

**APACPH GENERAL ASSEMBLY 2018**

**Minutes of Meeting**

**11<sup>th</sup> September 2018**

**Time: 9:00 a.m - 12:00 pm**

**Venue: Faculty Meeting Room, Faculty of Medicine and Health Sciences, Universiti Malaysia Sabah**

The meeting was called to order at 9:00 a.m. by the President, Dr. Masamine Jimba.

**Attendance**

**Present: Executive Board Members**

Dr. Masamine Jimba – President and Regional Director, Japan

Dr. Low Wah Yun – President-Elect and APJPH (Editor-in-chief)

Dr. Bruce Maycock – Secretary-General

Dr. Maznah Dahlui – Vice President Admin and Regional Director, Malaysia,

Dr. Hung Yi-Chiou – Vice President Finance

Dr. Chanuantong Tanasugarn – Regional Director, Bangkok

Dr. Elahe Nezami – Regional Director, USA

Dr. Agustin Kusumayati – Regional Director, Indonesia

Dr. Philip Baker – Regional Director, Australia

Dr. Betty Chiu Ya Wen – Regional Director, Taiwan

Dr. Yuanan Lu – Regional Director, USA

Dr. Indika Karunatilake – Regional Director- South Asia & Accreditation

Dr. So Yoon Kim – ICUH, Proxy to Regional Director, Korea

Ms. Nishi Himanshi – Early Career Network Coordinator

Dr. Victor Hoe – Webmaster

Dr. Hee Tae Suk - Health Law and Bioethics Collaborating Centre

**Staff:**

Ms. Fatin Diyana (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. Yingyao Chen (Fudan University)  
Dr. Jie Pan (Sichuan University)  
Dr. Xuejie Yu (Wuhan University)  
Dr. EK Yeoh (The Chinese University of Hong Kong)  
Dr. Keiji Fukuda (The University of Hong Kong)  
Dr. Misnaniarti (Sriwijaya University)  
Dr. Tri Martiana (University of Airlangga)  
Dr. Agustin Kusumayati (University of Indonesia)  
Dr. Risva (Mulawarman University)  
Dr. Yasuo Kagawa (Kagawa Nutrition University)  
Dr. Kayako Sakisaka (Teikyo University Graduate School of Public Health)  
Dr. Takuya Fukushima (University of the Ryukyus)  
Dr. Masamine Jimba (University of Tokyo)  
Dr. Kang-Sook Lee (The Catholic University of Korea)  
Dr. So Yoon Kim (Yonsei University)  
Dr. Lokman Hakim bin Sulaiman (International Medical University (IMU))  
Dr. Tahir Aris (Institute of Public Health Malaysia)  
Dr. Osman Ali (Royal College of Medicine Perak (UniKL))

Dr. Low Wah Yun (University of Malaya)  
Dr. Maznah Dahlui (University of Malaya)  
Dr. Victor Hoe (University of Malaya)  
Dr. Mohd Saffree bin Jeffree (Universiti Malaysia Sabah) & 50<sup>th</sup> APACPH Conference Host  
Dr. Mohd Yusof Ibrahim (Universiti Malaysia Sabah) & Chairman 50<sup>th</sup> APACPH Conference  
Dr. Teo Yik Ying (National University of Singapore)  
Dr. Jennifer Perera (University of Colombo)  
Dr. Indika Karunathilake (University of Colombo)  
Ms. H.L.N. Himanshi (University of Colombo)  
Dr. Surenthirakumaran Rajendra (University of Jaffna)  
Dr. Hung-Yi Chiou (Taipei Medical University)  
Dr. Betty Chiu (Taipei Medical University)  
Dr. Ying-Wei Wang (Health Promotion Administration (HPA) Taiwan)  
Dr. Sathirakorn Pongpanich (Chulalongkorn University)  
Dr. Chanuantong Tanasugarn (Mahidol University)  
Dr. Yuvadee Rodjakpai (Burapha University)  
Dr. Niruwan Turnbull (Mahasarakham University)  
Dr. Yuanan Lu (University of Hawaii)  
Dr. Victoria Fan (University of Hawaii)  
Dr. Elahe Nezami (Keck School of Medicine, University of Southern California)

