

BENUE STATE UNIVERSITY
MAKURDI, NIGERIA
CENTRE FOR FOOD TECHNOLOGY AND RESEARCH

Minute No.	MINUTES OF THE 30TH MEETING OF THE PROJECT TECHNICAL COMMITTEE OF CEFTER-BSU HELD ON WEDNESDAY 24TH FEBRUARY 2016 AT THE CONFERENCE HALL OF THE CENTRE	Line No.
1.0	PRESENT	1
	1. Prof. Daniel Kparevfa Adedzwa - Centre Leader/Chairman	2
Abs	2. Prof. Edward Agbo Omudu - Dept. of Biological Sciences	3
Ap	3. Prof. Tseaa Shambe - Dept. of Chemistry	4
	4. Prof. Joseph Fiase - Dept. of Physics.	5
	5. Prof. Lawrence Alegwu Ega - Dept. of Sociology	6
	6. Prof. Bernard Awa Kalu - Plant Breeding and Seed Science - UAM	7
Abs	7. Prof. Innocent Agbo Adikwu - Dept. of Biological Sciences	8
Abs	8. Dr. Stephen Gbaorun Yiase - Dean of Science	9
Abs	9. Dr. David Mrumum Tyona - Dept. of Physics	10
	10. Dr. Dick Iorwuese Gernah - Institute of Food Security - UAM	11
Ap	11. Dr. Godwin Ior Achinge - College of Health Sciences	12
	12. Dr. Simon Terver Ubwa - Directorate of Academic Planning	13
	13. Dr. Solomon Kwaghkur Agishi - Dept. of Vocational and Technical Education	14
	14. Dr. (Mrs.) Ogbene Igbum - Dept. of Chemistry	15
	15. Dr. Michael Imande - Dept. of Maths/Computer Science	16
Abs	16. Dr. Ayila Ngutsav - Dept. of Economics	17

Abs	17. Dr. B.G. Ahule	-	Dept. of Sociology	1
	18. Dr. Barnabas Achakpa Ikyo	-	Deputy Centre Leader/Project Manager	2
Ap	19. Mr. Andrew Shar Gbakon	-	Dept. of Chemistry	3
	20. Mr. Simon Tyoember Danbeki	-	Bursary Dept.	4
	21. Mr. Livinus Shima Iorpuu	-	Bursary Dept.	5
	22. Mrs. Patience Hankuri Iorun	-	Bursary Dept.	6
	23. Mr. Celestine Saawuan	-	Director of AuditRep. by Jude Tsavnande	7
	24. Dr. John O. Idikwu, MNIM	-	Deputy Registrar/Secretary	8
	IN ATTENDANCE			9
	25. Ijir Aondosoo	-	CEFTER - BSU	10
	26. Origbo Princeley	-	CEFTER - BSU	11
	Key: Abs = Absent Ap = Apology			12
2.0	OPENING			13
	The meeting commenced at 10:25am with a word of prayer from Dr. Solomon Agishi. The			14
	Chairman welcomed members to the meeting. He informed them that some of the HODs			15
	were expected to join the meeting after an on-going ASUU meeting was concluded. The			16
	Chairman presented the meeting agenda for consideration and adoption. The agenda was			17
	amended to include Any Other Business and Adjournment/Closing. After the amendment,			18
	Dr. Solomon Agishi moved for adoption, while Mr Andrew Gbakon seconded.			19
3.0	MINUTES OF THE 29TH MEETING			20
	The minutes of 29 th meeting was presented for corrections. Typographical errors of names of			21
	some members and minor omissions observed were corrected. The hash (#) sign was			22
	substituted with the Naira (₦) sign. In the absence of further amendments, the minutes were			

