



MINUTES of 2017 ANNUAL GENERAL MEETING (AGM)

Date: 29th March 2017 (Wednesday)
 Venue: Olympia College PJ
 Level 6 Bangunan Pan Global
 1A Jalan Tandang, Petaling Jaya
 Time: 2.30pm – 3.50pm

NAPEI Council Members Present:

Assoc.Prof Elajsolan VM Mohan	- President
Mr Raja Mohan A/L Seenivasagam	- Deputy President
Mr Kevin Felix Pereira	- General Secretary
Mr Kenny Sim Koon Chuan	- Deputy General Secretary
Mr Ng Yih Chen	- General Treasurer
Mr. Joel Law Teck Yeong	- Deputy General Treasurer
Dr M. Rajalingam	- Council Member
Ms Jean Monteiro	- Council Member
Mr Tankaraju Muthusamy	- Council Member
Mr Varatha Raju Munusamy	- Council Member
Ms Lau Wai Chen	- Council Member
Datuk Eric Chong Kee Yuon	- Council Member
Dr Jeffery Louis	- Council Member

Absent with apologies :

Ms Lai Mei Wan	- Council Member
Dr Manivanan Saman	- Council Member

Speaker :

Mr Alex Abraham	- Speaker for the AGM
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The quorum has been achieved at 24 institution members by 2.30pm.
 24 institutions were represented out of 51 institution members

Attending institutions :

<u>No.</u>	<u>Organisation / Institution</u>	<u>Represented by :</u>	
1	Adroit College	Mr. Suresh Kumar Mr. Brian Param Mr. Raja Mohan	
2	Asia Pacific University of Technology	YBhg Dato' Dr Parmjit Singh	Dr Teh Choon Jin (proxy)
3	Beaconhouse Pre-school, Sri Inai Primary & Secondary school	Mr Varatha Raju Munusamy	
4	Challenger Concept (M) Sdn Bhd	Mr Tan Mui Hong	Prof Elajsolan VM Mohan
5	REAL Kids	Ms Rachel Leow Bee Leng	Mr Sim Koon Chuan, Kenny (proxy)
6	Kolej CQ Breyer	Mr Tankaraju Muthusamy	
7	CQ Breyer KL College	Dr M.Rajalingam	
8	ELC English Language (Malaysia) Sdn Bhd	Ms Lau Wai Cheng	
9	JM Enrichment Sdn Bhd	Ms Jean Monteiro	
10	Kolej SRI	Dr Jeffrey Louis	
11	Oasis College Sdn Bhd	Mr Ng Yih Chen	
12	Olympia College (Raffles Education Group)	Mr Kevin Felix Pereira	

No.	Organisation / Institution	Represented by :	
13	REAL International School, Shah Alam	Ms Serena Chow Mun Lay	Mr Law Tack Yeong, Joel (proxy)
14	REAL International School, Cheras	Ms Lee Seow Peng	Mr Sim Koon Chuan, Kenny (proxy)
15	Sekolah Seri Cahaya	Mr Sim Koon Chuan, Kenny	
16	Sekolah Seri Suria	Ms The Wan Kee	Mr Sim Koon Chuan, Kenny (proxy)
17	Smart Reader Worldwide Sdn Bhd	Hon Prof Datin Sri Dato' Dr Wang Kim Har	Mr Kevan Ong (proxy)
18	REAL International School, Johor	Mr Law Tack Yeong, Joel	
19	PIA Institute of Art	Mr Lee Chuen Loong	
20	Erican College Sdn Bhd	Datuk Eric Chong Kee Yuon	
21	Sri Emas International School	Mr Daniel Loo Ximin	Mr Yeoh Keng Yau (proxy)
22	St. John's International School	Mr Suresh Dass	Mr Suresh Dass
			Mr Meby Ignatius
23	MAHSA University	Y Bhg Pro Datuk Dr Hj Mohamad Haniffa bin Hj Abdullah	Ms Stella Lau Kah Wai
24	The One Academy of Communication Design	Ms Colleen Tan	

The Annual General Meeting commenced at 2.30 pm.

