

**Association of Christian Universities and Colleges in Asia
(ACUCA)
Minutes of Executive Committee Meeting
St. Paul University, Philippines
26 April, 2014
9:00 a.m.**

Present :

Fr. LESZEK NIEWDANA, SVD for Dr. HAN-SUN CHIANG, Taiwan	President
Dr. LAURENTIUS TARPIN, OSC for Dr. ROBERTUS WAHJUDI TRIWEKO, Indonesia	Vice-President
Prof. RICKY N S WONG for Dr. ALBERT CHAN, Hong Kong	Treasurer
Associate Prof. AKIHIRO NEZU for Rev. TAKAYASU MITANI, Japan	Member
Sr. REMY ANGELA JUNIO SPC, Philippines	Member
Fr. LESZEK NIEWDANA, SVD, Taiwan	General Secretary

In attendance :

Ma. TERESA MAGUIGAD, Philippines	
Ms. JANET LIN, Taiwan	ACUCA Secretariat

1 WELCOME

2 OPENING PRAYER

2.1 The Opening Prayer was led by Prof. Ricky N. S. Wong.

**3 GREETINGS AND OPENING REMARKS BY FR. LESZEK NIEWDANA,
GENERAL SECRETARY**

3.1 Fr. Leszek Niewdana thanked the members for their participation in the meeting, especially for the hospitality arranged by Sr. Remy and St. Paul University.

4 PREVIOUS MEETING MINUTES (Attachment 1)

4.1 The General Secretary asked the Executive Committee members to confirm and approve the minutes of the previous meeting held at Fu Jen Catholic University, Taiwan on 1 Nov., 2013.

Resolution 1: Minutes of the meeting held at Fu Jen Catholic University, Taiwan were approved.

5 TREASURER'S REPORTS (Attachment 2)

- 5.1 Prof. Ricky N S Wong, standing in for Dr. Albert Chan, summarized the report for the audited account ended 28 February 2014.
- 5.2 ACUCA had the total asset value of US\$1.06 million.
- 5.3 For the membership fees due, as of 28 Feb. 2014, 11 members, out of a total of 55 members, had not settled their membership fees for the year 2013/14.

- 5.4 The total donation income was US \$12,000 which was from the United Board for the 2014 Management Conference.

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

6 BUDGET PROPOSAL (JULY 2014 TO JUNE 2015) (Attachment 3)

- 6.1 The General Secretary gave an overview of the budget proposal for the period of July 2013 to July 2014. Then, the General Secretary asked the Executive Committee members to confirm and approve the budget.

Resolution 3: The budget proposal was passed without objection.

7 MEMBERSHIP FEES STATEMENT AS OF 31 MARCH, 2014 (Attachment 4)

- 7.1 11 members have not yet paid their membership fees for year 2012/13 and 2013/14. The General Secretary asked the Executive members for their help to contact the members who have not paid their fees.

8 GENERAL SECRETARY'S REPORT; PROGRAMS AND PLANS

8.1 ACUCA Student Camp 2014.8.11-15, Fu Jen Catholic University

- (1) The General Secretary gave an overview of the plan and explained the topic and program for the Camp.

8.2 ACUCA Biennial Conference 2014.10.24-26, Fu Jen Catholic University & Aletheia University.

- (1) The General Secretary explained the background of the keynote speakers, Prof. Michael J. Garanzini, S.J., President, Loyola University Chicago and Prof. Andrew Wright, King's College London. The General Secretary also explained the conference program and the proposal submitted to the United Board.

- 8.3 Dr. Tarpin suggested that Student Camp and Biennial Conference can be organized concurrently. Sr. Remy said that the semester schedule and calendar for the schools in Philippines will be changed for the school year 2016/2017, which should reduce problem for future coordination within the ACUCA.

9 STUDENT MOBILITY SCHEME SUBSIDY APPROVAL

- 9.1 Based upon Resolution 3 of last Executive Committee meeting on November 1, 2013, the budget for Spring Semester 2014 ACUCA Student Mobility Scheme is now up to \$16,000.

- 9.2 According to Resolution 4 of the last Executive Committee meeting on November 1, 2013, the number of students awarded from each institution is now *TWO* at most and the period of living subsidy for each applicant is *ONE* semester only. Applicants should provide the calendar of host institutions with dates of the beginning and the end of exchange period when students apply for

living subsidy.

Resolution 4: 14 applicants from the 8 universities could be awarded the travel and living subsidies in spring semester, 2014. The total stipend given is \$27,205.89, including \$6,305.89 for Travel Fee and \$20,900 for Living Subsidy.

