

# SCHEDULES FOR WINNEBA CAMPUS

## MEET YOUR FACULTY/DEPARTMENT

Table 1: Meet Your Faculty – Both Undergraduates and Graduate Students

ACTIVITY	FACULTY	DATE	TIME	VENUE
<b>MEET YOUR FACULTY</b>	Faculty of Educational Studies (FES)	Tuesday, 10th January, 2023	9:00 am– 10:30 am	JACC, NORTH CAMPUS JACC
	Faculty of Social Sciences Education (FSE)		10:30 am– 12:00 pm	
	Faculty of Science Education		12:00 pm– 1:30 pm	
	School of Business (SB)		1:30 pm– 3:00 pm	
	Faculty of Home Economics Education (FHEE)		3:00 pm– 4:30 pm	
	School of Creative Arts (SCA)		9:00 am– 10:30 am	AMU THEATRE, CENTRAL CAMPUS
	Faculty of Foreign Languages Education and Communication (FFLEC)		10:30 am– 12:00 pm	SOUTH ASSEMBLY HALL, SOUTH CAMPUS
	School of Communication and Media Studies (SCMS)		12:00 pm– 1:30 pm	

## GENERAL ORIENTATION SCHEDULES FOR UNDERGRADUATES AND GRADUATE STUDENTS:

Table 2: Schedule for Day 1

DAY	CATEGORIES	DATE	TIME	VENUE
<b>DAY 1</b>	All Undergraduate Students	Wednesday, 11th January, 2023	9:00 am–4:55 pm	JACC North Campus
	All Graduate	Wednesday, 11th January, 2023	9:00 am–5:25 pm	SCA, Theatre, Central Campus

Table 2: Schedule for Day 2

DAY	CATEGORIES	DATE	TIME	VENUE
<b>DAY 2</b>	All Undergraduate Students	Thursday, 12th January, 2023	9:00 am–5:20 pm	JACC North Campus
	All Graduate	Thursday, 12th January, 2023	9:00 am–4:40 pm	SCA, Theatre, Central Campus

## PRESENTATION TIME TABLE FOR UNDERGRADUATE STUDENTS

### DAY 1 WEDNESDAY, 11TH JANUARY, 2023

Table 4: Themes and Facilitators

CODE	TIME	PERIOD	TOPIC	FACILITATOR
1.	8:30 am – 9:00 am	30min.	Students & Guest Seated	<b>ODSA STAFF</b>
2.	9:00 am – 9:15 am	15min.	Opening Ceremony	<b>Prof. Mawutor Avoke</b> Vice-Chancellor
3.	9:15 am – 9:55 am	40min.	Procedures for Online Registration of Courses	<b>Mrs. Wilhelmina Tete-Mensah</b> Deputy Registrar, Division of Academic Affairs
4.	9:55 am – 10:35 am	40min.	Academic Rules and Regulations	<b>Mrs. Wilhelmina Tete-Mensah</b> Deputy Registrar, Division of Academic Affairs
5.	10:35 am – 11:15 am	40min	Time Management	<b>Prof. George Dandy Dampson</b> Dean, Faculty of Educational Studies
6.	11:15 am – 11:55 am	40min.	Challenges and Opportunities for Fresh Students	<b>Mrs. Ekua Abedi-Boafo</b> Head, Examinations Unit, Division of Academic Affairs
7.	11:55 am – 12:35 pm	40min.	Library in Tertiary Education	<b>Ms. Agatha Gifty Larson</b> Ag. University Librarian
8	12:35 pm – 1:35 pm	60min.	<b>B R E A K</b>	
9.	1:35 pm – 2:15 pm	40min.	Religious and Social Life on Campus	<b>Rev. Dr. Joseph Nana Annan</b> University Chaplain
10.	2:15 pm – 2:55 pm	40min.	Non-Academic Rules and Regulations	<b>Dr. Mrs. Edinam Kakra Avoke</b> Dean, Office of Dean of Student Affairs
11.	2:55 pm – 3:35 pm	40min.	Health Services	<b>Dr. John Kanyiri Yambah</b> Director, Directorate of the University Health Services
12.	3:35 pm – 4:15 pm	40min.	UEW Crest and Anthem	<b>Dr. George Asabere Maclean</b> Director, UEW Windy Band
13.	4:15 pm – 4:55 pm	40min.	Accessing Student Loan	<b>Coordinator</b> Student Loan Trust Fund

## PRESENTATION TIMETABLES FOR GRADUATE STUDENTS

### DAY 1 WEDNESDAY, 11TH JANUARY, 2023

Table 5: Themes and Facilitators

CODE	TIME	PERIOD	TOPIC	FACILITATOR
1.	8:30 am–9:00 am	30min.	Students & Guests Seated	<b>ODSA STAFF</b>
2.	9:30 am–9:45 am	15min.	Opening Ceremony	<b>Prof. Mawutor Avoke</b> Vice-Chancellor
3.	9:45 am–10:25 am	40min.	Procedures and Coordination of programmes	<b>Prof. Victor Antwi</b> Dean, School of Graduate Studies
4.	10:25 am–10:05 am	40min.	UEW Crest and Anthem	<b>Dr. George Asabere Maclean</b> Director, UEW Windy Band
5.	11:05 am–11:45 am	40min.	Health Services	<b>Dr. John Kanyiri Yambah</b> Director, Directorate of the University Health Services
6.	11:45 am–12:25 pm	40min.	Non-Academic Rules and Regulations	<b>Dr. Mrs. Edinam Kakra Avoke</b> Dean, Office of Dean of Student Affairs
7.	12:25 pm–1:25 pm	60min.	<b>B R E A K</b>	
8.	1:25 pm–2:05 pm	40min.	Academic Rules and Regulations	<b>Mrs. Wilhelmina Tete-Mensah</b> Deputy Registrar, Division of Academic Affairs
9.	2:05 pm–2:45 pm	40min.	Procedures for Online Registration of Courses	<b>Mrs. Wilhelmina Tete-Mensah</b> Deputy Registrar, Division of Academic Affairs
10.	2:45 pm–3:25 pm	40min.	Challenges and Opportunities for Fresh Students	<b>Mrs. Ekua Abedi-Boafo</b> The Head, Examinations Unit, Division of Academic Affairs
11.	3:25 pm–4:05 pm	40min.	Time Management	<b>Prof. George Dandy Dampson</b> Dean, Faculty of Educational Studies
12.	4:05 pm–4:45 pm	40min.	Library in Tertiary Education	<b>Ms. Agatha Gifty Larson</b> Ag. University Librarian
13.	4:45 pm–5:25 pm	40min.	Religious and Social Life on Campus	<b>Rev. Dr. Joseph Nana Annan</b> University Chaplain

## PRESENTATION TIMETABLES FOR UNDERGRADUATE STUDENTS

### DAY 2 THURSDAY, 12TH JANUARY, 2023

Table 6: Themes and Facilitators

CODE	TIME	PERIOD	TOPIC	FACILITATOR
1.	8:30 am-9:00 am	30min.	Students and Guests Seated	<b>ODSA STAFF</b>
2.	9:00 am-9:40 am	40min.	Quality Assurance: The Role of the Student	<b>Prof. Robert Andrews Ghanney</b> Deputy Director, Directorate of Quality Assurance
3.	9:40 am-10:20 am	40min.	Internet and UEW LMS	<b>Dr. Ephraim K. Kwaa-Aidoo</b> Director, Directorate of ICT Services
4.	10:20 am-11:00 am	40min.	Scholarships & Government Bursary for Students	<b>Dr. Theophilus Senyo Ackorlie</b> Finance Officer
5.	11:00 am-11:40 am	40min.	The Role of SRC in UEW Governance	<b>Mr. Ransford Samovie</b> GRASAG President, UEW
6.	11:40 am-12:20 pm	40min.	Persons with Physical Challenge	<b>Mrs. Florence Mensah</b> Department of Special Education
7.	12:20 pm-1:20 pm	60min.	<b>BREAK</b>	
8.	1:20 pm - 2:00 pm	4min.	Channels of Communication in the University	<b>Mrs. Deborah Afful,</b> Deputy Registrar, Division of Human Resource
9.	2:00 pm-2:40 pm	40min.	Security & Fire Safety on Campus	<b>Mr. Opare Danso</b> Head, Directorate of Security Services
10.	2:40 pm-3:20 pm	40min.	Recreation and Sports	<b>Dr. Emmanuel Osei Sarpong</b> Director, Directorate of Sports
11.	3:20 pm-4:00 pm	40min.	Gender Sensitivity	<b>Dr. Mrs. Obaapanyin O. Adu</b> Director, Gender Mainstreaming
12.	4:00 pm-4:40 pm	40min.	Couselling Services in UEW	<b>Dr. Theresa Antwi</b> Ag. Director, Counselling Centre
13.	4:40 pm-5:20 pm	40min.	Banking and Finance	<b>Managers</b> GCB Bank PCL & Republic Bank, North Campus Branches, UEW

