

Minute of the meeting held on 21th, November, 2021.

Location : Virtual (Zoom)

Attendees

1. Prof. A. O. Oluwatope - Chair
2. Prof. I.O. Awoyelu
3. Prof. O. Bakare
4. Dr. A. Ogunyemi
5. Dr. J. I. Diyaolu
6. Mrs. D. Adedeji
7. Mr. E. Orisadare - Took notes

The meeting began at 11:23 a.m and it was presided over by Prof. Oluwatope, with Mr. Emmanuel as the secretary.

Discussions

1. Prof. Oluwatope started the meeting by thanking everybody for the attendance of the last meeting.
2. Prof. Oluwatope also made mention of updates to the project websites. (Inclusion of logos of collaborating institutions).
3. The absence of some mentees (Mr Achukwu, Dr. Oye, Mrs Ugwu) from previous meetings was noticed. Prof. Bakare stated that Dr. Oye has disengaged from the services of O.A.U. Prof. Oluwatope promised to get back to the team on the position of Tetfund as regards cases like this.
4. Prof Oluwatope stated that there is a need for inclusion of project progress information on the project website. Dr. Ogunyemi agreed to this by suggesting that a section should be created for this on the website.

5. Prof. Oluwatope enquired how we can progress on the implementation of the project considering that fund is yet to be released by Tetfund. Dr. Ogunyemi suggested that we start activities that do not need funding, also instead of going via physical interviews. We could come up with remote data collection / gathering to save cost and kick start the project.

Prof. Bakare's opinion was different from this, she spoke against isolation of part of the project to avoid killing morals and missing vital variables needed during data collection.

6. Dr. Diyaolu noted that while waiting for project fund. We should get contacts of industry experts and stakeholders.

7. Dr. Ogunyemi suggested that we break down the research design process to smaller clusters for easier implementation. Prof. Oluwatope read out the roles of individual researcher in the project proposal. Prof. Bakare was assigned to lead the research design team.

8. Prof. Bakare stated that cross sectional design approach will be used for the research due to it's flexibility and time management advantage.

9. Prof. Oluwatope reiterated the importance of objective 1 on the research proposal and how vital it is to this project. Dr. Ogunyemi pointed out that output 1 & 2 are tied to desk review and the research design is expected to inform the group on how to address this.

10. Mrs. Adedeji was asked to revisit her proposal and it's relevance re-aligns some of her objectives to the research work.

11. There was a discussion on email received as regards the working relationship between Tallinn University with the possibility of formalizing relationship with OAU. and its formal/financial inclusion on the project was discussed.

12. Prof. Awoyelu stated that it is a good idea to formalize the relationship between

participating institutions and further enquired about what is necessary to make this happen.

13. Prof. Oluwatope inquired if there's is a way to get additional funding for the project locally and internationally.

14. Prof. Bakare, Dr. Bakare explained the working principles of fund usage to Dr. Ogunyemi. They noted that the funds are basically made available for the implementation of the proposed project.

15. It was agreed that the next meeting will be next week and Doodle be used to fix a meeting date and time. Further, the agenda of the next meeting will include i) framework decoupling, research design and workplan for WP1 ii) Proposal presentation by mentees.

15. Prof. Oluwatope gave a closing remark, he also thanked Dr. Ogunyemi for his resourceful contribution towards the research.

The meeting was brought to an end at 1:05 Pm WAT.