

**BOARD OF DIRECTORS MEETING
OF THE PACIFIC RIM COLLEGE OF PSYCHIATRISTS**

Thursday 30 October 2008
Toshi Centre Hotel (Room 609)

MINUTES

Present: Prof Allan Tasman (President), Prof Fumitaka Noda (President Elect), Prof Ee Heok Kua (Vice President), Assoc Prof Chee Ng (Secretary General), Prof Helen Chiu (Past President), Prof Francis Lu (Treasurer), Dr Philip Morris, Prof Sung Kil Min, Prof Shimpei Inoue, Dr Kyu-Hang Lee, Prof Yoshibumi Nakane, Prof Pichet Udomrathn, Prof Tsuyoshi Akiyama (Bulletin Editor)

1. Welcome (Prof Allan Tasman, President)

Prof Allan Tasman welcomed members of the Board and guest attendee, Prof Min-Soo Lee.

2. Apologies

Bruce Singh, Paul Leung, Ling-jiang Li, Michelle Riba, Min-Been Lee

3. Self-introduction.

The attending members briefly introduced themselves.

4. Confirmation of minutes of PRCP Board Meeting November 2007

The Board accepted the minutes without correction.

5. Matters Arising from Minutes

5.1. 13th PRCP Scientific Meeting Tokyo Japan

Prof Noda and Prof Akiyama gave a short report about the Tokyo meeting in general and particularly about the fellowship program for young psychiatrists. It was noted that this has been the largest conference held with more than 650 delegates from more than 30 countries. Prof Tasman commended the preparation by the organizing committee.

5.2. Transfer of the PRCP Secretariat to Tokyo

The Secretariat has transferred successfully to Tokyo with only minor matters to be completed including the final transfer of accounts. Prof Ng welcomed Ms Mari Sato, the current administrative officer for the Secretariat. Prof Tasman expressed an appreciation to Prof Ng and Prof Akiyama for their collaboration to realize a smooth transfer of the secretariat from Melbourne to Tokyo.

5.3. Asia-Pacific Psychiatry Journal

Prof Tasman reported the negotiation process with Wiley-Blackwell which resulted in a signed contract. This will be the official journal of PRCP with Prof Ee Heok Kua as the senior Editor and Prof Allan Tasman and Prof Edmond Chiu as Editors. PRCP members will receive a free subscription of the Journal. Both print and electronic version will be available. There will be no cost for the PRCP to operate the journal. Wiley-Blackwell will be responsible for all administrative tasks and seek sponsors and advertisements to cover the cost. If Wiley-

Blackwell cannot raise enough sponsorship, there will be re-negotiation after two years. If Wiley-Blackwell raises more revenues than the actual costs, PRCP will receive 10% of the surplus income. The Board members applauded Prof Tasman's achievement with Wiley-Blackwell. There will be a launch of the Journal at the Welcome Reception and the inaugural Editorial Board Meeting on the 1 November 2008. The first issue will be published probably during the summer 2009. Prof Ng pointed out the necessity for the board members to fully endorse the Journal and to encourage members to consider submitting papers to this journal. Prof Akiyama discussed feasibility for the PRCP to try to move innovative programs report papers from the bulletin to the journal. There was active discussion regarding how to encourage submission to this journal. Selected presenters at Tokyo meeting may be contacted to consider submitting their papers to the journal. Ordinary attendees may also receive a thank you letter, suggestion to join the PRCP and submit articles to the journal.

6. President's report (Prof Allan Tasman)

Prof Tasman first clarified the need to update the by-law changes which were agreed upon by the board previously to include new membership categories and the inclusion of 2 Vice-Presidents as Officers of the Board.. These changes have already been approved at the previous Board meeting.

6.1. Proposed by-law change (Profs Tasman and Chiu)

6.1.1. Board members number (Prof Tasman)

Prof Tasman proposed to amend in Article V, Section 2 of the By-law of the Pacific Rim College of Psychiatrists, the number of Directors to 16-20 instead of 12. There was discussion regarding the appropriateness of minimum number of the board members, scope of expanding PRCP activities and the procedures of amendment and to call for general meeting. Motion was approved unanimously and the proposal will be tabled for voting at the General Meeting.

6.1.2. Board members attendance at meetings

Prof Chiu discussed necessity to set a rule regarding the required attendance for the board members. The board decided to include this in organization operational procedures rather than in bylaw.

The following operational procedure was agreed upon by the board:

At the time of a new appointment of a board member, such individual should be made aware of the expectation that each board member should attend all PRCP board meetings and the PRCP congress, which occur during his or her term. To be eligible for re-nomination, in addition to the criteria specified by the bylaws, the board member must have attended at least fifty percent of the board meetings during his or her term, including the board meeting which occurs during the biennial congress, and attendance at that congress. In case of emergency that prevents attendance, the president may ask the board for an exception regarding the individual being considered for re-nomination.

7. President Elect's report (Prof Fumitaka Noda)

7.1. Specific activities of PRCP

Prof Noda discussed how we can differentiate PRCP activities from other organizations. A variety of comments were made, but there was no formal decision on any of these: Prof Udomratn proposed to divide the PRCP into 4 regions and the biennial congress shall be

hosted by each region. Prof Udomratn also pointed out the necessity to focus research and education and to strengthen the collaboration with other organizations. Prof Kua suggested a small size meeting between the biennial congresses and organizing a symposium at major international conferences. Prof Ng suggested the importance of including service development in addition to research and education. Prof Lu said that a major focus should be put on the journal. Prof Chiu expressed need to balance the efforts put into various activities that is both pragmatic and effective. Prof Akiyama mentioned to the possibility to carry out survey with the members.

