

Minutes of the Meeting Held on May 25th, 2022.

Location : Principal Investigators' Office and Google Meet.

In attendance

1. Prof. A.O. Oluwatope - Physical
2. Prof I.O. Awoyelu - Physical
3. Prof. Bisi Bakare - Physical
4. Dr. I.J. Diyaolu - Physical
5. Dr. A. Ogunyemi - Virtual
6. Mr. E. Achukwu - Virtual
7. Mrs. Adedeji - Physical
8. Mr. E.A. Orisadare - Physical
9. Mrs. Eunice Ify - Virtual

Absent None

Secretary : Mr. E. A. Orisadare.

Discussion

1. The meeting started at exactly 12:14 p.m. WAT with opening remarks from the Principal Investigator (PI), Prof. Oluwatope.
2. The P.I introduced the agenda for the day and inquired for an update about the progress of the desk review activity from the sub-group leaders.
3. Profs. Awoyelu and Bakare, leaders of the computing and textile teams respectively, gave an update about the team's progress and noted that the next task is the integration of write up from both teams.

4. Dr. Ogunyemi further charged the members with the importance of the desk review to the next stage of activity in the research. That the desk review must be properly and comprehensively undertaken.

5. Prof. Awoyelu promised to update the group members about a workshop date for the literature review writing. On this day, all members are to come together for further refinement and integration of document from both teams. Next week Wednesday (1/6/2022) was proposed. However, a consensus is yet to be reached.

6. The PI reminded members of the importance of the desk review and extensive interaction activities as a condition for the release of the second tranche of funds for the research from TETFUND.

7. The PI updated the members about the current progress on the formalization of the relationship between Obafemi Awolowo University and Tallinn University. The memorandum of understanding was shown and read out to the members. Necessary adjustments were suggested by the group members. The unclear areas are left to be handled by the lawyers.

8. The PI read out the extensive interaction section of the research proposal to the members.

9. Dr. Diyaolu proposed the involvement of the M & E officer and the social scientist in the next stage of the research objectives. Dr. Diyaolu suggested the M & E officer who was contacted and expected to meet the members in the meeting.

10. The PI requested that the project website be updated with recent research progress and activities.

11. The M & E officer arrived at the meeting and was briefed about the proposed task. The PI also forwarded a copy of the proposal for further review. She's expected to review the document and come up with a work plan before the next meeting.

12. Mrs. Adedeji commented on the desk review and inquired further about research materials, assigned work space, and computer use for research work. The PI noted that the allocated space

is yet to be commissioned by the responsible bodies. Prof. Bakare also volunteered her office as a workspace for Mrs. Adedeji pending the commissioning of the allocated workspace.

13. Dr. Diyaolu gave an update about his quest on the lookout for the purchase of the 3D printing machine for the research work. He noted that he is yet to see any that perfectly suit the purpose of the research work.

14. In the absence of any other activity, the motion for the adjournment of the meeting was moved by Prof. Awoyelu and seconded by Mrs. Adedeji.

15. The meeting was brought to an end at 2:20 PM. WAT.