	adopted with a motion raised by Prof. Bernard Kalu and seconded by Dr. Dick Gernah.	1
	MATTERS ARISING	2
4.0	Partnership with the University of Bamenda	3
4.1	The Chairman reported that the reason for the apparent silence from the University of Bamenda was the fact that the President of Cameroun replaced the Vice-Chancellor with a new one. He said efforts would be made to re-establish contact with the new Vice-Chancellor. Dr. Michael Imande was also mandated to re-establish contact with the Professor that was team leader when the CEFTER visited University of Bamenda.	4 5 6 7 8
	Seraph Oil Proposal	9
4.2	The Project Manager was requested to organize a visit to the establishment to finalize the proposal which had been delayed for too long. He was also requested to work on a schedule of internship for CEFTER students to the various organizations.	10 11 12
	Contact with Grand Cereals	13
4.3	The Project Manager was to establish links with the company. He was also to visit the Orange juice factory in Gboko to determine whether CEFTER students could go there for internship.	14 15 16
4.4	National Stored Products Research Institute (NSPRI) Ilorin	17
	The Chairman reported that NSPRI had visited CEFTER twice with proposals which the Centre was yet to respond to. He stated that the Centre would make arrangements for a visit to NSPRI as soon as possible to finalize a working understanding.	18 19 20

4.5	Vocational and Technical Education	1
	The HOD reported that Vocational and Technical Education programme had been presented to the Senate at its last meeting. He said Senate approved the programme of the department to be run at CEFTER	2 3 4
5.0	NEW MATTERS	5
5.1	Review of Lecturers' Allowances	6
	The Chairman, while explaining issues arising from lecturers' allowances clarified that the World Bank was not the body to pay lecturers' allowances as it was believed by some people. He said that if he did not make this clear at the onset, it was an oversight. He further explained that CEFETER through its internally generated revenue from tuition fees and University intervention was the one to pay the allowances.	7 8 9 10 11
	The Project Manager explained that payment of ₦ 150'000 per semester to every lecturer irrespective of units taught as was earlier proposed would be unfair and inappropriate, hence, the need for the proposal. He informed the meeting that CEFETER IGR was:	12 13 14
	Total expected income from fees - ₦ 21m	15
	He further explained that there were other non-academic staff who were participating in the program and would have to be paid. He went ahead to present a review of the proposed pay package for lecturers. In the reviewed proposal, a Professor would be paid ₦ 2,000 for every unit/hour taught, while an Assoc. Professor would be paid ₦ 1,800 per unit/hour taught. Senior Lecturers and Lecturers 1 and 2 would be paid ₦ 1,600 and ₦ 1,000 respectively per unit/hour taught. All other details of the proposal remained the same. He also compared this amount with the normal Post-graduate school pay of ₦ 911 per hour for a Professor and observed that CEFETER was paying higher. With regards to supervision allowance, the Project	16 17 18 19 20 21 22 23

	Manager explained that it was in line with ASUU agreement.	1
	A member asked to know what would happen if the Centre failed to draw enough funds from school fees to continue running the program. The Chairman explained that so far, the interest of people in the project was high and that there was no likelihood of obtaining low or under enrolment. He further clarified that the University was expected to sustain the program from its IGR once the World Bank withdrew, hence the World Bank insistence that project funds should not be used to pay allowances.	2 3 4 5 6 7
	The Chairman appealed to lecturers to endeavor to appreciate what was presently available. He said they were in a position to benefit from the workshops/seminars that would be organized both within and outside the Country. In addition, the World Bank would pay for all their publications and there were grants for research for academic staff.	8 9 10 11
	Resolution	12
	After due consideration of the new rate, the meeting accepted a suggestion that the CEFTER management should call a meeting of all lecturers involved in the program for briefing and sensitization. A date for this meeting would be fixed after the meeting.	13 14 15
5.2	Academic Calendar	16
	The Chairman reminded members that the current semester was expected to end soon. The Project Manager was asked to work with the various HODs and get in touch with lecturers who were yet to cover their syllables to hasten up and complete their lectures. Emphasis was laid on lecturers from NSPRI and NRCRI who had not since reported to lecture students.	17 18 19 20
	The meeting noted the information	21