No	Description
	<p align="center">AGENDA</p> <p>2.00 pm Registration</p> <p>2.30 pm President's Welcome Address</p> <p>2.45 pm Handing over to the Speaker for the Conduct of AGM</p> <p>2.55 pm Adoption of Minutes – AGM 2016 Matters Arising</p> <p>3.05 pm Honorary General Secretary's Report for the Year 2016/17</p> <p>3.15 pm Honorary Treasurer's Report and Statement of Accounts for the Year ending 31st December 2016</p> <p>3.25 pm Approval of Annual Budget 2017/2018</p> <p>3.35 pm Discussion of Approval of Resolutions / Motions for Discussion</p> <p>4.00 pm Any Other Business</p> <p>4.20 pm Adjournment of AGM</p> <p align="center">HIGH TEA</p>
1.	<p>The Speaker Mr Alex Abraham welcomed the members to the 2017 NAPEI AGM and thanked the Council for inviting him to be the Speaker.</p> <p>The General Secretary informed the Speaker that quorum of 24 institution members and/or proxies at 2.30 pm was sufficient to proceed with the AGM according to Rule 8.1.2 of Rules of NAPEI.</p> <p>The Speaker briefed members on the agenda for the AGM and handed over to the President, Assoc Professor Elajsolan VM Mohan to deliver his address.</p>
2.	<p>President's Welcome Address</p> <p>NAPEI AGM 2017- PRESIDENT'S WELCOME ADDRESS</p> <p>I would like to welcome all members present for our AGM this year. I am happy to see a good turnout from all sectors of our membership, from early childhood education providers to university education providers. The past year might have been quite a bit of a challenge with the change in education scenario.</p>

No	Description
	<p>I as President with my dedicated council members have strived extensively to serve the members by raising all concerns to the various ministries, department and government agencies, Higher Education, Education and the Finance ministries. Briefly, the following representations had been made:</p> <ol style="list-style-type: none"> 1. Ministry of Finance - Contributed to the Budget 2017, mainly requesting for the zero-rating of the GST and to fully restore the PTPTN loan as in the past. 2. Ministry of Education - Raised issues on the recruitment of international students such as visa issues faced by both students and dependents. Also to reduce the cap on salaries of expatriate teachers from RM5,000 to RM3,000, which is more practical and reasonable by the private schools in keeping the fees affordable. 3. Ministry of Higher Education: <ol style="list-style-type: none"> a. Taxation policies on fees collected upfront being taxed in the same year of account b. Tax relief for colleges using industrial buildings. c. Forecast results to be accepted for student enrolment and registration. d. To reduce the number of audits by KPT which is very time consuming. e. Revocation and renewal of KDN licences which is not fair. Such as expecting institutions to trace and locate missing students, where institutions do not have the power to exercise such actions. f. MQA charges for programme approvals have increased tremendously which again adds cost to the operations. g. Raised concerns in the amendment of the Education Act 555 and the related regulations. h. To remove the requirement of the English Language requirement prior to enrolment onto to a programme for international students. i. To remove the quota system in allocating funds for students registering for the JPK skills programmes and also to increase the quantum of the loan <p>I am happy to announce that NAPEI is now registered with the HRDF as a training provider. As such NAPEI would be seeking funds from the HRDF to carry out training programmes for our members. Also, I have been recently appointed as a member of the Sectorial Training Committee of the HRDF.</p> <p>I would like to urge all members to be always in contact with the National Council of NAPEI and forward all issues and concerns so that we would be able to take it up with the relevant authorities.</p> <p>In conclusion, I would like to wish all member institutions to have a successful year. This year we would be celebration our 30th Anniversary, since its establishment in 1987, schedule for November 2017 and I seek full support of the members to participate and make it a successful event. I would like to thank all my Council members for their continuous voluntary service to our association</p> <p>I would now like to pass over the meeting to the Speaker, Mr. Alex Abraham, to carry out the business meeting of the AGM as required by our constitution.</p> <p>Thank you for your attention</p>
3.	<p><i>Adoption of Minutes – AGM of 2016</i></p> <p>The Speaker informed that the minutes of the 2016 AGM were circulated 21 days before this AGM in accordance with the Rules of NAPEI. The Speaker asked members if there were any issues on the minutes. No issues were raised.</p> <p>There being no issues, the minutes of the 2016 AGM meeting held on 30th March 2016 at Bukit Jalil Golf & Country Resort were proposed for adoption by Dr Jeffery Louis of Kolej SRI and seconded by Mr Varatha Raju Munusamy of Beaconhouse Pre-school, Sri Inai Primary & Secondary school.</p>

