Marilyn Maze called the meeting to order at 9pm ET US.

Present: Brian Hutchison, President; Raza Abbas, Sungsik Ahn, Momoko Asaka, Agnes Banyasz, Jose Domene, Rich Feller, Natalie Kauffman, Emily Lizada, PohLi Mau, Marilyn Maze, Claire Ouyang, Lisa Raufman, Carla Siojo, Hsiu-Lan (Shelley) Tien, Sing Chee Wong, Jon Woodend, Bory You

President’s Report
• Welcome
• We are challenged to redefine the scope of our association
• Encourage us to express your gratitude to someone in the organization
• We are striving to increase engagement between conferences

Country Reports
• Australia (Agnes Banyasz)
  o Please see attached PDF (email subject: Australia Country Report)
  o CDAA offering career services to SEEK (a job bank) & LinkedIn
  o Switching to a digital journal – how will that be accepted?
• Cambodia (Bory You)
  o Political transition happening in Cambodia, so active career services have been curtailed
• Canada (Jon Woodend)
  Upcoming Conferences that may be of interest:
  o The Canadian Counselling and Psychotherapy Association (CCPA) National Conference 2018 is being held in Winnipeg, Manitoba from May 10th to the 13th. Although this conference is more general to counselling and therapy, there are often some career counselling related topics that may be of interest to APCDA members. For more information, please see: https://www.ccpa-accp.ca/continuing-education/annual-conference/
  o The Canadian Association of Career Educators and Employers (CACEE) National Conference 2018 is being held in Waterloo, Ontario from May 27th to the 30th. For more information, please see: http://www.cacee.com/cgi/page.cgi/_evtcal.html?evt=901
  o This year the Canadian Psychological Association (CPA) if joining with the International Congress of Psychology (ICAP) for the 2018 conference in Montreal, Quebec. Although this is primarily a psychology related conference, there are sometimes topics related to career that could be of interest to APCDA members. For more information, please see http://www.icap2018.com/ or http://cpa.ca/icap2018
• Japan (Midori Nonogaki)
  o Japan Career Development Advisor (JCDA)Annual Meeting 2018 is being held in Sapporo, Hokkaido at June 23rd
• Korea (Sungsik Ahn)
  o No news from S Korea since newsletter
• Macau (Claire Ouyang)
  o Working together Hong Kong Chinese University on a joint project
  o High schools asking for training
  o Macao CDA applying for financial support
• Malaysia (Pohli Lau)
  o On March 26/27, there will be a workshop about motivational interviewing in Putrajaya
• Pakistan (Raza Abbas)
Digital counseling through Skype – 4 schools and 3 colleges
- Singapore (Sing Chee Wong)
  - PCDA just launched
- Taiwan (Shelley Tien)
  - November conference for college/university career counselors– 7 countries attended
  - June – conference in Chinese – new curriculum regulations
- United States (Rich Feller)
  - NCDA Conference June 21-23, Phoenix, AZ  
  - NCDA Credentialing Commission  
  - Society of Vocational Psychology Conference Scottsdale, AZ June 1-20  
  - Coalition of Career Development  
  - Work and Career related reports  
  - Major Influence: Where Students Get Valued Advice on What to Study in College
  - Danpink.com

Committee Reports
- Membership Committee: Lisa Raufman
  - Looking forward to the first New Member Meeting on Feb 7/8
- Newsletter Committee: Natalie Kauffman
  - Just sent February newsletter
  - Next newsletter deadline: March 21
- Nominations & Elections Committee: Narender Chadha & Soonhoon Ahn
  - Need nominations for President-Elect
  - Need to know who plans to step down in September, 2018
- Research Committee: Hsiu-Lan (Shelley) Tien
  - Seeking cross-country research to encourage
  - Excited about research journal which will be published soon.

Financials – 4th month out of /12 months
- Bank account is currently lower because of conference expenses, but this is normal for this time of year

Journal Progress Report
- 6 articles have been received. 2 are ready, 4 will need more time. When 4 articles are ready for publication, we can move forward.
- Brian is working on inviting potential authors for the next issue – need more authors
- New software is working well, but challenges each new step presents a learning challenge
- Writing journal articles provides a mentoring opportunity for authors who may not have published yet in other journals.
- Brian will write an Introduction, which will add to the first journal.

