

CURRICULUM VITAE

- (i) **NAMES IN FULL:** OYEBADE, Eunice Anuoluwapo 'Funke (Nee Adegbaye)
- (ii) **DATE AND PLACE OF BIRTH:** 20th October, 1953 at Ondo
- (iii) **STATE OF ORIGIN:** Ondo
- (iv) **NATIONALITY:** Nigerian
- (v) **MARITAL STATUS:** Married
- (vi) **NUMBER OF CHILDREN:** Four, 27 yrs, 25 yrs, 23 yrs and 21yrs
- (vii) **PERMANENT HOME ADDRESS:** No. 1, Anuoluwapo Oyebade
Close, Stateline Street, FUTA Road, Akure.

- (viii) **CORRESPONDENCE ADDRESS:** Registry,
Federal University of Technology,
P.M.B. 704,
Akure.

E-MAIL ADDRESS: Registrar@futa.edu.ng
funke4god003@yahoo.com

Tel. No. +23408037212694

- (ix) **PRESENT POST:** REGISTRAR

(x) **EDUCATIONAL INSTITUTIONS ATTENDED (WITH DATES)**

- | | |
|---|-------------|
| a. St. Louis Secondary School, Ondo | 1967 – 1971 |
| b. University of Ibadan, Ibadan | 1974 – 1978 |
| c. University of Benin, Benin City | 1980 – 1985 |
| d. University of Ado-Ekiti, Ekiti State | 1993 – 2000 |

(xi) **ACADEMIC QUALIFICATIONS OBTAINED (WITH DATES)**

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| a. West African School Certificate | 1971 |
| b. Bachelor of Education (Botany) Second Class Upper Division | 1978 |
| c. Masters in Educational Administration | 1985 |
| d. Doctor of Philosophy (Educational Management) | 2000 |

(xii) **PROFESSIONAL QUALIFICATIONS OBTAINED (WITH DATES)**

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| a. Member, Nigeria Institute of Management | 1998 |
| b. Associate member, Institute of Personnel Management of Nigeria | 2001 |
| c. International member, Association of University Administrators,
United Kingdom | 2002 |
| d. Fellow - Society of Educational Administrators of Nigeria | 2001 |
| e. Fellow - Chartered Institute of Public Administrators of Nigeria | 2002 |
| f. Fellow – The Managers Institute of Chartered Training | 2003 |
| g. Hon. Fellow – Institute of Administrative Management of Nigeria | 2003 |

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| h. International Member, American Association of Collegiate Registrars and Admission Officers. | 2005 |
| i. Member – National Institute for Policy and Strategic Studies | 2006 |

(xiii) PRESENT EMPLOYMENT STATUS AND SALARY

REGISTRAR, The Federal University of Technology, P. B. M. 704, Akure
HATISS 15 Step 09- N1,501,159.00 Per Annum.

(xiv) STATEMENT OF WORK EXPERIENCE SINCE GRADUATION

A. Working Experience Outside the University

1. 1978 – 1979 – An NYSC Biology and Integrated Science Teacher at Idia College, Benin.
2. 1979-1980 – Master II for Biology and Integrated Science at Ola Oluwa Muslim Grammar School, Ado-Ekiti – A House mistress and the health Mistress
3. 1980-1981 – Study Leave without pay for Masters programme Course work at University of Benin.
4. 1981-1982 – Master I Biology and Integrated Science Teacher at Akure Secondary Commercial School, Akure.

B. Working Experience at The Federal University of Technology, Akure

1. Administrative Officer I – 1st November, 1982 – 30th September, 1985
2. Assistant Registrar – 1st October, 1985 – 30th September, 1988.
3. Senior Assistant Registrar II 1st October, 1988 – 30th September, 1991
4. Senior Assistant Registrar I – 1st October, 1991 – 30th September, 1994
5. Principal Assistant Registrar – 1st October, 1994 to 4th January, 1998.
6. Deputy Registrar – 5th January, 1998 to 31st May, 2001
7. Registrar – 1st June 2001 to Date.

C. Summary of Job Schedules at the Federal University of Technology, Akure

1. November 1982 – November, 1984 – Administrative Officer I in the Academic Registry.
2. November 1984 – October, 1985 – School Officer to the then School of Pure and Applied Sciences.
3. 28th October, 1985 – March, 1987 – Assistant Registrar in charge of the Junior Staff Establishment.
4. March, 1987 – April 1988 – School Officer, School of Agriculture and Agricultural Technology.
5. 11th April, 1988 – December 1988 – Assistant Registrar and later Senior Assistant Registrar II in the Vice-Chancellor's Office.
6. December 1988 – November 1996 – Senior Assistant Registrar II and later Senior Assistant Registrar I, Principal Assistant Registrar and Academic Affairs Officer in charge of the Academic Affairs Division.

