

**Association of Christian Universities and Colleges in Asia
(ACUCA)
Minutes of Executive Committee Meeting
Chang Jung Christian University, Tainan, Taiwan
18 April, 2011
9:30 a.m.**

Present:

Dr. NORIHIKO SUZUKI, Japan	President
Dr. CHIN SENG CHEN, Taiwan	Vice-President
Dr. JOHANNES UNSOK RO, Japan	General Secretary
Dr. EDDIE HO for Dr. ALBERT CHAN, Hong Kong	Treasurer
Dr. JOZEF MEPIBOZEF HEHANUSSA for Dr. DJOHAN, Indonesia	Member
Dr. JAE H. ROE for Dr. JONGWOOK LEE, Korea	Member
Dr. BEN MALAYANG III, Philippines*	Member
Dr. PRADIT TAKERNGRANGSARIT, Thailand	Member

In attendance:

Dr. TAKESHI NAGATA, Japan	International Christian University
Dr. PO-HO HUANG, Taiwan	Chang Jung Christian University
Ms. PAULA TREVER, Taiwan	Chang Jung Christian University
Ms. MIYAKO SUZUKI, Japan	ACUCA Secretariat
Ms. NATSUKO ITO, Japan	ACUCA Secretariat
Dr. INSUNG JUNG, Japan*	International Christian University
Dr. MASAFUMI NAGAO, Japan*	International Christian University
Mr. MASAHIKO CHISEKI, Japan*	International Christian University
Ms. SHIORI MORI, Japan*	International Christian University
Ms. MEGUMI TSUBURAYA, Japan*	International Christian University

*An asterisk indicates participants who were present at the meeting through videoconferencing.

1. OPENING PRAYER

1.1 After a moment of silence for victims of the Great East Japan Earthquake and Tsunami, opening prayer given by Rev. Dr. Takeshi Nagata of International Christian University.

2. INTRODUCTION OF ACUCA STAFF ATTENDING THROUGH VIDEO-CONFRENCING FROM ICU

3. GREETING AND OPENING REMARKS

3.1 ACUCA President Dr. Norihiko Suzuki welcomed the Executive Committee to Chang Jung Christian University and expressed his gratitude to President Chin Seng Chen of Chang Jung Christian University for his hospitality, warm consideration for tsunami victims in the Great East Japan Earthquake and support expressed for Japan in the recovery process.

4. PREVIOUS MEETING MINUTES (Attachment 1)

- 4.1 General Secretary Dr. Johannes Unsok Ro asked the Executive Committee members to confirm and approve the minutes of the previous meeting held at Keimyung University in Korea on 3 November, 2010.

Resolution 1: Minutes of the meeting held at Keimyung University in Korea are to be accepted without reservation.

5. TREASURER'S REPORT (Attachment 2)

- 5.1 Dr. Eddie Ho, standing in for Dr. Albert Chan gave a detailed overview of the ACUCA financial report as at 28 February, 2011.

- Regarding the unaudited balance sheet as at 28 February, 2011, total assets stood at US\$ 951,431, a gain of about 26% in the first eight months from increase in investment.
- Seven members (4 in Indonesia and 3 in Korea) had not settled their membership fees. This list had been sent to the General Secretary. The ACUCA secretariat sent them reminders in mid-March.
- Donations from the United Board US\$10,000 in support of the Management Conference have been fully utilized.
- US\$20,000 to Wenzao Ursuline College of Languages in February and US\$5,000 to Universitas Atma Jaya Yogyakarta in March were paid as support for institutions affected by natural disasters.
- US\$10,000 was spent for the 18th General Assembly in November 2010. Some of the Executive Committee Meeting budget was set aside. The Student Camp was held in July 2010 with US\$10,000. For the student mobility scheme with a budget of US\$26,000, total of US\$1,581 was reimbursed to three applicants; 1 from Handong Global University and 2 from Tunghai University. As of 28 February, five applications were requested under the scheme pending the Executive Committee's approval.

Resolution 2: The Treasurer's report was passed without any objection.

6. PROGRAMS AND PLANS: ACUCA MANAGEMENT CONFERENCE (Attachment 3 & 4)

- 6.1 General Secretary Ro gave details on the Management Conference to be held in September.

