

MINUTES OF THE 2ND MEETING OF THE INTERNATIONAL SCIENTIFIC ADVISORY BOARD FOR THE REGIONAL CENTRE FOR ENERGY AND ENVIRONMENTAL SUSTAINABILITY AT THE GRADUATE SCHOOL CONFERENCE ROOM ON DECEMBER 9, 2019 AT 10:38 AM

1.0 Attendance

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| 1. Prof. Mrs. Esi Awuah | - | Chairman |
| 2. Prof. Chris Gordon | - | Member |
| 3. Prof. Kondo Adjalla | - | Member |
| 4. Prof. Kodjo Gbossou | - | Member |
| 5. Prof. Robert Andoh | - | Member |
| 6. Prof. Susan Krumdieck | - | Member |
| 7. Dr. Eric Ofosu Antwi | - | Member |
| 8. Dr. Samuel Gyamfi | - | Member |
| 9. Dr. Francis Attiogbe | - | Member |
| 10. Dr. Prince Antwi-Agyei | - | Member |
| 11. Mr. Akpoti Kmlavi | - | Member |

In Attendance

- | | | |
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| 1. Prof. John K.M. Kuwornu | - | Dean of Graduate School-UENR |
| 2. Eric L. Mwintome | - | Secretary |

2.0 Apologies

1. Prof. Ijaz Rauf

3.0 Opening

The meeting was preceded by an opening prayer by Prof. Mrs. Esi Awuah.

There was a self-introduction of members.

S N	ITEM	PROCEEDINGS	ACTI ON BY
1	Consideration of the Agenda for the Meeting	The agenda presented was accepted to serve as a guide for the smooth running of the meeting.	
2	Acceptance of Previous Minutes	The previous minutes was accepted as the true reflection of what transpired at the last meeting.	

3	Matters Arising	<p>The meeting underscored the need for the Centre to foster a strong link between it and the Graduate School. Management was entreated not to relent on its drive-in recruiting more of the international students.</p>	
		<p>The Director reported to the meeting how two international seminars he and his Deputy attended led to the feat the Centre chalked in attracting international students within the period under review. The Centre was encouraged to leverage on the Association of International Students to get more of their colleagues. Members indicated that they had started using their networks to advertise the Centre.</p> <p>The meeting again advised that students projects should be practicalities so that such projects could feed into the Centre's business development drive.</p> <p>Industrial Attachment (I.A.): The Director indicated that it was essential to create an interface between students and the industry. He stressed that it was a requirement that both the staff and the students undergo at least six (6) weeks of industrial attachment.</p> <p>It was agreed that any student that attracts sponsorship through their projects should be given a percentage of the package.</p> <p>Collaborate with KNUST: it was advised that the Centre should partner with KNUST in some of the short course training</p>	<p>Dr. Prince Antwi - Agyei was tasked to develop MoU in this regard</p>

<p>a ai</p>	<p>The Day's Business <i>Report of the Centre by the Director</i></p>	<ul style="list-style-type: none"> ➤ Brief background of the project. The Centre came about as a response to a call by the World Bank. The Centre serves as a nexus for energy and environmental sustainability and consulting facility in the African Sub-Region. The Director delineated the objectives of the ACE-Impact project as: ➤ Provide international quality post-graduate education to regional and national students focused on a specific regional development challenge. ➤ Enhance the impact of the ACE on development through private and public sector partnerships. ➤ Deliver research in response to development challenges, including through partnerships with private and public partners. ➤ Improve Governance and management of the ACE to become an institution of excellence. ➤ Strengthen Regional and International Academic Partnerships to raise the quality of education at partner institutions and network partners and to raise the ACE's capacity to manage these partnerships. Results will be achieved through regional students and revenue generated. ➤ The ACE-impact aims to make postgraduate education in Africa match up with other Centres of Excellence in other parts of the world. ➤ The World Bank received about 110 applications across West and Central African but UENR was among the best in Ghana which eventually got selected. ➤ Additionally, the World Bank would help support the programmes being run by the Centre to have international accreditation. 	
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- The Centre was awarded a 6 million funding budget for 5 years which would be subject to renewal based on a good performance. Additional, 2 million has been set aside for performing institutions.
- The Centre currently run two programmes:
 - ❖ **PhD** in Sustainable Energy Management
 - ❖ **MSc** in Sustainable Energy Management
- The Centre also intend to add Masters and PhD in Renewable Engineering to its programmes.
- Nine (9) short courses have been proposed to be run by the Centre.
- The Director took the meeting through the functional organogram of the Centre.
- The Director further gave the members, students statistics as follows:

Row Labels	Female	Male	Grand Total
MSc in Environmental Engineering Management	11	18	29
MSc in Sustainable Energy Management	3	21	24
PhD in Environmental Engineering Management	5	11	16
PhD in Sustainable Energy Management	5	15	20
Grand Total	24	64	89

		<p>Regionality of Students</p> <table border="1"> <thead> <tr> <th>Row Labels</th> <th>National</th> <th>Regional</th> <th>Grand Total</th> </tr> </thead> <tbody> <tr> <td>MSc in Environmental Engineering Management</td> <td>20</td> <td>9</td> <td>29</td> </tr> <tr> <td>MSc in Sustainable Energy Management</td> <td>20</td> <td>4</td> <td>24</td> </tr> <tr> <td>PhD in Environmental Engineering Management</td> <td>13</td> <td>3</td> <td>16</td> </tr> <tr> <td>PhD in Sustainable Energy Management</td> <td>13</td> <td>7</td> <td>20</td> </tr> <tr> <td>Grand Total</td> <td>65</td> <td>23</td> <td>89</td> </tr> </tbody> </table>	Row Labels	National	Regional	Grand Total	MSc in Environmental Engineering Management	20	9	29	MSc in Sustainable Energy Management	20	4	24	PhD in Environmental Engineering Management	13	3	16	PhD in Sustainable Energy Management	13	7	20	Grand Total	65	23	89	
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b	Discussions on the report	<p>Members made several proposals:</p> <ul style="list-style-type: none"> ➤ Senior students should mentor their junior counterparts ➤ A structured questionnaire to collect information on the kind of short courses society needs ➤ Build capacity of faculty in these supervision 																									
c	Research themes and theses topics of students	<p>The meeting indicated that the research themes were geared towards energy and therefore advised that the themes should be a blend of both the energy and environmental needs.</p> <p>Members recommended that the following themes be added to the existing ones:</p> <ul style="list-style-type: none"> ❖ Energy and climate issues ❖ Feasibility of the clean stove theory ❖ Transport and energy ❖ Health and energy dimension <p>It also recommended that the SDGs should be roped into the research themes</p>																									

d	Theses supervision	<p>The meeting proposed that PhD programmes should be four (4) years. Thus, one (1) year course work, one (1) comprehensive exams and probably take-home exams.</p> <p>Management was also entreated to consider that;</p> <ul style="list-style-type: none"> ➤ Students review papers during their theses ➤ Candidates should generate theses themes instead of research questions ➤ There should be special guidelines for thesis supervision ➤ There should be three (3) supervisors for PhD candidates and two (2) for MSc. 	
e	International Accreditation of the Programmes	<p>The Director reported that the process of obtaining the international accreditation had been put on hold pending the construction of the Centre's office complex.</p>	
f	Comment on motivation policy	<p>The meeting advised that there should not be a discrepancy (in terms of payment) between local and international supervisors. It was also agreed that the figures for sitting allowances should be reviewed.</p> <p>Members also proposed that all ACEs should meet and discuss having a common motivation policy.</p>	
g	Centre Launch	<p>Members were informed that the Centre was due to be launched on December 10, 2019, at 1:00 pm</p> <p>It was reported that sixty-four (64) students and thirty-four (34) other participants were billed to attend the ICEASSM conference being hosted by the Centre.</p>	

h	A.O.B.	The next board meeting was scheduled for the last quarter of the year 2020.	
i	Closing	In the absence of further deliberations, Prof. Mrs. Esi Awuah again prayed and the meeting ended at 6:24 pm.	

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 Prof. Mrs. Esi Awuah
 (Chairman)

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 Eric L. Mwintome
 (Secretary)