



**CONVOCATION**  
—UNITING FOR EXCELLENCE—



**BUSITEMA  
UNIVERSITY**  
Pursuing excellence

## NOTICE OF COVOCATION ANNUAL GENERAL MEETING (AGM), 2024

In accordance with Articles 35 (1) (d) and 35 (4) of the Constitution of Busitema University Convocation and in fulfillment of the duties and responsibilities of the Chairperson as enshrined in Article 19 of the Constitution of Busitema University Convocation, this is to inform all the Alumni, Staff, members of Senate both current and former and members of the University Council both current and former of Busitema University that the Convocation Annual General Meeting, 2024 will be held on the 21<sup>st</sup> September, 2024 starting at 10:00Hrs under the theme “Bridging Gaps: Enhancing Connectivity and Engagement within Our the Convocation Network.

### The Agenda of the Meeting will be as follows;

1. Record of Membership
2. Opening Prayer
3. Introductions
4. Report from the Chairperson Convocation
5. Reactions to the Chairperson's Report
6. Matters Arising
7. Remarks from the Vice Chancellor
8. Remarks from the Chairperson Council
9. Remarks from the Chancellor
10. Guest of Honor's Keynote Address
11. Closure

### Please note that;

- a) The AGM will be blended both physical and online. The physical meeting shall be at Golden Tulip Hotel, Kampala. Physical attendance will strictly be by invitation.
- b) The online Zoom link will be sent out in due course.
- c) Only fully subscribed members shall participate in the Annual General Meeting.
- d) You are encouraged to pay the members fee of UGX. 30,000 and subscription fee of UGX. 5000. Membership is paid once whereas subscription fee is paid per year. Alumni who paid Convocation fee at graduation do not have to pay membership fee. Please ensure you have paid your subscription fee for the period since your last payment up to the current date. Details of payment channels, including direct bank deposits and Mobile money platforms, will be provided and widely circulated soon.

For more information, please reach out to the Convocation Secretariat at [convocation@busitema.ac.ug](mailto:convocation@busitema.ac.ug) or Contact Ms. Kyampeire Hadijah on +256705221421

  
Dr. Lilian G. Nabaasa

ACADEMIC REGISTRAR/GENERAL SECRETARY, CONVOCATION