- Themes: "ACUCA Network Model of Sustainability Education, Student Mobility Scheme and E-learning"
- Place & Date: Kwansai Gakuin University located in Kobe, Japan on 15-17 September, 2011.
- Keynote lecturers:
 - Lecture 1 "Need for Educational Cooperation Based on the Spirit of Christianity" by Father Bienvenido F. Nebres, President of Ateneo de Manila University, Philippines
 - Lecture 2 "Latest Trends in Studies Based on Inter-University Cooperation and Networks" by Dr. Takamichi Mito of Kwansai Gakuin University, Japan

- The United Board had decided to grant ACUCA US\$10,000 based on the proposal.

7. BUDGET PROPOSAL (Attachment 5, 6 & 7)

(1) Change to part of operating budget use (January – June 2011)

7.1 General Secretary Ro proposed to change part of the operating budget for the first half of 2011: a change in the use of the honorarium budget (US\$7,500), which had often been used as a lump sum reward for the General Secretary's services. Since ICU pays the General Secretary during Dr. Ro's term from its budget, the proposal is to use this honorarium as travel expenses for the General Secretary and his delegates. The travel budget was originally set at US\$1,500; with US\$7,500 added, the total travel budget after modification would be US\$9,000.

Dr. Malayang joined the conference through video conferencing from Manila. After greeting ExCo members, he conveyed his concerns and prayers for victims of the earthquake in Japan.

Resolution 3: The proposal to modify part of the operating budget for the current period was passed without objection.

(2) Budget Proposal (July 2011 - June 2012)

7.2 General Secretary Ro reported that the actual budget income might be less than the initial estimation of US\$68,500 due to the fact that the annual fees had not been paid by some members. For the coming financial year, the only major event being the Management Conference in September, we planned total amount of the expenditure to be less than the annual income. Next year expenditure would increase with the Student Camp and General Assembly.

7.3 He then explained that the main difference with the previous year's budget was that

- (1) The honorarium paid as a reward to the General Secretary was allocated to printing costs and Web operations;
- (2) ACUCA Student Mobility Scheme would provide a maximum of US\$750 per person in travel subsidies, which amounted to US\$12,000 last year. ACUCA would like to start subsidizing living expenses of SMS students. Thus the budget for this item was increased to US\$15,000 with an expected 20 students applying.

Resolution 4: Budget proposal was passed without objection.

(3) Use of increased amount in the Student Mobility Scheme

7.4 General Secretary Ro proposed the new subsidy for participants of the Student Mobility Scheme, providing stipend for living expenses.

He explained that the budget for the SMS subsidy from January to June 2011 was originally US\$6,000, but this was revised to US\$20,000 at the November 2010 Executive Committee Meeting. As the ACUCA Secretariat, ICU made three suggestions on how this increased amount would be used:

- (1) To support living expenses in addition to airfare;
- (2) To provide this increased stipend to the group of students applying from the next term; and
- (3) To offer the stipend over a 3-year period, not just one, to encourage more students to participate in the SMS.

Resolution 5: Budget proposal for the SMS living expenses subsidy was passed without objection.

8. PROPOSAL FOR THE ACUCA NETWORK MODEL (Attachment 8)

- 8.1 General Secretary Ro introduced this new project for ACUCA to establish an e-learning network among ACUCA institutions.
- 8.2 Project coordinator ICU Prof. Nagao joined through videoconferencing and gave a brief overview of the ACUCA E-learning Project on "Sustainable Development and Faith" with Professor Insung Jung, another project coordinator. The 2-year ACUCA project to jointly develop, test and share e-learning approaches to undergraduate learning modules on the topic of "sustainable development and faith" invites faculty and students from member institutions to explore integration of e-learning modules into their academic programs through participation in Working Groups. Through this experience, the project aims to enhance confidence in e-learning module development and implementation and strengthen the network among ACUCA members. The final project outlook would be presented at the ACUCA General Assembly in November 2012.

Resolution 6: The ACUCA Network Model will be implemented as proposed.

9. REPORT ON THE SUPPORT TO TAIWAN AND INDONESIA (Attachment 9)

- 9.1 General Secretary Ro stated that in accordance with the decision at the 1 November ACUCA Executive Committee Meeting, ACUCA provided support to member universities hit by natural disasters:
- Wenzao Ursuline College of Languages (Taiwan): US\$20,000 on 28 January, 2011
 - Universitas Atma Jaya Yogyakarta (Indonesia): US\$5,000 on 2 March, 2011
 - Soegijapranata Catholic University (Indonesia): US\$5,000 on 14 March, 2011
 - Duta Wacana Christian University (Indonesia): US\$5,000 on 4 April, 2011
 - Sanata Dharma University has requested to channel the donation of US\$5,000 from ACUCA to victims of the Tohoku Earthquake in Japan.

