



# MAKERERE UNIVERSITY BUSINESS SCHOOL

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## Office of the School Secretary

Thursday, March 20, 2025

To: All Members of the MUBS Alumni Association

### RE: ELECTION OF THE EXECUTIVE COMMITTEE OF THE MUBS ALUMNI ASSOCIATION

Reference is made to the Notice issued for the **Annual General Meeting (AGM)** of the **MUBS Alumni Association** scheduled for **Saturday, April 12, 2025, at 9:00 am** at the **MUBS Main Campus, Nakawa**, at which the **election of office bearers for the Executive Committee** will be conducted.

Pursuant to **Article 7(3)(5)(g)(iii)** of the **MUBS Alumni Association Constitution (2005)**, I hereby communicate the following:

1. **Election Guidelines** – The guidelines governing the election process are attached as **Appendix I**.
2. **Election Roadmap** – The detailed timeline and key milestones of the election process are outlined in **Appendix II**.
3. **Electoral Roll** – The list of eligible members entitled to attend the AGM and vote is attached as **Appendix III**.

#### 4. **Membership Verification and Election Process**

In accordance with the **AGM Notice issued on February 27, 2025**, which required members to pay subscription, membership and nomination fees; and to submit proof of payment to the MUBS Alumni Office by **March 10, 2025**, the Elections Committee, at its meeting held on March 19, 2025, resolved as follows:

- (i) The **membership and electoral roll** shall include only those alumni whose payments can be verified through **bank statement narrations** or **proof of payment** reflecting their **names or contact details**.



- (ii) Alumni who made payments exceeding the prescribed **membership and subscription fees** shall receive **refunds**. Details regarding the **refund process and timelines** will be communicated separately.
- (iii) Any queries regarding the electoral roll must be addressed to the Returning Officer via **alumnireturningofficer@mubs.ac.ug** no later than **March 27, 2025**. **All queries must be accompanied by relevant supporting documents to facilitate verification and resolution.**

Members are encouraged to review the attached documents and verify their eligibility to vote. Any concerns regarding the electoral roll must be communicated before the deadline to ensure timely resolution.

All the above documents (**Appendices I, II, and III**) are accessible on the **MUBS official website ([www.mubs.ac.ug](http://www.mubs.ac.ug))** under the **Alumni page**.

This notice is issued in accordance with the **MUBS Alumni Association Constitution (2005)** and serves as the official communication regarding the election process. We look forward to your active participation in shaping the leadership of the MUBS Alumni Association.

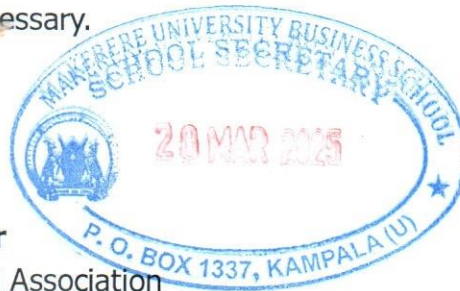
Further updates will be provided as necessary.

Signed,

Dr. Francis Yosa

**School Secretary/Returning Officer**

Copy to: Chairperson, MUBS Alumni Association  
Principal, MUBS



**MAKERERE UNIVERSITY BUSINESS SCHOOL**

**GUIDELINES FOR THE ELECTION OF THE EXECUTIVE COMMITTEE OF THE MUBS ALUMNI ASSOCIATION TO BE HELD ON SATURDAY, APRIL 12, 2025**

Pursuant to the Notice issued for the 1st Annual General Meeting of the Makerere University Business School (MUBS) Alumni Association, members are hereby notified of the following Election Guidelines for the election of the Executive Committee, in accordance with Article 7(3)(5)(g) of the MUBS Alumni Association Constitution (2005):

**1. Eligibility for Election to the MUBS Alumni Executive Committee**

Only alumni who are fully paid-up members as per the AGM Notice issued on February 27, 2025, shall be eligible for election to the MUBS Alumni Executive Committee.

To be eligible for election, an alumnus:

- (a) Must have paid a non-refundable application fee of UGX 50,000.
- (b) Must be an alumnus in line with Article 4 of the MUBS Alumni Association Constitution, as determined by official alumni records.
- (c) Must not have exhibited any misconduct in the period leading up to the elections.

