

MINUTES OF A STRATEGIC PLANNING DEVELOPMENT MEETING BETWEEN RCEES & AITI-KACE HELD (CONSULTANT) ON JANUARY 22, 2020 AT THE RCEES LECTURE ROOM

1.0 Present

Name	Designation
1. Dr. Eric Oforu Antwi	Dir. RCEES
2. Dr. Patrick Ofei	Dir. AITI Consult
3. Col. Alex Acheampong	ECOINFO, Consultant
4. Mad. Priscilla Hope	AITI-KACE, Proj. Manager
5. Mr. Samuel Okyere	RCEES, Proj. Coordinator
6. Mr. Albert Banan Abdulai	Dir. of Finance, UENR
7. Mr. John-Baptist Siddick	Ag. Dir. of Procurement, UENR
8. Dr. Prince Antwi-Agyei	Research Coord. UENR
9. Mr. Reginald Djimatey	Fellow, RCEES
10. Dr. Samuel Gyamfi	Dep. Dir. RCEES
11. Dr. Francis Attiogbe	Academic Proj. Coord, RCEES
12. Mr. Ebenezer N. Kumi	Fellow, RCEES
13. Mr. Kofi Dwomoh	Procurement Office, RCEES
14. Mr. Samuel Koduah	Procurement Office, RCEES
15. Mr. Akpoti Komlavi	Research Officer, RCEES
16. Mr. Felix Amankwah Diawuo	Research Leader, RCEES
17. Eric L. Mwintome	Snr. Admi. Assistant, RCEES

2.0 Opening

The day three meeting started with one of the consultants completing and modifying some the following variables:

- i. Business: training and capacity building, consulting and professional development, grants & donor research funding
- ii. Purpose: excellent and quality postgraduate education and research, discover, preserve, disseminate cutting edge *interdisciplinary* research
- iii. Beneficiaries: students, industry professional, governments, private sector, educational etc.

The variables generated culminated into the mission of the Centre.

3.0 RCEES Mission Statement

The meeting consensually crafted the following:

“RCEES is a World Bank funded Africa Centre of excellence in energy and environmental sustainability, based in Ghana. Our mission is to provide excellence and quality postgraduate education, discover, preserve and disseminate cutting edge interdisciplinary research. RCEES also aims, through training and capacity, consulting, professional development and sourcing grants and donor funding to enhance the lives of our students and industry”.

4.0 Core Values

The core values were coined from the acronym of the Centre. i.e.

R: Responsive, Responsibility (one to be chosen)

C: Collaborative

E: Equality

E: Excellence

S: Sustainability

5.0 Stakeholder Analysis

The stakeholders of the Centre were categorized into; ***high power & low power, high interest & low interest***. The essence of the categorization/distinguishing according to the consultant, was to determine the mode of engagement each of the categories.

5.1 Stakeholder Grouping

The stakeholders were grouped into two (2) main categories as shown below

Category A

Group 1: Vice-Chancellor

2: Director & Deputy

3: Director of Finance/ Director Procurement/ Registrar

Group 4: Dean of Graduate School

Group 5: Foundation Vice-Chancellor

Category B

Group 1: Students

Group 2: Lecturers

Group 3: Administrative/Technical support staff

Group 4: Association of Ghana Industries, Ghana Institution of Engineering, Government Agencies.

6.0 Existing and Potential Resources

The resources available to RCEES and the potential ones were outlined as follows:

Existing:

- ❖ Offices for Director & his Deputy, Administrative and Technical staff
- ❖ Lecture rooms

Potential:

- An ultra-modern three storey building with well equip laboratories as well as over twenty state of the art offices, lecture halls, coffee shop etc.

7.0 Any Other Business

The Director of the Regional Centre for Energy and Environmental Sustainability, Ing. Dr. Eric Ofofu Antwi lauded the consultants for their in-depth education/knowledge imparted to members on the development of a strategic plan.

8.0 Closing

In the absence of further deliberations, the meeting ended at 12:36 pm.