



**MINUTES OF THE 3RD MEETING OF PUTOR ACADEMIC BOARD HELD ON
WEDNESDAY, 13TH NOVEMBER 2019 AT CEFOR MEETING ROOM**

START TIME: 12:30 P.M END TIME: 2.55 P.M DURATION: 2 HRS 25 MINS

#Participants: 14

AB/ACE-PUT/014

MEMBERSHIP

A. PRESENT

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| 1. | Prof. E. C. Nduka | Chairman |
| 2. | Prof. A. A. Okerengwo | Dean, School of Graduate Studies |
| 3. | Prof. I. M. Siminialayi | Provost, College of Health Sciences |
| 4. | Prof. Best Ordinioha | Director, School of Public Health |
| 5. | Prof. Onyewuchi Akaranta | Uniport ACE Coordinator |
| 6. | Dr. A. O. Asimiea | Director, Centre for Marine |
| 7. | Prof. Orish Ebere Orisakwe | Centre Deputy Leader |
| 8. | Dr. Daprim S. Ogaji | Centre Leader |
| 9. | Dr. Seye Babatunde | Director, Centre for Health and Dev. |
| 10. | Dr. Anthonet Ezeji for N. | Toxicological Research Team Coordinator |
| 11. | Dr. Faith Diorgu | Industrial Liaison Coordinator |
| 12. | Dr. Catherine C. Ikewuchi | Nutrition Research Team Coordinator |
| 13. | Prof. P. O. Eghwudjakpor | Dean, Faculty of Clinical Sciences |

B. SECRETARY

Mr. Confidence Igwe	Admin. Head/Desk Officer
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C. ABSENT (with apology)

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| 1 | Dr. Kingsley C. Patrick-Iwuanyanwu | M&E/Academic Programme Coordinator |
| 2. | Prof. Chukwuocha Ephraim - | Dean, Faculty of Sciences |
| 3. | Prof. Ogbonna Okorie - | Dean, Faculty of Pharmacy |
| 4. | Prof. E. N. Onyeike | PG Coordinator, Biochemistry |
| 5. | Dr. Charles Tobin-West | PG Coordinator, Preventive and Social Medicine |

AB/ACE-PUT/015**OPENING**

The Chairman, Prof. E. C. Nduka declared the meeting open by 12.30pm after an opening prayer by Prof. Onyewuchi Akaranta. The Chairman in his opening remark welcomed all Academic Board members, especially Prof. Orish Ebere Orisakwe to the 3rd meeting. He informed the Board that the essence of the meeting was to enhance the visibility of the Centre as we have the capacity and capability to achieve our set goal especially as we have IPS and CEFOR.

AB/ACE-PUT/016**AGENDA**

The items in the agenda were read and adopted after a motion moved by Prof. I. M. Siminialayi and seconded by Dr. Anthonet Ezejiolor N.

AB/ACE-PUT/017**ADOPTION/CORRECTION OF 2ND MINUTES OF PUTOR
ACADEMIC BOARD HELD ON THURSDAY 2ND MAY,
2019**

The minutes of the 2nd meeting of PUTOR Academic Board held on 2nd May, 2019 were read and adopted by the motion moved by Prof. I. M. Siminialayi and seconded by Prof. P. O. Eghwurudjakpor.

The following corrections were made.

“Iyeopn Siminialayi, Director, Center for Marine; in page 1 under present to read Prof. I. M. Siminialayi, Provost, College of Health Sciences.

“Dr. A. O. Asimiea, Provost, College of Health Sciences; in page 1 under present to read Dr. A. O. Asimiea Director, Centre for Marine Pollution Studies and Seafood Safety.

“Samuel Uzoigwe Dean, Faculty of Clinical Sciences; in page 1 under present to read Prof. P. O. Eghwurudjakpor Dean, Faculty of Clinical Sciences.

“Delete; Mrs. Isagua Nengi M Project Accountant and Mrs. Rosannah Worlu Students Enrolment Officer in page 1 under present.

“are; in page 2 under opening paragraph 2 line 2 to read were

“have; in page 2 under opening paragraph 2 line 4 to read had

“was; in page 2 under opening paragraph 2 line 5 to read were

“DLI; in age 2 under opening paragraph 2 line 7 to read Disbursement Lead Investment (DLI)

“Delete; as a working tool in page 2 under implementation plan, paragraph 1 line 1

1. IMPLEMENTATION PLAN

The Centre Leader, Dr. Daprim Ogaji informed the Board that the Implementation Plan was sent out to every member of the Management and Academic Board to make inputs but that few inputs were gotten and put together.

He informed the Board that the Implementation Plan has gone to World Bank which they have also given feedback and that the final adjustment has been made and sent back to World Bank awaiting feedback. He also informed the Board that World Bank just on 13th November, 2019 sent the document and that the Centre has quickly replied through the Vice- Chancellor.

The Board noted the information.

2. PAYMENT CHALLENGES

The Centre Leader, Dr. Daprim Ogaji informed the Board that the Centre was facing payment challenges during registration of students. He informed the Board that the Centre was advised by the Bursar to separate World Bank Centre from the University account. He informed the Board that the Centre is using our own IGR account at the moment with UBA named School of Public Health while we wait for the process of getting an approval for remitta.

The Board noted the information and directed the Centre leader to follow up and ensure that the account does not get to treasury account to avoid future financial crises.

The Board also directed the Centre Leader to discuss with the Bursar on possible sources and patterns of running the Centre without the remitta even though the Centre is currently using its own IGR account.

3. ACCOMODATION FOR REGIONAL STUDENTS

The Centre Leader informed the Board that PUTOR Management approved that only regional students should be given accommodation as part of World Bank requirements. He informed the Board that the Centre is currently housing some of the regional students in IPS guest house and Kokoon guest house at ₦4,000 each per night because of lack of accommodation. He informed the Board that the Centre was able to only secure two rooms at IPS hostel which is 4 (four) bed spaces.

