



CURRICULUM VITAE

PERSONAL DATA

NAME MISIKO CHARLES WAFULA
DATE OF BIRTH 03/07/1973
NATIONALITY KENYAN
MARITAL STATUS SINGLE
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EDUCATIONAL DATA:

Sr. No	LEVEL	BOARD/UNIVERSITY	YEAR
1.	DOCTORAL LEVEL Doctor of Philosophy in Commerce {Ph.D} in Accounts and Law	Dr. B.R. Ambedkar University {Formerly Agra University} – India.	2005
2.	POST GRADUATE LEVEL Master of Commerce {M.Com} {Accounts and Law}	Dr. B.R Ambedkar University {Formerly Agra University}- India.	2000
3.	DIPLOMA LEVEL Diploma in Computer Programming {D.C.P}	P.P Computer and Graphics Centre {India}	2000
4.	DEGREE LEVEL Bachelor of Commerce {B.Com}	Dr.B.R. Ambedkar University {Formerly Agra University}- India	1998
5.	SECONDARY LEVEL Chesamisi High School	Kenya Certificate of Secondary Education {K.C.S.E}	1993
6.	PRIMARY LEVEL Nabiswa Primary School	Kenya Certificate of Primary Education {K.C.P.E}	1988

KEY QUALIFICATIONS AND COMPETENCIES

Dr. Wafula is currently a Lecturer and Co-ordinator at the Centre for Open and Distance Learning (C.O.D.L), based at College of Education and External Studies, University of Nairobi. He is charged with co-ordinating all the distance academic programmes the Centre is running in collaboration with different faculties and schools in the entire University. At the moment the Centre is running Bachelor of Commerce (B.Com) programme in collaboration with the School of Business and Bachelor of Arts (B.A) programme in collaboration with the Faculty of Arts. The Centre is the process of launching a Master of Arts (M.A) in Project Planning and Management in collaboration with the Department of Extra-Mural Studies after having developed the required distance learning materials. Other programmes with different schools and faculties are in the process of being developed and offered by distance learning.

Dr. Wafula co-ordinates and participates in workshops, seminars and conferences which are used to train lectures/writers on how to develop distance learning learning materials that are used by the students who have enrolled in the various programmes of the Centre. He also participates in giving lectures, tutorials in his area of speciality and in orientation to new students.

Dr. Wafula is also specialized in the co-ordination of various donor funded projects and has a thorough knowledge of regulations covering project management for donors including DFID, USAID, World Bank, UNDP, IDRC and Ford Foundation. He has also been involved in carrying out research; report writing; designing and production of various publications; organization of high level national and regional workshops and other meetings; management of human resources and participation in dissemination of project reports.

EDUCATION BACKGROUND

- 2002-2005** Doctor of Philosophy(Ph.D) in Commerce with specialization in Accounts and Law, Dr B.R. Ambedkar University (Formerly Agra University)-India
- 1999-2000** Master of Commerce (M.Com) with specialization in Accounts and Law, Dr. B.R. Ambedkar University (Formerly Agra University)-India
- 1995-1998** Bachelor of Commerce (B.Com) with specialization in Business Administration, Accounts and Law, and Applied Business Economics-Dr. B.R. Ambedkar University (Formerly Agra University)-India
- 2000-2001** Diploma in Computer Programming (D.CP)-B&B Computer and Graphics Centre (India)
- 1990-1993** Kenya Certificate of Secondary Education (K.C.S.E)-Chesamisi High School, Bungoma (Kenya)
- 1981-1988** Kenya Certificate of Primary Education (K.C.P.E)-Nabiswa Primary School, Bungoma (Kenya)

EMPLOYMENT HISTORY

2007 to date: Lecturer and Co-ordinator at the Centre for Open and Distance Learning (C.O.D.L), based at College of Education and External Studies, University of Nairobi.

Duties :Co-ordinating all the distance academic programmes the Centre is running in collaboration with different Faculties and Schools in the entire University.

Interpretation of the syllabus of academic programmes being undertaken in the Centre.

Identification of course writers, course reviewers and editors of distance learning materials to be used in offering the programmes.

