

MINUTES OF THE 2ND MEETING OF THE STEERING COMMITTEE FOR THE REGIONAL CENTRE FOR ENERGY AND ENVIRONMENTAL SUSTAINABILITY AT THE GhIE CONFERENCE ROOM, ACCRA ON DECEMBER 1, 2020 AT 10:00 AM

1.0 Attendance

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| 1. Mr. Wisdom Ahiataku-Togobo | - Director, RE MoEn | - Chairman |
| 2. Prof. Mrs. Esi Awuah | - KNUST | - Member |
| 3. Prof. Harrison Dapaah | - Imm. Past VC, UENR | - Member |
| 4. Prof. Elvis Asare-Bediako | - VC, UENR | - Member |
| 5. Dr. Eric Ofori Antwi | - Director, RCEES | - Member |
| 6. Dr. Samuel Gyamfi | - Dep. Dir. RCEES | - Member |
| 7. Mr. Peter Dery | - Director, MESTI | - Member |
| 8. Ms. Eva Haizel | - Director-Tertiary, MoE | - Member |
| 9. Mr. John Baptist Siddick | - Head-Procurement, RCEES | - Member |

In Attendance

- | | |
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| 1. Ms. Maame Afua Quansah | - Assist. Director I, MoEn |
| 2. Mr. Samuel Akowuah Okyereh | - Centre Coordinator, RCEES |
| 3. Eric L. Mwintome | - Secretary |

2.0 Apologies

1. Mr. Kusi

3.0 Opening

The meeting was called to order at 10:04 am by the Chairman and Dr. Eric Ofori Antwi said the opening prayer.

Prof. Esi Awuah moved for the adoption of the agenda and was seconded by Prof. Harrison Dapaah (The immediate past Vice-Chancellor, UENR). Members of the Committee introduce themselves.

3.1 Matters Arising

a. Include Energy Transition & Energy Build Environment in the research themes.

The meeting was informed by the Director that the Energy Transition & Energy Build Environment been added to the research themes and that training on it had been scheduled in January 2021 for ECG staff in Accra.

b. Computational Fluid Dynamics be added to the list of short courses: it was indicated that training on the theme had been conducted already for both students and non-students. Management of the Centre was advised to always widen the publicity of the short course training to ensure a lot of people participate.

c. Partner with the University of Delaware in the USA: the Chairman informed the Committee that the process in this regard, started but the COVID-19 stalled it. He, however, assured that he was going to resume the process.

d. Motivation Policy: it was reported that the policy and the manual had been finalised and were in operation. The Director intimated that the policy was available on the Centre's website. Members expressed concern about making the policy available to the general public and advised that only the summary of the policy should be put on the website. However, the Director explained that the 'subject master' requested for the policy document which he (Director) said was being used as a reference by other ACE Centres. To which, the meeting consented would increase the visibility of the University.

Nonetheless, the Committee directed that, henceforth, an MoU must be signed with the institution(s) that request to use document(s) of the Centre. This would ensure that the University/Centre earn some income from such document(s).

e. Explore opportunities at UNESCO for the University: the was notified of the difficulty in getting Prof. Basoa to do the terms of reference for the solar system for UENR. It was, therefore, decided that the Centre deal directly with UNESCO through the Ministry of Education.

<p>Action: Mrs. Eva Haizel tasked to start an informal discussion with UNESCO desk at the Ministry of Education in this regard.</p>
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f. Centre Launch: it was reported that the Centre was successfully launched in 2019. The Director intimated it was the only Centre that was launched under the of review.

g. IRENA Conference: The Conference was said to have been the biggest platform for companies in renewable energy to meet. The Chairman and Director who attended it in 2019 attested that it had enormous benefits which the Centre could tap from. The Chairman reported that the Bui floating solar system was one of such benefits. The Director said through the Conference, the Centre was available for scholarship opportunities and other networks but the COVID-19 pandemic stalled everything. The Centre was encouraged to participate in the next one likely to be held in January 2021.

4.0 BUSINESS OF THE DAY

4.1 Brief report on activities of the centre for the year 2020: The Director apprised the Board of major activities carried out in the year 2020 by reiterating the objectives of the Centre. These are (curled from the report);

1. Provide international quality post-graduate education to regional and national students focused on a specific regional development challenge. (Disbursement Linked Indicators):
 - a. Number of students enrolled with a reward for regional and female students, and
 - b. International accreditation.
2. Enhance the impact of the ACE on development through private and public sector partnerships. This will also include short term training to professionals already working, internship for students, contract research, data collection, policy advice and research, etc. Proposed (Disbursement Linked Indicators):
 - a. number of students in internship,