No	Description
4	<p><i>Honorary General Secretary and General Treasurer's Report for 2016</i></p> <p>The Speaker advised that the Honorary General Secretary and General Treasurer's reports for Year 2016 were circulated 21 days before the AGM in accordance with the Rules of NAPEI. The reports were presented by the General Secretary and General Treasurer respectively.</p>
4.1	<p>SECRETARY'S REPORT – reported by General Secretary Mr Kevin Felix Pereira</p> <p>The year 2016-17 has been a successful year with continued close cooperation with various government agencies such as PEMANDU, HRDF, MOE, and Ministry of Human Resources. NAPEI today is well accepted and known nationally and internationally. NAPEI through its excellent public relations has created opportunities for members through some major projects to further their business, joint ventures and tie ups with International education providers. To name some major events for 2016: The 29th Malam NAPEI, signing of MOU with BETT Asia, TVET Conference in Sydney, Charming Sichuan Education Expo 2016, MQA briefing in Kota Kinabalu and many more activities covering all levels in the education industry.</p>
4.2	<p>ADMINISTRATION</p> <p>Membership</p> <p>The current membership of NAPEI stands at 51. Our activities that were strongly supported by government and foreign agencies resulted in establishing NAPEI as a leading representative of private education in Malaysia. A stronger working relationship has been developed with other private education associations such as MAPCU, FEMAC and PKIMB through their participation in several of NAPEI projects.</p> <p>This year, 2 colleges and 1 international school have joined NAPEI. We welcome the following new members:</p> <ol style="list-style-type: none"> 1. Malaysian Institute of Baking Sdn Bhd 2. The One Academy of Communication Design 3. St. John's International School <p>National Council Meetings</p> <p>The year April 2016 – March 2017 saw a total of 12 National Council meetings. NAPEI at this juncture would like to thank Olympia College Petaling Jaya for hosting our National Council meetings. Though it is mandatory for the National Council to meet 4 times a year, the National Council met 13 times to ensure the successful organization and coordination of our national and international projects. The President and the entire Council have contributed immensely to organize, participate and manage projects and events. At this juncture we wish to thank the various member organizations and their respective Directors/CEOs/Presidents/MDs for releasing the council members from their regular corporate work to assist NAPEI.</p> <p>Executive Council Meetings</p> <p>Executive Council meetings were also held, when the need arose, to chart the course of NAPEI and to identify issues to be discussed at the National Council meetings.</p>
4.3	<p>NAPEI ACTIVITIES</p> <p>Annual General Meeting 2016</p> <p>The Annual General Meeting of NAPEI was organized at Bukit Jalil Golf & Country Resort (Redang Room), Kuala Lumpur on the 30th March 2016. 24 out of 58 member institutions were represented at the AGM. Mr. Alex Abraham served as the invited speaker to conduct AGM 2016 proceedings smoothly. The minutes of the AGM 2015 was approved along with the audited report for the financial year ending 31st December 2015. The secretary's report and treasurer's report were also duly received.</p>

No	Description																																	
	<p>NAPEI 29th Malam NAPEI Annual Dinner</p> <p>NAPEI once again organized a successful MALAM NAPEI annual dinner and NAPEI Excellence Awards 2016 at Federal Hotel Kuala Lumpur on 20th October 2016. The Deputy Minister of Higher Education, Yang Berhormat Datuk Dr Mary Yap Kain Ching was the Guest of Honour. Over 220 representatives of member institutions, associate partners and government agencies participated in the event. We thank UNITAR International University, Malaysian Institute of Baking and Pusat Latihan Yoga Jasmani for their sponsorships. Students from UNITAR International University, REAL Education Group, Sabah Institute of Arts, Erican College and Kolej Sri exhibited their cultural and artistic talents to the thrill of the audience.</p> <p>We sincerely thank the performing institutions for their strong support. The council also wishes to thank the organizing team of Ms. Lai Mei Wan, Ms. Lau Wai Cheng, Mr. Kenny Sim and Mr. Joel led by Ms. Jean Monteiro for a wonderful Malam NAPEI.</p> <p>NAPEI Education Excellence Awards 2016</p> <p>The following institutions were adjudged as the award winners during the 29th anniversary year of 2016 after careful vetting of all application, followed by personal visits by awards committee and an independent assessment committee.</p> <table><tr><th>No.</th><th>Category</th><th>Institution</th></tr><tr><td>1</td><td>Private Universities and University Colleges</td><td>UNITAR International University</td></tr><tr><td>2</td><td>IPTS Large</td><td>Olympia College</td></tr><tr><td>3</td><td>IPTS Medium</td><td>Erican College</td></tr><tr><td>4</td><td>IPTS Small</td><td>Institut Seni Sabah</td></tr><tr><td>5</td><td>Vocational Training Provider</td><td>CQ Breyer KL</td></tr><tr><td>6</td><td>Private National School</td><td>Sekolah Seri Suria</td></tr><tr><td>7</td><td>Private International Schools</td><td>Austin Heights International School</td></tr><tr><td>8</td><td>Early Childhood Education Provider - Kindergarten</td><td>REAL Kids - Taman Cuepacs, Cheras</td></tr><tr><td>9</td><td>Early Childhood Education Provider - Franchisor</td><td>Smart Reader @Worldwide Sdn Bhd</td></tr><tr><td>10</td><td>Support Services</td><td>ELC English Language Company</td></tr></table> <p>NAPEI- PEMANDU International Schools Branding *</p> <p>NAPEI continued its 2016 efforts to brand international schools with the last activity destination at Ho Chin Minh, Vietnam. This activity was funded by PEMANDU under EPP3.</p> <p>NAPEI congratulates Mr. Varatharaju, our council member for his determined efforts for carrying out this project.</p>	No.	Category	Institution	1	Private Universities and University Colleges	UNITAR International University	2	IPTS Large	Olympia College	3	IPTS Medium	Erican College	4	IPTS Small	Institut Seni Sabah	5	Vocational Training Provider	CQ Breyer KL	6	Private National School	Sekolah Seri Suria	7	Private International Schools	Austin Heights International School	8	Early Childhood Education Provider - Kindergarten	REAL Kids - Taman Cuepacs, Cheras	9	Early Childhood Education Provider - Franchisor	Smart Reader @Worldwide Sdn Bhd	10	Support Services	ELC English Language Company