10 EVALUATION FOR SMS LIVING EXPENSES

- 10.1 Some questions were raised up on the mobilization of the endowment fund and general fund to support SMS. The treasurers' office will provide the answers later.
- 10.2 The ACUCA Secretariat proposed;
 - (1) Increase of SMS Budget: The ACUCA Secretariat proposed to increase the SMS budget up to \$40,000 in total for year 2014-2015.
 - (2) Matching Fund I: SMS supports only 50% of the travel fee (maximum of \$375) and 50% of the living subsidy (maximum of \$1,250).
 - (3) Matching Fund II: SMS supports 100% of the travel fee (maximum of \$750) and 50% of the living subsidy (maximum of \$1,250)
- 10.3 Dr. Tarpin suggested to increase the membership fees to sponsor the SMS. Dr. Ricky Wong seconds the motion.
- 10.4 Sr. Remy suggested to increase the registration fee for biennial conferences. The problem, however, is that the participants from Philippines, Indonesia and India get 50% discount of the registration fee and the other 50% is covered by the subsidy of United Board.
- 10.5 Dr. Ricky Wong proposed to mobilize the interest of the endowment fund.

Resolution 5: The suggestions made above will be presented at next General Assembly.

11 ACUCA MEMBERSHIP APPLICATIONS FROM OSAKA JOGAKUIN UNIVERSITY, ALETHEIA UNIVERSITY AND DE LA SALLE UNIVERSITY-DASMARINAS

- 11.1 The General Secretary asked for approval of membership applications from Osaka Jogakuin University, Japan and Aletheia University, Taiwan.
- 11.2 The ACUCA Secretariat has not yet received the endorsement from St. Paul University for De La Salle University-Dasmarinas since De La Salle University-Dasmarinas was still in the process of preparing the application. However, De La Salle University-Dasmarinas conveyed their intention to the ACUCA Secretariat that they were very willing to start the ACUCA membership next year. It was proposed to approve the membership application at this Executive Committee meeting.

- 11.3 Ma. Maguigad reported that 3 other universities in Philippines are interested in joining ACUCA, and as soon as their applications are completed their membership applications can be approved in next Executive Committee meeting.

Resolution 6: Membership applications from Osaka Jogakuin University, Aletheia University and De La Salle University-Dasmaringas were accepted.

12 JOINT MEMEBERSHIP

- 12.1 The ACUCA Secretariat received an enquiry from non-independent institutions from India expressing their interest to join ACUCA, but with joint membership. These four institutions are attached to Madurai Province College, a Jesuit institution, but are run with autonomy. Some of them have a student body of less than 500. Therefore, full membership fee can be a relative financial burden for these institutions. Considering the diversity in the nature of Christian colleges and universities in Asia, the ACUCA Secretariat proposed to accept joint membership applications for colleges under the condition that it will be recognized as one entity.

Resolution 9: The proposal was approved under the condition that the institutions applying for joint membership are registered under one name and will be recognized as one member. Therefore, for the SMS, one joint member can send only two students. As for ACUCA conference, however, each institution of the joint member can send participants.

13 ACUCA PRESIDENCY FOR 2014-2016

- 13.1 Fu Jen Catholic University has taken over the ACUCA Presidency and Secretariat for the period from 2012 to 2014. Indonesia should decide the next ACUCA President and Secretariat for the period of 2014-16. The next Vice-President should be come from Thailand. The election of new Executive Committee members needs to start and be determined before the next Executive Committee meeting, hosted by the new ACUCA President.

14 OTHER BUSINESS

- 14.1 Dr. Nezu asked about the emergency protocol on campus for 2014 Student Camp at Fu Jen Catholic University. Fr. Niewdana Leszek explained that there were standard operating procedures managed by military personnel and staff from Office of Student Affairs. The procedures are in the process of being translated into English.
- 14.2 Dr. Tarpin suggested that each country can organize a regional charter so that the information can be shared amongst ACUCA members.
- 14.3 Dr. Nezu asked about the status of reconstruction of typhoon Haiyan. Fr. Niewdana Leszek explained that the ACUCA Secretariat is arranging a short

presentation on this issue during the upcoming Biennial Conference.

15 NEXT EXECUTIVE COMMITTEE MEETING

15.1 The General Secretary announced that the next Executive Committee Meeting will be held at Fu Jen Catholic University, Taiwan on October 24, 2014, right before the ACUCA Biennial Conference.

Resolution 12: The next executive committee meeting will be held on October 24, 2014, 2pm.

16 CLOSING PRAYER

16.1 Fr. Leszek Niewdana closed the session with a prayer.

17 ADJOURNMENT

16.1 The executive committee meeting was adjourned at 11:00 a.m.

Prepared by:

Confirmed by:



Fr. LESZEK NIEWDANA, SVD
General Secretary – ACUCA



Dr. HAN-SUN CHIANG
President - ACUCA