7. 4th November, 1996 – November 1999 – Principal Assistant Registrar, Deputy Registrar and Students Affairs Officer in charge of the Students Affairs Division.
8. 15th November, 1999 to 31st May, 2001 – Deputy Registrar in charge of Council Affairs and General Administration Division.
9. 1st June, 2001 to date – Registrar.

D. Statement of Experience including full details of former and present posts

1. November 1982 – November 1984 – Administrative Officer I – I was responsible to the then Academic Registrar for the Admission of Students, Registration of Students and Students Records. Assistant Secretary II to Senate, Committee of Deans and Congregation and Secretary to some Senate Committee. I was in charge of the custody and hiring of academic robes.
2. December, 1988 – November, 1996 – Senior Assistant Registrar II, Senior Assistant Registrar I and Principal Assistant Registrar in charge of the Academic Affairs Division, acted for the Deputy Registrar (Academic) and later designated the Academic Affairs Officer.
Responsible to the Registrar for the day to day administration and coordination of the activities of the units in the Academic Affairs Division. Assistant Secretary to Senate and Secretary to Business Committee of Senate and some ad-hoc Committees of Senate. Assistant Secretary to Committee of Deans. Responsibility to the Registrar for Admission, Registration and Verification of credentials of students. Arrangements for the matriculation of fresh students and for graduation ceremonies and inaugural lectures. Responsible for the administration of examinations for undergraduate and post-graduate students. Custodian of academic rules and regulations, examination materials, academic robes and students records. Responsible for the preparation of certificates, students result slips, students statistics, examinations and lecture time table, and also production of all examination questions, attending to all enquiries on academic matters and issuance of academic transcripts to students on request. Co-ordination of the academic activities of the School Officers. University Co-ordinator for Ondo State for the Universities Matriculation Examinations. Representative of Registrar on the West African Examination Council Committee Ondo State Branch.
3. November, 1996 – November, 1999 – Principal Assistant Registrar, Deputy Registrar and Student Affairs Officer – Responsible to the Registrar for the day to day administration of the Students Affairs Division. In charge of students welfare matters, students union activities, student union elections and swearing in ceremonies. Administration of the students' halls of residence, responsible for fresh students orientation activities. Issuance and updating of identity cards, screening for the registration of students' clubs and societies, Scholarship and Bursary matters, and other financial assistance issues to students. National Youth Service Corp matters, provision of information on students and maintenance of students personal files. Guidance and Counselling services, assisting students with problems

arising from academic, social and personal adjustments and all other matters affecting the students. Secretary to the Students Welfare Board and the Religious Activities Committee.

4. 1st June 2001 to Date – Registrar – Responsible to the Vice-Chancellor for the day-to-day administrative work of the University. Responsible for the administration of all non-academic matters in the University. Responsible for the harmonization of the work of the School Officers in the various Schools within the context of the University. Responsible for the determination of all Personnel matters including the interpretation of all staff entitlements under the Staff Regulation. Secretary to the Council, the Senate, Congregation and Convocation as well as their Committees.

E. Other ad-hoc Committee Work Performed

1. Secretary – Ceremonials Committee – 1990 – 1991
2. Secretary, FUTA Ventures 1992 – 1995.
3. Secretary, Committee on the review of existing University Rules and Regulations – 1994 – 1996.
4. Secretary – University Committee on Harnessing Surface water resources in the University – 1998.
5. Member – Implementation Committee on the establishment of FUTA Staff Secondary School – 1992.
6. Member – University Street and Building Naming Committee 1991 to date.
7. Member – University Committee on the future of higher education – 1997.
8. Congregation representative on the University Staff Housing Loans Committee – 1992 to 1998.
9. Member – Zulkarnaini Gambari Community Centre Management Board – 1996 – 1999.
10. Member – University space allocation committee – 1999 to 2002.
11. Member – Ceremonials Committee – 1998 to date.
12. Member – Advisory Committee on FUTA Fruit Juice Mini Factory – 1999.
13. Member – University Health management Board 1998 to date.
14. Member – FUTA Primary School Management Board 1998 to date..
15. Member – Committee on alleged irregularities in appointment, termination, dismissal and promotion of staff. – 2000.
16. Secretary – Committee on the review of the standing orders of Council and proposal on University Autonomy – 2000.
17. Secretary – Council Committee on Presidential Visitation Panel report – 2000.
18. Secretary – Committee on University Tender manual – 2001.
19. Secretary – Council Committee on the Implementation of Government Approved University allowances – 2001.