Organizing and participating in training and orientation of writers, reviewers and copy editors.

Co-ordinating and participating in workshops, seminars and conferences which are used to train lecturers/writers on how to develop distance learning materials that are used by the students who have enrolled in the various programmes of the Centre.

Development of study materials and support materials for the programmes in the Centre, Faculty or School.

Working with writers in developing their module and unit objectives, outlines and texts for units.

Reading and guiding the writers through feedback comments in producing appropriate and effective interactive teaching materials.

Editing completed units or modules produced by writers

Monitor and check/supervise the review and copy editing of the study materials.

Producing the final mark up for the type-setters

Checking the final masters for quality and accuracy together with the editor

Coordinating the acquisition of the recommended texts for Resource Centre and Library

Identifying copy right issues especially in seeking permission in consultation with the writers

Giving lectures, tutorials in his area of specialization and orientation to new students.

Participating in the evaluation of the study materials through development of appropriate instruments for pretesting

General monitoring of materials development processes by maintain records in the subject or programme areas

Process and approve part time typists, editors, reviewers and writers claims

Prepare briefs and reports for the Departments, Faculties and University Committees and Meetings

Participate in recruitment of tutors, assessment, guidance and counseling students

Conduct research in area of specialization and transmit the results through the various methods e.g. publish books, papers, journals, conference attendance or deliver seminar.

Mentor students and staff in area of specialization

Initiate/participate in community outreach programs

Undertake tuition activities in areas of subject specialty

2006- 2007: Project Manager and Research Consultant, African Centre for Economic Growth (ACEG), Nairobi-Kenya.

Duties : Managing and co-ordination of various projects funded by various donors including DFID, USAID, World Bank, UNDP, IDRC and Ford Foundation.

Carrying out research, report writing, designing , production of final reports and dissemination of the same through seminars, conferences and publications.

Developing the research proposals for funding to various public and private donors

Organization of high level national and regional workshops and other meetings as part of the various research projects being undertaken by the Centre.

Participation in dissemination of various research project reports through seminars, conferences and validation workshops.

Management of human resources at the Centre

2002-2005:Teaching both undergraduate and post graduate students in the Department of Accounts and Law, Dr. B.R. Ambedkar University (Formerly Agra University)-India. Subjects taught included: Financial Accounting; Income

Tax; Management Accounting; Principles of Management; Cost Accounting; Managerial Economics; Advanced Auditing; Higher Company Accounts, Sales Management; Company Law; Commercial Arithmetic; Materials Management and Stores Control and Statistics.

Supervised and guided post graduate students in developing their thesis, dissertations and research projects.

Participated in mentoring students and also offering counseling and guiding them on matters related to their carriers.

Participated in Departmental and College meetings and other academic activities in the College

1998-1999: Served as a committee member charged with day to day operations of the Kenya African Student Association (K.A.S.A), a welfare organization for African student studying in India.

PAPERS WRITTEN AND PUBLICATIONS

- 2013** **Utilization of Open and Distance Learning in Addressing Educational Challenges: Case of the Flagship Projects Initiatives of the University of Nairobi**". A Paper presented to the Academic conference for the School of Continuing and Distance Education on 18th April 2013.
- 2013** **"Practice and Experiences in Development of Distance Learning in Kenya: Case of the Centre for Open and Distance Learning- University of Nairobi, Kenya."** A paper to be presented to Distance Education and Teacher Education in Africa Conference, 2013 To be held at University of Nairobi, Kenya from 30th July to 1st August 2013
- 2010** **"Environmental Issues in Project Planning and Management"**. A module for Master of Arts (M.A) in Project Planning and Management course offered by the Department of Extra Mural Studies
- 2007** **"Guidebook for Exporting to the United States of America from Kenya"**. Published by the Export Promotion Council (EPC) and African Centre for Economic Growth as a guide for helping Kenyan exporters access the U.S market.
- 2006** **"Constraints facing Kenya's Exports to the United States of America"**. A report prepared for the Export Promotion Council under the framework of the USAID supported Trade Development Programme(TDP).
- 2005** **"Investment Opportunities in Kenya: An Indian Perspective"** .A published Doctoral Thesis that was submitted to Dr. B.R. Ambedkar University(Formerly Agra University)-India.

