

The 18th RUFORUM Annual General Meeting (AGM)

21st RUFORUM Board Meeting

Date: 15th December, 2022

Time: 0900-1300

Venue: Innovation Hub Auditorium, University of Zimbabwe

Registration Link: <https://bit.ly/3PivcHN>

Contact: Prof Adipala Ekwamu
RUFORUM Executive Secretary and RUFORUM Board Secretary
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Concept Note

Background

The RUFORUM Board of Trustees and Annual General Meeting constitute the supreme policy decision-making organs of the RUFORUM Network. The Board comprises Vice-Chancellors of all member Universities and other stakeholders who represent the non-University Board members. Annually, the Board meets once to conduct its business and all Board Members facilitate their participation in such meetings. The Board makes resolutions that are presented to the Annual General Meeting for ratification. The 21st RUFORUM Board Meeting is scheduled to take place on 15th December, 2022 as a blended event at Harare International Conference Centre, Zimbabwe. Subsequent to the last Board meeting held at Blue Auditorium, Palais des Congrès, Benin on 7th December, 2021 several new developments have transpired in the RUFORUM Network, warranting the need to have the Board updated on these new developments. The Board Executive Committee (BEC) also met once during the 2021/2022 period on behalf of the Board of Trustees to oversee Secretariat operations, and take decisions on behalf of the full Board as needed. The Board Executive Committee will report on actions taken on behalf of the Board.

Purpose and objectives of the 21st RUFORUM Board Meeting

The 21st RUFORUM Board Meeting will conduct formal business and will among others, receive and consider the report of the Board Executive Committee. The meeting will further consider and make recommendations to the Annual General meeting, due to be held on 16th December, 2022 on the following key issues, among others:

- i. Consider minutes and actions from the 20th RUFORUM Board meeting;
- ii. Receive report from the Board Executive Committee on activities and actions on behalf of the Board since the December, 2021 Board Meeting in Cotonou, Benin;
- iii. Receive and consider Secretariat report for the Activity Year July 2021– June 2022 and proposed Annual Work plan and Budget for the Activity Year July 2022 – June 2023;

CO-ORGANISERS:



- iv. Consider requests for membership from universities that wish to be part of the RUFORUM network; and,
- v. Review the 2021/2022 External Audit Report

Approach and Methodology

The Board of Trustees Meeting will be presided over by the Board Chairperson and will be organised by RUFORUM Secretariat as a Session prior to the Annual General Meeting. The Board of Trustees Meeting will be held on 15th December, 2022 at Harare International Conference Centre, Zimbabwe and virtually at this link: <https://bit.ly/3PivcHN>, from 09:00hrs to 13:00hrs. The meeting will be attended by all the Board Members/Vice Chancellors, Members of all RUFORUM Governance organs and other invited guests who will participate as Observers.

Venue and Participants

The meeting will be held as a blended session in Harare at University of Zimbabwe

Side Event Organizers and Contact

The Regional Universities Forum for Capacity Building in Agriculture (RUFORUM), P.O Box 16811 Wandegaya - Kampala, Uganda

Tel: +256-417-713-300 (Office),

Contact: Prof. Adipala Ekwamu,
Executive Secretary, RUFORUM Secretariat

E-mail: secretariat@ruforum.org

Draft Programme for the 21st RUFORUM Board Meeting, 15th December 2022

Time	Event
09.00-09.05	Prayers (in silence)
09.05-09.10	Record of Members Present and Apologies
09.10-09.20	Procedural issues
09.20-09.25	Adoption of the Draft Agenda
09.25-09.30	Welcome remarks by the Vice Chancellor, University of Zimbabwe
09.30-09.40	Communication from the Chair
09.40-09.50	Minutes of the 20 th RUFORUM Board Meeting held in Cotonou, Benin
09.50-10.00	Issues and Actions from the 20 th RUFORUM Board Meeting held in Cotonou, Benin
10.00-10.10	Report from the Board Executive Committee on Activities undertaken on behalf of the Board since the December, 2021 Board Meeting in Cotonou, Benin
10.10-10.30	HEALTH BREAK
10.30-10.40	Highlights and Review of the 2021/2022 Financial report and Budget proposal for 2022/2023
10.40-10.50	Highlights and Review of the External Auditor's report for 2021/2022
10.50-11.00	Recommendation for appointment of the 2022/2023 External Auditor
11.00-11.10	Update on arrangements for the 19 th RUFORUM Annual General Meeting 2023
11.10-11.40	Update on implementation of the Graduate Teaching Assistantship (GTA) Programme
11.40-11.50	Update on the Eastern and Southern Africa Higher Education Centers of Excellence Additional Financing Project (ACE II AF).

CO-ORGANISERS:



11.50-12.00	Update on the RUFORUM Charter
12.00-12.20	Statement by Partners
12.20-12.40	Admission of New member Universities
12.40-01.10	Closing remarks by the Board Chair

CO-ORGANISERS:

