

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

Thursday 5 October 12:00pm to 5:00pm
The Peacock Room, Grand Hyatt, Taipei, Taiwan

MINUTES

Present: Prof Helen Chiu (President), Prof Allan Tasman (President Elect), Assoc Prof Eng -Seong Tan (Secretary General) Prof Bruce Singh, Prof Fumitaka Noda, Prof Yoshibumi Nakane, Prof Francis Lu (Treasurer), Prof Kyu Hang Lee, Prof Christopher Chung, Prof Ee Heok Kua, Prof Sung Kil Min

Administration – Fiona Kelly

By Invitation: Dr Philip Morris

Apologies: Prof Judith Gold, Prof Shimpei Inoue, Prof Edmond Pi, Prof Zeping Xiao,

1. Welcome, Prof Helen Chiu

Prof Helen Chiu welcomed and thanked the Board members for attending the meeting.

2. Apologies

Prof Chiu explained that Prof Zeping Xiao had difficulties obtaining a visa and will unfortunately be unable to attend. Prof Ming Been Lee did not reply to our invitation to attend the board meeting.

3. Confirmation of minutes of PRCP Board Meeting September 2005

Minutes were approved without amendments.

4. 12th PRCP Scientific Meeting Taipei (Prof Ming Been Lee)

Prof Ming Been Lee was unable to attend the meeting of the Board and was unable to prepare a written report. The Secretariat will follow up a report on the 12th PRCP Scientific Meeting and distribute this to the Board. Prof Helen Chiu explained that it is most disappointing and unfortunate that delegates from main land China have been unable to attend due to the visa difficulties.

5. President Report (Prof Helen Chiu)

The Board has held two board meetings in recent years, one in Hong Kong and the most recent in Cairo in September 2005. The PRCP has decided in recent months that the 13th PRCP meeting will be held in Tokyo, Japan under the leadership of Prof Noda.

Research Awards

The 2006 Scientific Meeting saw the introduction of the PRCP Research Awards in Schizophrenia, Mood Disorders and Dementia. The recipients will receive

USD\$3500.00, waived registration to the 12th Scientific Meeting and will present their winning papers in the PRCP Research Award presentation at the meeting. The PRCP received a large number of very high quality applications. The category of mood disorders was fiercely competitive and resulted in a tie. The four recipients of the awards will be presented with a certificate at the Gala Dinner and will present their papers on Sunday 8 October.

Membership

The PRCP membership has grown significantly in recent years with the number of members growing from 129 in 2004 to 186 in 2006 and 32 emeritus members. This has been aided by an anonymous donation for 19 Chinese Fellows to receive one year free membership with the PRCP.

PRCP Board of Director Changes

This year 3 Board of Directors will stand down, they are Prof Judith Gold of Australia, Prof Christopher Chung of USA, Prof Edmond Pi of USA and Assoc Prof Eng Seong Tan of Australia as the Secretary General. All these members have supported and contributed to the Board of Directors over a long period of time. Prof Edmond Pi had an extensive period on the Board and as treasurer and organised a meeting in North America. Assoc Prof Tan has also been a board member and secretary general for an extensive period of time. Prof Gold has been supportive of the Board and the psychotherapy interest group. Prof Christopher Chung has made an outstanding contribution to the PRCP Board over many years.

Dr Philip Morris will stand down as editor of the PRCP Newsletter. Dr Morris has been energetic in producing a very attractive newsletter that has been circulated to members 3-4 times a year. Dr Morris thanked the secretariat staff for their contributions and assistance with preparing the newsletter. Prof Chiu stated the importance of the newsletter to market the PRCP.

Tenure of Officers of the Board.

Currently the PRCP Bylaws do not limit the term of the officers of the Board. Prof Helen Chiu opened this for discussion. Prof Tasman said that some organisations include the officers in the Board number, the advantage to the PRCP by not including the officers of the board is that it allows more members and involvement. Prof Helen Chiu outlined the officers of the Board are currently the President, President Elect, Secretary General and Treasurer and the Vice President position created in Hong Kong is now vacant. Prof Bruce Singh would like to acknowledge the contributions of Assoc Prof Eng Seong Tan as Secretary General. Eng Seong undertook the position at a critical time for the PRCP and his exceptional work and dedication has led to the success the PRCP has today. Prof Allan Tasman and Prof Francis Lu supported Prof Singh's acknowledgement and suggested an article be prepared for the newsletter to acknowledge Eng-Seong.