He informed the Board that he has made effort to reach the Dean of Student Affairs to give us spaces in the Intercontinental hostels.

He informed the Board that the World Bank asked for University impact which is part of the DLS requirement because whatever money that comes from World Bank, 10% must be used for the development of the University.

He also informed the Board that the Vice-Chancellor has agreed that part of the 10% of what World Bank will give would be used for hostel building.

The Board noted the information and directed that Uniport ACE-Coordinator should fast track his meeting with the Director of IPS to enable PUTOR meet up accommodation issues for next session while awaiting World Bank fund.

4. UPDATE ON CENTRES ACADEMIC ACTIVITIES

The Centre Leader informed the Board that the Centre currently has seven(7) PhD students in Environmental Health, Seven (7) in Environmental Toxicology, six (6) in Nutritional Biochemistry and Toxicology, forty-nine (49) MSc. Students in Midwifery and eight (8) PGD students in fertility nursing. He informed the Board that the Centre has completed eight (8) courses for the PhD students, did four (4) exams and that next week precisely 18th November, 2019 the PhD students will be taking two (2) more exams.

He informed the Board that the Centre has done Research Proposal Defence for the M.Sc. students while PhD has just concluded their Concept Note Assessment.

The Board noted the information and applauded the Centre Leader and the M.Sc. programme Coordinator for the progress made so far.

5. PUTOR CUMULATIVE TARGET

The Centre Leader presented the cumulative target of the Centre to the Board

He informed the Board that from where the Centre started, our targets has been met and from next year the Centre will be more established.

The Board after due deliberations and considerations observed that students' gender was not captured.

The Board then directed that the students' gender should be captured in the chart for clear picture and admission records.

6. CHANGE IN PROGRAMME NOMENCLATURE

The Centre Leader, Dr. Daprim Ogaji, informed the Board that the PGD programme titled "Fertility Nursing Education" has been asked to be changed by the proponent of the programme which is Midwifery Council of Nigeria.

He informed the Board that they insisted that education should be removed or change to Fertility Nursing while the structure and contents of the programme remains unchanged.

He also informed the Board that School of Graduate Studies has approved it and it is awaiting Senate approval.

The Board noted the information and directed that the Dean, School of Graduate Studies should follow it up with the Vice-Chancellor to get executive approval to enable PUTOR advertise.

7. CHANGE OF PROGRAMME BY PhD STUDENTS

The Centre Leader, Dr. Daprim Ogaji informed the Board that students doing PhD in Nutritional Biochemistry/Toxicology applied to change to Environmental Toxicology. He presented the student file which contains the application to the Academic Board Chairman.

The Board after due deliberations and considerations, directed that the Centre should next time produce copies of documents to be presented and distribute to Board members for easy contributions and deliberations.

The Board directed that the students should be directed to go to School of Graduate Studies to collect a form for change of programme and possibly state their reason.

The Board then approved the application in principle.

8. DEFERMENT OF ADMISSION

The Centre Leader, Dr. Daprim Ogaji presented the file of some students that applied for deferment to the Academic Board Chairman.

He informed the Board that the students PhD and M.Sc. who wants to defer stated their reasons and requesting to know the requirements for deferment.

The Board noted the information and directed that the Centre Leader should next time produce copies for all Board member to enable them contribute and deliberate meaningfully.

The Board having noted that the PhD students do not pay fees which would have been one of the criteria, directed that the students should re-apply next year.

The Board did not approve the deferment.

9. PUTOR STUDENTS CHECKLIST

The Centre Leader, Dr. Daprim Ogaji presented PUTOR students status check list to the Board.

He informed the Board that about 85% of students have met the requirement needed in their personal files as well as fees payment by the M.Sc. students but that the PGD students have not complied in terms of fees payment.

He also informed the Board that the students who finished from University of Port Harcourt are yet to get their transcript from School of Graduate Studies.

The Board noted the information and directed that a summary of PUTOR students status checklist to be made available to Board members to enable the Board know number of compliances.

The Board directed that the Dean, School of Graduate Studies should further let the University Management and Senate know that results from departments do not come to School of Graduate Studies to enable them prepare transcripts on time for students who needs it and have paid for it.

10. STUDENTS RESULTS

The Centre leader, Dr. Daprim Ogaji presented the results of the M.Sc. students and PhD ICT results to the Board.

He informed the Board that the students results are graded A, B, C, D and that three (3) months after exam resit takes place with maximum of grade C.

He also informed the Board that there are some students who missed the exams without reason and those who actually had genuine reason and that there are those who did assessment but no exam.

The Board after due deliberations and considerations, directed as follows:

- That those who missed the exams without reason should be grade maximum of C at the resit exam but those with reason should be graded as first attempt at the resit exam.
- That those that did not do exam and assessment should be asterisked which shows that the person has failed and should be graded maximum of C, at resit exam.
- That the ICT exam should be repeated.
- That the PhD students should be directed to come on site with their computer to write the exam here.
- That this process will continue till we get it right.

The Board then approved all M.Sc. results presented by the Centre Leader subject to the corrections made.

AB/ACE-PUT/019

MOTION FOR ADJOURNMENT

In the absence of any other matter, Dr. Seye Babatunde moved the motion for adjournment and seconded by Prof. P. O. Eghwudjakpor.

AB/ACE-PUT/020

CLOSING

The meeting came to an end at 2.55pm after a closing prayer by Dr. Catherine C. Ikewuchi.



Prof. E. C. Nduka

Chairman, PUTOR Academic Board



Confidence Igwe
Secretary

