

FEDERATION OF ASIA OCEANIA PERINATAL SOCIETIES

Council Meeting

11:00 (JST), 1st October, 2022

Zoom Meeting

1. Call to order
2. Attendance and declaration of quorum
3. Approval of Agenda
4. Review and approval of minutes from the last council meeting and the general assembly
5. Agenda
 - 5.1 Host country for FAOPS 2025 Congress
 - 5.2 Support for local workshops
 - 5.3 Process to select next deputy secretary generals and committee chairpersons
6. FAOPS session for WAPM 2023 Congress in Milan, Italy on May 7-10, 2023
7. Secretary General report
8. Treasurer report
9. Deputy Secretary General activities
10. Committee activities
11. FAOPS 2022
12. FAOPS 2023
13. New Agenda, if any
14. Other businesses
 - 14.1 General Assembly on December 17, 2022
 - 14.2 Others

MINUTES OF THE MEETING

1. Call to order: 11:00 AM by the President Satoshi Kusuda
2. Attendance and Declaration of quorum: Sec. Gen. Han-Suk Kim declared a quorum.

Total Attendance

EXECUTIVE COUNCIL (5/9)

President

Dr. Satoshi Kusuda (Japan)

President- Elect	Dr. Victor Sam Rajadurai (Singapore)
Secretary General	Dr. Han Suk Kim (Korea)
Treasurer	Dr. Milind Shah (India)
Dep. Sec. Gen - Central	Dr. Setya Dewi Lusyati (Indonesia)

COMMITTEE CHAIRS (4/4)

Committee Scientific Events & activities	Dr. Mamoru Tanaka (Japan)
Committee on Research & Publications	Dr. Azanna Ahmad Kamar (Malaysia)
Committee on Legislation & Elections	Dr. Mohammad Shahidullah (Bangladesh)
Committee on Programs, Projects & Awards	Dr. Diosdado Mariano (Philippine)

ADVISORY BOARD (3/7) *Dr. Shahidullah counts duplicated

Dr. Mohammad Shahidullah (Bangladesh)

Dr. Chien Nan Lee (Taiwan)

Dr. Ranjan Pejaver (India)

4. Review and approval of minutes from the last council meeting

5. Agenda

5.1 Host country for FAOPS 2025 Congress

- Nepal is the only country expressing their candidacy for hosting FAOPS 2025 by deadline.
- Nepal should present their plan for FAOPS congress 2025 and get approval in AGM in December.

5.2 Support for local workshops

- Indonesia and Malaysia inquired the possibility of support for their local workshop.
- We need to discuss about criteria and rule of decision making process for supporting local workshop.

5.3 Process to select next deputy secretary generals and committee chairpersons

Council agreed the process to select next deputy secretary generals and committee chairpersons this time as below.

(Deputy Secretary General)

1. Open the nomination period and accept official applications for Council officers from all member countries

2. The Committee on Legislation and Election reviews all applicants' qualifications, and proposes a candidate for each position to the Council.
3. Approval by Council and then in General Assembly finally. (without election)

5.4 Rules for the Committee on Legislation and Election

-President Kusuda proposed the general rules for the Committee on Legislation and Election, and council members discussed and agreed as below.

Rules for the Committee on Legislation and Election

-Specific Objectives:

1. To lead in the periodic review of the FAOPS Constitution and By Laws and recommend any such amendments to the Council
2. To standardize and direct the conduct of nominations and elections of the Council Officers and members during the annual general assembly

-Composition:

1. The Chairperson will be one of the Advisers as defined in By Law XXII
He/ She shall be appointed by the Executive Council members and approved by the General Assembly
2. Excluding the Chairperson, the Committee shall be composed of seven (7) members, which shall include:
 - a. President
 - b. President-Elect
 - c. Immediate Past President
 - d. Three (3) other Advisers from both fields of Obstetrics & Neonatology as determined by the Chairperson
 - e. The chairperson shall ensure, as much as possible, that there will be equal representation from both fields of discipline in the committee

-Duties & Responsibilities

1. The Committee members shall have a confidentiality obligation regarding the matters discussed and resolutions reached during meetings
2. Any violation thereof without justifiable reason shall be dismissed by the committee members, if a majority of them approve it
3. On Legislative duties:
 - a. The committee shall meet at least once a year to review the By Laws
 - b. Any proposed amendments to the By Laws shall be presented to the Council at least 3 months prior to the General Assembly
 - c. Council-approved amendment/s shall be sent to the General Assembly members at least 30 days before the annual meeting
 - d. Approval by at least 2/3 of the members present during the meeting is required for the amendments to take effect in the ensuing fiscal year
4. On Electoral duties:
Prior to the end of the term of office of the Council, the Committee shall, within the specified timeline:
 - a. Open the nomination period and accept official applications for Council officers from all member countries at least 4 months ahead (Appendix 1-6 application form)
 - b. Review all applicants' qualifications, and proposes a candidate or candidates for each position to the Council at least 3 months ahead

- c. Make known to the general membership, the names of the approved candidates at least 2 months ahead
- d. Contestability of Candidates
- e. The conduct of the election of Council members which is held every two years shall be chaired by the President
- f. The validity and number of authorized voters from each country will be confirmed by the Secretary General prior to the actual voting process
- g. The General Assembly will vote on the approved candidates during the elections by secret ballot or its equivalent in virtual meetings during exceptional times where face-to-face meeting cannot be held
- h. For the election of the Deputy Secretary Generals, the President, the President Elect, the Secretary General, the Treasurer, and delegates from the same region will vote.
- i. Finality of election results

-Amendments to all of the above shall be made through an official council meeting with the Committee

6. WAPM offered FAOPS session for WAPM 2023 Congress in Milan, Italy on May 7-10, 2023

7. World Prematurity Day

- FAOPS is one of official supporting organizations
- Use FAOPS logo on the website of EFCNI (European Foundation for the Care of Newborn Infants)
- FAOPS will celebrate "World Prematurity Day" with having Webinar. Dr Diosdado Mariano will be in charge for planning of FAOPS Webinar for World Prematurity Day.

7. Secretary General report

- FAOPS 2025 congress invitation process was done

8. Treasurer report

- No additional report since last AGM

9. Deputy Secretary General activities

- Dr. Setya Dewi Lusyati (central) made comment for activity

10. Committee activities

- Committee on Research & Publications: Dr. Azanna Ahmad Kamar
 - Select 16 articles to publish in Frontier journal
 - Prepare research topic of COVID related items
- Committee on Programs, Projects & Awards: Dr. Diosdado Mariano
 - Prepare Webinar for World Prematurity Day
 - Propose to set up the registration project on COVID impact in perinatal medicine field in Asia-Oceania

12. FAOPS 2022 and 2023

- Dr. Azanna Ahmad Kamar made final report of FAOPS 2022 and shared memorial video clip.
- Dr. Mamoru Tanaka shared the poster of FAOPS 2023 (7-9th OCT, 2023, Tokyo)

13. New Agenda, if any

-none

14. Other businesses

14.1 General Assembly on December 17, 2022

14.2 Others

Prepared by:

Prof. Han-Suk Kim (Secretary General)

Prof. Satoshi Kusuda (President)