



APCDA Board Meeting

December 20/21, 2021

Present: Satomi Chudasama (President), Constance Pritchard (Treasurer), Jose Domene (Secretary), Momoko Asaka (President-elect), Sing Chee (Past President), Allan Gatenby, Baktiar Hasnan, Hector Lin, Lorraine Godden, Vijay Paralkar, Brian Schwartz, Ha Nguyen, Marilyn Maze, Emily Lizada

The meeting was called to order at 9:07 PM Eastern North America Time.

The meeting began with a **Demo by Tradewing Representative Jackson Davis:** <https://youtu.be/7HLW42p7zds>

Executive Director Introduction (Ha Nguyen)

- My pleasure to meet you and work with you.
- My name (Ha Nguyen) means Hanoi, which is where I live. I invite you to visit Vietnam.
- It is a great opportunity for me to meet with you and to learn from you.
- Has been working in the non-profit world for a long time
- Especially during the pandemic, we have a lot to do
- I hope this is a good fit and we can move forward in the future.

President's Message (Satomi Chudasama)

- Good to see all of you. Warm welcome to Ha.
- Condolences for the loss of Dick Knowdell. He was very important to us.
 - Brian share that he had known Dick since 1977. Happy to reunite with him every year at the APCDA Conference. He had tremendous generosity and good cheer.
- We are now impacted by a powerful variant of COVID. We are all thinking about the way we work and our values. This will impact our organization.

Treasurer's Report –(Constance Pritchard)

- The balance sheet looks very good
- We paid some big conference expenses at the beginning of the year, so the income is small and the expenses are large, but this is temporary and we will soon see a better balance
- The budget shows a very cautious prediction related to the conference.

License Tradewing?

- This will add \$3000 to our budget annually. It is clearly an expansion of our association.
- We could run our conference though Tradewing, but have chosen not to do that for this year because we have a large conference this year and we don't want to take the risk. However, in 2023 we could use Tradewing for our conference software and save the \$6000 we paid Hubilo this year.
- Customer Success Team will help us to customize Tradewing for us. It will take about a month. Then we will begin marketing the new features to our members and working on member engagement with the new features.
- Seems like a small investment in our future with huge potential return if it works.
- It offers a potential income generation through sponsorships. Sponsorships can be visible throughout the year.
- Membership outreach is compelling. This system will help with member communication and could be incredibly valuable, especially considering our international nature.
- This kind of informality will keep people engaged. Emailing each other takes more effort. This system makes it easier.
- What kind of data does it collect? It will track the amount of interaction with each member, so we will know who is not engaged and can try to reach out to those people. The ones who are able to jump in and become active don't need as much help, but now we will know who has not jumped in.

- Can use for member discussions. Will they? We have offered so many ways to connect, but will they connect? Right now, many people are not engaging. We need to challenge all members to be engaged.
- This software will make committee work easier. It creates a central repository for their files, so they are easily findable. This will help committees to continue to move forward.
- We are all very busy – anything that makes life easier is good.
- Vote on adoption: Unanimous agreement to license Tradewing.

Future Goals

- We have run out of time for our meeting. We need to table this discussion until a future meeting. We can continue this discussion by email.
- Please share up to 3 goals with each other by google docs during the next 3 weeks. Add them to this doc: <https://docs.google.com/document/d/1SE43XgHmugY8KpAlk8KSYFpnLRCfe63i5CfGu-Aamlo/edit>
- When we next meet, we will prioritize the goals together.
- Please focus on goals for the next 5 years.
- Some goals might be easy to do, but achieve less. Others take more energy, but have a bigger return. When we get to the prioritization stage, we need to prioritize based on the importance.
- Priority right now: invest time in Tradewing and the conference.

Journal Editor Search

- Need to set the stipend
 - Brian suggested \$500 annually. NCDA pays \$2000 per issue (\$8000 annually). The Canadian Journal of Counselling and Psychotherapy pays its editor \$10,000 USD annually.
 - Ask staff to collect more data on stipends for journal editors in Asia.
- Need to identify viable candidates
 - Where should we look for candidates?
 - How should this be announced?
 - Timing of announcements
 - Search committee

