

**Minutes of the 4th Board Meeting  
8 December 2009, Negombo, Sri Lanka**

Present:

Ashok Jhunjunwala (IIT-Madras); Milagros Rivera (National University of Singapore); Rohan Samarajiva (LIRNEasia); Patrick Xavier (Curtin University of Technology); Myeong Cheol Park (Korea Advanced Institute for Science and Technology (KAIST)); Koesmarihati Sugondo (Director General of Posts and Telecommunications, (DGPT)); Yuan Chunhui (Beijing University of Posts and Telecommunication, (BUPT))

Observers by invitation:

Helani Galpaya (LIRNEasia); Stephen McGurk (IDRC); Iishi Hajime (JICA); Yuko Taniguchi (JICA); Randy Spence (ESDA); Bill Melody (LIRNE.NET); Alison Gillwald (RIA); Pirongrong Ramasoota (Chulalongkorn University); Khaled Fourati (IDRC); Jean Paul Simon (EuroCPR), Shubh Kumar Range (DECI, IDRC); Sabina Fernando (LIRNEasia); Prashanthi Weragoda (LIRNEasia); Nilusha Kapugama (LIRNEasia)

**Outcomes of the meeting:**

*The 4th meeting of the Board of CPRsouth*

- *Approved the audited accounts*
- *Re-appointed LIRNEasia as CPRsouth Administrative Partner for a period of 4 years*
- *Agreed on improvements to the conduct of the conference, including allowing more time for discussion*
- *Tasked the Finance Committee to engage in fund raising*
- *Initiated the process of setting up a senior scholars panel*
- *Agreed to Charter amendments reflecting discussions e.g.: additional Board members, not provide for transformation into a Chapter based organization and provide for coordinating committee to manage extended regional activities, and re-arrange the objectives as previously agreed.*

**1.0 Apologies and introductions of observers**

Apologies were made for the absences of Laurent Elder and Xu Yan. The observers were introduced and invited to join the meeting.

**2.0 Welcome of new Board member**

Koesmarihati Soegondo to replace Board member and 1st alternate chair, Ledivina Carino, who passed away on 11 June 2009.

A Board resolution noting Ledivina Carino's contribution to CPR*south*, including her role in hosting the inaugural meeting of CPR*south* in the Philippines is to be circulated.

### **3.0 Matters arising from the minutes and decisions by circulation**

Minutes of the third Board Meeting were previously circulated. The minutes were confirmed and all decisions taken by circulation were tabled.

At the third Board meeting, one Board member was reelected (Jhunjhunwala) and two new Board members (Laurent Elder (Canada) and Chunhui Yuan (China)) were elected and it was confirmed that the election for three positions to be vacated by Rivera, Park and Samarajiva will be held in 2010. Concern was expressed about the terms of six directors ending in 2012 in terms of continuity.

The proposed Finance Committee consisting of Ashok Jhunjhunwala, Myeong Cheol Park and Chunhui Yuan with Helani Galpaya providing support was instructed to commence its work and consider measures to raise funds for future *CPRsouth* conferences.

Detailed discussions regarding the Committee/Panel of Senior Scholars was postponed due to the need to revise the *CPRsouth* Charter. Ashok Jhunjhunwala noted the need to identify Senior Scholars from those countries not currently represented on the Board. It was also proposed that a "support person" be established at Jhunjhunwala's organization for this purpose with Jhunjhunwala and Rivera taking the lead in developing guidelines/selection criteria for identifying senior scholars.

Upon concerns being expressed about the changes in funding rules previously approved by circulation, the administrative partner was instructed to apply the new rules flexibly: the partial-reimbursement of travel expenses to citizens of wealthier countries would be default but exceptions should be allowed.

### **4.0 Consideration and approval of audited accounts of CPRsouth3**

The Audited accounts were previously circulated.

The Board was informed by Prashanthi Weragoda that the budgeted amount for *CPRsouth3* was USD 115,000 and the actual expense was USD 85,996.95 with savings of USD 29,003.05. There was also savings of USD 6,447.07 from the projected costs of holding the tutorials. This was noted with appreciation.

The projected budget for 2009 (*CPRsouth4*) of USD 120,000 + USD 35,000 was noted. It was also noted that savings cannot be carried forward to the next year. Funding approval for the new cycle starting in mid-2010 is likely to be confirmed in April/May 2010.

Jhunjhunwala posed the possibility of Board Members raising USD 25,000 in funds. He proposed that the Finance Committee explore options in this context and that perhaps Board Members could consider the possibility of contributing USD 5,000 through "other means" such as funding a young scholar to attend the conference.

No objections were raised and the audited accounts were confirmed.

It was also agreed to re-appoint the current Auditors (Wijeyeratne and Co) noting their charges of LKR 25,000.

## **5.0 Appointment/renewal of CPR*south* Administrative Partner**

It was agreed that LIRNE*asia* be reappointed as the Administrative Partner for a further period of 4 years due to the proposed 3 year funding cycle of CPR*south*.