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4.4	<p>REPRESENTATION BY NAPEI</p> <p>NAPEI has taken every opportunity to represent all categories of education from early childhood to university education at the various Government and Non-Government meetings, seminars and forums. Some of them are listed below :</p> <table><tr><th>DATE</th><th>ORGANISATION</th><th>EVENT</th></tr><tr><td>14-15 April 2016</td><td>Asian Strategy & Leadership Institute (ASLI)</td><td>20th Malaysian Education Summit 2016</td></tr><tr><td>15 April 2016</td><td>Ministry of Higher Education</td><td>'Majlis Pelancaran Pelan Tindakan Keusahawanan Institusi Pendidikan Tinggi 2016 – 2020'</td></tr></table>	DATE	ORGANISATION	EVENT	14-15 April 2016	Asian Strategy & Leadership Institute (ASLI)	20th Malaysian Education Summit 2016	15 April 2016	Ministry of Higher Education	'Majlis Pelancaran Pelan Tindakan Keusahawanan Institusi Pendidikan Tinggi 2016 – 2020'																								
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	21 April 2016	Digi Malaysia	DIGI MALAYSIA SME® ECONOMICS CONFERENCE 2016
	16 May 2016	The World Bank Group	'The Rise of the South at a Crossroad' Conference
	16 May 2016	UK Trade & Investment, British High Commission	British Training Gateway
	25 May 2016	Asian Strategy & Leadership Institute (ASLI)	2 nd Tun Abdullah Ahmad Badawi: Human Capital Summit
	28 May 2016	Private Education Co-operative Of Malaysia (EduCoop)	Private Education Excellence Awards 2016
	31 May 2016	Malaysian Qualification Agency (MQA)	'Sesi Dialog MQA dengan Majikan dan Industri'
	28 July 2016	Digi Malaysia	Digi Malaysia SME Congress: "Miracle is coming"
	11 Aug 2016	Malaysian Economic Association	National Economic Governance: Parliamentary Committees
	17 Aug 2016	Ministry of Finance	Focus Group Meeting of 2017 Budget
	19 Aug 2016	Malaysian Qualification Agency (MQA)	MQA briefing session at Kota Kinabalu
	23 Aug 2016	Berjaya University College of Hospitality	'On Being An Academic In The Private Higher Education Sector' Workshop
	29 Aug 2016	Ministry of International Trade and Industry (MITI)	Malaysia Services Development Council (MSDC)
	6 Sept 2016	The World Bank Group	Business and Financing Session in collaboration with the Performance Management and Delivery Unit (PEMANDU)
	13 Sept 2016	World Bank Office	"Live Long and Prosper: Aging in East Asia and Pacific"
	20 Sept 2016	MSCMS Corporate Services	Extraordinary General Meeting ("EGM")
	24 Sept 2016	Ministry of Higher Education	Sesi Jelajah Kementerian Pendidikan Tinggi (KPT): Soaring Upwards 2.0
	24-25 & 26 Sept 2016	British High Commission Kuala Lumpur	UK Pavilion at the National Skills Carnival and Expo 2016
	28 Sept 2016	The World Bank Group	The Global Migration of Talent and Tax Incentives: Evidence from Malaysia's Returning Expert Program
	10 Oct 2016	Bank Negara Malaysia	Fourth Annual BNM Economics Research Workshop "The Housing Market: Issues and Policy Options"
	17-18 Oct 2016	Malaysian Qualification Agency (MQA)	2016 MQA & IQA International Seminar on Quality Assurance of Higher Education and Roundtable Meeting
	18 Oct 2016	Ministry of Higher Education	Sesi Engagement Moratorium Penubuhan IPTS
	24 Oct 2016	Malaysian Economic Association (MEA) and the Faculty of Economics & Administration (FEA), University of Malaya	2017 Post-Budget Dialogue
	27 Oct 2016	Ministry of Higher Education	Sesi Perbincangan Jabatan Pendidikan Tinggi (JPT) Bersama Persatuan Institusi Pendidikan Tinggi Swasta (IPTS)

