



## University of Lagos Distance Learning Institute



### Annual Report of Activities November 2019 - December 2020



**Distance Learning Institute**  
***'Your future is at your finger tips'***

# Contents

|   |    |
|---|----|
| From the Director’s Desk-----                           | 3  |
| About the Distance Learning Institute -----             | 4  |
| Academics -----   | 7  |
| Staff Development -----                                 | 11 |
| Appointment and Promotions -----                        | 14 |
| Infrastructural Development -----                       | 14 |
| Self-Learning Materials Development (SLMD)-----         | 16 |
| Student Onboarding/Retention/Lapsed Student Campaign--- | 16 |
| Student Activities -----                                | 17 |
| Staff Matters -----                                     | 21 |
| Community Services -----                                | 22 |
| Looking Forward -----                                   | 23 |
| Appreciation -----                                      | 25 |

## FROM THE DIRECTOR'S DESK



### “2020 - What a Year”

Greetings from the Director's Desk and compliments of the season.

The ongoing COVID - 19 pandemics seriously affected our activities especially in 2020. Lockdowns that resulted in restricted movement of staff, facilitators and students unable to meet. The Institute consequently deployed all its activities online. Fresh Applications for 2019/2020 was marketed exclusively online and all other requests from students were done remotely to reduce face - to - face interactions.

However, as devastating as the pandemic may seem, it brought to the fore the need for Resilient Education - which is by nature, planned and prepared for disruptions caused by crisis of various nature, such as flooding, earthquakes, pandemics or conflicts/war. Proof of resilience is that learning can continue despite the disruptions and that the necessary infrastructure, support systems competencies and communication lines are in place. This need will inform our activities going forward in the post pandemic era.

The report contained in this booklet is the activities that the Institute was able to accomplish between November 2019 and December 2020.

**Prof. Uchenna Udeani**

## **ABOUT THE DISTANCE LEARNING INSTITUTE**

### **Who We Are:**

The University of Lagos is a dual mode university established by an Act of Parliament in 1962 to deliver qualitative and research-based education to Nigerians and all those who have entered its domain in search of knowledge. It is prestigious, and the most preferred university in Nigeria. The university is located in the cosmopolitan city of Lagos that has an estimated 22 million-person population. Due to its unique and cosmopolitan environment, the University was also required to provide facilities for studies through Open Distance Learning mode.

The Distance Learning Institute (DLI) is the organ of the University that operates and coordinates the Open and Distance Learning programmes. It has an enhanced status as that of a faculty in the University. It has its own Management Board and an Academic Board. It is empowered to formulate its own policies, employ its own staff and be responsible for academic programmes, examinations, supervise its day-to-day affairs and generate funds for its operations.

The University recognizes that ODL is a veritable alternative to increase access to higher education in both developed and developing countries thereby providing unique opportunities to all lifelong learners.

### **Our Vision**

To be a Centre of Excellence in the provision of educational services through the Open Distance Learning mode.

### **Our Mission**

The Mission of the Institute is to:

- Provide opportunities for higher education and life long learning for those already in some gainful employment;
- Widen and diversify access to a flexible, innovative and cost-effective system of education to the increasing number of learners who either did not have the opportunity of higher education or for some other reasons cannot engage in face to face mode of study.

### **Our Philosophy**

The Philosophy of the University of Lagos Distance Learning Institute is premised on the belief that University Education which includes life-long learning should be accessible to all Nigerians and Foreigners irrespective of age, race, sex, religion and any other circumstances including employment.

## Core Values

The core values of the DLI are an unwavering commitment to: Learner Centeredness, Lifelong Education, Integrity, Learner Support, Egalitarianism, Honesty and Learner Satisfaction.

## Objectives

The Institute's main objectives are to:

- Provide unrestricted access to University education and life-long learning for desiring learners who because of peculiar circumstances are not able to attend the conventional face-to-face.
- Collaborate with other Open and Distance Learning Institutions for mutual benefits and best practices
- Continuously provide robust staff training and development programme for optimal performance
- Provide blended learning platform for knowledge creation and acquisition
- Utilize the power of Open and Distance Education enabled by technology to provide learning at scale and accelerate progress towards the Sustainable Development Goals (Especially SDG 4,5, & 8).
- Make education open to all and promote social justice through the development of knowledge and skills.
- Empower people through the use of Open Educational Resources (OERs) Massive Open Online Courses (MOOCs) and multi-platform technologies.
- Provide demand-driven programmes through Distance Learning to address the needs of the local and international labour markets.
- Maintain high level quality assurance in service delivery
- Address the needs of diverse learners through excellent learner support services
- Make the needs of learners central in service delivery
- Promote scholarship and research in all fields of human endeavour for sustainable national development.
- Offer community services within the catchment area of the University.

