

MINUTES OF WACWISA CORE TEAM MEETING HELD ON 4<sup>TH</sup> JUNE, 2019, AT THE  
WACWISA MEETING ROOM, NYANKPALA CAMPUS

**1.0 Attendance**

Present

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| 1. Prof. Felix K. Abagale               | - Director         |
| 2. Prof. Gordana Kranjac-Berisavljevic' | - Deputy Director  |
| 3. Prof. Saa Dittoh                     | - Member           |
| 4. Prof. Israel K. Dzomeku              | - Member           |
| 5. Prof. Abdul-Ganiyu Shaibu            | - Member           |
| 6. Dr. Dzigbodi Adzo Doke               | - Member           |
| 7. Dr. Bernard N. Baatuuwie             | - Member           |
| 8. Dr. Samuel J. Cobbina                | - Member           |
| 9. Dr. Abdul-Halim Abubakari            | - Member           |
| 10. Dr. Mamudu A. Akudugu               | - Member           |
| 11. Dr. Sylvester N. Ayambila           | - Member           |
| 12. Mr. Thomas A. Adongo                | - Member           |
| 13. Mr. Bernard Alando                  | - Member/Secretary |

Apologies for absence

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| 1. Dr. Raymond Kasei | - Member |
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No	Discussions	Action Point
<b>2.0</b>	<p><b>Opening Remarks, Review and Adoption of Minutes.</b></p> <p>The meeting commenced at 9:45am with an opening prayer by Dr. Abdul-Halim Abubakari. This was followed by introductory remarks from the Director of the Centre, Prof. Felix K. Abagale.</p> <p>The Director's brief remarks were followed by a review of the minutes of the previous meeting held on 14<sup>th</sup> May, 2019, which was accepted as accurate, subject to corrections of minor typographical errors. Dr. Samuel Cobbina then moved for the acceptance of the minutes and was seconded by Prof. Saa Dittoh.</p>	
<b>3.0</b>	<p><b>Matters Arising from the Minutes</b></p> <p><b>3.1 <i>WACWISA Strategic Plan (SP)</i>:</b> Dr. Sylvester presented an advanced draft version of the SP and requested for more time for the Committee to complete the document. His request was granted, and the Committee was given up to 20<sup>th</sup> June, 2019 to submit the final draft SP for review by the Core Team.</p> <p><b>3.2 <i>2nd Conference on Irrigation and Agriculture Development (IRAD)</i>:</b> Dr. Sylvester, reported that contacts were being made with relevant stakeholders for support and their participation in the conference and</p>	

