The meeting was called to order at 9:00 a.m. by President, Dr. Myongsei Sohn.

Attendance:

Board Members

Present: Executive Board Members

Dr. Myongsei Sohn - President
Dr. Masamine Jimba - President- Elect & Regional Director, Japan
Dr. Bruce Maycock – Secretary-General
Dr. Low Wah Yun – Vice President 1 & APJPH (Editor-in-chief)
Dr Indika Karunatilake – Vice President 2
Dr. Maznah Dahlui – Secretary, Regional Director, Malaysia
Dr. Hung Yi-Chiou – Treasurer
Dr. Phitaya Charupoonphol –Immediate Past President
Dr. Prayoon Fongsatitkul – Regional Director, Thailand
Dr. Agustin Kusumayati – Regional Director, Indonesia
Dr. Elahe Nezami – Regional Director, USA
Dr. Philip Baker – Regional Director, Australia
Dr. Young Moon Chae – Regional Director, Korea (Proxy for Dr. Byung-Ju Park)
Dr. Betty Chiu – new Regional Director, Chinese Taipei
Dr. So Yoon Kim – Representative of ICUH
Dr. Hee Tae Suk – Representative of Health Law and Ethics
Ms. Nishi Himanshi – Early Career Network
Dr. Victor Hoe – Webmaster

Staff:

Ms. Camellina Chan (Executive Officer, APACPH Secretariat)

Representatives and invited faculty from Member Universities:

Dr. Bruce Maycock (Curtin University of Technology)
Dr. Philip Baker (Queensland University of Technology)
Dr. Richard Taylor (University of New South Wales)
Dr. He Qiqiang (Wuhan University)
Dr. Santha Muller (Fiji National University)
Dr. Sudhir Kumar Satpathy ((KIIT University)
Dr. Santi Martini (University of Airlangga)
Dr. Agustin Kusumayati (Universitas Indonesia)
Dr. Iwan M. Ramdan (Mulawarman University)
Dr. Dewi Utami Iriani (The Islamic State University Syarif Hidayatullah)
Dr. Yasuo Kagawa (Kagawa Nutrition University)
Dr. Eiji Yano (Teikyo University)
Dr. Takuya Fukushima (University of Ryukyus)
Dr. Masamine Jimba (Tokyo University)
Dr. Byung-Chul Chun (Korea University)
Dr. Kang-Soo Lee (The Catholic University of Korea)
Dr. So-Yoon Kim (Yonsei University)
Dr. Tahir Aris (Institute of Public Health, Malaysia)
Dr. Osman Ali (Royal College of Medicine Perak - Universiti Kuala Lumpur)
Dr. Maznah Dahlui (University of Malaya)
Dr. Chia Kee Seng (National University Singapore)
Dr. Jennifer Perera (University of Colombo)
Dr. Surenthirakumaran Rajendira (University of Jaffna)
Dr. Wei. J Chen (National Taiwan University)
Dr. Betty Chiu Ya Wen (Taipei Medical University)
Dr. Jun-Ming Chen ( Kaosiung Medical University)
Dr. Somsak Pitaksanurat (Khon Kaen University)
Dr. Prayoon Fongsatitkul (Mahidol University)
Dr. Sudaw Lertwisuttipaiboon (Sukhothai Thammathirat Open University)
Dr. Vasan Tanvatanaakul (Burapha University)
Dr. Witaya Yoosook (Mahasarakham University)
Dr. Victoria Fan (University of Hawaii)
Dr. Elahe Nezami (University of Southern California)
Dr. Chung Pui Hong (The Chinese University of Hong Kong)

**Induction 2016 – new members**

Dr. Ran-Chou Chen (Health Promotion Administration, Taiwan)
Dr. Wen-Chen Tsai (China Medical University, Taiwan)

