

**A FACULTY BUSINESS DEVELOPMENT OFFICE (FBDO) AT
THE UNIVERSITY OF PORT HARCOURT**

S P A C E A N D P E R S O N N E L

Reviewer



**AFRICA CENTRE OF EXCELLENCE IN PUBLIC HEALTH AND
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1. Introduction

The University of Port Harcourt was established by an act of the Federal Republic of Nigeria in 1975 and like all public and private universities in Nigeria is accountable to the Federal Ministry of Education through the National Universities Commission (NUC) which regulates all universities in Nigeria. It is a member of the Association of Commonwealth University and is host to two African Centres of Excellence (ACE-CEFOR & ACE-PUTOR). The main strategic priorities of the University of Port Harcourt are the pursuit of academic excellence, advancement of knowledge and community services through quality teaching, life-long learning, social inclusion, strengthening civil society and policy relevant research that addresses the challenges of contemporary society. To achieve these priorities, the university is guided by the spirit of enquiry, self-reliance, fairness, ethical and professional standards of the various disciplines. Training in entrepreneurship is an essential module for all undergraduate and graduate students in the University. This is however, administered through the various departments and faculties. There are a number of established units in the university supporting research, innovation and commercialization including the University of Port Harcourt Entrepreneurship Centre, the University of Port Harcourt Intellectual Property and Technology Transfer Office (IPTTO) and the University of Port Harcourt Technology Park. More information on uniport can be found on <https://www.uniport.edu.ng/>

University of Port Harcourt (UniPort) seeks to establish a Faculty Business Development Office (FBDO) to foster strategic partnerships, generate external income, support entrepreneurial activities, and facilitate innovation across faculties. The FBDO will serve as a centralized hub to link academic research with industry demands, promote commercial opportunities, and offer consultancy services to external stakeholders.

This proposal outlines the structure, roles, operational framework, and sustainability plan for the establishment of the FBDO.

2. Vision and Mission

- **Vision:** To be a leading hub in academia-industry collaboration, entrepreneurship, and revenue generation through innovative business solutions.
- **Mission:** To provide strategic business development support across faculties, foster partnerships, enhance innovation, and align university activities with national and international market needs.

3. Objectives

1. Facilitate income generation through consultancy services, research commercialization, and faculty-driven projects.
2. Establish partnerships with industry, government, and development organizations.
3. Promote entrepreneurship and innovation among staff and students.
4. Develop capacity-building programs to enhance the business skills of faculty members.
5. Support the development of proposals for grants and funding.
6. Create a framework for tracking, managing, and evaluating projects and collaborations.

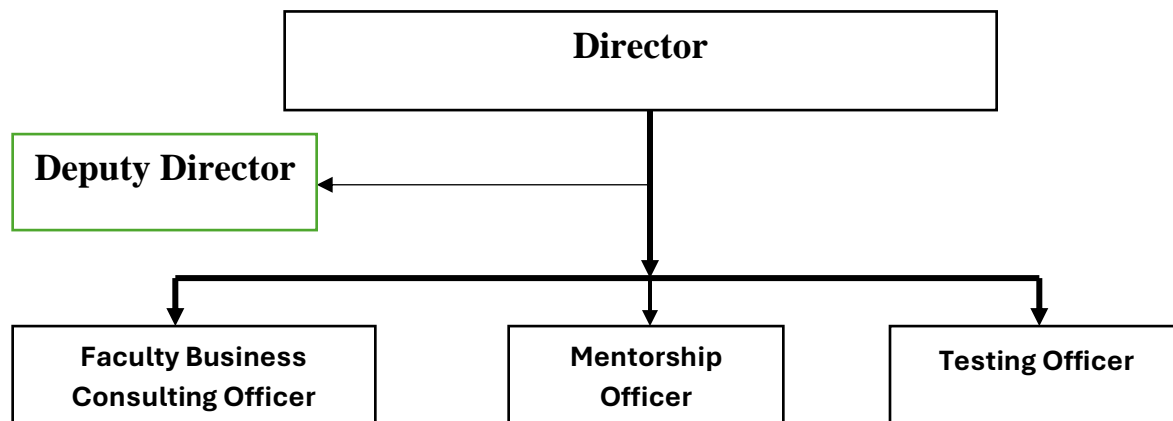
4. Structure and Governance

The FBDO will operate under the Office of the Vice Chancellor but have close working relationships with the faculties and the Directorate of Research and Innovation.

Organizational Structure

- **Chief Operating Officer (Innovation and Entrepreneurship):** Oversees overall operations, strategic planning, and external relations.
- **Faculty Business Consulting Officer** (Assigned to specific faculties): Develop income-generation opportunities and manage partnerships.
- **Grant and Proposal Officers:** Identify funding opportunities and assist in writing proposals.
- **Marketing and Communication Team:** Promote university services and handle client relations.
- **Administrative Staff:** Manage day-to-day operations.

Organogram of the UNIPOINT Central Incubation Hub



Governance

- **Advisory Board:** Comprising faculty representatives, industry experts, and university management to provide strategic direction.

5. Services and Functions

1. **Consultancy Services**
 - Provide consultancy services to government, industry, and private organizations.
 - Match academic expertise with external project needs.
2. **Entrepreneurship and Innovation Hub**
 - Incubate startups initiated by faculty, students, or staff.

- Offer business advisory services to entrepreneurs.
- 3. **Research Commercialization**
 - Facilitate the commercialization of research outputs.
 - Manage intellectual property (IP) in collaboration with the Technology Transfer Office.
- 4. **Capacity Building**
 - Organize workshops and training on business skills, proposal writing, and project management.
- 5. **Partnership Development**
 - Forge partnerships with industries, development partners, and government agencies.
 - Develop Memoranda of Understanding (MOUs) with external partners.

Picture of Faculty Business Consulting Office



Figure 1. Offices for the Business Consulting and Mentoring Officers



Figure 2. Interior of the offices for the Business Consulting Officer