

**MINUTES OF THE WACCBIP MANAGEMENT COMMITTEE MEETING HELD ON  
MARCH 7, 2019 IN THE WACCBIP BOARDROOM**

**1.0 Background**

The WACCBIP Management Committee had the first quarterly meeting for 2019 on March 7, 2019 from 2:10 pm to 6:15 pm in the WACCBIP Boardroom, ground floor – WACCBIP Building.

**2.0 Attendance**

**Present**

No.	Name	Designation
1	Prof. Gordon Awandare	Director / Centre Leader
2	Rev. Dr W.S.K Gbewonyo	Mentorship Coordinator
3	Dr Osbourne Quaye	Head, Monitoring and Evaluation
4	Dr Therasa Manful Gwira	Graduate Admissions and Examinations Coordinator
5	Mr Anaamoatulim Anab	Financial Manager
6	Dr Lydia Mosi	Logistics Coordinator
7	Prof. Neils Ben Quashie	Representative for College of Health Sciences
8	Dr Patrick Arthur	Head, Training and Research
9	Dr Yaw Bediako	Science Ambassador and Head of Advancement
10	Dr Winfred-Peck Dorleku	Industrial Liaison

**In Attendance**

No.	Name	Designation
11	Ms Sika Menka	Grants Manager
12	Mr Felix Kyei	Centre Administrator
13	Ms Emeffa Adzadu	Senior Accounts Officer
14	Mr Ebenezer Aryee	Procurement Officer
15	Mr Solomon Katachie	Communications Manager
16	Ms Marian Namle Nanor	Accounts Officer
17	Ms Kyerewa Akuamoah Boateng	Public Engagement Officer
18	Mr Theophilus Dugah	ICT Technician
19	Mr Alfred Kazaresam	ICT Technician

**Absent**

No.	Name	Designation
1	Prof. Dorothy Yeboah-Manu *	Postdoctoral Programme Coordinator
2	Prof. Kwadwo Koram	Deputy Centre Leader
3	Ms Belinda L. Lartey *	Representative for Graduate Students
4	Mrs. Constance Kocke *	Representative from Procurement Unit
5	Mr B. S. Srinivasan	Laboratory Technologist
6	Mr Vincent Appiah	HPC Manager
7	Ms Ama Dadson	Co-Head, ICT (Physical Resources)
8	Mr Barfi-Adomako Owusu	Co-Head, ICT (Electronic Resources)
9	Prof. Daniel B. Sarpong	Representative from College of Basic and Applied Sciences
10	Dr Lucas Amenga-Etego	Research Fellow

\* Absent with apologies

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

The meeting commenced at 2:15 pm with introductory remarks from Prof. Awandare. The minutes of the previous meeting was reviewed and accepted as a true and accurate reflection of the meeting, subject to minor corrections. Dr Arthur moved for the acceptance of the minutes and was seconded by Dr Gwira.

Dr Yaw Bediako was then introduced to the Committee as the Science Ambassador and Head of Advancement

### **4.0 New Business**

#### **4.1 Administration**

Mr Kyei informed the Committee of the following:

##### **A:A.** Activities during the last quarter

- Dr Gloria Amegatcher and Dr Joe Kimanthi Mutungi have been awarded Postdoctoral Fellowships at WACCBIP under the TIBA Ghana Postdoctoral Fellowship effective February 1, 2019. Dr Amegatcher's fellowship is for a period of 18 months while Dr Mutungi's fellowship is for a period of 24 months.
- Mr Edmund Owusu and Ms Priscilla Oto have been employed by the Centre as full-time cleaners effective February 1, 2019.
- An MoU has been signed between the University of Ghana with the Open University, UK to collaborate on the OpenSTEM Project by the Open University. WACCBIP and the College of Education are the facilitating units in the University of Ghana.

##### **B:B.** Planned activities for the next quarter

- Signing of an MoU between WACCBIP and Entrance Pharmaceutical & Research Centre.

