

Meeting : 4th OB/CC 2024-2025
Date : 26 October 2024, Sat
Time : 4.20pm KL Time
Venue : Zoom
Notes by : DK

Next Meeting : 5th OB/CC 2024-2025
Date : 14 Jan 2025
Time : tbc
Venue : Colombo, Sri Lanka

Office Bearers & Committee Chairs

Office Bearers	President	Ar. Saifuddin Ahmad	(SA)
	Vice President Zone A	Ar. Devendra Nath Gongal	(DNG)
	Vice President Zone B	Ar. Saykham Thammanosouth	(ST)
	Honorary Secretary	Ar. Dexter Y.P. Koh	(DK)
	Honorary Treasurer	Ar. Ridha Razak	(RR)
	Advisor	Ar. Tan Pei Ing	(TPI)
Committee Chairs	ACAE Chair	Ar. Jonathan V. Manalad	(JVM)
	ACPP Chair	Ar. Zhang Wei	(ZW)
	ACSR Chair	Ar. Farhana Sharmin Emu	(FSE)
	ACGSA Chair	Ar. Alice Leong Pek Lian	(ALPL)
	ACYA Chair	Ar. Denny Setiawan	(DSE)
Fellowship Chair		Ar. Debatosh Sahu	(DSA)

Absence with Apologies

Immediate Past President	Ar. Abu Sayeed M Ahmed	(ASA)
Vice President Zone C	Ar. Thomas Cheung	(TC)
Advisor	Ar. Rita Soh	(RS)

Attachments

ATT.1 *ACSR Charter Final Draft for Council Meeting (pending)*
ATT.2.1 240731 JVM ARC Thesis of the Year 2024 final draft
ATT.2.2 TOY GUIDELINES SALIENT FEATURES 10-26-24
ATT.3.1 240731 JVM ARC Students' Design Competition 2024 final draft
ATT.3.2 SDC GUIDELINES SALIENT FEATURES 10-26-24
ATT.4 240808 ACAE Online Forum Report
ATT.5 241026 ACPP report V2.0
ATT.6.1 240704 ARC 24-25 14th ACGSA Roundtable Meeting Minutes
ATT.6.2 241005 2nd ACGSA Online Meeting Minutes
ATT.6.3 241011 ACGSA taskforce list update

MATTERS

ACTION BY:

1.0 Convening of the Fourth OB/CC Meeting

- | | | |
|-------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| 1.1 | Welcome Remarks - ARCASIA President, Ar. Saifuddin Ahmad | |
| 1.1.1 | Pres welcomed everyone to the meeting and apologized for the slight delay due to inclusion of an unscheduled meeting with SLIA on Forum22 earlier, and remarked that this would be the last OB/CC Meeting before the forum. | INFO |
| 1.2 | Adoption of this Meeting Agenda - Hon Secretary | |
| 1.2.2 | The Meeting Agenda was adopted without amendments. | INFO |
| 1.3 | Adoption of the Minutes of the 3rd OB/CC 2024-2025 Meeting held in Kuala Lumpur on 4 July 2024 - Hon Secretary | |
| 1.3.1 | The Minutes was confirmed as correct records by the meeting. | INFO |

2.0 Matters for Tabling at 44th Council Meeting, 15-16 Jan 2024:

2.1 ACSR Charter

MATTERS

ACTION BY:

3.0	<p>2.1.1 ATT.2 ACSR Charter Final Draft for Council Meeting (pending)</p> <p>FSE reported that due to the goings-on in Bangladesh she was unable to continue with the charter until recently. Work resumed last week, and she will be able to update in 2-3 days. The draft is almost ready to be issued to OBs in 7-10 days and then onto MI Presidents, prior to printing.</p> <p>Pres enquired if the Charter can be completed and printed in time for the Forum to which FSE responded in the affirmative.</p>	<p>FSE/ For tabling to Council</p>
	<p>Matters for Reporting at 44th Council Meeting, 15-16 Jan 2024: Incomplete Tasks as Concluded at the 43rd ARCASIA Council Meeting in Boracay, Philippines</p>	
	<p>3.1 Publish the Congress Papers and abstracts as the ‘Congress proceedings’ under (previous) ACAE Deputy Chair Jonathan Manalad’s supervision.</p>	
	<p>3.1.1 Update: JVM reported that originally the plan was to link it to an institution which is SCOPUS Index-accredited. There were initially offers from Malaysian and Philippines universities to tie-up/publish. However following his discussions with Pres, it was decided to publish it online without having to link with any specific institution or university.</p> <p>Currently JVM is in the midst of applying for a SCOPUS index, and for the purpose of publication as an online journal and it has been reviewed, this can be published on arcasia.org website. ACAE Comm proposed to liaise with website admin; HonSec will arrange if necessary. – target next week.</p> <p>JVM will prepare a study whether it will be a tab or link for Architects/ACAE members to click on to view the papers, by December for Pres & OB review, before reporting in ACAE & Council Meetings in Jan.</p>	<p>INFO</p> <p>JVM/ HonSec</p> <p>JVM/ For reporting to Council</p>
	<p>3.2 Forum22 (2024)</p>	
	<p>3.2.1 Pres requested Chairs to check with their Committee reps on their attendance in Forum22.</p>	<p>INFO</p>
	<p>3.2.2 Update from Chairs:</p>	
	<p>i. ACAE: JVM reported that for Kandalama, 12-15 out of 22 confirmed attending, however he will need to check again with his Comm, now that the date and venue has changed.</p>	<p>JVM</p>
	<p>ii. ACPP: ZW had posted in his WA group, so far 3-4 pax have confirmed attendance, and will check again next week.</p>	<p>ZW</p>
	<p>iii. ACGSA: ALPL promised she will provide the attendee pax in 2 weeks.</p>	<p>ALPL</p>
<p>iv. ACYA: DSE will report the Forum Comm Mtg attendee pax after the next Comm meeting next week, via WA. He reckoned at least 10 pax.</p>	<p>DSE</p>	
<p>v. Fellowship: DSA reported that Fellowship Meeting has been scheduled on Day 3/15 Jan followed by Fellowship Dinner. Pres responded that Fellowship Dinner was only introduced in Boracay, previously it was just a meeting. DSA needs to work closely with SLIA to determine the provisions/ arrangements of the Dinner – how it will conducted, cost per pax to be paid by participants etc.</p>	<p>DSA</p>	
<p>vi. HonSec requested this information by end Nov latest so that SLIA can be notified, for their meeting room planning.</p>	<p>All Chairs</p>	
<p>3.2.2 Deputy Chairs Nominations</p>		

MATTERS

ACTION BY:

	<p>Pres informed that to-date there were no nominations for Deputy Chairs for ACSR, ACSGA & Fellowship and requested respective Chairs to be on look-out and ensure there were nominations.</p>	FSE, ALPL, DSA
	<p>3.3 ARCASIA Awards</p> <p>3.3.1 Thesis of the Year Update [Guidelines need to be included in the Handbook]</p> <p>i. ATT.2.1 240731 JVM ARC Thesis of the Year 2024 final draft ATT.2.2 TOY GUIDELINES SALIENT FEATURES 10-26-24</p> <p>ii. JVM reported the above draft is final, he submitted a presentation to HonSec explaining the salient points of the amendments only for clarity.</p>	<p>INFO</p> <p>For tabling to Council</p>
	<p>3.3.2 ARCASIA Student Design Competition Update [Guidelines need to be included in the Handbook]</p> <p>i. ATT.3.1 240731 JVM ARC Students' Design Competition 2024 final draft ATT.3.2 SDC GUIDELINES SALIENT FEATURES 10-26-24</p> <p>ii. JVM reported the above draft is final, he submitted a presentation to HonSec explaining the salient points of the amendments only for clarity.</p> <p>iii. Pres sought clarification on timeline of SDC, to which JVM replied as 10 mths. Pres reminded ACA21 is in September 2025, JVM responded that, with Pres agreement he would like to prepare the launch by Nov 2024 and he has been coordinating with Gibson/KIRA on this and the Jamboree too.</p> <p>iv. HonSec enquired whether this draft document requires Council approval in Jan 2025 before being adopted.</p> <p>v. Pres responded that, in the CM, JVM to table the updated SDC guideline, and thereafter he will inform Council that he has consented for ACAE to proceed with the launch of SDC2025 in Nov 2024 since the CM has been postponed. SDC2025 will use the latest guideline. The launch will include the competition design brief, JVM will work with KIRA on this.</p>	<p>INFO</p> <p>For tabling to Council</p> <p>INFO</p> <p>INFO</p> <p>JVM/ For reporting to Council</p>
	<p>3.3.4 Ar. Barry Will Award Update [Guidelines need to be included in the Handbook, needs follow up]</p> <p>i. A mid-term review to be undertaken at the fourth cycle.</p>	<p>for Action at 4th cycle/ For reporting to Council</p>
	<p>3.4 Outreach and Media</p> <p>3.4.1 ARCASIA Website</p> <p>i. It was proposed to hold a meeting with Interplay on this matter, and to invite Bisma, Tushar & TPI in the meeting. HonSec to set date.</p> <p style="color: red;"><i>Pending</i></p>	<p>HonSec</p>
	<p>4.0 Respective Chairs' reporting at 44th Council Meeting, 15-16 Jan 2024:</p> <p>ALL Chairs to prepare Reports to Council Meetings on respective Committees' (and groups') activities to-date by mid-Nov 2024. Reports to cover activities to-date and planned programmes up to end of term.</p> <p>HonSec will prepare a report template in pptx format and issue to OB/CCs so that all reports will be uniform and cohesive for CM44.</p>	<p>All Chairs/ For reporting to Council</p> <p>HonSec</p>
	<p>4.1 ACAE</p>	