The Board agreed to continue the current arrangement stating that service as an officer is not counted as service on the board regarding board term limits. Board members are limited to 5 consecutive 2 year terms. The Board agreed to formalise the process of election of new board members and officers of the Board by informing members of the board of their completion of 10 year term and publicising vacancies in the newsletter.

Location of Secretariat

Prof Helen Chiu explained that the PRCP Secretariat was relocated from the USA to the Department of Psychiatry, University of Melbourne in 2000. Prof Singh offered to continue to support the secretariat for the next 2 years and possibly beyond, he will be able to confirm this at the meeting in Japan. Prof Helen Chiu welcomed comments. Prof Francis Lu agrees it is very important for the PRCP Secretariat to have Department support and to be administered efficiently with low costs to the college. He fully supports Prof Bruce Singh and his willingness to continue beyond the meeting in Japan. If the secretariat is to move it must be somewhere stable and somewhere offering a similar commitment. Prof Allan Tasman said he thinks its important to keep the secretariat in Asia, the USA could offer a similar commitment as the University of Melbourne which, if required, Prof Tasman could look into. Prof Noda offered his appreciation to Prof Bruce Singh for his commitment to the PRCP secretariat and a conclusion can be reached in 2 years in Japan. Prof Bruce Singh added that if the secretariat was to move Hong Kong and Japan could be locations to consider. Prof Helen Chiu thanked Prof Singh and the University of Melbourne, Department of Psychiatry for their commitment and support of the PRCP secretariat and thanked Fiona Kelly for her administrative work.

6. President Elect Report (Prof Allan Tasman)

Prof Allan Tasman offered his thanks for the opportunity to serve in the position of President Elect and thanked Prof Bruce Singh and Prof Helen Chiu for their support and explained he views the future as an opportunity for growth in the PRCP.

Prof Christopher Chung and Prof Kyu Hang Lee arrived at the meeting and a break was taken to welcome them. Prof Tasman spoke of the importance of the Board representing the Asia Pacific and that the PRCP is limited by the bylaws as to the number of Directors, the Board can however allow new Officers of the Board. To add a new Officer will be at no financial cost to the PRCP and will allow more representation. Prof Tasman moved that the PRCP create a second Vice President position to be called 2nd Vice President without specific tasks defined other than to bring in new leadership. Prof Francis Lu seconded this motion. Prof Chiu opened this for comment. Prof Chung suggested an amendment to the title by removing the 1st and 2nd and to have two Vice President roles. Prof Allan Tasman agreed with the title change and added that the Secretary General term is 5 years and the current Vice President term is for 2 years. The Board voted unanimously to support this motion.

PRCP Journal

Prof Allan Tasman explained that over the last 2 years Prof Chiu delegated the responsibility of coordinating the creation of an Asian Journal to the President Elect. The PRCP together with the Asian Federations of Psychiatric Associations (AFPA) and South Asian Forum (SAF) will co sponsor the Journal. Oxford University Press, a prestigious editor in charge of journals is very interested in the journal proposal and the 3 co-sponsoring organisations. There are two options regarding the relationship with Oxford University Press (OUP), the first is that OUP could own the journal and take financial responsibility the second is the sponsor