5.3	Auditing the University Account in 2016	1
	<p>The Project Accountant informed members that the directive from the NUC for ACEs to submit external audited accounts of various Centre and host Universities from the 2016 financial year would be resisted by the Universities. The Universities would not entertain the idea of outsiders looking into their accounts. He suggested that a memo be addressed to the Benue State University Management by the Centre for Council attention reminding them of NUC directive that University accounts would be jointly audited with the accounts of the Centre with effect from 2016 and presented to the World Bank for validation.</p>	2 3 4 5 6 7 8
5.4	Sponsorship Request from Dr. Girgih	9
	<p>Prof. Kalu reported that Dr. Girgih had re-routed his application for consideration and that a copy had been sent to the Chairman. A decision was yet to be made by the UAM branch of CEFTER. Prof. Kalu further informed the meeting that UAM CEFTER team was still trying to justify the relevance of the application to the program, and also determine if the request was to be partly or fully funded.</p> <p>The meeting noted the report.</p>	10 11 12 13 14 15
5.5	Radio Conference with World Bank	16
	<p>The Chairman reported that attendance was disappointing as only two persons turned up for the conference. He said that issues discussed during the conference hinged on matters arising from the Abuja workshop prior to the conference. The Chairman said that the Procurement Officer from NUC reminded him that CEFTER amended procurement reports had not been sent to NUC. He urged the CEFTER Procurement Officer to ensure that the report was forwarded without further delay. He also reported that the World Bank would be coming to inspect CEFTER programs at a date in March 2016, to be communicated soon.</p>	17 18 19 20 21 22 23

	The meeting noted the report.	1
5.6	Feasibility Study on Food Commodity Market	2
	The Project Manager reported that the University had approved that the Centre could handle	3
	the feasibility study on the Benue Commodity Market. He informed the meeting that a	4
	feasibility study meeting with stakeholders had been scheduled for the next day at 2:00pm.	5
	He also said that foreign experts would be joining the meeting online. He requested the	6
	HODs to forward two names of staff who were willing to participate in the study as field	7
	researchers to him. The UAM was asked to send in four names excluding Prof. Alakali who	8
	was already participating in the study in another capacity. Night and travel allowances would	9
	be paid to participants who qualified for the benefit.	10
6.0	A O B	11
6.1.1	Internship for Students	12
	The Chairman stated that all students would participate in internship irrespective of courses	13
	taken, as the idea was for them to be exposed to the practical aspect of their work. He	14
	further said that as the Centre had continued to wait for further contact from other	15
	establishments where students could go on internship, some of the students would be sent	16
	to establishments in Gboko and around Makurdi.	17
	The meeting endorsed the arrangement.	18
6.1.2	Semester Examination	19
	It was observed that the Centre was yet to have its own examination scripts and would have	20
	to use that of the University. It was agreed that an application be written to the Registrar for	21
	provision of examination scripts. An exam officer would be needed at CEFTER to draw up the	22
	timetable for examinations.	23

6.1.3	<p>Online Degree</p> <p>The Project Manager reported that most International Institutions were offering degrees online. He was of the opinion that CEFTER had come of age to do that. The venture, according to him would be of advantage to CEFTER as the activities of the Centre would be globalized, CEFTER lecturers would teach students anywhere in the world, while CEFTER courses would be taught by other lecturers in different parts of the world. He sought the permission of the Committee to initiate contact with such institutions to be their coordinating point in Nigeria. The Project Manager further suggested the possibility that CEFTER could be run as a Faculty or College of Food and Agricultural Science of Benue State University.</p> <p>Deliberation/Resolution</p> <p>The Committee shared the views of the Project Manager and said that the idea was welcome. It however decided that it should come up at a later time for proper digest.</p> <p>ADJORNMENT</p> <p>After exhausting the items on the agenda and in the absence of any other business, Dr. (Mrs.) Ogbene Igbum moved for adjournment. The motion was seconded by Dr. Dick Gernah. The meeting was adjourned at 1:15pm after Mrs Patience Iorun said the closing prayer.</p> <p>-----</p> <p>Prof. Daniel K. Adedzwa <i>Centre Leader/Chairman</i></p>	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20
7.0	<p>Dr. John O. Idikwu, MNIN <i>Deputy Registrar/Secretary</i></p>	