

RUFORUM 13th Annual General Meeting (AGM)

Dates: 25th to 27th October, 2017

Venue: Bingu International Conference Centre, Lilongwe, Malawi

Hosted by: RUFORUM member Universities in Malawi and the Malawi Government

Concept Note

Background

The Regional Universities Forum for Capacity Building in Agriculture (RUFORUM) 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. RUFORUM's vision is "a vibrant agricultural sector linked to African universities which can produce high-performing graduates and high-quality research responsive to the demands of Africa's farmers for innovations and able to generate sustainable livelihoods and national economic development". 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 (NEPAD) Comprehensive African Agricultural Development Programme (CAADP), the African Union Science, Technology and Innovation Strategy for Africa (STISA) 2024, the 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.

To achieve impact, RUFORUM has embarked on four main activities through its operating Unit – the Secretariat. These include 1) Enabling the institutionalization of improved training and research in member universities; 2) Building University capacity to work with research, business and development partners to transform ideas into innovations; 3) Serving as a key actor in platforms for national and continental integration of Research for Development (R4D) and as a backbone for University interaction; and 4) Serving as an envoy of higher education and a voice for wider attention to Agriculture and related sciences, Science, Technology and Innovation Development through convening, publications and evidence-based policy papers. These actions have and continue to transform the performance of Universities in the areas of; i) enabling policies, practices and management; ii) new

approaches in pedagogy and academic management; iii) production of skilled and pro-active graduates; and iv) relevant and user oriented research. These are geared at transformative changes leading to High Performing African universities that produce skilled, proactive graduates, demand driven research outputs and innovation in response to national, regional and continental development priorities and the Sustainable Development Goals (SDGs).

Joint action by the Network 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) which is organised and hosted on a rotational arrangement amongst member universities /countries. The AGM is the supreme decision making organ of the RUFORUM Network; it oversees Network interventions and performs functions as deemed relevant for the achievement of RUFORUM objectives. Since 2005 when the first RUFORUM AGM was held, the AGM has evolved into a valuable convening event that provides a platform for RUFORUM members and Governance Organs (the Board and its committees- the International Advisory Panel; the Technical Committee and the Committee of Principals and Deans). Recognizing that the adoption and institutionalization of a number of RUFORUM initiatives vary across African Universities due to variation in capacities, RUFORUM offers a platform for African universities to share and learn from each other for capacity development for the continent. Thus, the AGM also provides a forum for RUFORUM member universities to share and learn from non-member universities as well as key stakeholders in higher education and agricultural development who are normally invited to attend as observers or partners. Within this framework, the AGM has served as a springboard for leveraging resources and has fostered many mutually beneficial partnerships between and among universities in and outside the Network. The 2017 AGM will provide RUFORUM governing bodies a special opportunity for a mid-term reflection on the implementation of the RUFORUM Strategic Business Plan (SBP2015-2020). The 13th AGM, will be hosted by the Government of Malawi and will be held 25-27 October 2017 in Lilongwe, Malawi. It will include pre- and post-AGM events.

Rationale and Objectives of the 13th RUFORUM AGM

RUFORUM's Vision and Mission recognize the largely unfulfilled role that Universities play in contributing to the well-being of small-scale farmers and economic development of countries in Africa. This contribution is made through building leadership and management capacity of university academic and administrative staff, quality training of graduates entering the rural development and research for development workforce and the production and dissemination of demand-driven, development-oriented research that is defined and applied through participatory processes linking researchers, farmers, policy-makers, and business. One of the key avenues for reaching policymakers is through generating and disseminating policy

documents but this should be supplemented with face-to-face meetings especially since policy-makers may not find time to read published documents. In this regard, efforts must be made by universities to better understand the needs of policy makers and policy making processes for engagement. The rapid expansion in the number of universities and student enrolments coupled with several developments that are rapidly manifesting at regional and national levels provides further justification for the need to engage with policy makers at the highest level. Clearly, a Network such as RUFORUM and its AGM is well placed to provide a forum to deliberate on approaches for university ambitions. The 13th AGM will particularly focus on engaging governments and development partners to support Higher Education in Africa.

