

Minutes of the 5th Board Meeting

8 December 2010, Xi'an, China

Present:

Board Members:

Ashok Jhunjhunwala (IIT-Madras, India), Emmanuel Lallana (Ideacorp, The Philippines), Aslam Hayat (Grameen Phone, Bangladesh), Myeong Cheol Park (Korea Advanced Institute of Science and Technology, South Korea), Pirongrong Ramasoota (Chulalongkorn University, Thailand), Milagros Rivera (National University of Singapore), Rohan Samarajiva (LIRNEasia, Sri Lanka), Koesmarihati Sugondo (MASTEL, Indonesia), Masatsugo Tsuji (Hyogo University, Japan), Xu Yan (Hong Kong University of Science and Technology), Yuan Chunhui (Beijing University of Posts and Telecommunications, China)

Observers:

Khaled Fourati (IDRC), Sujata Gamage (LIRNEasia), Shubh Kumar-Range (DECI), Ranmalee Gamage (LIRNEasia), Nilusha Kapugama (LIRNEasia), Suma Prashant (RTBI), Jean Paul Simon (EuroCPR), Randy Spence (ESDA), Christoph Stork (RIA/CPRafrica), Gayatri Srinivasan (RTBI), Prashanthi Weragoda (LIRNEasia)

Absent:

Laurent Elder (IDRC, Canada), Patrick Xavier (Curtin University, Australia). Apologies received from both.

Outcomes of the meeting:

Agenda Item	Board paper	Outcome
1. Agenda item 2: Confirmation of newly elected and re-appointed Board members		<ul style="list-style-type: none"> Unanimously confirmed
2. Agenda Item 3.0 Appointment of new chair and alternate chair for a two-year term		<ul style="list-style-type: none"> Nomination process for electing chair and alternate chair to be done by email prior to the Board Meeting.
3. Agenda Item 4.0 Confirmation of the minutes of 4 th meeting	4th Board Meeting Minutes	<ul style="list-style-type: none"> Unanimously confirmed

4. Agenda Item 5.0 Matters arising from the minutes and decisions by circulation		
a) Mentoring at CPR <i>south</i>	• Decision by circulation 2010.3	• Administrative partner to draw up a formal document on the proposed mentoring process and circulate it to the Board.
b) Location of CPR <i>south6</i> conference	• Decision by circulation 2010.4	• Administrative partner to formally respond to the request from Nepal and inquire about the possibility of hosting CPR <i>south7</i> .
c) Appointment of Susan Kline as one of the two judges of the best paper competition	• Decision by circulation 2010.5	• The judging of the best paper will revert back to two selected Board Members.
5. Agenda Item 6.0 Consideration and approval of audited accounts of CPR <i>South4</i>	Board paper 1	• Unanimously approved
6. Agenda Item 7.0 Changes to paper selection procedure	Board paper 2	<ul style="list-style-type: none"> • A framework is to be worked out by the administrative partner where the board members will participate in two panels. • The process of paper selection to be amended where the papers are to be “revised and resubmit” after the initial round of full paper selection.
7. Agenda Item 8.0 Revision of charter	Board paper 3	<ul style="list-style-type: none"> • The amendments to the Charter were approved, where the board will expand up to 25 members • Administrative partner to prepare brochure for fund raising
8. Agenda Item 9.0 Approval of election procedure for new members to be elected in 2011		• Unanimously Approved
9. Agenda Item 10.0 Discussion of CPR <i>south</i> Evaluation Draft	Board Paper 4	<ul style="list-style-type: none"> • Board members to discuss rescheduling the conference dates through a decision by circulation. • The draft call for papers and applications to be circulated to the board for comments
10. Agenda 11.0 Introduction of a registration fee for CPR <i>south</i> Young scholars and paper presenters	Board Paper 5	• Approval to charge registration fee of USD 100 from young scholars and USD 150 from the paper presenters was granted for one year on a trial basis. The decision to be revisited in Bangkok.
11. Any other business		• Dr Pirongrong Ramasoota to represent CPR <i>south</i> at EuroCPR

Minutes of the 5th CPR*south* Board Meeting

Agenda Item 1.0 Apologies and introductions of the observers

The observers were introduced and invited to join the meeting. Apologies were noted.