organisations be the owners and liable for financial loss. In Prof Tasman's experience journals don't make large profits, it's seen more as a service to a profession. The journal is to be managed by a committee of 9 members, 3 members for each co-sponsoring organisation, each co-sponsor organisation will nominate three representatives. The committee will then propose the initial editor for the journal. The journal will publish quarterly, the tentative title is Asian Journal of Psychiatry. Meetings regarding the journal proposal have been conducted in Cairo in September 2005 (in attendance Allan Tasman, Prof Helen Chiu, Prof Bruce Singh, Charlotte from OUP) and at the APA in Toronto (in attendance Prof Deva, Prof Javed, Dr D'Souza, Charlotte). A meeting was held in Istanbul and Prof Singh, Prof Deva and Prof Javed agreed to move forward on an informal basis until the PRCP Board of Directors grant approval. Prof Bruce Singh will be considered as editor. Prof Helen Chiu thanked Prof Allan Tasman for his work on the Journal and opened the item for discussion. Prof Christopher Chung suggested the title be the Asian Pacific Journal of Psychiatry. Prof Allan Tasman accepted the suggested name change and added that the PRCP would prefer not to increase membership fees and a possibility would be to get pharmaceutical company sponsorship, the pharmaceutical companies logo will not appear on the journal and the arrangement would be similar to the WPA's journal. OUP agrees with this sponsorship. Prof Allan Tasman has had informal discussions with pharmaceutical companies and they have showed interest. Prof Francis Lu questioned if the journal will be distributed to members. Prof Allan Tasman confirmed that the journal will be circulated to all members. Prof Christopher Chung asked the size of the other cosponsor organisations. Prof Tasman responded that the PRCP is the smallest of the three organisations sponsoring the journal. The SAF covers 15 countries and includes other organisation such as the IAPA (Indo Australia Psychiatric Association). Prof Nakane questioned if the Japanese Society of Psychiatry was a member of the SAF, Prof Allan Tasman explained that OUP initially wanted 6 issues per year, however OUP has agreed to commence with a quarterly issue and see how it progresses. Prof Francis Lu summarised the proposal as, OUP have done the market research, there is no expense to PRCP, membership dues will not increase, there will be a three year trial, looking at Pharmaceutical company support. Prof Tasman added that the Pharmaceutical companies will have no editorial say and their name will not appear. Dr Morris added that there is a time cost and that intellectual property is drawn from other areas. Prof Allan Tasman agrees and added that having a large editorial board of at least 20 will assist with getting articles.

Allan Tasman moved to endorse the Asia Pacific Journal of Psychiatry and begin to formalise the establishment of the Journal with no financial obligation to the PRCP. Prof Christopher Chung seconded this motion. The Board members unanimously supported this motion.

Membership proposal

Prof Allan Tasman presented a membership proposal (attached) to introduce a new category of Distinguished Fellow. Prof Tasman outlined the proposal. Prof Helen Chiu opened the item for discussion. Prof Chung questioned a change in dues. Prof Tasman said that, that will be a separate issues to discuss with Prof Lu if the change is approved. Prof Francis Lu asked if there is a requirement to serve a number of years for each category. Prof Tasman said there is no requirement. Prof Singh said

there may be some ambiguity with the process of the member society in Australia, Prof Noda said that the member society in Japan has a different process again. It was accepted that the definition of member society needs to be reviewed. The board made an amendment to the proposal to read under the membership category “This category is proposed for junior psychiatrists who have completed prescribed training in their home countries and have **preferably** become a member of their national society.”

Prof Tasman moved to approve the proposal, Prof Christopher Chung second the proposal. The Board unanimously agreed to the change in membership categories.

7. Secretary General Report (Assoc Prof Eng-Seong Tan)

Assoc Prof Eng Seong Tan spoke of his term as Secretary General starting in Seoul in 2000. He thanked Prof Bruce Singh and Prof Helen Chiu for their assistance as President during his term as Secretary General. Assoc Prof Tan also thanked the administration staff, Alis Gordon and Fiona Kelly for their work. During Assoc Prof Tan’s term the membership has grown considerably and the financial position is stable. Expenses for the secretariat have decreased with the distribution of the newsletter electronically. The PRCP has supported the Asia Pacific Mental Health Network for Emergencies (APMHNE). Prof Pichet Udomratn has attended a meeting in Thailand and Assoc Prof Tan attended a meeting in Perth Australia.

Assoc Prof Tan proposed that a sum of money be allocated to prepare the PRCP records for electronic data storage. It is essential for the future of the organisation that records and data are stored in an organised capacity that can be transferred if the secretariat relocates. The Board agreed and allocated a sum of no more than \$1200.00.

Prof Helen Chiu formally thanked Assoc Prof Eng Seong Tan for his contributions to the PRCP as Secretary General particularly at a critical time for the PRCP. Prof Christopher Chung and Prof Francis Lu supported this formal vote of thanks to Assoc Prof Tan.

8. Treasurer’s report (Prof Francis Lu)

Prof Lu thanked Prof Bruce Singh for the support the Department of Psychiatry in Melbourne has provided to the PRCP secretariat. The efficiency of the secretariat and the success of the Hong Kong meeting and the distribution of the newsletter via email have contributed to the current surplus of PRCP funds. Prof Christopher Chung thanked Prof Bruce Singh for his support of the secretariat.

Membership dues in countries experiencing hardship.

The PRCP Secretariat has received a request from a member in Indonesia asking the Board of the PRCP to review the membership dues in countries that are experiencing hardship. The Board member discussed this request. The PRCP Membership dues are currently based on the world bank categories and members from countries experiencing hardship are paying

reduced rates, for example a member from Indonesia pays AUD40.00. The Board decided that a nice letter from key board members would be sent advising no reduction in fees.

