

# MINUTES OF THE WACCBIP MANAGEMENT COMMITTEE MEETING HELD ON FEBRUARY 24, 2021

## **1.0 Background**

The WACCBIP Management Committee meeting for the first quarter of 2021 was held on February 24, 2021 from 2:00 pm to 5:45 pm. The meeting was organized via Zoom.

## **2.0 Attendance**

### **Present**

<b>No.</b>	<b>Name</b>	<b>Designation</b>
1	Prof. Gordon Awandare	Director / Centre Leader
2	Prof. Dorothy Yeboah-Manu	Deputy Centre Leader
3	Rev. Dr W.S.K Gbewonyo	Mentorship Coordinator
4	Dr Osbourne Quaye	Head, Monitoring and Evaluation
5	Dr Lydia Mosi	Logistics Coordinator
6	Prof. Neils Ben Quashie	Postdoctoral Programme Coordinator
7	Dr Patrick Arthur	Head, Research Training
8	Dr Yaw Bediako	Science Ambassador and Head of Advancement
9	Dr Theresa Manful Gwira	Graduate Admissions and Examinations Coordinator
10	Dr Lucas Amenga-Etego	Research Fellow
11	Mr Barfi-Adomako Owusu	Co-Head, ICT (Electronic Resources)
12	Mr Collins Misita Morang'a	Representative for Graduate Students
13	Prof. Isaac Asante	Representative for Vice Chancellor
14	Dr Winfred-Peck Dorleku	Industrial Liaison

### **In Attendance**

<b>No.</b>	<b>Name</b>	<b>Designation</b>
15	Ms Sika Menka	Grants Manager
16	Mr Felix Kyei	Centre Administrator
17	Ms Emeffa Adzadu	Senior Accounts Officer
18	Mr Vincent Appiah	HPC Manager
19	Mr Solomon Katachie	Communications Manager
20	Ms Marian Namle Nanor	Accounts Officer
21	Ms Kyerewa Akuamoah Boateng	Public Engagement Officer
22	Mr Theophilus Dugah	ICT Officer
23	Ms Sarah Ofori Ntim	Procurement Officer
24	Mr Anthony Gassinu	Assistant Accounts Officer
25	Mr Eric Aful	Logistics Assistant
26	Mr Stefan Danquah	M&E Officer
27	Mr Francis Dzabeng	Data Manager
28	Alfred Kazereram	ICT Technician

### **Absent**

<b>No.</b>	<b>Name</b>	<b>Designation</b>
1	Prof. Kwadwo Koram *	Fmr Deputy Director
2	Prof. Daniel B. Sarpong *	Representative from College of Basic and Applied Sciences
3	Mr Francis Boachie	Co-Head, ICT (Physical Resources)
4	Mr Anthony Hofe	Financial Manager
5	Mrs. Constance Kocke	Representative from Procurement Unit

\* Absent with apologies.

### **3.0 Opening Remarks, Review and adoption of previous minutes**

The Management Committee meeting commenced at 2:26 pm after a WACCBIP Appointments and Promotions sub-committee meeting held from 2:05 pm to 2:25pm

Prof. Awandare gave introductory remarks which was followed by the review of minutes from the previous meeting. Subject to some corrections, the minutes were accepted as a true reflection of the meeting. Rev (Dr) Gbewonyo moved for the acceptance of the minutes and was seconded by Dr Gwira.

### **4.0 New Business**

Prof. Awandare asked the Unit Heads to highlight the key components of their reports and any other issues or concerns noticed whilst reviewing the reports may be brought up for clarification by the Unit Heads.

- Mr Kyei informed the Committee the following people had been appointed at the Centre
  - Ms Agnes Serwaa – Office Cleaner/Messenger
  - Mr Kwame Asiedu – Research Assistant under the RID Project
  - Dr Isawumi Abiola – Research Associate under the Ace Impact Project
  - Dr Joe K. Mutungi – Research Associate under a Royal Society International Collaboration Awards grant.

The Centre is making final preparations to host the African Advance Bioinformatics Workshop which is scheduled for May 10-14, 2021.

- Ms Menka informed the Committee that the Centre's application for a no-cost extension of the DELTAS project has been approved and we have been granted a 12-month no-cost extension. The project now ends in August 2021.

