

11th RUFORUM Technical Committee Meeting

Scheduled for 25th October, 2017

Venue: Bingu International Conference Centre, Lilongwe, Malawi

Hosted by: Malawi Government & RUFORUM member Universities in Malawi

Concept Note

Background

The Regional Universities Forum for Capacity Building in Agriculture (RUFORUM)¹ is a member-based consortium of 66 Universities in 26 countries in Africa. Established in 2004 by Vice Chancellors of the then ten member Universities in Kenya, Malawi, Mozambique, Uganda and Zimbabwe, RUFORUM's purpose is to transform the mode of leadership, teaching, training, research and outreach in African Universities Faculties/Colleges of Agriculture and related sciences. The implementation of activities towards attainment of the RUFORUM vision and mission is guided by an established structure – see Figure 1 below.

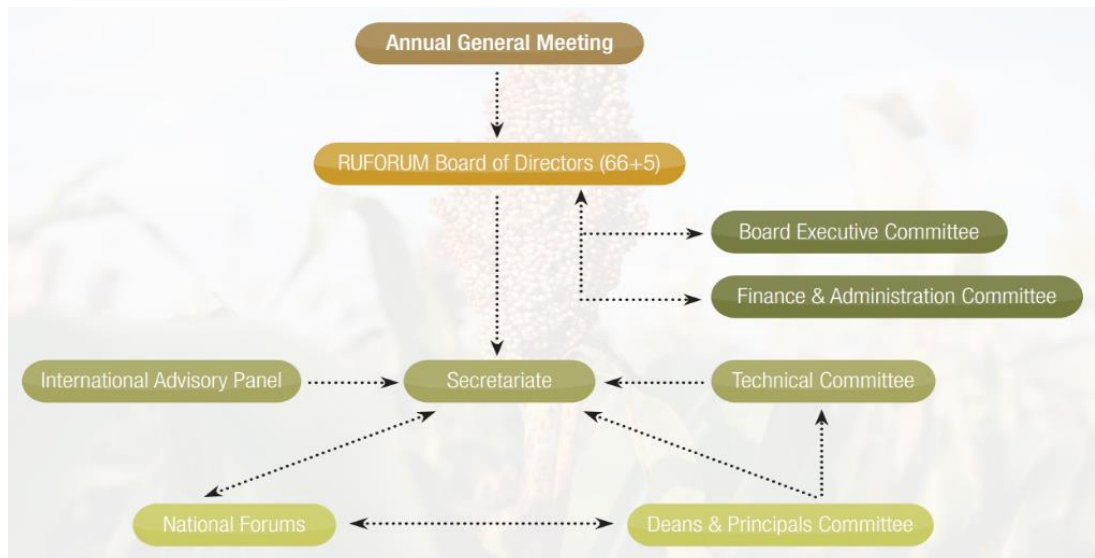


Figure 1: RUFORUM Governance Structure

As provided in the statutes of the RUFORUM Constitution, all the organs in the structure participate in design and agenda of operations. Thus, the different organs have scheduled convening events to deliberate, review and provide direction on all

¹ The Regional Universities Forum for Capacity Building in Agriculture (RUFORUM) is a Network of Universities in Africa

aspects of the different programmatic engagements. Characteristic of all membership organizations, all the organs of the RUFORUM Network ultimately report to the Annual general Assembly (AGM).

Rationale and Objective of the 11th RUFORUM TC

According to article 34, Section 6, the RUFORUM Technical Committee (TC) “shall sit at least once a year to consider research proposals and implementation issues as shall be supported by the Secretariat in carrying out their functions”. The 10th TC meeting was held in May 2016 and for this Activity Year (July 2017 – June 2018), a formal meeting of the TC i.e., the 11th RUFORUM TC meeting is proposed and scheduled to take place as a side-event prior to the 2017 AGM (13th RUFORUM AGM). There will be no applications to be presented for consideration and this particular meeting will be dedicated to review of programmatic engagements and implementation issues of all RUFORUM Network operations. The TC Members will participate in several other events that will culminate into the 13th RUFORUM AGM, especially since this presents opportunity for deepening interactions with the different RUFORUM partners that will be in attendance.

Participation, Venue, Date and Agenda of the 13th RUFORUM AGM

The 11th RUFORUM TC meeting will be held on 25th October 2017 as part of pre-AGM meetings. It will be conducted as a formal business meeting and it is expected that all the seven members of the RUFORUM TC, RUFORUM Executive Secretary as *Ex-officio* to the TC and RUFORUM Program Managers will be in attendance. The Agenda will comprise formalities building on from previous meeting(s), that is a Review of Minutes and Matters Arising and presentation(s) from the Secretariat as a substantive item to facilitate review and feedback on programmatic operations. The meeting is scheduled for 8:00 am – 1:00 pm on 25th October 2017 at the Bingu International Conference Centre (BICC).

Key Outputs of the AGM

1. Approved Minutes of the 10th RUFORUM TC Meeting;
2. Feedback on Reports for the Activity Year July 2016 – June 2017 and approved Annual Work plan and Budget for the Activity Year July 2017 – June 2018
3. Draft Minutes of the 11th RUFORUM Technical Committee

Convenor and Contact Persons for the RUFORUM 13th AGM

The 11th RUFORUM TC Meeting will be part of the package for the 13th RUFORUM AGM (see Draft Programme attached). The Principal hosts of the 13th AGM will be the Lilongwe University of Agriculture and Natural Resources (LUANAR), University of Mzuzu, University of Malawi (UNIMA) and Malawi University of Science and Technology (MUST) in collaboration with the Malawi Government. The Focal Point and Contact Persons for the implementation of AGM activities will be the LUANAR VC (vc@bunda.luanar.mw) who will be assisted by the Director of Research and Innovation, Dr. Limbika Matumba (lmatura@bunda.luanar.mw).



