

# Inaugural Annual General Meeting (AGM) of the Royal Society of Biology: Southeast Asia Branch

#### **MINUTES**

**Date:** Thursday, 7<sup>th</sup> September 2023

**Time:** 12.00 UTC

(19.00 Bangkok/Jakarta; 20.00 Singapore/Manila/Kuala Lumpur; 13.00 BST)

**Location:** Virtual (via Zoom)

**Members Present:** 

**Committee:** 

Chair:Alexander Waller (FRSB; Thailand) – "Alex"Secretary:Andrew P Lucy (FRSB; Singapore) – "Andrew"Treasurer:Jomel B Vasquez (MRSB; Philippines) – "Jomel"

Social Media Team Representatives: Reza Raihandhany (MRSB; Indonesia) – "Reza"

Ahmad Fadil Rizkyantoro (AMRSB; Indonesia) – "Fadil"

**Event Organizer:** Marisa Khoo Kim Gaik (MRSB; Malaysia) – "Marisa" **Branch and External Society Liaison:** Adeline Chia Yoke Yin (MRSB; Malaysia) – "Adeline"

#### Members:

Eunice Siew Ching Ngai (MRSB; Malaysia) – "Eunice" Tey Lai-Hock (MRSB; Malaysia) - "Tey" Pung Yuh-Fen (MRSB; Malaysia) – "Yuh-Fen" Ivan Yow Ying Ming (MRSB; Singapore) – "Ivan" Goh Bey Hing (MRSB; Malaysia) – "Goh" Terry Morgan (MRSB, Thailand) – "Terry"

#### **Guests:**

Karen Patel (MRSB; UK) – "Karen" Lucy Eckersley (MRSB, UK) – "Lucy" Nigel Brown (FRSB, UK) – "Nigel" William Leong (Plenary Speaker) - "Liam"

#### **Apologies:**

Adhityo Wicaksono (MRSB; Thailand) – "Adhit" Yusrizam Sharifuddin (MRSB; Malaysia) – "Yus" Hajar Fauzan bin Ahmad (MRSB; Malaysia) – "Hajar" Wan Iryani Wan Ismail (MRSB; Malaysia) – "Iryani"



M	linuted Items / Actions	Action by / timeline:
(1)		
	Dr Alexander Waller, CBiol FRSB	
	Alex called the meeting to order at the governed time, welcomed attendees as each logged-in via Zoom and recorded his thanks as Chair to the committee, with especial mention to Karen Patel, Lucy Eckersley, Marisa Khoo, Adhityo Wicaksono and Andrew Lucy for services to the Branch. Following a brief historical statement on the founding of the Branch in January 2023, Alex called for the Secretary to announce apologies and record whether a quorum was met for the meeting to proceed.	For information
(2)	Apologies for absence & record of quorum by Secretary Dr Andrew Lucy, CBiol FRSB	
	Andrew confirmed that a regulated quorum for a Branch AGM was ten members and that, of the 27 members registered, 21 persons (including 17 Southeast Asia Branch members) were present at the opening of the meeting. Apologies from the Committee for absences were given by Adhityo Wicaksono, Wan Iryani Wan Ismail, Hajar Fauzan bin Ahmad and Yusrizam Sharifuddin. As Adhit is the Coordinator for Social Media in the Branch, he had assigned his team members (Reza Raihandhany and Ahmad Fadil Rizkyantoro) to report on his behalf (Item 9 below). A full list of persons joining the meeting is appended below (Appendix A).	
	Andrew thereafter announced that a quorum had therefore been met.	
A	Special Motion by Chair: Ratification of Branch Constitution As a matter of formal procedure, Alex called for the quorum of members present to ratify the Constitution of the Branch as posted on the Branch web pages on September 4 <sup>th</sup> as an addendum to the AGM announcement and Agenda as posted on July 25 <sup>th</sup> . (The Constitution is herein copied as Appendix B for record purposes.) Andrew seconded the proposal to ratify the Constitution and a vote was held by text response:	Motion by Alexander Waller
	At the time of the vote being called 17 voting members were present.  14 voted for the proposal, with none against.  The Motion was therefore carried, and the Branch Constitution was ratified by member consent and approval.	Motion carried



M	inuted Items / Actions	Action by /
		timeline:
(3)	Welcome from Council and overview of current matters by the Chair of the	
	College of Individual Members and Council Member:	
	Prof. Nigel Brown, OBE CBiol FRSB	
	With the quorum met, Alex welcomed and introduced our distinguished guest from Head Office, Prof Nigel Brown. Noting his limited time due to a scheduling conflict, Alex invited Nigel to address the meeting. Nigel registered his formal congratulations and welcome to our new branch, thanked the Chair and Committee, and spoke briefly on his role as Chair of the College of Individual Members and as a Council Member for the Royal Society of Biology. Specifically, Nigel asked our Branch to promote the Society's Ambassador Programme and invited our Branch participation therein. Nigel thereafter shared the Royal Society of Biology Strategy and Three-Year Business Plan (2022-2024) and opened the floor for questions.	
	(2022-2024) and opened the noor for questions.	
	(i) Although the matter was on the Agenda under Item 11a, the Chair recognized Nigel's schedule limitations and asked for a Motion to be brought forward for his consideration prior to his necessary departure from the meeting. With Nigel's accord, Goh Bey Hing was invited to table his motion (under Agenda Item 11a) for a member (or members) of the Southeast Asia branch to be coopted onto the RSB accreditation committee (in relation to the RSB "International Accreditation and Consultancy Handbook"). Nigel clarified that, whilst he is not on the Accreditation Committee, he would bring the motion to the attention of Head Office if carried by the Committee and permitted by the RSB. Karen (Head of Membership and Events at Head Office) was asked for her insights and conferred with the Director of Accreditation. In the meantime, Alex supported the motion proposed by Goh as seconder and called for a vote of eligible members present by text response.	Motion by Goh Bey Hing
	At the time of the vote being called 17 voting members were present.	
	15 voted for the proposal, with none against.  The Motion was therefore carried.	Motion carried
	The Motion was therefore carried.	iviolion carried
	However, Karen's conferral with the Director of Accreditation returned that the RSB "only currently accept(s) accreditation assessor applications from academics within the Royal Society of Biology accredited institutions. If any Southeast Asia branch member is based in a university and wants to explore	