The Centre is waiting for a response from the AAS after participating in interviews for the DELTAS II initiative in December 2020.

The Centre has been awarded the following new grants:

- A Royal Society International Collaboration Awards (GBP 220,504.00) for a period of 3 years
- An Intra-Africa Academic Mobility Scheme funded by the European Union (EUR 1,399,800) for a period of 5 years
- An African Research Universities Alliance (ARUA) initiative (USD 500,00.00) for a period of 1 year. The initial funding of this grant is from the Open Society Foundation.

The Centre has achieved 42% of results for the ACE Impact Project. The breakdown can be seen in the table below. No results have been achieved for DLI #2 – Development Impact. This is because the World Bank is yet to finalize how to measure it. Other results have also been submitted for verification.

Disbursement Linked Results	Maximum SDR per DLR	Total Earnings to date (SDR)	Balance (SDR)	Percentage Achieved
<b>DLI #1: Institutional Readiness</b>	-	-	-	-
<b>DLI #2: Development Impact</b>	<b>172,560</b>	<b>0</b>	<b>172,560</b>	<b>0%</b>
2.1 Progress to impact	86,280	0	86,280	0%
2.2: Development impact	86,280	0	86,280	0%
<b>DLI #3: Quantity of Students</b>	<b>775,500</b>	<b>254,565</b>	<b>520,935</b>	<b>33%</b>
3.1: New PhD students	446,533	246,210	200,323	55%
3.2: New Masters Students	206,728	0	206,728	0%
3.3: New Prof. Short Course Students	122,239	8,355	113,884	7%
<b>DLI #4: Quality of Education/ Research</b>	<b>1,081,285</b>	<b>248,055</b>	<b>833,230</b>	<b>23%</b>
4.1: Program Accreditation	35,947	0	35,947	0%
4.2: Research Publications	613,974	248,055	365,919	40%
4.3: Teaching & Research Infrastructure	431,364	0	431,364	0%
<b>DLI #5: Relevance of Education /Research</b>	<b>1,253,900</b>	<b>1,057,285</b>	<b>196,615</b>	<b>84%</b>
5.1: External Revenue	1,056,205	1,056,205	0	100%
5.2: Internships	124,475	1,080	123,395	1%
5.3: Entrepreneurship	73,220	0	73,220	0%
<b>DLI #6: Timeliness/quality of FM</b>	<b>316,400</b>	<b>0</b>	<b>316,400</b>	<b>0%</b>
6.1: Timely Fiduciary Reporting	79,100	0	79,100	0%
6.2: Functioning Internal Audit Unit & Committee	79,100	0	79,100	0%
6.3 Financial Online Transparency	79,100	0	79,100	0%
6.4: Procurement Quality	79,100	0	79,100	0%
<b>DLI #7: Institutional Impact</b>	<b>143,800</b>	<b>0</b>	<b>143,800</b>	<b>0%</b>
<b>TOTALS</b>	<b>3,743,445</b>	<b>1,559,905</b>	<b>2,183,540</b>	<b>42%</b>

#### Wellcome Trust DELTAS Project Results.

Programme	Target	Current	Status Completed
Masters	0	18	8
PhD	15	19	5
Postdoctoral fellows	12	13	13
Graduate Interns	60	103	75
Student Visitor fellows	25	25	25
Bioethics short course	50	57	57

Prof. Awandare mentioned that the Centre was approached by Rockefeller who had noticed the Centre through the COVID work being done here. They requested that the Centre submits a proposal to support research work ongoing at the Centre. A full proposal has been submitted to them.

The Foreign, Commonwealth & Development Office (FCDO) contacted the Centre for a list of our UK collaborators and a site-visit. Following the site-visit, they requested that the Centre together with the Christian Health Association of Ghana (CHAG) submit a proposal for funding to support the COVID research being done at the Centre.

- Ms Adzadu informed the Committee that USD 1,500,000.00 has been disbursed to the Centre under the ACE Impact Project.

Other project income for the period ending February 17, 2021 are shown in the table below.

