



UNIVERSITY OF ENERGY AND NATURAL RESOURCES, SUNYANI
OFFICE OF THE REGISTRAR

P. O. Box 214, Sunyani www.uenr.edu.gh +233 (0) 352 290 382 registrar@uenr.edu.gh

Our Ref.: PSM 52

Date: 10th July, 2024

Ing. Prof. Nana Sarfo Agyemang Derkyi
Ag. Pro Vice-Chancellor
UENR

Dear Ing. Prof. Derkyi,

CENTRAL CONSULTATIVE RESEARCH COMMITTEE

I write at the instance of the Vice-Chancellor to appoint you as Chairman of the Central Consultative Research Committee.

Other members of the Committee are:

S/N	Name	Department	Designation
1.	Dr. Peter Osam Sanful	Head, CeGRI	Member
2.	Dr. Kenneth Bentum Otabil	Sch. Res. Officer, SoS	Member
3.	Dr. Samuel Kumi	Sch. Res. Officer, SoNR	Member
4.	Dr. Okyere Baffour	Sch. Res. Officer, SASS	Member
5.	Dr. Felix Amankwah Diawuo	Sch. Res. Officer, SoEn	Member
6.	Dr. Prince Antwi-Agyei	Sch. Res. Officer, SoE	Member
7.	Dr. Bernard Ato Hagan	Sch. Res. Officer, SoAT	Member
8.	Dr. Frederick Otu-Larbi	Sch. Res. Officer, SoG	Member
9.	Dr. John Kwasi Annan	Assistant Registrar, CeGRI	Secretary

Terms of Reference

Your terms of reference are to:

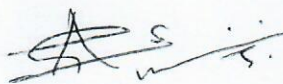
1. Advise the university management on all research and innovation matters;
2. Formulate, implement and review the University Research Agenda;
3. Review of the University Research Policy and Project Administration Guidelines and all research related policies and make recommendations to Management and the Academic Board;
4. Assist the Centre for Grants, Research and Innovation (CeGRI) in strategy development, planning and implementation;
5. Conduct needs assessment of Schools, Departments and Centres for research capacity building;
6. Coordinate the review of the Intellectual Property Policy;
7. Oversee IP development and general IP governance in the university including resolution of conflicts;
8. Promote IP commercialization and technology transfer;

9. Advise the Vice Chancellor and management on matters of Intellectual Property Policy and its governance;
10. Vet and approve guidelines for the operationalization of the IP policy;
11. Create awareness on the University Intellectual Property Policy;
12. Create an enabling environment for the creation and development of intellectual property in the University;
13. Evaluate research performance reports of academic units and make recommendations to the university management;
14. Develop modalities for the administration of the University Research Fund and Grant Funding Programme (GFP); and
15. Make final decisions on the award of research grants under the GFP.

Other members are by a copy of this letter informed of their appointment.

Counting on you for excellent delivery.

Yours sincerely,



Dr. (Mrs.) Georgina Asi Owusu
REGISTRAR

Distribution

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Dr. Kenneth Bentum Otabil
Dr. Samuel Kumi
Dr. Okyere Baffour
Dr. Felix Amankwah Diawuo
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CC: Vice-Chancellor
Ag. Pro Vice-Chancellor