RUFOURM 13\textsuperscript{th} Annual General Meeting (AGM)

Dates: 25\textsuperscript{th} to 27\textsuperscript{th} October, 2017
Venue: Bingu International Conference Centre, Lilongwe, Malawi
Hosted by: RUFOURM member Universities in Malawi and the Malawi Government

Concept Note
Closing Ceremony of the 13\textsuperscript{th} RUFOURM General Assembly and Handing over of Membership
Certificates to new RUFOURM Members

Background
The Regional Universities Forum for Capacity Building in Agriculture (RUFOURM) strives to catalyse universities contribution to a decent livelihood of small scale farmers and the economic development of African countries throughout the continent. This is achieved through a number of Secretariat coordinated programs and guided by several engagements including, among others, convening events such as the Annual General Meeting (AGM) and associated side events. This year’s AGM will be preceded by meetings of all RUFOURM Governance Organs (the 16\textsuperscript{th} RUFOURM Board Meeting, the 11\textsuperscript{th} Meeting of the RUFOURM Technical Committee, the meeting of the RUFOURM International Advisory Panel, the 14\textsuperscript{th} Meeting of Principals and Deans) as well as 6 side events designed to build capacity of the faculty in transformative leadership and students proposal writing and a Roundtable meeting with development partners. This year’s event will provide a platform for RUFOURM members to establish partnerships and/or teams to respond to various opportunities, engage governments to support Higher Education in Africa, and recognize achievers. In addition to its business meeting, the 13\textsuperscript{th} AGM will engage various stakeholders in the reflection sessions about the 2030 Vision of RUFOURM and will witness the MoU signing between RUFOURM and FAO. Finally, this event will ratify new RUFOURM member universities.

Purpose of the Side Event
This networking event aims at the following:

1) Recognition and thanking all the people who contributed to the success of the RUFOURM 13\textsuperscript{th} Annual General meeting.
2) Handing over certificates to RUFOURM new member Universities

Approach and Methodology
This event will be the climax of the RUFOURM 2017 AGM and associated side-events. The guest of honour will be Honourable Minister of Foreign Affairs and International Cooperation for the government of Malawi (formerly Minister of Education, Science and Technology) who will give key note address on the Future of Higher Education in Africa. RUFOURM will host a Gala Dinner in honour of the participants and new member universities will be given their membership certificates. There will be a Master of Ceremony to facilitate implementation of program and also ensure that speakers keep time.
Venue and Participants
The side event will be convened on 27th October, 2017 at the Bingu International Conventional Centre, Lilongwe, Malawi.

Side Event Conveners and Contact
The Regional Universities Forum for Capacity Building in Agriculture (RUFORUM)
P.O Box 16811 Wandegeya - Kampala, Uganda
Tel: +256-417-713-300 (Office)
Contact: Prof. Adipala Ekwamu
Executive Secretary, RUFORUM
E-mail: secretariat@ruforum.org

Program

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<thead>
<tr>
<th>Time</th>
<th>Activity</th>
<th>Responsible</th>
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<tbody>
<tr>
<td>18.30 – 19.00</td>
<td>Arrival of Guests and networking</td>
<td>Dr Mathews Madola</td>
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<tr>
<td>19.00 – 19.10</td>
<td>Welcome Remarks by RUFORUM ES</td>
<td>Prof. Adipala Ekwamu</td>
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<td>19.10 – 19.20</td>
<td>Remarks by New Board Chair</td>
<td>Prof. Mabel Imbuga</td>
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<td>19.20 – 19.30</td>
<td>Key note Speech by Malawi Minister of Foreign Affairs and International Cooperation</td>
<td>Hon. Emmanuel Fabiano</td>
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<td>19.30 – 19.45</td>
<td>Giving out membership certificates</td>
<td>Prof. Adipala Ekwamu</td>
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<tr>
<td>19.45 – 20.50</td>
<td>Dinner is served</td>
<td>Ms Juliet Aweko</td>
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<tr>
<td>20.50 – 21.00</td>
<td>Departure</td>
<td>All</td>
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