**Observers:**
Ms. Si Woo Kim (Yonsei University)
Mr. Scott Han Sir (Yonsei University)
Ms. Chia-Hsiu Liu (Health Promotion Administration, Taiwan)
Dr. Kwanjai Amnatsatsue (Mahidol University)
Dr. Manuj Weerosinghe (University of Colombo)
Dr. Pramod Chandra Samantaray (GIMSAR)
Dr. HS. Chauhan (AKAL School of Public Health, Eternal University, India)
Dr. Ratni Ciptaningtyas (Syarif Hidayatullah State Islamic University Jakarta)
Dr. Shreenika De Silva Weliange (University of Colombo)
Dr. Pei-Tseng Kung (Asia University)
Dr. Shyaminda Bandara Basnayake (University of Colombo)
Dr. Niruwan Turnbull (Mahasarakham University)
Dr. Sarah Handayani Pardji (VHAMKA University)
Ms. Caroline Chin (University of Malaya)
Dr. Kenzo Takahashi (Teikyo University)

Minutes Taker:
Ms. Camelina Chan

Apologies:
Dr. Liming Li – Regional Director, Beijing (Peking Union Medical College)
Dr. Byung-Ju Park (Seoul National University)
Dr. Catherine Bennett (Deakin University)
Dr. Raina Macintyre (University of New South Wales)
Dr. Mary Lou Fleming (Queensland University of Technology)
Dr. Greg Blatch (Victoria University)
Dr. Akhtarun Naher (National Institute of Preventive and Social Medicine NIPSOM)
Dr. Sadia Afroze Chowdhury (BRAC University)
Dr. Chhea Chhorvann (National Institute of Public Health, Cambodia)
Dr. Shuiyuan Xiao (Central South University)
Dr. Guifan Sun (China Medical University)
Dr. Yu Wang (Centre of Disease Control and Prevention)
Dr. Wen Chen (Fudan University)
Dr. Tangchun Wu (Huazhong University of Science & Technology)
Dr. Hongbing Shen (Nanjing Medical University)
Dr. Hu Yonghua (Peking University)
Dr. Xiaosong Li (Sichuan University)
Dr. Wenhua Ling (Sun-Yat Sen University of Medical Sciences)
Dr. Yujian Zheng (Xinjiang Medical University)
Dr. Hong Yan (Xi’an Jiaotong University)
Dr. Yuan Zhaokang (Nanchang University)
Dr. ZongFu Mao (Wuhan University)
Dr. Yeoh Eng Kiong (The Chinese University of Hong Kong)
Dr. Malik Peiris (The University of Hong Kong)
Dr. K Radhakrishnan (Sree Chitra Tirunal Institute for Medical Science and Technology)
Dr. Tan Malaka (Bina Husada College of Health Sciences)
Dr. Hanifa M. Denny (Diponegoro University)
Dr. Andi Zulkifli Abdullah (Hasanuddin University)
Dr. Iwan Stiabudi (Sriwijaya University)
1. Welcome

2. Apologies

3. Proxy Authorizations

4. Confirmation of minutes from previous General Assembly.

The General Assembly Minutes at Bandung (20th October 2015) were accepted (proposed by Dr. Sudhir Kumar Satpathy, seconded by Dr. Low Wah Yun).
5. Matters from previous minutes

No issues were raised from the previous minutes.

6. President’s Report

Dr. Myongsei Sohn expresses his gratitude and sincere appreciation for the participation of all the APACPH members who shared their precious time for attending the General Assembly 2016. He sincerely thanked Dr. Eiji Yano and his team members at Teikyo University for the effort to hold the 48th APACPH Conference. He then wished for a meaningful discussion and significant expansion of APACPH activities.

The report is in appendix 1

7. Secretary-General’s Report

Dr. Bruce Maycock gave a summary of the activities from the Secretary-General office. He shared the outcomes of promoting APACPH in the UK and available funds directed to developing counties as well as potential membership from several universities to join APACPH.

Dr. Bruce encouraged members with potential projects to contact him.

The report is in appendix 2

8. Secretary’s Report

Dr. Maznah Dahlui gave a summary of the activities from the secretary office throughout the year 2016 and updated information for 2017

8.1 Schedule of APACPH Meeting for 2017

Yonsei University, Incheon, Song-do, Korea

6th & 7th February – ECM
15th – 20th August – ECM, GA and 49th APACPH Conference

The date for General Assembly date has been to 16th August 2017, Song-do, Seoul, Korea.

8.2 APACPH Accreditation

Dr. Maznah Dahlui invited members from Malaysia to be the local assessor for the accreditation exercise in University of Malaya conducted in December 2016.