<p>promised to circulate a detailed plan on the Committee's preparatory activities so far, by 11<sup>th</sup> June, 2019.</p> <p><i>3.3 Sectoral Advisory Board Meeting:</i> The Industrial Liaison Officer, Dr. Samuel Cobbina, reported that the maiden SAB meeting came off successfully at the UDS Central Library Conference Hall. He said, with the exception of AVNASH Industries who could not attend, the rest of the SAB members were present. The Board elected Dr. Emmanuel Chamba, a Crop Scientist from the Savanna Research Institute as its Chairman and also approved WACWISA's first year Implementation Plan (IP) after making some valuable inputs. The Board also used the opportunity to visit the WACWISA Secretariat and Students Learning Centre.</p> <p>The Director of WACWISA commended Dr. Cobbina and also the Implementation Plan committee, for a good job done. He said the Vice Chancellor was equally glad about the success of the meeting. The Director however revealed that he had made some changes to the final version of the IP that was presented at the SAB meeting. He also observed that, the final draft version did not have budget allocations for Administration and Governance activities such as meetings and conference, and suggested that since the IP was approved, subject to amendments, the Committee could incorporate such vital omissions.</p> <p>The Director also indicated that he was developing a Memorandum of Understanding (MoU) to be signed between WACWISA/UDS and each of the Industry Partners to guide their relationship with WACWISA. Prof. Gordana, also thought this was a very good idea and suggested that the draft MoU be shared with the UDS Directorate for International Relations and Advancement (DIRA) to make inputs in line with a standard template used by UDS in such relationships.</p> <p>It was also suggested that the Director of WACWISA and the Industrial Liaison Coordinator should engage with Interplast Ghana Ltd and Dizengoff Ghana Ltd to exhibit their products at the upcoming IRAD conference and also include them in the SAB.</p> <p><i>3.4 Technical Support to Government One Village One Dam (1VID) Initiative:</i> The Director informed the team that he had not been able to engage with the 1VID secretariat, which is based at the Presidency, but his engagement with the Northern Development Authority has been positive even though the Authority has limited influence on the initiative. It was agreed that WACWISA will make a statement about its willingness to extend technical support to the 1VID initiative at the official inauguration of the Centre. It was also agreed that WACWISA should collaborate with like-minded Civil Society Organisations (CSOs) to organise a stakeholder workshop on the on-going implementation of the 1VID.</p>	<p><b>IP Committee</b> to include budget allocation for Administration and Governance activities in the final approved IP</p> <p><b>Administrator</b> to share draft MoU with DIRA for inputs</p> <p><b>Director and Industrial Liaison Coordinator of WACWISA</b> to engage Interplast Ghana Ltd and Dizengoff Ghana Ltd</p> <p><b>Director of WACWISA</b> to initiate CSO collaboration to organise a stakeholder workshop on 1VID.</p>
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	<p><u>3.5 Comments from World Bank Consultant on WACWISA Implementation Plan:</u> the Committee was informed that the World Bank Consultant was yet to send comments on the IP. However, they were encouraged to finalise the document, since the Consultant's comments might not result in any significant changes to the current draft.</p>	
	<p><u>3.6 Procurement and Finance Manuals:</u> it was announced that the two manual had been submitted and were being edited for uploading onto the WACWISA website</p>	
	<p><u>3.7 Short Courses:</u> Prof. Israel Dzomeku informed the meeting that the Committee could not meet to finalize their work. They were therefore given up to 20<sup>th</sup> June to complete and circulate the final draft document.</p>	<p>Prof. Dzomeku to circulate the final draft short course by 20<sup>th</sup> June, 2019</p>
	<p><u>3.8 Students Handbook:</u> Prof. Abdul-Ganiyu Shaibu informed the meeting that the draft handbook was forwarded to the Director of WACWISA for his final inputs. The Committee was advised to ensure that the content of the final document was consistent with the UDS Graduate School Handbook.</p>	
<b>4.0</b>	<p><b>Main Business</b></p> <p><u>4.1 Presentation of WACWISA Scholarship Guidelines:</u> A presentation on the draft guidelines for the WACWISA scholarship administration was done by Dr. Bernard Baatuuwie. Comments and inputs for the finalization of the document were as follows:</p> <p>a. Accommodation should be provided for all successful candidate, starting from first year. Masters candidate to be given two per room occupancy while PhD candidates are given one candidate per room occupancy.</p> <p>b. There is the need to build a relationship with the University library to provide 24 hours, six days a week service to WACWISA candidates and also provide them with access to the University's online journals and libraries. Prof. Gordana suggested that there was the need for a dedicated library staff to be made available to WACWISA to ensure that candidates are given the best of the services available in the library.</p>	<p><b>Dr. Baatuuwie</b> to revise the scholarship guidelines and circulate by Friday, 14<sup>th</sup> June, 2019</p>
	<p><u>4.2 Formation of Research Teams:</u> The following WACWISA research teams were formed:</p> <p><i>a. Water Resources Management</i></p> <ol style="list-style-type: none"> <li>Prof. Gordana Kranjac-Berisavljevic'</li> <li>Dr. Bernard Baatuuwie</li> <li>Mr. Thomas Apusigah</li> <li>Dr. Samuel Cobbina</li> <li>Dr. Dzigbodi Doke</li> </ol> <p><i>b. Irrigation Engineering</i></p> <ol style="list-style-type: none"> <li>Prof. Gordana Kranjac-Berisavljevic'</li> <li>Dr. Abdul-Halim Abubakari</li> <li>Prof. Israel Dzomeku</li> <li>Prof. Saa Dittoh</li> </ol>	<p>Administrator to contact members who were not present at the meeting to select their preferred research themes:</p> <ul style="list-style-type: none"> <li>• Dr. Raymond Kasie</li> <li>• Dr. Sylvester N. Ayambila</li> <li>• Dr. Mamudu A. Akudugu</li> </ul>