(xv) Conferences and Seminars Attended

1. University seminar on the Unit course system – 14th and 15th may, 1986 at the Federal University of Technology, Akure (FUTA).
2. The Association of Nigerian Universities Professional Administrators (ANUPA) Seminar on problems of Funding Universities 30th and 31st October, 1986.

3. Association of Commonwealth Universities Administrative Fellowship Programme in Britain – May to July 1993. – One week programme in each of the following Universities:
 - a. University of Liverpool, Liverpool.
 - b. University of Birmingham, Birmingham.
 - c. Aston University, Aston Triangle in Birmingham
 - d. University of Central England in Birmingham
 - e. Loughborough University of Technology, Loughborough.
 - f. University of Manchester, Manchester.
 - g. University of Manchester – Institute of Science and Technology (UMIST).
4. University Seminar on An Appraisal of the University System in Nigeria – 8th and 9th February, 1994 at FUTA.
5. Workshop on the administration of Academic Units and Examinations – 6th to 7th April, 1994 at FUTA.
6. ANUPA National Conference on Professionalism in University Administration in Nigeria 7th – 8th December, 1995 at University of Benin.
7. National Workshop on Examination Ethics '96 at Sango Otta from 27th May – 31st May, 1996.
8. University Seminar for Deans and Heads of Departments on the Relationship between Schools/Department and other Non-Academic Departments/Units – 27th August, 1996 at FUTA.
9. National Workshop on the Eradication of Cultism in tertiary Institutions in Jos 16th to 18th December, 1996.
10. N.Y.S.C. National Premobilization Workshop 27th February, 1997 at Ibadan.
11. ANUPA National Conference on Dynamics in Administration: The University System in perspective, 27th – 29th November 1997 at Enugu State University of Technology.
12. ANUPA Seminar on “Management of Universities/Higher Institutions in Nigeria in the 21st Century, 16th July, 1998 at FUTA.
13. Inaugural Conference of the Committee of Deans of Students Affairs in Nigerian Universities (CODESANU) on Avoiding Crisis in the management of students. 20th – 21st October, 1998 at University of Lagos.
14. ANUPA National Conference on “50 years of University Education in Nigeria: 20th – 23rd April, 1999 at University of Ibadan.
15. FUTA 6-week in-house Computer Training Programme from 12th April to May 1999 at FUTA.
16. One month computer training programme, 1st – 30th October, 1999 at Multi-Miracle Computers Ltd., off FUTA Road, Akure.
17. NUC National Workshop on Strategic Planning for Nigerian Universities, 17th – 21st September, 2001.
18. The Association of University Administrators UK Year 2002 Conference at Southampton – 8th – 10th April, 2002.
19. Forum for African Women Educationalists 5th general Assembly at Nairobi, Kenya 8th – 10th July, 2002.
20. ANUPA National Conference on “Capacity Building of Higher Education Administration” at University of Uyo. 25th – 26th November, 2002.

21. National Policy Conference on Management of Higher Education at Benue Hotels Makurdi – 25th - 27th September, 2003
22. Seminar on Management of Higher Education Institutions – A Joint International Program of Israel National Commission for UNESCO and Galilee College Israel held at Israel Galilee College Israel - 22nd January – 2nd February, 2004.
23. 2nd Biennial Seminar for Trustees of Pension Schemes organized by NICON Insurance Corporation on 16th to 18th May, 2004 at NICON Hilton Hotel Abuja.
24. 91st Annual Conference of the American Association of Collegiate Registrars and Admission Officers (AACRAO) held in New York Hilton from 28th March to 1st April, 2005.
25. National Institute for Policy and Strategic Studies, Kuru Jos. February to November 2006.

(xvi) PUBLICATION

1. Oyebade Eunice Funke: A Study of the Causes of Staff-Authority Conflict in the Higher Institutions in Ondo State in Educational Perspectives, Vol. 6 No. 1 Page 84. January, 2003
2. Oyebade, E. F.. Management Strategies and Staff-Authority Conflicts In Institutions of Higher Learning: Targeting Ondo and Ekiti States, Nigeria in Educational Thought Vol. 3, Number 1, August, 2003.
3. Oyebade, E.F. Role of Non-Governmental Organisation (NGOS) as Organs of Sensitization for Children in Science and Technology in International Journal of Children-in-Science and Technology, Vol. 2 No. 2, 2004.

