

## **Minutes of the Meeting of the APA Council**

Tantawan Room 403, Institute for Population and Social Research, Mahidol University

28-29 January 2013

The first meeting of the Third Council of the Asian population Association was held on January 28-29, 2013, at the Institute for Population and Social Research (IPSR), Mahidol University, Bangkok.

Present: Terence Hull, President  
Jalal Abbasi Shavazi, Immediate past President  
Doo-Sub-Kim, Vice-President  
Purushottam Kulkarni, Secretary General  
Vipan Prachuabmoh, Treasurer  
Anand Tamang, Council Member  
K.G. Santhya, Council Member  
Tey Nai Peng, Council Member  
Wen Shan Yang, Council Member  
Sureeporn Punpung, Executive Secretary  
Saowapak Suksinchai in attendance

Absent: Rikiya Matsukura

First day: 28<sup>th</sup> January 2013: 8:30 a.m.

1. The President, Terence Hull, welcomed the members. The agenda was confirmed, followed by self introductions.

2. The President requested the immediate past President Jalal Abbasi Shavazi to brief the council on the evolution of the APA and the major developments during the term 2011-12.

3. Jalal presented the history of the APA. The idea was mooted in 2005 in a meeting at the Mahidol University, followed by discussions among some population scientists at various places and in 2007, after an online forum, an interim constitution was prepared. The APA was registered in Bangkok in 2008 and the First Council was elected for the term 2009-10. The first APA conference was organized in 2010 at New Delhi. The Second Council was elected in 2010 and served the term 2011-12. The Council held meetings in March 2011, February 2012 and August 2012. During this period, four Scientific groups were established: 1. Marriage Transition in Asia (Chair: Gavin Jones); Data Quality and Accessibility (Chair: Terence Hull); Population and Poverty (Chair: Abbas Bhuiya); Spatial Demography (Chair: Peter Xenos). Two of the Scientific Groups have organized workshops: Data Quality and Accessibility (in August 2012) and Marriage Transition in Asia (in November 2012).

The APA maintains a website in order to keep members apprised of activities of the APA and other relevant developments. Besides, the APA Newsletter is being published in order to convey recent and projected activities. The President and members of the Council of the APA have been interacting with representatives of other regional population associations in various forums. It was felt that some changes were needed in the APA constitution, especially about the term of the Council and periodicity of the Conference, and following communication of the proposed amendments to members and discussions at the general body meeting at the time of the 2012 APA

Conference, the constitution was amended. The second APA conference was organized in Bangkok in August 2012.

4. Following the report, Terence Hull also noted his interactions with other regional associations and apprised the Council of the work being done by the associations in Latin America. He drew attention to the importance of establishing liaisons with National Population Associations from the region.

5. Saowapak presented a report on the 2012 Conference.

The number of conference papers worked out as follows:

1,500 abstracts were submitted from 67 countries,

180 of these were withdrawn before the conference leaving a total of 1,320

798 were selected for oral presentation and 554 invited for poster presentation:

Number of papers actually presented: Oral: 399 papers in 97 sessions;

This left 244 posters allocated to 7 sessions, but no records were kept on the number of participants who actually set up their posters.

Funding: From various donors: \$295,470.15; Registration fees: \$120,993.85; Fees for accompanying persons: \$1,023.50; Booth and meeting room rental income: \$4,805 making a Total income of \$422,292.50.

Expenses: \$292,647.16. Out of the balance of \$129,645.34, an amount of \$82,800 was approved to be set aside for APA running costs. This leaves a balance of \$46,845.34 to be available for the organization of the 2014/15 Conference. Details on the expenditure incurred in India out of the 2010 Conference funds are awaited.

6. Sureeporn noted some points (lessons learned) from the organization of the conference and suggested that these be kept in mind while planning conferences in the future.

7. Terence Hull suggested that the abstracts of all the papers presented (orally) at the 2012 conference (and, if feasible, abstracts for papers presented orally at the 2010 conference) be converted into *pdf* files to be loaded onto the website. In this form they should also be maintained as archives. Care must be taken to ensure that people are not tempted to copy these files to submit to other conferences.

8. Sureeporn reported on membership status. The total number of members in the data base is 1275. It was noted that most members have not logged in to the APA website for over three years. The number who logged in was notable only in 2010 and 2012 (Conference years) but even in these years, the number was much below the total membership. This indicates that there may be some problem associated with the monitoring of website visits.

Distribution by country of residence shows that the largest number is from India. Some regions and countries are relatively under-represented. Terry noted that membership is relatively low from countries where English is not commonly used in research/education. The gender balance is in favor of males. Jalal suggested that the APA send e-mails to all members to confirm the personal information in the APA database and inform them about the website. However Terry said that it

would be best to wait until the website is fully functional before requesting members to pay their subscriptions or update their information. At present many members are complaining that they cannot use the website.

