

AFRICA CENTRE OF EXCELLENCE FOR
NEGLECTED TROPICAL DISEASES AND FORENSIC BIOTECHNOLOGY (ACENTDFB)
AHMADU BELLO UNIVERSITY, ZARIA – NIGERIA

	10 TH EXECUTIVE MINUTES OF ACENTDFB MEETING HELD ON FRIDAY 27 TH MARCH, 2015 AT 10:24 AM IN THE BOARD ROOM OF BIOCHEMISTRY DEPARTMENT, AHMADU BELLO UNIVERSITY, ZARIA	ACTION
1.00	PRESENT	
1.01	Prof. A. J. Nok (OON, FAS, NNOM)	Chairman/Centre Leader
1.02	Prof. H. M. Inuwa	Deputy Centre Leader
1.03	Prof. J. K. P. Kwaga	Head of Rabies
1.04	Prof. Y.K. E. Ibrahim	Capacity Building Officer
1.05	Prof. I. S. Ndams	Head of Filariasis
1.06	Dr. H. J. Maku	Monitoring & Evaluation Officer
1.07	Mr. Nasir. Moro	ICT Officer
1.08	Mr. Umar Abubakar	Auditor
1.09	Prof. J. Kabir	(In attendance)
1.10	Mr. S. K. Yashim	Secretary
2.00	APOLOGY	
2.01	Mr. Ishaya Nuhu	Procurement Officer
2.02	Mr. Salisu Ibrahim	Accountant
3.00	OPENING	
3.01	The meeting commenced at 10.24 am with individuals praying according to their faith.	
3.02		
3.03	The Chairman welcomed members to the 10th Executive Meeting, and unveiled the agenda of the meeting as follows:	
3.04		
3.05	(i) A brief from the Chairman;	
3.06	(ii) A report from Prof. H.M. Inuwa on their trip to Cameroon/ Meeting with World Bank;	
3.07		
3.08	(iii) A report from ICT Officer; and	
3.09	(iv) Any Other Business.	
4.00	BRIEF BY THE CENTRE LEADER/CHAIRMAN	
4.01	The Chairman told the meeting that there were telephone conferences held between ACEs and the World Bank Washington Africa ACEs that took place in February and March 2015. He disclosed that lack of preliminary approval of ACEs by the Nigerian parliament affected the implementation plans of ACEs, also made the World Bank to delay the release of funds. In order to save the situation, the Centre Leader, Prof. Nok along with others made frantic efforts and established contact with some key parliament which resulted to approval.	
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4.09	All signatories to ACEs' account were to be sent to the National Universities Commission (NUC), through the Desk Officer, Dr. Joshua Attah.	Accountant
4.10		
4.11		
4.12	Following the approval by the Nigerian Parliament, funds were expected to be released by the World Bank – 20% in the next two weeks as at the date of the meeting. However, these amount won't be enough, but projects that had been completed could be forwarded to the World Bank for reimbursement.	
4.13		
4.14		
4.15		

