



BENUE STATE UNIVERSITY, MAKURDI

**(Centre for Food Technology and Research)**

	<b><u>MINUTES OF THE 49<sup>TH</sup> PROJECT TECHNICAL COMMITTEE MEETING HELD ON</u></b>	1
	<b><u>WEDNESDAY 6<sup>TH</sup> NOVEMBER, 2019 AT THE CEFTER CONFERENCE ROOM AT 10: 00</u></b>	2
	<b><u>AM</u></b>	3
<b>1.0</b>	<b>ATTENDANCE:</b>	4
	1. Dr. Barnabas Achakpa Ikyo <i>(Centre Leader/Chairman)</i>	5
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	2. Dr. (Mrs) Ogbene Igbum <i>(Deputy Director, Operations)</i>	7
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<b>AP</b>	3. Dr. Sylvester Obaike Adejo <i>(Deputy Director, Research &amp; Collaboration)</i>	9
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<b>ABS</b>	4. Prof. Godwin Ior Achinge <i>(Deputy Vice-Chancellor, Administration)</i>	11
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	5. Prof. Edward Agbo Omudu <i>(Deputy Vice-Chancellor, Academics)</i>	13
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	6. Prof. Efosa Keneth Oghagbon <i>(Director, Academic Planning &amp; Quality Assurance)</i>	15
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<b>ABS</b>	7. Prof. Alloy Ihuah <i>(Director, Centre for Research Management)</i>	17
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	8. Mr. Celestine Saawuan <i>Rep. by Jude Tsavnande</i> <i>(Director, Audit)</i>	19
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	9. Prof. Toryina Ayati Varvar <i>(Dean, Postgraduate School)</i>	21
		22
	10. Prof. David A. Aboho <i>(Dean, Faculty of Education)</i>	23
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	11. Prof. Simon Terver Ubwa <i>(Dean, Faculty of Sciences)</i>	25
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<b>ABS</b>	12. Dr. Philip T. Abachi <i>(Dean, Faculty of Social Sciences)</i>	27
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	13. Dr. Benedict Iorzer Iabe <i>(Head, Department of Voc. &amp; Tech. Education)</i>	-	Member	1
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	14. Dr. Benjamin Asen Anhwange <i>(Head, Chemistry Department of Chemistry)</i>	-	Member	4
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	15. Dr. Musa Egahi <i>(Head, Department of Maths/Computer Science )</i>	-	Member	6
				7
	16. Dr. Christopher O. Obute <i>(Head, Department of Economics)(Rep. By Dr, Naomi Doki)</i>	-	Member	8
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	17. Dr. Margaret Bai-Tachia <i>Rep. by Dr. Comfort O.</i> <i>(Head, Department of Sociology)</i>	-	Member	10
				11
	18. Dr. David Mrumun Tyona <i>(Head, Department of Physics) Rep. by Dr. Grace Ihongo</i>	-	Member	12
				13
<b>ABS</b>	19. Prof. Bernard Awa Kalu - <i>(Plant Breeding and Seed Science - Uni. Agric. MKd)</i>	-	Member	14
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	20. Dr. Pauline M. Akombo <i>(Dept. of Biological Sciences) Rep. by Dr. Iveren Nyinoh</i>	-	Member	16
				17
<b>ABS</b>	21. Mr. Simon T. Dambeki <i>(Bursary Department)</i>	-	Member	18
				19
	22. Mr. Livinus Shima Iorpuu <i>(Procurement Officer)</i>	-	Member	20
				21
<b>ABS</b>	23. Dr. Mrumun C. Somiyol <i>(M&amp;E Officer)</i>	-	Member	22
				23
	24. Dr. Scholastica N. Banka <i>(Deputy Registrar/Centre Secretary)</i>	-	Member/Secretary	24
	<b>In Attendance</b>			25
	25. Mrs. Patience H. Iorun	-	Bursary Dept.	26
	26. Mr. Stephen Tor-Anyiin	-	Asst. Reg. CEFTER	27
	27. Engr. Ijir Aondosoo	-	CEFTER	28
	28. Mr. Manyam Jacob	-	CEFTER	29
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<b>2.0</b>	<b>COMMENCEMENT:</b>	1
	The meeting commenced at 10:15am with an opening prayer by Dr. Adekunle Adeyemi.	2
	The Chairman in his opening remarks welcomed members to the meeting and apologized about the uncomfortable environment given that the air conditioners were not working as a result of the theft of the stabilizers in the conference room.	3 4 5
<b>3.0</b>	<b>AGENDA OF THE 49<sup>TH</sup> MEETING</b>	6
	The agenda for the 49 <sup>th</sup> meeting was presented by the Chairman which was adopted on the motion by Dr. Musa Egahi and seconded by Dr. Iveren Nyinoh. It was as follows:	7 8
	1. Opening Prayer	9
	2. Chairman’s Opening Remarks	10
	3. Minutes of the 48 <sup>th</sup> (Emergency) Meeting	11
	4. Matters Arising from Minutes of the 48 <sup>th</sup> (Emergency) Meeting	12
	5. New Matters	13
	5.1. Ratification of nominated PTC members to serve on the CEFTER Scholarship and Grants Allocation Committee	14 15
	5.2. 2019/2020 Admission	16
	5.3. Report on Visit of World Bank Facility’s Supervision Team	17
	5.4. Feedback from World Bank, Students and Staff	18
	5.5. Home Grown School Feeding Programme Report	19
	6. Any Other Business	20
	7. Adjournment	21
<b>4.0</b>	<b>MINUTES OF 48<sup>TH</sup> MEETING</b>	22
	The minutes of the 48 <sup>th</sup> meeting was adopted on the motion by Prof. EbenezerEkefan and seconded by Mr. ObiechefuUkwuagusubject to the following corrections:	23 24
	<b>Pg. 3, minute 2.0, line 5:</b> ‘elapsed’ was replaced with ‘lapsed’	25
	<b>Pg. 3, minute 2.2, line 21:</b> ‘Faculty of Sciences’ was corrected to read ‘Faculty of Science’	26
	<b>Pg. 6, minute 6.2.1, line 19:</b> ‘Biological Science Department’ was corrected to read ‘Department of Biological Sciences’	27 28

<b>5.0</b>	<b>MATTERS ARISING FROM THE 48<sup>TH</sup> MEETING</b>	1
<b>5.1</b>	<b><i>Observations and Responses:</i></b>	2
	On the concern expressed by the committee over the non-completion of the CEFTER Complex at the New GRA which may ultimately result into a huge loss, the Centre Leader reported that the Project Team led by the DVC, Administration had gone to the site for an inspection and put all the contractors to task. This action yielded positive results; work has been completed, the World Bank came for inspection and based on their scores funds had been disbursed to the Centre. The WB team expressed satisfaction that the university has used the funds excellently well. The CL added that efforts were being made to bring in power supply and introduce a water works in order to meet the needs of both staff and students.	3 4 5 6 7 8 9 10 11
<b>5.2</b>	<b><i>Observations and Responses:</i></b>	12
	Following the Committee’s resolution to inspect all other projects funded by the Centre with particular attention on the Fish Pond situated in the Department of Biological sciences, a three-man committee was constituted to review the matter and report. The committee was Chaired by Dr. Stephen Gbaorun Yiase, immediate past Dean, Faculty of Science. Other members were Dr. Philip T. Abachi, Dean of Social Sciences; and Prof. David Amokaha Aboho. Mr. Aku Korshima was the Secretary	13 14 15 16 17 18
<b>5.2.1</b>	The committee’s terms of reference were:	19
	To liaise with both the new and immediate past Heads of the Department, to unravel the cause of non-completion of the Fish Hatchery Project and	20 21
	To consider any other ancillary matters that may be essential to the execution of the assignment	22 23
<b>5.2.2</b>	Finding/Recommendation of the committee:	24
	The summary of the findings were that: work had been completed and the contractor fully paid; though connected to the University Library borehole the hatchery had no water because the borehole itself has no water; the project would have been positioned near the BSU Water Treatment Plant by the River Benue side; some equipments and materials were needed to make the hatchery become functional and the list was rather long; the	25 26 27 28 29