(xvii) RESEARCH WORK

1. The Relationship between Principal's supervisory style and Staff Motivation as perceived by Teachers in the Teacher Training Colleges of Ondo State. Unpublished M.Ed. Thesis, in Educational Administration, University of Benin, 1985.
2. Staff – Authority Conflict and Management Strategies in the Institutions of Higher Learning in Ondo and Ekiti States – Nigeria – Ph.D thesis in Educational Management at University of Ado-Ekiti, 2000.

(xviii) OTHER RELEVANT INFORMATION

A) Papers presented at seminars within the University

1. Operations of the Academic Affairs Division – A Foreign Experience – paper presented at the ANUPA, FUTA Branch seminar on 30th September, 1994.
2. Relationship between the Schools/Departments and the Academic Affairs Office, Paper presented during a University Seminar on 27th August, 1996.
3. Promoting the Ethics and Integrity of University Examinations – Experience of the Conference on Exam. Ethics paper presented at a University Seminar on 10th December, 1996.

4. Secret Cults in Education Institutions – Causes, Effects, Policy and Administrative issues – Experience of the Conference on the Eradication of Cultism in Educational Institutions. Paper presented at a University Seminar held on 14th January, 1997.
5. Crisis and Conflict Management, paper presented at FUTA Students Union Leadership Seminar on 21st June, 1999.
6. Strategies for effective Faculty/School/College administration. Paper presented at the ANUPA (FUTA) Training Seminar for Administrative Officers, Assistant Registrars and Senior Assistant Registrars in Institutions of Higher Learning, 3rd March, 2004 at FUTA.
7. Women in Administration and their Roles in national Development. Paper presented at the Conference of Women in Public Administration in Nigeria – 4th – 5th March, 2004 held at FUTA.

B) Paper Presented at Conferences Outside the University

1. “Leadership in Nigeria: Women’s share and contributions” paper presented at the Women’s Centre for peace and Development Leadership Skill Conference on 28th January, 1999 at Akure.
2. “Curbing drug abuse and cultism in our Higher Institutions of Learning” paper presented at the 1999 Rotary Youth Leader Award Conference on 27th October, 1999 at Akure.
3. “Methods and Types of Filing” paper presented at a workshop organized by the Federal College of Agriculture, Akure for the Registry Staff on 25th November, 1999.
4. “The Role of Women in the Socio-Economic development of the Nation” – paper presented at the Workshop organized by the Ondo State Women Commission for Wives of Political Office holders in Ondo State at Akure on 30th August, 2000.
5. “Report writing” – Paper presented at the Workshop on Skill development for Administrative and Executive Officers in Ondo State Local Government at Akure on 16th October, 2000.
6. “Girls Education: Panacea for Socio-Political and economic Rebirth – Paper presented as Guest Lecturer at the Year 2002 Speech and prize Giving Day Ceremony of the Federal Government Girl’s College, Akure on 6th July, 2002.
7. Gender Politics and Power: Overcoming the Barriers to the Emergence of Women Political Leaders in Nigeria:- Historical Perspective – Paper presented at the National Workshop, organized by the Centre for Social Science, Research and Development on July 28 – 30, 2003 at Lagos Airport Hotel, Ikeja.
8. NGO’s as organs of sensitization for children education in Science and Technology – Paper presented at the International Conference on Children-In-Science and Technology at Ado-Ekiti held from 4th to 6th November, 2003.
9. “Women: Substance of progressive productivity in our society” – Paper presented at the Women forum organized by the office of the Vice-President of Students Union, The Federal Polytechnic, Ado-Ekiti on 15th July, 2004.
10. Self Reliance: The reality of life on Economic Prosperity – Paper presented at the occasion of the National Association of Ondo State Students Sunshine Day Celebration on 23rd December, 2004 at the State Library, Akure.
11. The roles of Corps Employer towards enhancing working relationship for higher productivity – Paper presented at the 2005 Corps Employer’s workshop at Akure City Hall on 10th May, 2005.
12. Women and Modernity Consciousness: The Joy, the Pains and the Opportunities. Paper presented at a programme organized by National Association of Political

Science and Public Administration Students of Adekunle Ajasin University, Akungba-Akoko on Tuesday, 6th September, 2005.

13. Reaping the benefits of Education by avoiding teenage pregnancies – Paper presented at a training workshop on Empowering the Girls child through Education held at Fiwasaiye Girls' Grammar School, Akure on 31st January, 2007.