**2. Nomination of Candidates**

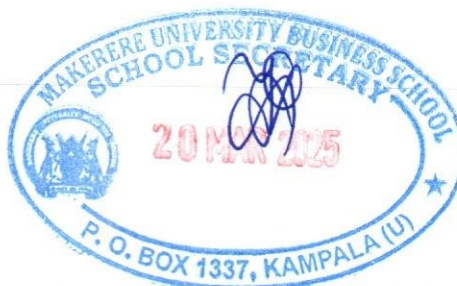
- (a) Nomination of candidates for leadership positions on the MUBS Alumni Executive Committee shall be conducted at the Annual General Meeting (AGM).
- (b) Each nomination shall be seconded by two (2) eligible members, in accordance with Article 7(3)(5)(g)(vi) of the MUBS Alumni Association Constitution.
- (c) All nominations shall be submitted to the Returning Officer and subject to verification before acceptance at the Annual General Meeting.

**3. Appointment of Agents**

Each **nominated candidate** may appoint **one (1) agent** to witness the electoral process on their behalf. The details of the appointed agent must be **submitted to the Returning Officer** before the election.

**4. Eligibility to Vote in the Elections**

Only **fully paid-up members** who **submitted proof of payment** to the **MUBS Alumni Office** by **Monday, March 10, 2025**, and whose payments have been **verified**, shall be eligible to vote.



## 5. Resolution of Disputes Regarding Alumnus Status

Any disputes regarding **alumnus status** shall be resolved by the **Returning Officer**, in consultation with the **School Registrar**. **All disputes must be submitted by March 27, 2025**. The decision of the **Returning Officer** shall be final.

## 6. Mode of Voting

Elections shall be conducted **by secret ballot**, unless an alternative voting method is approved by a **majority vote** of members present at the **AGM**. The election shall be **overseen by the Returning Officer**, assisted by the **Elections Committee**.

## 7. Voting by Proxy

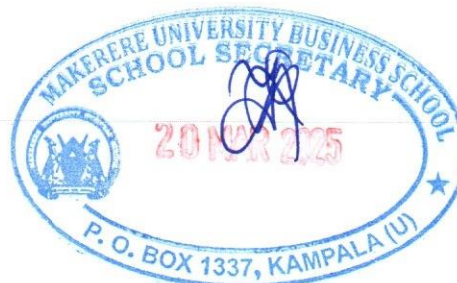
Voting by proxy shall be **permitted** under the following conditions:

- (a) A fully paid-up member **may delegate their vote** to one proxy, and no individual **may hold more than one proxy vote**.
- (b) Both the member and the proxy **must be fully paid-up members** on the final voter roll.
- (c) The member delegating their vote must notify the **Returning Officer** via email ([alumnireturningofficer@mubs.ac.ug](mailto:alumnireturningofficer@mubs.ac.ug)) **by 5:00 pm on April 09, 2025**, and attach:
  - (i) Full names and contact details of both the member and proxy.
  - (ii) Details of membership (e.g., membership type and year of graduation).
  - (iii) Copies of **valid identification documents** for both the member and proxy.
  - (iv) A **signed proxy authorization letter** from the member.
- (d) The **proxy must be copied** in the email sent to the Returning Officer.
- (e) The **Returning Officer shall verify** all proxy requests before approval.
- (f) The **proxy must present a copy** of the signed proxy letter and valid identification **before voting**.
- (g) Proxy votes shall be **recorded separately** and verified before the results are announced.
- (h) Once a proxy is assigned, **the original member shall not physically appear to vote**.

## 8. Identification Requirements

All members on the voter roll must present a **valid original identification document**, which may be:

- **National Identity Card**,
- **Passport**, or
- **Driving License**.



## 9. Tallying of Votes

- (a) Tallying of votes shall commence **immediately after voting closes** at the **AGM**.
- (b) In the event of a tie, a **run-off election** shall be conducted for the tied position(s).

## 10. Swearing-In of Elected Leaders and Handover

Upon conclusion of the elections, the newly elected **Executive Committee** shall be **sworn in immediately** by a **Commissioner of Oaths** in accordance with institutional governance procedures. The swearing-in shall take place **in the presence of the Returning Officer and the outgoing Executive Committee**, after which the **new Executive Committee** shall receive the instruments of office from the Commissioner of Oaths and assume office.

