

**MINUTES OF A STRATEGIC PLANNING DEVELOPMENT MEETING BETWEEN RCEES & AITI-KACE HELD (CONSULTANT) ON FEBRUARY 4, 2020 AT THE RCEES LECTURE ROOM AT 10:02 AM**

**1.0 PRESENT**

<b>Name</b>	<b>Designation</b>
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. Dr. Prince Antwi-Agyei	Research Coord. UENR
6. Mr. Reginald Djimatey	Fellow, RCEES
7. Nana Fosu Nyame	AITI-KACE, Proj. Officer
8. Dr. Emmanuel Nyantakyi	Partnership Coord, RCEES
9. Mr. Emmanuel Y. Asuamah	Technical Officer, RCEES
10. Mr. Akpoti Komlavi	Research Officer, RCEES
11. Mr. Wilson Ofori Sarkodie	PhD student, RCEES
12. Ms. Nerissa E. L. Anku	PhD student, RCEES
13. Ms. Grace Badu-Mensah	Service Person, RCEES
14. Mr. Dampaak Abdulai	Service Person, RCEES
15. Mr. Musah Mamud	Service Person, RCEES
16. Mr. Felix Amankwah Diawuo	Research Leader, RCEES
17. Mr. Romeo Tweneboah Koduah	Service Person, RCEES
18. Mr. Daniel Obeng Twum	Regional Manager, AGI
19. Mr. Mario Nii Armah	Manager, AGI
20. Eric L. Mwintome	Snr. Admi. Assistant, RCEES

**2.0 OPENING**

The meeting kickstarted with the SWOT (strengths, weaknesses, opportunities and threats) analysis. The consultant accentuated the need to scan the organisation's environment. This, he indicated was to lessen the impact of the organization's Threat and Weaknesses and help to strategize to turn weaknesses into opportunities.

The various components of the SWOT visa-vie the Centre were identified as follows.

***Strengths:***

- ❖ World Bank funding
- ❖ Qualified and dedicated staff
- ❖ Cutting edge programmes
- ❖ Collaborative network
- ❖ Name recognition
- ❖ Enthusiastic and vibrant workforce
- ❖ Support from the University
- ❖ Support from the government
- ❖ Strong International Advisory Board
- ❖ Strong Industrial Board

***Weaknesses:***

- Lack of infrastructure
- Location
- Inadequate faculty
- Newness of the University
- Startup status

***Opportunity:***

- To attract funding
- Location as a Regional Centre
- State of the art building
- Alternate sources of energy
- Innovation resource recovery
- Human capital development etc.

***Threats:***

- Structure of funds disbursement
- Change in the University administration
- Elections
- Competition
- Government
- Students unrest
- Industrial action among others

**4.03.0 STRATEGIC OBJECTIVES**

After a grueling brainstorming session, some objectives were drafted as follows:

1. Build and maintain world-class teaching and research in energy and environmental sustainability
2. Strengthen support and recognition in publication of discovery
3. Provide research and teaching facilities
4. Develop and maintain a curriculum that integrates multiple modes of delivery.
5. Prepare students to meet the demands and expectations of the industry
6. To provide conditions of service that attract a gender balance, diverse and qualified faculty and staff
7. To provide conditions of service to attract and retain highly qualified faculty and staff
8. Mentorship opportunities
9. Create partnership with industry for training and attachment for faculty and students

**5.04.0 CLOSING**

After an energy sapping but educative interaction period, the meeting was adjourned at 5:15 pm to tomorrow, Wednesday February 4, 2020

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Dr. Eric Ofosu Antwi  
(Chairman)

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Eric L. Mwintome  
(Secretary)