



**RESEARCH POLICY REVIEW COMMITTEE**

**AHMADU BELLO UNIVERSITY, ZARIA**

**MINUTES OF THE 1<sup>ST</sup> MEETING OF THE RESEACH POLICY REVIEW  
COMMITTEE, HELD ON THURSDAY, 11<sup>TH</sup> MARCH, 2021, IN THE  
DIRECTOR'S OFFICE, DIRECTORATE OF ACADEMIC PLANNING &  
MONITORING, 4<sup>TH</sup> FLOOR, SENATE BUILDING, AHMADU BELLO  
UNIVERSITY, ZARIA.**

**1.0. Attendance**

**1.1 Present**

- |   |   |           |
|---|---|-----------|
| 1. Dr. J. J. Maina, Deputy Director, Research & Innovation, DAPM    | - | Chairman  |
| 2. Prof. Y. K. E. Ibrahim, Centre Leader, ACENTD&FB                 | - | Member    |
| 3. Prof. M. Mohammed, Deputy Centre Leader, ACENTD&FB               | - | Member    |
| 4. Dr. A. A. Amoka, Director, Equip. Maintenance & Development Unit | - | Member    |
| 5. S. M. Audu, Admin. Secretary, DAPM                               | - | Secretary |

**1.2 In – Attendance**

- |  |   |                |
|--|---|----------------|
| 1. H. Muhammad, Asst. Secretary, DAP&M | - | In- Attendance |
|--|---|----------------|

**2.0 Opening Prayers/Consideration of the proposed agenda**

The Chairman declared the meeting open at 10.15 a.m. and requested members to pray individually for the success of the meeting. Thereafter, the agenda for the meeting was presented as follows:

1. Opening Prayers
2. Chairman's Opening Remarks
3. Consideration of Term of Reference (ToR)
4. *Modus Operandi*
5. Any Other Business
6. Adjournment
7. Closing Prayer

The motion for the adoption of the agenda as presented was moved by Dr. A. A. Amoka and was seconded by Prof. M. Mohammed.

33 **3.0 Chairman’s Opening Remarks**

34 The Chairman welcomed members and appreciated them for making out time to attend the  
35 inaugural meeting of the committee despite their tight schedules. She informed members that  
36 the essence of the committee/meeting was to review the Research Policy document of the  
37 University to cover the next five (5) years. She emphasized that the Committee was expected  
38 to be thorough and objective in the review which is expected to be completed within six (6)  
39 months. She further informed members that the Research Policy document was last reviewed  
40 in 2010.

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42 **4.0 Consideration of Term of Reference (ToR)**

43 Members were informed that the main Term of Reference (ToR) of the Committee was to  
44 review the Research Policy for the University. The Committee was saddled with the  
45 responsibility to come up with an updated Research Policy document for the University. The  
46 reviewed Research Policy should be submitted to the University Management before the  
47 approval of the University Senate by October, 2021.

48 **5.0. Modus Operandi**

49 The meeting noted that already the expired Research Policy document had been circulated to  
50 members to review/enrich. Chapters were shared to members/groups to study, improve, update  
51 and enrich without discarding the existing document.

52 The meeting resolved to share responsibility among 2 groups. Hence, the following groups  
53 were formed and saddled with responsibilities as follows:

54 1. Group A.

55 Membership: Dr. J. J. Maina and Dr. A. A. Amoka

56 Responsible for Preliminary pages and chapter 1; Research policy.

57 2. Group B.

58 Membership: Prof. Y. K. E. Ibrahim, and Prof. M. Mohammed.

59 Responsible for chapter 2; Research policy monitoring and governance; Chapter 3;  
60 Intellectual property policy.

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63 **6.0 Next Meeting**

64 The meeting deliberated and resolved that the second meeting of the Committee and a  
65 PowerPoint presentation of the reviewed Research Policy by the groups would hold on  
66 Thursday, 25<sup>th</sup> March, 2021 at 9:00am. The time allotted to each presentation would be for a  
67 maximum of 45 minutes. The presentation should be summarized to focus on the content, data  
68 required, projection and justification. Members were to try and complete the assignment before  
69 the next meeting.