## 11. Appeal Process

Any party aggrieved by the **electoral process or results** may lodge an **appeal to the Principal, MUBS**, in accordance with **Article 11(3)(i) of the MUBS Alumni Association Constitution (2005)**. **All appeals must be submitted within 48 hours** of the election results being announced.

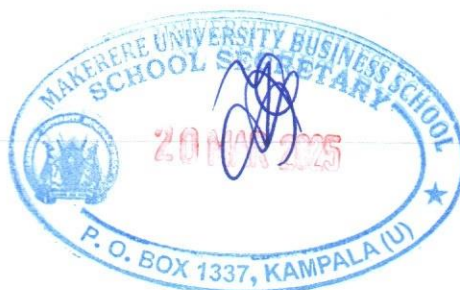
Dr. Francis Yosa  
School Secretary/Returning Officer



## MAKERERE UNIVERSITY BUSINESS SCHOOL

ROADMAP FOR THE ELECTION OF THE EXECUTIVE COMMITTEE OF THE MUBS  
ALUMNI ASSOCIATION

No.	Activity	Timeline
1.	Payment/renewal of membership and subscription fees	March 10, 2025
2.	Display of the <b>roll of eligible members to attend and vote</b> at the Annual General Meeting	March 20, 2025
4.	Verification of the <b>roll of eligible voters</b>	
5.	Submission of <b>queries</b> to the Returning Officer ( <a href="mailto:alumnireturningofficer@mubs.ac.ug">alumnireturningofficer@mubs.ac.ug</a> ) on the roll of the eligible members to vote as displayed	March 21 - March 27, 2025
6.	Display of the <b>final roll</b> of eligible members to attend and vote at the Annual General Meeting	April 04, 2025
7.	<p><b>Online Debate</b> for Persons Aspiring to Contest for the Position of Chairperson of the Executive Committee of the MUBS Alumni Association</p> <p>Persons aspiring to contest for the position of Chairperson should communicate their interest to participate in the debate to the Returning Officer by <b>April 01, 2025</b>.</p> <p><i>(Other details to be communicated by the Returning Officer)</i></p>	April 05, 2025
8.	<b>Election</b> of the Executive Committee of the MUBS Alumni Association	April 12, 2025
9.	<b>Swearing-in</b> of Elected Members of the Executive Committee of the MUBS Alumni Association	April 12, 2025



MAKERERE UNIVERSITY BUSINESS SCHOOL  
OFFICE OF THE ALUMNI  
ROLL OF THE MEMBERS VERIFIED AS AT MARCH 19, 2025

S/N		NAME
1	Mr	Abazimana Benjamin
2	Mr	Abiriga Disio
3	Mr	Abushir Abdullahi
4	Ms	Aceng Sheila
5	Ms	Afekuru Lillian
6	Ms	Aguti Agnes Shelly
7	Ms	Ainomugisha Nowelah
8	Ms	Ajiduru Keren
9	Mr	Akampa Ronald
10	Mr	Akampurira Martin
11	Mr	Akampwera Oleen
12	Ms	Akello Deborah
13	Ms	Akello Jane Ritah
14	Ms	Akello Racheal
15	Mr	Akullo Simphorose
16	Mr	Akuma Boniface
17	Ms	Akumu Maureen
18	Mr	Ali Kasaija
19	Ms	Amego Betty
20	Hon	Among Annet Anita
21	Ms	Amulen Christine
22	Ms	Amulen Joan
23	Mr	Angelu Daniel
24	Ms	Anyango Rebecca
25	Ms	Aporu Sarah
26	Ms	Arakit Stella
27	Dr	Arinaitwe Alice
28	Mr	Ashiraf Daaya
29	Ms	Ateenyi Serina
30	Mr	Atuheire Vicent
31	Ms	Atuhurira Seith
32	Ms	Atukunda Ronett
33	Ms	Atwoogyere Patience
34	Ms	Awachorac Daisy
35	Mr	Awongo Awas
36	Mr	Ayesigye Justus
37	Ms	Ayo Phiona Melody



