**CURRICULUM VITAE**

**BEATRICE ACHIENĠ ODERA KWACH, PhD**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | | PERSONAL DETAILS | | |
|  | | Name: Beatrice Achieng’ Odera Kwach.  Date of Birth: 25th October 1964.  Home Address: P.O. Box 50778 - 00200, Nairobi.  Marital Status: Married with two children.  Mobile Telephone: 0722-729623  Email: baokwach50@gmail.com, bkwach@cue.or.ke | | |
|  | | EDUCATION | | |
|  | |  | | Date |
| 1 | | University of South Africa, South Africa | | |
|  | | Doctor of Literature and Philosophy in Information Science  **Thesis:** The Impact of External Quality Assurance on University Libraries in Kenya | | 2012 |
| 2 | | University of Wales, Aberystwyth, United Kingdom | |  |
|  | | Master of Philosophy  **Thesis**: The use of text retrieval packages in UK and Kenyan Academic Libraries | | 1999 |
| 3 | | Minsk Institute of Culture, Minsk, Belarus | |  |
|  | | Master of Arts in Education, specializing in Library Science and Bibliography  **Dissertation:** Contemporary problems of acquisition of stocks of Centralized Library Systems | | 1989 |
| Certificate in teaching Russian Language as a foreign language | | 1989 |
| 4 | | Tumu Tumu Girls High School, Karatina, Kenya  Kenya Advanced Certificate of Education ('A' Level)  3 principal passess | | 1983 |
| 5 | | Visa Oshwal Girls Secondary School, Nairobi, Kenya  Kenya Certificate of Education ('O' Level)  2nd Division | | 1981 |
| **Professional Training** | | | | |
|  | | **Quality Assurance** | | |
| 1. | | Harmonization of African Higher Education Quality Assurance and Accreditation (HAQAA) Training Course., organized by European Union and Africa Union Commission  First Phase - Study visit in**October 2016 to Belgium and Germany followed by a self-learning and investigation phase.**  The second presence phase in **Accra, Ghana in June 2017** to discuss and improve QA systems in Africa and to raise awareness the African Standards and Guidelines for QA (ASG-QA) | 27th November to 3rd December 2016 Brussels, Cologne  30th May t0 1 June 2017 Accra, Ghana | |
| 2. | | Training “External Quality Assurance – putting theory into practice” Organized by European Consortium for Accreditation in Higher Education (ECA); Agency for Quality Assurance through Accreditation of Study Programmes (AQAS) | 17th -19th February Naivasha Kenya | |
| 3. | | Ranking and Rating of Universities and Academic Programs | 22nd – 24th July 2015,  Naivasha, Kenya | |
| 4. | | UNESCO/IIEP: Distance Course for English – speaking African countries. |  | |
|  | | External Quality Assurance: Options for Higher  Modules Covered:   * Making basic choices for external quality assurance systems. * Conducting the process of external quality assurance. * Setting up and developing the quality assurance agency. * Understanding and assessing quality. * Regulating and assuring the quality of cross-border providers of higher education | 25th September to 22ndDecember 2007 | |
| 5. | | Kenya Bureau of Standards |  | |
| ISO 9001:2015 Implementation Course | 16th – 19th January 2017, Nairobi, Kenya | |
| ISO 9001:2015 **Lead Auditors** Course | 14th – 19th March 2016, Kisumu, Kenya | |
| Training on ISO 9001:2000 and Certification | 11th – 13th April 2007, Nairobi, Kenya | |
| **Monitoring & Evaluation, Leadership** | | | | |
| 1. | | Strategic Leadership Development Programme No.176/2019 | 11th March to 19th April, Kabete, Kenya | |
| 2. | | Leadership & Capacity Building Workshop organized by International Network for the Availability of Scientific Publications (INASP)and Caplor Horizons | 2nd -4th October 2017  21st – 22nd November 2017, Nairobi, Kenya | |
| 3. | | Training on Performance Management System Using the Balanced Scorecard organized by Selwood Consultants | 25th – 28th April 2017  Nairobi Kenya | |
| 5. | | Training on Strategic Management & Leadership organized by Kenya Libraries & Information Services Consortium (KLISC) and INASP | 22nd -23rd September 2016, Nairobi | |
| 6. | | Monitoring and Evaluation Workshop Organized by KLISC and INASP |  | |
| 7. | | Training in Gender and Diversity organized by Commission for University Education | 26th – 28th October 2016, Naivasha Kenya | |
| 8. | | Trustee Development Program Kenya, offered at the College of Insurance | 21st -25th August 2017, Nairobi, Kenya | |
| 9. | | Risk Management Workshop at KSMS, conducted by the Institute of Risk Management. | 2nd – 4th Feb. 2016,  Nairobi | |
| **Information Communication Technology Training** | | | | |
| 1 | | InfoTech Training Centre, Nairobi  Web Design Specialist Course |  | |
| July 5th –  5th October 2005, Nairobi, Kenya | |