#### **4.2 Grants Management**

Ms Menka informed the Committee of the following:

##### **A:A.** Activities during the last quarter

1. World Bank African Centre of Excellence (ACE) Project
  - The ACE I project country review meeting was held on January 28, 2019 at the NCTE office.
  - The ACE Impact project negotiation meeting was held on February 6, 2019 at the World Bank county office.
  - The verification of short course participants and long-term students (Masters and PhD students) has been completed. The Centre is waiting for the verification letters for the students.
  - A team from WACCBIP comprising Prof. Awandare, Prof Yeboah-Manu, Mr Anab, Ms Adzadu, Ms Menka and Mrs Kocke attended the 10<sup>th</sup> ACE I project meeting and ACE III launch in Djibouti from February 18 – 26, 2019. At the meeting the team was informed that the Centre was required to complete outstanding DLI's in ACE I before the Centre can proceed to ACE III.

## 2. Wellcome Trust DELTAS Project

- The Centre has submitted key and scientific achievement to AESA as part of their preparatory plans to submit a proposal for Phase II of the DELTAS project
- The 2018 annual report has been submitted to AESA
- Dr Kolapo Oyebola, the second WACCBIP postdoctoral fellow completed his fellowship on January 31, 2019.
- 3 student visitor fellowships were awarded to:
  - Raymond Lovelace Adjei – Inqaba Biotechnical Industries (Pty) Ltd, SA
  - Magdalene Dogbe – Mississippi State University, USA
  - Felix Ansah – University of Cambridge, UK

## 3. Workshop and Meetings

- The following workshops were organized during the last quarter
  - NIHR Training workshop on sample processing, sequencer operation and basic data analysis on December 5 – 7, 2018
  - ARTIC/TIBA workshop on Nanopore virus sequencing for the real-time molecular epidemiology of outbreaks from December 10 – 15, 2018
  - 3rd WACCBIP-DELTAS Bioethics workshop from December 17 – 19, 2018
  - WACCBIP-Oxford-ASCB workshop from January 14 – 25, 2019
  - Postdoc personal development workshop from January 18 – 22, 2019

## 4. Staff Training

- Mr Solomon Katachie, the WACCBIP Communications Manager attended the Africa Asia Communications Forum at the Nelson R. Mandela School of Medicine, University of KwaZulu-Natal, Durban, SA from January 23 – 25, 2019
- Mr Vincent Appiah, the HPC Manager is currently attending an HPC Management training at the Centre for High Performance Computing, University of Cape Town, SA from February 25 to March 15, 2019

## 5. Other Grants

- The Crick African Network team has requested for an M&E Officer to be recruited. Mr Stefan Danquah, a graduate intern in the general office has been consulted and has accepted to take up the position.

## B:B. Overall status of implementation

### 1. World Bank African Centre of Excellence (ACE) Project

Disbursement Linked Results	Maximum SDR per DLR	Total Earnings to date (SDR)	Balance (SDR)	Percentage Achieved
DLI #1: Institutional Readiness	530,000	530,000	0	100%
DLI #2: Excellence in education and research capacity and development impact				
2.1: New Short term students	260,000	38,545	221,455	15%
2.2: New Masters students	260,000	130,000	130,000	50%
2.3: New PhD	260,000	260,000	0	100%
2.4: No. of outreach periods	520,000	10,400	509,600	2%
2.5: Quality Benchmarks (Accreditation)	520,000	520,000	0	100%
2.6: No. of published articles	520,000	520,000	0	100%
2.7: Externally generated revenue	780,000	780,000	0	100%
2.8: Improved teaching and learning environment	1,030,000	1,030,000	0	100%
DLI #3: Financial management	260,000	162,500	97,500	63%
DLI #4: Timely and audited procurement	260,000	32,500	227,500	13%
<b>TOTALS</b>	<b>5,200,000</b>	<b>4,013,945</b>	<b>1,186,055</b>	<b>77%</b>

### 2. Wellcome Trust DELTAS Project

Programme	Target	Current Status	Completed
PhD	15	15	0
Postdoctoral fellows	12	12	2
Graduate Interns	60	48	30
Student Visitor fellows	25	21	12
Bioethics short course	50	39	39

## C:C. Planned activities for the next quarter

### 1. World Bank African Centre of Excellence (ACE) Project

- Completion of the implementation plan for the ACE Impact.

### 2. Wellcome Trust DELTAS Project

- The remaining 6 fellows in the first cohort of postdoctoral fellows are expected to complete their fellowships by March 2019.
- The Centre will be selecting the 4<sup>th</sup> cohort of graduate interns for the 2019/20 academic year. 71 applications have been received so far.