## Functions

**DLI is a restructured Open Distance Learning Institute that will perform the following functions:-**

- Offer quality degree programmes as regular courses in terms of course content and quality of degrees awarded.
- Provide quality education in an affordable and cost-effective way.
- Diversify the body of students for the purpose of introducing relevant programmes in areas that deal with social and cultural issues for the purpose of enhancing quality of life and improving standards of living such as health services, environmental protection, rural and community development and democratic studies.
- Encourage and support temporarily inactive students, monitor retention, shorten graduation time and implement the necessary interventions for improvement.
- Provide flexible work and home support; accommodate the peculiar status of students as distance learners who often have to combine work with study.
- Register students to study anywhere in Nigeria or any part of the world with a common standard of service at any study centre when put in place.
- Develop capacity building processes in distance education delivery through staff training and re-training processes.
- Develop curriculum, course materials and media resources long before students are admitted and registered; to enable better pre-registration decision making for students as well as better planning, development and coordination of programmes by staff.
- Engage in research and development of open distance practices and contribute extensively to national and international debate in this area.

## **A. ACADEMICS**

### **1. PROGRAMME DEVELOPMENT**

- a. As at 2019/2020 academic year the following programmes are offered at the Institute.
  1. B.Sc. Accounting
  2. B.Sc. Business Administration
  3. B.Sc. Economics
  4. B.Sc. Public Administration
  5. B.Ed. Early Childhood Education
  6. B.A. Education/English
  7. B.Sc. Education with specializations in
    - (i) Mathematics
    - (ii) Physics
    - (iii) Chemistry
    - (iv) Biology
    - (v) Business Education
    - (vi) Economics
- b. Programmes approved by the University Senate awaiting NUC pre validation visit
  - (i) B.Sc. Transportation Management
  - (ii) B.Sc. Finance
- c. Undergraduate Programmes awaiting APC approval
  - (i) B.Ed. Guidance & Counseling
  - (ii) B.Ed. Educational Management
  - (iii) B.Sc. Employment Relations and Human Resource Management
  - (iv) B.Sc. Social Work
- d. Postgraduate Programmes awaiting APC approval
  - i. Postgraduate Diploma in Education
  - ii. Postgraduate Diploma in Forensic Science and Criminal Intelligence
  - iii. Postgraduate Diploma in Law Enforcement and Police Science.
  - iv. Masters in Public Administration (MPA)

### **2. STUDENT APPLICATION FOR 2019/2020 ACADEMIC YEAR**

In addition to the traditional media (newspaper & posters) the Institute utilized on-line platforms provided by Today's Solutions to market its programs for the 2019/2020 academic year.

At the close of the application process on 15<sup>th</sup> December 2020 the data is as presented in Table I. Screening is still on going for the new students.

Table 1: APPLICATIONS SUMMARY - PAID ONLY AS 15<sup>th</sup> DECEMBER, 2020

| Department/Programme   | Number of Applicant |
|--|---------------------|
| Bachelor of Science in Accounting                            | 457                 |
| Bachelor of Arts (Education) in English                      | 26                  |
| Bachelor of Science in Business Administration               | 1,289               |
| Bachelor of Science (Education) in Early Childhood Education | 70                  |
| Bachelor of Science in Economics                             | 421                 |
| Bachelor of Science in Public Administration                 | 977                 |
| Bachelor of Science (Education) in Biology                   | 141                 |
| Bachelor of Science (Education) in Chemistry                 | 39                  |
| Bachelor of Science (Education) in Mathematics               | 47                  |
| Bachelor of Science (Education) in Physics                   | 42                  |
| Bachelor of Science (Education) in Business Studies          | 9                   |
| Bachelor of Science (Education) in Economics                 | 1                   |
| <b>TOTAL</b>   | <b>3,519</b>        |

APPLICATIONS SUMMARY - SUBMITTED AS 15<sup>th</sup> DECEMBER, 2020

| Department/Programme   | Number of Applicant |
|--|---------------------|
| Bachelor of Science in Accounting                            | 457                 |
| Bachelor of Arts (Education) in English                      | 26                  |
| Bachelor of Science in Business Administration               | 1,288               |
| Bachelor of Science (Education) in Early Childhood Education | 70                  |
| Bachelor of Science in Economics                             | 421                 |
| Bachelor of Science in Public Administration                 | 976                 |
| Bachelor of Science (Education) in Biology                   | 141                 |
| Bachelor of Science (Education) in Chemistry                 | 39                  |
| Bachelor of Science (Education) in Mathematics               | 47                  |
| Bachelor of Science (Education) in Physics                   | 42                  |
| Bachelor of Science (Education) in Business Studies          | 9                   |
| Bachelor of Science (Education) in Economics                 | 1                   |
| <b>TOTAL</b>   | <b>3,517</b>        |

1. Batch One - 638
2. Batch Two - 670
3. Batch Three - 812
4. Batch Four - 545
5. Batch Five - 811
- Total**            **3,476**

**3, 476 admitted applicants as at 15th December, 2020 - Application Closing Date**



Due to the COVID-19 pandemic it was difficult to assess the effect of the online marketing of our programmes. The Management in November 2020 set up a marketing committee to appraise the current marketing strategies and recommend additional ones. The committee submitted its report and the Management hopes to implement some of the recommendations in 2020/2021 academic year.