7.2. Membership Recruitment

Prof Noda discussed the idea to create Membership and Recruitment committee with a representative from each country.

7.3. Award Committee

Prof Noda expressed that it is desirable for the PRCP headquarter to be able to find sponsors for the PRCP Award.

8. Secretary General's report (Assoc Prof Chee Ng)

8.1. Retirement of Board Members

Three members are retiring from the board, that is, Prof Sung-Kil Min, Prof Yoshibumi Nakane and Prof Bruce Singh. The Board thanked all these members for the distinguished services given to PRCP over many years. A/Prof Ng also stated that he will stepdown as Secretary General and thanked Prof Akiyama for his willingness to assume the role of the new Secretary General of PRCP, if elected by the members. The Board acknowledged the services provided by Prof Ng for his role over the last 2-years.

8.2. Membership dues and updates

The need to clear the outstanding dues list was discussed and the Board members were asked to help contact and clarify the membership status for those who have not paid. The 2008 dues notice has been delayed until the complete transfer to Tokyo to avoid double processing across two secretariats. The proposed new fee table (paid only in Japanese Yen or US dollars) and the principle to apply the new table for the outstanding dues during the past years were unanimously approved. The issue of the dues of Chinese members and the lack of membership from China was raised. Prof Noda, Prof Chiu and Prof Akiyama were assigned to follow up this issue. The Melbourne office will finish its activity in November/December 2008, and transfer the remaining funds (between AUD 14,000 and 20,000) to Tokyo.

8.3. PRCP response to disasters in the region

Prof Ng pointed out the necessity that PRCP set up a standing Committee to respond and prepared for disasters in the region. This was supported by the Board as a useful initiative.

8.4. New member

Prof Noda recommended Prof Soma Ganesan to become a distinguished fellow PRCP. The proposal was approved unanimously.

9. Treasurer's report (Prof Francis Lu)

Prof Lu reported the expected budget for 1 July, 2008 to 30 June, 2009. Prof Lu also expressed pg. 3

an intention to step down as treasurer. The Board thanked and acknowledged the long contribution of Prof Lu as Treasurer of the PRCP.

10. Nomination of Officers

Prof Noda presented a slate of officers, President: Prof Fumitaka Noda, President Elect: Prof Ee Heok Kua, Vice President: Dr Philip Morris, Prof Min Soo Lee, Secretary General: Prof Tsuyoshi Akiyama, Treasurer: Prof Chee Ng. The slate was unanimously approved.

11. Nomination of twelve Board members

Prof Noda presented a slate of 12 board members, Prof Allan Tasman (USA), Prof Helen Chiu (Hong Kong), Prof Francis Lu (USA), Prof Shimpei Inoue (Japan), Prof Kyu Hang Lee (Korea), Prof Ling-Jiang Li (China), Prof Paul K Leung (USA), Prof Michelle Riba (USA), Prof Ming-Been Lee (Taiwan), Prof Zeping Xiao (China), Prof Pichet Udomrathn (Thailand), Prof Soma Ganesan (Canada). The slate was unanimously approved.

12. Nomination of additional Board members

Prof Tasman recommended Prof Helen Herrman (Australia), Prof Keh-Ming Lin (Taiwan), Prof Hussain Habil (Malaysia), and Graham Mellsoop (New Zealand) as possible candidates as a board member and asked for further inputs from the board members. If the general assembly supports changing the number of board members, these additional names will be submitted the the assembly for ratification as board members. The board approved this proposal.

13. 14th PRCP Scientific Meeting in 2010

Dr Philip Morris presented a comprehensive proposal for Brisbane as the venue of 2010 congress. The proposal was unanimously approved.

14. New business and updates

14.1. Meeting with young psychiatrists leaders of PRCP

PRCP will explore development of the relationship with young psychiatrists on November 2 (Sunday) 7:30 in room Subaru.

14.2. 15th PRCP Scientific Meeting in 2012

Prof Noda is exploring a variety of options, and there are several excellent candidates. Prof Noda will make a recommendation to the board via as soon as a preferred recommendation is identified.

14.3. Tax Exempt Status of the PRCP (Prof Akiyama)

PRCP is allowed to carry out academic activities without paying tax in Japan.

14.4. Waiving of dues for Presidents of National Societies (Prof Allan Tasman)

The criteria of National Society is defined as WPA member society. This plan should be implemented for two year trial periods for each president, unless they are already PRCP members. This will not include waiving the registration fee at the congress. This proposal was approved.

14.5. APEC ability to provide a forum to advance psychiatry (Dr Philip Morris)

No particular report on this issue.

15. Other Business

Dr Morris has expressed appreciation to Prof Tasman during his presidency and this was applauded by the Board. Prof Tasman returned the words of appreciation to the board. Prof

Noda thanked to Prof Helen Chiu for her long standing contribution as officer of PRCP. Prof Udomrathn expressed gratefulness to all the past presidents. Prof Nakane and Prof Min expressed gratification for having served on the board.

16. Next meeting

No discussion on this agenda