No	Description		
	2 Nov 2016	British High Commission Kuala Lumpur	Teleconference for the UK companies to brief them about the Malaysia Education Market.
	7 Nov 2016	Gen Education Group	GenX Education Fair 2016
	8-9 Nov 2016	SingEx Exhibitions	EdTechXAsia 2016 Exhibition
	26-27 Nov 2016	REXPO	Rexpo Education in HCM City Vietnam (yes2malaysia Education Experience)
	29 Nov 2016	Asian Strategy & Leadership Institute (ASLI)	MARKETPLACE SERIES 2016 Entrepreneurship and Partnership in Nation Building
	1 Dec 2016	Kuala Lumpur World Bank Development	Research Seminar: Julien Labonne (University of Oxford)
	5 Dec 2016	British High Commission Kuala Lumpur	Business Networking Reception in conjunction with the Philippines Education & Training Trade Mission to Malaysia
	8 Dec 2016	Malaysian Qualifications Agency (MQA)	Sesi Dialog MQA bersama Pemberi Pendidikan Tinggi (PPT), Sarawak
	19 Dec 2016	World Bank Group	Malaysia Economic Monitor Launch 2016

NAPEI in Government Steering Committees

Since 2016, NAPEI sits in the following steering committees:

1. Steering Committee for the review of the Private Higher Education Act (AKTA 555)
2. ETP Project Committee
3. Graduate Employability Task Force Committee
4. National Budget Consultation Committee
5. MQA Technical Committee on Standards and the Malaysian Qualification Framework
6. NKEA Committee for Education
7. Member of the Malaysian Service Providers Council
8. EPP3- Scaling up International Schools in Malaysia
9. Rancangan Malaysia Ke-11 Committee
10. IPTS Stakeholders Committee

This has given NAPEI opportunities to voice out the concerns of the private education sector in Malaysia.

4.5 FINANCIAL STATUS

PEMANDU has ceased providing fund for branding International Schools. However, we have healthy financial status through prudent and cost effective management with an increase in fixed deposits and activities that are self-financed. Our Treasurer's report will give more details on our financial status. We thank our Treasurer, Mr. Ng Yih Chin for doing a wonderful and highly efficient job with the accounts keeping.

4.6 THE SECRETARIAT

In conclusion, we would like to express our thanks to all member institutions which have strongly supported the National Council by providing facilities for our various meetings, for participating in the various training programmes, for joining our educational fairs, annual dinners as well as for advising, assisting and cooperating with us in all our activities to ensure the continued success of NAPEI.

Thank you.

No	Description
4.7	<p>TREASURER'S REPORT – reported by General Treasurer Mr Ng Yih Chen</p> <p>The audited financial report ending 31 December 2016 could not be prepared on time thus an EGM will have to be called within 30 days. The budget for 2017 will need to be deferred as well.</p>
5.	<p>MOTIONS FOR DISCUSSION – To seek NAPEI to assist to resolve with the respective government agencies</p> <p>5.1 Pursuant to Section 24(1)(b), Section 24(1)(c) and Section 24(1A) of the Income Tax Act 1967, any debt, deposit or advance payment received in respect of future services to be rendered or the use or enjoyment of any property to be dealt with will be subject to tax in the relevant period even though the services or the use of property have not been rendered or dealt with.</p> <p>5.2 Process of getting approval for visa application for international students takes too long to approve.</p> <p>5.3 Post high school students are not allowed to study with their trial exam results.</p> <p>The above motions were proposed for approval by Mr Varatha Raju of Beaconhouse and seconded by Mr Joel Law of REAL International School, Johor</p>
6.	<p>Any Other Business</p> <p>6.1 For ROS record purposes, NAPEI Secretariat office has already been relocated from 35-A, Jalan SS 22/19, Damansara Jaya, 47300 Petaling Jaya, Selangor to C-M09, Suria Offices, Jalan PJU 10/4C, Damansara Damai, 47830 Petaling Jaya, Malaysia</p> <p>6.2 Executive Council Members Deputy General Treasurer Ms Lau Poh Liew and Deputy General Secretary Ms Teh Wan Kee are outgoing office bearers.</p>
7.	<p>As there were no other matters arising, the Speaker thanked all members present for their attendance. The Speaker adjourned the meeting at 3.50 pm.</p>

Minutes prepared by

Kenny Sim Koon Chuan
Deputy General Secretary
Term 2016-2018

Verified and confirmed By



Asso. Prof. Elajsolan VM Mohan
President
Term 2016-2019



Kevin Felix Pereira
General Secretary
Term 2016-2019