

Minutes of the Annual General Meeting

Graduate Hotel, University of Minnesota
615 Washington Avenue, SE Minneapolis, USA
4.15pm to 6.15pm, Friday 20 July 2018

1. Welcome

Called to order at 4.20pm.

The Chair (Alexis Siteine) introduced members of the Executive.

The Acting Chair advised that the meeting would be run according to business procedure.

Motions would be proposed, seconded and then either supported or not supported by financial members.

2. Attendance and Apologies

The Executive and approximately 22 members attended the meeting.

Apologies were received from:

- Cresantia Koya-Vaka'-uta (outgoing Chair)
- Niusila Faamanatu-Eteuati (member of the Executive Committee)
- Elizabeth Rata (PCC Editor and Honorary Member)
- Kathleen Berg
- John Cogan
- David Grossman
- Cathy Ikeda
- Ramlee Mustpaha
- Akira Ninomiya
- Francis Pottenger
- Cindy Rapadas
- Kuulei Serna
- Jessica Taylor
- Masashi Urabe
- Thomas Wang
- Donald Young

3. Minutes of 2017 Annual General Meeting (AGM)

The Chair asked members to review the Minutes of the 2017 AGM and advised that they had been circulated to those who had attended the 2017 AGM. The Minutes were displayed on the screen.

The Chair asked if there were any revisions.

The Chair moved that the Minutes be accepted. Seconded Barbara Shin. Carried.

4. Reports

4.1 Treasurer's Report (Lori Ward)

A copy of the Treasurer's report was presented.

The Treasurer advised that the report was prepared for the period April 1 2017 to March 31 2018.

The beginning balance (1 April 2017) for the period was USD37,172.90. The ending balance (31 March 2018) was USD38,531.12. Total Credits were USD3,408.62 and Total Debts were USD2,050.40.

The Treasurer provided a **proposed budget for the period April 1 2018 to March 31 2019**. The beginning (1 April 2018) balance was USD38,531.12. The ending balance (31 March 2019) was projected to be USD40,314.00. Projected Total Credits were USD5,775.00 and Total Debts were USD3,992.12.

The Chair invited questions. John King asked about funds set aside to support emerging scholars to attend PCC conferences. The Chair advised that the existing process was flexible and informal with no criteria and able to be used when needed.

The Chair accepted the report and moved that the Treasurer's Report be accepted. Jenny Curtis seconded. Carried.

4.2 Journal Editor's Report (Alexis Siteine)

A copy of the Journal Editor's report was presented.

The Journal Editor advised members of the number of submissions, the number accepted for publication, key activities and costings associated with Volume 32 of the *Pacific Asia Education journal*. Members were advised that Volume 33 was being prepared for publication.

The Journal Editors thanked the Executive for funding and support.

The Journal Editor moved that the Report be accepted. Lori Ward seconded. Carried.

4.3 Secretariat Report (Truc Nguyen)

A written report outlining key activities was presented.

A verbal report outlined the role of the Secretariat and the history of the position.

4.4 Membership Report (Marcia Rouen)

A written report presenting membership data, a list of Honorary members, trends in attendance including country of origin at PCC conferences since 2008, data on submission of journal articles by year and country of origin, and data on number of Abstracts submitted and Papers presented each year at PCC conferences.

Data about those who have articles published in the journal and those who attend PCC conferences, was also compared to identify synergies.

A verbal report identified membership as 48 members, with 40 membership dues collected at the Hiroshima conference and 8 memberships paid electronically.

5. PCC Project Reports

5.1 Fishing in the Pacific (Lori Ward)

Fishing in the Pacific is a PCC project approved in 2013 at the 37th Annual Conference (Hawai'i). It involves an updating of a 1980s project.

A verbal report identified as a key difficulty the lack of institutional support.

Activities undertaken were a review of the materials and an audit of the syllabus documents of Pacific countries published online.

5.2 Women, Equity and Culture

Women, Equity and Culture is a PCC project approved in 2015 at the 39th Annual Conference (Suva).

A verbal report outlined the goal of bringing awareness of the violence towards females in different cultures, difficulties in maintaining continuity in project activities across conferences, and collection of information to enable comparisons to be made.

5.3 Global Digital Citizenship (Truc Nguyen)

Global Digital Citizenship is a PCC project approved in 2013 at the 37th Annual Conference (Hawai'i). The project aims to extend the original report undertaken by David Grossman and Kerry Kennedy. The project is expected to be finalised in 2019.

A verbal report outlined the results of the survey including nine themes evident in feedback, and advised that the project would be shared via a conference paper.