## **6.0 Assessment of CPR*south* 1, CPR*south* 2 and CPR*south*3 & presentation of evaluation plan**

Based on Nilusha Kapugama's presentation it was noted that Young Scholars applications had decreased since Beijing. It was possible that the overlap of the reporting on the end of the war in Sri Lanka and the call for submissions had an effect. It was also suggested that this may be due to the conference timing as December conflicts with end of semester commitments at most universities. Discussion on the feasibility of shifting dates however concluded with the decision to maintain the status quo of holding the conference in December. The administrative partner will continue to explore ways of attracting more Young Scholar applicants. It was indicated that greater involvement by the Board in disseminating the call and encouraging applications will be valuable.

It was noted that the response rate to the output survey which aims to gauge progress of scholars since they attended the CPR*south* conference had also dropped. However an emerging trend whereby young scholars were applying to attend as paper-givers was noted.

An evaluation plan for CPR*south* is being developed based on A developmental evaluation done using the "Utilisation Focused Evaluation (UFE)" methodology supported by IDRC. The proposed time frame for this exercise is one year and the results will be available by the time of the next CPR*south* conference. It was agreed that that this evaluation has value particularly in the context of broadening the CPR*south* funding basis in the context of sustainability and diversification. It was noted that capacity building work is difficult to assess within a short time frame.

## **7.0 Future of CPR*south* (Board Paper 3, previously circulated)**

In the context of discussions relating to the establishment and operation of the CPR*south* Africa chapter it was agreed that the Charter be amended reflect the new conditions and to provide for additional Board Members to address continuity and workload concerns, with elections to be held in 2010. It was noted that out of the current total of nine Board members, three were due to retire in 2010 and six in 2012, which may cause problems of continuity. It was also pointed out that the workload around conferences was too much for board members alone and was now dependent on the good will of non-members such as those attending as observers. A reason for keeping membership down was to contain the travel expenses, but in light of the Finance Committee activities and the Chair's suggestion that some members could pay their own travel, this would be less of a constraint in the future. It was also noted that not all members attended. Therefore, it was agreed to leave it to the administrative partner to propose an increase that would allow for adequate representation across the Asia Pacific and would allow the efficient operation of the conferences.

Alison Gillwald made a presentation on arrangements relating to CPR*afrika*. She indicated that that CPR*afrika* currently operated with a selection committee that fulfilled the

functions of the Board of Directors. They had decided to adopt that the name of CPR Africa and not CPR*south* Africa given the potential for confusion with an organization related to South Africa. She noted the assistance of LIRNE*asia* and confirmed the dates of the conference as being 19-21 April 2001. She also indicated that the costs of the conference are likely to be high due to the need to run the conference in two languages (i.e., English and French).

Given the brand recognition already achieved by CPR*south*, Gillwald suggested that the name be retained by the Asia Pacific entity. It was agreed that the name CPR*south* be used in the Asia Pacific region and CPR*afrika* in the African region. Given the differences in organizational structure in Africa and possibly in Latin America, it was agreed that the Charter be amended to reflect the less homogenous reality that has emerged and remove references to regional "chapters" of CPR*south*. The Charter will be amended to provide for a coordination committee to undertake the coordination of the external activities. It was also agreed that the objectives of the Charter be re-arranged as previously agreed. LIRNE*asia* will prepare draft revisions to the Charter and will circulate to the Board for comment and approval.

LIRNE*asia* was instructed to modify the paper selection criteria to admit only those papers that dealt with Asia-Pacific relevant topics. However it was agreed that there was flexibility to invite senior scholars. At every regional conference, best efforts will be made to include a multi-region session that will most likely involve senior-scholar invitees who can provide a synthetic overview.

It was agreed that CPR*afrika* would meet every April, CPR*south* would meet every December and it was proposed that each regional unit would organize a multi-regional event every three years involving the best junior and senior scholars. This would commence in 2012 with CPR*south* taking the lead. Best efforts will be made to introduce web-based methods of extending the reach of each regional event. Video links were discussed but it was discovered that simultaneous scheduling would be a problem because of time zones, even if it was possible to hold the conferences on the same days.

Noting the success of the internship program being undertaken by the Asia Pacific region, it was agreed that this be continued and expanded subject to resources being made available.

## **8.0 Any other business**

Xavier questioned the next steps to progress Young scholars to the publication stage. It was noted that CPR*south* provided opportunities for networking and access to senior scholars, (most who were on various editorial boards) and it was up to the Young Scholars to take advantage of this opportunity and the relevant Board members to provide the necessary support. Samarajiva pointed out that more could be done by Board members to provide mentoring support to the paper givers, including giving more detailed and timely comments and reading multiple drafts. He said it was not possible for LIRNE*asia* or any of the resource persons such as Susan Kline who were donating their time to provide centralized assistance.

It was agreed to continue with seven sessions of 70 minutes each and a maximum of 21 papers. The presentation time will be limited to 10 minutes each to allow for more

discussion. It will be mandatory to make policy presentations based on the research paper, and not simply present the research. The length of papers is to be 15 pages including citations. It was also agreed that the "Best Paper" competition be retained.

It was agreed that the procedures approved for election of new members in 2008 will be used again.

Upon completion of business, the meeting was adjourned.