### **3. FACILITATION AND ONLINE INTERACTION**

The 2019/2020 academic year is just commencing in DLI. Online interaction on the LMS with the e-tutors commenced in October 2020. Lectures commenced on the 27<sup>th</sup> February virtually using the Zoom Video Conferencing platform optimized on the Moodle LMS. This is going on successfully.

The revised calendar of the University of Lagos for the 2019/2020 academic year allotted DLI Monday 6<sup>th</sup> September to Saturday 16<sup>th</sup> October 2021 for the residential programme which includes examinations. Consequently, interaction will continue between the facilitators and the learners until September 2021.

All the modules, recorded voice over lectures, power point presentations, video lectures and all other self learning materials are housed in the LMS. However, students are required to pay school fees before they can access all the features on the LMS.

Teaching practice for the education students will hold in the third term of the secondary school level.

### **4. PROVISION OF LEARNER SUPPORT**

The University's management support for the provision of full complement of digital tools to enhance ODL delivery has been quite sublime. These include:-

- Provision of a fully equipped Recording Studio
- A video-conferencing room with enhanced technology to host webinars.
- Provision of upgraded Operating System for the 500 capacity CBT E-resource room. There is a mid-term strategic plan to increase the CBT rooms to 1000 capacity. The Resource Centre is located on the last floor of Block A. The Resource Centre carries the DLI Web Platform and Learning Management System. Its purpose is to facilitate e-learning, e-interaction, e-assessments computer based tests, staff training and tutorials.
- Provision of new upgraded Host Servers, Inverters and Batteries.
- Increase in the University of Lagos bandwidth and provision of Wi-Fi hotspots in designated areas.

## **Extension of Entrepreneurial Skills**

The University has a World Class Entrepreneurship Centre responsible for training students in various entrepreneurial skills in accordance with NUC policy. The aim of the programme is to enable graduates of the University to acquire skills to enhance their employability or become employers of labour themselves. For our DLI learners, appropriate pedagogy was adopted to extend practical skills acquisition via simulations and other methods convenient for distance learners.

## **Library/E-Library**

The Distance Learning Library has the capacity to seat 120 students with space to scale it up to 150 when the need arises. The library has about 450 print books and is subscribing to the following data bases: -

- i. IG Publishing Plc and**
- ii. Emerald Publishing Ltd**

In addition the University of Lagos operates an Integrated Library System that enables DLI learners access all the E-library resources in the Main Library. The ebook databases cover all subject areas and meets both onsite and offsite users' information needs. In addition to the databases efforts are always made to procure print books in all the programmes being offered.

## **5. 2018/2019 GRADUATING STUDENTS**

In the 2018/2019 convocation a total of 718 students were among the graduands. Additionally, a total **671** students graduated as supplementary graduands. Both categories brought the number to **1389** students. Tables 2 & 3 presents the data according to the different classes.

## **6. THE 2020-2022 POLICY GUIDELINE**

The revised 2020-2022 Open Distance Learning Institutional Policy Guidelines have been approved by the University Management.

## **7. DLI RESEARCH COMMITTEE**

The DLI Management established the DLI Research Committee in the 2018/2019 academic year. CRC approved and appointed Prof. A. Akinyele of the Department of Economics to represent it on the committee. The committee which was driven by the then DD (AP&D) Dr. Andrew Akala was able to write and submit the following proposals.

(i) **CRC UNILAG** - May 2020

Evaluation of Learner's Satisfaction of Open Distance Learning Services at the Distance Learning Institute, University of Lagos.

(ii) **TETFUND** - July 2020

Development of a Framework for the Implementation of Open and Distance Learning Delivery at the Secondary School Level in Nigeria.

The research committee continues to work assiduously in the development of research.

proposals with the new DD(AP&D) Dr. David Oke.

**8. DLI POSTGRADUATE COMMITTEE**

This standing committee has also been constituted to handle the postgraduate programmes when they are approved.

**B. STAFF DEVELOPMENT**

The COVID-19 pandemic disrupted all the plans for staff training and development. However, within the period under review the following were realized: -

**(i) Training workshops**

| S/N | NAME                  | CONFERENCES/WORKSHOP ATTENDED  | DATE/VENUE  |
|-----|-----------------------|--|---|
| 1   | Dr. Obiageli Modebelu | Joint Conference of The National Universities Commission and University of London On Policy & Practice in Open & Distance Learning | 26 <sup>th</sup> - 27 <sup>th</sup> November 2019<br>NUC Abuja                |
| 2   | Dr. Oladipo Ajeyalemi | Joint Conference of The National Universities Commission and University of London On Policy & Practice in Open & Distance Learning | 26 <sup>th</sup> - 27 <sup>th</sup> November 2019<br>NUC Abuja                |
| 3   | Dr. Obiageli Modebelu | Policy & Practice in Open Distance Education Workshop  | University of London, UK<br>10 <sup>th</sup> - 13 <sup>th</sup> March 2020    |
| 4   | Dr. Folasade Afolabi  | Policy & Practice in Open Distance Education Workshop  | University of London, UK<br>10 <sup>TH</sup> - 13 <sup>th</sup> March 2020    |
| 5   | Dr. Olusoji Adenwunmi | Policy & Practice in Open Distance Education Workshop  | University of London, UK<br>10 <sup>TH</sup> - 13 <sup>th</sup> March 2020    |
| 6   | Dr. Oladipo Ajeyalemi | 2020 Train the Trainers Capacity Building Programme (3T-CBP) Sponsored by BOI Nigeria  | University of Lagos 25 <sup>th</sup><br>February - 6 <sup>th</sup> March 2020 |

|    |                            |   |   |
|----|----------------------------|---|---|
| 7  | Mrs. C. Amuzie             | Advanced Management Skills for Administrators             | 7 <sup>th</sup> - 10 <sup>th</sup> July 2020<br>Bezer Conference Hall,<br>Otta      |
| 8  | Mrs. B.A Adunola           | Advanced Management Skills for Administrators             | 7 <sup>th</sup> - 10 <sup>th</sup> July 2020<br>Bezer Conference Hall,<br>Otta      |
| 9  | Mrs. L. Ayodele Alao       | Advanced Management Skills for Administrators             | 7 <sup>th</sup> - 10 <sup>th</sup> July 2020<br>Bezer Conference Hall,<br>Otta      |
| 10 | Mr. Ilesanmi O.M           | Supervision Intelligence and People Management            | 7 <sup>th</sup> - 10 <sup>th</sup> July 2020<br>Bezer Conference Hall,<br>Otta      |
| 11 | Barr. Onafowokan Akeem. B. | Target Setting and Goal Making for Management Results     | 25 <sup>th</sup> - 28 <sup>th</sup> February 2020<br>Bezer Conference Hall,<br>Otta |
| 12 | Dada Isaac Olusegun        | Target Setting and Goal Making for Management Results     | 25 <sup>th</sup> - 28 <sup>th</sup> February 2020<br>Bezer Conference Hall,<br>Otta |
| 13 | Mr Olubode Oludare         | Effective Record Security, Quality Mail Handling Strategy | 28 <sup>th</sup> - 31 <sup>st</sup> January 2020<br>Bezer Conference Hall,<br>Otta  |
| 14 | Mr. Ukuanovwe Akponovo     | Effective Record Security, Quality Mail Handling Strategy | 28 <sup>th</sup> - 31 <sup>st</sup> January 2020<br>Bezer Conference Hall,<br>Otta  |
| 15 | Nwankwo Eucharua. C        | Effective Record Security, Quality Mail Handling Strategy | 28 <sup>th</sup> - 31 <sup>st</sup> January 2020<br>Bezer Conference Hall,<br>Otta  |
| 16 | Adedeji Rebecca. O         | Effective Record Security, Quality Mail Handling Strategy | 28 <sup>th</sup> - 31 <sup>st</sup> January 2020<br>Bezer Conference Hall,<br>Otta  |
| 17 | Mr. Godwin Kammah. C       | Effective Record Security, Quality Mail Handling Strategy | 28 <sup>th</sup> - 31 <sup>st</sup> January 2020<br>Bezer Conference Hall,<br>Otta  |
| 18 | Mrs. Vivian Ajoku-Okoro    | Effective Record Security, Quality Mail Handling Strategy | 28 <sup>th</sup> - 31 <sup>st</sup> January 2020<br>Bezer Conference Hall,<br>Otta  |
| 19 | Mr. Johnson Moses. A       | E-Service Business Dynamics for Work Expectations         | 28 <sup>th</sup> - 31 <sup>st</sup> January 2020<br>Bezer Conference Hall,<br>Otta  |
| 20 | Mr. Aikpokhio Monday       | Effective Record Security, Quality Mail Handling Strategy | 28 <sup>th</sup> - 31 <sup>st</sup> January 2020<br>Bezer Conference Hall,<br>Otta  |