5.4 Relationship building (Barbara Shin)

Relationship building is a PCC Executive Committee outreach project. Working group members identify organisations aligned to the mission of the PCC. Invitations to future PCC conferences will be forwarded to each group.

A verbal report outlined purpose and key activities, including formation of the 'Rising Hate' Group and their deliberations.

5.5 New project

5.5.1 Leadership (Manutai Leaupepe)

A verbal report outlined the goals of the group, results of an audit of leadership frameworks from Pacific nations and activities undertaken in 2014 and 2015. Future work will focus on growing the interest of members and how to identify the influence of Pacific heritage and other qualities on identity.

The Chair expressed appreciation to the Convenors for their commitment and the collaborative approach to progressing these projects.

6. PCC Awards and Recognition

At each PCC conference, the conference convenor/s and their committee identify leading educators to receive PCC awards.

The convenors of the Minneapolis conference advised that each PCC Award would be presented to a local and global candidate at the Awards dinner with each candidate presenting a session as part of the conference program. The conference program published awardees.

The Chair spoke about each award and its relationship with the PCC.

7. Election of three Members of the Executive

The Chair advised that there were three positions on the PCC Executive Committee to be filled, their two year term and the status of each position.

The Chair thanked John King for his work over the past nine months as a co-opted member.

The Chair thanked Manutai Leaupepe for her contribution to the Executive over the past three years.

The Chair advised that nominees for the three positions would be accepted from the floor.

Truc Nguyen nominated Manutai Leaupepe. Seconded Ros Carroll

Barbara Shin nominated Leitura Jon Petersen. Seconded Lori Ward.

Ros Carroll nominated Ernesto Rangel. Seconded John King.

The Chair called for final nominations. No further nominations received. Nominations closed.

The Chair asked each nominee to make a brief statement in support of their nomination.

Members were asked to vote. Truc Nguyen and Jenny Curtis counted the votes.

The Chair announced that Manutai Leaupepe, John King and Ernesto Rangel had been elected.

8. Nominations for Honorary PCC Membership

The Chair explained the role and qualities of Honorary Membership.

The Chair advised that Donald Young had been nominated.

John King asked that a statement be made in support of the nomination.

Barbara Dougherty outlined the contribution of Don Young to the PCC and his accomplishments.

The Chair invited a motion to be proposed. Moved Ros Carroll. Seconded Lori Ward. Carried.

9. Conference Reports

2018 St Paul & Minneapolis Conference Report (Ros Carroll and Barbara Shin)

The Chair invited the Minneapolis conference convenors to present a report.

The Convenors advised that:

- approximately 50 registrations had been received
- the committee had worked for two and a half years to organise the conference
- 38 proposals had been received and accepted
- the conference website had provided much information
- the conference registration had provided value for money

- the volunteers and graduate students had contributed to the success of the conference
- a key aim had been to involve community members
- the University of Minnesota and Hamlyn University had contributed to the success of the conference.

On behalf of the PCC membership, the Chair expressed their appreciation to Barbara Shin and Ros Carroll for their organisation of the conference.

2019 Tumon, Guam Conference Report (Jaclyn Balajadia)

The Chair invited the Guam conference convenor to present a report.

The Convenor showed a video and then gave an oral report, introduced the website and distributed save the date cards.

The Convenor highlighted:

- the venue
- logo and meaning
- themes and sub-themes
- registration fees and key dates
- transport and accommodation options
- air-travel analysis
- passport and visa
- conference Chairs
- nominee for ex-officio member of the Board.

The Chair expressed appreciation to Jaclyn Balajadia for conference planning to date.

10. **New business** — None

10.1 Proposed change to the ByLaws

A copy of the Treasurer's report was presented.

The Treasurer advised members the reason for registering the PCC as a non-profit organisation and explained the changes to the ByLaws.

The Treasurer advised that a Memo informing PCC members of a proposed change to the ByLaws had been disseminated approximately 4 to 6 weeks previously.

The Treasurer proposed that a new article (Article IX, Section 1) be added the Pacific Circle Consortium ByLaws and that it should read as follows:

Upon dissolution of the organisation, assets shall be distributed for one of more exempt purposes within the meaning of section 501(c) (3) of the Internal Revenue Code or corresponding section of any future federal tax code.

Seconded John King. Carried.

11. **Other business** — None

12. **Close**

The Chair thanked members for their attendance at the meeting.

The Chair thanked the Secretariat for her carriage of a range of tasks and responsibilities in support of the PCC in the past year.

Members were invited to meet again in *Tumon, Guam*.

Meeting closed at 5.45pm