

MINUTES OF THE 3RD MANAGEMENT MEETING OF THE REGIONAL CENTRE FOR ENERGY AND ENVIRONMENTAL SUSTAINABILITY (RCEES) ON JUNE 3, 2020 AT 11:00 AM AT THE RCEES LECTURE ROOM.

1.0 PRESENT	DESIGNATION
1. Dr. Eric Oforu Antwi	Chairman
2. Dr. Emmanuel Kwesi Nyantakyi	Member
3. Dr. Samuel Gyamfi	Member
4. Dr. Francis Attiogbe	Member
5. Dr. Prince Antwi-Agyei	Member
6. Mr. Albert Abdulai	Member
7. Mr. Stephen Yaw Ntiamoah	Member
8. Mr. Akpoti Komlavi	Member
9. Mr. Samuel A. Okyereh	Member
10. Eric L. Mwintome	Secretary

2.0 OPENING

An opening prayer by the Director preceded the meeting. He welcomed members present noting that the COVID – 19 had affected operations of most organisations.

The Chairman recounted that the World Bank (WB) enjoined the Centre to have two main meetings:

- i. Core Management meeting. This comprises the Director & Deputy Director, Finance Director, Project Coordinator, Research Officer etc. this particular meeting would be held every month.
- ii. Centre Management meeting. This on the other hand, would be held in every two months and attendees would be the members present above.

3.0 BUSINESS OF THE DAY

3.1 Admissions and Scholarships for next Academic Year

The Chairman noted that at the meeting in Abuja-Nigeria, it was agreed that a team be formed to oversee the activities of admissions and scholarships. According to him, the team should compose of Deputy Director, Finance Director, Project Coordinator, Research Officer. The team is mandated to determine the number of students to admit in a particular Academic Year and the various scholarship(s) to be awarded, qualified applicants.

3.2 Internship

The Internship Coordinators briefed the meeting that he had been to Accra in search of institutions to place students for internship. Per his account, he had fruitful discussions with the management of various institutions that agreed to accept students for their internship.

He outlined about twenty-seven (27) organisations (Ghana Atomic Energy Commission, Energy Commission, Airport, Sewerage Systems Ghana Ltd, ECG etc.) that have agreed to accept

students. The number of students each organization would accept ranges between one (1) and ten (10)

The Coordinator bemoaned the derailment of the initial schedule (June 2020) caused by the COVID – 19 pandemic.

The meeting agreed that the new date for the internship should be fixed after July 31, 2020, when the President would have addressed the nation on the restrictions regarding the COVID – 19 pandemic.

Also, it acceded that all foreign students should be placed within the catchment area for their internship. This decision was hinged on three main issues, thus cost, travel restrictions due to the COVID – 19 pandemic and security. Students (local) who on their own identified suitable institutions for their internship at their cost, would be allowed to do that.

The Chairman emphatically stated that all interns should be placed in organisations/companies relevant to their programmes of study as enjoined by the World Bank.

Action: 1. Project Coordinator to write formally to the World Bank for approval of the identified institutions for the internship.
2. Submit MoUs to all institutions contacted for placement of students for the internship

3.3 Achievable Disbursement Linked Information (DLI) for the year (2020)

The Chairman/Director announced to the delight of members present, that the 1st tranche of the funds had been released on Tuesday, June 2, 2020. There was a presentation of DLIs as well as the amount each indicator attracts.

Per the presentation, deliverable like “External Revenue Generation” (it provides over \$1 million when achieved) was identified as a cash cow when achieved.

Reaccreditation of programmes; members were informed that the document had been sent to students for their input and feedback was yet to be received from them.

It was agreed that the International Accreditation of Programmes be deferred to 2021 by which time the Centre’s building would have been ready to facilitate the process of acquiring it.

He further indicated that the World Bank accepts papers published in Scopus journal only. He also noted that publication on the environment was not accepted and that clarification would be sought from the WB since the Centre was into both energy and environmental issues.

The meeting was informed also that the Centre intend to register with Research Africa.

Research Africa is a definitive source of information about sponsors of African science and development research funding programmes and provides details of all their calls for funding applications.

The Chairman underscored that; this strategy was intended to be a university-wide blueprint.

Action: Project Coordinator tasked to confer with the Vice-Chancellor who indicated that there was a University policy

Pan African Cooperation and Educational Technologies (PACET): The Chairman indicated that he needed to seek education on it and how its adoption could inure to the benefit of the Centre.

3.4 Procurement for the Year 2020

The Chairman noted that the Public Procurement Authority had approved restrictive tendering for the construction of the Centres’ building and that the signing of the contract with the contractor would be on Wednesday, July 10, 2020.

The decision to purchase vehicles for the Centre had been put on hold.

3.5 matters Arising – Motivation Policy and Manual.

Members were informed that the policy document had been revised and approved by the Centre’s Steering Committee for implementation.

4.0 Any Other Business

Lecturers were entreated to complete their lectures within the stipulated time and conduct examination as well.

The Chairman informed members of a communication from the Ministry of Energy of its donation of a Toyota Hilux vehicle (yet to be received) to the Centres.

He also notified members that the WB had given the green light for Environmental Safeguards to be run. In view of this, he directed that the courses document be circulated among lectures concern in this regard.

The Research Coordinator (Dr. Prince Antwi-Agyei), briefed members that he presented the Safeguards document to the WB and was expecting feedback. He, however, indicated he was yet to submit the ‘Terms of Reference’ which he intend to share with members before.

5.0 Closing

In the absence of further deliberations, the curtains of the meeting drew to a close at 12:12 pm with prayer again from the Chairman.

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Dr. Eric Oforu Antwi
(Chairman/Director)

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Eric L. Mwintome
(Secretary)