2004 “Working Capital Management of Life Insurance Corporation (L.I.C) of India”. A paper submitted to Dr. B.R. Ambedkar (Formerly Agra University), India

2003 “Capital Budgeting in the Indian Railways” A paper that was prepared and submitted to the Department of Accounts and Law, St. John’s College India

SEMINARS, CONFERENCES AND WORKSHOPS

2008 Participated in the pedagogical training course offered by the University of Nairobi to equip the participants with necessary skills for teaching. The training was conducted at the University of Nairobi

2007 to date: Actively involved in preparation and participation in workshops and seminars that are organized to train course writers, course reviewers and editors for developing study materials and support materials for the programmes in the Centre for Open and Distance Learning and the collaborating Faculties and Schools

April 2007 Participated in a technical validation workshop for assessing the progress of the implementation of the Economic Recovery Strategy for the period 2005/06 that was held at Embu in Kenya

August 2006 Participated in a workshop on Constraints Facing Kenyan Exports to the United States of America that was organized by the African Centre for Economic Growth in Nairobi, Kenya

Sept. 2006 Participated in a workshop on Social Policy and the Subordination of Women in Kenya that was organized by Development Planning Management Forum in Nairobi, Kenya

Oct. 2005 Participated in a seminar on Women and Research, organized by Physics Department, Dr. B.R. Ambedkar University, Agra

Jun. 2004 Participated in the conference on Youth and the Challenges of the 21st Centaury that was organized by Dr. B.R. Ambedkar University (Formerly Agra University)-India

SUPERVISION OF POST GRADUATE STUDENTS(SELECTED)

DOCTOR OF PHILOSOPHY (Ph.D)

- 2013** “ **Participatory Monitoring and Evaluation’s Influence on Students’ Academic Performance in Public Secondary Schools in Kisumu County; Kenya**” by Justus Javan Oduor (on going)

MASTERS

- 2013** “**Factors Influencing Performance of Audit Committees in State Corporations: The Case of the Kenya Urban Roads Authority**” by Raphael Murimi Githinji (On-going)
- 2013** “ **Factors Influencing Sustainability of the Good Samaritan Program in Kenya: A Case of Nakuru County**”; by Viola C. Kirongo
- 2012** “**The Influence of Microfinance Services in Empowering Women: A Case of Selected Women Groups in Eldama Ravine Location, Baringo County, Kenya**” by Chebor M. Chemuge (Completed)
- 2012** “**Factors that Influence Small enterprise Development among Youth Groups: The Case of Bamachoge Constituency Kisii County, Kenya**” by Jacklyne Joan Makanda (Completed)
- 2011** “**Mobile Number Portability Services in Kenya: Factors Influencing Customer Switching Decision: A case of South C, Nairobi County, Kenya**” by Sheikh Mohamed Ibrahim (completed)

CONSULTANCY EXPERIENCE

- 2007:** Co-authored the report and assisted in the coordination of the study on assessing the progress on implementation of the Economic Recovery Strategy for Wealth and Employment Creation for the period 2005/06. The project was funded by DFID through the Monitoring and Evaluation Department of the Ministry of Planning and National Development.
- 2007** Assisted in the drafting of the final report on Water and Sanitation Service Improvement Project that is to be funded by the World Bank and other Donor Agencies for improvement of water and sanitation services in the main three Water Service Boards (Athi Water Service Board, Cost Water Service Board and Lake Victoria North Water Service Board)
- 2006** Co-authored the report and assisted in the coordination of the study on “Constraints facing Kenya’s Exports to the United States of America”. The project was funded by USAID through the Export Promotion Council under

the framework of the USAID supported Trade Development Programme (TDP)

- 2006** Co-authored the Guidebook and assisted in the coordination of producing a Guidebook for Kenya's exporters and potential exporters on how to export to the United States of America. The project was funded by USAID through the Export Promotion Council under the framework of the USAID supported Trade Development Programme (TDP)
- 2006** Assisted in the drafting of the report and coordination of the study on governance in Kenya focusing on the Democracy and Political Governance component under African Peer Review Mechanism