The 13th RUFORUM AGM will therefore (a) provide a forum for the RUFORUM Governance organs to discuss and endorse programs, plans and activities of the RUFORUM network; (b) provide a platform for RUFORUM Network and other Agricultural and Higher education actors to input into the Draft RUFORUM Vision 2030 Strategy, aimed at aligning RUFORUM thrusts to the Sustainable Development Goal target of 2030 and African Union Agenda 2063; c) inform the Government of Malawi and other Development Partners and other stakeholders about RUFORUM engagements at regional and national levels, including, among others, RUFORUM support for Higher Education in Africa; d) provide a platform for RUFORUM members to establish partnerships and/or teams to respond to various opportunities; e) engage governments to support Higher Education in Africa; and f) recognize achievers.

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

The AGM will consist of pre-AGM and post-AGM meetings as a means of ensuring adequate preparation of input to the AGM. As such, a series of events/ meetings will be organised prior and after the AGM to be held October/November, 2017 (See Annex 1 for the Overall pre-AGM, AGM and post-AGM meetings at a glance). The pre-AGM meetings will include meetings of all RUFORUM governance organs as well as other side events that contribute the achievement of RUFORUM mission and goal. Specifically there will a Round Table meeting of Development Partners to forge collaboration to strengthen Higher Agricultural education in Africa, and three side events focused on strengthening leadership and management skills of mid-career and senior university manager.

There will also be an official address by His Excellency, Prof. Arthur Peter Mutharika, State President of the Republic of Malawi and other invited dignitaries and recognition awards for outstanding achievers, including three role model farmers from Malawi, as well as two young scientists and three IMPRESSA Award winners. RUFORUM member universities in Malawi and other partners will hold exhibitions to profile their activities.

Approximately 300 participants are expected to attend the 2017 AGM. Participants will include University Vice-Chancellors/Presidents/Rectors, University Principals/Deans (from both full member universities and associate member universities) and other key invited stakeholders. The Secretariat will make arrangements and ensure that the respective Governance Organs meet to develop reference documents to feed into the AGM Agenda. The main venue for the 13th AGM will be Bingu International Conference Centre in Lilongwe, Malawi.

Key Outputs of the AGM

1. Approved Reports for the Activity Year July 2016 – June 2017 and approved Annual Work plan and Budget for the Activity Year July 2017 – June 2018
2. RUFORUM Vision 2030 Strategy

Convenor and Contact Persons for the RUFORUM 13th AGM

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 the AGM activities will be the LUANAR Vice Chancellor (vc@bunda.luanar.mw) who will be assisted by the Dean of Post Graduate Studies, Dr. Macdonald Mwinjilo (macmwinjilo@bunda.luanar.mw). The RUFORUM Secretariat, which can be contacted at (secretariat@ruforum.org) with a copy to (m.madola@ruforum.org) will be the convenor of the 13th AGM and the associated events.

PROGRAMME FOR OFFICIAL OPENING OF THE 13TH RUFORUM ANNUAL GENERAL MEETING

Thursday 26th October 2017
Venue: Bingu International Conference Centre

Official Opening Ceremony		
Director of Ceremonies: Dr. Ken Ndala, Secretary for Education, Science and Technology, Government of Malawi.		
2:30	Welcome remarks by the Vice Chancellor Lilongwe University of Agriculture and Natural Resources and RUFORUM Vice Board Chair	Prof George Kanyama-Phiri
2:35	Remarks by RUFORUM Board Chair	Prof. Mabel Imbuga
2:40	Recognition awards by RUFORUM Executive Secretary	Prof. Adipala Ekwamu
3:20	Statement from the Bill and Melinda Gates Foundation	Dr. Mercy Karanja
3:30	Remarks by the World Bank Representative, Senior Director, Agriculture Global Practice	Dr. Juergen Voegele
3.45	Statement by Minister of Education, Ivory Coast	Hon. Prof. Bakayoko-Ly Ramata
3.55	Statement by the Minister of Education, Liberia	Hon George Kronnisanyon Werner
4.05	Remarks by the Minister of Education, Science and Technology, Malawi	Hon. Bright Msaka, SC
4.15	Official address by His Excellency, The President of the Republic of Malawi	H.E. Professor Arthur Peter Mutharika