### 3. Workshops and meetings

- The 4<sup>th</sup> WACCBIP-DELTAS Bioethics workshop is scheduled for April 22 – 26, 2019 in Bamako, Mali.
- The Centre would host a TIBA workshop on Evidence synthesis in May 2019
- The Centre would host the TIBA Annual General Meeting from September 16 – 18, 2019.

### 4.3 Logistics

Dr Mosi informed the Committee of the following:

A:A. Activities during the last quarter

- WACCBIP Equipment Status

SN	Equipment Name	Location	Current status & Remarks
1.	Hi Sense Microwave oven	Cell and molecular biology lab	It was smoking any time they power. The filament was serviced.
2.	Ice maker	Cell and molecular biology lab	Serviced
3.	Stereo Microscope	Cell and Molecular Biology lab	Yet to be delivered
4.	ThermoFisher Scientific Quant Studio 5 Real time PCR	Immunology lab	Calibration and verification have been completed and it's fully functioning.
5.	BD -LSR Fortessa FACS	Immunology lab	Periodic maintenance for January 2019 has been done but upgrading and calibration is still pending.
6.	3 units of VWR 26 L water bath	Immunology lab, Virology lab and Molecular biology lab	They have all been tested and installed.
7.	Windows curtains for labs	Immunology/ Cell and molecular biology/ Protein expression lab/Confocal Microscope room.	They have all been installed.
8.	Beckman coulter Optimax UltraHigh speed centrifuge	Protein expression lab	We have placed order for MLA-150 centrifuge rotor which is yet to be delivered.
9.	Two units of ThermoFisher Scientific Drybath standard two block	Protein Expression and immunology lab	Installed
10.	Mettler Toledo Analytical Balance	Protein Expression and Molecular Biology lab	Installed
11.	ThermoFisher Scientific Biofuge Stratos centrifuge	Protein expression lab	A request for a new Spindle motor has been made and is yet to be delivered for installation.
12.	Magpix Luminax	Protein expression lab	A new CPU was provided with upgrades software installed. It has been installed and the software has been upgraded as well as the probe height also adjusted. Calibration is yet to be done with calibration kits.
13.	2.5 HP Air conditioner	Protein Expression, Immunology lab, HPLC room.	We have installed four new A/c's at Immunology, two at protein expression and one at HPLC room.
14.	Agilent infinity Preparatory HPLC	Chemical system biology of infectious pathogens lab	Machine has been installed. There has been a delay in user training due to delay in supply of columns and consumables for running the machine
15.	Partitioning of Chemical systems biology of Infectious pathogens Lab and workstation for Agilent HPLC	Chemical systems biology of Infectious pathogens Lab	Carried out to make space in Mass spectrometry room to prepare workstation for installation of Agilent Preparatory HPLC.

16.	SafeFAST Classic Biosafety cabins	Chemical system biology of infectious pathogens and bacteriology lab	Both machines have been installed at the various locations. The one at bacteriology lab is not in use due to the delay process in purchasing a voltage stabilizer to power the equipment.
17.	Rotary Evaporator/Chiller	Chemical system biology of infectious pathogens lab	Servicing of chilling unit carried out. Compressor has been replaced.
18.	SafeFAST Elite class II	Chemical system biology of infectious pathogens lab	Front glass has been replaced but proximity sensor for the windows calibration could not be adjusted by service Engineer from Inqaba ltd as well as fan sensor. Now the manufacturers and their local supplier have recommended us to buy a new cabin at a discounted price.
19.	Two units of Leec CO <sub>2</sub> Incubator	Virology lab	There was power failure in both units as result of power outage. This resulted in blowing of the secondary fuse causing a power surge on the PCB affecting one MOV and a diode. The components are not on the local market so therefore Dr.Quaye is assisting us get them from the US.
20.	650L Skyworth freezer	Virology lab	It has been installed and powered by Sollatek AVS13 fridge guard.
21.	Shel Lab Incubator	Bacteriology Lab	Installed and users trained.
22.	Thermo Scientific Heratherm Oven	Bacteriology Lab	Breakdown maintenance carried out and it's working well.
23.	Three units of Sollatek 3000VA online UPS	Next generation sequence lab/Molecular Biology lab	One was used to power the Eppendorf thermocycler at Molecular biology lab and the other two are for the Ion Torrent Sequencing machine.
24.	Ion torrent PGM sequencer	Next generation sequence Lab	Installation is incomplete due to control board failure of one touch unit. Replacement is yet to done and user end training follows up.
25.	Vortex, mini and micro-centrifuge	Next generation sequence Lab	They have all been shipped and yet to be cleared.
26.	Carl ZeissLSM 800 Confocal microscope	Confocal Room/All Labs	Waiting for service contract invoice and yet to be approved and application training need to carried out.
27.	Refrigerated Centrifuges	NMIMR /Protein Expression	Have been shipped and yet to be cleared.
28.	Systec Ltd, Autoclave	General Lab/NMIMR	Payment has been done but it is yet to be shipped.
29.	Laminar air flow/PCR cabin and Biosafety cabins	All labs	Need to be certified
30.	Two units of Thermocyclers	General Lab/NMIMR	They are yet to be delivered by Inqaba Biotec .
31.	96 well plate Thermocycler	TIBA Project	We have made request for purchase as it is not on the tender list.
32.	Two units of -20 Degree Nasco Freezer	TIBA Project	Installed
33.	Life Technology Equipment	All labs	We have carried out an inventory of life technology equipment to life Thermo

