

Africa Centre of Excellence

West African Centre for Cell Biology of Infectious Pathogens (WACCBIP)

ACE 002

Work Plan (2019)

TABLE 1: ANNUAL WORK PLAN FOR 2019 – WACCBIP

ACTIVITIES	TIMELINES (IMPLEMENTATION MONTHS)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1.0 Excellence in training												
1.1 Submit annual report for international accreditation, support the best graduating student to attend the annual accreditation ceremony												
1.2 Support training of existing students in MPhil program												
1.3 Support training of existing students in PhD program												
1.4 Outreach events targeting women and minority groups												
1.5 Run expanded number and variety of short courses												
1.6 Organize fourth annual research conference												
2.0 Improving learning experience												
2.1 Refurbish and upgrade ICT infrastructure, purchase software												
2.2 Faculty Exchange programs with regional and national institutions												
2.3 Engagement of international faculty for teaching courses, workshops, and co-supervision of students												
3.0 Develop regional partnerships & programs												
3.1 Maintain active website for showcasing Centre's activities and available opportunities												

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	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
3.2 Engagement of regional faculty for teaching and co-supervision of student research												
3.3 Provide travel awards for regional students and faculty for short research visits												
3.4 Conduct outreach programs and Seminar/Lecture tours regionally												
4.0. Promote applied research												
4.1 Support Centre projects across partner institutions that provide students high quality experience in research												
4.2 Upgrade research laboratories												
4.3 Support short training visits for faculty and students outside the ACE												
4.4 Investigating the aetiology of febrile illness in Ghana												
5.0 Management and Governance establishment												
5.1 Ensure regular meetings of International Advisory Board												
5.2 Ensure regular meetings of Steering Committee												
5.3 Ensure regular meetings of the 2 subcommittees under the steering committee												
5.4 Maintain administrative support team for the centre												
5.5 Purchase equipment and furniture for administrative team												

ACTIVITIES	TIMELINES (IMPLEMENTATION MONTHS)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
5.5 Purchase office supplies for administrative team												
6.0 Financial Sustainability												
6.1 Support faculty to submit grant applications												
6.2 Support PhD and MPhil students to apply for small student grants from international agencies to support their research, attendance & presentations at meetings												
6.3 Private sector engagement												
7.0. Financial & Performance Oversight												
7.1. Prepare and submit semi-annual financial reports												
7.2 Ensure periodic internal audits												
7.3. Ensure annual external audit												
7.4. Ensure annual procurement audit												
7.5. Prepare and submit semi-annual monitoring and evaluation reports												