DRAFT AGENDA FOR THE 13th RUFORUM ANNUAL GENERAL MEETING

Friday, 27th October, 2017: RUFORUM Business Meeting

Venue: Bingu International Conference Centre

Chair of the Session: Prof. Mabel Imbuga, RUFORUM Board Chair and Vice Chancellor, Jomo Kenyatta University of Science and Technology, Kenya

Rapporteurs: Dr. Madola Mathew, Mr. Charles Owuor and Mr. Moses Waswa

Time	Schedule of Events	Responsible Person
	13th AGM Session	
08:30	Guests arrive and take their seats	
08:45	Welcome Remarks by the RUFORUM Board Chair	Prof. Mabel Imbuga, Vice Chancellor, JKUAT
08:50	Remarks by the Vice Chancellor, Malawi University of Science and Technology (On behalf of convening universities; (LUANAR, Mzuzu University, University of Malawi and Malawi University of Science and Technology)	Prof. Address Malata, Vice Chancellor, MUST
09:00	Introducing the AGM 2017	Prof. Adipala Ekwamu, RUFORUM Executive Secretary
	Statements from Partners (5 minutes each partner)	
09:10	Statement from Association of African Universities	Prof. Orlando Antonio Quilambo President of AAU and Rector Eduardo Mondlane University
	Statement from AGRINATURA (European Network)	Dr. Carolyn Glynn, President
	Statement from Association of American Public and Land Grant Universities	Prof. David Kraybill, The Ohio State University, USA
	Statement from African Capacity Building Foundation	Dr Robert Nantchouang, Senior Knowledge Management Officer
	Statement from Pan African Farmers' Organisation (PAFO)	Ms. Fatma Ben Rejeb, CEO PAFO
	Statement from the Private sector	Dr Younes Berrada, from OCP Group, Morocco
	Statement from Food and Agriculture Natural Resources Policy Analysis Network (FANRPAN)	Dr. Tobias Takavarasha, Acting CEO FANRPAN
	Statement from Global Forum for Agricultural Research and Innovation (GFAR)	Dr. Mark Holderness, President GFAR
	Statement from Forum for Agricultural Research in Africa (FARA)	Dr. Yemi Akinbamijo, Executive Director

10.20	Remarks by the Principal Secretary Ministry of Agriculture, Irrigation and Water Development, Malawi	Mrs Erica Maganga
10.25	Key Note Address by Deputy Director General, Food and Agriculture Organisation (FAO)	Dr. Daniel Gustafson
10.45	Plenary Discussion	Prof. Mabel Imbuga, Vice Chancellor, JKUAT
11.00	HEALTH BREAK	
11.30	Higher Education Indicators	IFPRI/RUFORUM
11.40	Statement by the State Minister for Higher Education, Uganda	Hon. John Muyingo, MP
11.50	Statement by the Minister of Education, Science and Technology, Sierra Leone	Hon. Dr. Minkailu Bah
12.00	Statement by the Minister for Education and Culture, Mozambique (tbc)	Doutor Eng Jorge Olivio Penicela Nhambiu
12.10	Address by the Minister of Agriculture, Irrigation and Water Development	Hon. Joseph Mwanamveka, MP.
12:25	Vote of thanks by Vice Chancellor, Mzuzu University	
12.35	LUNCH BREAK & Group Photos	
14.00	Record of members present and apologies	Prof. Mabel Imbuga (Board Chair)
14.05	Procedural issues	Prof. Adipala Ekwamu (Executive Secretary)
14.10	Adoption of the Agenda	Prof. Mabel Imbuga (Board Chair)
14.15	Communication from RUFORUM Board Chair	Prof. Mabel Imbuga (Board Chair)
14.20	Minutes and actions from the 12 th AGM	Prof. Mabel Imbuga (Board Chair)
14:50	Presentation of Annual Report by RUFORUM Secretariat	Dr Moses Osiru, RUFORUM Deputy Executive Secretary
15.10	Presentation of the RUFORUM Draft Vision 2030	Dr Solange Uwituze, RUFORUM Manager for Partnership and Business Administration
15:30	Presentation of the 2016/2017 Financial and Audit Report	External Auditor (Deloitte and Touche)
15:45	Discussion on the 2016/17 Financial and Audit Report	Board Chair