	pond was clogged with leaves from the surrounding trees and this can pollute the pond when operational and there were signs of defecation in the pit.	1 2
	The recommendations were that a high yielding water borehole and an overhead tank be provided; CEFTER Management should provide a minimum of the listed items by the Department to get the project working; security should be provided at the site; and a roof should be made over the pond to prevent leaves from falling into the pond and contaminating the water.	3 4 5 6 7
<b>5.2.3</b>	Noting the report as captured in 5.3 above, the PTC expressed displeasure over the manner in which the department had managed the project. It was generally opined that the department ought to have been more responsive on the matter. It was therefore, resolved that a strongly worded letter be written to the department indicating the feelings of the committee and also inform them to forward a request on what was needed to make the hatchery functional. A PhD student should be given the project as part of his/her research and be challenged to get it working; and a staff should be attached to guide the student. It was also resolved that a net or a perimeter fence be put round the pond for protection.	8 9 10 11 12 13 14 15 16
<b>5.3</b>	<b><i>Visit by the Greenwich University Team:</i></b> Referring to a document titled " <i>Information on New Partnership with the Natural Resources Institute, University of Greenwich</i> " which was distributed to members; the Chairman reported that the relationship was to be focused on items 3b. ie solutions to 'Food Loss and Waste'; and item 4(a-e) about collaborations on students support and staff training as well as innovative laboratory research related matters. He stated two names of staff who had already been forwarded and they were being interviewed for training.	17 18 19 20 21 22 23 24
<b>5.3.1</b>	The meeting was informed that the MOU between Greenwich University and BSU had already been signed; that the Centre Leader, Dr. Barnabas Achakpa Ikyo had been offered a Visiting Fellow Professor (without financial benefits) with the University of Greenwich and same arrangement was also being processed for the Vice-Chancellor, Prof. Msugh Moses kembe.	25 26 27 28 29

5.3.2	Noting the information on staff collaboration, members expressed concern on access to information and processing. It was however, resolved that where help is needed staff should contact the Centre Leader.	1 2 3
	<b>NEW MATTERS</b>	4
6.0	<b><i>Ratification of Nominated Project Technical Committee members to serve on the</i></b>	5
6.1	<b><i>CEFTER Scholarship and Grant Allocation Committee:</i></b>	6
	The Chairman informed the meeting that as a result of the changes that took place following his appointment as the new Centre Leader, he no longer Chairs the Scholarship and Grant allocation Committee and that two other members: Prof. Nancy Agbe and Dr. Andrew Gbakon; were no longer in the services of the university. Thus the Deputy Director (Research & Collaboration) now chairs the committee and due to exigency of work he had nominated Dr. Philip T. Abachi (Dean, Faculty of Social Sciences) and Dr. David Mrumun Tyona (HOD, Physics) to fill up the positions as members. The PTC was requested to kindly ratify the decision of the Centre Leader.	7 8 9 10 11 12 13 14
6.1.1	The committee ratified the decision of the Centre leader on the two nominees.	15
6.1.2	<b><i>2019/2020 Admissions:</i></b>	16
6.2	The CL presented a report on the 2019/2020 admissions. It indicated that 187 applications were received and after processing, 127 were recommended and 60 were not recommended.	17 18 19
6.2.1	Concerns were expressed by the committee on the number of foreign application and issues of grading came up. The meeting suggested that grading equivalents should be checked carefully for foreign students and there are official sites for translations on-line. The meeting was however, informed that the Centre is fine with the existing number of foreign students, more so that ACE1 is about to end. For the purpose of the ongoing admission, the Centre Management was directed to reach the University Management on the issue of qualifications, seeking for waiver for foreign students where necessary.	20 21 22 23 24 25 26
6.3	<b><i>Report on Visit by World Bank Facility's Supervision Team:</i></b> The CL in a power point presentation showcased the new CEFTER Complex at the New GRA displaying all the components; offices and areas fully furnished, the auditorium, classrooms/lecture halls as well as restrooms. The Centre met all the DLIs so the financial disbursement has been	27 28 29 30