70 **7.0 Adjournment/Closing Prayer**

71 In the absence of any other matter for discussion, the meeting was adjourned at 12.05 p.m. with  
72 a motion moved by Prof. Y. K. E. Ibrahim and was seconded by Dr. A. A. Amoka. The closing  
73 prayer was said individually.

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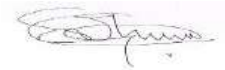


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76 **Dr. J. J. Maina**  
77 Chairman

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**S. M. Audu**  
Secretary



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2 **RESEARCH POLICY REVIEW COMMITTEE**

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3 **AHMADU BELLO UNIVERSITY, ZARIA**

4 **MINUTES OF THE 2<sup>ND</sup> MEETING OF THE RESEACH POLICY REVIEW**  
5 **COMMITTEE, HELD ON THURSDAY, 25<sup>TH</sup> MARCH, 2021, IN THE**  
6 **DIRECTOR'S OFFICE, DIRECTORATE OF ACADEMIC PLANNING &**  
7 **MONITORING, 4<sup>TH</sup> FLOOR, SENATE BUILDING, AHMADU BELLO**  
8 **UNIVERSITY, ZARIA.**

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9 **1.0. Attendance**

10 **1.1 Present**

- 11 1. Dr. J. J. Maina, Deputy Director, Research & Innovation, DAPM - Chairman  
12 2. Prof. Y. K. E. Ibrahim, Centre Leader, ACENTDFB - Member  
13 3. Prof. Mamman Mohammed, Deputy Centre Leader, ACENTDFB - Member  
14 4. Dr. A. A. Amoka, Director, Equip. Maintenance & Development Unit - Member  
15 5. S. M. Audu, Admin. Secretary, DAP&M - Secretary

16 **1.2 In – Attendance**

- 17 1. H. Muhammad, Asst. Secretary, DAP&M - In- Attendance

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19 **2.0 Opening Prayers/Consideration of the proposed agenda**

20 The Chairman declared the meeting open at 9.05 a.m. and requested members to pray  
21 individually for the success of the meeting. Thereafter, the agenda for the meeting was  
22 presented as follows:

- 23 1. Opening Prayers  
24 2. Chairman's Opening Remarks  
25 3. PowerPoint Presentation by the Groups  
26 4. Any Other Business  
27 5. Adjournment  
28 6. Closing Prayer

29 The motion for the adoption of the agenda as presented was moved by Prof. Y. K. E. Ibrahim  
30 and was seconded by Prof. M. Mohammed.

32 **3.0 Chairman's Opening Remarks**

33 The Chairman welcomed members and appreciated them for making out time to attend the  
34 meeting of the committee despite their tight schedules. She reminded members that the essence  
35 of the committee/meeting was to review the Research Policy document to cover the next five  
36 (5) years. She emphasized that the Committee was expected to be thorough and objective in  
37 the review which is expected to be completed within six (6) months. She further informed  
38 members that the Research Policy document was last reviewed in 2010. She also reminded  
39 members of the PowerPoint presentation of the reviewed Research Policy by the groups which  
40 would be taken in this meeting. She reminded members that the time allotted for each  
41 presentation was for a maximum of 45 minutes.