**(ii) In House Training of Staff**

In 2020 the Management developed an in-house training programme for staff as a means of reskilling administrative staff to perform their duties more effectively and efficiently. The first workshop was run between 9<sup>th</sup> - 11<sup>th</sup> November 2020 and was facilitated by Mr. D. Adebare. Six members of staff participated: -

1. Mrs. Vivian Ajoku-Okoro
2. Mr. Aikpokhio Monday
3. Mr. Godwin Kammah. C
4. Nwankwo Eucharia. C
5. Mr Olubode Oludare
6. Mrs. Fasasi Titilayo



**IN-HOUSE TRAINING OF STAFF**

## **C. APPOINTMENT AND PROMOTIONS**

There were some outstanding A&P issues in the 2018/2019 academic year which were resolved. There are as underlisted: -

### **(i) Department of Education**

Confirmation of Appointment

- Dr. Ajibola Jiboku - Lecturer I
- Dr. Adegun Adedunni Omowunmi - Lecturer I

### **(ii) Department of Social Sciences**

Confirmation of Appointment

- Dr. Babatunde Adekunle - Lecturer I

The 2019/2020 appraisal exercise has been completed for the non-teaching staff. Due to the ASUU strike the academic staff promotion exercise was suspended. However, the process has now been activated and the exercise is ongoing.

## **D. INFRASTRUCTURAL DEVELOPMENT**

In spite of the COVID-19 pandemic the Management with the approval of the Board and the Vice Chancellor was able to carry out the following infrastructural renovations.

### **(i) The 60KVA Generator**

The 60KVA mechanical generator that was abandoned for a long time was refurbished and made serviceable. It is dedicated for use of the CBT rooms.

### **(ii) The CBT Resource Rooms**

The CBT resource rooms underwent a turnaround maintenance. The following repairs were effected: -

- Repair of 2 broken down workstations
- Repair of 180 metal and wooden chairs
- Fabrication of 90 units of metal chairs
- Upgrading of the server
- Overhaul of the 475 units of laptops and desktops
- Purchase of 40 inverter batteries
- Truncking of the external wires

### **(iii) Purchase of 60 ceiling Fans**

Sixty number ceiling fans were purchased to replace damaged and unserviceable ones in the classrooms.



**(iv) The DLI Management Boardroom**

The Management Boardroom was renovated with POP ceiling and replacement of existing tiles. New furniture were purchased (a new boardroom table, 20 boardroom chairs). The boardroom was also fitted with videos conferencing facilities comprising a 65inches smart TV and wireless internet facilities.

**(v) Renovation of the Institute’s Secretary’s office and adjoining corridor**

The Institute Secretary’s office was renovated to elevate it to a befitting standard. POP ceiling, wall screeding, change of existing titles and sanitary wares were done. Additionally, new furniture was acquired for effective and efficient delivery of services.

**(vi) The Red Brick Building**

A lot of renovation was carried out within the building to make it more functional and conducive for working.

- All the old curtains in the building were replaced with Day and Night blinds in all offices and adjoining corridors.
- The main entrance doors (to the building and boardroom) were changed.
- The boardroom was fitted with tables and chairs.
- A large multi-media projector screen with remote control was installed (with all the renovations in the board room, it has been upgraded to a world class training room).
- The offices of two academic staff were titled and entrance doors replaced
- The toilets were replaced and minor renovations effected.
- A new PVC tank was bought to replace the old one that was destroyed by thunderstorm.
- Other minor civil engineering works that were carried out included replacement of louvres, ceiling works and some parts of the roof.

**(vii) Upgrading of Staff Offices**

The following units and offices were upgraded.

- Dr. Adewara’s Office - Installation of Day & Night Blinds.
- Dr. A. Opara’s Office - Installation of Day & Night Blinds.
- Dr. Joy Iyiegbuniwe’s Office - Office Table, Settee, Bookshelf, Installation of Day & Night Blinds.
- Dr. Gloria Alaneme’s Office - Office Table, Settee, Bookshelf, Installation of Day & Night Blinds
- Dr. Peter Olayiwola’s Office - Painted, Day & Night Blinds Installed.

- Mr. Bestoyin Kareem - Bookshelf, Settee
- Bursary Unit - Painted, Day & Night Blinds Installed.
- Records Office - Day & Night Blinds Installed

**(viii) Fire Extinguishers**

After a Fire and Safety Audit of the premises the Management purchased 23 new fire extinguishers and serviced 37. They have been mounted at specific locations in the premises. The COVID-19 pandemic prevented fire drills for members of staff.

**(ix) UPGRADE OF THE LMS**

The LMS was upgraded to the latest version of Moodle 3.8.4+ with the support of CITS. It is now currently housed on the University server.