**ROLL OF THE MEMBERS OF THE MUBS ALUMNI VERIFIED AS AT MARCH 19, 2025**

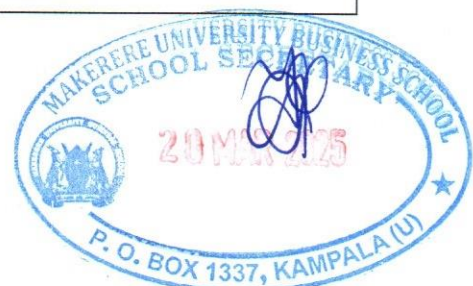
38	Prof	Bagire Vincent
39	Ms	Barugahare Alison
40	Dr	Basalilwa Edith
41	Mr	Batambuze Ramathan
42	Mr	Bazibu Moses Muhamad
43	Mr	Besigamukama Levis
44	Ms	Birungi Felister
45	Ms	Birungi Joy
46	Mr	Bogere Francis
47	Mr	Bosco Abaku
48	Mr	Bright Amos
49	Hon. Lt. Col (Rtd). Dr.	Bright K. Rwamirama
50	Mr	Busomba Twaha
51	Mr	Bwire Fredrick
52	Ms	Catherine Nabaloga
53	Ms	Chemo Cathrine
54	Ms	Ebusa Jessy
55	Mr	Elyasa Isiko
56	Mr	Emong Geofrey
57	Mr	Emoot Micheal
58	Assoc. Prof	Isa Nsereko
59	Mr	Kabuzi Asuman
60	Mr	Kaggwa Musa
61	Ms	Kakwanzi Diana
62	Ms	Kakwanzi Elizabeth
63	Mr	Kalibbala Wilberforce
64	Mr	Kamoga Bruno
65	Ms	Kamusiime Edith
66	Dr	Kassim Alinda
67	Mr	Kasule Fred
68	Mr	Kasule Rashid
69	Mr	Kasumari Jeveneri Mubangizi
70	Mr	Kataike Valentine
71	Mr	Kato Khatiya Philip
72	Mr	Kawere Richard
73	Mr	Kayingo Sula
74	Ms	Kembabazi Elizabeth
75	Ms	Kemigisha Shamim
76	Mr	Kennedy Eguma
77	Ms	Khwaka Allen
78	Ms	Kiconco Mellisa
79	Mr	Kiggundu Mohammed





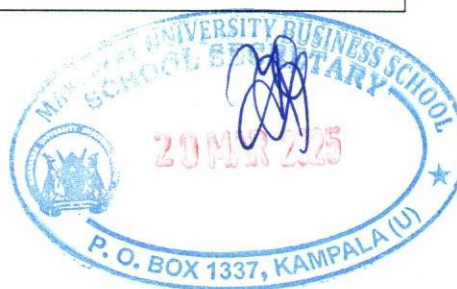
ROLL OF THE MEMBERS OF THE MUBS ALUMNI VERIFIED AS AT MARCH 19, 2025

80	Mr	Kimera Timothy
81	Mr	Kinyiri Juma
82	Ms	Kirungi Petronillah
83	Mr	Kisembo Johnmary Savio
84	Mr	Kivumbye Samuel Edwin
85	Ms	Komujuni Mary
86	Ms	Komukyeya Sharon
87	Ms	Kusiima Saasi Aine
88	Ms	Kyaligonza Lorna
89	Dr	Kyomuhangi-Manyindo M. Eldred
90	Ms	Lamwaka Priscilla
91	Mr	Lubega Juma
92	Mr	Lubowa Christopher
93	Mr	Luwangura Yakubu
94	Mr	Luyinda Christopher
95	Mr	Luyombya Godfrey
96	Mr	Mabonga Vincent
97	Mr	Magezi David William
98	Mr	Magombe Tom
99	Mr	Makmot Oyaka Andrew Charles
100	Mr	Matovu Enock
101	Mr	Matovu John
102	Mr	Mbajja Eric
103	Assoc. Prof	Mindra Rachel Katoroogo
104	Ms	Mirembe Flavia
105	Prof	Moya Musa
106	Ms	Mpaata Eva
107	Ms	Mpamulungi Sanyu
108	Mr	Mpirwe Andrew
109	Mr	Mubiru William John
110	Ms	Mukasa Jane Francis
111	Mr	Mukasa Joseph
112	Ms	Mukisa Aida Ronah
113	Ms	Mukundane Proscovia
114	Mr	Mulambuzi Matthew
115	Mr	Mulege Ibrahim
116	Ms	Mulungi Hellen
117	Ms	Musimenta Rahim
118	Mr	Musisi Umar
119	Ms	Mutesi Gorret
120	Dr	Mutumba Abbey
121	Ms	Muwanga Nicola Aidah



