



CONF/1831/82

1<sup>st</sup> October, 2021

Professor Andrews Ofori-Birikorang  
Office of the Pro-Vice-Chancellor  
University of Education, Winneba  
Winneba

Dear Professor Ofori-Birikorang,

**NOTICE TO ACT AS VICE-CHANCELLOR OF THE UNIVERSITY OF  
EDUCATION, WINNEBA**

1. Be officially informed that the substantive Vice-Chancellor of the University ended his term of office and also retired from active service in the University with effect from yesterday, the 30<sup>th</sup> of September, 2021.
2. Therefore, with effect from today, 1<sup>st</sup> October, 2021, the University has no substantive Vice-Chancellor as none has yet been appointed.
3. In the premise, Section 14 (2)(b) of the University of Education, Winneba Act, 2004 (Act 672) and Statute 10(21) of UEW Statutes (2020) are invoked to mandate you to act as Vice-Chancellor of the University effective today, the 1<sup>st</sup> of October, 2021 until the appointment of a substantive Vice-Chancellor.
4. Be please reminded that the terms and conditions of service of this new office remain the same as those covering your position as Pro-Vice-Chancellor in the University.
5. As the Chairman of the Governing Council, I wish you the best in your new role albeit on interim basis.

Thank you.

Yours sincerely,

**NANA OFORI ANSAH I  
CHAIRMAN, UEW GOVERNING COUNCIL**

cc: *Office of the President*  
*Office of the Vice-President*  
*Chief of Staff*  
*Minister for Education*  
*Director-General, GTEC*

*Pro-Vice-Chancellor*  
*Registrar*  
*Finance Officer*  
*Librarian*  
*Principal, College of Languages Education*  
*Ag. Principal, CoDeL*  
*Director of Works and Physical Development*  
*Ag. Internal Auditor*  
*Dean, School of Graduate Studies*  
*Dean, Faculty of Educational Studies*  
*Dean, Faculty of Social Science Education*  
*Dean, Faculty of Science Education*  
*Dean, Faculty of Home Economics Education*  
*Dean, Faculty of Foreign Languages & Communication*  
*Dean, Faculty of Ghanaian Languages Education*  
*Dean, School of Business*  
*Dean, School of Communication and Media Studies*  
*Dean, School of Creative Arts*  
*Dean, Student Affairs*  
*Ag. Director of Health Services*  
*Director of Security Services*  
*Deputy Registrar, Division of Operations*  
*Deputy Registrar, Division of Human Resource*  
*Deputy Registrar, Division of Academic Affairs*  
*Deputy Registrar, Division of Publications and Communication*  
*College Registrar, College of Languages Education*  
*Ag. Planning Officer*  
*P'file*