



Minutes of the General Assembly

Date: 25th November 2004

Place: Résidence du Consul Général du Japon, Geneva

The meeting started at 19:15 with a welcome word of the Consul. 23 members participated to the Assembly and 20 members were excused.

1. Welcome words

Mr. Sanne Stijve (SS), the SJA President, welcomed the members, thanked the General Consul for receiving us in his Residence and presented the current committee. The general assembly programme is accepted by the members. The minutes of the last General Assembly is approved.

2. 2004's activity report

1. SJA database & Members' Directory

The SJA database is now working. 28 members have already built their complete CV online. 9 other members filled in their profile only partially. This database will be used for sponsoring purposes and will be available to the members who request it.

2. Sponsoring

The company Nosaki will sponsor the next grant. Cédric Morel (CM) prepared a letter to send to potential sponsors. We are now finally ready, and we will soon contact potential sponsors.

3. SJA Grants 2004

One scholarship of an amount of CHF 500.- was attributed to an HES student, Mr. Julien Gilabert. Ms Ariane Plancherel and Mr Frédéric Truffer, the 2 recipients of the 2003 scholarship contacted us after their return and presented to the committee the results of their diploma thesis in Japan. These students were selected on a proposition of Mr. Martial Geiser.

4. EPFL course 2003-2004

The 4th edition of the Science-Technology-Society (STS) course on "Technological policy - the Japanese case" took place at the EPFL during the academic year 2003-2004. Around 30 students participated regularly to the course, and 56 took the exam. Mr. Sanne Stijve (SS) and Ms. Nadia Nibbio (NN) were in charge of this EPFL course, and many other SJA members participated actively.

This course will also take place during the academic year 2004-2005 under the direction of Prof. Roya Bafandi, who is also a member of the association. Thanks to Roya for taking over the lead of this course!

5. SJA website

Sanne Stijve (SS) is in charge of the SJA website (www.swiss-japan.org). SS presented the statistics about the number of visits and page views. The pages were also used by the EPFL students who followed the Science-Technology-Society (STS) course. Our website is referenced on SJCC, EPFL, HEV, Swisstalents, France-Japon.net, Association Genève-Asie and the Japan Ring.

The design of our website is sufficiently good, but the information needs to be reorganised. This is a project for 2005.

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6. Picnic

The picnic did not take place in 2004 because of too few participants. However a few members met each other at the Festival de la Cité last July. There will be NO picnic in 2005.

7. New members

1 new member was present. During the year 2004, 2 new members joined the association.

8. Mailing list

The mailing list is active since one year. The aim of the list is to improve the contact between the SJA members by creating a forum to exchange information or post questions of interest for all members.

9. External relationship

We had during the last year contacts with:

- Consulate of Japan in Geneva
- JETRO
- Association Suisse-Japon
- Cercle Suisse-Japon in Lausanne
- Japanese Embassy in Berne

3. Accounts

Nathalie Piguet (NP) presented the accounts, which were approved by the auditors (vérificateurs de comptes) and accepted by the assembly, with the remark that we need to find a solution to decrease the costs for the postal account. Several members made for CHF 370.- contribution for the scholarship. Some other members have not been paying their membership contribution for more than two years. Their exclusion will be decided by the committee after verification, and members will be informed.

Dépenses		Recettes	
Impôts anticipés	2.40	Etat compte postal exercice précédent	3694.55
Frais gestion compte postal	111.65	Etat caisse exercice précédent	209.6
Frais assemblée générale 2003	355.65	Intérêt compte postal	6.85
Envois postaux	130.40	Cotisations 2001 (1)	30.00
Pic-nic	100.00	Cotisations 2002 (4)	120.00
Internet: domaine+hébergement	252.00	Cotisations 2003 (11)	330.00
Bourses	500.00	Cotisations 2004 (40)	1200.00
		Contribution pour les bourses	370
Sous-total dépenses	1452.10	Sponsoring	100
Reste sur compte postal	4432.75		
Reste en caisse	176.15		
Total	6061.00	Total	6061.00

The account auditors for 2005 are Mr. Gérard Egger and Mr. Philipp Richard. Mr. Daniel Zahnd will act as suppliant auditor.

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4. Presentation of the 2005 budget

Cédric Morel presented the budget for 2005. The budget was accepted by the assembly.

Active		Passive	
Fortune (November 2004)	4400	General expenses	1100
Membership fees (40 members)	1200	Events	250
Voluntary contributions to the grants	400	Grants	2000
Sponsor	1600	Web site	250
		Fortune (November 2005)	4000
Total	7600	Total	7600

5. Activities 2005

Cédric Oelhafen (CO) presented the result of the discussions that took place among the committee members concerning the aims of our association. In our opinion, and in conformity with the SJA Articles and Memorandum, the aims of our association can be summarized in these two sentences:

- Our association is there in order to offer the possibility to meet people.
- Our association is there in order to help candidates that would like to go to Japan.

Hence, the activities of our association will be the following in 2005:

1. Sponsoring
2. Grants
3. EPFL course for the academic year 2004-2005
4. Come together activities:
 - Evening in a bar
 - "Anecdotes" evening
5. Contacts with other associations

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6. Miscellaneous

Two SJA members voiced their opinion and made suggestions:

- Mr. Emile Tasev requested that the information shall be distributed more quickly. He asked to put the members' list (name, address, email, phone) on the web (in a closed usergroup) so that everyone can see who belongs to the association. He requested to be able to download the SJA Members' directory. Emile Tasev would also like to see the name "CV book" changed into something else, as "CV book" is a term that implies that the people mentioned in it are looking for new jobs, which is not necessarily the case.

Decision: A list with all the SJA members will be put on the website (at the same place where one's profile can be entered, i.e. behind the password). The term "CV book" will be avoided, and "Members Directory" will be used (in French: "Annuaire des Membres"). This SJA Members' Directory will be available on paper form on request.

- Mr. Stephan Gächter suggested putting references about books, articles, etc on the website in order to share with other members about their experience. The idea would be to have a list of references (with or without comments) that would help those going to or staying in Japan so that they can better understand their Japanese environment.

Decision: the entire assembly supports this idea and encourages Stefan to go on. Cédric Oelhafen is even ready to help. Details will follow through the mailing list.

Concerning the grants, the assembly wishes to see a report on the experience in Japan. Mr. Martial Geiser will if possible inform the members.

It has been noticed that in 2005 the association will have 10 years activities.

The Assembly ended up at 20.40.