Agenda Item 2.0 Confirmation of newly elected Board members

Newly elected members were confirmed.

Agenda Item 3.0 Appointment of new chair and alternate chair for a two-year term

Ashok Jhunjhunwala was re-elected the Chair. Milagros Rivera stepped down as Alternate chair and nominated Emmanuel Lallana as Alternate Chair.

Ashok Jhunjhunwala requested to have the nomination process for electing chair and alternate chair done by email prior to the Board Meeting in the future.

Agenda Item 4.0 Confirmation of the minutes of 4th meeting

Minutes of the fourth Board Meeting were previously circulated. The minutes were confirmed.

Agenda Item 5.0 Matters arising from the minutes and decisions by circulation

The decisions by circulation 2010.1, 2010.2, 2010.6 and 2010.7 have been implemented.

- 2010.1 Amending the *CPRsouth* Charter
- 2010.2 Dinner speaker for *CPRsouth5*: Enkhbat Dangaasuren, Ph.D., M.P.
- 2010.6 Offer the winner of the best paper competition the opportunity to be a discussant at following *CPRsouth* conference.
- 2010.7 *CPRsouth* local partner requested to make a contribution of USD 15,000 in either cash or in-kind for the conference and tutorials.

The decisions by circulation mentioned below were taken up for discussion.

2010.3 Mentoring at *CPRsouth*

It was decided that the administrative partner, LIRNEasia would draw up a formal document on the proposed mentoring process and circulate it to the Board. It was also suggested that the current mentoring process should be given greater visibility, because the evaluation results show that the comparative advantage of *CPRsouth* is in networking and mentoring.

2010.4 Location of *CPRsouth6* conference

The location of *CPRsouth6* has been finalised as Bangkok, Thailand. The board was informed that requests have come from Nepal High Level Commission on ICT to Ashok Jhunjhunwala, to host *CPRsouth* in the future. The Administrative Partner stated that requests to host *CPRsouth* should be made 15 months in advance, ideally. The board authorized LIRNEasia to formally respond to the request from Nepal and inquire about the possibility of hosting *CPRsouth7*. Indonesia was offered by Ms. Sugondo for *CPRsouth6*. In addition, the board was informed that India is offered as a location by Prof Jhunjhunwala for *CPRsouth7*. Japan may be a possible location for *CPRsouth7*, as informally indicated by JICA representatives. The board was informed that the normal practice had been to alternate between South and East Asia, and that South East Asia is added to the mix from *CPRsouth6* onward.

2010.5 Appointment of Susan Kline as one of the two judges of the best paper competition

In addition to being a best paper judge, the board was informed that Dr. Kline also engages with the presenters in building their presentation skills. In order to avoid a potential conflict of interest, it was decided that in the future the judging of the best paper will revert back to two selected Board Members. This will not increase the burden of the review process on the board members due to the expansion of the board to 13 members from 9. Prof. Rivera suggested that Dr. Kline should also be evaluated. This was agreed on.

The board was also informed that Dr. Stork mentored the presenters in writing their policy briefs.

2010.8 Amending the *CPRsouth* Charter

The charter was amended at the beginning of 2010 to expand the board to 13 members. A new charter amendment was proposed to further expand the board to 25.

Other Board Papers approved by circulation were on speakers for the special slots. Board members were invited to think about the dinner speaker slot in Bangkok. The present practice is for a person not from the host country to be invited by the Board, subject, of course, to cost considerations. The mandate is "inform and inspire."