- b. externally generated revenue, and
 - c. the number of non-academic partners contributing at least \$10,000 per year.
3. Deliver research in response to development challenges, including through partnerships with private and public partners. Proposed DLI: number of scientific articles in international reviews
 4. Improve Governance and management of the ACE to become an institution of excellence. Potential (Disbursement Linked Indicators) include:
 - a. Governance
 - i. Head of institution or Deans selected through an open, competitive and merit-based process;
 - ii. At least one-third of the functional Institutional Board is external and non-governmental;
 - iii. national review meetings of ACE progress.
 - b. Good student management:
 - i. Adherence to the academic calendar or published institutional student survey; Results reporting:
 - ii. reporting to the regional PASET (Partnership for skills in Applied Sciences, Engineering and Technology benchmarking initiative.
 - c. Regionality:
 - i. Institutional regionalization strategy; and
 - ii. Student marketing and student support services for regional students;
 - iii. Quality: International institutional accreditation.
 5. 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.

Impact of COVID-19 Pandemic: The Director said that just like most institutions the world over, the Centre was also hit by the outbreak of the virus. However, he also said that the global pandemic presented opportunities as well.

Strategic Plan: The Centre contracted consultants to develop a 5-year strategic plan for the Centre. This culminated in the development of Vision, Mission statement, Core Values, Strategic Goals and Objectives for RCEES. This framework was further developed into Strategic Actions and a Performance Monitoring Plan. Strategic Goal setting was included as part of the process of setting the strategic direction. The Strategic Goals were derived from the Vision, Mission and Core Values of RCCES. Following the setting of Strategic Goals, another component of the Strategic Planning process was the setting of Strategic Objectives. This provided a foundation on which strategy would be communicated and an operating plan developed.

The Vision of RCEES: “to be the leading internationally accredited Centre of Excellence that provides Quality Research and Postgraduate Education in Energy and Environmental Sustainability.”

The Mission Statement: “RCEES is a World Bank-funded Africa Centre of Excellence in Energy and Environmental Sustainability based in Ghana. Our mission is to provide Excellent and Quality Postgraduate Education, Discover, Preserve and Disseminate cutting-edge interdisciplinary Research. RCEES also aims, through Training and Capacity Building, Consulting, Professional Development, and securing Grants and Donor funding to enhance the lives of our students, industry and society”.

The Core Values:

R: Responsive: Innovative ways to solve energy and environmental challenge.

C: Collaborative: Engage and Build partnership with stakeholders.

E: Equality: Create an environment that promotes equal opportunity, gender balance and diversity.

E: Excellence: Demonstrate world-class leadership in research and teaching.

S: Sustainability: Maintain excellence in higher education, particularly in STEM

Networking and Partnerships: He reported that the Centre had forged a collaboration with over twenty (20) institutions within Ghana, Africa and the international community, as well as industry players. Some of these are;

- Kumasi Technical University
- Sunyani Technical University
- Tamale Technical University
- CERMI
- ECOWAS Center for Renewable Energy and Energy Efficiency
- Milton Margai College of Education and Technology
- NEA Gambia
- Stella Marie Polytechnic Liberia
- University of Benin
- University of Lome
- University of Sierra Leone
- Accra Compost & Recycling Plant
- Bui Power Authority
- Electricity Company of Ghana
- Ghana Atomic Energy Commission
- Delegation of German Industries GIZ
- Ministry of Roads and Highways
- VIVO Energy
- Zoomlion Ghana Limited

Infrastructure: he delineated that construction of the Centre's building had started in earnest and the contractor had made significant progress (currently ahead of schedule). He further reported that at the Industrial Advisory Board meeting held earlier, it advised that provision should be made for hydro laboratories in the building.

The Committee was notified that an amount of Three Million Ghana Cedis (Ghc 3,000,000.00) was given to the contractor for mobilisation and that the contractor was willing to work to the tune of Eight Million Ghana Cedis (Ghc 8,000,000.00) before raising the certificate for payment. He added that extra money needed to be raised to augment the World Bank funding the construction. This, he indicated, some funds would be raked in from the achieved DLIs.

Again, the Director apprised members that discussions were still ongoing with GNPC for possible funding support for the building.

Also, he reported that during the signing of the contract and sod cutting, the Centre received a Toyota Hilux pick-up from the Ministry of Energy. This he indicated was engineered by Steering Chairman, Mr. Wisdom A. Togobo (Director, Alternative Energy-MoEn).

Internship: The Director recounted that the outbreak of the COVID-19 had derailed the earlier plan for the four (4) weeks of mandatory internships. He nonetheless said 88 students were currently undergoing their internship due to improvement of the COVID-19 situation. He further disclosed students were supported with funds to go on the internship.

Students Enrolment (2020/2021 Academic Year): Due to the impact of COVID-19, the admission of new students had delayed. Nonetheless, about 28 Regional students have been offered admission with 10 of these provided with scholarships. Similarly, about 60 national students have been offered admission about 30 offered support.

