

MINUTES OF THE 4TH MANAGEMENT MEETING OF THE REGIONAL CENTRE FOR ENERGY AND ENVIRONMENTAL SUSTAINABILITY (RCEES) ON AUGUST 5, 2020 AT 12:14 PM AT THE RCEES RECEPTION.

1.0 PRESENT	DESIGNATION
1. Dr. Eric Oforu Antwi	Chairman
2. Dr. Samuel Gyamfi	Member
3. Mr. Albert Abdulai	Member
4. Mr. John-Baptist Siddick	Member
5. Mr. Stephen Yaw Ntiamoah	Member
6. Mr. Akpoti Komlavi	Member
7. Mr. Samuel A. Okyereh	Member
8. Eric L. Mwintome	Secretary

2.0 OPENING

The Chairman called the meeting to order and said the opening prayer. He announced the meeting would be discussing the following:

1. Co-funding for building
2. Selection of Centre logo
3. Students health, insurance and related issues
4. Research funding

3.0 Co-funding for the Building

The Chairman reiterated that the World Bank had allotted Six Hundred Thousand U.S. Dollars (\$ 600,000 – 1st tranche) for the construction of the Centre’s ultra-modern building. He however indicated that the Centre would have to provide counterpart funding of about Four Hundred Thousand U.S. Dollars (\$ 400,000) for the completion of the building. He outlined several potential sponsors who had shown interest to help the Centre raised the said amount. The potential sponsors included; Buipower, GridCo, GNPC, VRA, GIZ etc.

The Director said the Contractor indicated that the project could be done within Nine (9) months and also would prefinance the project to some point.

Buipower he announced intend, to partner with the Centre to establish Renewable Energy Engineering School to be hosted by the Centre. Additionally, he said the Chief Executive Officer of GridCo promised to lobby his colleague in VRA to come on stream.

Furthermore, the meeting was informed that the Centre had won the AGI project. A partnership request had been sent to the Ministry of Transport he said. Through this, some contractors expressed their willingness to do monthly donations in return to be given publicity for their

donations. In this regard, it was agreed that the Director dash down to Accra to firm up agreements with these companies.

Again, the meeting was notified that the Ministry of Energy donated a Toyota Pick-Up vehicle to the Centre which was out doored during the ceremony to sign the contract for the construction of the building. Mr. Bright Sarkodie was chosen as the Centres' driver.

Action: a request to be sent to the UENR Transport Unit to reassigned Mr. Bright Sarkodie as the Centres' driver

3.1 Selection of Centre Logo

The meeting was informed of a new logo that had been designed and approved by Management.

3.3 Students Health, Insurance and related issues

The Deputy Director informed the meeting that applications received from applicants were being processed. He further enumerated that plans were afoot for the start of the English language lessons for non-English speaking applicants awaiting the reopening of schools.

The meeting apprised of a meeting with the foreign students where they expressed worry about how their health issues were being handled. The students he said enquired if the University had the policy to assist them with their medical bills.

Consequently, the Centre agreed to take care of the foreign students' medical bills.

3.4 Research Funding

The Management meeting allocated the following amounts for their research;

Foreign Students

PhD = \$ 5,500 cedi equivalent for the programme duration

Masters = \$ 1,500 cedi equivalent for the programme duration

It was intimated that any equipment (except laptops) acquired out of the research fund would be reverted to the Centre after students research.

Action: The Project Finance Officer & Coordinator to contact Mr. Among for a research fund policy document.

The local students' research funds would be disbursed only after the students' research proposals had been approved. All students would have to open Bank Accounts for stipends disbursement.

4.0 Any Other Business

The Chairman notified the meeting that the Centre had signed a contract with Research Professional.

The meeting also agreed that all students research proposals must have budgets attached.

University-Wide Strategy: Mr. Akpoti Komlavi was tasked to submit the Abuja meeting minutes to the Director.

The Director indicated that the Centre's strategic plan was ready and would be given to members soon. He again indicated that some offices for the students were being prepared.

The Project Finance Officer informed the meeting that he was yet to receive the withholding tax from the firm that developed the strategic plan.

The Chairman thanked members for the successful ceremony to sign the contract for the building and the subsequent sod cutting for the project.

5.0 Closing

In the absence of further deliberations, Mr. John-Baptist Siddick moved a motion for the end of the meeting. Dr. Samuel Gyamfi seconded the motion and the meeting ended with a closing prayer by the Chairman.

The meeting ended at 1:42 pm.

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Dr. Eric Ofosu Antwi
(Chairman)

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Eric L. Mwintome
(Secretary)