Agenda Item 6.0 Consideration and approval of audited accounts of CPR_{south}4

The audited accounts were presented by Prashanthi Weragoda with detailed explanations of the line items. The Board was informed that the approximate budget for a CPR_{south} conference was USD 100,000 and the budget was written with a USD 22000 deficit built in.

6.1 Discussion on cost reduction:

The board was informed that the local hosts and the administrative partner had succeeded in raising the required USD 22000 through contributions and cost cutting strategies respectively. It was suggested that board should aim to raise funds totally to around USD 50,000 from within Asia. It was also suggested that banners or logo placement be allowed to raise funds, as well as through sponsorships for the conference dinners.

6.2 It was suggested that over time the host country should raise approximately USD 20000-25000 and sponsorship from other countries to be of about USD 25000. The sponsorship from other countries to be raised from organisations predominantly in Japan, South Korea, India and China (or from regional companies)

Agenda Item 7.0 Changes to paper selection procedure

Concerns were expressed about good papers being eliminated when the selection is based on abstract submitted. Samarajiva explained the current procedure and said that the volume of submissions (stuck at around 80 abstracts) was inadequate to shift to a paper-submission model. This could be done if we start getting over 200 abstracts. He also explained that many people simply do not get around to writing papers even after they have been short-listed.

It was suggested a policy brief could be turned in instead of abstract, as most papers are leaning towards academic research rather than focusing on policy related topics. No decision was taken on this matter.

Paper reviewers will need to be prompt in being participating or declining to review papers if conflict of interest arises. It was suggested that the conflict of interest be identified within two days of receiving the abstracts to avoid difficulties later on in the process. It was also suggested that four people are selected to read the abstract but only 3 are taken into account. This will again reduce any potential delays in the review process.

Several Board members stressed the need to get more abstracts to have a pool of good papers selected.

Prof. Jhunjhunwala suggested that information on paper selection procedure be collected and circulated to Board members. Dr. Ramasoota spoke of the need to broaden coverage of media policy and regulation and agreed with Professor Jhunjhunwala's interest in increasing emphasis on innovation.

Prof. Jhunjhunwala also proposed that 6 board members volunteer to write papers and present them at the conference. The board decided that this has to be done on a voluntary basis and can be based on a previously published paper. The senior scholar panel currently in place is to be replaced by 2 panels comprising of board members and senior scholars. The papers are to be made available

prior to the start of the conference. A framework for submission of papers by the board members is to be worked out by the administrative partner and circulated to the board.

A suggestion was made about publication of the papers in a book or in a CD. The board was informed that all papers are made available on the Social Science Research Network (SSRN). It was agreed that this was a better solution than CDs that were never opened after the event. The administrative partner was informed that some of the presenters were unaware of this and it should be made explicit next time.

Agenda Item 8.0 Revision of charter

It was proposed that the board be expanded to 25 to include significant or most of the countries in Asia not currently represented. It was acknowledged that more than one Board member will be required from China and India.

It was explained that the countries in Asia Pacific are: East Asia: 5 countries, South Asia: 8 countries and SE Asia: 11 countries, giving a total of 24, which would allow for two seats for China and India, assuming not all countries were represented. This formulation excluded Australia, New Zealand and the Pacific island nations.

It was also suggested that more Social Scientists and those from the content and media should be brought in.

Significant discussion ensued on the implications of the number of Board members increased, especially the travel funding for Board members being assured only for every other conference. The administrative partner promised that the every-other year funding commitment will be the default only and that any new funding that is raised outside IDRC will be first applied to support Board Member travel.

The administrative partner agreed to prepare a brochure for fund raising.

Prof Samarajiva informed the board that under the proposed system of appointments and retirements, half the board would be replaced every two years from 2016 onward. Concern was expressed about this being too great a turnover, but it was felt that the discontinuity could be contained through reappointments.

The amendments to the Charter were approved, based on the assurances provided.

