

## **RUFORUM 16<sup>th</sup> Annual General Meeting (AGM)**

### **RUFORUM Business Meeting**

**Date:** 20<sup>th</sup> Nov 2020

**Venue:** Virtually via the Zoom Video Conferencing

**Meeting link:** [Click here](#)

**Zoom ID:** 826 4406 1825

**Passcode:** 820638

### **Briefing 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 today a Consortium of 129<sup>1</sup> 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 (CESA) 2016-2025, the Sub regional Multi-Country Agricultural Productivity Programmes, National Strategy Papers of the African 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 emanates 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 20<sup>th</sup> November, 2020 Virtually via the Zoom Video Conferencing Platform through this [link](#).

### Purpose and Objectives of the RUFORUM Business Meeting

The 16<sup>th</sup> RUFORUM Business Meeting shall:

- i. Review and approve minutes of the 15<sup>th</sup> AGM held on 6<sup>th</sup> December 2019 in Cape Coast, Ghana;
- ii. Receive and consider Secretariat Annual Report for 2019/2020 and planned activities for Financial Year 2020/2021
- iii. Receive and consider Secretariat Financial report for 2019/2020 and budget proposal for 2020/2021
- iv. Receive and consider the 2019/2020 External Audit report
- v. Appoint the External Auditor for FY 2020/2021
- vi. Consider requests for membership from universities that wish to join the RUFORUM network;
- vii. Receive update on preparations for the 2021 Triennial Conference in Cotonou, Benin

### Approach and Methodology

The Business Meeting will be held on Friday 20<sup>th</sup> November, 2020 Virtually via the Zoom Video Conferencing platform through this [link](#) (**Zoom ID:** 826 4406 1825, **Passcode:** 820 638) under the Chair of the RUFORUM Board, Prof. George Kanyama-Phiri. The Business meeting is organized in collaboration with Mohammed VI Polytechnic University (UM6P). **See below for the proposed programme for the meeting.**

### Event Organizers and Contacts

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### Draft Agenda for the RUFORUM Business Meeting, 20<sup>th</sup> November, 2020

<b>Session Chair: Prof. George Kanyama-Phiri, RUFORUM Board Chair &amp; Vice Chancellor, Lilongwe University of Agriculture &amp; Natural Resources, Malawi</b>	
<b>Session Rapporteurs: Dr. Sylvanus Mensah, Mr. Moses Waswa &amp; Emmanuel Okalany, RUFORUM Secretariat</b>	
<b>1500-1530</b>	<b>Part I: Opening session of the RUFORUM 16<sup>th</sup> AGM</b>
	1) Introducing AGM 2020 by Prof Adipala Ekwamu, Executive Secretary, RUFORUM
	2) Welcome Remarks by Hicham EL HABTI, Secretary General, Mohammed VI Polytechnic University (UM6P)

<sup>1</sup> RUFORUM membership has been growing since 2004. As of November 2020, the number reached 129 in 38 African Countries

	<ul style="list-style-type: none"> <li>3) Address by Mostafa Terrab, President, OCP Group, Morocco</li> <li>4) Guest/Official Opening Address by Morocco Minister (UM6P to guide)</li> </ul>
1530-1830	<b>Part II: Constitution of RUFORUM Annual General Business Meeting (AGM)</b>
	<ul style="list-style-type: none"> <li>1) Prayers (in Silence)</li> <li>2) Record of members present and apologies</li> <li>3) Adoption of the Agenda</li> <li>4) Communication from the Chair</li> <li>5) Minutes and Actions from the 15<sup>th</sup> Annual General Meeting</li> </ul>
	<b>PART III: RUFORUM Annual General Business Meeting (AGM)</b>
	<ul style="list-style-type: none"> <li>1) Presentation of Annual Report 2019/2020: Dr. Florence Nakayiwa Mayega, Deputy Executive Secretary responsible for Planning, Resource Mobilization &amp; Management, RUFORUM Secretariat</li> <li>2) Presentation of the 2019/2020 Financial Report and 2020/2021 Budget Proposal: Ms. Judith Nakyobe, Finance &amp; Administration Manager, RUFORUM Secretariat</li> <li>3) Discussion on the Secretariat reports</li> <li>4) Report by the External Auditor (PKF) for FY 2019/2020</li> <li>5) Discussion on the 2019/2020 External Audit Report</li> <li>6) Appointment of External Auditor for FY 2020/2021</li> <li>7) Update on preparations for the 2021 Triennial Conference</li> <li>8) Business from the Board: Formal Admission of New Member Universities</li> <li>9) Vote of Thanks: Prof Theresia Nkuo-Akenji, Vice Chancellor, University of Bamenda, Cameroon and RUFORUM Deputy Board Chair</li> <li>10) Closing Remarks: Prof George Kanyama Phiri, RUFORUM Board Chair &amp; Vice Chancellor, Lilongwe University of Agriculture &amp; Natural Resources, Malawi</li> </ul>