8.3 Newsletters and APACPH websites

The newsletter requires more materials from APACPH members to share their activities. Hence all activities that will be conducted by APACPH member institutions can be forwarded to the Secretariat to be posted on the website and newsletter materials.
8.4 Regional Director

Dr. Maznah Dahlui introduced Dr. Betty Chiu as the new Regional Director for Chinese Taipei.

Dr. Paula Palmer, Regional Director, America has requested to be discontinued as regional director due to other commitment. The Executive Board proposed to appoint another Regional Director from America; Dr. Yuanan Lu from University of Hawaii as proposed by Dr. Katryn Braun from University of Hawaii and seconded by Dr. Yuan Zhao Kang from University of Nanchang. Dr. Yuanan Lu had been nominated as Vice President in the previous General Assembly.

The proposal was passed unanimously in GA

8.5 Induction of new member

8.5.1 Induction 2016

The following institutions has been approved for induction as new member:

1. Health Promotion Administration (Min. of Health and Welfare) – Taiwan
2. Chinese Medical University (CMU), Taiwan

Recommendation is passed unanimously and induction was carried out at the GA

8.5.2 Induction 2017

The following institution has been approved for induction as new member:

- Department of Public Health, Taoyuan City, Republic of China (Taiwan)

Recommendation is passed unanimously and the induction will be conducted in General Assembly 2017

8.6 Research Grant amounting USD10,000

Dr. Maznah updated that the seed money for the research grant has been increased from USD5,000 to USD10,000. She urged member institutions to apply for the grant (preferably a multi-countries study). Research proposal can be sent to the secretariat.

8.7 Benefit as APACPH member institutions

8.7.1 Opportunity from APACPH to support Deans from low-income/ middle-income country to attend GA

Dr. Maznah highlighted that in the past, there are many request from the Deans on sponsorship to attend APACPH meetings. The Executive Board members has decided that those who are interested can apply to the Secretariat and the application shall be discussed with the host to invite the deans as fully sponsored speakers (therefore, field of expertise need to be stated).

8.7.2 Opportunity Activity for APACPH Institutions besides the yearly conference - APACPH will provide the seed money to initiate research/satellite activity amounting USD10,000. The activities are to be coordinated with the local Regional Office
• Satellite APACPH activity such as workshop or mini conference.
• Usage of APACPH logo
• Cosponsored by APACPH (starting USD10.00 per activity)
• Liaise with Regional Director
• Submit paperwork or proposed activity to the Secretariat.

The report is in appendix 3.

8. Report from Treasurer

Dr. HY. Chiou reported the summary of the finances and requested the secretariat to send gentle reminders to the members to pay up their membership fee. The current balance in Taipei account is USD 189,017.14. He also brought the attention that APACPH treasurer office is still covering for the insufficient membership payment made by some institutions due to exchange rate matters. Hence, he requested the Secretariat to remind the members to consider the exchange rate when make payment.

The report is in appendix 4.

9. Update on Regional Office Reports

Each of the Regional Directors present gave a short report of the activities that have taken place in their region.

The report is in appendix 5.

10. Accreditation

University of Mahidol had completed the exercise in April 2016. They had successfully accredited and received the APACPH Accreditation certificate at the GA.

The certificate were presented by APACPH President to Dr. Prayoon Fongsatitkul, Dean of Mahidol University

The report is in appendix 6.

11. Early Career Network

The report is in appendix 7.

12. Revision of APACPH Constitution

Mr. Scott Han presented the revision of APACPH constitutions to the members of General Assembly.

Dr. Myongsei Sohn that the by-laws has been revised 8-9 times since 2013. The by-laws will be revised to increase transparency of the organization.

The term of ‘by-laws’ has been changed to ‘constitution’ and has been improvised to make it easier for members to understand it.
Dr. Myongsei Sohn highlighted that the proposed changes has been discussed since the last general assembly in Bandung. The revised constitutions will be posted on the website for member to provide their feedback before January 2017. The results will be discussed in the ECM in February 2017 and he proposed to pass the revise constitutions in the next General Assembly in 2017

**The recommendation to pass the revise constitution in the next GA is passed unanimously**

The report is in appendix 8.