16:00	Presentation of the 2017/18 Budget proposal	Ms. Judith Nakyobe, RUFORUM Finance and Administration Manager
16.10	Discussion of the 2017/18 budget proposal	Board Chair
16:20	Appointment of 2017/2018 External Auditor	Prof Mabel Imbuga (Board Chair)
16.30	Debriefing on arrangements for the 2018 African Higher Education Week and RUFORUM Biennial Conference	Prof Peter Mbithi, Vice Chancellor, University of Nairobi, Kenya
16.45	Debriefing on the 2019 AGM in Ghana	Prof. George T. Oduro, Provost, University of Cape Coast, Ghana
16.55	Vote of Thanks	Prof. Christine Dranzoa, Vice Chancellor, Muni University, Uganda
17:00	Closing Remarks	Prof. Mabel Imbuga, Vice Chancellor, JKUAT
18.30	Gala Dinner, award of Membership certificates to new Member universities and Guest address by Malawi Minister of Foreign Affairs & International Cooperation, Hon. Emmanuel Fabiano, MP.	RUFORUM
28/10/17	Departures	

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: 19th October to 2nd November, 2017

DAY AND DATE	SCHEDULE OF EVENTS				
	08:00-13:00	13:00-14:00	14:00-16:30	16:30-18:00	18:00–20:00
19 th to 21 st October, 2017	Proposal Write-shop by AWARD and RUFORUM at LUANAR	Lunch	Proposal Write-shop by AWARD and RUFORUM at LUANAR	Evening Break	Free space
21 st to 22 nd October, 2017	RUFORUM Vision 2030 Taskforce team review meeting at Golden Peacock		RUFORUM Vision 2030 Taskforce team review meeting at Golden Peacock		Free space
21 st to 25 th October, 2017	Write-shop to develop Proposals for submission to Intra Africa Mobility Scheme 2018 at BICC		Write-shop to develop Proposals for submission to Intra Africa Mobility Scheme 2018 at BICC		Free space
23 rd to 25 th October, 2017	Training in Scientific Writing for Post Graduate Students and Academic Staff at LUANAR		Training in Scientific Writing for Post Graduate Students and Academic Staff at LUANAR		Free space
23 rd October, 2017	Consultations with Principals and Deans on RUFORUM Vision 2030 at Golden Peacock- START AT 8.00 AM		EARTH University Visioning Process with Principals and Deans and Principals at Golden Peacock		MSU/LUANAR/RUFORUM meeting on developing Transformative Leadership in African



			Universities at Golden Peacock 16.30-19.45
23 rd and 24 th October, 2017	Technical Task Team planning meeting at Golden Peacock for Committee of 10 Heads of State	Technical Task Team planning meeting at Golden Peacock for Committee of 10 Heads of State	Free space
24 th October, 2017	PASGR Leadership and Management Training for Principals and Deans at Golden Peacock	PASGR Leadership and Management Training for Principals and Deans at Golden Peacock	14th Principals and Deans Business Meeting at Golden Peacock 17.30-20.00
			Meeting of the RUFORUM International Advisory Panel (IAP) at BICC- START AT 17.30-19.30
			Meeting of the RUFORUM Technical Committee at BICC- START AT 17.30-19.30
25th October, 2017	Breakfast Meeting for Development Partners at BICC 07.00-08.00		
	AWARD Gender Training for Principals and Deans at BICC	Principals and Deans visit LUANAR	LUANAR hosts RUFORUM Board, IAP, TC and invited guests to a dinner at Sunbird Capital Hotel from 19.00-21.00
	PASGR Leadership and Management Reflection	PASGR Leadership and Management Reflection Meeting for Vice Chancellors at BICC	

