



## 2<sup>nd</sup> RUFORUM TRIENNIAL CONFERENCE

### CONCEPT NOTE

### 20<sup>th</sup> RUFORUM BUSINESS MEETING

**Date:** 16<sup>th</sup> August 2024 **Time:** 08.30 –10.30 CAT

**Venue:** Mercure Hotel, Plenary Hall, Windhoek, Namibia

**Registration Link:** <https://bit.ly/44SFabK>

**Contact:** Prof Patrick Okori ([p.okori@ruforum.org](mailto:p.okori@ruforum.org))

### BACKGROUND

The Regional Universities Forum for Capacity Building in Agriculture (RUFORUM) is a consortium of 170 universities in 40 African countries with a vision to create 'vibrant, transformative universities to catalyse sustainable, inclusive agricultural development to feed and create prosperity for Africa' (for more information, visit [www.ruforum.org](http://www.ruforum.org)). The second RUFORUM Operational Plan 2024-2028 of the [RUFORUM Vision 2030](#) clearly articulates the processes and actions that RUFORUM and partners will take to achieve the Vision, with the goal of strengthening the catalysis of transformations within Africa's higher agricultural and education sectors for increased efficiency and effectiveness of mission delivery, productivity growth, and development impact by the broader RUFORUM network.

RUFORUM has thus grown radically over the years since its founding in 2004 by ten university Vice-Chancellors, and was established to foster integration of African universities into the national agricultural innovation systems; provide a platform for training quality graduates to support development processes in Africa; rationalise resource use and enhance economies of scale and scope; and provide a platform for networking, resource mobilisation, and advocacy for agriculture.

As a vibrant network, RUFORUM promotes collaborative efforts among member universities and stakeholders in the higher education and agriculture sectors through a number of engagements, including the annual general meeting (AGM), which is planned and held alternately by member countries. The AGM is the RUFORUM Network's highest decision-making body, overseeing Network interventions, carrying out functions deemed relevant to the achievement of RUFORUM objectives, and serving as a catalyst for leveraging resources and mutually beneficial partnerships between and among universities within and outside the Network.

The 20<sup>th</sup> AGM coincides with the implementation of the medium-term operational plan 2024-2028 of the RUFORUM Network. This AGM is therefore a special convening for RUFORUM to showcase the renewed commitment to transforming the higher agricultural education and education sectors in Africa.

*Co-organisers*





## OBJECTIVES OF THE RUFORUM BUSINESS MEETING

The RUFORUM Business Meeting will provide feedback and guidance to the RUFORUM Secretariat's operations, ensuring legal compliance and alignment with international standards and practices. More specifically, the business meeting will:

1. Review and approve minutes of the 19<sup>th</sup> AGM, held 02<sup>nd</sup> November 2023 in Yaoundé, Cameroon
2. Receive and approve reports for the activity year July 2023 – June 2024, work plan and budget proposal for the Activity Year July 2024– June 2025.
3. Receive and consider the 2023/2024 External Audit report.
4. Appoint External Auditor for the 2024/2025 financial year.
5. Provide updates for the 2025, 2026 and 2028 AGMs and 2027 and 2030 Triennial Conferences.
6. Consider requests for membership from universities that want to join RUFORUM network.

## APPROACH AND METHODOLOGY

The Business Meeting will be held both physically and virtually (<https://bit.ly/44SFabK>). The meeting will be held under the leadership of the Board Chair, Prof Theresia Nkuo-Akenji, Vice Chancellor, University of Bamenda, Cameroon. The Draft AGM Programme is shown below.



## PROGRAMME

<b>Session Chair: Prof Theresia Nkuo-Akenji, RUFORUM Board Chair and Vice Chancellor, University of Bamenda</b> <b>Session Rapporteurs: Mr. Waswa Moses, Mr. Okalany Emmanuel and Mr. Ekepu David</b>		
Time	Item	Responsible
0830-0850	<b>Part I: Opening session of the RUFORUM 20<sup>th</sup> Annual General Business Meeting</b>	
	<ol style="list-style-type: none"> <li>1) Namibia National Anthem</li> <li>2) Welcome Remarks by Prof. Osmund D. Mwandemele, Vice-Chancellor, International University of Management, Namibia.</li> <li>3) Remarks by Prof. Patrick Okori, Executive Secretary, RUFORUM.</li> <li>4) Remarks by Hon Itah Kandjii-Murangji, Minister of Higher Education, Training and Innovation, Namibia.</li> </ol>	Prof Theresia Nkuo-Akenji, RUFORUM Board Chair and Vice Chancellor, University of Bamenda
0850-1030	<b>Part II Constitution of RUFORUM Annual General Business Meeting (AGM)</b>	
	<ol 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 19<sup>th</sup> Annual General Meeting</li> </ol>	Prof Theresia Nkuo-Akenji, RUFORUM Board Chair and Vice Chancellor, University of Bamenda
	<b>PART III: RUFORUM Annual General Business Meeting (AGM)</b>	
	<ol style="list-style-type: none"> <li>1) Presentation of Annual Report 2023/2024 by the RUFORUM Secretariat: Dr. Florence Nakayiwa, Deputy Executive Secretary, RUFORUM Secretariat</li> <li>2) Presentation of the 2023/2024 Financial Report and 2024/2025 Budget Proposal: Ms. Judith Nakyobe, Finance and Administration Manager, RUFORUM Secretariat</li> <li>3) Discussion of the Secretariat reports</li> <li>4) Report by the External Auditor: Ernst and Young for FY 2023/2024</li> <li>5) Discussion of External Audit Report</li> <li>6) Appointment of External Auditor for FY 2024/2025</li> <li>7) Update on upcoming Annual General Meetings and Triennial Conferences</li> </ol>	Prof Theresia Nkuo-Akenji, RUFORUM Board Chair and Vice Chancellor, University of Bamenda



	<p>8) Update on the arrangements for the 2025 Annual General Meeting by Prof Ketlhatlogile Mosepele, Vice Chancellor, Botswana University of Agriculture and Natural Resources</p> <p>9) Business from the Board: Formal Admission of New Member Universities</p> <p>10) Farewell message from Prof Theresia Nkuo-Akenji, outgoing RUFORUM Board Chair and introduction and hand over to the new Board Chair</p> <p>11) Vote of Thanks: Dr Eroid Naomab, Vice-Chancellor, Namibia University of Science and Technology</p> <p>12) Closing Remarks by the new RUFORUM Board Chair</p>	
--	--	--