42

43 **4.0 PowerPoint Presentation**

44 The groups took turns to make presentation on the review:

45 Group A.

46 Membership: Dr. J. J. Maina and Dr. A. A. Amoka

47 Dr. A. A. Amoka made presentation on behalf of Group A responsible for; Forward, Preface,  
48 Chapter 1; Research Policy;

49 Group B.

50 Prof. Y. K. E. Ibrahim, and Prof. M. Mohammed.

51 Chapter 2; Research Policy Monitoring and Governance.

52 Prof. M. Mohammed made the presentation

53 Group C. Members of Groups A & B

54 Chapter 3; Intellectual Property

55 Dr. J. J. Maina made the presentation

56 The meeting deliberated on the presentations and made corrections, and requested each group  
57 to expedite action on the corrections before the next meeting. The Chairman appreciated  
58 members for their effort and patient in ensuring that the assignment was completed as  
59 scheduled.

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61 **6.0 Next Meeting**

62 The meeting also deliberated and resolved that the 3<sup>rd</sup> meeting of the Committee would hold  
63 on Thursday, 19<sup>th</sup> April, 2021 @ 10.00.a.m.

64 **7.0 Adjournment/Closing Prayer**

65 In the absence of any other matter for discussion, the meeting was adjourned at 12.55 p.m. with  
66 a motion moved by Prof. M. Mohammed and was seconded by Dr. A. A. Amoka. The closing  
67 prayer was said individually.

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71 **Dr. J. J. Maina**

72 Chairman

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**S. M. Audu**

Secretary



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**RESEARCH POLICY REVIEW COMMITTEE**

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**AHMADU BELLO UNIVERSITY, ZARIA**

**MINUTES OF THE 3<sup>RD</sup> MEETING OF THE RESEACH POLICY REVIEW COMMITTEE, HELD ON THURSDAY, 10<sup>TH</sup> JUNE, 2021, IN THE DIRECTOR'S OFFICE, DIRECTORATE OF ACADEMIC PLANNING & MONITORING, 4<sup>TH</sup> FLOOR, SENATE BUILDING, AHMADU BELLO UNIVERSITY, ZARIA.**

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**1.0. Attendance**

**1.1 Present**

1. Dr. J. J. Maina, Deputy Director, Research & Innovation, DAPM - Chairman
2. Prof. Y. K. E. Ibrahim, Centre Leader, ACENTD&FB - Member
3. Prof. Mamman Mohammed, Deputy Centre Leader, ACENTD&FB - Member
4. Dr. A. A. Amoka, Director, Equip. Maintenance & Development Unit - Member
5. S. M. Audu, Admin. Secretary, DAP&M - Secretary

**1.2 In – Attendance**

1. H. Muhammad, Asst. Secretary, DAP&M - In- Attendance

**2.0 Opening Prayers/Consideration of the proposed agenda**

The Chairman declared the meeting open at 10.18 a.m. and requested members to pray individually for the success of the meeting. Thereafter, the agenda for the meeting was presented as follows:

1. Opening Prayers
2. Chairman's Opening Remarks
3. Progress on Corrections of Reviewed Research Policy document
4. Any Other Business
5. Adjournment
6. Closing Prayer

The motion for the adoption of the agenda as presented was moved by Dr. A. A. Amoka and was seconded by Prof. M. Mohammed.

### **3.0 Chairman's Opening Remarks**

The Chairman welcomed members and appreciated them for making out time to attend the meeting of the committee despite their tight schedules. She expressed excitement at the speed the work was done and expressed confidence that timeline would be met.

### **4.0 PowerPoint Presentation**

The groups took turns to make presentation on the corrections

Group A.

Membership: Dr. J. J. Maina and Dr. A. A. Amoka

Group B.

Prof. Y. K. E. Ibrahim, and Prof. M. Mohammed

Group C.

Dr. J. J. Maina presented the corrections

The meeting deliberated on the presentations and the corrections made. The chairman requested each member to look at the whole document and make any further input to enable the Committee complete the assignment and present a clean document to Management before the deadline.

The Chairman appreciated members for their effort and patience in ensuring that the assignment was completed as scheduled.

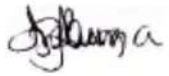
### **6.0 Next Meeting**

The meeting deliberated and resolved that the next meeting would hold on Thursday, 15<sup>th</sup> July, 2021.

