MUNI UNIVERSITY

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Our Ref: MU/AR/CR/150/156/2

November 9, 2026

Alumni and Staff (The Convocation)
Muni University

Dear esteemed Alumni and Staff,

NOTICE OF GENERAL MEETING OF MUNI UNIVERSITY CONVOCATION

1.0. FRAMEWORK

1.1. SECTION 70. (1) of the Universities and Other Tertiary Institutions Act, 2001 [as amended] states thus;

"There shall be a Convocation of the University which shall consist of the graduates of the University and members of staff, and such other persons as the University Council may authorize"

1.2. In compliance with the provisions of the Universities and Other Tertiary Institutions Act, 2001 [as amended];

NOTICE is hereby given that the General Meeting of the Muni University Convocation is scheduled to take place on **Friday November 13, 2026**, starting at **10:00 a.m.**

2.0. AGENDA

(i) Prayer
(ii) Adoption of the Agenda
(iii) Membership/Registration
(iv) Communication from the Chairperson and reaction to the communication
(v) Role of the Alumni in the development of the Alma Mater
(vi) Election of Convocation Executive Committee
(vii) Closure

3.0. CONDUCT OF THE GENERAL MEETING

The General Meeting will be conducted physical and online.

(i) Physical meeting
The physical meeting will be held at Muni University in the Council Hall. The physical meeting will be attended by Muni University Staff and Secretariat.

(ii) Online meeting
Alumni are encouraged to the General Meeting online.
Join Zoom Meeting:
https://zoom.us/j/92752761992?pwd=FVSbi0nFplE7BsQDnCkkAYoTbBwxHX.1
Meeting ID: 927 5276 1992; Passcode: 813067

(iii) Confirmation of attendance
To confirm attendance and participation in the general meeting, please login to the link: https://docs.google.com/forms/d/e/1FAIpQLSeArku-d70su6Bsfxsa88oxc1WW-twDnahfh2J_kAgNbRmQ1Q/viewform?usp=header

4.0. ELECTION OF EXECUTIVE COMMITTEE

4.1. The available Executive Committee positions are:-

(i) Chairperson,
(ii) Vice Chairperson,
(iii) Speaker,
(iv) Secretary General,
(v) Secretary for Finance,
(vi) Secretary for Information and Mobilization,
(vii) Secretary for Projects, and
(viii) Regional Coordinators (Central, Western, Northern, Eastern and West Nile)

4.2. Expression of interest

(i) Persons interested in the executive positions in 4.1. above, are required to fill out and submit expression of interest form online not later than 12th November 2026 at 5:00 pm.

(ii) To express interest in any of the available positions, please login to the link:

https://docs.google.com/forms/d/e/1FAIpQLSfB5H7LZGqEdrLpXz18o8QaWVa-rXVld6TX96l9XWSS1O8a4Q/viewform?usp=header

5.0. EQUIRIES

For enquiries and confirmation of attendance, please contact the Office of the Academic Registrar, via e-mail: ar@muni.ac.ug or Mobile Telephone, (+256) 773 217 339.

Looking forward to your attendance and participation.

Yours sincerely,

Felix A. Opio Okello
ACADEMIC REGISTRAR/SECRETARY, MUNI UNIVERSITY CONVOCATION

Copy:

Vice Chancellor
Deputy Vice Chancellor (AA)
Deputy Vice Chancellor (F & A)
University Secretary
Dean of Students
University Bursar
University Librarian
Senior Legal Officer
Deans/Directors
All staff