**E. SELF LEARNING MATERIALS DEVELOPMENT (SLMD)**

The development and production of SLMs has continued to be a challenge to the Institute. We have proposed the establishment of an Instructional Design Unit to the University Management and hopefully waiting for an approval. The unit will be saddled with the development and production of SLMs. Printing of modules for the 2019/2020 academic year was severely hampered due to the COVID19 pandemic, EndSars and the UNILAG VC crisis. However, we have picked up production with our printers. All first-year modules were produced on DVDs and Flash drive.

**F. STUDENT ONBOARDING/RETENTION/LAPSED STUDENT CAMPAIGN**

A nagging problem for all ODE Centres is retention of students and reduction in attrition rates due to finances. The Management appointed a committee headed by **Dr. Peter Olayiwola** to look into reabsorption fees of students. The highlights of their recommendations are as follows: -

- (i) Establishment of a Flexible Payment Plan (FPP) for reabsorption of students
- (ii) The FPP recommends a reabsorption fee ranging from N20,000 - N50,000 across all programmes.
- (iii) Payment of the reabsorption fee and other fees dependent on the number of registrable courses five and below
- (iv) Payment of reabsorption fee and full-service charges if the number of courses to be registered is six and above.

The full report will be communicated to the board at a later date.



## G. THE STUDENT ACTIVITIES

DLI student activities is covered under the umbrella of Distance Learning Institute Student Association. This Association caters for both the academic and social welfare of the students.

Some of the activities of DLISA include: -

### i. Annual DLISA Sport Fiesta 2019

This is an annual sports fiesta organized by the various departments to compete in both outdoor and indoor games. The 2019 edition was held on 16<sup>th</sup> November 2019.

**Table - Result of the 2019 DLISA Soccer Game**

|                          | Male                    | Female                  |
|--------------------------|-------------------------|-------------------------|
| 1 <sup>st</sup> / Gold   | Science                 | Business Administration |
| 2 <sup>nd</sup> / Silver | Business Administration | Public Administration   |
| 3 <sup>rd</sup> / Bronze | Public Administration   | No winner               |



**DLISA SPORT FIESTA**





**DLISA SPORT FIESTA**



ii. DLISA Annual Award Ceremony

On the 15<sup>th</sup> December 2019 DLISA held its annual award ceremony. It was a very big event with many awards presented to many individuals.

iii. DLI Celebrity Update

This unit in DLISA was active virtually online and posted social and academic content for the students on its platform. The COVID-19 pandemic stunted their activities for the 2019/2020 academic year.



DLISA Annual Award Ceremony

## H. STAFF MATTERS

### i. Appreciation

The Board and Management of DLI wish to say a big thank you to the out gone Ag HODs Dr. Peter Olayiwola (Accounting and Business Administration), Dr. Folashade Afolabi (Education), Dr. Adenike Oladipo (Coordinator Social Sciences) for their meritorious services to the Institute and their respective departments which enable the Institute achieve great successes during their tenure. Their leadership qualities were commendable and highly appreciated.



Ag HODs

### ii. New Assignments

The underlisted were assigned: -

- Mr. Olagoke Oke - Deputy Registrar & Institute Secretary
- Dr. David Oke - Deputy Director (AP&D)
- Dr. Joy Iyiegbuniwe - Coordinator, Accounting & Business Administration
- Dr. Comfort Adeniyi - Coordinator, Education
- Dr. B.S. Adekunle - Coordinator, Social Science

### iii. Retirement From Service

The following members of staff retired from the services of the University after attaining the mandatory 65years.



- (i) Mr. Toyin Adebule - DR/Institute Secretary
- (ii) Mrs. Victoria Ikwele - Chief Executive Officer
- (iii) Mrs. Roseline Obadiuno - Asst. Chief Date Processing Officer
- (iv) Mrs. Felicia Afor - Asst. Chief Date Processing Officer

**iv. Resignation from Service**

- (i) Dr. Ajibola Jibokun - Lecturer I, Department of Education

**v. Death**

Unfortunately, we lost **Barr. Akeem Onafowokan**, Principal Assistant Registrar on September 2, 2020. The Institute played a significant role in his burial.

**I. COMMUNITY SERVICE**

- The Welfare Committee led by its Chairperson, Dr. Comfort Adeniyi reached out to the less privileged in the community during the COVID-19 lockdown. A visit was paid to Bethsaida Home for the blind to deliver palliatives which included food, groceries and washing materials.



**Bethsaida Home for the blind**

- The Institute made a cash gift of one hundred thousand naira (₦100,000) to the University of Lagos staff club.
- INEC used our facilities for the training of electoral officers for the 2020 run off elections.
- The Institute supports the following organizations: -
  - The Teachers Registration Council for teachers registration.
  - The Pharmacists Council of Nigeria for their pre-registration Test.
  - The Nursing Council of Nigeria for their selection examinations.
- JAMB Equal Opportunities Group Southwest Zone (for visually impaired candidates) used the DLI facilities in March 2020 for the UTME examinations.