### **7.0 Adjournment/Closing Prayer**

In the absence of any other matter for discussion, the meeting was adjourned at 1.08 p.m. with a motion moved by Dr. A. A. Amoka and was seconded by Prof. M. Mohammed. The closing prayer was said individually.





**Dr. J. J. Maina**  
Chairman



**S. M. Audu**  
Secretary



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2 **RESEARCH POLICY REVIEW COMMITTEE**

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3 **AHMADU BELLO UNIVERSITY, ZARIA**

4 **MINUTES OF THE 4<sup>TH</sup> MEETING OF THE RESEACH POLICY REVIEW**  
5 **COMMITTEE, HELD ON THURSDAY, 15<sup>TH</sup> JULY, 2021, IN THE**  
6 **DIRECTOR'S OFFICE, DIRECTORATE OF ACADEMIC PLANNING &**  
7 **MONITORING, 4<sup>TH</sup> FLOOR, SENATE BUILDING, AHMADU BELLO**  
8 **UNIVERSITY, ZARIA.**

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9 **1.0. Attendance**

10 **1.1 Present**

- 11 1. Dr. J. J. Maina, Deputy Director, Research & Innovation, DAPM - Chairman  
12 2. Prof. Y. K. E. Ibrahim, Centre Leader, ACENTD&FB - Member  
13 3. Prof. Mamman Mohammed, Deputy Centre Leader, ACENTD&FB - Member  
14 4. Dr. A. A. Amoka, Director, Equip. Maintenance & Development Unit - Member  
15 5. S. M. Audu, Admin. Secretary, DAP&M - Secretary

16 **1.2 In – Attendance**

- 17 1. H. Muhammad, Asst. Secretary, DAP&M - In- Attendance

18  
19 **2.0 Opening Prayers/Consideration of the proposed agenda**

20 The Chairman declared the meeting open at 10.15 a.m. and requested members to pray  
21 individually for the success of the meeting. Thereafter, the agenda for the meeting was  
22 presented as follows:

- 23 1. Opening Prayers  
24 2. Chairman's Opening Remarks  
25 3. Consideration of the Reviewed Research Policy document  
26 4. Any Other Business  
27 5. Adjournment  
28 6. Closing Prayer

29 The motion for the adoption of the agenda as presented was moved by Dr. A. A. Amoka and  
30 was seconded by Prof. M. Mohammed.

32 **3.0 Chairman's Opening Remarks**

33 The Chairman welcomed members and appreciated them for making out time to attend the  
34 meeting of the committee despite their tight schedules. She expressed excitement that the  
35 Committee's work was almost at its concluding stage and thanked members for the efforts and  
36 time put on the assignment.

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38 **4.0 PowerPoint Presentation of the Reviewed Research Policy Document**

39 The Chairman presented the reviewed Research Policy document

40 The meeting deliberated on the presentations and made minor corrections. Members were  
41 requested to look at the whole document critically and make any further input to enable the  
42 Committee complete the assignment and present a clean document to Management before the  
43 deadline for submission.

44 The Chairman appreciated members for their efforts and patience in ensuring that the  
45 assignment was completed as scheduled.

46 **6.0 Next Meeting**

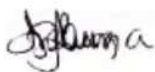
47 The meeting deliberated and resolved that the presentation of the clean copy of the Research  
48 Policy document to Management would hold on a date and time to be decided by the  
49 Management. Members would be communicated as soon the information was received.

50 **7.0 Adjournment/Closing Prayer**

51 In the absence of any other matter for discussion, the meeting was adjourned at 1.18 p.m. with  
52 a motion moved by Prof. Y. K. E. Ibrahim and was seconded by Dr. A. A. Amoka. The closing  
53 prayer was said individually.

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57 **Dr. J. J. Maina**  
58 Chairman



59 **S. M. Adu**  
Secretary