5.00	CAMEROONTRIP/ WORLD BANK MEETING 16TH – 18TH MARCH 2015	Auditor
5.01	Prof. Inuwa reported that, on arrival, they were received by our collaborator	
5.02	in Cameroon, Dr. Achuki.	
5.03	According to her, the meeting with the World Bank was on finance. The	
5.04	appointed Accountant, Auditor and Procurement officer must be aware by	
5.05	the World Bank. According to her, World Bank would only make payment of	
5.06	what has been achieved on presentation of evidences through claims. In	
5.07	making claims: full names, Number and emails should be given. It was	
5.08	advised that ACEs should not wait for funds before executing their projects.	
5.09	Claims/Receipts must be genuine. Signatories must be independent.	
5.10	<u>Workshop</u> : Prof. Y.K.E. Ibrahim made a presentation that ACENTDFB has	
5.11	the manpower capacity on Biotechnology, NITOR, which the participants	
5.12	from the region could take advantage to collaborate with ACENTDFB.	
5.13	<u>Time Factor</u> : Program of activities should be done within the time	
5.14	scheduled in order to achieve the set goals and objectives.	
5.15	ACENTDFB's accounts should not be audited along with Ahmadu Bello	
5.16	University.	
5.17	The Deputy Centre Leader, reported that the ACENTDFB's programs	
5.18	hosted by Biochemistry Department: B.Sc. and M,Sc students had been	
5.19	assigned lecturers. Based on the time-table scheduled, it was observed	
5.20	that some lecturers had not given their lectures	
5.21	It was noted that ACENTDFB had admitted students based on high level	
5.22	criteria. According to the Centre Leader/Chairman, they went out of their	
5.23	way to admit qualitative students for ACENTDFB. Unfortunately, many of	
5.25	the regular students of the university were unqualified, making it impossible	
5.26	for the students to cope. In order to improve their knowledge capacity;	
5.27	seminars, assignments, and interactions among students were proffered	
5.28	as solutions. For ACENTDFB to maintain her qualitative students'	
5.29	admission records, a program standard or questionnaire needed to be	
5.30	designed for students to go through before applying for admission.	
6.00	CAPACITY BUILDIDNG	Capacity Building Officer
6.01	Prof. Ibrahim informed the House that assigned lecturers had been	
6.02	participating in the courses being offered by ACENTDFB. However, it was	
6.03	revealed that some lecturers missed their lectures while some had their	
6.04	names missing. A proper time-table had to be drawn.	
7.00	REPORT ON ACENTDFB – WEBSITE.	ICT Officer
7.01	The ICT Officer, Mr. Nasir Moro disclosed that 80% of the ACENTDFB's	
7.02	website had been designed. Training and research activities, staff and	
7.03	their profiles would be fed on the website. He was requested to design a	
7.04	staff profile form and give to staff to fill and return to him. ACENTDFB's	
7.05	logo was yet to be designed. The Centre Leader had already developed a	
7.06	logo, which the ICT Officer was asked to improve upon. It was advised that	
7.06	ACENTDFB's Website should not be independence or isolated from the	
7.07	A.B.U. main website.	
8.00	APPOINTMENT OF PROJECT MANAGER	
8.01	The appointment of a Project Manager was still being considered as at the	
8.02	time of the meeting.	

9.00	ANY OTHER BUSINESS (A.O.B)	
9.01	(i) Prof. Ndams presented some postgraduate students' project proposals	
9.02	from various departments whose field were relevance to ACE-Neglected	
9.03	Tropical Diseases and Biotechnology, seeking to be considered for	
9.04	financial assistance to enable them carryout their research. A member	
9.05	objected; and another member supported the request, which led to	
9.06	inconclusive discussion without reaching a decision. Prof. Ibrahim	
9.06	suggested that a committee be set up to examine and formulate a policy	
9.07	on postgraduate students, who are not ACEs students, but whose fields of	
9.08	research are relevance to ACEs. The committee members appointed	Committee
9.09	included: Prof. A.J. Nok; Prof. H.M Inuwa; Prof. YKE Ibrahim; and Dr. (Mrs)	Members
9.10	H. Makun. They were requested to meet on Tuesday 31st March, 2015.	
9.11	(ii) A member suggested the need to have a planned-meeting time-table.	
9.12	The Chairman then proposed that the meeting could be held on the last	Chairman/
9.13	Friday of every month. The House unanimously agreed with the	Secretary
9.14	proposal without any objection.	
10.00	ADJOURNMENT	
10.01	In the absence of any other business, Prof. Kwaga moved for	
10.02	adjournment, and he was seconded by Dr. Makun. The Meeting was	
10.03	adjourned at 12:07 noon.	
	Prof. A. J. Nok (OON, FAS, NNOM) Centre Leader/Chairman	S.K. Yashim Secretary