

UNIVERSITY OF PORT HARCOURT
WORLD BANK AFRICAN CENTER OF EXCELLENCE IN OILFIELD CHEMICALS RESEARCH (CEFOR)

MINUTES OF EMERGENCY MEETING HELD ON FRIDAY, FEBRUARY 13, 2015, AT THE GABOLDE & DELON CONFERENCE ROOM, IPS PARK.

MEMBERSHIP

A. PRESENT.

1. Prof. Bene Willie Abbey – Vice Chairman
2. Prof. Ogbonna Joel – Centre Leader
3. Prof. Onyewuchi Akaranta – Deputy Centre Leader
4. Dr. Felicia Ayuwo – Finance Officer/Project Accountant
5. Prof. M. O. Onyekonwu - Director, IPS UniPort
6. Prof. C. O. Ofurum - UniPort
7. Prof. S. E. Iyuke – Visiting Lecturer (Witts University S.Africa)
8. Dr. B. F. Nwinee - UniPort
9. Dr. E.A.L. Ibanichuka - UniPort
10. Dr. G. N. Ogbonna - UniPort
11. Mr. Sampson Iwuoha - Safety Officer, IPS UniPort

B. ABSENT (with apology)

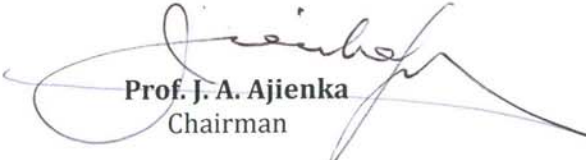
1. Prof. J. A. Ajienka (Vice Chancellor) – Chairman
2. Dr. Ibisime Etela - Procurement Officer
3. Mr. Edwin Harcourt – Internal Auditor

C. SECRETARY

Mr. Uduma Ikpa – Monitoring & Evaluation Officer

	Opening	<ol style="list-style-type: none"> 1. The Meeting began by 1.00 P.M. with the Vice Chairman, Prof. Abbey presiding. 2. The Vice Chairman welcomed members to the meeting and said the opening prayer 	
	Safety Brief	A safety brief was given by Mr. Sampson Iwuoha, Safety Officer, IPS	
	Opening Remarks	Prof. Willie Abbey in her opening remarks emphasized the need for constant meetings, information sharing and documentation of minutes so that everyone involved in the project would be up to date with the project's activities and progress.	
	ITEM	DISCUSSION/ACTION PLAN	ACTION PARTY
	MATTERS ARISING		
A.	Nigerian Universities Commission Visitation Team	Prof. Joel, Center Leader, African Center of Excellence in Oilfield Chemicals Research (CEFOR) UniPort, formally informed all present that a team from the Nigerian Universities Commission (NUC), would be visiting the University of Port Harcourt from Sunday February 15 to Tuesday February 17, 2015. He stated that the mission of the team is to film a documentary about the World Bank assisted CEFOR to be presented at the upcoming Higher Education Summit in Dakar, Senegal, from March 10 - 12, 2015. Based on this, he proceeded to give an overview of the CEFOR project till date, informing the meeting that course work had been completed by the 62 enrolled Ph.D. students. He also stated that 49 abstracts submitted by the Ph.D. students had been accepted by the society of Petroleum Engineers (SPE) for the upcoming 2015 Nigeria Annual International Conference & Exhibition in August 2015.	Prof. O. Joel
B.	Agenda for the NUC Visitation Programme	<p>Based on the information presented by Prof. Joel, it was agreed that the documentary provides a strategic opportunity to showcase the success story of CEFOR and UniPort at large with emphasis on the fact that although CEFOR has not received funding from the World Bank, the Centre has been able to manage its resources and keep the programme running. It was also agreed that it must be emphasized that the management of UniPort is fully behind the CEFOR project.</p> <p>The following tentative agenda for Monday February 16, 2015 was drawn up with a starting time of 9.00am:</p>	Prof. O. Joel

		<ul style="list-style-type: none"> i. Courtesy call on the Vice Chancellor, Prof. J. A. Ajienska by the NUC team including an interview with him ii. A presentation by Prof. Ogbonna Joel, CEFOR director at the IPS Park, with input by selected key CEFOR staff. This will be followed by the interview for the documentary iii. Interview of CEFOR industry partners, Keedak, Laser and Fugro iv. Interview of CEFOR resource persons (representing faculty) including Prof. Sunny Iyuke of Witwatersrand University, South Africa. The aim of Prof. Iyuke's interview will be to showcase CEFOR's regional collaboration. v. Visit to the Batch 12 MSC students of the Petroleum Engineering & Project Development Programme of IPS vi. Visit to the Emerald Energy Institute to film and interview the Ph.D. students during their lecture session vii. Visit to the Centre for Occupational Health, Safety and Environment viii. Visit to the Centre for Gas Refining and Petrochemicals ix. Visit to the Center for Petroleum Geosciences x. Visit to the Hydrate laboratory at the ETF building, UniPort xi. Visit to the Shell Aret Adams laboratory 	
C.	CLOSING	<ul style="list-style-type: none"> 1. In the absence of any other business the meeting came to an end by 2. 15 P.M. 2. The closing prayer was said by Prof. C. O. Ofurum. 	


Prof. J. A. Ajienska
 Chairman


Mr. U. Ikpa
 M & E Officer