PROGRAMME OUTLINE

INAUGURAL WORKSHOP ON LEGAL ISSUES IN HIGHER EDUCATION INSTITUTIONS

BOTSWANA

TUESDAY, 5TH June 2018

Facilitator: Mr. Solomon Faakye
Barrister & Solicitor, Supreme Court of Ghana. (General Counsel and Head Legal Section, University of Cape coast)

Workshop Moderator - Mr. Schenineda Kwaku Ankomah

7:30-8:00
Arrival/Familiarization/Registration
All Participants

8:00-8:30
Opening Remarks
Official Opening Remarks:
The Secretary General, AAU-Prof. Etienne Ehile

Group Photography: All Participants

8:30-10:30/10:45-12:30
SESSION ONE

<table>
<thead>
<tr>
<th>ISSUE</th>
<th>DESCRIPTION</th>
<th>OBJECTIVE</th>
<th>MODE OF DELIVERY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Legal Status of Higher education institutions</td>
<td>This part shall examine the legal characteristics of the various types of higher education institutions in Africa</td>
<td>To enable participants explain what constitutes the legal personality of their institutions</td>
<td>Whole class discussion and case studies</td>
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</tbody>
</table>
with focus mainly on the following dichotomies.

i) Public/Private

ii) For profit/Not for profit

iii) Public corporations/public companies Chartered/Affiliated.

and identify some of the legal obligations that may arise based on the unique characteristics of their higher education institutions.

10:30-10:45
HEALTH BREAK
ALL PARTICIPANTS

12:30-1:30
LUNCH BREAK

1:30-4:30
SESSION TWO

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Legal Framework for Governance and Management</td>
<td>This part examines the constitutive instrument of the various higher education institutions in Africa with a focus on the key features of higher education institution Acts, Statutes and Charters as well as the various institutions established by these instruments for governance and management.</td>
<td>Participants should be able to identify the various institutions established under their constitutive Acts for governance and leadership and their functions.</td>
<td>Whole class discussion and buzz sessions</td>
</tr>
</tbody>
</table>

4:30-4:40
SUMMARY AND CLOSING
## 8:00-8:30
### ARRIVAL OF PARTICIPANTS AND NETWORKING

All Participants

## 8:30-10:30/10:45-12:30
### SESSION THREE

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Compliance and Enforcement in Higher Education</td>
<td>This part focuses on the various external legal obligations and demands that the higher education institution must comply with and must be abreast of. It looks at the general legal environment external to the higher education institution.</td>
<td>Participants should be able to identify the key legal, statutory and institutional bodies, rules and regulations that govern the higher education institution system and how they affect the work of the academy.</td>
<td>Small group discussion and case studies</td>
</tr>
</tbody>
</table>

## 10:30-10:45
### HEALTH BREAK

ALL PARTICIPANTS

## 12:30-1:30
### LUNCH BREAK
1:30-4:30
SESSION FOUR

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Disciplinary processes and fair Hearings</td>
<td>This part examines the statutory and contractual basis of disciplinary committees with focus on the right to fair hearing and the common challenges that are mounted on these grounds. It also explains the quasi-judicial nature of disciplinary processes in higher education institutions.</td>
<td>Participants must be able to identify and state the key ingredients of fair hearings and the standards generally set by the courts to establish whether or not there is fair hearing.</td>
<td>Case studies</td>
</tr>
</tbody>
</table>

4:30-4:40
SUMMARY AND CLOSING

Workshop Facilitator & Moderator

Thursday, 7th June 2018

8:00-8:30
ARRIVAL OF PARTICIPANTS AND NETWORKING

All Participants

8:30-10:30
SESSION FIVE

<table>
<thead>
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<tbody>
<tr>
<td>Institutional autonomy and academic freedom</td>
<td>This part looks at the legal basis for institutional autonomy and academic freedom asians.</td>
<td>Participants should be able to identify the key system level and institutional level regulations that govern the institutions' autonomy and academic freedom.</td>
<td>Brainstorming and lecture method</td>
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</table>
well as the limits of academic freedom. guarantee academic freedom and institutional autonomy and be able to explain the limits of these two concepts.

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<tr>
<td>Appointments, Promotions, Dismissals and Removals</td>
<td>The legal status of higher education institution employee/faculty. Legal status of students, Higher education institution offices and their legal basis The legal regime for removal from office Appointment of key officers</td>
<td>Participants should be able to explain the rights and obligations associated with various higher education institution offices and posts, the distinguishing elements of these offices and posts and the legal relationship between these offices and the higher education institution.</td>
<td>Small group discussions and Case Studies</td>
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10:30-10:45
HEALTH BREAK
ALL PARTICIPANTS

10:45-12:30
SESSION SIX

12:30-1:30
LUNCH BREAK

1:30-4:30
SESSION SEVEN
**Introduction to intellectual property rights and licensing and technology transfer rights in Higher Education Institutions**

This part introduces participants to the key protections afforded to intellectual property with emphasis on copyright, patent and industrial design. It looks at ownership disputes/rights disputes between the employee and the higher education institution and how they are commonly resolved by the courts.

Participants should be able to distinguish the various protected rights and identify the key requirements for protection of intellectual property rights.

Whole class discussion and Circle learning

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### 4:30-4:40

**SUMMARY AND CLOSING**

Workshop Facilitator & Moderator

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### FRIDAY, 8th June 2018

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### 8:00-8:30

**ARRIVAL OF PARTICIPANTS AND NETWORKING**

All Participants

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### 8:30-10:30

**SESSION EIGHT**

<table>
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<tr>
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<tbody>
<tr>
<td>Data Protection</td>
<td>This part introduces participants to the legal obligations of the higher education institution as a data controller and data processor and the kind of liabilities that can arise in that regard.</td>
<td>Participants should be able to identify the types of data commonly kept by Higher Education Institutions and explain the standards expected from the higher education institution by law.</td>
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Participants should also be able to explain the legal basis for access to data kept by the higher education institution.

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<th>10:30-10:45</th>
<th>HEALTH BREAK</th>
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<tr>
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<tr>
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<tr>
<td>Sexual Harassment in Higher Education Institutions</td>
<td>Examine the legal and policy context of sexual harassment, the legal processes and institutions for dealing with it and the various penalties applicable</td>
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<tr>
<th>12:30-1:30</th>
<th>LUNCH BREAK</th>
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<tr>
<th>1:30-2:30</th>
<th>CLOSING AND CERTIFICATE CEREMONY</th>
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<th>2:30-6:30</th>
<th>RECREATIONAL TRIP</th>
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THANK YOU FOR THE PARTICIPATION AND SAFE TRIP