## PRESENTATION TIMETABLES FOR GRADUATE STUDENTS

### DAY 2 THURSDAY, 12TH JANUARY, 2023

Table 7: Themes and Facilitators

CODE	TIME	PERIOD	TOPIC	FACILITATOR
1.	8:30 am–9:00 am	30min.	Students and Guests Seated	<b>ODSA STAFF</b>
2.	9:00 am–9:40 am	40min.	Gender Sensitivity	<b>Dr. Mrs. Obaapanyin O. Adu</b> Director, Gender Mainstreaming
3.	9:40 am–10:20 am	40min.	Recreation and Sports	<b>Dr. Emmanuel Osei Sarpong</b> Director, Directorate of Sports
4.	10:20 am–11:00 am	40min.	Security & Fire Safety on Campus	<b>Mr. Opare Danso</b> Head, Directorate of Security Services
5.	11:00 am–11:40 am	40min.	Persons with Physical Challenge	<b>Mrs. Florence Mensah</b> Department of Special Education
6.	11:40 am – 12:20 pm	40min.	Channels of Communication in the University	<b>Mrs. Deborah Afful</b> Deputy Registrar, Division of Human Resource
7.	12:20 pm–1:20 pm	60min.	<b>B R E A K</b>	
8.	1:20 pm – 2:00 pm	40min.	The Role of GRASAG in UEW Governance	<b>Mr. Ransford Samovie</b> GRASAG President, UEW
9.	2:00 pm–2:40 pm	40min.	Scholarships & Government Bursary for Students	<b>Dr. Theophilus Senyo Ackorlie</b> Finance Officer
10.	2:40 pm–3:20 pm	40min.	Internet and UEW LMS	<b>Dr. Ephraim K. Kwaa-Aidoo</b> Director, Directorate of ICT Services
11.	3:20 pm–4:00 pm	40min.	Quality Assurance: The Role of the Student	<b>Prof. Robert Andrews Ghanney</b> Deputy Director, Directorate of Quality Assurance
12.	4:00 pm–4:40 pm	40min.	Banking and Finance	<b>Managers</b> GCB Bank PCL & Republic Bank, North Campus Branches, UEW

Table 8: Mobile Library Tour–Both Undergraduate and Graduate Students

ACTIVITY	FACULTY	DATE	TIME	VENUE
<b>MOBILE LIBRARY TOUR</b>	Faculty of Educational Studies (FES)	Friday, 13th January, 2023	9:00 am– 10:00 am	OSAGYEFO LIBRARY, SOUTH CAMPUS
	Faculty of Social Science Education (FSSE)		10:00 am– 11:00 am	
	Faculty of Sciences Education (FSE)		11:00 am– 12:00 pm	
	School of Business (SB)		12:00 pm– 1:00 pm	
	Faculty of Home Economics Education (FHEE)		1:00 pm– 2:00 pm	
	School of Creative Arts (SCA)		2:00 pm– 3:00 pm	
	Faculty of Foreign Languages Education and Communication (FFLEC)		3:00 pm– 4:00 pm	
	School of Communication and Media Studies (SCMS)		4:00 pm– 5:00 pm	

## SCHEDULES FOR AJUMAKO CAMPUS

### Meet Your Faculty

Table 9: Meet Your Faculty/Department-Both Graduate and Undergraduate Students

ACTIVITY	FACULTY	DATE	TIME	VENUE
<b>MEET YOUR FACULTY</b>	Faculty of Ghanaian Languages Education (FGLE)	Tuesday, 10th January, 2023	9:00 am–10:30 am	Quadrangle
	Department of Akan-Nzema Education		10:40 am–12:30 pm	
	Department of Ewe Education		10:40 am–12:30 pm	AH
	Department of Ga-Dangme Education			PAV1
	Department of Gur-Gonja Education			PAV2



