

15th RUFORUM Annual General Meeting

RUFORUM Business Meeting

Date: 6th December, 2019

Concept Note

Background

The Regional Universities Forum for Capacity Building in Agriculture (RUFORUM) established in 2004 by Vice Chancellors of the then ten member Universities in Kenya, Malawi, Mozambique, Uganda and Zimbabwe is a Consortium of 121 African universities in 38 countries spanning the African continent. The Network envisions '*vibrant, transformative universities to catalyse sustainable, inclusive agricultural development to feed and create prosperity for Africa*'. The Network has several unique features for building Africa's innovation capacity and for engaging universities in development process and practice; i) It is owned and managed by Africans; ii) It derives its agenda largely from the continent wide policy frameworks especially of the African Union Agenda 2063 and the New Partnership for African Development's (NEPAD) Comprehensive Africa Agriculture Development Programme (CAADP), the African Union Science, Technology and Innovation Strategy for Africa (STISA) 2024, Continental Education Strategy for Africa 2016-2025, the Sub regional Multi-Country Agricultural Productivity Programmes, National Strategy Papers of the Member States and Governments and constant review of global trends and foresight planning to ensure Africa has the required capacity for global competitiveness; and iii) it allows for joint action by the member universities and stakeholders in higher education and agricultural sectors.

RUFORUM's vibrancy stems from its own character, which a) allows for ownership and direction of network activities by member universities, b) allows for identification of priorities from national level to inform regional thrusts, c) ensures broad consultation and consensus on regional level activities by members, and d) promotes sharing of resources, rather than competition, across the network for capacity building in agriculture and the broader Science, Technology and Innovation (ST&I). The Annual General Meeting (AGM) provides a forum for RUFORUM member universities to share and learn from key stakeholders in higher education and agricultural development who are normally invited to attend as observers or partners. The AGM has since served as a springboard for leveraging resources and has fostered mutually beneficial partnerships between and among universities in and outside the Network. Although a number of activities are associated with the AGM, the actual AGM is a one-day convening organized as a Business Meeting which this year will be held on 6th December, 2019 at the New Examination Centre, University of Cape Coast, Ghana.

Purpose and Objectives of the RUFORUM Business Meeting

The 15th RUFORUM Business Meeting shall:

- i. Review and approve minutes of the 14th AGM, held 22 October 2018 in Nairobi, Kenya;

- ii. Receive and approve reports for the activity year July 2018 – June 2019 and work plan and Budget proposal for the Activity Year July 2019 – June 2020;
- iii. Consider and approve the 2018/2019 External Audit report
- iv. Appoint the External Auditor for FY 2020/2021
- v. Discuss venues and provide updates for the 2020, 2022, 2023, 2025, 2026 and 2028 AGMs and 2021, 2024 and 2027 Triennial Conferences
- vi. Consider requests for membership from universities that wish to be part of the RUFORUM network;
- vii. Recognise outstanding Upcoming Ghana Young Scientists
- viii. Recognise West African Young Entrepreneurs and Innovators

Approach and Methodology

The Business Meeting will be held on Friday, 6th December, 2019 at New Examinations Center, University of Cape Coast, Ghana under the Chairmanship of the Board Chair, Prof. George Kanyama-Phiri, the Vice Chancellor of Lilongwe University of Agriculture and Natural Resources. It is organized in collaboration with the University of Cape Coast and four other Ghanaian Universities (University of Ghana – Legon, University of Development Studies, Ghana, Kwame Nkrumah University of Science and Technology, University of Education, Winneba) and will be opened by the Ghanaian Minister of Environment, Science, Technology and Innovation. The meeting will follow procedures in the RUFORUM Constitution but also discuss other issues as outlined in the Table below

Venue and Participants

The RUFORUM Business Meeting will be held on Friday 6th December, 2019 at New Examinations Center, University of Cape Coast, Ghana. Approximately 500 participants are expected to attend the Business meeting and will include Vice-Chancellors/ Presidents/ Rectors and University Principals/ Deans (from both full member universities and associate member universities) and other invited stakeholders.