Resolution 7: To redirect the donation originally intended for Sanata Dharma University to Tohoku Gakuin University passed without objection.

10. PROPOSAL TO SUPPORT TOHOKU GAKUIN UNIVERSITY DAMAGED BY THE GREAT EAST JAPAN EARTHQUAKE (Attachment 10)

- 10.1 General Secretary Ro gave an overview of damage at Tohoku Gakuin University, including casualties and extent of damages to the buildings and facilities. As Tohoku Gakuin University was currently accepting contributions from donors in Japan and overseas, the ACUCA Secretariat would be asking through the Website and Newsletter for donations with information about their bank account. He also added that in response to a call from President Suzuki on March 22, five Japanese ACUCA member institutions including ICU made a relief donation of JPY 2,500,000 to Tohoku Gakuin University.
- 10.2 General Secretary Ro explained the proposal to use US\$10,000 donation from

Keimyung University and US\$300 from Dr. Betty McCann of the United Board for Tohoku Gakuin University. Total amount of the donation to Tohoku Gakuin University will be US\$15,300, including the donation redirected from Sanata Dharma.

Resolution 8: Donation of US\$15,300 will be sent to Tohoku Gakuin University with prior notification to Keimyung University, Dr. McCann and Sanata Dharma University.

11. STUDENT MOBILITY SCHEME SUBSIDY APPROVAL (Attachment 11)

11.1 General Secretary Ro asked for approval to subsidize the five applicants who satisfy conditions; four from Indonesia and one from Japan.

Resolution 9: All five applicants for the SMS travel subsidy were approved without objection.

12. GENERAL SECRETARY'S REPORT (Attachment 12)

12.1 General Secretary Ro explained that the Asian University Leadership Program Regional Workshop on Liberal Arts in Asian Higher Education took place on 24-28 January, 2011, hosted by the United Board at the Chinese University of Hong Kong. 18 leaders from Asian universities participated in the very successful workshop with thought-provoking ideas. He hoped this type of event would continue in the coming years.

13. OTHER BUSINESSES

13.1 Members discussed about possibility of inviting other institutions to join ACUCA.
13.2 President Suzuki introduced an e-mail from President of the United Board Nancy Chapman.

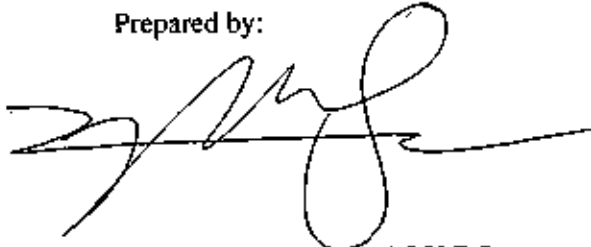
14. THE TIME AND PLACE OF THE NEXT EXECUTIVE COMMITTEE MEETING

14.1 General Secretary Ro announced that the next Executive Committee Meeting would be held on the same day as the Management Conference.

15. CLOSING PRAYER

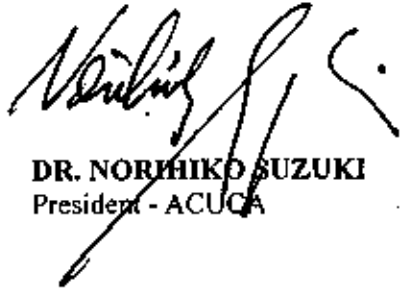
15.1 Dr. Po-Ho Huang closed the session with a prayer.

Prepared by:



DR. JOHANNES UNSOK RO
General Secretary - ACUCA

Confirmed by:



DR. NORIHIKO SUZUKI
President - ACUCA

(Attachment)

The following comments and suggestions were made during the meeting.

6. PROGRAMS AND PLANS: ACUCA MANAGEMENT CONFERENCE

- In response to the inquiry about the budget for the Management Conference, General Secretary Ro replied that besides the US\$10,000 from the United Board, a budget of US\$12,000 had been allocated to the Management Conference. ACUCA members in Japan are expected to contribute about US\$28,000 in total. Participant fees and ICU's own budget will also be added.
- Regarding participants of the conference, a member commented that having attended many ACUCA conferences, he felt the presence of regional church leaders or even organizations outside the church at the opening ceremony might serve as publicity for ACUCA's services to the wider community.