## **J. LOOKING FORWARD INTO 2021**

The COVID-19 pandemic is still with us; we give GOD all the glory for seeing us into the new year 2021. I present below the major activities we will be engaged in the year 2021.

### **(1) STAFF DEVELOPMENT**

Capacity building for staff is still of utmost priority. The COVID-19 pandemic has also changed the landscape for Open Distance Education and E-Learning.

- The Vice Chancellor approved academic staff training on Moodle/LMS optimization for 2020. This training will be realized this year as soon as normalcy returns.
- Additional training with the theme Re-energize - Refocus - Reignite (3R) is being planned for all staff to build up a more effective and motivated team.
- The non-teaching staff will continue to go for training workshops to improve their performance.
- The in-house staff development workshops will continue for the administrative staff for capacity building.
- Fire drills for all categories of staff is planned for the first quarter of 2021.
- Sponsorship to learned academic conferences is available to staff within budgetary allocation.
- Management retreat is planned for 2021. It was originally planned for 2020 but could not be achieved due to the COVID-19 pandemic.

### **(2) INTERNATIONAL COLLOQUIUM**

An International Colloquium with the theme: Recalibrating Open Distance and E-Learning for Resilient and Inclusive Education is planned for the 16<sup>th</sup> September, 2021.

(3) **PROGRAMME DEVELOPMENT**

The Institute anticipates that some of the new programmes under development will get both Senate and NUC pre-validation approvals especially the postgraduate programmes.

(4) **STUDENT DEVELOPMENT**

- The report of the committee that looked into the reabsorption fees of student will be presented to the Board for consideration and approval. The desired outcome is to reduce the attrition rate and get more students to complete their studies.
- Training of students who need up skilling of their digital skills will continue in addition to the induction course for fresh students.
- The Management plans to migrate almost 70% of its processes online so that students can get services without having to visit the Institute.
- In collaboration with DLISA the Management will upgrade the Students Resource Room to make it more functional.

(5) **INFRASTRUCTURAL DEVELOPMENT**

In 2021 DLI Management will pursue Goal 4 of its 5 years Strategic Plan which is the development of adequate learning infrastructure for its academic programmes and activities.

- **The Proposed 7-storey DLI Building.**

The Vice Chancellor, Prof. Oluwatoyin Ogundipe is committed to commencing the new DLI building. Hopefully this will come up in the first quarter of 2021.

- **The New CBT Resource Room**

The Management will aggressively pursue raising philanthropic funds to establish additional CBT resource rooms.

- **Purchase of 350KVA Generator**

In the 2021 fiscal year, the Institute budgeted ₦20,000,000 for the purchase of a 350KVA generator on offer by JUPEB. The inspection and valuation were done by POWERTECHNIK Limited an independent company. They valued the generator at ₦15,000,000. The Management is desirous of purchasing this generator as it would power the main Administrative block including Nurudeen Alao Auditorium which is currently not covered by any of our generators.

The 250KVA generator will be boarded. However, the 60KVA generator will still be retained on standby.

- Management secured Board approval in 2020 for the underlisted projects which was not executed due to the pandemic, but hopefully will be achieved this year.
  - (i) CCTV coverage of the DLI premises
  - (ii) Renovation of toilets both in the main administrative building and Blocks A & B.
  - (iii) Repair of the ground and overhead metal tanks together with the beams.



## **K. APPRECIATION**

The DLI Management wishes to thank the following:-

The Vice Chancellor, University of Lagos - Prof Oluwatoyin Ogundipe *FAS*

DVC (Management Services) - Prof Ben Oghojafor

DVC (Development Services) - Prof. Folasade Ogunsola (*FAS*)

DVC (Academic and Research) - Prof Oluwole Familoni (*FAS*)

