

## CURRICULUM VITAE

NAME: Francis Kwaw Archer  
DATE OF BIRTH: 12 October 1948  
NATIONALITY: Ghanaian  
MARITAL STATUS: Married  
NO. OF CHILDREN: Three  
SEX: Male  
PRESENT ADDRESS: Department of Interdisciplinary Studies,  
University of Education, Winneba  
Post Office Box 1277  
Kumasi  
PERMANENT ADDRESS: Post Office Box 6568, Kumasi  
POSITIONS HELD: H.O.D Department of Interdisciplinary Studies  
Vice Dean, Students Affairs, University College of  
Education of Winneba, Kumasi 2000-2002  
PRESENT POSITION: Lecturer  
Department of Interdisciplinary Studies  
College of Technology Education,  
University of Education, Winneba

### EDUCATIONAL QUALIFICATIONS

1985 - 1987 Master of Education - In Industrial Education and Training  
University of Manchester - UK  
1974 - 1977 Diploma in Advance Studies in Technical Education - Bolton UK  
Bachelor of Education (Second Class Lower)  
University of Cape Coast, Ghana.

### MEMBERSHIP OF COMMITTEES AND BOARDS

a. Academic Board - UEW 2002 - 2006 Member  
b. Executive Committee - COLTEK 2002 - 2006 Member  
c. Finance Committee - COLTEK 2002 - 2006 Member  
d. Faculty Board - FBE 2002 - 2006 Member  
e. Department Board - DIS 2002 - 2006 Member  
f. Estate and Housing Committee - KUMASI 2002 - 2006 Member  
g. Procurement Advisory Committee (PAC) UEW -  
Kumasi Campus 2006 to date Chairman  
h. Strategic Plan Implementation Committee 2002 - 2006  
i. Faculty Board (F.B.E.) 2002-2006  
j. Departmental Board 2002-2006 Chairman  
k. Campus Co-ordinator TALIF Project - Kumasi Campus

### OTHER COMMITTEES/ BOARD

i. Chairman, Board of Governors, Assemblies of God Senior Secondary  
School, Kumasi - Ashanti Region. 2002 to date

- ii. Chairman, Board of Management, Mount Hermon International School, Kumasi. 2000 to date

### **TUTOR ADVANCE TECHNICAL TEACHERS' COLLEGE 1980 - 1995**

Tutor in Psychology of Education, Sociology of Education, Guidance and Counseling and Measurement and Evaluation of Education in the then Advance technical Teachers Training College from 1980 - 1995

### **TUTOR AKROKERI TRAINING COLLGE 1977 - 1980**

### **TEACHER BASIC EDUCATION (1970 - 1974)**

#### **WORK EXPERIENCE AT UEW**

##### **a. ADMINISTRATIVE**

Co-ordinator Service Unit	1997 - 1998
Teaching Practice Co-ordinator UCEW - K	1999 - 2002
Vice Dean Students Affairs	2000 - 2006
Acting Head, Department of Interdisciplinary Studies	2002 - 2006
Chairman, Procurement Advisory Committee Kumasi	2006 to date
Space Allocation Committee	2002 to date

##### **b. TEACHING**

##### **c. University of Education, Winneba - Kumasi Campus**

1. Measuring and Evaluation in Education
2. Assessment and Record Keeping
3. Educational Management and School administration in Ghana
4. Educational Seminar
5. Introduction to Human Resource Development
6. Influence of African Culture on Work Behaviour

##### **d. University of Science and Technology M Tech Programme (1998 - 2000)**

Curriculum Management I  
Curriculum Management II

##### **e. Mid-Ghana Bible School (Assemblies of God)**

Introduction to Psychology (1999 - 2000)

##### **f. Supervision of M Tech Thesis for KNUST Students**

- i. Improving the Classroom Performance of the Polytechnic Lecturer
- ii. Effects of Academic Counseling on the Performance of Second Year Purchasing and Supply Students in Kumasi Polytechnic.
- iii. Small Group Work Practice as a useful tool in Skill Development.
- iv. Improving shorthand writing on the HND Secretaryship and Management Studies Programme at Kumasi Polytechnic.

## **PUBLICATIONS**

1. Guidance and Counseling in schools-Colleges 1996
2. Measurement and Evaluation in Education 2003
3. Contemporary Issues in the Ghanaian Education 2005
4. Educational Management and School Administration in Ghana 2006
5. Culture and Work Behaviour 2008

## **CONFERENCES AND SEMINARS**

- a. I have been resource person for the Ghana Association of School Guidance Co-ordinator especially the Ashanti Regional Branch.
- b. I organized a three-day workshop for lecturers on Measurement and Evaluation at the Baptist Seminary, Abuakwa - Kumasi in March, 1997.
- c. Resource Person for a two-day workshop on methods of teaching and assessment for the opportunities Industrialization Centre - 2000.
- d. Resource person for two day workshop on management of Vocational/ Technical Institution for private schools at Sunyani from 27 - 28 August 2003.

## **WORKSHOP FACILITATOR**

1. Workshop on Designing and Assessing Instruction for Lecturers of Christian Service University College Kumasi. 29 - 30<sup>th</sup> August, 2007.
2. Workshop for Teachers of Yamfo Vocational/ Technical Institute on Assessment. 17 - 18<sup>th</sup> August, 2007.
3. Facilitator ICCES Workshop for Centre Managers. 8 - 10<sup>th</sup> June, 2004. Teachers Hall - Sunyani.
4. Workshop on Assessment of Skills for Opportunities Industrialization Centre - April 2001
5. 3 day Workshop on Assessment for Lecturers of Baptist Seminary. Abuakwa - Kumasi. 1997

## **WORKSHOPS ATTENDED**

1. Workshop on HIV/AIDS counseling. 21<sup>st</sup> - 26<sup>th</sup> January, 2008, Hotel ST. Patrick, Kumasi.
2. External Funds Capacity Building Workshop. 17<sup>th</sup> - 18<sup>th</sup> January, 2008, Pecku Building Conference Room, Winneba
3. Workshop on ODC Administration for TVET Tutors and Support Staff. 16 - 18 Nov. 2008, College of Technology Education - UEW-Kumasi.
4. Short-Term Training on the Public Procurement Act 2003 September, 2007, Miklin Hotel - Kumasi.
5. Workshop for Academic Counselors. 31<sup>st</sup> May - 1<sup>st</sup> June, 2007.
6. Action Research Workshop - UEW-Kumasi. 16 - 17<sup>th</sup> January, 2007.
7. Two Day Workshop for Heads of Departments on Quality Assurance within the University. 22<sup>nd</sup> - 23<sup>rd</sup> March 2006, Agona Swedru
8. Workshop on Radio Lecture Delivery. 10 - 12<sup>th</sup> February, 2006. College of Technology Education - Kumasi.

9. Seminar - Making the Best of the Best Teacher. 26<sup>th</sup> March, 2003. I.E.D. Seminar Room, Winneba.
10. Stakeholders' Workshop on University Strategy Plan. 28 - 29<sup>th</sup> April 2003, Greenland Hotel, Agona Swedru.

**INTEREST**

As a Christian counselor, I love to help people with emotional and personal problems.