For the 11th RUFORUM Technical Committee in particular, the convener will be Dr. Paul Nampala (p.nampala@ruforum.org).



DRAFT PROGRAMME
RUFORUM ANNUAL GENERAL MEETING 2017
 Hosted by the Government of Malawi and Malawian RUFORUM Member Universities
 Venue: Bingu International Conference Centre, Lilongwe, Malawi
 Dates: 25th to 27th October, 2017

DAY	SCHEDULE OF EVENTS							
	0800-1000	1000-1030	1030-1300	1300-1400	1400-1500	1500-1530	1530-1730	1800-2000
19 th to 21 st October, 2017	Proposal Write-shop by AWARD at LUANAR	BREAK	Proposal Write-shop by AWARD at LUANAR	LUNCH	Proposal Write-shop by AWARD at LUANAR	LUNCH	Proposal Write-shop by AWARD at LUANAR	Free Space
23 rd to 25 th October, 2017	Training in Scientific Writing for Post Graduate Students and Academic Staff at LUANAR	BREAK	Training in Scientific Writing for Post Graduate Students and Academic Staff at LUANAR	LUNCH	Training in Scientific Writing for Post Graduate Students and Academic Staff at LUANAR	BREAK	Training in Scientific Writing for Post Graduate Students and Academic Staff at LUANAR	Free Space
23 rd October, 2017	Consultations with Deans and Principals on RUFORUM Vision 2030	BREAK	Consultations with Deans and Principals on RUFORUM Vision 2030	BREAK	Consultations with Deans and Principals on RUFORUM Vision 2030	BREAK	Consultations with Deans and Principals on RUFORUM Vision 2030	Free Space
24 th October, 2017	Leadership and Management Training for Deans and Principals at BICC	BREAK	Leadership and Management Training for Deans and Principals at BICC	LUNCH	Leadership and Management Training for Deans and Principals at BICC	BREAK	Leadership and Management Training for Deans and Principals at BICC	Free Space
25 th October, 2017	Gender Training for Deans and Principals at BICC		Gender Training for Deans and Principals at BICC		Gender Training for Deans and Principals at BICC		Gender Training for Deans and Principals at BICC	Malawian Universities VCs host other VCs to a dinner Signing of MOU with FAO
	Leadership and Management Reflection Meeting for		Leadership and Management Reflection Meeting		Leadership and Management Reflection Meeting for Vice Chancellors		Leadership and Management Reflection Meeting for Vice	



	Vice Chancellors at BICC	BREAK	for Vice Chancellors at BICC	LUNCH	At BICC	BREAK	Chancellors at BICC	
	Meeting of the RUFORUM International Advisory Panel (IAP) at BICC	BREAK	Meeting of the RUFORUM International Advisory Panel (IAP) at BICC	LUNCH	Roundtable Meeting with Development Partners at BICC	BREAK	Roundtable Meeting with Development Partners at BICC	
	RUFORUM Technical Committee Meeting at BICC	BREAK	RUFORUM Technical Committee at BICC	LUNCH		BREAK		
26 th October, 2017	RUFORUM 16 th Board Meeting	BREAK	RUFORUM 16 th Board Meeting	LUNCH	Official Opening and Address by a Malawian by His Excellency, Prof. Arthur Peter Mutharika, State President of Malawi			Gala Dinner Hosted by Malawian Universities Malawi Traditional Dances (Kwacha Cultural Troupe)
	14 th Principals and Deans Business Meeting	BREAK	14 th Principals and Deans Business Meeting	LUNCH	Prize Awards by His Excellency, Prof. Arthur Peter Mutharika, State President of the Republic of Malawi			
27 th October, 2016	13 th RUFORUM Annual General Meeting	BREAK	13 th RUFORUM Annual General Meeting	LUNCH	13 th RUFORUM Annual General Meeting	BREAK	Free Space	RUFORUM hosted dinner
29 th October, 2016	Departures	BREAK	Meeting of RUFORUM Secretariat & Local Organising Committee and Kenyan LOC	LUNCH	Departures	BREAK	Departures	



29 th October, 2017	Leadership Training for Middle Level University Managers	BREAK	Leadership Training for Middle Level University Managers	LUNCH	Leadership Training for Middle Level University Managers	BREAK	Leadership Training for Middle Level University Managers	
30 th October, 2017	Leadership Training for Middle Level University Managers	BREAK	Leadership Training for Middle Level University Managers	LUNCH	Leadership Training for Middle Level University Managers	BREAK	Leadership Training for Middle Level University Manager	
31 st October, 2017	Leadership Training for Middle Level University Managers	BREAK	Leadership Training for Middle Level University Managers	LUNCH	Leadership Training for Middle Level University Managers	LUNCH	Leadership Training for Middle Level University Manager	
1 st November, 2017	Leadership Training for Middle Level University Managers	BREAK	Leadership Training for Middle Level University Managers	LUNCH	Leadership Training for Middle Level University Managers	BREAK	Leadership Training for Middle Level University Managers	
2 nd November, 2017	Departures		Departures		Departures		Departures	