	made by the World Bank. CEFTER, BSU overall performance was 100% and it is one of the five out of 42 with that result.	1 2
<b>6.3.1</b>	Members expressed delight over what they saw but however, expressed concern about transportation of students to and from the main campus because of the need to access some learning facilities. The fear of the committee was put to rest when a promise was made that transportation services shall be available.	3 4 5 6
	The committee noted the information.	7
	<b><i>Feedback from World Bank, Students and Staff:</i></b>	8
<b>6.4</b>	A paper on "PROGRESS REPORT: Presentation to Technical Committee" containing the details was distributed to all members. The meeting was informed that the results from International Accreditation indicated that the centre has three programmes accredited and has earned some money by this achievement. The Centre has also earned money in all the DLIs but not all the funds has been disbursed as a result of slow disbursement from Central Bank of Nigeria (CBN) to the Centre's account; the reason being that BSU is the only State University on the ACE Programme and the university is using a commercial bank but efforts are being made to resolve the matter.	9 10 11 12 13 14 15 16
<b>6.4.1</b>	The meeting was informed that the concern about the students was delay in graduation and the reasons were poor attention from supervisors and delay in fixing defence. There were also unconfirmed cases of sexual harassment/inducement.	17 18 19
<b>6.4.2</b>	The meeting was also informed about the concerns from staff and they were among others poor remunerations, too many students to supervise, payment to only first supervisor and increased frequency of staff meetings.	20 21 22
	Responses on items 6.4 were as follows:	23
<b>6.4.3</b>	I. The meeting noted and applauded CEFTER on the recorded successes with all the DLIs	24 25
	II. On students matters relating to supervision, the Centre was advised to admit less students and give less scholarships; fortunately, the Centre does not need students to earn any more money since ACE1 shall be ending March 2020	26 27 28
	III. The students also have issues, a number of them are not serious	29 30

	IV. On completion of programme, students who don't finish within the stipulated time, if found wanting, would pay the rest of the fees	1 2
	V. Based on experience, it would be wise to have DLIs for students, ie if by a certain period a student achieves a certain mile stone, he/she gets an award	3 4
	VI. There should also be interim report on students performance and participation	5
	VII. Concerning uncertainty over seminar remunerations, a committee has been put in place to look into the matter and revert to the Centre Leader, and	6 7
	VIII. On issues relating to research, all research adverts are to be seen on the Research WhatsApp Group page.	8 9
	A list of CEFTER funded projects was circulated to members for noting. They are as follows:	10 11
<b>6.4.4</b>	i. Renovation of the Food Laboratory in the Department of Chemistry	12
	ii. Trainings on Innovative University teaching and postgraduate supervision	13
	iii. Internship trainings for students in various companies within and outside the State	14 15
	iv. CEFTER-BSU recorded up to 70 publications	16
	v. Completion of CEFTER Postgraduate Complex.	17
	vi. CEFTER earned all the monies allocated to the Centre	18
	vii. Joint PhD Training with the University of Greenwich, United Kingdom	19
	viii. CEFTER won another ACE Impact of 4 million dollars	20
	ix. Purchase of equipment for Laboratories	21
	Members noted the information and applauded CEFTER Management on their efforts.	22
<b>6.4.5</b>	<b><i>Home Grown school Feeding programme Report:</i></b>	23
<b>6.5</b>	The CL informed the meeting that the Centre got a contract from the State Government	24
<b>6.5.1</b>	to supply cookies produced from cassava to pupils in schools in Benue State. From research done, results show that the shelf life is good. The Centre stands to gain same amount from the World Bank as part of Internally Generated Revenue (IGR). He added that since the CEFTER factory shall be producing this, our students will have yet another place for IT training or internship. He added that this was also a student led project.	25 26 27 28 29