9. It was noted that the APA website must be restructured. The link to membership should be prominent. Membership notices/reminders could be sent regularly and information on payments should be accessible to members. The membership directory should be searchable (this is a deliverable as part of a contract with UNFPA Regional Office). Further, the modalities of membership subscription need to be improved.

10. Vipana and Saowapak presented statements on expenditure of the APA for the years 2011 and 2012. Further, estimates of the budget for 2013 were presented. It was resolved that final statements of income and expenditure and assets and liabilities should be prepared. This will require corrections to show actual expenditures and income as reflected in the bank statements and the PayPal and other documentary materials held at both MU and CU. The accounts will be audited soon after 31 March 2013 (end of the Thai financial year) and presented to the full Council for information. It was recommended that separate accounts, one for the APA business and the other for the (APA 2012) Conferences, be maintained, though the funds for both can be kept in the one APA working account at the bank. Funds not needed for anticipated expenditures in 2013 should be kept in a term-deposit account, in a second bank, to spread the risk in light of possibilities of bank failures. The APA working account should have flexibility in deposits and withdrawals. The paypal account associated with the website membership subscription procedures should be linked to the working bank account and routine or at least regular transfers made from the paypal to the account. This will facilitate monitoring of subscriptions.

11. The Council discussed priorities of activities for 2013. The following priorities were identified:

- A. Website to be fully functional by March – This may require hiring external specialists, for which there are funds in the 2013 budget
- B. Finalization of the financial statements of 2011 and 2012 income and expenditure; assets and liabilities; and budgets for 2013-2015.
- C. APA newsletter to be finalized and uploaded by March, and thereafter issued twice a year
- D. Scientific Groups to be reformed
- E. Request for proposals to hold the 2015 conference.

Ongoing routine activities include monitoring relationships with other national and international professional organizations.

12. The Council discussed the matter of Scientific Groups at length. It was agreed that Scientific Groups be constituted as set down by the previous Council. Groups can organize cyber-seminars and use internet so as to minimize expenditures but could also raise funds from donors for workshops and other face-to-face activities. The APA may provide financial support to the groups depending on need and availability of funds.

- A. The Council resolved to allocate an amount of \$15000 for support to Scientific Groups (total allocation for all groups together).

The term of the Scientific Groups would be to the end of the term of the present Council in December 2015. The Groups that were constituted during 2011 will be asked if they would like to

pursue the activities and if so, to submit proposals for the period 2013-15. The announcement about Scientific Groups will be made as early as possible but ideally before July 2013.

13. Regarding the next APA conference, Terry informed the Council that the Population Association of the Philippines and the University of Philippines Population Institute expressed interest in organizing the next APA conference in February 2015. People from the BKKBN in Indonesia also showed interest in organizing the conference in July-August 2015 when the weather is nice. Further, there have been feelers from China and suggestions from members for organizing the conference in Hong Kong or Taiwan. The Council decided that institutions interested in organizing the conference should be asked to submit a brief proposal stating the facilities available, estimated in-country costs for participants, travel, visa requirements, and estimates of funds that the proposers would be able to raise from governments or foundations. Santhya and Anand agreed to pursue the matter. An announcement of the request for proposals should be made in the next newsletter (due in March 2013).

14. The Council nominated Tey Nai Peng as the Managing Editor of the newsletter. He will be supported by Purushottam Kulkarni and Sureeporn. The Newsletter will be prepared twice a year, in March and September.

Second day: January 29<sup>th</sup> 2013: 8:30 a.m.

15. The Council further discussed the matter of the APA website. It was noted that the website needs to be redesigned. It should reflect the number of visits by each member, information on membership status and term and payment of subscription. The APA Secretariat was asked to proceed with redesigning. Terence Hull was requested to guide the structuring of the website.

16. Division of labor among members for various activities was discussed. The Council formed the following Committees of Council:

- A. Finance Committee: Vipin Prachuabmoh (Treasurer) and Doo-Sub Kim
- B. Programme Committee: Santhya and Anand Tamang
- C. Fundraising Committee: Wen Shan Yang and Rikiya Matsukura
- D. Publications Committee: Tey Nai Peng and Purushottam Kulkarni.

Terence Hull agreed to guide the re-designing of the website, but this is not a formal committee.

17. It was reported that the IUSSP has suggested that the APA organize a session at the 2013 IUSSP Conference in Busan. Jalal was requested to organize the session.

18. The Council recorded heartfelt appreciation of the contributions by Jalal Abbasi Shavazi as President of the APA during 2011-12 and the contributions of the outgoing members of the 2011-12 Council.

19. The Council placed on record its appreciation of the excellent work done by the Organizing Committee of the highly successful 2012 APA Conference in Bangkok. The Council conveyed sincere thanks to the Conference Organizing Committee on behalf of the large number of members who participated in the Conference and who have uniformly expressed praise for the work of the organizers.