			Fisher Scientific to acquire <b>service contract</b>
34.	250KVA NPR Regulator	All Labs	Contract has been awarded to clean power. Clean power is waiting for some supporting documents to sign the contract.

- Curtains have been installed in some lab as a result of the external interference from the sunlight which altered the temperature of most of the incubators.
- Attempts to fix a Biosafety cabinet in Chemical System Biology of Infectious pathogens lab has been futile. Final attempts to fix the machine are being made by Inqaba Biotec. If that also fails, a non-electronic cabinet would be considered for procurement at a subsidised price.
- The supply of the power regulator for the entire building is still pending. Supporting documentations are still being processed for the purchase of the regulator.
- Students are currently required to create purchase orders for the procurement of items This is to ensure that student orders are confirmed by the Centre before they are delivered.

#### B:B. Overall status of implementation

- Accreditation of laboratories is ongoing.
- There have been delays in the procurement of equipment and accessories from local suppliers, including manufacturers which has slowed down activities in the labs.
- Dr Joy Power is assisting the Centre to fix the undergraduate labs.

#### G:C. Planned activities for the next quarter

- Creation of a DHL service account for the Centre
- The Unit would be working to find a reliable supplier to refill the toners in the office. This is because the high costs of purchasing toners for the offices in the Centre.

### 4.4 Accounts / Finance

Mr Anab informed the Committee of the following:

#### A:A. Activities during the last quarter

- The following disbursements have been received within the quarter:
  - USD386,842.00 for the Wellcome Trust DELTAS project
  - USD33,772 for the AESA HI-GENE Project
  - GBP34,965 for the TIBA project
- Financial reports for all the projects have been submitted for the quarter.
- WACCBIP staff have been placed on the new salary structure. The medical insurance for the staff is still under review and would be implemented as soon as the procurement process is complete.
- As a part of restructuring procedures at ORID, two Accounts staff have been transferred to the Central Accounts and replaced with new staff. As a result of this, WACCBIP Accounts staff handle some part of the work previously handled by ORID Accounts office. This is to avoid possible lapses in the Centre's workflow with regards to request processing and reporting.

#### B:B. Overall status of implementation

- DELTAS Grant Expenditure Report, as at February 28, 2019.

Total Programme	Current Budget	Expenditure to Date	
USD	USD	USD	% of budget spent
Staff Costs	438,664.00	295,296.36	67%
Materials and Consumables	731,250.00	370,392.59	51%
Equipment	1,057,750.00	940,899.59	89%
Travel	556,250.00	268,682.33	48%
Communication	76,500.00	61,332.14	80%
Fellowship Costs	3,656,593.27	2,259,811.37	62%
Training	35,250.00	9,897.31	28%
Workshops	251,250.00	148,411.84	59%
Other	350,500.00	169,366.99	48%
Flexible Funding and Inflation Allowance	31,844.56	13,941.14	44%
<b>Total</b>	<b>7,185,851.83</b>	<b>4,538,031.66</b>	<b>63%</b>
<b>Total disbursements received to date</b>	<b>4,723,728.00</b>		<b>66%</b>

- The Centre has received two payments from Ideal Capital Partners since the last management meeting; GHS200,000 in December 2018 and GHS100,000 in February 2019. The principal of GHS2,500,000 which was reinvested for 182 days at 24% per annum matured on February 20, 2019 but is yet to be paid to the Centre.

