

ACABS Executive Committee Meeting

Time: 28th August (Thursday) 6:00 – 8:30pm

Venue: Good Luck Chinese Restaurant

Attendees: Hong-jian Zhu, Changhai Ding, Xinqing Xu, Binhui Wang, Weishan Chen, Ruchong ou. Pre-meeting consultation with: Chun Guang Li, Chen Chen, Jiake Xu and He Hong. Apologies: Yu Di (Overseas), Die Wang (Overseas), Edwin Yan (Pre-arranged commitment).

The meeting agenda:

1. AGM in September
2. Constitution Revision
3. ACABS structural changes including forming the Victoria branch
4. Chunhui Plan and other collaborative projects with China
5. Seed funding for ACABS' development
6. ACABS development strategies
7. ACBRC 2015
8. Any other matters you would like to bring to the meeting

Meeting discussion and solutions

1. Constitution Revision: reached the consensus on Constitution Revision in principle. Several issues have been covered:
 - ACABS missions and functions have been discussed extensively. Its organisational structure, main duties and its relationship with the branches will be clearly stated and defined in the Constitution.
 - ACABS President will be elected within Executive Committee. The branches' Chairmen will be assigned the positions of Vice-presidents, automatically subject to the approval of the Executive Committee. Reforms will be carried out to make the number of Executive Committee Members proportionally reflecting the number of the members in each branch.

- ACABS takes 25% of the total existing funds and 75% of the funds will be returned to the Victoria branch. Membership will be registered centrally. ACABS will retain 25% of membership fees for national administration and operations.

2. ACABS branches:

- Forming the Victoria branch. Victoria branch will be led by Hong-jian. The national Executive Committee members will mainly remain in the Victoria branch. Vic branch would like to attract more active members to participate in the committee.
- Queensland and NSW branches have established a good membership and leadership foundation. ACABS encourages and supports the further development of the Queensland and NSW branches.
- Seeking opportunities and connections for forming South Australia branch. Changhai would like to discuss with his colleagues in South Australia for this purpose.

3. ACABS development strategies has been raised and discussed, eg:

- ACABS will focus on the organisation development, promotion, fund raising and sponsorship, and organising ACBRC and other national events.
- The routine activities including the academic activities and entertainment functions will be organised mainly by the individual branch under the full support of ACABS.
- Establishing the sub-committees to define the responsibilities and duties.
- Establishing a specific fund for ACABS' collaborative projects. The seed money comes from last financial year's profit of the several functions ACABS organised.

4. Chunhui Plan: a delegation of about 10 members will be formed and will visit Xi'an Jiaotong University and Anhui Medical University during November 2014.

5. Seeking advices on organising ACBRC 2015.

- Establishing the sub-committees to define the responsibilities and duties.
- The themes will be more focused within 4 -5 areas, such as tumour and immunology, cardiovascular diseases, chronic diseases and biotech commercialisation.

- The time and venue: The venue, time and themes are open for discussion. ACABS will assess this based on the sponsorship, organising capacity and resources. It has been suggested to hold the conference in October 2015.
 - Criteria and selection of keynote speakers and symposium speakers. Invitation for the special guests.
 - Student posters and oral presentations. Suggesting to integrated the Five Minutes Competition into the conference.
6. AGM will be held in the mid – end September (tentatively on the 20th September, Saturday). Content will be:
1. President's report
 2. Financial report
 3. Constitution revision
 4. Formation of Vic branch
 5. Open discussion
 6. Mid-Autumn Festival and National Day Celebration
 7. Special Awards