Minuted Items / Actions	Action by /
options for putting their own courses through accreditation, please get in touch with the team at <a href="mailto:accreditation@rsb.org.uk">accreditation@rsb.org.uk</a> "	timeline:
Goh enquired whether non-accredited academics in Southeast Asia could serve as "observers" as "members of the branch might (be) able to relate well with the localized syllabus or needs of society (and) provide input or advice for the committee". Karen noted that the accreditation team does not currently have observers, but the idea would be kept under advisement as it is "always great to have local input and expertise involved". The Committee requested Nigel and Karen pursue the motion with any amendment to be in accord with RSB regulations and request for Branch involvement if permitted as advisors to the accreditation team for local courses or for consultancy on UK-linked RSB accredited university courses being offered in Southeast Asia.	
Goh is to raise the matter again at the Branch committee meeting in December.	Goh/Dec2023
(4) Introduction of Committee Members and Review of Roles and Terms of Office All current committee members	
The Chair noted the various positions of officers on the Branch committee (and stated the reasons and purposes of the teams formed). He asked members to refer to the ratified Constitution (particularly Items 6 and 7 thereof; Appendix B) and called for all present to refer to the profiles of the RSB committee members elected for Southeast Asia as posted on the Branch webpages since August 11 <sup>th</sup> , 2023.	
(5) Ratification of Committee / call for nominations and election of new committee members	
A proposal was presented by <b>Alex</b> to ratify and approve the appointments to each role on the committee en masse. Any objections or resignations were to be so specified. <b>Andrew</b> seconded the motion, and a vote was called by text response.	Motion by Alexander Waller
At the time of the vote being called 17 voting members were present.	



Minuted Items / Actions	Action by / timeline:
(6) Chair's report Dr Alexander Waller, CBiol FRSB	
Alex delivered a brief report, illustrated by PowerPoint (see Appendix C) on share screen. Alex noted the successful launch of the Branch in January 2023 following discussions he initiated amongst key regional members from September of 2022 are the Council's approval of our proposal at their meeting of December 7 <sup>th</sup> , 2022. The inaugural committee was formed by volunteers from amongst the region membership and officer positions were nominated and approved by that founding committee pending ratification at this AGM (Item 5 above).	ng nd ne al
Andrew noted that RSB regulations require a minimum of four events each budge year (October to September). Hence, a point of order must be clarified regarding the three Branch activities held over the past year (2023: further details in Item 8 below	ne
<ul> <li>(i) <u>Ivan Yow's talk (May 30<sup>th</sup>)</u></li> <li>(ii) <u>UISS meeting (August 26<sup>th</sup>-27<sup>th</sup>)</u></li> <li>(iii) AGM and Mushroom talk (September 7<sup>th</sup>)</li> </ul>	
As our Branch was launched in the second quarter of the budget year, dispensation was granted (recorded as Item 5(iii) of the 4 <sup>th</sup> Southeast Asia Branch Committee Meeting Minutes held on July 27 <sup>th</sup> ). Our Branch thus met the minimum event needs	ee
(7) Treasurer's report	
Prof. Jomel Vasquez, CBiol MRSB	
(i) Jomel delivered a brief report of the minimal expenses incurred by the Brand over the past fiscal year (January – September for our first period). See Appendix D for further details. The annual branch budget allocation of £100 was duly recorded.	ee
(ii) As all of our events have been virtual, the only expenses were for the bod prizes offered by our Branch as part of our sponsorship for the <u>UISS event</u> <u>August</u> (approximately GBP60). <u>Jomel registered his thanks to Committee</u> Member <u>Terry Morgan</u> for offering several copies of his published texts discounted cost for these prizes. <u>Alex registered the Committee</u> 's thanks to Head Office for supporting the one-year complimentary Associate and Stude	in ee at to



	Action by / timeline:
memberships offered to the UISS prize winners as further support of the	
symposium's partnership with RSB Southeast Asia.	
(iii) The deadline for presentation of the October 2023- September 2024 branch	1
budget to Head Office for approval was duly noted as September 30 <sup>th</sup> .	
Jomel to draft and have approved by Committee the formal Budget for October 2023 – September 2024 and submit it to Head Office by September 30 <sup>th</sup> , 2023.	Jomel/Sept 30
Report on past events and preplanning/scheduling of events for 2024	
Dr Marisa Khoo, MRSB	
Marisa reported on the three events held over the first year of the Southeast Asia	a
Branch and plans for upcoming events from October 2023 to September 2024 (see	2
Appendix E for details). All events to date have been virtual and without charge of	r
expense and, partially due to the geographical distribution of our branch membership	,
it is projected that the planned events for the coming year will sustain this practice.	
Branch events held to date:	
➤ Talk: "How do the mechanisms behind cell death promote resilient tissue?"	=
	=
<ul> <li>Talk: "How do the mechanisms behind cell death promote resilient tissue?"</li> <li><u>Dr Ivan Yow</u> (May 30<sup>th</sup>)</li> <li>41 registrants, 23 international attendees.</li> <li><u>UTAR Intervarsity Science Symposium 2023 (UISS)</u>: August 26<sup>th</sup> – 27<sup>th</sup>.</li> </ul>	=
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Minuted Items / Actions	Action by /
	timeline:
At least six prospective events are being planned for the coming year, two of	
which have already been locked in the calendar:	
<ul> <li>(a) Malaysian Society for Biochemistry and Molecular Biology (Special Interest Group for Mushroom Research) is set for October 18<sup>th</sup> – 19<sup>th</sup>, 2023. RSB Southeast Asia Branch is the co-organizer for the event and direct and RSB-associated web links have been established. William Leong of Mushroom World Academy has been confirmed as one of two plenary speakers.</li> <li>(b) Tiger Prey presentation – online virtual talk by Sasi Parn Suksavate is scheduled for October 16<sup>th</sup>, 2023.</li> </ul>	
Marisa to follow-up and report further at the next Committee Meeting.	Marisa/Dec2023
(9) Social Media report Dr Adhityo Wicaksono, MRSB  With apologies from Adhit, Reza presented on behalf of the RSB Southeast Asia Social Media team, illustrating the social media activities over the first year of the Branch	
through a slide presentation (see Appendix F),  (i) Reza noted that the Branch has three active Social Media platforms:  Instagram (@rsbsoutheastasiabranch) → 75 followers  Facebook (https://web.facebook.com/RSBSoutheastAsiaBranch) → 39 followers  LinkedIn (https://www.linkedin.com/showcase/95062369) → 76 followers	
<ul> <li>LinkedIn is considered to have the highest and most professional engagement for the Branch, whilst Facebook has the greatest reach. Instagram is utilized for spread of information and to point followers to LinkedIn. Due to low engagement and perception concerns, a previously held Twitter/X account for the Branch was deleted by committee consensus (Item 7(ii) of the Minutes for Meeting 4 of the Branch Committee on July 27<sup>th</sup>, 2023).</li> <li>Ivan Yow's talk (May 30<sup>th</sup>) on the RSB Youtube channel had garnered 136 views as of the AGM.</li> </ul>	
(ii) The Social Media team closed their report with a brief highlight of their "Bite-Sized Biology" filler content strategy and asked all members to contact the	



Minuted Items / Actions	Action by / timeline:
team with any research being conducted by our membership that can be promoted through a post. Andrew elaborated upon this request noting that members can use the platform to discuss any bioscience-related topics, not just their own work. Andrew also referred to the previous meeting of the Branch Committee wherein it had already been agreed that committee members were under an expectation to share Branch social media posts whenever possible, and to help promote the social media accounts through posts, comments and reshares (Item 5(vi) of Meeting 4 on July 27 <sup>th</sup> , 2023).	_
(10) Collaborative Efforts  Dr Adeline Chia, MRSB	
Adeline spoke briefly on the partnerships anchored for the branch to date – the relationship with <u>UTAR for the UISS</u> event and with the <u>Malaysian Society for Biochemistry and Molecular Biology (Special Interest Group for Mushroom Research)</u> as noted under Item 8(a) above. A proposed relationship with <u>BioSingapore</u> had been investigated but decided against following discussions with the Chair of that organization. Further relationships will be explored, and all members are welcome to submit suggestions to the Committee.	
Alex queried whether the partnership with <u>UTAR for the symposium</u> should be sustained on an annual basis. Adeline concurred and proposed the relationship be made on-going. Andrew seconded the proposal, and a vote was called.	Motion by Adeline Chia
At the time of the vote being called 17 voting members were present.  13 voted for the proposal, with none against.  The Motion was therefore carried, and Adeline will explore a continuing relationship with	



Minuted Items / Actions	Action by /
	timeline:
b. Committee structure (Dr. Alex Waller) – this Motion was raised by the Chair	
under Items 2, 4 and 5 above and carried.	
(12) AOB	
With no further business raised by the members present, Alex brought the meeting to a close at 1300 UTC with thanks to all present, and invited Andrew to introduce the	
Guest Speaker (Mr William Leong of Mushroom World Academy).  Liam's "Mushroom Talk: Top 10 challenges faced by commercial mushroom growers in	
Singapore" generated considerable interest amongst the membership and stimulated a lively discussion with a number of questions raised by the audience. The talk has now	
been uploaded to the RSB YouTube channel and the slides presented are attached	
herein, with the speaker's approval, as Appendix G.	

Minutes recorded by: Branch Secretary

Andrew P. Lucy

Minutes confirmed and agreed by: Branch Chairman

Alexander Waller

Alex Wallo



## **Appendix A (List of Attendees):**

Salutation	Name	Post-Nominals	RSB/SEA member?	Registered?	Attended?	Voting Rights?
Dr	Alexander Waller (Thailand)	CBiol FRSB	Y/Y (Chair)	Υ	Y	Υ
Dr	Andrew P. Lucy (Singapore)	CBiol FRSB	Y/Y (Secretary)	Υ	Y	Υ
Professor	Jomel B Vasquez (Philippines)	CBiol FRSB	Y/Y (Treasurer)	Υ	Υ	Υ
Dr	Marisa Khoo Kim Gaik (Malaysia)	MRSB	Y/Y (Events)	Υ	Υ	Υ
Dr	Adeline Chia Yoke Yin (Malaysia)	MRSB	Y/Y (Collaborations)	Υ	Y	Υ
Dr	Adhityo Wicaksono (Indonesia)	MRSB	Y/Y (Social Media)	Υ	N	Υ
Mr	Ahmad Fadil Rizkyantoro (Indonesia)	AMRSB	Y/Y (Social Media)	Υ	Y	Υ
Mr	Reza Raihan Dhany Yus (Indonesia)	MRSB	Y/Y (Social Media)	Υ	Υ	Υ
Dr	Pung Yuh-Fen (Malaysia)	MRSB	Y/Y (Committee)	Υ	Υ	Υ
Mr	Terence Morgan (Thailand)	MRSB	Y/Y (Committee)	Υ	Υ	Υ
Dr	Goh Bey Hing (Malaysia)	CBiol MRSB	Y/Y (Committee)	Υ	Υ	Υ
Dr	Eunice Siew Ching Ngai (Malaysia)	MRSB	Y/Y (Committee)	N	Υ	Υ
Dr	Tey Lai-Hock (Malaysia)	MRSB	Y/Y (Committee)	Υ	Υ	Υ
Dr	Yow Ying Ming, Ivan (Singapore)	MRSB	Y/Y (Committee)	Υ	Υ	Υ
Dr	Hajar Fauzan bin Ahmad (Malaysia)	MRSB	Y/Y (Committee)	Υ	N	Υ
Dr	Yusrizam Sharifuddin (Malaysia)	CBiol MRSB	Y/Y (Committee)	N	N	Υ
Professor	Wan Iryani Wan Ismail (Malaysia)	MRSB	Y/Y (Committee)	Υ	N	Υ
Professor	Anna (Anna Ling)	FRSB	Y/Y	Υ	Υ	Υ
Dr	Justin Lim Kok Ming	MRSB	Y/Y	Υ	Υ	Υ
Dr	Kean-Chang Phang (Alex Phang)	CSci MRSB	Y/Y	Υ	Υ	Υ
Ms	Bee Hooi Tan	MRSB	Y/Y	N	Υ	Υ
Professor	Chun Hei Antonio Cheung	FRSB	Y/Y	Υ	N	Υ
Miss	Kit Kay Mak	MRSB	Y/Y	Υ	N	Υ
Professor	Learn Han Lee	CBiol MRSB	Y/Y	Υ	N	Υ
Dr	Gloria Despacio-Reyes	MRSB	Y/N	Υ	Υ	N
Dr	Priyadarshi Nidesilva Senanayake	CBiol CSci MRSB	Y/N	Υ	Υ	N
Professor	Nigel Brown	OBE CBiol FRSB	Y/N (Head Office)	Υ	Υ	N
Miss	Lucy Eckersley	MRSB	Y/N (Head Office)	Υ	Υ	N
Ms	Karen Patel	MRSB	Y/N (Head Office)	N	Υ	N
Mr	William Leong	NA	N/N (Guest Speaker)	N	Υ	N
None given	Ryan Cheng (Jude Miranda)	NA	N/N	Υ	Υ	N
None given	Rosnida Tajuddinda	NA	N/N	Υ	Υ	N



#### **Appendix B (Branch Constitution):**



#### CONSTITUTION OF THE SOUTHEAST ASIA BRANCH OF THE ROYAL SOCIETY OF BIOLOGY

#### 1 Name

The name of the branch is the Royal Society of Biology Southeast Asia branch.

#### 2 Objectives

The objectives of the branch are to further the aims and objectives of the Royal Society of Biology (RSB) at all times by:

- a) promoting and fostering the public understanding of biology in the branch area
- b) encouraging the exchange of ideas and information between biologists from different fields of expertise and areas of employment
- representing the views of the members of the branch to the officers, council or other RSB branches
- d) enhancing the professional status of bioscientists, thereby encouraging young people who aspire to become professional biologists
- e) organising activities of biological, social and general value to members of the branch, thereby keeping them in touch with current developments in biology
- f) assisting the RSB in the recruitment of members
- g) collaborating with other branches, RSB Member Organisations, Special Interest Group and sister Societies in the furtherance of the above objectives

#### 3 Membership

Membership of the branch is for all members of the RSB, at any grade, living or working within the area of the branch and any other member who has chosen to be affiliated with the branch.

#### 4 Organisation

The branch is organised and administered by a committee elected by the branch members.

#### 5 Composition

The branch committee must consist of the following:

- a) the honorary officers: chair, vice-chair (optional), secretary and treasurer, nominated from the individual voting members of the branch
- b) up to 12 ordinary members, nominated from all grades of membership of the branch
- c) up to three additional members of the branch, co-opted by the committee

#### 6 Election of Officers and Committee Members

The election of officers and committee members will be conducted and ratified at an Annual General Meeting of the branch or, exceptionally, at a Special General Meeting (SGM) convened for that purpose and annually thereafter.

Elections of officers and committee members will be by ballot of those Individual Voting Members, registered in the branch one month prior to the election. The ballot will be carried

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out at the AGM or SGM or by postal vote held at the discretion of the Committee and ratified at the AGM or SGM.