#### G:C. Planned activities for the next quarter

- Reporting to funders, monitoring compliance with grant conditions and ensuring smooth funds flow
- Providing the necessary support, including budgeting and financial due diligence, for new grant applications and renewal of existing grants
- Setting up accounts for all new grants on the University's system (ITS)

## 4.5 Research and Training

Dr Arthur informed the Committee of the following:

#### A:A. Activities during the last quarter

##### 1. MPhil

- All students in Cohort 1 have submitted their thesis.
- All 18 students in Cohort 2 have presented their thesis defences and submitted the thesis.
- Thesis for students in Cohort 3 are being assessed. However, 2 students are yet to defend and submit their thesis.
- Students in Cohort 4 would be presenting their progress reports. This has been scheduled from February 11 to March 14, 2019.
- Students in Cohort 5 are developing their full project proposals. They would be presenting by the end of July, 2019.

##### 2. PhD

- 2 out of 11 students in Cohort 1 have submitted their thesis. The remaining 9 plan to submit in March 2019.
- Students in Cohort 2 are working to complete their projects and submit their thesis in July 2019.



- Students in Cohort 3 have been scheduled to present their progress report 1 (seminar 3) from March 18 to April 11, 2019.
- Students in Cohort 4 scheduled to submit and present their experiential learning reports from April 15 to May 2, 2019.
- Students in Cohort 5 are currently developing the full versions of their project proposals. This would be submitted by the end of May 2019.

**B:B.** Planned activities for the next quarter

- Project proposal defence for MPhil Cohort 5 students is scheduled for July 2019.
- Progress reports presentation for MPhil Yr 2, PhD Yr 2 and 3 students would take place from February to April 2019.
- An annual report for the WACCBIP programme accreditation is being prepared currently for submission to the Royal Society of Biology.

#### 4.6 Graduate Admissions and Examinations

Dr Gwira informed the Committee of the following:

**A:A.** Activities during the last quarter

- There was a call for application for the ACE PhD fellowships in January 2019.
- There were calls for applications for PhD and Masters graduate admissions in January 2019. The call closes in April 2019.

**B:B.** Overall status of implementation

- Applications for the ACE PhD fellowships is currently being assessed. A total of 510 applications were received with 142 of the applicants being female.

**C** Planned activities for the next quarter

- Shortlisting of international applicants and organizing skype calls for the shortlisted applicants. Organizing written exams for Ghanaian applicants as a means of shortlisting the applications and organising interviews.

#### 4.7 Monitoring and Evaluation

Dr Quaye informed the Committee of the following:

**A:A.** Activities during the last quarter

- Submission of DELTAS-Wellcome Trust M&E reports.
- Course evaluations for MPhil Yr 1 and PhD Yr 1 students for the first semester of the 2018/2019 academic year have been administered
- Evaluations for the TIBA-ARTIC Real-time Sequencing workshop, the WACCBIP ASCB-Oxford workshop, the Postdoctoral Development workshop and the Bioethics workshop have been administered.

**B:B.** Planned activities for the next quarter

- Analysing of the MPhil and PhD course evaluations for the first semester of the 2018/2019 academic year.
- Setting up course evaluations for the second semester of the 2018/2019 academic year. This would be done from April to May 2019.

## 4.8 Mentorship

Rev. Dr Gbewonyo informed the Committee of the following:

### ~~B:B~~ A:A. Activities during the last quarter

- PhD Yr 1 students were assigned mentors.
- A supervisor-student relation challenge was referred to the unit for investigation. A report has subsequently been submitted to the Director for necessary action to be taken.

### ~~B:B~~ B:B. Planned activities for the next quarter

- Evaluation of initial mentor-mentee interactions. This would be organised as an interactive session to assess the programme, particularly the challenges faced by mentors/mentees and to agree on some solutions. This would take place before mid-April 2019.

## 4.9 Industrial Liaison

Dr Dorleku informed the Committee of the following:

### ~~B:B~~ A:A. Activities during the last quarter

- An MoU with Entrance Pharmaceuticals and Research Centre has been reviewed and is ready to be signed.
- Draft MoUs have been sent to Ernest Chemist Ltd, Equatorial Healthcare Services and Phyto-Riker Pharmaceuticals Ltd to be reviewed by their management.