**Induction 2018 – New Members**

Dr. Ony Linda (Universitas Muhammadiyah Prof Dr Hamka (UHAMKA))  
Dr. Nur Aisyah Jamil (Islamic University of Indonesia)  
Dr. Andrei Ramani (Universitas Jember)  
Dr. Suhaila binti Sanip (Universiti Sains Islam Malaysia)  
Dr. Dilantha Dharmagunawardene (Education, Training and Research Unit (ETR) Sri Lanka)  
Dr. Sisira Siribaddana (Rajarata University of Sri Lanka)

**Observers:**

Dr. Alfred Zervas (Curtin University of Technology)  
Dr. He Qiqiang (Wuhan University)  
Dr. Ira Nurmala (University of Airlangga)  
Dr. Sarah Handayani (Universitas Muhammadiyah Prof Dr Hamka (UHAMKA))  
Dr. Hanul Park (The Catholic University of Korea)  
Dr. Young Moon Chae (Yonsei University)  
Ms. Bairave Shunmugam (University of Malaya)  
Ms. Charisse Fernandez (National University of Singapore)  
Dr. Manuj Weerasingam (University of Colombo)  
Dr. Suneth Agampodi (Rajarata University of Sri Lanka)  
Dr. Po Ya Chang (Taipei Medical University)  
Dr. Liling Huang (Taipei Medical University)  
Ms. Jessica Lin (Taipei Medical University)  
Dr. Mathuros Tipayamongkhogul (Mahidol University)  
Dr. Pajaree Abdullakasim (Burapha University)  
Dr. Kemika Sombateyatha (Mahasarakham University)

**Minutes Taker:**

Ms. Waidah (Universiti Sabah Malaysia)  
Dr. Naing Oo Tha (Universiti Sabah Malaysia)

**Apologies:**

Dr. Chia Kee Seng – Vice President 1 (National University of Singapore)  
Dr. Liming Li – Regional Director, China (Peking Union Medical College)  
Dr. Byung-Joo Park – Regional Director, Korea (Seoul National University)  
Dr. Myongsei Sohn – President Emeritus (Yonsei University)  
Dr. Catherine Bennett (Deakin University)  
Dr. John J McNeil (Monash University)  
Dr. Maximilian de Courten (Victoria University)  
Dr. Chhea Chhorvann (National Institute of Public Health Cambodia)  
Dr. Guangqing Fan (Nanchang University)  
Dr. Santha Muller (Fiji National University)  
Dr. Sudhir Kumar Satpathy ((KIIT) University)  
Dr. Tan Malaka (Bina Husada College of Health Sciences)  
Dr. Asnawi Abdullah (University Muhammadiyah Aceh)  
Dr. Arif Sumantri (The Islamic State University Syarif Hidayatullah)  
Dr. Gulnar Tokmurziyeva (Kazakhstan Medical University (KSPH))

Dr. Juneyoung Lee (Korea University)  
Dr. Ho Kim (Seoul National University)  
Dr. Khairul Anuar Abdullah (MAHSA University College)  
Dr. Abdul Razzak Mohd Said (Melaka-Manipal Medical University)  
Dr. Tserenkhuu Lkhagvasuren (Health Sciences University of Mongolia)  
Dr. Anup Ghimire (B.P. Koirala School of Public Health Nepal)  
Dr. Romeo R. Quizon (University of Philippines)  
Dr. Martin Shih-Huai Hsiao (Kaohsiung Medical University)  
Dr. Chang-Chuan Chan (National Taiwan University)  
Dr. Bing-Fang Hwang (College of Public Health, China Medical University)  
Dr. Wen-Yen Wang (Department of Public Health, Taoyuan City)  
Dr. Somsak Pitaksanurat (Khon Kaen University)  
Dr. Saravud Suthammassa (Sukhothai Thammathirat Open University)  
Dr. Paula Palmer (Claremont Graduate University)