7. BUDGET PROPOSAL

(3) Use of increased amount in the Student Mobility Scheme

- General Secretary Ro said that to achieve a balance with surplus funds, there would be a need to consider how to secure funds as the time approached. The basic stipend would be US\$300 a month with an additional stipend provided according to the standard of living expenses in each country. Although reducing other areas of the ACUCA budget would be difficult, the SMS stipend increase could be secured from interest from the endowment and general fund.
- Dr. Ho stated that they could use the interest from the endowment fund. Since each institution has set the maximum students that can be accepted for the SMS, a large scale increase can be avoided by screening.
- General Secretary Ro gave a snapshot of ACUCA finances, and a simulation of the increased stipend including airfare and living expenses for the SMS students to be implemented at least 2, preferably for 3 years.
- Dr. Ho said he felt quite comfortable for ACUCA to support the increase in the SMS stipend, as there was more than US\$100,000 increase in interest from last year.
- Members agreed to continue this plan for 3 years.
- Members commented that this new subsidy should be advertised through the website.
- There was also a comment on how they could encourage more of their students to go to countries like Indonesia and Philippines rather than only Japan and Korea. As students have a narrow perception of which countries are advanced, they need to expand their scope by each institution providing more information. Each host should prepare students to learn from this scheme.
- Another member stated that perhaps they could ask universities to announce their focus such as humanities, public culture and traditional arts, so students would know where to pursue their interests.

8. PROPOSAL FOR THE ACUCA NETWORK MODEL

- Prof. Nagao said that the project was starting with a modest outlook, but if the Working Group so decides, they could become more ambitious, presenting a promising plan to be presented in

September.

- Prof. Jung said that they would begin with small modules and then extend the scope based on experience to a full course as the project progresses.
- In response to a question from a member about the language used in the modules, Prof. Nagao replied that they would primarily use English for inter-university communication. But in the classroom they would use a combination of English and local languages for communication with students. He hoped the instructors would think about this and make necessary adjustments. The Working Group would certainly consider this important issue for an effective solution to the problem.
- Regarding the budget for this project, Professor Nagao said the initial work would involve mostly emailing faculty and students. Skype could be used for improved communication. The output would be placed on a server, for flexible use of Moodle. The advantage of e-learning is that the existing infrastructure can be used for communication. The existing literature can be accessed on the Internet. This would be an experiment to improve education without incurring huge investment. He stated that he would offer a promising proposal without a huge budget request at the Executive Committee Meeting in September.
- General Secretary Ro summed up by saying that the two major advantages in e-learning were its eco-friendly and low-cost characteristics. They could start with relatively small resources and expand the scope of the project with time. He welcomed comments and suggestions for the project by e-mail.
- Prof. Nagao thanked the committee members for their cooperation. Participation from Tokyo to present the proposal was testimony that the e-learning project was worth trying. This was a very good start.

13. OTHER BUSINESSES

- Dr. Jozef Hehanussa said that a university in Sumatra may want to join ACUCA. Presently, all Indonesian ACUCA members were in Java, but a wider area needed to be covered to support universities and colleges in West Indonesia.
- Dr. Chen said that a university in Taipei had expressed interest in joining ACUCA.
- General Secretary Ro said that the application form was available on the ACUCA Website.
- President Suzuki added that ACUCA has 55 members, but they wanted to double the membership.
- There was a comment from a member that normally each country was asked to introduce active institutions to participate in ACUCA. Circulating notices to nominate membership would be very helpful. The two institutions showing interest in membership can contact the President of ACUCA. They can be notified of obligations in membership.
- General Secretary Ro said that the secretariat would attend to membership procedures after these universities contacted them.

- President Suzuki introduced an e-mail from President of the United Board, Dr. Nancy Chapman. The United Board taskforce had recently met in New York to discuss challenges to Christian higher education caused by the globalizing economy. ACUCA would be an obvious partner to promote a commission to articulate the strength of Christian higher education in liberal arts as an advocate of its continuing relevance to students and society. They were in the early stages of fleshing out such a commission, which might take the form of a collaborative effort of like-minded people and organizations: ACUCA would be an obvious partner. The United Board would welcome suggestions once they decide to move forward with the project.
- Dr. Huang commented that the United Board was trying to move forward to a new phase in its ministry from the traditional idea of Christian presence in higher education in the new globalized economy. The discussion in the taskforce was probably that some of the strength must be formulated from the Asian side. Having been informed of the possibility of collaborative work with

the United Board, ACUCA can simply express its willingness to cooperate with the United Board.
- President Suzuki asked for permission to reply to Dr. Chapman on behalf of the Executive Committee in a positive way, and the members agreed.