



Asia Pacific Association for International Education (APAIE)
DRAFT MINUTES of the Annual General Meeting, 28 March 2019

The Annual General Meeting of APAIE was held from 2:00-2:30pm on Thursday 28 March 2019, in the L3 Plenary Theatre, Kuala Lumpur Convention Centre, KL, Malaysia.

Attendance

Prof Sarah TODD, Griffith University (President & Meeting Chair)
Prof Jenny DIXON, The University of Auckland (Treasurer)
Prof Adrian LITTLE, The University of Melbourne
Prof Shinnosuke OBI, Keio University
Prof Victor SHIM, National University of Singapore
Prof ONG Siow Heng, Singapore Management University
Prof R. Anderson SUTTON, University of Hawaii at Manoa
Prof Nordin YAHAYA, Universiti Teknologi Malaysia
Prof Joy JOHNSON, Simon Fraser University
Prof Chong Seung YOON, Hanyang University
Prof Yuichi KONDO, Ritsumeikan Asia-Pacific University
Prof Doowon LEE, Yonsei University
Louise Kinnaird, APAIE Secretariat (Secretary)

Apologies

Dr ZHANG Guangcui, Jilin University
Prof DU Peng, Renmin University of China
Prof Suk Ying WONG, The Chinese University of Hong Kong
Prof Masahiko GEMMA, Waseda University
Prof Jung Ho KIM, Korea University
Prof Chih Wen KUO, National Sun Yat-Sen University
A/Prof Dr Nopraenue DHIRATHITI, Mahidol University

1. Welcome/Apologies/In Attendance

Prof Todd, as the meeting Chair, welcomed members and attendees on behalf of the Board and noted apologies. The BOD meeting earlier in the week was acknowledged.

2. Overview of agenda

Prof Todd gave a brief overview of the agenda. There were no additional items.

3. Acceptance of minutes of previous meeting

Prof Dixon MOVED to accept the 2018 APAIE AGM Minutes as a true representation of the previous APAIE AGM of 28 March 2018 held in Singapore which Prof Sutton SECONDED.

4. APAIE Board of Directors

Referring to the list of APAIE institutional members & representative Directors, outgoing Directors were thanked with particular acknowledgement of Prof Simon Evans for Melbourne's support in hosting the APAIE Secretariat, Prof Anne Pakir (NUS) for serving on the Board since APAIE's inception, and Prof KJ Lee (Hanyang) for his outstanding contribution to APAIE.

UTM and SFU were co-opted to the Board for a set period as conference hosts. Prof Nordin was acknowledged for his contribution.

The Chair indicated the Board is seeking to engage other members to ensure regional representation on the Board. The founding members will remain on the Board and some of the co-opted members may be replaced with members from other regions.

The results of the recent APAIE elections were announced, with Prof Todd continuing as President for another two years and Prof Dixon also continuing as Treasurer and Director for Memberships. Prof Obi was announced as the Vice President of APAIE.

The Executive Committee holds regular meetings and is working well. The minutes are shared with the Board. The Board meets formally once a year at the start of each annual APAIE conference. The Board has decided to hold a second meeting later this year to undertake discussions regarding the strategic future of APAIE.

5. Statement of financial position

Speaking to the 2017 & 2018 financial statements, the Chair noted after the lean budget of 2017, APAIE is now financially sound, operating well in the black which is an excellent base from which to develop APAIE. The majority of income is from the annual conference with some institutional membership income from the Board members.

6. APAIE Secretariat update

Over the past year, the focus of the APAIE Secretariat has been on delivering APAIE 2019. APAIE continues to participate in NAFSA and EAIE, with good relations established with our sister associations. This is assisted through the NIEA – a network of industry association presidents and directors.

The APAIE Secretariat was originally hosted by Korea University for several years until 2017 when Melbourne stepped in to host. Both Korea and Melbourne were thanked for their support in hosting the Secretariat. With the Melbourne hosting to conclude at the end of April, APAIE will now start the process to register as a not for profit company in Australia. This was the outcome of a report commissioned to look at 4 regions within the Asia Pacific region and endorsed by the APAIE Board on Monday (25 March 2019).

The Chair emphasised APAIE is not becoming an Australian association. Registering in Australia offers stability to the Association and protection to the Directors. Externally, there will be no difference. Internally, APAIE's legal identity will be that of a not for profit company limited by guarantee under Australian law. Two Directors and the Company Secretary have to reside in Australia and APAIE already meets these requirements.

Following Melbourne's hosting of APAIE in 2016, Louise Kinnaird continued as the interim

Director of the APAIE Secretariat and then was seconded to role for a further few years. She has now agreed to resign from Melbourne to accept a three year contract with APAIE for which a new position description and contract will be created. The Chair formally thanked Ms Kinnaird.

APAIE is now in a position to engage staff who can be located anywhere in the Asia Pacific region; and to develop other activities such as a membership program and events with our sister associations. The conference continues to grow in size and the Board is conscious to implement measures to ensure an APAIE conference maintains the aspects that differentiate it from the larger events of the industry.

The registration of APIAE in Australia and set up of the Secretariat will be reviewed in three years.

7. APAIE conferences update

The next APAIE conference hosts and locations were announced as:

- i. 2020: Simon Fraser University, 22-26 March, 2020, Vancouver; coordinated by BCCIE;
- ii. 2021: The University of Auckland, 22-26 March, 2021, Auckland; co-hosted by all 8 universities and supported by Education NZ; and
- iii. 2022: Mahidol University, Bangkok, Thailand

8. Other items

A query was raised about the fact that APAIE Directors seem to be Professors. The Chair explained that Board membership is the institution whose president nominates their representative. This is usually a vice president as they need to have the authority to make decisions and commitments on behalf of their institution. Duties of the Directors include reviewing abstracts, chairing sessions, presenting papers and representing APAIE, which may be more appropriate for professors. The Chair concluded by stating the APAIE Board may include representation from special interest groups in the future.

9. Next APAIE AGM meeting

Wednesday 25 March, 2020, Vancouver Convention Centre, Vancouver, Canada

10. Meeting close

The Chair thanked everyone for attending and closed the meeting at 2:30pm.

Minutes endorsed by the Chair, Professor Sarah Todd:

