**旅美华人院校长协会**

Board of Directors’ Annual Report for 2016-2017

述职报告

(Presented at the Business Meeting in San Francisco, Otober 21, 2017)

The following is a summary of initiatives taken by the CCADP Board of Directors since the Boston Forum:

* Held 5 bi-monthly board meetings to discuss matters pertinent to the association, such as membership recruitment, preparation for the teleconference and annual forum, and bylaws revision.
* Formed a task force to work on revising CCADP Bylaws particularly in the areas of presidency succession and adding new membership categories. The members of the task force include Phil He, Wei Chen and Hong Yang.
* Revised CCADP website
* Designed CCADP branded thank-you cards and letterhead
* Prepared for and conducted a Teleconference in May of 2016
* Formed a Planning Committee for the San Francisco Forum, whose members include Xiao-Li Meng and Yeqing Bao, and chaired by Zhan Li. Joanne Li served as a liaison between the Board of Directors and the Committee. Since June, the Planning Committee and the Board have worked very closely to plan for the forum.
* Actively searched for eligible candidates for CCADP membership and extended an invitation to 15 identified candidates, and successfully recruited 12 new members
* Continuously engaged executive search firm (Korn Ferry) experts and particularly secured Paul Chou for conducting a professional development session at the San Francisco Forum
* Continued the efforts in securing sponsorships for the CCADP San Francisco Forum and raised about $10,000.
* Created and implemented a CCADP Forum Fellowship program to provide financial support to those CCADP members whose may not have sufficient funding to attend the annual forum. Three fellows have been chosen for this forum.
* Implemented an initiative to bring in a number of department chairs as observers to the forum. The Board of Directors has discussed an idea of putting together a pre-conference for department chairs prior to next year’s CCADP forum.

There are some initiatives or projects that the CCADP Board of Directors discussed at their bi-monthly meetings but have not implemented. They include:

* To create a Board of Advisors including …
* To further revise the website to include such a function that allows members to renew their membership online and to have a membership only page (requiring a log in ID)
* To engage the membership of the organization in conversations about adding an associated membership for academic department chairs/school directors to the Bylaws so as to increase the organization’s ability to cultivate more future members.

Sincerely,

2016-2017 CCADP Board

Ming Li, President

Joanne Li, Vice President

Haiyang Chen, Secretary

Phil He, Treasurer