## GENERAL ORIENTATION SCHEDULES FOR UNDERGRADUATES AND GRADUATE STUDENTS:

Table 1: Schedule for Day 1

DAY	CATEGORIES	DATE	TIME	VENUE
DAY 1	All Undergraduate Students	Wednesday, 11th January, 2023	8:00 am–2:15 pm	Quadrangle
	All Graduate		8:00 am–3:35 pm	VCR

Table 2: Schedule for Day 2

DAY	CATEGORIES	DATE	TIME	VENUE
DAY 2	All Undergraduate Students	Thursday, 12th January, 2023	8:15 am–3:35 pm	Quadrangle
	All Graduate		8:15 am–1:35 pm	VCR

## Presentation Time Table for Undergraduate Students

### DAY 1 WEDNESDAY, 11TH JANUARY, 2023

Table 3: Themes and Facilitators

Code	TIME	PERIOD	TOPIC	FACILITATOR
1.	8:00 am–8:15 am	15min.	Opening Ceremony	<b>Prof. Dominic K. Danso Mensah</b> Principal, CoLANGE
2.	8:15 am–8:55 am	40min.	Time Management	<b>Prof. Dominic K. Danso Mensah</b> Principal, CoLANGE
3.	8:55 am–9:35 am	40min.	Counselling Services in UEW	<b>Dr. Theresa Antwi</b> Ag. Director, Counselling Centre
4.	9:35 am–10:15 am	40min.	Persons with Physical Challenge	<b>Mrs. Precious Amedzo-Sek</b> Coordinator Special Education Unit, CoLANGE
5.	10:15 am–10:55 am	40min.	Health Services	<b>Dr. Beth Offei-Awuku</b> Medical Officer-in-Charge, UEW Clinic, Ajumako Campus
6.	10:55 am–11:35 am	40min.	Challenges and Opportunities for Fresh Students	<b>Prof. Samuel Issah</b> Dean, CoLANGE
7.	11:35 am–12:15 pm	40min.	Recreation and Sports	<b>Dr. Emmanuel Sarpong,</b> Director, Directorate of Sports & Games
8.	12:15 pm–12:55 pm	40min.	Religious and Social Life on Campus	<b>Dr. Mrs. Yvonne A. A. Ollennu</b> Vice-Dean. FGLE
9.	12:55 pm–1:35 pm	40min.	Library and e-Learning in Tertiary Education	<b>Mr. Francis Andoh-Mensah</b> Head, College Library
10.	1:35 pm–2:15 pm	40min.	Academic Rules & Regulations	<b>Mr. Francis Kwantwi-Barima</b> Senior Assistant Registrar, Academic Affairs

## Presentation Time Table for Graduate Students

### DAY 1 WEDNESDAY, 11TH JANUARY, 2023

Table 4: Themes and Facilitators

Code	TIME	PERIOD	TOPIC	FACILITATOR
1.	8:00 am–8:15 am	15min.	Opening Ceremony	<b>Prof. Dominic K. Danso Mensah</b> Principal, CoLANGE
2.	8:15 am–8:55 am	40min.	Procedures and Coordination of Programmes at the School of Graduate Studies	<b>Dr. Regina Oforiwah Caesar</b> Vice-Dean of Student Affairs
3.	8:55 am–9:35 am	40min.	Recreation and Sports	<b>Dr. Emmanuel Sarpong</b> Director, Directorate of Sports & Games
4.	9:35 am–10:15 am	40min.	Academic rules & regulations	<b>Mr. Francis Kwantwi-Barima</b> Senior Assistant Registrar, Academic Affairs
5.	10:15 am–10:55 am	40min.	Time Management	<b>Prof. Dominic K. Danso Mensah</b> Principal, CoLANGE
6.	10:55 am–11:35 am	40min.	Library and e-learning in Tertiary Education	<b>Mr. Francis Andoh-Mensah</b> Head, College Library
7.	11:35 am–12:15 pm	40min.	Health Services	<b>Dr. Beth Offei-Awuku</b> Medical Officer-in-Charge, UEW Clinic, Ajumako Campus
8.	12:15 pm–12:55 pm	40min.	Religious and Social Life on Campus	<b>Dr. Yvonne A. A. Ollennu</b> Vice-Dean, FGLE
9.	12:55 pm–1:35 pm	40min.	Counselling Services in UEW	<b>Dr. Theresa Antwi</b> Ag. Director, Counselling Centre
10.	1:35 pm–2:15 pm	40min.	Quality Assurance: The Role of the Student	<b>Dr. Pascal Kpodo</b> Graduate Coordinator, FGLE
11.	2:15pm–2:55 pm	40min.	Non-academic Rules & Rugalations	<b>Dr. Akwasi Adomako</b> Ag. HoD, Dept of Akan-Nzema Languages Education
12.	2:55pm–3:35 pm	40min.	Channels of Communication in the University/College	<b>Mr. Charles Denkyi</b> Senior Assistant Registrar