Staff Reports

- Ha has accepted a major project to document committee relationships (how do committees and staff and councils work together - where does the responsibility of the committee end and the responsibility of the staff begin). Allan Gatenby and Vijay Paralkar met with her to work on this.
- Ha had accepted a project to increase applications for Scholarship. She will contact the Country Representatives to ask for the names and addresses of training programs for career practitioners in their own country. She will compile a list for use each year to get more of these programs to announce the scholarship to their students.
- We have a potential new Affiliate: NPOCA (National Program On Career Awareness). Arun Mittal (our North India Representative) is the head of this association.
- Local Organization Educational Program Accreditation: Marilyn needs to work with PAC to get the accreditation process moving forward.
- China Meeting
 - Brian Schwartz organized a meeting Dec 6
 - Attempting to establish a Social Enterprise in China
 - Planning to hold a conference in-person prior to our May Conference
- Webinars and Meetings:
 - Jan 13 - 2023 Kazakhstan Conf Planning Mtg 7AM EST
 - Jan 13/14 New Member Orientation 9PM EST
 - Jan 17/18 Officer Mtg 9PM EST
 - Jan 24/25 Trauma Webinar 9PM EST
 - Jan 31 - Feb 11 - Ha on vacation for Chinese New Year
 - Feb 10/11 Potential Member Meetup 9PM EST

- Feb 14/15 Board Mtg 9PM EST

2022 APCDA/IAEVG Conference

- Theme: Embracing Lifelong Career Development
- We have completed our part of the conference submission review process, and are waiting for IAEVG to inform us about their part
- May 16-20: Virtual (M-W-F)
 - 55 Skill Builder and Practices presentations accepted
 - 34 Research Sessions and 2 Poster Sessions
- May 24-27

Time	Session ID	Event
Tuesday, May 24		
10 am – 1 pm	401	PDI 1: Guiding Principles of Career Development: Career Work in Action by Riz Ibrahim
2 – 5 pm	451 – 453	Tours of SMU, Careers Connects (WSG), and Enabling Village. Each virtual tour will last 1 hour or less.
Wednesday, May 25		
9 – 10 am	501	BYOF* Beverage Break, Discussion Topics, and Meetings
10 – 11 am	511	Welcome Speaker: Professionalizing Career Services Delivery in Singapore and a Data-Driven Approach to Service Design by Lynn Ng
11 – 11:40 am	521	APCDA Awards Ceremony
11:40 am - Noon	522	BYOF* Beverage Break and Networking in the Lounge
Noon – 1 pm	531	Keynote 2: Thinking Like an Employer to Help Your Clients Succeed by Elisabeth Sanders-Park
1 - 2 pm	541	BYOF* Lunch Break, Discussion Topics, and Meetings
2 – 3 pm	551	Keynote 3: Lifelong Guidance in the Heart of Lifelong Learning by Raimo Vuorinen
3 – 4:30 pm	561	Panel Discussion: Global Perspectives on Innovative Research in Career Guidance
4:40 – 5 pm	571	IAEVG Awards Ceremony
5 – 6 pm	581	Cultural Gala: 50-minute video of cultural performances by Singaporeans
Thursday, May 26		
9 – 10 am	601	BYOF* Beverage Break, Discussion Topics, and Meetings
10 – 11 am	611	Keynote 4: Nurturing an Ecosystem for Lifelong Career Development by Riz Ibrahim
11 – 11:20 am	621	BYOF* Beverage Break and Networking in the Lounge
11:20 am – 1 pm	622	Panel Discussion: Hope-Action through Intergenerational Mentoring by Norm Amundson, Spencer Niles, Andrea Fruhling, and Jennifer Niles
1 – 2 pm	641	BYOF* Lunch Break, Discussion Topics, and Meetings
2 -3 pm	651	Keynote Speaker 5: Challenges of Managing Work and Family Roles in Time of COVID Pandemic and Rapid Technology Changes by Rachel Gali
3 – 4:30	661	Panel Discussion: Global Perspectives on Innovative Practices
4:30 - 5	671	???
5 – 6 pm	681	Closing Ceremony
Friday, May 27		
10 am – 1pm	711	PDI 2: 5 Keys to Helping People Start Careers by Elisabeth Sanders-Park

- Conference Program Book is under construction

2023 Hybrid Conference

- Theme: New Look at Careers in a Rapidly Changing World
- Nazarbayev University, Nur-Sultan
 - (with invitation to visit KIMEP Univ in Almaty)
- Dates: May 17-19, 2023 (In-Person), Presentations May 22 – 26, 2023 (Virtual)
- Keynote Speakers:
 - Tristram Hooley
 - Marie Zimenoff
 - Sayasat Nurbek

Meeting adjourned at 10:45 PM