**13. Collaboration Initiatives Reports**

The report is in appendix 9.

**14. ICUH**

The report is in appendix 10.

**15. APJPH**

Dr. Low Wah Yun gave a brief update on the journal progress and highlighted the impact factor of 2016 has increased compare previous years which is 1.722

Dr. Maznah Dahlui shared that all paid member institutions has accessed to the journal. The password were emailed to the Dean. APACPH members who are not able to access to the journal could write to the secretariat for assistance.

The report is in appendix 11.

**16. 48th APACPH Conference 2016**

Dr. Eiji Yano gave an update of the conference preparation. He reported that nearly 1,000 participants attending the conference.

The report is in appendix 12.

**15. 49th APACPH Conference 2017**

Yonsei University, Incheon, Song-do, Korea

17th – 20th August – 49th APACPH Conference

**16. 50th APACPH Conference 2018**

Dr. Maznah Dahlui invite members to apply as the organizer for the 50th APACPH Conference.

**17. APACPH Survey Discussion**

Dr. Bruce and Dr. Low Wah Yun presented the results of the survey on the expectation from APACPH by members from March to July. 54 members responded to the survey.
Dr. Bruce Maycock highlighted that the most stated purposes of joining APACPH are for:

- Research collaboration opportunities
- Teaching collaboration opportunity
- Opportunity to participate in APACPH workshops and trainings
- Access to APJPH online
- Partnership for advocating for global health concerns
- To be informed of latest news of Public Health in the Asia-Pacific region
- To join APACPH Conferences

The expected benefits of membership for organization

- Networking among member countries (e.g. research collaboration, teaching collaboration with academic staffs, student exchange, etc)
- Sharing ideas (e.g research ideas, teaching modules, etc)

Expectation from APACPH

- Regional Capacity building responsibility
- Communication
- Collaboration

Dr. Sudhir Kumar Satpathy (KIIT University) suggested that APACPH must make itself competitive as there are many organizations coming up in India. He also suggested on the importance to ensure the quality of school of public health and its competencies.

Dr. Pramod Chandra Samantaray (GIMSAR) hoped that the members from India could increase and his stated that institution will soon join as APACPH member.

Dr. Chia Kee Seng (NUS) said that he was glad to see the major focus on advocacy, white papers and the translation focus of Public Health, as well as the joining of government institutions (MOH) as APACPH member. He proposed one strategy moving forward is to strengthening academic -government linkages for advocacy and translation. Having both academic and government joining APACPH, could distinguish APACPH from other competing organizations.

Dr. Ran Chou Chen (Health Promotion Administration) commented that she was very glad to join the organization as government agency and will continue to contribute and share their expertise with the regional task force i.e. oral cancer, tobacco control, health promotion, etc.

Dr. Santha Muller (Fiji National University) thanked the host for inviting a speaker from Fiji and said that her institutions will continue to contribute to APACPH.

Dr. Surenthirakumaran Rajendira (University of Jaffna) suggested that regular discussions and satellite meetings are needed to expedite the progress of projects conducted among APACPH members.
Dr. Prayoon Fongsatitkul (Mahidol University) commented that the work of APACPH should be more actively conducted at regional level given the opportunity of funds for mini conferences/workshops.

Dr. Phitaya Charupoonphol (Mahidol University) added the results from the survey can improve the existing and future activities. He strongly suggested the regional offices to strengthen not only in recruitment of new members, but also strategizing through the mini conferences/workshop in respective regions.

Dr. Elahe Nezami (University of Southern California) commented that empowerment and connection should be continued among the APACPH members.

Dr. Low Wah Yun (University of Malaya) suggested that sub-committees be setup among the members from General Assembly to be more engaging in moving APACPH forward.

18. Other matters

Publication on the History of APACPH and the success story. The history task force committee will be headed by Dr. Masamine Jimba. Theme “What APACPH has done?”

Dr. Colin Binns has been appointed as the advisor. Dateline set for the compilation is in February 2017. The results will be presented in the next ECM meeting in February.

All members from General Assembly were invited to join the task force on publication.

Meeting adjourned at 12:00 p.m.