| 2 | | ESAMI Headquarters, Arusha, Tanzania  Micro - Computer Based Systems for Information and Documentation Services Programme |  | |
| August 22 - Sept 9, 1994, Arusha, Tanzania | |
| 3 | | International Bureau of Education, Geneva, Switzerland  Certificate in Computerized Documentation Systems (Software CDS/ISIS) |  | |
| Sep. 1990 – June 1991, Geneva, Switzerland | |
| **Research Training** | | | | |
| 1. | | Research training, covered the following;   1. Research Design and Communication Skills, 2. Computing and Practical Information Skills 3. Ethical and Legal Issues 4. Philosophy of Social Sciences and History 5. Introduction to Quantitative Methods 6. Qualitative research methods | 1995 -1996  University of Wales Aberystwyth. | |
| **Work Experience** | | | | |
|  | | Commission for University Education |  | |
| 1 | | **Senior Assistant Commission Secretary**/Head of Department – Library and Information Services (LIS)  Duties & Responsibilities:   * Provide leadership and oversight to the Department; * Oversee staff development and performance management in the department; * Oversee preparation of annual and quarterly plans, procurement plans and budgets for the department; * Liaise with relevant departments for the development of standards, guidelines and processes for library approval; * Induct staff and peer reviewers on standards, guidelines and processes for library approval; * Provide advisory services to the institutions on the process of library approval; * Recommend peer reviewers for commissioning; * Oversee the evaluation of proposals for establishment of university libraries; * Oversee library inspections and audits and preparation of reports; * Oversee the provision of library and information services to the users; * Provide advisory services on the approval of university libraries; * Perform any other duties. | July 2014 – to date | |
| 2 | | **Acting Head of Department Standards and Recognition**  Duties & Responsibilities:   * Undertake recognition & equation of foreign qualifications; * Facilitate collaboration between foreign universities and local institutions; * Coordinate the development of minimum standards for academic programmes with the engagement of stakeholders; * Monitor compliance with minimum standards by universities; * Collect and analyze data on recognition and equation of foreign qualifications; * Sign performance contract (PC) with DCS-QAS and cascade to the department; * Set annual and quarterly departmental targets; * Prepare annual departmental budgetary and procurement plans; * Evaluate performance of the department against set targets and prepare annual performance reports; * Undertake annual performance appraisal; * Facilitate continual enhancement of staff; * Undertake any other duty that may be assigned to you from time to time. | July 2013 – July 2014 | |
| 3 | | Assistant Commission Secretary (Information and Documentation)  Duties & Responsibilities:   * Coordinate inspection of university libraries and PSSI institutions; * Provide information and documentation services; * Evaluate university/PSSI library proposals; * Provide recognition and equation of foreign qualifications; * Processing technical cases of recognition & equation for consideration by the Recognition & Equation Committee; | Nov. 2007 to July 2013 | |
| 4 | | Assistant Librarian  Duties & Responsibilities:   * Selecting and acquiring documents for use in CHE; * Cataloguing and classifying, Abstracting and Indexing; * Providing Information and career advisory services; * Creating and maintaining databases; * Maintaining Internet and E-mail services; * Inter-library loan services; * Inspecting and evaluating library services and facilities of Universities and Post-Secondary Institutions in Kenya. * Servicing the Documentation and Information Technology Committee of the Commission; * Marketing of information and library services; * Development and review of standards for library services; | July 1993 – November 2007 | |
| 5 | | Kenya National Commission for UNESCO, Ministry of Education, Nairobi, Kenya |  | |
| Librarian,  Duties:   * Acquiring and selecting, cataloguing, classification and indexing of materials for the Kenya National Commission for UNESCO. * Creating and maintaining databases | Jan 1990 - June 1993 | |
|  | |
| 6 | | Moi Teachers College, Eldoret. | Sept - Dec. 1989 | |
|  | | Lecturer: Duties   * Teaching Library Science |  | |
|  | |  |  | |
| Quality Assurance Experience | | | | |
| 1 | | **Commission for University Education**  **Team Leader** of some of the panels | | |