MATTERS

ACTION BY:

	4.1.1 Report: ATT.4 240808 ACAE Online Forum Report	INFO
	4.1.2 JVM reported first online Forum in collaboration with University of Lahore, and IAP. Next online Forum Q1 2025/Zone B – UAP. Position paper preparation by the host for issuance to Pres.	JVM/
	4.1.3 JVM to prepare draft ACAE Report to Council.	JVM/ For reporting to Council
4.2	ACPP	
	4.2.1 Report: ATT.5 241026 ACPP report V2.0	ZW
	4.2.2 - ZW presented his report on ACPP to-date, which includes collaborating with ACAE on AI and ACGSA on Carbon Neutrality. - Aug 18: Asian Sustainable Architectural Practices Seminar – 5000 online participants + 1000 on another platform. - Survey on Professional Practices: 5 responses received – China, HK, Japan, Nepal, South Korea - more required. Collected data will be visualized. - 17 Nov, 11.30-12.30: UIA-PPC & ARCASIA ACPP Event in KL. - Jan 2025: Specific thematic Webinar on AI – finalizing the guide, document to be discussed in Jan 2025 - May 2025: Towards a Carbon-Neutral Campus and Zero-Carbon building Workshop – new trend + new job opportunities, creating a planning guide. - Sep 2025: Survey and Database for Practice Phase II – showcase architectural practices in Asia (APIA) through data visualization.	
	4.2.3 Pres commented that some of ACPP’s topics affect/overlap other Comms ie ACGSA & ACAE. Pres commented that to avoid duplication, it is good to collaborate with them, and ZW responded in the affirmative. Pres added ACPP’s topics should be inclined towards practice.	ZW/JVM/ ALPL
	4.2.4 The draft report will need to be revised to reflect the inter-comm collaborations.	ZW/ For reporting to Council
4.3	ACSR	
	4.3.1 Since FSE has been unable to continue with ARC duties until recently, she will submit the draft Report to Council by end-Nov.	FSE/ For reporting to Council
4.4	ACGSA	
	4.4.1 Reports: ATT.6.1 240704 ARC 24-25 14th ACGSA Roundtable Meeting Minutes ATT.6.2 241005 2nd ACGSA Online Meeting Minutes ATT.6.3 241011 ACGSA taskforce list update	INFO
	4.4.2 - ALPL reported 14 th ACGSA Roundtable Committee Meeting in KL on 4 July, coinciding with KLAF. Theme: Integration of AI in Architecture for Carbon Neutrality + Country Reports. Planning to upload into arcasia.org website – will need to coordinate with HonSec & website admins. - 5 Oct: Committee Meeting, taskforces for guidebook, competition, webinar & declaration. By Dec, webinar on green certification tool esp since SONA developing its own tool. Seeking SLIA to sponsor the competition event in conjunction with Forum22. Informal but recorded discussion with ACGSA members attending UIAForumKL.	
	4.4.3 ALPL to summarise and prepare Report to CM44.	ALPL/ For reporting to Council

MATTERS

ACTION BY:

	4.4.4 ALPL concurred with Pres' concerns on ACPP's activities overlapping with ACGSA's. Pres reiterated that ACPP should be focusing on the practice part of its topics, so as not to be seen to be encroaching on other Comms' scopes.	ZW
	4.5 ACYA	
	4.5.1 Report: DSE's WIP report on-screen	DSE
	4.5.2 DSE reported on the KL Dialogue- Empowering Asian Young Architects on 4 July in conjunction with DARUMKL/Archidex, and Young Architects' Festival in Goa on 29 Sept.	
	4.5.3 Pres remarked that the Goa event is actually a IIA Goa Chapter event, not ARCASIA ACYA's event. DSE responded in the affirmative, but he felt ACYA needed to support it. Pres directed DSE in his Report to Council, to clearly separate ACYA's own events/activities from events/activities which it supported so as not to give a wrong impression to Mis.	DSE/ For reporting to Council
	4.6 Fellowship	
	4.6.1 DSA did not submit an on-screen report; briefing the meeting verbally.	INFO
	4.6.2 DSA reported on the Memorial Symposium on Zaigham Jaffrey moderated by himself on 24 Aug, and the various speakers sharing during the memorial, and the video, music & poetry.	INFO
	4.6.3 DSA planning another event: Conversation with Past Chairmen, is currently drafting the content and will share to OBCCs in the coming week. This may include 2 senior architects/past Chairmen, and in collaboration with ACYA, to have 4 young architects conversing with each other.	DSA
	4.6.4 DSA promised to send the written report to HonSec in 7 days, and the draft Report to Council.	DSA/ For reporting to Council
5.0	Nomination of Official Representatives and Observers to ARCASIA Committees	
	5.1 HonSec reported that Secretariat emailed to MIs on 16 July 2024, as of 6 Aug, 8 have responded.	INFO
	Now that all the Comms have convened Meetings, HonSec enquired with Chairs if there were any MIs who are not represented in Comms, to which ALPL responded that BIA & AMA are not represented in ACGSA.	INFO
	HonSec requested all Chairs to send list of MIs who have not nominated representatives to Comms so that Secretariat can communicate with them.	All Chairs
6.0	Key Timelines for 2024 (Meetings held online unless stated otherwise)	
	6.1 ARCASIA Council Meeting 15 & 16 January 2025, Colombo - All Institute Presidents/ Reps, OB & CC, Institute & Individual Observers	Attendees
	6.2 OB/CC Meetings 1 st - 20 Jan 2024, Kuala Lumpur 2 nd - 1 May 2024, Bangkok 3 rd - 1 Jul 2024, Kuala Lumpur 4 th - 26 Oct 2024, Zoom (Meeting before Forum) 5 th - 14 Jan 2025, ARCASIA Forum, Colombo	OBs & CCs

MATTERS	ACTION BY:
<p>6.3 CC Meetings 1st – 2 Mar 2024 2nd – 30 Mar 2024</p>	<p>Pres, HS, HT, CCs, FC</p>
<p>7.0 Other Matters Arising</p>	
<p>7.1 UAP 50th Anniversary</p>	
<p>i. JVM announced that UAP will be celebrating its 50th Anniversary tentatively in Apr 2025. UAP will coordinate with HonSec; ACAE Roundtable will be hosted, and MI presidents will be invited for the Anniversary.</p>	<p>INFO</p>
<p>ii. Pres responded that this needs to be coordinated with ASC, which is tentatively hosting OB Mtg in end April/mid May 2025. ZW reported that ASC SecGen WXJ had mentioned that it is pending the Construction Minister’s decision, but he will seek further updates. HonSec also reminded the Incheon Pilot tour is in April 2025 as well.</p>	<p>ZW</p>
<p>7.2 Future Requests for ARCASIA Support</p>	
<p>i. Pres remarked that in future, any requests for support for any events should come from the parent institute/Member Institute of ARCASIA – eg. Goa event should be requested by IIA; IGBC’s ICISDG Net Zero event should also come from IIA, despite them being events which are important to ARCASIA.</p>	<p>ALL</p>
<p>ii. DSE clarified the request came from IIA and felt it important for ACYA to support it.</p>	<p>INFO</p>
<p>iii. ALPL clarified that she requested IGBC to write officially to ARCASIA but they only emailed to her, and despite IGBC mentioning the event was supported previously by ARCASIA it did not automatically meant it would continue to be so. Nonetheless, it was a good event to support but protocol needs to be complied.</p>	<p>INFO</p>
<p>8.0 Conclusion & Next Meeting</p>	
<p>8.1 Adjournment</p>	
<p>i. In closing, Pres reiterated Chairs’ cooperation to submit their Reports to Council in due time as HonSec needs to collate and compile them for issuance to MIs, and requested Chairs to encourage as many members to participate in Forum22 to support the Host Institute, SLIA. He also hoped all the proposed tasks proposed by Chairs will be implemented as planned within the 2024-25 term.</p>	<p>All Chairs</p>
<p>ii. The OBCC Meeting was adjourned at 5.35pm. Pres and HonSec thanked everyone for their attendance and participation.</p>	<p>INFO</p>
<p>8.2 The next OB/CC Meeting:</p> <p>Next Meeting : 5th OB/CC 2024-2025 Date : 14 Jan 2025 Time : tbc Venue : Colombo, Sri Lanka</p>	

Ar. DEXTER Y.P. KOH
Honorary Secretary 2024-2025