Grants and Awards: he outlined the following as grants and awards achieved within the period.

- ❖ **Market Entry into Renewable Energy (RE) and Energy Efficiency (EE) for the Productive Sector**
- ❖ Gendered Design in STEAM (GDS) in Lower and Middle-income Countries (LMIC)
- ❖ Hosting of Sustainable Energy Service Centres (SESCs)

Conferences, Workshops & Visits: The Board was informed that the Centre participated in the International Renewable Energy conference in Abu Dhabi, UAE. A member of the Centre again benefited from a seminar organized by the Biogas Institute of the Ministry of Agriculture on Biogas Promotion and Management for Developing Countries.

The Centre has also organized several research seminars for faculty and students. Some of these seminars were facilitated by Dr. Susan Krumdieck, Department of Mechanical Engineering, University of Canterbury, New Zealand, Prof Robert Andoh, Prof Kondo H. Adjallah and Dr. Niebert Blair from the University of Canterbury, New Zealand.

Disbursement Linked Indicators: DLI 1 (READINESS) - The Centre has satisfied all requirements for and attained all funds associated with the Indicator. **USD 860,789.00** says the Director.

Reaccreditation of Programmes: The Board was informed that plans were afoot to invited the National Accreditation Board to assess the programmes.

Publications: A good number of papers had been published. Unfortunately, he said the World Bank accepted only energy-related publications. The World Bank, he intimated further directed that all publications be made in **SCOPUS**.

Collaborations for the Centre: The Director underscored the need for members to link the Centre to funding sources. He informed the Board that extra funds are needed to complete the Centre.

He also indicated that Bui Power Authority had expressed interest to jointly run energy programmes with the Centre. Modalities on the proposed Renewable School to be mutually run by the two institutions were yet to be discussed.

Challenging facing the Centre: The Director of the Centre underscored the need for recruitment more staff to the Centre. He recounted that inadequate staffing was hampering the work of the Centre.

The meeting endorsed the Director's call for the appointment of staff to the Centre. The endorsement was, however, subject to the approval of the Vice-Chancellor. Again, the members approved the proposal to reward Madam Bertha Darteh, who works for the Centre in Accra. The Vice-Chancellor supported the proposal.

4.1 International Scientific Advisory Board (ISAB) Report

The Chairperson of the ISAB highlighted the following:

- ❖ Dr. Thomas Mensah (a nanotechnologist) to be included in the membership of the Board.
- ❖ Prof. Chris Gordon accepted to facilitate a workshop for thesis supervisors
- ❖ Approval of the strategic plan by members
- ❖ Members approved PhD/MSc students thesis topics
- ❖ Some ISAB members agreed to supervise students theses
- ❖ The need for the Centre's stakeholders forum to discuss issues on energy
- ❖ Members discussed the steps (gap analysis, identifying suitable institution(s)) to be taken towards the international accreditation of programmes.
- ❖ The Board also approved the research themes

Action: The Director-RCEES to set and communicate the date & venue for the stakeholder meeting.
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4.2 International Advisory Board (IAB) Report Director-RCEES

The Director reported the following from the IAB meeting held early on.

- ❖ IAB requested a three (3) acre land to establish a data collection Centre. The Vice-Chancellor approved the request.
- ❖ That IAB would be held twice in a year henceforth
- ❖ He also reported that Bui Power Authority (BPA) had expressed interest to jointly run energy programmes with the Centre. Modalities on the proposed Renewable School to be mutually run by the two institutions were yet to be discussed. Also, he said discussions were ongoing for BPA to engage some of the students as interns during the installation of solar panels. A member admonished that any decision(s) firmed with BPA should be documented.

Members lauded the management of the Centre for the achievement so far and called for more publicity of the activities of the Centre.

5.0 ANY OTHER BUSINESS

The Director-RCEES proposed that the Centres' auditorium be named after the immediate past Vice-Chancellor (Pof. Harrison Kwame Dapaah) for his immense support for the Centre at its inception stages. Members unanimously approved the proposal.

He again, informed the meeting that an agreement had been firmed with Zoom Lion Ghana Ltd for its facilities to be used to run programmes in Accra.

It was also agreed that the Centre should run master degrees without a thesis. This, members consented would be beneficial to the Centre, industry players etc.

The meeting urged the Centre to explore the possibility of partnering with WASCAL.

The Vice-Chancellor (Prof. Elvis Asare-Bediako) commended Centre management and his predecessors for their good work.

6.0 CLOSING

In absence of further deliberations, Mr. Peter Dery in a motion seconded by Dr. Eric Ofosu Antwi moved for the closure of the meeting and deliberations ended at 12:26 pm.

Prof. Mrs. Esi Awuah said the closing prayer.

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Mr. Wisdom Ahiataku-Togobo
(Chairman)

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Eric L. Mwintome
(Secretary)