	Meeting for Vice Chancellors at BICC			Guest Address by Ms. Judith Francis, CTA
	Roundtable Meeting with Development Partners at BICC- START AT 08.30		Roundtable Meeting with Development Partners at BICC	
26th October, 2017	Breakfast Meeting RUFORUM Board Executive and the World Bank at BICC- 07.00-08.00			
	RUFORUM 16th Board Meeting at BICC 08.30-13.00		Official Opening and Address by His Excellency, Prof. Arthur Peter Mutharika, State President of the Republic Malawi	Gala Dinner Hosted by MEST & Malawian Universities Malawi Traditional Dances (Kwacha Cultural Troupe)
	Meeting of Principals and Deans at BICC		Prize Awards by His Excellency, Prof. Arthur Peter Mutharika, State President of the Republic of Malawi	Signing of MOU with FAO
	Round table meeting of Ministers of Education from Malawi, Liberia and Ivory Coast at BICC- 10.00-13.00			
	Book Write- shop on Tertiary Agricultural Education in Africa at BICC			
	27th October, 2017	13th RUFORUM Annual General Meeting at BICC START AT 08.30		13th RUFORUM Annual General Meeting at BICC

28th October, 2017	Departures Reflection Meeting at Golden Peacock for RUFORUM Secretariat & Local Organising Committee for Malawi AGM and 2018 Biennial Conference
	World Bank-APLU- African Universities Meeting at BICC
29 th October, 2017	RUFORUM Tertiary Agricultural Education Book Write-shop at BICC
29th October, to 1 st November 2017	HfP Leadership Training for Middle Level University Managers at BICC
2 nd November, 2017	Departures

Departures
RUFORUM Tertiary Agricultural Education Book Write-shop at BICC
RUFORUM Tertiary Agricultural Education Book Write-shop at BICC
HfP Leadership Training for Middle Level University Managers at BICC
Departures

New Member University Certificate Awards
Departures
Free space
Free Space
Free space
Departures



RUFORUM Annual General Meetings

Every year, RUFORUM organizes an Annual General Meeting for its member universities. The RUFORUM Annual General Meeting is the supreme decision making organ of RUFORUM and provides the overall orientation of RUFORUM mission and programmes. The Annual General Meeting oversees RUFORUM's program and management and performs such functions and tasks that it deems necessary to carry out its mandate, and accomplish its mission. The 13th RUFORUM Annual General Meeting will take place from 25th to 27th October, 2017 at Bingu International Conference Centre in Lilongwe, Malawi.

This year's meeting will particularly focus on the efforts to engage governments to support Higher Education in Africa. Secondly, the delegates will dialogue on the future direction of RUFORUM, especially on how best African Universities, with support of RUFORUM, could support the transformation of Agricultural sector in Africa. The meeting will bring together close to 300 delegates from across Africa and beyond, including Development Partners and Senior African Policy Makers.

Pre-AGM Events

There will be a number of pre-conference events such as the proposal and scientific writing to be held at Lilongwe University of Agriculture and Natural Resources (LUANAR) for the four Malawian Universities. Secondly, there will also be a Leadership and Management and Gender Training for Principals and Deans. Thirdly, there will be a Leadership and Management Reflection Meeting for Vice Chancellors. Fourthly, there will be a Roundtable Meeting of Development Partners, and fifthly, there will be a meeting of the International Advisory Panel (IAP) and lastly there will also be a meeting of the RUFORUM Technical Committee. These meetings will be held from 19th to 25th October, 2017.

Annual General Meeting (AGM) Events, Day One: Thursday, 26th October, 2017

The programs for this day includes meeting of the RUFORUM policy Organs. Firstly, there will be the Meeting of the Principals and Deans, Secondly, there will be the RUFORUM 16th Board Meeting. In the afternoon, there will be the official opening of the Annual General Meeting and prize awards by His Excellency, Prof. Arthur Peter Mutharika, State President of the Republic of Malawi. The prize awards include: a) IMPRESSA to three outstanding university achievers; b) recognition awards to two outstanding young (<40 years) scientists from Malawi, and c) three outstanding model farmers in Malawi.

Day Two: Friday, 27th October, 2017

The RUFORUM Annual General Meeting will be held on this day in the morning and afternoon.

Post Annual General Meeting (AGM) Event

RUFORUM has a specific thrust to work with its Universities to strengthen leadership and management skills of university leaders. A four day session is planned for 29th October to 1st November 2017 to work with university mid-career managers to strengthen their leadership and management skills. The purpose is to prepare them for possible roles as senior university managers. The training will target Deputy Vice Chancellors, Registrars and Directors.