

# APCDA Board Meeting

February 2 / 3, 2020

**Present:** Woongtae Kim, President; Sing Chee Wong, Carla Siojo, Momoko Asaka, Connie Pritchard, Allan Gatenby, Brian Hutchison, Agnes Banyasz, Poh Li Lau, Gulnur Ismayil, Emily Lizada, Marilyn Maze

## President's Message

- Thank you
- Hope you don't get the coronavirus

## Country / Area Council Report

- No meeting since last Board meeting

## Committee Council Report

- LAST MEETING HELD 23/24<sup>TH</sup> JANUARY: Apologies from Dr Brian H who was in Ottawa and in poor connection area. 8 Attendees
- **Reports:**
  - **Staff:** 2 matters: Conference & Mentoring meeting.
  - **Bi-Laws:** Revised Policy & Procedures underway. Committee will prepare documents for members to consider at the next AGM including the Role of Financial Reviewers & Creation of Ethics Committee and associated operations. Requested of all Committee Chairs a short Statement of Purpose of the Committee & operation for Procedures Manual
  - **Journal:** March – 3 articles, 5/6 in pipeline. Canada – LGBTQ issues
  - **Membership:** 2<sup>nd</sup> new member orientation held on Jan7. 5 registered, 3 attended. Current membership numbers: total 315 (as of Jan23)
  - **News:** New format appreciated. Weekly announcements with some articles. February theme Career Adaptability featuring Catherine Hughes, Shelley Tian and Li Fern.
  - **Nominations:** Nominations for President-Elect are now open until May 31.
  - **Programs:** Seeking webinar feedback commenced. April: Future of Work (Wong & Soon Joo) & June Creating a Self-sustained Career Center vis Employer Partnership (Ms F. Saracina from Milan).
  - **Public Relations:** Details of the conference video tabled and volunteers for interviews called.
  - **Research:** No report

Authorised by Allan Gatenby Committee Council Chair

## 2020 Conference Issues

- WHO: Global Emergency
- 85 registered (51 paid, 29 free, 5 scholarships = 85)
- Some will add and some will cancel, so assume the total will not change
- Income to date: \$19,500
- Expense for 85 people: \$29,500
- What do we know about the countries our attendees are from? (see date below)

Presentations

Country	Sessions	Presenters
Australia	9	11
Canada	6	8
China	8	10
Hong Kong SAR	1	2
Taiwan	3	3
India	15	22
Japan	6	6
Malaysia	5	10
New Zealand	2	2
Pakistan	1	1
Philippines	1	2
Qatar	1	2
Saudi Arabia	2	2
Singapore	4	5
Sri Lanka	1	1
UK	1	2
United Arab Emirates	2	2
USA	6	7
Vietnam	1	1

Attendees today

Country/Area	Free	Paid
Australia		4
Azerbaijan	1	
Canada		3
China		8
Hong Kong		1
Taiwan		3
India	18	8
Japan	1	7
Korea, Republic of	2	
Malaysia		1
Nepal	1	
New Zealand		2
Philippines	2	
Qatar		2
Singapore	1	4
Turkey		1
United Arab Emirates		1
United Kingdom		1
United States	5	6
Vietnam	2	

- **Option 1: Proceed with caution**
  - Unlikely that our Chinese presenters will be able to attend – ask if they want to pre-record their session
  - We can advise attendees about precautions recommended for travelers and provide facemasks
  - We can offer pre-recorded sessions for those afraid/unable to travel
  - Can we provide live streaming? Will ask MRIIRS.
  - Try to minimize costs:
    - Printing – wait for accurate count
    - T-shirts and banner – use existing totebags
- **Option 2: Virtual Conference**
  - Issues
    - Refunds for travel tickets: May be possible
    - Scholars & Award winners? (did not discuss)
- **Decision Point:** February 15, unless there is a clear answer sooner
  - **On Feb 9** – see the number registered
  - By the end of the following week, should have a good idea of number of people willing to travel
- **Annual Member Meeting** (in person or virtual)
  - **Discussion Topic**
    1. How can APCDA have a greater impact on career development in your country? (6 votes)
    2. What is the most urgent issue at this time in your country? (1 vote)
    3. What are barriers for enriching career development culture in your country/area? (2 votes)
      - Agreed on #1
  - Bylaws Changes?
    - Finance Council description in Bylaws
    - Internal audit done by people not involved in financial decision-making
    - Connie and Allan will work on the wording of the revision
  - New Committees?
    - Add Ethics and Standards Committee
    - Add Awards Committee
    - Do we have enough members to support more committees?

- Ask the members at the Annual Meeting to discuss.

**2020 Conference Review – See Officer Meeting Minutes**

**Other?**

- Make a decision sooner rather than later.

The meeting was adjourned at 11:30PM  
Respectively Submitted,

**Momoko Asaka**

Secretary