



**MINUTES OF WACCBIP IMPLEMENTATION COMMITTEE MEETING**  
**VENUE: SCIENCE CONFERENCE ROOM BCMB, UG**  
**DATE: MAY 29, 2014.**

**1.0 Members**

<b>Name</b>	<b>Institution</b>
Dr. Gordon Awandare	BCMB/Centre Leader
Prof. Kwadwo Koram	NMIMR/Deputy Centre Leader
Dr. Patrick Arthur	BCMB/Head of Training and Research
Ms. Ama Dadson	Head of ICT and Logistics
Mr. Barfi-Adomako Owusu	University of Ghana Computing Systems
Mr. Collins Amofa	ORID Accountant
Prof. Dorothy Yeboah Manu	NMIMR
Prof. Ebenezer Owusu	Dean, School of Biological Sciences
Dr. Lydia Mosi	BCMB
Dr. Osbourne Quaye	BCMB
Dr. Kwaku Asante Poku	Kintampo Health Research Centre
Prof. Mahamadou Diakite	Malaria Research and Training Centre, University of Science, Techniques, and Technology, Bamako, Mali
Dr. Alfred Ngwa Amanbua	Medical Research Council, the Gambia
Dr. Lucas Amenga-Etego	Navrongo Health Research Centre
Dr. George Obeng-Adjei	University of Ghana Medical School
Dr. Paul Lartey	LaGray Chemical Company

**IN ATTENDANCE**

<b>NAME</b>	<b>INSTITUTION</b>	<b>E-MAIL</b>
Mrs. Constance Kocke	Procurement Unit, UG	conscocke@gmail.com
Mr. Ezekiel Acquaaah	ORID, UG	<a href="mailto:ekacquaaah@ug.edu.gh">ekacquaaah@ug.edu.gh</a>
Dr. Theresa Manful	BCMB	tmanful@ug.edu.gh

### **ABSENT WITH APOLOGY**

<b>Name</b>	<b>Institution</b>
Dr. Kwaku Asante Poku	Kintampo Health Research Centre
Prof. Mahamadou Diakite	Malaria Research and Training Centre, University of Science, Techniques, and Technology, Bamako, Mali
Dr. Alfred Ngwa Amanbua	Medical Research Council, the Gambia
Dr. Lucas Amenga-Etego	Navrongo Health Research Centre
Dr. George Obeng-Adjei	University of Ghana Medical School
Dr. Paul Lartey	LaGray Chemical Company

## **2.0 OPENING**

The meeting commenced at 2:18 pm.

## **3.0 REVIEW OF PREVIOUS MINUTES**

Minutes from previous meeting (17/4/2014) was reviewed and some corrections were made.

## **4.0 MATTERS ARISING**

### **4.1 E-LEARNING**

Mr. Barfi informed everyone that a sub-team of four (4) members from the ICT department had been set up to work on the WACCBIP e-learning program. It was agreed that the e-learning platform be started in the second year whilst year one would be used for preparation.

### **4.2 LAUNCH**

Dr. Awandare highlighted that proceedings and interviews from the launch at Abuja had been published on the Ghana News Agency website. He further urged all present to visit the site. He also hinted that Ghana was ahead of most of the countries in terms of team work, and encouraged that members keep up the spirit.

## **5.0 NEW BUSINESS**

### **5.1 IMPLEMENTATION PLAN**

ACE representatives from the World Bank visited the department to have some discussions with the WACCBIP team on the implementation plan. Recommendations from their report was circulated and discussed. Student(s) would be included on the steering committee to serve as representatives of the student body; getting them abreast with issues of WACCBIP. An advisory committee consisting of senior academic leaders and industry experts will also be set up.

Monitoring and evaluation (M&E) personnel who would be responsible for collecting data, reporting and auditing, would be in the persons of Dr. Osbourne Quaye (Head), Mr. Ezekiel Acquaaah and Ms.

Sandra Owusuaah Bempah.

## 5.2 ACCREDITATION

Accreditation may be obtained from the American Society for Cell Biology (ASCB) and the British Biological Society. However, the British Biological Society is well noted for its accreditation of undergraduate courses. The body is yet to start with accreditation of masters courses, but they do not have any accreditation for PhD programs.

Accreditation will be based on how frequently the body carries out its accreditation; annually, biannually, etc.

## 5.3 CURRICULUM

The curriculum is currently with the final review board after which it will go to the National Accreditation Board. Advertisement for programs can be carried out whilst the curriculum is with the Accreditation Board. Applications will be opened for about two weeks. The university would advertise the program in the media, however the centre would have to bear the cost. By the 31<sup>st</sup> of July, the government should have approved WACCBIP.

## 5.4 SECRETARIAT

Dr. Awandare said he has spoken with the Vice Chancellor to hire some research fellows to help with the administrative work. Prof. Gyapong, Pro-VC (Research, Innovation and Development) has agreed to pre-finance the salaries of a hired research fellow and an administrative assistant. Mr. Amofah was asked to make available the cost involved in hiring these two individuals.

## 5.5 FINANCIAL MANUAL

The University's financial manual will be used as the financial guideline for WACCBIP, with the project management section being well highlighted.

## 5.6 PROCUREMENT MANUAL

A sixty-nine page procurement manual had been drafted. Ghana's threshold was waived and the World Bank threshold used.

## 6.0 ANY OTHER BUSINESS

The implementation plan should be approved before the signing of the Memorandum of Understanding (MoU). The Office of Research Innovation and Development (ORID), has a template which will be used to design the WACCBIP MoU.

PhD students should be encouraged to apply for scholarships/grants, as this is a requirement in the contract.

Dr. Awandare was to attend a meeting in Dakar, Senegal, with some other centre leaders. The meeting would be with some other scientist from China, Brazil and India to explore avenues for partnerships.

## 7.0 CLOSURE OF MEETING

The meeting was adjourned at 3:20 pm.

Chaired by: Dr. Gordon Awandare

Recorded by: Sandra Owusuaah Bempah