#### 7 Tenure of Office

Normally no person should serve as an honorary officer in the same capacity for a period of more than five consecutive years. Normally, no person should serve as an ordinary member of committee for more than 10 consecutive years.

#### 8 Unexpired Term

In the event of the resignation of an honorary officer, the committee will appoint another member of the committee to take over the relevant responsibility until the following AGM. In the event of a resignation of a committee member, the committee has the power to co-opt to fill the unexpired term of membership.

#### 9 Records

The branch secretary will notify committee members of forthcoming meetings and will keep a permanent record of all proceedings, which should include:

- a) The names of all officers and members of the branch committee attending meetings
- b) All decisions taken by the branch committee
- c) All decisions taken at the AGM or at a Special General Meeting of the branch

#### 10 Quorum

A quorum of the committee consists of one third of the total elected committee members and honorary officers. In the absence of the chair, the vice chair or other honorary officer should take the chair.

#### 11 Special General Meetings of the Committee

Any three elected members and/or honorary officers may request the honorary secretary to convene a special meeting of the committee within a period of 21 days, stating the business to be discussed. The honorary secretary should also advise the HO regional coordinator of the requirement to hold a special meeting of the committee.

#### 12 Duties and Responsibilities of Officers

- a) The honorary treasurer will keep accounts of all monies received and expended by the branch and will report to the committee at each meeting on the state of the finances.
- b) The honorary treasurer will ensure that the accounts are examined annually and will forward a copy of the branch accounts, together with such other information as may be required, to the finance manager at the RSB, by such date as may be set.
- c) The honorary treasurer will produce a budget for the forthcoming year that will be agreed with HO and submitted for approval by such date as may be set.

#### 13 Annual General Meeting

A General Meeting of the members of the branch must be held in each financial year. A quorum of 10 members will regulate the annual meeting which is chaired by the chair, or in

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their absence the vice-chair, or in the absence of both officers by a member of the branch committee. Notification of the Annual General Meeting must be given at least six weeks prior to the date of the meeting stating the date, place and time of that meeting, together with the agenda and any call for nominations for election to the committee.

#### 14 Special General Meeting

Any 10 corporate members of the branch may request the honorary secretary to convene a Special General Meeting of the branch, stating the business to be discussed. At least 21 days' notice of such a Special General Meeting is required.

#### 15 Powers of Branch Committee

The branch committee has the powers to decide on matters not provided for in the foregoing Constitution so long as such decisions do not contravene the Charter, Bylaws or Regulations of the RSB.

#### 16 Changes to the Constitution

The Constitution and Bylaws can be changed only after notice of the proposed changes have been made to the Annual General Meeting and thereafter agreed by a vote of at least two-thirds of those attending a subsequent Annual or Special General Meeting. Any proposal for changes to this Constitution must be agreed with the regional coordinator on behalf of the RSB prior to adoption at an Annual or Special General Meeting of the branch. Any proposal for changes arising at an Annual or Special General Meeting not previously agreed with HO must be approved before implementation.

#### 17 Dissolution of the Branch

In the event that the branch is unable to operate for any reason, a motion to dissolve the branch will be made by the branch committee at a Special General Meeting convened for that purpose. If the motion is carried, then any monies or property currently held by the branch must be returned immediately to the RSB.

#### 18 Date of Effect

This Constitution was agreed at the 2023 online Annual General Meeting of the Southeast Asia branch on 7<sup>th</sup> September 2023 and will be effective from that date.

Version: 17-April-18



#### **Appendix C (Chair's Report):**



AGM Thursday 7th September 2023

Via Zoom

13.00 BST, 19.00 BKK time, 20.00 Malaysia / Singapore / Philippines time

- 1. Welcome by Chair Dr Alexander Waller CBiol FRSB
- 2. Apologies for absence & record of quorum by Secretary Dr Andrew Lucy CBiol FRSB
- Welcome from Council and overview of current matters by the Chair of the College of Individual Members and Council Member – Professor Nigel Brown OBE CBiol FRSB
- Introduction of Committee Members and Review of Roles and Terms of Office All current committee members
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- 6. Chair's report Dr Alexander Waller CBiol FRSB
- 7. Treasurer's report Professor Jomel Vasquez CBiol MRSB
- Report on past events and preplanning/scheduling of events for 2024 Dr Marisa Khoo MRSB
- 9. Social Media report Dr Adhityo Wicaksono MRSB
- 10. Collaborative Efforts Dr Adeline Chia MRSB
- 11. Motions from Committee Members
  - a. Accreditation issues (Associate Professor Goh Bey Hing)
  - b. Committee structure (Dr Alex Waller)
- 12. AOB



#### Recognition of academic quality

Accreditation - an externally-validated mark of 'good practice', assures graduates have appropriate skills & knowledge.

#### **Enhanced student recruitment opportunities**

Potential students know the course meets a set of criteria determined by independent bioscience professionals.

#### External review of programmes and mechanism to drive change within an institution

The process of Accreditation not only assesses degree programmes but also shares and highlights good practice.

#### **Publicity following successful Accreditation**

The RSB will advertise the institution as accredited on our website.

#### Greater employability prospects and enhanced competitiveness in a global jobs market

The Accreditation programme establishes a profile of key skills that bioscience employers can recognise in graduates.

#### Professional body Accreditation of their degree

Students can be confident that the degree they are choosing is of a high standard and has been assessed.

#### Free membership/registration to the RSB

Graduates from accredited programmes are entitled to a free year of membership to the Society.

