



Asia Pacific Career Development Association

APCDA Officers Meeting Minutes

May 28, 2015 9 PM US East Coast Time

Attendees: Shelly Tien, Diana Bailey, Marilyn Maze, Roberta Neault, Soonhoon Ahn, Natalie Kauffman. Absent: Cheri Butler was unable to attend because a thunderstorm had knocked out her power.

Financial Report

Profit and Loss Statement - 2015

10/1/2014 through 9/30/2015 (Cash Basis)

Category	10/1/2014- 9/30/2015	% of Total
INCOME		
Conference Income		
Conf Ind Reg Inc	7,085.59	62.93 %
Conf Vendor Inc	506.68	4.50 %
Reception	100.30	0.89 %
Tour	358.54	3.18 %
TOTAL Conference Income	8,051.11	71.50 %
Membership Income		
Membership, Ind	1,339.33	11.89 %
Membership, Life	765.15	6.80 %
Membership, Org	502.15	4.46 %
TOTAL Membership Income	2,606.63	23.15 %
Scholarship Fund Donation	38.26	0.34 %
Webinar income	564.10	5.01 %
TOTAL INCOME	11,260.10	100 %
EXPENSES		
Assoc Memberships	465.00	20.91 %
Conference Expenses		
Conf Supplies Exp	348.50	15.67 %
TOTAL Conference Expenses	348.50	15.67 %
Fees & Charges		
Authorize.Net Processing	353.95	15.92 %
TOTAL Fees & Charges	353.95	15.92 %
Insurance	500.00	22.49 %
Shipping	33.83	1.52 %
Supplies	104.38	4.69 %
Webinar Expense	418.00	18.80 %
TOTAL EXPENSES	2,223.66	100 %
OVERALL TOTAL	9,036.44	100 %

Comments: We are happy to be have a credit card processor that serves Singapore, but we can see that the "Fees & Charges" are very high. With PayPal, these were zero. Marilyn would like to find a better solution.

Taiwan Conference-

- Theme: Career Counseling Best Practices in the Asia Pacific Region: Promoting Inclusiveness
- Topics of keynoters
 - Barry Chung: Multicultural and gender issues in career choice (will guarantee a breakout presentation on LGBT issues in Career Choice)
 - Shun-Ren Jin: The Wisdom of Traditional Eastern Cultures
 - Cheri will contact both presenters to be sure we have the right titles for their presentations.
- Timeline for Taiwan conference
 - At Tokyo Conference:
 - Provide handouts in reg packet – Conference Flyer & Call for Proposals (Marilyn sent these to Shelley, who will give feedback)
 - Shelley will present slides or video at closing session
 - Call for Proposals Deadline: End of November (Nov 30)
 - Presentation decisions by mid December (Dec 15)
 - Tentative program by end December (Dec 31)
 - Earlybird Deadline - end of February (Feb 29) (Note: the normal earlybird deadline is the end of January, but Shelley argued that Chinese New Year (Feb 9) required a later deadline for the Taiwan conference).
 - Regular registration deadline - April 19 (one month before event)

Tokyo Conference

- Registered to date: 62
- Marilyn will identify and follow-up with those presenters who have not yet registered. One presenter has canceled. Officers will recommend replacement sessions for the cancellations.
- [Post-meeting note: Jim Sampson canceled due to illness in his family. Deb Osborn, also from Florida State University, will take his place.]
- 3rd Panelist for Thursday: Dr. Chadha (India) has agreed to present on career planning in India. Shelley will make sure Dr. Sung (Taiwan) is willing to present on career planning in Taiwan. Singapore is not ready to present at this time. Which other country should be on this panel?
- Awards: A short list of award recipients was nominated. (for officers: Yoshiji Ishikawa, Yoshima Sasaki (JCDA/ACDA), Dr. Sung, Dr. Jin, Sing Chee Wong, Dick Knowdell)
- Discussion around promoting greater cultural competencies with all practitioners. (Western and Asian potential issues)
- Silent Auction will be held again in Tokyo and funds collected will go toward future scholarships.

How to use the Scholarship Fund?

- Currently received donations: \$133.66
- Agreed APCDA should contribute the rest needed for one registration
- Announce a competition for an "Emerging Career Development Leader"
- An Asian student or person graduated within two years
- Applicants should describe their contributions in research or practice

- Applicants should submit a letter of recommendation from a professor or supervisor
- We will judge the applications based on potential for future leadership

Member/Contact Survey

- Satomi and Marilyn are eager to conduct a survey of our email list to get greater input for individuals re their association needs and suggestions.
- Which questions should be on this survey?
 - Why did you choose APCDA?
 - Conference Topics (use past programs for topics)
 - What are you willing to contribute? Involvement?
 - Challenges in your setting/country?
- Have the survey open during the conference – ask about Internet service [hot spot] at KFC Hall [Post-meeting: Yoshi assures Marilyn that Internet is available.]

NCD A Conference Plans

- Monday evening, June 29, NCD A will hold the International Reception. Attendees from other countries and APCDA members are invited to attend.
- APCDA member meeting: Tuesday June 30th 8 - 9:45 AM - all Board are asked to attend and sit up front. We will review what APCDA is and has done, asking those Board members present each take one slide of the PowerPoint to explain and provide brief country reports. Then we will break into small groups to discuss "What is the most important career development issue in your country?"
- Wednesday, July 1, APCDA is sponsoring a panel discussion called "When Asian Women Consider Career Options..." with panelists Shelley Tien (Taiwan), Megumi Okhobo (Japan), Eunmee Hwang (Korea), and the Carla Siojo (Philippines) discussing cultural messages that affect career choices for Asian women.
- Singapore is sending a team to the conference and asked APCDA for help finding an ex-offender program in Denver that they can visit. Diana Bailey has worked hard to arrange such a visit and we believe it is happening on Thursday afternoon, 2-4PM (Friday being a holiday for federal offices). They will then travel to Florida to meet with Jim Sampson and Deb Osborn about the Cognitive Information Processing Approach and visit a career center in Florida.

International Center for Career Development Planning and Policy (ICCDPP) Symposium June 14-17

- Why we are there? What do we hope to accomplish?
 - Connect with people who could join us on panels at other conferences
 - Identify information we can pass on to APCDA members
 - We may be able to introduce the topics from ICCDPP at Tokyo conf
 - Plan to write newsletter articles
 - Meet the teams from our region
 - Identify promising practices and new approaches to career planning
 - Identify potential speakers for presentations and webinars
- Marilyn was asked to find a list of attendees - she was not able to do this.

[Action items are highlighted in yellow.]

Meeting adjourned: 10:35 PM Eastern US

Notes by Diana M. Bailey