**ROLL OF THE MEMBERS OF THE MUBS ALUMNI VERIFIED AS AT MARCH 19, 2025**

122	Ms	Muyinda Gladys
123	Ms	Mwebaze Ruth
124	Mr	Mwine Rogers
125	Ms	Nabalayo Silvia
126	Ms	Nabatanzi Jackline
127	Ms	Nabisubi Habibu
128	Ms	Nabukeera Victoria Matovu
129	Ms	Nakabuye Zulaika
130	Ms	Nakafu Hildah Whitney
131	Ms	Nakangu Gloria
132	Ms	Nakijjoba Hilda
133	Ms	Nakiyingi Catherine
134	Assoc. Prof	Nalukenge Irene
135	Ms	Nalwanga Victoria
136	Ms	Namaganda Jackie
137	Ms	Namata Juliet
138	Ms	Nambi Maria Gorett
139	Ms	Nambooze Mariam
140	Ms	Nambubi Resty
141	Ms	Nambwoyo Farida
142	Ms	Namiyingo Sophia
143	Ms	Namugumya Sarah
144	Mr	Namukwaya Teddy
145	Ms	Namulinda Georgette
146	Ms	Namusisi Rebecca
147	Ms	Namusoby Zainabu
148	Ms	Namutebi Teddy
149	Ms	Namutebi Tendo
150	Ms	Namuwaya Bernaleta
151	Ms	Nansubuga Amina
152	Ms	Nantume Justine
153	Ms	Nanyombi Olivia
154	Ms	Ndikwani Margaret
155	Mr	Nimwesiga Aston
156	Prof	Nkundabanyanga Stephen
157	Dr	Nkuutu Geoftrey
158	Ms	Nuwenyine Patience
159	Ms	Nyamaizi Winnie
160	Mr	Nyero Ibrahim Abdallah
161	Ms	Nyesiga Catherine
162	Mr	Obeya Boniface
163	Mr	Obuh Charles



**ROLL OF THE MEMBERS OF THE MUBS ALUMNI VERIFIED AS AT MARCH 19, 2025**

164	Mr	Ochari David
165	Mr	Odoki Peter
166	Mr	Odongo Peter
167	Mr	Ogosso Mark
168	Mr	Ogwang Robinson
169	Mr	Ojok Joseph
170	Mr	Okech Jeremiah
171	Mr	Oketcho Mike
172	Mr	Okong Ambrose Owilli
173	Mr	Okumu Moses
174	Mr	Olemukoi Gabriel
175	Mr	Olinga Moses
176	Mr	Omutoj Gilbert
177	Mr	Onek Junior
178	Ms	Onzi Amina
179	Mr	Opael Wilfred
180	Mr	Oporot John Paul
181	Mr	Orapuna Joel
182	Mr	Orikiriza Marvin Simon
183	Mr	Otonga Benard
184	Mr	Owor Tito
185	Mr	Ruhigwa Micheal
186	Ms	Sagula Sarah
187	Mr	Ssekatawa Fildous
188	Mr	Ssendi Samuel
189	Mr	Ssentongo Martin
190	Mr	Ssentongo Musa
191	Dr	Ssentumbwe Male Abdul
192	Mr	Ssesanga Swaleh
193	Ms	Tumsiime Immaculate
194	Mr	Tumsiime Richard
195	Ms	Tusubira Irene Philper
196	Mr	Wafula Joseph
197	Ms	Wakaisuka Juliet Isingoma
198	Mr	Walusimbi Alozious
199	Mr	Walusimbi Yusuf Juma
200	Mr	Waluube Noah
201	Ms	Wanyama Deborah
202	Mr	Wasswa Christopher
203	Ms	Watsemba Aisha N