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## Committee structure

Dr Lai-Hock Tey MRSB (Malaysia)

Dr Ying Ming Ivan Yow MRSB (Singapore)

Dr Goh Bey Hing CBiol MRSB (Malaysia)

Dr Hajar Fauzan Ahmad MRSB (Malaysia)

Professor Wan Iryani Wan Ismail MRSB (Malaysia)

Dr Eunice Siew Ching Ngai MRSB (Malaysia)

Mr Terry Morgan MRSB (Thailand)

Dr Yuh Fen Pung MRSB (Malaysia)

Dr Yusrizam Sharifuddin CBiol MRSB (Malaysia)

Chair: Dr Alexander Waller CBiol FRSB (Thailand)
Secretary: Dr Andrew Lucy CBiol FRSB (Singapore)

Treasurer: Prof. Jomel Vasquez CBiol MRSB (Philippines)

Event organiser: Dr Marisa Khoo MRSB (Malaysia)

External society liaison: Dr Adeline Chia MRSB (Malaysia)

Social media coordinator and team:

Dr Adhityo Wicaksono MRSB (Indonesia) Mr Reza Raihandhany MRSB (Indonesia)

Mr Ahmad Fadil Rizkyantoro AMRSB (Indonesia)

#### Composition

The branch committee must consist of the following: a) the honorary officers: chair, vice-chair (optional), secretary and treasurer, nominated from the individual voting members of the branch b) up to 12 ordinary members, nominated from all grades of membership of the branch c) up to three additional members of the branch, co-opted by the committee.

#### **Election of Officers and Committee Members**

The election of officers and committee members will be conducted and ratified at an Annual General Meeting of the branch or, exceptionally, at a Special General Meeting (SGM) convened for that purpose and annually thereafter. Elections of officers and committee members will be by ballot of those Individual Voting Members, registered in the branch one month prior to the election.

The ballot will be carried out at the AGM or SGM or by postal vote held at the discretion of the Committee and ratified at the AGM or SGM.

#### **Tenure of Office**

Normally no person should serve as an honorary officer in the same capacity for a period of more than five consecutive years.

Normally, no person should serve as an ordinary member of committee for more than 10 consecutive years.

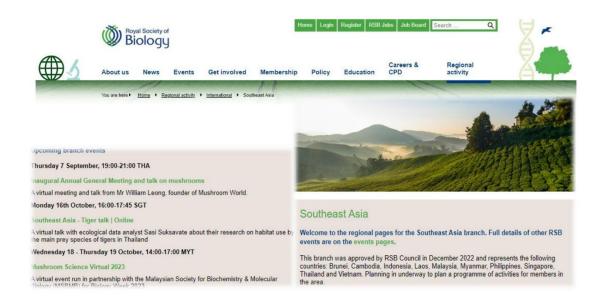


### SEA branch developments to date:

- January 2023 inaugural meeting elected office bearers to committee
- Subsequent committee meetings defined some committee roles (see RSB page)
- Social media sites developed and trialed (FB and Instagram; Twitter closed)
- May 2023 1<sup>st</sup> online talk Dr Ivan Yow Ying Ming YouTube recording
- August 2023 online symposium (abstract reviewers, judges and speakers)
- AGM and 2<sup>nd</sup> online talk Mr William Leong
- Next steps: submit budget and event plans for next year 1/10/23 30/9/24
- Biology Week 2023 and beyond



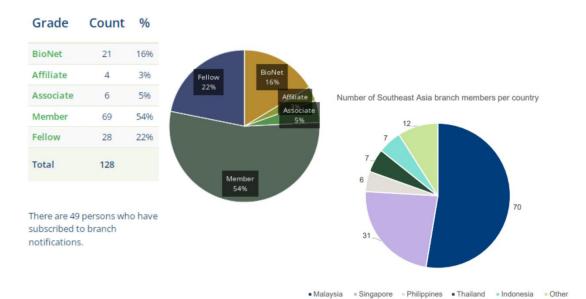


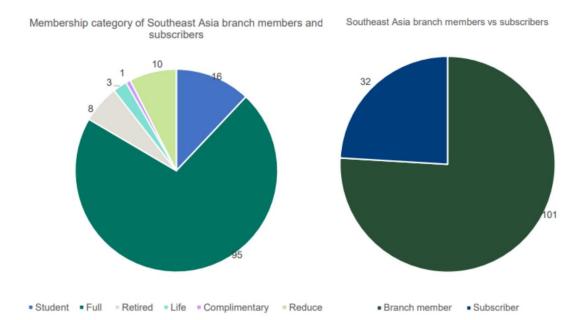


## Our first two day online symposium











# Biology Week 8

A Southeast Asia branch event featuring ecological data analyst







Biology Week 2023 also includes our next symposium:

# MUSHROOM SCIENCE VIRTUAL 2023

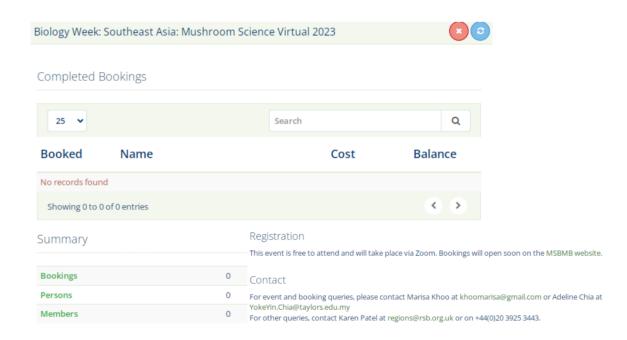
an event hosted by the Malaysian Society for Biochemistry and Molecular Biology-Special Interest Group

18 - 19 October 2023 || 2.00PM - 5.00PM (GMT+8)



The MSBMB Special Interest Group (SIG)-Mushroom Science, in collaboration with the Royal Society of Biology (UK) Southeast Asia Branch, is deeply honored to host the 4th Annual Mushroom Science Virtual 2023 (MSV2023) meeting.









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#### **Appendix D (Treasurer's Report):**



# TREASURER'S REPORT

Jomel B. Vasquez, RMT, MSMT, MLS(ASCPi), AHI(AMT), CBiol, MRSB, MRSTMH

BRANCH OFFICER - TREASURER

ROYAL SOCIETY OF BIOLOGY — SOUTHEAST ASIA BRANCH

## **TREASURER**



- FINANCIAL SUPPORT
- ACCOUNT MANAGEMENT
- TRANSPARENCY, HONESTY AND INTEGRITY
- REPORTING TO BRANCH CHAIR AND ITS COUNCIL & ADVISE
- INCREASE OF FUNDS
- COMMUNICATION





- Fixed Funds (1000 GBP)
- Fiscal year 1st October until 30th September
- Expenses, claims and reimbursement
- Prizes, incentives and etc.
- Next slide summary of events / expenses (if any) until end of fiscal year.



				Budge	et Table 1: Br	anch Admin	istration								
		Branch Administration Expenditure									Branch General Income Bala				
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Event Balance	Events				-								£1,000.00		
Total Year End Balance													£0.00		







## **UISS 2023**

Prizes awarded and gift to speakers

Thank you to Mr Terry Morgan MRSB for generously supporting this..

Books 60.00

Memberships given at no charge

3 Associate =  $3 \times 97.00 = 279.00$ 

 $4 \text{ student} = 4 \times 20.00 = 80.00$ 

Total projected expenditure = 60.00 GBP



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- RSB SOUTHEAST ASIA BRANCH FUNDS will be automatically refill tantamount to our previous year funds which is 1000 GBP.
- Since we don't have yet our own bank account, we don't need to submit bank statement to our headquarters. However, what we need to do is the lists of events, prizes and etc. for the upcoming fiscal year.



## **CALL FOR EVENTS PROPOSAL FOR NEXT FISCAL YEAR**

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lalance n	emaining for	AGM and E	conto			Budge	t Table 3: Ba	lance											

# Royal Society of Biology **INQUIRIES / CONCERNS**

#### AT YOUR SERVICE

- southeastasia@rsb.org.uk
- jomel Vasquez@yahoo.com
- jbvasquez@dlsmhsi.edu.ph







## **REFERENCES**



- <a href="https://www.rsb.org.uk/images/Guidelines">https://www.rsb.org.uk/images/Guidelines</a> for branch finances 20 22-23-1.pdf
- www.rsb.org.uk/branch-resources
- RSB SOUTHEAST ASIA BRANCH MINUTES OF MEETING MARCH 2023

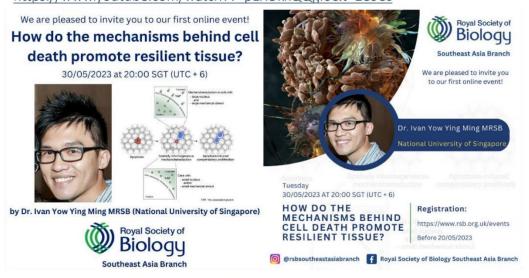


#### **Appendix E (Events Report):**



## Ivan's talk on May 30th

https://www.youtube.com/watch?v=pEXOkxQQglo&t=2898s



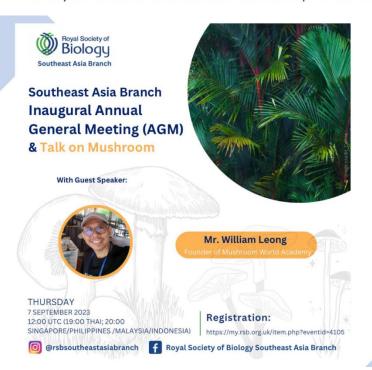
41 registrants, and 23 international attendees.



#### UISS 2023 on 26-27 August 2023



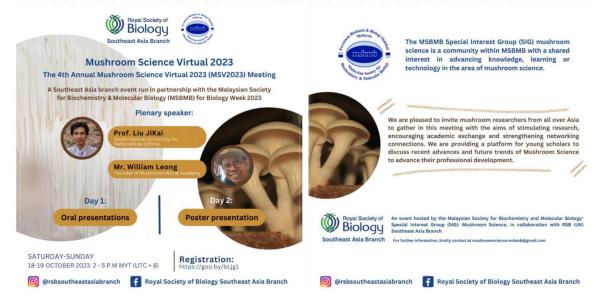
- 104 attendees, 59 presenters (undergraduates and postgraduates)
- 3 postgraduate winners and 4 undergraduate winners for best presenter
- one-year student or associate membership of the RSB to winners.