## Presentation Time Table for Undergraduate Students

### DAY 2 THURSDAY, 12TH JANUARY, 2023

Table 5: Themes and Facilitators

Code	TIME	PERIOD	TOPIC	FACILITATOR
1.	8:15 am– 8:55 am	40min.	Non-academic Rules & Regulations	<b>Dr. Akwasi Adomako</b> Ag. HoD, Dept. of Akan-Nzema Education
2.	8:55 am– 9:35 am	40min.	Channels of Communication	<b>Mr. Charles Denkyi</b> Senior Assistant Registrar
3.	9:35 am– 10:15 am	40min.	Use of University Facilities	<b>Mr. Richard Afriyie</b> Head of Estate, CoLANGE
4.	10:15 am– 11:55 am	50min.	UEW Anthem & UEW Crest	<b>Dr. George Asabre Maclean</b> Director, UEW Windy Band
5.	11:55 am– 12:35 pm	40min.	Gender Sensitivity	<b>Ms. Cecilia Tomekyin</b> Coordinator, Gender Mainstreaming, CoLANGE
6.	12:35 pm– 1:15 pm	40min.	UEW Scholarship Scheme	<b>Mr. Charles Asundah</b> Head of Finance, CoLANGE
7.	1:15 pm– 1:55 pm	40min.	The Role of SRC in UEW Governance	<b>Ms. Sylvia Mawuyra Fiadzo</b> SRC President, CoLANGE
8.	1:55 pm– 2:35 pm	40min.	Student Loan Scheme	<b>Coordinator</b> Student Loan Trust Fund
9.	2:35 pm– 3:15 pm	40min.	Internet Connectivity Procedures for Online Registration of Courses	<b>Mr. George Dawson-Amoah</b> Head, Student Records Office/ICT Section
10.	3:15 pm– 3:55 pm	40min.	Security Issues	<b>Mr. Emmanuel Quaye</b> Head of Security, CoLANGE
11	3:55 pm– 4:35 pm	40min.	Fire Safety on Campus	<b>Officer-in-Charge</b> Ghana National Fire Service A.E.E.D

## Presentation Time Table for Graduate Students

### DAY 2 THURSDAY, 12TH JANUARY, 2023

Table 6: Themes and Facilitators

Code	TIME	PERIOD	TOPIC	FACILITATOR
1.	8:15 am–8:55 am	40min.	Challenges & Opportunities for Fresh Graduate Students	<b>Prof. Samuel Issah</b> Dean, CoLANGE
2.	8:55 am–9:35 am	40min.	The Role of GRASAG in UEW Governance/ Bursary	<b>Ms. Dorothy Aku Tetteh</b> GRASAG Vice-President
3.	9:35 am–10:15 am	40min.	Non-academic Rules & Regulations	<b>Dr. Akwasi Adomako</b> Ag. HoD, Dept. of Akan-Nzema Education
4.	10:15 am–10:55 am	40min.	Student Loan Scheme	<b>Coordinator</b> Student Loan Trust Fund
5.	10:55 am–11:35 am	40min.	Internet Connectivity Procedures for Online Registration of Courses	<b>Mr. George Amoah-Dawson</b> Head, Student Records Office/ ICT Section
6.	11:35 am–12:15 pm	40min.	Security Issues	<b>Mr. Emmanuel Quaye</b> Head of Security, COLANGE
7.	12:15 pm–12:55 pm	40min.	Fire Safety on Campus	<b>Officer-in-Charge</b> Ghana National Fire Service
8.	12:55 pm–1:35 pm	40min.	UEW Anthem & UEW Crest	<b>Dr. George Asabre Maclean</b> Director, UEW Windy Band

Table 7: Mobile Library Tours

DAY	CATEGORIES	DATE	TIME	VENUE
Mobile Library Tours	All Undergraduate Students	Friday, 13th January, 2023	8:00 am–3:25 pm	Ajumako Campus Library
	All Graduate		8:00 am–1:35 pm	