Event Organizers and Contact

The Regional Universities Forum for Capacity Building in Agriculture (RUFORUM)
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Draft Programme for the RUFORUM Business Meeting, 6th December 2019

SESSION 1: RUFORUM ANNUAL GENERAL MEETING	
Venue: New Examinations Centre, University of Cape Coast	
Master of Ceremonies: Mrs. Mildred Asmah, University of Cape Coast	
Session Chair: Prof. George Kanyama-Phiri, RUFORUM Board Chair	
Session Rapporteurs: Dr. Sylvanus Mensah, Mr. Moses Waswa & Emmanuel Okalany, RUFORUM Secretariat	
0830-1030	Part I: Official Opening of the RUFORUM 15th Annual General Meeting

	<ol style="list-style-type: none"> 1) Welcome Remarks by Prof. Joseph Ghartey Ampiah, Vice Chancellor, University of Cape Coast, Ghana 2) Remarks by Prof. Adipala Ekwamu, Executive Secretary, RUFORUM 3) Remarks by Dr Abebe Haile-Gabriel, FAO Assistant Director General and Regional Representative for Africa 4) Remarks by Prof. Tanko Mouhamado, CEO BRIDGIN Foundation 5) Official Opening Address by Prof. Kwabena Frimpong Boateng, Minister of Environment, Science, Technology and Innovation, Government of Ghana 6) Key Note address by Prof. Amon Murwira, Minister of Higher and Tertiary Education, Science and Technology Development, Zimbabwe: Towards revitalizing roles of universities in Zimbabwe 7) Vote of Thanks by Prof. Ebenezer Oduro Owusu, Vice Chancellor, University of Ghana, Legon
1030-1100	Health break
1100-1250	Part II: Recognition Awards for Achievers to be presented by Prof. Kwabena Frimpong Boateng, Minister of Environment, Science, Technology and Innovation, Government of Ghana
	<ol style="list-style-type: none"> 1) Outstanding Upcoming Ghana Young Scientists to be announced by Prof. Gabriel Ayum Teye, Vice Chancellor, University of Development Studies, Ghana 2) West African Young Entrepreneurs and Innovators to be announced by Dr. Anthony Egeru, Programme Manager, Training and Community Development, RUFORUM Secretariat
1250-1300	Parting Remarks: Hon. Dr J.C. Muyingo, Minister of State for Higher Education, Government of Uganda
1300-1420	Lunch Break
1430-1700	Part III Constitution of RUFORUM Annual General Business Meeting (AGM)
	<ol style="list-style-type: none"> 1) Record of members present and apologies 2) Adoption of the Agenda 3) Communication from the Chair 4) Minutes and Actions from the 14th Annual General Meeting
	PART IV: RUFORUM Annual General Business Meeting (AGM)
	<ol style="list-style-type: none"> 1) Presentation of Annual Report by the RUFORUM Secretariat: Dr. Florence Nakayiwa Mayega, Deputy Executive Secretary responsible for Planning, Resource Mobilization & Management, RUFORUM Secretariat 2) Presentation of the 2018/2019 Financial Report and 2019/2020 Budget Proposal: Ms. Judith Nakyobe, Finance & Administration Manager, RUFORUM Secretariat 3) Discussion on the Secretariat reports

	<p>4) Report by the External Auditor: PKF</p> <p>5) Discussion on External Audit Report</p> <p>6) Appointment of 2019/2020 External Auditor</p> <p>7) Venues/updates for the 2020, 2022, 2023, 2025, 2026 and 2028 AGMs and 2021, 2024 , 2027 and 2030 Triennial Conferences</p> <p>8) Remarks by representative of Development Partners: Shona Bezanson, Head, Scholars Program, Mastercard Foundation</p> <p>9) Business from the Board: Formal Admission of New Member Universities</p> <p>10) Vote of Thanks: Prof. Christine Dranzoa, Vice Chancellor, Muni University, Uganda</p> <p>11) Closing Remarks: Prof George Kanyama Phiri, RUFORUM Board Chair & Vice Chancellor, Lilongwe University of Agriculture & Natural Resources, Malawi</p>
1830-1900	Free Space
1930-2230	<p>Evening function: Closing Dinner hosted by Government of Ghana/UCC</p> <p>a. Thank you by RUFORUM Executive Secretary: Prof. Adipala Ekwamu</p> <p>b. Greetings from Dr Bharati K Patel, formerly with the Rockefeller Foundation</p> <p>c. Farewell remarks by Vice Chancellor, University of Cape Coast: Prof. Joseph Ghartey Ampiah</p>