Amount	Source	Date of Receipt	Purpose of Funds
USD 136,108.66	Medical Research Council, Gambia	15-Oct-2020	Implementation of the "PAMGEN" project
EUR 31,500.00	Institut de Recherche por le Developpement (IRD), France	30-Oct-2020	Implementation of the "WANIDA" project
EUR 9,972.00	Institut de Recherche pour le Developpement (IRD), France	9-Nov-2020	Implementation of the "WANIDA" project
USD 4,800.00	Organisation for Women in the Developing World (OWSD), Italy	16-Nov-2020	Support for PhD fellowship
GBP 30,000.00	London School of Hygiene and Tropical Medicine, UK	17-Nov-2020	Implementation of Royal Society Africa Postdoctoral Fellowship
GBP 4,113.17	The Francis Crick Institute, UK	10-Dec-2020	Implementation of the "Crick African Network" Project
USD 9,942.90	The Mitchell Group Inc., US on behalf of Malaria Research and Training Centre (MRTC), USTTB, Mali	30-Dec-2020	To implement Medicine for Malaria (MMV) project
GBP 141,512.80	The Francis Crick Institute, UK	26-Jan-2021	Implementation of the "Crick African Network" Project
GBP 50,875.00	Imperial College of Science, Technology and Medicine, London	28-Jan-21	Implementation of the "DIDA" Project

A donation of GHC 15,000.00 was received from Adenia Partners Ltd. through Dr Bediako to support the COVID research work on-going at the Centre.

The Centre has subscribed to the Government's bailout for the investment with Ideal Capital Ltd. This means the Centre would be paid USD 50,000.00 and the rest of the money put into bonds. The dates of these processes are yet to be communicated.

The Centre's total bank balance as at February 18, 2021 was USD 983,786.14. The details are as follows:

- Offshore/Foreign USD account – USD 380,089.05
- Onshore/Forex USD account – USD 11,147.09
- GBP account – GBP 205,020.16 (@ USD 1.39182)
- GHS account – GHS 1,787,089.23 (@ USD 0.17190)

- Dr Bediako informed the Committee that in addition to the Open Society Foundation's funded ARUA grant which was awarded to WACCBIP, the Centre has submitted a concept note to ARUA for an additional grant worth USD 800,000.00.

- Mr Katachie informed the Committee that the Communications and Public Engagement Unit has contributed to media engagement activities involving WACCBIP scientists with regards to the COVID-19 research.

The new website is almost completed and a link would be made available in the coming weeks for comments.

The post-production phase of Hearing Impairment Docu-Drama being produced under the Public Engagement for Strengthening Genetics Research grant has been completed.

Ms Boateng also added that the Unit has ran a pilot test of the docu-drama in a target community. Some minor changes would be done to better convey the intended message.

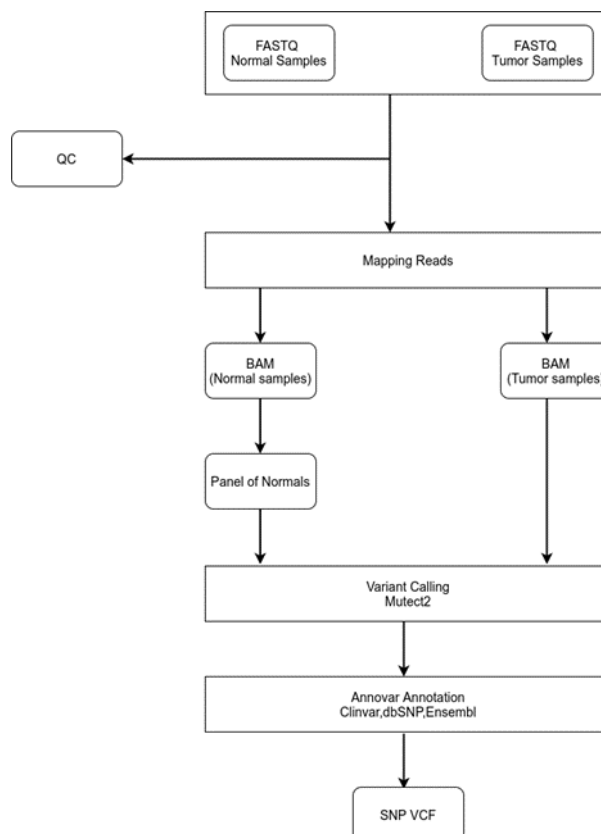
The unit has also been working with a team of scientist as they undertook the COVID-19 research work in the communities.