Implementation of MYOB accounting software

Board supported the request by the PRCP secretariat to implement a computerised accounting package.

Investment options

A document was tabled presenting a number of investment options available for the PRCP surplus funds. The board decided to transfer the funds to an account earning higher interest and attracting less fees.

Outstanding Membership dues

Prof Francis Lu reported a large amount of outstanding dues. Prof Tasman expressed his concern regarding the situation. The members of the Board agreed to meeting on Friday 6 October at 5.20pm to discuss this.

9. Nomination of Secretary General, Board Members and Newsletter Editor

Prof Tasman proposed the following nominations for officers of the Board

| | |
|-------------------|-------------------------------|
| President Elect | Prof Fumitaka Noda, Japan |
| Vice President | Prof Zeping Xiao, China |
| Vice President | Prof Ee Heok Kua, Singapore |
| Treasurer | Prof Francis Lu, USA |
| Secretary General | Assoc Prof Chee Ng, Australia |

Prof Bruce Singh second the motion

The Board unanimously agreed.

Prof Allan Tasman proposed Dr Akiyama of Japan as the newsletter editor. Assoc Prof Eng Seong Tan second this motion. The Board unanimously agreed.

Prof Allan Tasman proposed the following nominations be recommended at the PRCP Annual General Meeting for election to the board of directors

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|-----------------------|-----------|
| Prof Shimpei Inoue | Japan |
| Prof Kyu Hang Lee | Korea |
| Sung Kil Min | Korea |
| Prof Yoshibumi Nakane | Japan |
| Prof Bruce Singh | Australia |
| Prof Helen Chiu | Hong Kong |
| Prof Ming Been Lee | Taiwan |
| Prof Pichet Udomratn | Thailand |
| Prof Michelle Riba | USA |
| Prof Li Ling-Jiang | China |
| Dr Philip Morris | Australia |
| Assoc Prof Paul Leong | USA |

Prof Francis Lu second this motion. The Board unanimously agreed to propose these nominations at the Annual General Meeting.

10. Nomination of President Elect

As above

11. 13th PRCP Scientific Meeting 2008, Tokyo, Japan

Prof Noda provided each board member with a copy of the first circular for the 13th PRCP Scientific Meeting in Tokyo Japan. The meeting will be held from 30 Oct to 2 Nov 2008 at the Toshi Centre Hotel, Tokyo Japan. The conference venue is located in the heart of Tokyo's business district and accommodation will be close by. The World Psychiatric Association has agreed to sponsor the next meeting. The conference will include participants from other mental health disciplines. Prof Francis Lu questioned if inviting participants from other disciplines would discourage psychiatrists from attending. Prof Noda confirmed that the focus of the meeting will be psychiatry and psychiatrists.

12. Other Business

Working Groups

The working groups have been wound up due to lack of interest.

Emeritus

The board discussed inviting members to become emeritus, an invitation will be sent to Prof Edmond Pi. Assoc Prof Eng Seong Tan is to email Prof Edmond Pi regarding this.

Research Awards

The board agreed it would be good if the PRCP could continue to offer the Research Awards at the 13th scientific meeting in Japan. Prof Kua requested that the awards be promoted earlier to allow time to prepare applications.

Travel Funding for Board Meeting

Prof Allan Tasman said it would be good to get some travel funding for a Board meeting before the 13th Scientific Meeting in Japan. Prof Allan Tasman is to circulate an email.

2010 Scientific Meeting

At the meeting in Hong Kong in 2004 it was expressed that China was interested in hosting the 2010 Scientific Meeting in Shanghai. The Board supported this venue. Discussions will continue with representatives in China.

Thank you to Prof Helen Chiu

Prof Allan Tasman thanked Prof Helen Chiu for her outstanding work as the President, all board members supported this gesture of thanks. Prof Helen Chiu thanked the Board members and especially Prof Bruce Singh and Prof Allan Tasman for their support, Prof Chiu also spoke of her enjoyment during her time as President of the PRCP.

13. Next meeting

The following conferences were considered for the next meeting of the PRCP Board.

APA San Diego, CA, USA 19-24 May 2007

WPA, Seoul, Korea, 18-21 April 2007

WPA Melbourne, Australia, 28 November to 2 December 2007