Topic	Issue/Matters	Action Needed
1. <b>Welcome Members and Invited Guests</b>	Dr. Jimba extended his warm welcome to all attendees to the Universiti Malaysia Sabah. This was followed by the self-introduction of all members and attendees.	
2. <b>Apologies</b>	Apologies from members who were not able to attend were conveyed to participants.	
3. <b>Proxy Authorizations</b>	Proxy authorizations were from members who were not able to attend were conveyed to participants.	
4. <b>Confirmation of minutes from previous General Assembly.</b>	The General Assembly Minutes at Y Gallery A, Yonsei University International Campus, Incheon (15 <sup>th</sup> August, 2017) were accepted.	Proposed by Dr. Elahe Nezami Seconded by Dr. Philip Baker
5. <b>Matters from previous minutes</b>	<p>The election for Vice President 2 will take place in the year 2019.</p> <p>No other issues were raised from the previous minutes.</p>	
6. <b>President Report: Overview and Current Status</b>	<p>Dr. Jimba expressed his gratitude and sincere appreciation for the participation of all the board members who shared their precious time for the meeting. He sincerely thanked the host for the effort in preparing the venue for the APACPH General Assembly. He wished for a meaningful discussion and significant expansion of APACPH activities.</p> <p>Dr. Jimba's explained the progress of some major issues discussed in previous meeting. <i>The report is in appendix 3.1.</i></p> <p>The next upcoming APACPH Conference Host 2019 was decided to be held in Bangkok on 27<sup>th</sup> – 29<sup>th</sup> November 2019.</p> <p>He mentioned that the minutes of meeting should be ready in one-month time and action oriented. To improve the meeting results, necessary actions should be taken within two months after the meeting.</p>	The minutes of meeting should be ready in one-month time by the Secretariat.

<b>7. President- Elect Report</b>	<p>Dr. Low Wah Yun gave a summary of the activities that she had done. <i>The report is in appendix 4.</i></p> <p>She mentioned about Asian Health Literacy Association (AHLA) that will be held this year. She also emphasized to revisit on APACPH vision and mission and it should reflex what APACPH wanted to achieve in the future.</p>	
<b>8. Vice President 1 Report</b>	<p>Dr. Jimba presented the report summary on behalf of Dr. Chia. <i>The report is in appendix 5.</i></p> <p>Dr. Jimba shared the vision and mission that has been prepared and reviewed by Dr. Chia. Dr. Jimba conveyed Dr. Chia’s suggestion to change the name of Vice President 1.</p>	<p>This will be discussed in detail in the next ECM. Dr. Chia is to distribute the draft to EC members before the meeting.</p>
<b>9. Secretary-General Report</b>	<p>Dr. Bruce Maycock gave a summary of the activities that he had done. <i>The report is in appendix 6.</i></p> <p>He mentioned that one of his role is to promote APACPH and to build capacities among the institutions members. He mentioned Taipei University as a wonderful model for other countries to consider.</p> <p>Number of changes have been made to activities and opportunities of APACPH member institutions but never recorded. In the next 3 months, he will be sending out requests to various people asking them for promotional materials and circulate them.</p>	
<b>10. Open Discussion</b>	<p>Dr. Jimba proposed 30 minutes to discuss on academia-government collaboration.</p> <p>Dr. Yeoh mentioned it is important to look into research areas of Public Health which requires understanding of policy, structures and framework. He suggested to select specific area or a topic that covers all spectrum for population for APACPH to focus on.</p> <p>Dr. Richard also suggested implementation of research on Public Health programs. He gave an example of eradication of Malaria in 2016 in Sri Lanka.</p>	<p>Dr. Yeoh will initiate the effort and invite members to join. Secretariat will follow up with him.</p>

