dr. Alfred Kweku Ampah - Mensah of the Institute of Educational Planning and Administration, University of Cape Coast, Ghana had his turn at 1:30pm to present a paper on the topic 'Analysing Internal Efficiency of Junior High School Education in Ghana: Opportunities and Challenges, which generated a lot of discussions. In all, there were about 50 participants from across the world.

UNIVERSITY OF CAPE COAST GRADUATE STUDENTS AND FACULTY MEMBER VISITS UNIVERSITY OF AUBURN OUTREACH GLOBAL



As part of the Auburn University Outreach Global partnership agreement with the University of Cape Coast, Ghana, Dr. Michael Boakye-Yiadom, a research fellow at the Institute of Educational Planning and Administration, UCC and his two graduate students, Clarence Uzogara and Eleanor Onyame, participated in the Outreach youth camp for a Train-the-Trainer Program and Service Learning Program at the Black Belt in the U.S.A.

The team from UCC was on Auburn's campus from 11-20. June, 2017. The purpose of the Service Learning Program was to visit Selma and offer the UCC team an opportunity to learn and understand poverty in a global context through interactions, research, reflections and journaling.



It is hoped that the UCC participants would use the experience to find innovative ways to address issues of poverty in UCC and Ghanaian communities. The team also took part in the Train-the-Trainer Youth Camp Programme. The focus of the educational camp was for the UCC team to learn the organisation and management of summer camps from Auburn's faculty and staff. The aim is to replicate summer youth programs at the University of Cape Coast, Ghana next year.

During the visit, the UCC team met the Vice President for the University Outreach and Associate Provost Royrickers Cook, Elizabeth I, Essamuah-Quansah, Coordinator for Outreach Global; Stacey Nickson, Director of the Centre for Educational Outreach and Engagement; Jeff Dyal, Assistant Director of youth programs. Other Auburn faculty and staff were Selma Mayor Darrio Melton and the Black Belt Community Foundation officials in Selma.

Email: iepa@ucc.edu.gh Physical Address: Behind HYPER (Old site) UCC

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