C) Certificate of Honour/Awards received

1. Certificate of honour being the "Best Administrator" from Bashorun M.K.O. Abiola Hall executive council – 1997.
2. Certificate of honour being "University Administrator of merit" – from Nigerian Universities Engineering Students' Association (NUESA), FUTA Branch – 1997.
3. Certificate of honour being "Grand Merit Award Recipient" from FUTA Students Union – 1997.
4. FUTA Students Union Grand Patron's Award for " Excellence in Service" from FUTA Students Union – 1998.
5. Distinguished award of excellence as best performing Nigerian Public Officer from the Chartered Institute of Public Administrators of Nigeria - November, 2002
6. Award of Excellence in chosen Career – from Mount Carmel, Ikare-Akoko Old Girl's Association on - 15th March, 2003
7. Award of WOMAN OF THE YEAR 2003 from the American Biographical Institute Inc. USA.
8. Award of Certified and Distinguished Educational Administrator (CDEA) by the Institute of Administrative Management of Nig. (IAMN) – April, 2003
9. Award of Excellence in Public Administration (AEPA) by the Institute of Administrative Management of Nigeria (IAMN) – April, 2003
10. Listed in the frontispiece of the 9th Edition of International Who's Who of professional and Business Women 2003.
11. Included in 2000 outstanding intellectuals of the 21st Century in honour of an outstanding contribution in the field of Educational Administration and Management by the International Biographical Centre Cambridge England – August, 21, 2003.
12. Award of Excellence for service to the upliftment of Women by the Office of the Vice-President, Students Union of the Federal Polytechnic, Ado-Ekiti on 15th July, 2004.
13. Included in 2000 outstanding intellectuals of the 21st Century in honour of an outstanding contribution in the field of Educational Administration and Management by the International Biographical Centre Cambridge England – August, 21, 2003.
14. Award of Excellence for service to the upliftment of Women by the Office of the Vice-President, Students Union of the Federal Polytechnic, Ado-Ekiti on 15th July, 2004.
15. Award for immense contributions towards Educational and Human Development in the Nigerian Society by the parents Teachers Association (PTA), Federal Government Girls College, Akure in April, 2005.

D) EXTRA CURRICULA ACTIVITIES

Community services

1. Activities Within the University

- a. Secretary, FUTA Women's Club 1987 - 1989
- b. Chairperson, FUTA Consumer Cooperative Society 1988 - 1990
- c. Member, FUTA Cooperative Loans Committee 1988 - 1990
- d. Ex-Officio member, FUTA Multipurpose Cooperative Society 1990 – 1992
- e. President, FUTA Women's Club 1992 – 1994.
- f. Secretary, Association of Nigerian Universities professional Administrators (ANUPA) FUTA Branch, 1992 – 1996.
- g. Chairperson (ANUPA) FUTA Co-operative Society 1997 to 2002.
- h. Member – Full Gospel Business men's Fellowship FUTA Chapter 1995 to date.

2. Other Activities Outside the University

- a. National Secretary – St. Louis Ondo Old Girls Association – 1988 – 1997.
- b. National Treasurer – Association of Nigerian Universities Professional Administrators (ANUPA) 1995 to 2001.
- c. Member, Board of Governors – Holy Flock of Christ Secondary School, Ondo – 1991 to 2003.
- d. Public Relations Officer – Forum For African Women Educationalists (FAWE) Ondo State Chapter - 1997 to 2002.
- e. Member – Church of Nigeria, Anglican Communion, Akure Diocese Synod, 1998 to date.
- f. President - University of Ibadan, Alumni Association - Ondo State Branch, 2002 to April, 2006.
- g. Member Governing Council, Chartered Institute of Public Administrators, 2002 to date.
- h. Member – American Biographical Institute's Professional Women's Advisory Board – 2003.
- i. Member – National Executive Council of the Institute of Chartered Training Managers – 2003.
- j. President – Forum for African Women Educationalists (FAWE) Ondo State Chapter – 1st August, 2003 to July, 2006.
- k. Member of Governing Council – West African Examination Council 2004 to 2006.

- l. Member – Ondo Development Committee – January, 2005 to date.
- m. Member – Alumni Association of the National Institute – November 2006 to date.

3. **Hobbies**

Reading and Counselling

NAMES AND ADDRESSES OF REFEREES

- 1. PROF. A.M. BALOGUN
Vice-Chancellor
Federal University of Technology,
P.M.B. 704.
Akure.
- 2. PROF. A.A. ILEMOBADE
GOODWILL HOUSE
1, Ikere Street
Ijapo Estate
Akure.
(Former Vice-Chancellor of FUTA)
- 3. DR. J.A. OSANYINBI,
Itelorun Cottage,
Off FUTA Road,
Akure.
(Former Registrar of FUTA).