| Participated in the **Accreditation** of Universities, Colleges and Campuses:  Verification of academic resources for programme accreditation/approval in Kenya | 2007 to date | |
| 2 | | Participated in the **institutional audit** of universities in Kenya | 2007 to date | |
| 3. | | **Inter University Council of East Africa (IUCEA**  External Assessment of Academic Programmes  Sponsored by the **Inter University Council of East Africa (IUCEA**) in Collaboration with CUE, (Kenya), TCU (Tanzania), NCHE (Uganda), Rwanda, Burundi and DAAD | | |
| 1. External Peer Review of the Bachelor of Education (Arts with IT) Degree Programme offered at Maseno University.   **Secretary** of the Panel of Experts | 13th - 15th March 2014 | |
| 1. External Peer Review of the Bachelor of Education Arts(Language) Degree Programme offered at Laikipia University.   **Secretary** of the Panel of Experts | 17th - 19th March 2014 | |
| 1. External Peer Review of the Bachelor of Science in Information Technology Degree Programme offered at Meru University of Science and Technology.   **Secretary** of the Panel of Experts | 14th - 16th May 2014 | |
| 4 | | **African Union:**  **Validation of the African Quality Rating Mechanism (AQRM) Survey and Self-Rating of Universities in Africa**  Appointed Quality Expert for the African Union, to validate the AQRM for the following two universities in 2014 and 2014 | | |
| 1. AQRM Evaluation mission to verify resources of Ndejje University, Uganda: Quality Rating of Institutional and Programme levels. **Member**, Team of Experts | 15th – 16th October 2017 | |
| 1. AQRM Evaluation mission to verify resources of Crawford University, Nigeria: Quality Rating of Institutional and Programme levels. **Member**, Team of Experts | 21-22nd June 2017 | |
|  | | 1. AQRM Evaluation mission to verify resources of Addis Ababa University, Ethiopia. **Member**, Team of Experts | 13th – 15th October 2014 | |
| 1. AQRM Evaluation mission to verify resources of Botho University, Botswana. **Membe**r, Team of Experts | 10th – 14th December 2014 | |
|  |  | |
| Publications and Papers | | | | |
| 1. | | An investigation of standards and guidelines in university libraries in Kenya, Unisa Press ISSN 0027-2639 Mousaion 32 (1) 2014 pp. 115—131. | 2014 | |
| 2 | | The impact of accreditation exercise on university libraries by Beatrice A. Odera Kwach and Patrick Ngulube. African Journal of Library, Archives and Information Science, Volume 23 Number 1 April 2013 | 2013 | |
| 3. | | Quality management framework for evaluating academic libraries in Kenya by Beatrice A. Odera Kwach and Patrick Ngulube South African Journal of Libraries and Information, Volume 77(2):116- 124, 2011. ISSN: 02568861 | 2011 | |
| 4. | | *Analysis of the vision statements on the strategic directions of university libraries in Kenya* **paper presented** at the Kenya Library and Information Services Consortium (KLISC) pre- Annual General Meeting conference held in Kisumu, Maseno University Hotel | 26th – 27th May 2016, Kisumu, Kenya | |
| 5. | | *The role of university standards and guidelines in the provision of quality library and information services in Kenya*, **paper presented** at a Pre-Conference Workshop on Information Literacy & Ethics at the International on Education, Kenyatta University. | 13th – 14th July 2015,  Nairobi, Kenya | |
|  | |  |  | |
| SEMINARS, Workshops and CONFERENCES | | | | |
| 1. | Technical Meeting to prepare the African Quality Rating Mechanism (AQRM) Institutional Evaluation, Mensvic Hotel | | 28th – 29th March 2017, Accra Ghana | |
| 2. | Publishers for Development Conference, Oxford UK | | 10th -12th July 2017 | |
| 2. | UKSG Conference, Glasgow, United Kingdom | | 30th March to 2nd April  2015 | |
| 3. | Commission for University Education, External Peer  Reviewers Training Workshop, Kenya School of Monetary studies, Nairobi Kenya. **Facilitator** | | 11th – 12th Nov. 2014, Nairobi | |
| 3. | Regional Workshop on Quality Assurance for  Universities in East Africa – Cohort 3, Utalii Hotel, Rapporteur. | | 18th – 22nd June 2012, Nairobi, Kenya | |
| 4. | Workshop for Chairs of Departments on Self-Assessment at Programme Level: IQA in Universities. KCB Leadership Centre, **Rapporteur** | | April 7th – 8th 2008, Nairobi, Kenya | |
| 5. | National Stakeholders Workshop on Credit  Accumulation and Transfer System. Kenya School of Monetary Studies, **Rapporteur** | | February 4th – 5th 2008 Nairobi, Kenya | |
| 6 | Deans Workshop on Quality Assurance in Higher Education, Kenya School of Monetary Studies, **Rapporteur** | | December 17th – 18th 2008 Nairobi, Kenya | |