The Registrar - Oladejo Azeez Esq

The University Bursar - Mr. Lekan Lawal

The University Librarian - Dr. Yetunde Zaid

The Director, Academic Planning - Prof. L.O Chukwu

The Director, Quality Assurance Unit, Prof. Grace Otinwa

Chairman, DLI Board - Prof. R. K Ojikutu

All Board Members

The Dean, Student Affairs - Prof. Ademola Adeleke

Ag Director, CITS - Dr. Victor Odumuyiwa

Ag Director, Health Services - Dr. (Mrs.) Olayinka Coker

The Chief Security Officer - Mr. S.A. Alao

## **DISTANCE LEARNING INSTITUTE MANAGEMENT BOARD**

**31<sup>st</sup> October 2020 - 30<sup>th</sup> October 2021**

- Professor R. K. Ojikutu (Vice Chancellor's Nominee) - Chairman
- Professor L. O. Chukwu (Director, Academic Planning) - Member
- Professor A. O. Ayejuyo (Senate Representative) - Member
- Professor F. A. Badru (Senate Representative) - Member
- Professor O. A. Falaiye (Chairman, UNILAG Media Holding Ltd) - Member
- Professor O. L. Kuye (Dean, Faculty of Mgt. Sciences) - Member
- Professor E. G. Oyeyemi (Dean, Faculty of Science) - Member
- Professor M. B. Ubangha (Dean, Faculty of Education) - Member
- Professor O. O. Bameke (Dean, Faculty of Social Sciences)- Member
- Dr. V. T. Odumuyiwa (Ag. Director, CITS) - Member
- Professor U. N. Udeani (Director, DLI) - Member
- Professor D. S. Aribike (Dept. of Chemical Engineering)- Member
- Dr. C.O. Okike (Representative, University Librarian) - Member
- Mr. Olagoke Oke (Deputy Registrar/Institute Secretary) - Member

## **DISTANCE LEARNING INSTITUTE MANAGEMENT**

- Prof. Uchenna Udeani Director, DLI
- Dr. David Oke Deputy Director (Academic Planning & Development)
- Dr. Johnson Adewara Deputy Director (Media & Course Material Development)
- Dr. Joy Iyiegbuniwe Coordinator, Dept. of Acct & Bus Admin

- Dr. Comfort Adeniyi                      Coordinator, Dept. of Education
- Dr. Babatunde Adekunle                Coordinator, Dept. of Social Sciences
- Mr. Olagoke Olaleye                     Institute Secretary
- Mr. Adebayo Olaleye                     Principal Accountant

## ADMISSION 2021 / 2022 SESSION

Applications are invited from qualified candidates for admission into the following programmes which will be offered through Open and Distance Learning mode.

The duration of all programmes is five academic years

1. B.Sc. Accounting
2. B.Sc. Business Administration
3. B.Sc. Economics
4. B.Sc. Public Administration
5. B.Sc. Education with specialization in the following subject areas:
  - a. Biology
  - b. Chemistry
  - c. Physics
  - d. Mathematics
  - e. Business Education
  - f. Economics
6. B.Ed. Early Childhood Education
7. B.A. Education/English

### GENERAL INFORMATION

- a. Applicants must meet the minimum entry requirements of Five (5) credits in SSCE/GCE/NECO O' level, including English Language and Mathematics, taken at not more than two sittings.
- b. Applicants seeking admission to Year Two should possess any of NCE, ND, JUPEP, GCE A' Levels in relevant subjects.
- c. Applicants seeking admission to Year Three should possess any of HND, Bachelor's degree
- d. Applicants awaiting results are not eligible to apply.
- e. Applicants for the Distance Learning Institute programmes will not be less than 16 years of age by 31<sup>st</sup> October, 2021
- f. Admission is open to all applicants irrespective of any learning disability or challenge.
- g. Applicants are required to possess basic ICT skills to enable them navigate the ICT Enabled Supported Blended Learning Model (IESBL) of the ODL mode.
- h. There will be no UTME examination for Distance Learning Institute, University of Lagos, (UNILAG).

## PROCEDURE FOR APPLICATION

The application is in two stages: JAMB and DLI UNILAG

### STAGE 1:

Log on to JAMB CAP Website and register

Pay a sum of ₦3,500 to enable you obtain a registration number.

### STAGE 2:

- Step 1:** Log to UNILAG application portal <http://applications.unilag.edu.ng>
- Step 2:** Click “Start fresh Application”
- Step 3:** Select Distance Learning Institute as application type, then provide your Surname, First Name, Middle Name, JAMB Registration Number, Mobile Number and E-mail Address.
- Step 4:** Click the “Pay now” to pay online, the application fee of ₦17,500 (Seventeen Thousand Five Hundred Naira) Only OR Print the payment advice with Remita Number to make payment at any Commercial Bank.
- Step 5:** Return to the application portal (<http://applications.unilag.edu.ng>) after payment, click “continue application” enter your payment reference number and your surname in lower case as password.
- Step 6:** Complete all required details and upload necessary documents.
- Step 7:** Complete the application form, submit online and print a copy. (Candidates can save their application form for later editing).
- Step 8:** All completed application forms must be submitted online on or before 15<sup>th</sup> December 2021
- Step 9:** All applicants must go through the preparatory Applicant’s Induction Course (AIC) before final enrolment.

For further assistance, call any of these Help Lines:

+234 810 960 6362; 234 705 240 6470; +234 907 366 9973; +234 907 342 3647

E-mail: [dlienquiries@unilag.edu.ng](mailto:dlienquiries@unilag.edu.ng). [dlistudentssupport@unilag.edu.ng](mailto:dlistudentssupport@unilag.edu.ng)

**OLADEJO AZEEZ, ESQ.**  
Registrar and Secretary to the Council