Glossary Project Progress Report
- 7 Members: 2 Singapore, 2 Australia, 1 Philippines, 2 US
- Held 3 meetings – 30 words each month – currently working on second set of 30
  - Defined length of definitions
  - Selected US English for this project
  - First set of 30 definitions have been completed, but only 20 were reviewed at the last meeting
- Should have about 60 words ready for conference
- We have encountered important cultural differences with terms such as Career, Career development, and career management
• We have been asked to have a skit for the conference – about misunderstandings

Webinar Report

<table>
<thead>
<tr>
<th>Date</th>
<th>Title</th>
<th>#</th>
<th>Income</th>
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</thead>
<tbody>
<tr>
<td>Nov</td>
<td>Chaos Theory of Careers and the Changing World-of-Work by Jim Bright</td>
<td>16</td>
<td>$410</td>
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<tr>
<td>Dec</td>
<td>The HEROIC Mindset: Navigating a Lifetime of Transitions by Rich Feller</td>
<td>8</td>
<td>$170</td>
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<tr>
<td>Jan</td>
<td>Workforce of the Future by Regina Hechanova</td>
<td>5</td>
<td>$120</td>
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<tr>
<td>Total</td>
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<td>43</td>
<td>$1190</td>
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</table>

• Feb 12/13 – **Students’ Pursuit of STEM Careers**
  
  *How can a career professional identify students with potential for a STEM Career nearly a decade before they pursue it?* By Vandana Gambhir

• Mar 12/13 **Use of Metaphors in Career Development** by Norm Amundson our keynote speaker for 2018 conference

**2018 Conference - May 15-19, 2018, Tsinghua University, Beijing, China**

• 131 Presenters
• Government permit received:
  o Visa will be valid for 3 months
  o Can be used for up to 9 days max in China
• Tsinghua on vacation until Feb 25 – will provide visa letters when they get back
• Early bird registration deadline: February 28
• Registration deadline: April 19
• Scholarship Deadline: Feb 15
  o Selection Workgroup: Narender, Brian, Carla
• Awards Deadline: March 16
  o Selection Workgroup - Past Presidents: Narender, Cheri, Shelley, Soonhoon
  o Outstanding Career Practitioner Award
  o Outstanding Educator of Career Professionals Award
  o Lifetime Achievement Award
  o APCDA Newsletter Contributor Award
  o President’s Award
• Jose moved that we have a policy about Officers getting awards:
  o Officers will not be eligible for the 3 awards (Outstanding Career Practitioner Award, Outstanding Educator of Career Professionals Award, Lifetime Achievement Award) during their term of service
  o Unanimously approved

**APCDA’s role in helping member countries**

• New CDAs: Share bylaws and policies, assistance with identifying speakers
• Group rates for delegates invited by country director
• As NCDA Affiliate, should we refer new CDAs to NCDA?
• Host a meeting at the conference for the people from the host country
• Policy statement about our non-exclusivity policy
• How do we enhance the country director role – especially at the conference?
• Could country directors recognize people from their own country at the conference?
• Can country directors be informed of who is attending from their country?
• What is the value for local practitioner of APCDA to them?
• How do we identify the common links between countries to tie our member countries together?
• How can we provide better value to our members?
• Need to continue this discussion at the conference
Country Director Selection and Term of Office

- Term of office
  - 2 years
  - Plus renewable for 2 terms

- Select process for new country directors
  - Employee of for-profit versus non-profit – no restrictions – just don’t market a specific product – need ethical guidelines
  - Past director recommends new director? What if there are factions within the country?
  - Officers will make the selection – trust that people in the country will let us know if there are factions which the Officers need to know about

- Elections for Country Directors?
  - If requested, APCDA staff can hold an election for a country director

- Inactive directors
  - What do we mean by inactive?
  - When do we take them off the list?

- The officers will take this advice and develop policies

2019 Conference – May 21-25, RMIT University, Ho Chi Minh City, Vietnam

- Theme: Navigating Career Development in the Age of Industry 4.0

<table>
<thead>
<tr>
<th>Tuesday, May 21</th>
<th>Morning</th>
<th>Tour of KOTO (Hospitality Ind Training for disabled)</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Afternoon</td>
<td>PDI by Seung-Ming (Alvin) LEUNG</td>
</tr>
<tr>
<td>Wednesday, May 22</td>
<td>Morning</td>
<td>Keynote by Seung-Ming (Alvin) LEUNG, The Chinese University of Hong Kong</td>
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<tr>
<td>Thursday, May 23</td>
<td>Morning</td>
<td>Keynote by Mr. Tran Anh Tuan, Vice Director of Labor Forecasting</td>
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<tr>
<td>Friday, May 24</td>
<td>Morning</td>
<td>Keynote by Mary McMahon, The University of Queensland</td>
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<tr>
<td></td>
<td>Afternoon</td>
<td>PDI by Mary McMahon</td>
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<tr>
<td>Saturday, May 25</td>
<td>8 AM – 2PM</td>
<td>Optional Tour: Mekong Delta</td>
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<td></td>
<td>4 PM – 10 PM</td>
<td>Optional Tour: Ho Chi Minh City</td>
</tr>
</tbody>
</table>

2020 Conference: India - March 10 -15

Decision about 2021 conference at April Board Meeting

Meeting was adjourned at 10:30pm
Respectively Submitted,

Momoko Asaka
Secretary