27 registrants (as of 4 Sept 2023)



## Mushroom Science Virtual: 18-19 October 2023



## Status update for event in progress for Year 2023

- AGM (7 September)
  - Pending setup zoom link and submit to HQ
  - Current committee profile to be included for disseminate to members with agenda
  - Confirmation with invited speaker William Leong.
- 4<sup>th</sup> Mushroom Science Virtual 2023 (MSV2023) Meeting <a href="https://msbmb2010.wixsite.com/msv2023">https://msbmb2010.wixsite.com/msv2023</a> (18-19 August 2023)
  - Co-organizer.
- Tiger Prey presentation online virtual talk by Sasi Parn Suksavate
  - Date confirmed, set on 16 Oct 2023
  - Proposal and risk assessment submitted to HQ on 1 Sep 2023.



# Event in pipeline for Year 2024

Event Type	Person involve	Title
1 Online lecture	Eunice Siew Ching Ngai	The TRAIL to cancer therapy: Hindrances and potential solutions
2 Online lecture	Adhityo Wicaksono	Rafflesiaceae: The Odd Tale of Parasitic Plant's Evolution and Life Cycle
3 Online lecture	Pung Yuh Fen	Profiling of the micro-RNA Landscape within Human Vascular Smooth Muscle Cells and Exosomes during Replicative Senescence
4 Online lecture	Lee Learn Han	The application of WGS for environmental sampling to better understand the natural variation of foodborne organisms.
5 Online Panel Discussion	Marisa Khoo	Job opportunities and prospect for young biologists in Southeast Asia region.
6 Online lecture	Terry Morgan	A biologist in business, possibly along with ideas for better attracting younger members and the promotion of Southeast Asian biosciences



#### **Appendix F (Social Media Report):**



# RSB SEA Branch – Social Media – Inaugural Annual General Meeting (Sep 2023)

**Dr. Adhityo Wicaksono MRSB**Reza Raihandhany MRSB
Ahmad Fadil Rizkyantoro AMRSB

## Personnel



Dr. Adhityo Wicaksono MRSB
Expertise: Botany, popular biology, bioinformatics,
biotechnology
Coordination with other committees
Design and content coordinator



Reza Raihandhany MRSB Expertise: Botany, ethnobotany, biosistematics Content creator Design team



Ahmad Fadil Rizkyantoro AMRSB Expertise: Mycology, biotechnology Content creator Design team



# Our Social Media

**Instagram** (@rsbsoutheastasiabranch) 75 followers

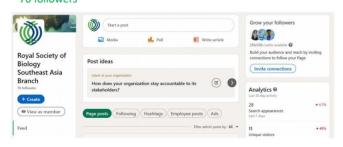


Facebook (https://web.facebook.com/RSBSoutheastAsiaBranch)
39 followers



# Our Social Media

LinkedIn (https://www.linkedin.com/showcase/95062369) 76 followers



 Following last meeting, we have elected to remove our Twitter/X account due to low engagement and to improve management focus



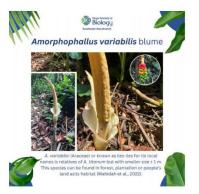
# Our Filler Contents: Bite-Sized Biology



**Rhizanthes**: We featured arts made by local botanical artists to reach out more people



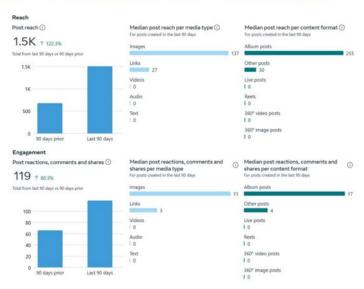
**Tropical Rainforest**: Our attempt to explain the biodiversity in SEA region



Amorphophallus variabilis: Our attempt to include the shared unique diversity within SEA region

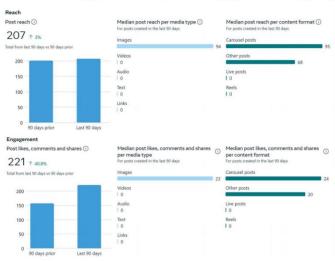
 Next: Members' research/work highlight, if you want your research to be featured, please reach out

# Insights – Facebook has more reach

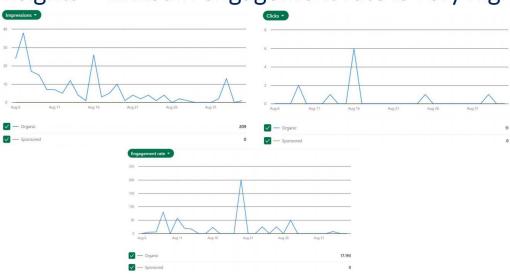




# Insights – Instagram has bigger engagement



# Insights – LinkedIn engagement rate is very high





## Our First YouTube Video



YouTube views: 136

 Posted on Facebook (liked by 3, reach: 27, impression: 43, engagement: 6) and LinkedIn (liked by 23, reposted by 3, organic impression: 297)

## **Upcoming Event**



- Next: UTAR Intervarsity Science Symposium 2023/UISS (Aug), Mushroom Science Virtual 2023 (Oct)
- Upcoming: Tiger Talk, Biology Week
- Following event approval by committee (including webinar for RSB YouTube), please contact me, I will ask you:
  - The title of your presentation/event name
  - Your consent of photo to be featured (see left)
  - Format and color palette: Format is free, logo and RSB color palette in <a href="https://www.rsb.org.uk/images/branch/RSB">https://www.rsb.org.uk/images/branch/RSB</a> brand guidelines.pdf



# Thank you!

For any other query, please contact: <a href="mailto:adhityo.wicaksono@gmail.com">adhityo.wicaksono@gmail.com</a>



#### Appendix G (Presentation by Guest Speaker)





































