



Asia Pacific Career Development Association

**APCDA Board of Director's Meeting
2017 International Conference
May 23, 2017**

Attendees: Marilyn Maze, Narander Chadha, Diana Bailey, Miguel Relente, Jose Domene, Momoko Asaka, Wong Sing Chee, Wong, Shelley Tien, Carla Siojo, Lisa Rautman, Brian Hutchinson, Sungsik Ahn, Woongtae Kim, Soonhoon Ahn,

Marilyn called the Meeting to order at 6:22 PM.

County reports were tabled in the interest of time.

Conference Financial report

- Approximately 103 paid; 25 volunteers; more walk-ins than expected.
- Jose and Marilyn will provide summary registration data and conference summary financials in the coming weeks.
- Results of the Silent Action proceeds: **approx. \$343**
- Our Admin is paid using PayPal. We can send cash to people for free. Credit card processing is not free.

Committee Reports

Bylaws Committee: Woongtae Kim

- No report

Membership Comm- Lisa

- New Lifetime members: Jim Bright, Phoenix Ho

Newsletter

- Articles due by the end of May
- Next newsletter article due date: July 19h (every two months.)

PR

- Miguel Relente (responsible for Facebook posts) added all the conference pics to FB
- Miguel will also set up a closed group for FB (completed 5/24)
- Connie Pritchard- will be responsible for LinkedIn posts

Research

- Shelley and others will write a funding proposal to move forward APCDA research.
- Looking for grant funding options.
- Shelley may be able to get funding from her government for a regional research project.

Research Journal- *Asia Pacific Car Dev Journal*

- Good start but big job.
- Shelly Tien and Jose Domene will be associate editors.
- First issue will be a special issue with invited senior authors to establish an APCAA footprint and model high quality submissions.
- We hope to include authors from as many countries as possible
- Long-term goal: to get listed in the Citation Index - process can take several years.
- Beginning with established scholars can speed up this process because they are more likely to be cited by others.
- Fall 2018 is goal to have at least 10 articles for publication.
- Adopt mentoring approach to get their submissions to be ready for publications. We hope to build a reputation for

working with authors and supporting their writing skills. This should enhance the journal pipeline of articles. Need many articles in the queue before an issue can reach the number of articles we need for publication.

- Review process for each article may take up to 4 months.
- Special Issue: 12 leading scholars; commitment from 9 to date, 3 said no to date
- Editorial Review BD model- 3-year commitment-comprehensive review to have high standard of quality and care.
- Canada has open source Journal Management System that APCDA can use without cost.
- We want to encourage authors who are practitioners to present their research.
- Invitations to apply for the review BD going out soon.
- Looking for copy editor and publisher etc.
- See also Brian's PPT from the Journal presentation at the conference.
- Process could be 3-10 year process and some Journals never make the Citation Index. Others have to cite the APCDA research to count.
- Research has value prior to listing in the Citations Index.

APCDA Staff Issues

- Marilyn Maze, Executive Director, is looking for her replacement. Looking for high quality person in an Asian country. Options would be:
 - Expand the role of Admin so that the Admin would be responsible for the conference. Marilyn could continue as supervisor/financial manager.
 - Hire a Conference Manager who would just run the event.
 - Marilyn could step down now and we could hire an Executive Director
- Philippines has advantages as a target country: low average income (so that we could afford a half-time person); English is widely spoken; central to Asia, so air fare is much less than the US to Asia.
- Our current Admin, Dianne Co (who lives in Quezon City), came to the conference today for an interview. She is very talented and efficient. Her current career is Financial Planner, but she is not very busy with that. She says she has the time and was eager to expanding her role.
- Carla and Miguel offered to do a "search" for staff search. Miguel and Carla will research legal options related to hiring.
- Marilyn- will make a list of all her tasks on paper to identify tasks and determine priority activities and assignments

Membership Meeting Discussion Results

1. Desire for Member Directory to searchable by more key words.
2. Establish FB closed group
3. Initiate a Mentoring program
4. Some type of APCDA credential/certification
 - a. Current credential example: APCDA offers a GCDF credential equivalent through PAC in Mainland China with Shelley Tien's support
 - b. We could consider additional options
5. Adaption of policies related to Environmental changes
6. Help members to keep connected throughout the year
7. Changing perceptions of career practitioner and career advisors
8. Family, Work Life Balance as a Career Practitioner
9. Initiate the process for the Journal to be listed in the Citation Index.

Membership Survey- sample contents

- Ask for feedback about suggested program options
- Ask which presentations members would want as webinars (select those with the best evals)
- What topics do the members really want/need????
- More points of contact rather but more interactive. If there is a webinar, design it to be more interactive

Webinar Issues

- Need more points of contact
- Recent past webinars have not attracted many people
- We could offer YOUTUBE videos of short topics/tissues (like the Ted Talk model)
- Make sort videos in different languages to address specific topics.

- Create a catalog of videos
- Form a committee to study what Webinars do/don't do and make recommendations to the Board.
- For the promotion of APCDA recorded webinars, Woongtae and Sungsik Ahn plan to sell recorded webinar contents to some organizations in Korea. SungSik will translate some of the webinars into Korean. They will approach local Korean industries to review process and materials. They will contact some organizations in Korea following their return from the conference.

Report on Presidents Lunch Meeting

Brian Hutchinson, Shelley Tien, David Reile, Marilyn Maze, Soonhoon Ahn and Narender Chadha

- During this informal lunch session, past, present and future presidents met to discuss operational issues and next steps.
- The presidents decided that the practice should continue and that past presidents would serve as support consultants to the current president and president elect.
- They suggested that they continue to meet at the annual Conference as well as virtually during the year.

Action Items

- Form a committee of folks who know about technology and develop a more technologically advanced portion of our website. Establish parameters for a plan that is scalable. Identify subject matter experts who can help.
- Form a work group to review webinar archives as a start.
- Suggest each country director do a summary report from the conf. in their own language etc. to share in their own country.
- See last point under Webinars – this is an action item for Sungsik and Woongtae

Meeting was adjourned at 8:00 PM

Respectfully submitted,

Diana M. Bailey
Secretary