<p><b>11. Vice President Administration Report</b></p>	<p>Dr. Maznah Dahlui gave a summary of activities by the Secretariat office since the last ECM. <i>The report is in appendix 7.1.</i></p> <p>She reminded everyone on payment of APACPH registration fees and emphasized on updating the new deans or new addresses to the Secretariat.</p> <p>She congratulated Universiti Malaysia Sabah on receiving APACPH Accreditation this year.</p> <p>She mentioned that this year there were two applications to host the 2019 APACPH conference. Both universities (Fudan University of China and Mahidol University of Thailand) had forwarded the required document for the top management to select. Both were found to be able to host the conference. Therefore, a voting exercise had been conducted via online for the EC member to select. Finally, Mahidol University had been awarded to host the next APACPH conference. The meeting thanked Fudan University for their interest and spirit to volunteer in hosting APACPH Conference.</p> <p>Dr. Maznah announced the six new institutions to be inducted in this year GA (the list is as in item 13)</p>	
<p><b>12. Vice President Finance Report</b></p>	<p>Dr. HY Chiou presented the financial report account for 2018. <i>The report is in appendix 8.1.</i></p> <p>He presented the APACPH membership payment status graph which showed that 40 institutions had paid for 2018 membership fee. <i>The report is in appendix 8.2.</i></p> <p>He encouraged the Regional Offices to recruit more members and maintain the existing active APACPH members.</p> <p>He also presented the budget projection which is shown as in <i>appendix 8.3.</i></p>	
<p><b>13. Induction of New Members</b></p>	<p>Recommendation was passed unanimously and induction was carried out at during the General Assembly.</p> <p>The following institution has been approved for induction of new members 2018:</p> <ol style="list-style-type: none"> <li>1. Islamic University of Indonesia</li> <li>2. Public Health Faculty, Universitas Jember</li> <li>3. University Muhammadiyah Prof. Dr. Hamka (UHAMKA)</li> <li>4. Education, Training and Research (ETR) Unit, Sri Lanka</li> </ol>	

	<p>5. Rajarata University of Sri Lanka</p> <p>6. Universiti Sains Islam Malaysia</p>	
<b>14. Update on Regional Office Reports</b>	<p>All regional directors reported their activities in their respective regions.</p> <p>Bangkok (<i>The report is in appendix 9.1</i>)</p> <p>Australia (<i>The report is in appendix 10</i>)</p> <p>Korea (<i>The report is in appendix 11</i>)</p> <p>Taiwan (<i>The report is in appendix 12</i>)</p> <p>USA (<i>The report is in appendix 13</i>)</p> <p>South-Asia (<i>The report is in appendix 14.1</i>)</p> <p>Indonesia (<i>The report is in appendix 15</i>)</p> <p>North USA (<i>The report is in appendix 16</i>)</p> <p>Malaysia (<i>The report is in appendix 7.1</i>)</p> <p>Beijing (No report)</p> <p>Tokyo (No report)</p>	
<b>15. Accreditation</b>	<p>Dr. Indika presented his report on accreditation. (<i>The report is in appendix 14.2</i>).</p> <p>Dr. Indika announced the latest APACPH institution to receive the accreditation which is Universiti Malaysia Sabah.</p>	
<b>16. Early Career Network</b>	<p>Ms. H.L.N. Himanshi briefed the committee on projects such as ECN annual workshop, ECN Photo Exhibition, new webpage for ECN, and ECN YouTube channel. <i>The report is in appendix 17.</i></p> <p>The report was followed by a video presentation on ECN activities.</p>	
<b>17. International Cyber University for Health (ICUH)</b>	<p>Dr. Kim briefed the committee on the current status report of ICUH such as the previous ICUH program in Spring 2018, upcoming program in Fall 2018 and ICUH future plans ie. Strategy workshop, webpage. <i>The report is in appendix 18.</i></p>	



<p><b>18. Collaboration initiatives</b></p>	<p><b>Public Health Laws &amp; Ethics</b>  Dr. Hee briefed the committee on the activities of the Asian Institute for Bioethics and Health Law such as the WHO Collaborating Centre project, Genomic ELSI (Ethical, Legal and Social Implications) Research Centre, and Public Health Educational Capacity Development of University of Health &amp; Allied Sciences in Ghana. <i>The report is in appendix 20.</i></p> <p><b>Health Promotion</b>  Dr. Betty briefed the committee on Collaborating Centres for Health Promotion which include institutions from nine countries. Including more partners and increasing more collaborations among APACPH members were also emphasized by Dr. Betty Chiu. <i>The report is in appendix 21.</i></p>	
<p><b>19. APJPH</b></p>	<p>Dr. Low gave a summary on <i>Asia Pacific Journal of Public Health</i>'s performance from January 2018 through June 2018. Both the impact factors and citations had been increasing. The impact factor for 2017 is 1.013. The acceptance rate for the journal is 10% and about 11% of published articles were from China. Rejection rate is 51.3% and the average time to first decision is 68 days. Subscription and online usage is increasing yearly. The journal receives about US\$ 20000 yearly from SAGE. <i>The report is in appendix 19.</i></p> <p>The open access for next year may be in April 2019.</p> <p>Dr. Collin suggested a standard international English on manuscript submission.</p>	
<p><b>20. Update on 50<sup>th</sup> APACPH Conference 2018</b></p>	<p>Dr. Mohammad Saffree briefed the committee on the 50<sup>th</sup> APACPH Conference in Kota Kinabalu, Sabah, Malaysia. There are 389 participants and 632 abstracts submission. He went through the schedule for next few days and mentioned about the opening ceremony and conference dinner. There will be presentation from 51<sup>st</sup> Conference Host during the dinner.</p>	
<p><b>21. Update on 51<sup>st</sup> APACPH Conference 2019</b></p>	<p>Dr. Mathuros had briefed the committee on the 51<sup>st</sup> APACPH Conference in Bangkok, Thailand which is planned to be held on 27<sup>th</sup> - 29<sup>th</sup> November 2019. She presented the meeting venue, conference venue, the registration fee and also the program outline. More matters are to be discussed in the next Executive Council meeting.</p> <p>Dr. Indika suggested a more affordable registration fee. Some suggested to do the conference in the institution due to cheaper expenses and easy access to students and Public Health workers.</p>	