	Members were on that note invited to the CEFTER food week which was already on-going and the grand finale would be Friday 8 <sup>th</sup> November 2019.	1 2
<b>6.5.2</b>	Noting the presentation in 6.5 above, members expressed concern over what the Centre was doing to help students get and maintain patent rights and that there should be machinery put in place for sustainability. The Centre was challenged to think of ways to move forward. The meeting was however, informed that there was a committee on Holistic Research Policy which focuses on Intellectual Property Right but is no longer active. The meeting also acknowledged that this was a delicate issue and therefore emphasized that caution must be applied in handling it.	3 4 5 6 7 8 9
<b>7.0</b>	<b>ANY OTHER BUSINESS</b>	10
<b>7.1</b>	<b><i>Appreciation from HOD, Vocational and Technical Education:</i></b>	11
	The HOD, Vocational & Technical Education appreciated the Centre for the support given to the department in the areas of support for equipment, grants and International Accreditation. He added that the department had just received a grant for bakery and the process was ongoing. He stated that based on progress made so far, there was need to work on controlling Institutional Intellectual Property Rights as it relates to staff and students. He further suggested that it would be great idea for the Centre to constitute a committee to work on this.	12 13 14 15 16 17 18
<b>7.1.1</b>	Based on the presentation in 7.1 above, the HOD was requested to try and put up the Welding and Fabrication Workshop so that it can fully take off or be in use to the University Community.	19 20 21
<b>7.1.2</b>	The meeting also constituted a Committee on Intellectual Property Rights/Royalty and Patents. Membership was as follows:	22 23
	I. Prof. Efosa Kenneth Oghagbon DAP&QA - Chairman	24
	II. Dr. Joseph Kur Fac. of Law - Member	25
	III. Dr. Grace Ihongo Dept. of Physics - Member	26
	IV. Dr. Benedict Iorzer Labe Dept. of Physics - Member	27
	V. Mr. Stephen Torayiin CEFTER - Secretary	28
	VI. Mr. Stephen Azenda CEFTER - In attendance	29
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	The Terms of Reference (TOR) for the committee are as captured below:	1
	I. To develop a policy document on Intellectual Property Rights/Royalties and Patents for CEFTER Products and Research Innovations	2 3
	II. To consider any other ancillary matters that are essential to the execution of the assignment, and	4 5
	III. The committee is expected to submit its report to the Chairman, Project Technical Committee within two (2) months from the date of the meeting.	6 7
<b>7.2</b>	The Centre Leader reiterated the essence of CEFTER; which focuses on managing higher education in Africa. He stated that the CEFTER programs are housed in seven (7) departments in three (3) faculties; and the idea of ACE Impact is to strengthen institutional policies. It is on that note that the Vice-Chancellors also have expectations from the World Bank and at each point of achievement the institution gets a disbursement. Therefore, the Centre Management was requesting all staff to give the project a push by making efforts to own the project since all stand to benefit.	8 9 10 11 12 13 14
<b>8.0</b>	<b>ADJOURNMENT</b>	15
	In the absence of any other business, the move for adjournment of the meeting was made by Dr. Grace Ihongu and seconded by Dr. Musa Egahi. The closing prayer was said by Dr. Iveren Nyinor at 12.40pm.	16 17 18
	_____	_____
	<b>Dr. Barnabas Achakpa Ikkyo</b>	<b>Dr. Scholastica N. Banka</b>
	Chairman	Deputy Registrar/Secretary