	<p>v. Dr. Samuel Cobbina</p> <p>c. <i>Sustainable Agricultural Systems</i></p> <p>i. Prof. Saa Dittoh</p> <p>ii. Prof. Israel Dzomeku</p> <p>iii. Dr. Samuel Cobbina</p> <p>iv. Dr. Dzigbodi Doke</p> <p>v. Dr. Bernard Baatuuwie</p>																													
	<p>4.3 <i>Student Enrolment:</i> The Director announced that Sixty Masters and PhD applications had so far been received, in response to the call for applications. He indicated that since more applications were still expected, candidates who would not qualify for the scholarship would be offered regular admissions. He then read out the composition of the Selection Committee and encourage them to start preparations for the selection process and to ensure that only the best candidates are selected:</p> <ul style="list-style-type: none"><li>- Prof. Gordana Kranjac-Berisavljevic’ – Chairperson</li><li>- Prof. Saa Dittoh – Member</li><li>- Prof. Abdul-Ganiyu Shaibu – Member</li><li>- Prof. Israel Dzemeku – Member</li><li>- Dr. Dzigbedi Doke – Member</li><li>- Dr. Samuel J. Cobbina</li><li>- Mr. Bernard Alando – Secretary</li></ul> <p>The following times line were also laid out for the selection process:</p> <ul style="list-style-type: none"><li>i. Selection of candidates to be done by early July; local students to be interviewed physically while regional students will be interviewed via skype.</li><li>ii. Language proficiency training is expected to be done by mid-July. Professor Abdul-Ganiyu would engage with the French Language Centre at IIRACs to provide this service.</li></ul> <p>Expected enrolment for year one.</p> <table><tr><th colspan="4">Regional Candidates</th></tr><tr><th colspan="2">Masters</th><th colspan="2">PhD</th></tr><tr><th>Male</th><th>Female</th><th>Male</th><th>Female</th></tr><tr><td>2</td><td>3</td><td>1</td><td>1</td></tr><tr><th colspan="4">National Candidates</th></tr><tr><td>2</td><td>3</td><td>2</td><td>3</td></tr><tr><td>4</td><td>6</td><td>3</td><td>4</td></tr></table> <p>Professor Gordana, suggested that candidate who would not be selected for the scholarship, are nicely communicated to in order to encourage them to try again in future or recommend WACWISA to other prospective candidates.</p>	Regional Candidates				Masters		PhD		Male	Female	Male	Female	2	3	1	1	National Candidates				2	3	2	3	4	6	3	4	<p>Professor Abdul-Ganiyu to engage with the French Language Centre at IIRACs to provide language proficiency training to WACWISA candidates.</p>
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2	3	2	3																											
4	6	3	4																											
5.0	Any other Business																													

	The Director of WACWISA congratulated Profession Israel Dzomeku on the successful delivery of his Inaugural Lecture on the 31 <sup>st</sup> May, 2019.	
<b>6.0</b>	<p><b>Closing</b>  Dr. Dzigbodi Doke then moved for the closure of the meeting and was seconded by Dr. Abdul-Halim Abubakari.</p> <p>The date for the next meeting was to be communicated later.</p> <p>The Closing prayer was said by Dr. Bernard N. Baatuuwie</p>	

Compiled by:

Bernard Alando (ChPA, CMC)  
Secretary/Admin, WACWISA

Ing. Prof. Felix K. Abagale  
Director, WACWISA