### ~~B:B~~ B:B. Planned activities for the next quarter

- A team from WACCBIP would visit Kinapharma Limited to discuss possible collaborations with them.
- Scheduling of a meeting with the management of PZ Cussons Ghana Ltd to discuss student internships.
- A draft Terms of Reference for the student internships with the industry partners would be developed and shared with faculty members for comments and contributions.

## 4.10 Communications & Public Engagement

Mr Katachie informed the Committee of the following:

### ~~B:B~~ A:A. Activities during the last quarter

- Upgrading of the WACCBIP website for functionality and improvement in user experience is still under deliberation. The quote provided by the web developer was considered high. Further talks to reduce the cost are ongoing.
- A team from WACCBIP participated in an International Day for Women and Girls Science at the Saint Mary's Secondary School. Ms Adumuah Nuerki, an MPhil student from WACCBIP spoke about careers in Science.
- Students from the Hope College in the Central Region visited WACCBIP where they interacted with some fellows and also had hands-on lab sessions.

### ~~B:B~~ B:B. Planned activities for the next quarter

- Completion of the upgrades on the WACCBIP website.
- Planning of regional public engagement events/tours as required by the DELTAS action plan.

- There would be a Senior High School outreach tour in the Brong Ahafo Region. This would be organized by the 2018/2019 graduate interns.

## **5.0 Planning of 2019 WACCBIP Research Conference**

- It was decided that there would the conference would be held in the Conference hall and also broadcasted live in alternate rooms for unregistered participants.
- The number of presenters would be reduced as compared to the previous Research Conference to accommodate more poster presentations. As such, there would be 2 poster session on the 2<sup>nd</sup> and 3<sup>rd</sup> days of the conference.
- Some keynote and feature speakers for the Conference may include;
  - Steve Isaacs, CEO of Aduro Biotech, USA
  - Nevan Krogan, Director of Quantitative Biosciences Institute, Univ. of California
  - Martha Gyansa-Lutterodt, Ministry of Health
- Interactions are being held with Johnson & Johnsons to sponsor the 2019 WACCBIP Research Conference.
- It was suggested that a plaque was designed for the Keynote speakers at the Research Conference.
- The abstract submission system should be improved and tested by some WACCBIP students before opening to the general public. The applications would be open from April 1 to May 19, 2019.
- Four thematic areas would be created for the abstract submission in the 2019 Research Conference.
- It was suggested that the Former President of Ghana, Ft. Lt. J.J Rawlings should be invited as a guest speaker at the Research Conference.

## **6.0 Request for Sponsorship**

The Committee reviewed sponsorship proposals from and the Convention of Biomedical Research Ghana (CoBREG) and the Ghana Academic and Research Network (GARNET) to sponsor the 12<sup>th</sup> CoBREG Annual Conference and the 5<sup>th</sup> Annual WACREN Conference respectively.

After deliberations the Committee decided to provide Gold sponsorship for the 12<sup>th</sup> CoBREG Annual Conference scheduled for July 30 – August 1, 2019.

## **7.0 Scheduling of Next Meeting**

The next Management Committee meeting was tentatively scheduled for Thursday June 13, 2019 at 2:00 pm

## **8.0 Any other business**

- Dr Gwira informed the Committee that she has asked for summaries of projects from faculty members that can be taken up by students. and has received some responses. She indicated that she received some responses but is still open to receive summaries from faculty members who are still interested.
- Prof. Neils Quashie suggested the grading system used for the progress reports should be revised.
- Prof. Awandare suggested that the Centre organises a 1-day thesis workshop for final year MPhil and PhD students as well as 2nd and 3rd year PhD students.
- Prof. Awandare informed the committee that an HPC Management meeting was held with staff from UGCS. During the meeting it was decided to rename the HPC at WACCBIP. After deliberations it was decide to name it 'Zuputo', which means the brain in a northern dialect in Ghana.
- Prof. Awandare informed the committee that there are plans to refurbish some of the labs using funds from Crick Fellowships. This would focus primarily focus on labs in which the Crick fellows are working in to create more space for the researchers in the labs.
- Dr Arthur informed the committee that an extraction machine is needed in the Chemical System Biology of Infectious Pathogens lab because of the use of the solvents and the culture processes.

## **9.0 Closing**

- The meeting ended at 6:12 pm. Dr Dorleku moved for the closure of the meeting and this was seconded by Rev. Dr Gbewonyo.