<p><b>22. APACPH Conference 2020/2021</b></p>	<p>The secretariat received application from National University Singapore and Universitas Airlangga to host the 2020 conference. The invitation is opened until March 2019. The Secretariat to prepare and send guidelines on hosting APACPH conference to both applicants.</p>	<p>Dr. Maznah to take action and the Secretariat to follow up.</p>
<p><b>23. Other Matters</b></p>	<p>Dr. Jimba suggested that reports presentation should be done in one hour and two hours should be allocated for discussions.</p> <p>He mentioned some matters of discussion which are the amendment of constitutions, establishment of task force and General Election 2019. <i>The report is in appendix 3.2.</i></p> <p><b>Amendment of constitutions</b></p> <ol style="list-style-type: none"> <li>I. Individual membership criteria <ul style="list-style-type: none"> <li>• Needs recommendations by a member of APACPH institutions</li> <li>• Supported by Regional Director.</li> <li>• Needs to sign agreement on terms of membership.</li> <li>• However, 3 new individual applications are approved for this round.</li> </ul> </li> <li>II. Regional Office management <ul style="list-style-type: none"> <li>• On appointment of Regional Director (individual/university)</li> <li>• Terms</li> <li>• More specific TOR</li> </ul> </li> </ol> <p><b>Establishment of task force</b></p> <ol style="list-style-type: none"> <li>I. Guidelines on Hosting APACPH Conference.</li> <li>II. Guiding member institutions on how to promote APACPH at regional and local level.</li> <li>III. Capacity building on advocacy on Public Health issues.</li> <li>IV. Succession planning for APACPH leadership.</li> <li>V. Newsletter policy.</li> <li>VI. Capacity building of young researchers.</li> <li>VII. Joint research.</li> </ol> <p><b>General Election at General Assembly 2019</b></p> <p>There are 3 positions: President Elect, Vice President 1, Vice President 2  Dr. Jimba suggested Dr. Khairul Anuar from MAHSA to be the election officer for 2019.</p>	<p>Dr. Kim was given the task to revisit and review the by-laws on this matter.</p> <p>The persons in charge for each task force are:</p> <ol style="list-style-type: none"> <li>I. Dr. Maznah</li> <li>II. Dr. Agustin</li> <li>III. Dr. Phillip (*replaced by Dr. Teo Yik Ying from NUS, decided on the same day after GA)</li> <li>IV. Dr. Bruce</li> <li>V. Dr. Victor</li> <li>VI. Dr. Indika</li> <li>VII. Dr. Elahe</li> </ol> <p>The Secretariat to prepare an Appointment Letter for Dr. Khairul.</p>

	<b>Invitation to host APACPH Conference 2020</b> <ul style="list-style-type: none"><li>• Guidelines had been developed for 2019 contestants and will be uploaded in the website.</li><li>• To submit letter of intend to the Secretariat by March 2019.</li></ul>	Dr. Victor to upload guidelines in the website.
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Meeting was adjourned at 12:00 p.m.

The minutes was prepared by the Secretariat and approved by APACPH President, Dr. Masamine Jimba.