Agenda Item 9.0 Approval of election procedure for new members to be elected in 2011

The election procedure presented by Rohan Samarajiva, was approved unanimously. The nomination period concludes on 30 April 2011

Agenda Item 10.0 Discussion of CPR_{South} Evaluation Draft

Nilusha Kapugama explained to the board that the Utilisation Focused Evaluation (UFE) methodology adopted to conduct the evaluation. The presentation discussed the applicant profiles, the trend in application numbers, and the quality of the conference.

The board expressed concern about one-time dip in female representation, but no action was proposed. The overall applicant numbers for both Young Scholars and paper presenters were subject of much discussion. The need to increase the applicant numbers was re-iterated and the evaluation showed the best way to do this was through recommendation where those who had previously attended the conference, board members and senior scholars recommend that others attend the conference.

The administrative partners acknowledged that the current database of 3500 e-mails was becoming obsolete and is often rejected as spam. Hence the database is being repopulated.

Based on the data, especially the high numbers for the June Singapore event and CPR*south*1 which was held in January, the timing of the conference was identified as a possible reason for the low application numbers. It was agreed that the board members would discuss rescheduling the conference through a decision by circulation.

The board members stressed the need to highlight the benefits of participating in CPR*south* in the call for applications. The draft call for papers and applications is to be circulated to the board for comments. The board was informed that in comparison to similar conferences, CPR*south* did well on networking and mentoring however, not on paper quality. The board members suggested that the best paper be given more publicity. The board was promised information on the selection criteria for the best paper along with the detailed scores.

Board members who serve on journal editorial boards were encouraged to identify papers that could be published and to work with paper givers.

The board was informed that response rates for the outcome survey conducted every year were decreasing. Dr. Stork noted that some of the questions pertaining to networking were personal and hence difficult or awkward to answer.

Agenda 11.0 Introduction of a registration fee for CPR*south* Young scholars and paper presenters

Based on the data in the evaluation, it was shown that the majority are willing to pay something to attend CPR*south* and the suggestion was that a registration fee of USD 150 and USD 200 be introduced to the International young scholars and paper presenters respectively. However, Board members expressed concern as the participants were already contributing through visa fees and airport transfer fees. It was finally decided that fee will be revised to USD 100 from young scholars and USD 150 from the paper presenters. The board granted approval for one year on a trial basis. The decision will be revisited in Bangkok.

Agenda 12.0 Any other business

A suggestion was made to consider a paper acceptance process wherein three decisions were possible as in journals: accept; revise and resubmit and reject. The administrative partner agreed to revise the procedure accordingly.

An invitation made to CPR*south* from EuroCPR to take part in a panel discussion on Online Content was brought to the attention of the Board. Prof. Samarajiva nominated Dr. Pirongrong Ramasoota to represent CPR*south*. The suggestion was seconded by Prof. Jhunjhunwala. Dr. Simon, representing EuroCPR mentioned that fruitful cross-fertilization can be seen between CPR*south* and EuroCPR with two participants from CPR*south* taking part in the coming EuroCPR conference, in addition to the regional panel.

A question was raised about the quality of the policy briefs and Dr. Stork suggested that applicants be asked to submit only policy briefs since now, applicants find only later that their papers are not relevant to policy.

Sujata Gamage said that CPR*south* community is only a minute part of the Asian telecom research space as indicated, e.g., by the Internet presence of telecom research papers by Asian authors on scholar.google.com. While there is increasing research output in English from China, Japan, Taiwan and elsewhere in Asia, research output does not say anything about policy impact. Anecdotal

evidence shows that CPR*south* researchers are taking research to policy and making policy impact in selected countries in Asia. These observations underscore that fact that CPR*south* should give priority to developing policy intellectuals from existing researchers and put less emphasis on building capacity in communication policy research. CPR*south* is on the right track in this regard with the proposal to increase the number of board members to 25. The board should select prominent policy intellectuals to the board and consider inviting good researchers to present their research as policy briefs.

Business being completed, the meeting was adjourned.