



Asia Pacific Career Development Association

## APCDA Officers' Meeting

January 20/21, 2025

### President's Message (Allan)

- Allan was not present.

### Treasurer's Report (Nila)

- This fiscal year, we already have several large expenses for the conference, and, as expected, have only a small amount of income so far.
- There is no significant difference from the previous year
- Conference income is beginning to arrive and this income will show up in February.
- We hope the conference will be larger this year.

### Finance Council Report

- Two years with financial deficits (FY23 and FY24) caused by conferences with small attendance. The Finance Council recommends selecting locations that assure major local attendance. China should be much larger, and we hope to be in Malaysia in 2026, which should also be good.
- We need to choose conference locations where we have close local relationships.
- APCDA needs to diversify - LOEP Accreditation Project could help financially
- Corporate address will change when Marilyn moves to a retirement community, but the implications do not seem concerning
- We will search for an accountant who is willing to serve on our Financial Council

### Future Goals Discussion

Note: **Yellow highlight** indicates the Future task has already been started.

Goals	Past/Current	Future
<b>1: Increase member engagement</b>	<ul style="list-style-type: none"> <li>• Purchased Tradewing for 2 years, now Member365</li> <li>• Completed a study in 2023 to determine direction for the future</li> <li>• Implement research findings ideas from 2023 Survey</li> <li>• Providing Individual training for new or prospective members</li> <li>• Providing a Community of Practice</li> <li>• PR Committee – working between committees</li> </ul>	<ul style="list-style-type: none"> <li>• Support emerging networks</li> <li>• Take better advantage of Member365</li> <li>• Starting a new discussion group to boost member engagement.</li> <li>• Intertwining future goals with activities in progress will help us to accomplish our goals.</li> </ul>
<b>2: Increase the perceived value of membership</b>	<ul style="list-style-type: none"> <li>• Held 10th anniversary party</li> <li>• Initiated LOEP Accreditation</li> </ul>	<ul style="list-style-type: none"> <li>• Better explain APCDA's value: (Allan &amp; Elisabeth) – Member Benefits page</li> <li>• Connecting activities to membership</li> <li>• Develop a "Model Career Center" resource for the Resource page (university setting)</li> </ul>

<b>3: Systematically build APCDA's financial stability</b>	(new goal)	<ul style="list-style-type: none"> <li>• Develop a business plan (Sini, Arun, Allan, Elisabeth, Nila)</li> <li>• Fully implement LOEP Accreditation (Serene, Allan, Arun)</li> <li>• Plan a Leadership Retreat at the conference after the 2nd PDI</li> </ul>
<b>4: Develop a leadership pipeline for APCDA leadership</b>	<ul style="list-style-type: none"> <li>• We have a leadership pipeline (committee member or area representative → council chair or board member → officer)</li> </ul>	<ul style="list-style-type: none"> <li>• Mentoring project: Brian &amp; Elisabeth have developed a plan</li> <li>• Write "How To" guide for leadership at APCDA</li> <li>• Focus on the scholarships and awards programs to find future leaders (Nila)</li> <li>• Succession planning for officers</li> </ul>
<b>5: Build APCDA Committees' close relationship and energetic contributions to the organization's work</b>	<ul style="list-style-type: none"> <li>• Every year we invest in training committee leadership</li> <li>• Need to offer ongoing help to new leaders</li> <li>• Move/adapt committee materials to Member365 Member Portal</li> </ul>	<ul style="list-style-type: none"> <li>• Train committees on how to use Member365</li> <li>• Public Relations Committee and Staff will provide training for APCDA Leaders</li> <li>• Use the Committee &amp; Area Councils better (Allan)</li> </ul>
<b>6: Connect meaningfully with each member country</b>	<ul style="list-style-type: none"> <li>• We have unique connections with Career Development in many countries</li> <li>• MOU with Mr. Iqbal</li> <li>• Help India and China to build their local CD associations</li> </ul>	<ul style="list-style-type: none"> <li>• Engage members within a country <ul style="list-style-type: none"> <li>• Kazakhstan project</li> <li>• Pakistan project</li> <li>• Japan project</li> <li>• South China participation</li> </ul> </li> <li>• Engagement with other organizations</li> <li>• Encourage Area Representatives to be more active in leadership in their own countries– Develop specific goals for each Area Representative</li> </ul>

- It is important to intertwining future goals with our activities to bolster both simultaneously.
- Review Policies and Procedures related to communication
- Need to clarify procedures for committees when they have needs
- Need to create a stronger relationship between the Area Council and the Committee Council
- Ask for feedback on our website

#### **Mentoring Plan (Elisabeth)**

- Elisabeth agreed to refocus the Mentoring Project on the Area Council and will provide a revised plan soon.

#### **International Collaboration Taskforce (Sini)**

- The task force's purpose is to facilitate international collaboration and exchange
- Position APCDA as a thought-leader
- Building a strong regional advocacy about career services
- The first task of the taskforce is to define its structure.
- Note: Normally a "Taskforce" lasts for only one year. To continue after that, it needs to be called a "Committee" or a "Council."

- It was moved that the International Collaboration Taskforce should be approved for 2 years. The motion passed unanimously.

### **Conflict Zone Scholars Report (Sini)**

- Serene is working on data for the action research project
- Trying to get commitment from past scholars to continue
- Will ask the Officers to meet again to proceed with the project
- Next year rebrand – not a scholarship, but something unique
- We need to provide a psycho-social support system for this group
- The group needs a workspace on our Member Portal
- Need more people to work on this

### **2025 Conference Plans**

- Previous plans
  - May 12 – 16: Virtual (currently all slots are filled)
  - May 23: Kevin Glavin DPI, Henan Museum Tour, Meetup Dinner
  - May 24: Keynotes, Student Presentations, Reception
  - May 25: Awards Ceremony, Panel Discussion, Closing, Roundtables
  - May 26: Allan Gatenby PDI, Career Centers Tour and APCDA Leaders Retreat
  - May 27: All Day Tour
- New Progress:
  - Registration is open in English and Chinese