

31 January / 1 February 2018  
ICP Board Meeting  
Via ZOOM

MINUTES

1. WELCOME

2. Roll Call

- a. Present: Jean Lau Chin  
Natalie Porter  
Machiko Fukuhara  
Andrew Simon  
Josephine Tan  
Nancy Sidun  
Justine Aire  
Anna Laura Comunian  
Ex Officio Ann Marie O’Roark  
Harold Takooshian  
Merry Bullock

3. President’s Update

This has been a busy time for ICP, Inc as it is transitioning to a full time Secretary-General. This will offer greater consistency to ICP actions and communications, and organizational support.

The large activities coming up are the conference in Montreal, the anniversary book, initiatives for membership growth, and 2018 elections.

4. Treasurer’s Update

The accounts for ICP continue to remain stable.

The treasurer proposed a motion to consolidate the ICP checking accounts at the Bank of America into one checking account for more efficient tracking of funds. Specific expenses and income allocated to ICP operating activities and ICP Convention activities will continue to be tracked in the accounting system.

5. Update on Conference Planning

- a. The ICPInc2018 Chair and President-Elect Porter gave a brief overview of the 2018 conference.
- i. Keynote speakers have been identified and include Meenakshi Arora, Senior Advocate from the Supreme Court of India, who will speak on WOMens Rights Internationally; Dr. Elizabeth Davis-Russell, President Emeritus from Tubman University in Liberia, who will discuss establishing education as a human right in a post-war country; Dr. Ashima Nehra from the All India Institute of Medical Sciences who will talk on human rights

for persons with disabilities, and Dr. Suzanne Stewart who will address indigenous human rights.

- ii. In addition, Dr. Jessica Henderson Daniel will be a lunchtime speaker.
- iii. There will be pre-conference workshops in the day before the conference. Themes are still being identified but will most likely include 2 full day and 2 half day workshops including indigenous rights, human rights, refugee issues, and working with vulnerable populations.
- iv. There was a conference organizing decision to have only three conference presentation types: Symposia, Panel Discussions, and Posters. Since submissions have been light the deadline has been extended to March 15, 2018.
- v. The conference organizers have decided to NOT publish an extended program, but to make it available electronically for cost reasons. There will be an abbreviated program that will be printed and available to conference attendees (listing the chronological program – no more than 4 pages)
- vi. ALL submissions must be entered online, including those that are “standard” ICP presentations (such as the UN symposium awards luncheon, etc) so that there can be efficient scheduling. The web submissions portal will be updated to allow this.

All ICP Board members will receive copies of the latest flyer and are encouraged to disseminate them broadly.

Discussion of the report included:

- I. Suggestion that a few full program books be available for consultation at the conference for consultation at the time
- II. Literature on the conference should be sent to Area Chairs and Liaisons for dissemination within regions and institutions. Ann O’Roark will supply a list of most recently known area chairs and liaisons.

b. Local Arrangements (Sinacore, 5:30 pm)

The hotel, the Delta, is the conference venue.

The banquet will be held in a small restaurant that donates its proceeds to local charities.

<p>*Motion: There was a motion to reserve the entire restaurant for the banquet (ICP will need to guarantee 50 diners to do this). This was passed.</p>
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6. Membership (Simon)

a. Membership Status Update –

- i. Dr. Simon provided a snapshot of the membership: 13 new members, over 60 renewed members.

b. New Member Benefits

- i. New member benefits include a Webinar Series and an international Conference Listing.

- c. Membership Certificates (see example)
  - i. The membership committee developed a membership certificate to raise attention to ICP

*Motion: To approve disseminating membership certificates to members each year. Approved
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- d. Membership Application Process
  - The membership chair asked for confirmation
- 7. New SG Update (Bullock)
  - a. Dues Process (online forms)
  - b. Awards Calls
- 8. Open positions
  - a. Open DAL position appointment – INCLUDE BYLAWS ITEM
    - i. Ratification of George Hu- INCLUDE CV
  - b. Open Student DAL position – INCLUDE NAMES AND CV
  - c. Open Long Range Planning Committee
- 9. Presidential Cycle: President-Elect Duties
- 10. Conference Venue for 2019
- 11. Nominations and Elections (Fukuhara)
  - a. President Elect
    - i. List Names: Ana Guil;
  - b. 2 Directors at Large (terms ending Anna Laura Comunian; Sandra E. S. Neil)
- 12. Bylaws Committee
  - a. Draft Bylaws: Decision points
  - b. Review of Draft Bylaws
  - c. Next Steps
- 13. Book Update
- 14. AOB –
  - a. Conference Chair Membership

15. Schedule for Board calls for 2018

PROPOSAL: 5pm Wednesday

Alternate 5 pm Friday

January

March

May (tentative)

JUNE – Conference Meeting Outgoing and Incoming

September

December

Ask Phil Zimbardo-about ICP DALs

Merry – put