- Dr Manful Gwira informed the Committee that all 15 PhD Yr 1 students who sat for the comprehensive examination passed.
- Dr Mosi informed the Committee that there are some major delays in the delivery of some equipment. There have been discussions with the University's procurement office to consider awarding the contract to the next available supplier. However, the Logistics Unit was informed that it would not be possible.  
The Unit is working on procuring water quality and toxicology units to enable the Centre render such services.  
Due to the lack of storage space, the Unit has had challenges with stocking up on commonly and frequently used consumables and reagents.

Prof Quashie suggested that we find space in other departments collaborate with those departments.

Prof Awandare mentioned that the Centre working to procure a NextSeq 2000 sequencer from the ARUA grant.

- Mr Appiah informed the Committee that a pipeline has been deployed for the HPC and is currently being used by one student. Below is the workflow for cancer genomics which was developed by the Unit



- Dr Arthur informed the Committee that the only remaining student in MPhil Cohort 4 has defended his thesis.  
MPhil Cohort 5 (Yr 2) students have submitted their theses in 2 batches. A third batch of seven remaining students would be scheduled to defend their thesis after submission.

All students in MPhil Cohort 6 (Yr 1) have successfully presented their project proposals and have passed to proceed to conduct their projects. They are expected to present their progress reports in August 2021.

All but 2 students in PhD Cohort 4 (Yr 4) presented their progress report 1 and 2 from January 19-21, 2021.

PhD Cohort 6 (Yr 2) students presented their proposals from January 25-28, 2021.

- Dr Quaye informed the Committee that alumni tracker developed by the Unit would be rolled out in the coming month.

There was a total of 43 publications by WACCBIP fellows in 2020.

The M&E Unit plans to set up course evaluation for the first semester of the 2020/2021 academic year as well as for workshops organised during the next quarter. Also, the Unit will prepare a mid-year report by June 2021.

The Unit wrote a manuscript on one of the public engagement outreaches organised by WACCBIP interns at the end of their internship programme. The paper has been submitted to the AAS Open Journal.

- Mr Dzabeng informed the Committee that a data repository for WACCBIP has successfully been developed on a dedicated storage server with the UGCS infrastructure. Unique user credentials were shared so that lab heads could upload and download data as and when required.

A draft WACCBIP Data Management Policy developed is currently being used by the Unit pending final comments, reviews and official approval for implementation.

[It was suggested that a virtual workshop be organised for faculty on the use of the data repository.](#)

- Rev. (Dr) Gbewonyo informed the Committee that a mentee needs assessment was conducted and students who completed the forms have been assigned mentors. The Mentorship Unit is planning to organise a virtual workshop.

## **5.0 Updates on upcoming WACCBIP Events**

- Prof Awandare mentioned that the Centre is planning to host online seminars which include a Data Science Workshop sponsored by TIBA and a Bioinformatics Workshop sponsored through a collaborative grant with Dr Thomas Otto.
- Our collaborating faculty have shown interest in still host the WACCBIP-ASCB-Oxford Workshop either virtually or as a split workshop (both virtual and in-person) for those who can travel to Ghana.
- A decision has to be made on how to host the 2021 WACCBIP Research Conference – whether to make it a virtual conference, an in-person conference or a combination of both.

## **6.0 Updates from the Strategic Planning Committee**

- Prof. Yeboah-Manu informed the Committee that questionnaires were designed and distributed to WACCBIP students, faculty and external partners. The Committee would be meeting in the coming week to put together the responses and summarize them into a template which would be shared with the Management Committee.

## **7.0 AOB**

- Prof. Awandare asked for the status on the accreditation of the Bioinformatics Programme. Dr Quaye informed the committee that the proposed programme has been submitted to the School of Graduate Studies after it was reviewed by the School of Biological Sciences.
- It was agreed that the Centre considers giving MPhil scholarships at the beginning of the programme and not in the second year (for international students)

## **8.0 Closing**

- Dr Mosi moved for the closure of the meeting at 5:45 pm and seconded by Prof. Yeboah-Manu.