

Meeting : 1st CC 2024-2025
Date : 2 March 2024, Sat
Time : 2.00pm Malaysia
Venue : Zoom
Notes by : DK/HonSec

Next Meeting : 2nd CC 2024-2025
Date : 25 May 2024, Sat
Time : 2.00pm Malaysia
Venue : Zoom

Office Bearers	President	Ar. Saifuddin Ahmad	(Pres)
	Vice President Zone A	Ar. Devendra Nath Gongal	(VPA)
	Vice President Zone B	Ar. Saykham Thammanosouth	(VPB)
	Vice President Zone C	Ar. Thomas Cheung	(VPC)
	Honorary Secretary	Ar. Dexter Y.P. Koh	(HonSec)
Committee Chairs	Advisor	Ar. Tan Pei Ing	(TPI)
	ACAIE 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)
Fellowship Chair	ACYA Chair	Ar. Denny Setiawan	(DSE)
		Ar. Debatosh Sahu	(DSA)

Absent with Apologies

Immediate Past President	Ar. Abu Sayeed M Ahmed	(IPP)
Honorary Treasurer	Ar. Ridha Razak	(HonTre)
Advisor	Ar. Rita Soh	(RS)

Attachments

1. ACAIE Projects 2024-25
2. ACPP Roadmap 2024-25
3. ACSR Programs 2024-25
4. ACGSA Key Programs 2024-25
5. ACYA Visions & Key Programs 2024-25
6. Fellowship Committee Roadmap 2024-25

AGENDA

ACTION BY:

1.0 Convening of the First CC Meeting

- 1.1 Opening Remarks - ARCASIA President, Ar. Saifuddin Ahmad
- Pres welcomed everyone to the meeting.

Introduction & Reminders

- Pres reminded everyone on his L.O.V.E. manifesto laid out during the first OBCC Meeting, and that will be the key framework expected from the Committees.
- Programs submitted by Chairs were overall outlines, and he is also expecting the VPs to collate the overall programmes of member institutes; he does not want the programs to be clashing with each other eg. IAI and SLIA had clash of events last week (notwithstanding they were planned much earlier), and he had to turn down IAI's invitation as he had to travel to Sri Lanka for the Forum Pilot Tour as well as SLIA's Annual Sessions. Therefore there is a need to consolidate the master programme otherwise there may be further clashes.
- If there are any events required to be held with other committees, there is no need to sign MOUs as Committees are supposed to be working together in the first place.
- The keyword emphasized for this term is related to the **Environment**. The 21 SDGs mooted by the UN, with ESG as framework for assessing the members states' society and governance

Inter-Committee Panel Discussion on SDGs

- Pres hopes the first event would be an online Inter-Committee panel discussion between the 5 Committees eg: ACAIE have indirectly looked into the education part - SDG No.4 – in the last term. The respective Chairs will be the panelists, therefore



AGENDA

ACTION BY:

so no need to invite other speakers, and it is good for the Chairs to take lead and fit into the respective SDGs with topics related to their committees and how ARCASIA Council will work to get these goals achievable.

- Format: Introduction, Moderator (either a VP or Advisor), and Conclusion will be compiled for discussion (1-2 weeks later) and discussed by the OB/CC to be issued as the Proposal for the Way Forward of ARCASIA to achieve the SDGs. This may have been done earlier in other platforms, but ARCASIA has not come to a conclusive direction on achieving the SDGs.
- To find a suitable date (on a Saturday) to hold this event after all the member institute programmes are compiled.

Overview of the Program Proposals

- Pres was expecting more on the implementation of the programs over the next 2 year, and whether they will be held as webinars or physically. This needs to be clearly stated because if involves a physical or hybrid event, there will need to be decided on who will be hosting it.
- Pres elucidated on the Memorials which were held especially during the Covid period, by IAB. Perhaps ARCASIA (via Fellowship's DSA) can also organize one on its own, perhaps on late Ar. Mubasshar Hussain as he has greatly contributed to the organization.
- Pres then requested the Chairs to present their program proposals.

2.0 Presentation of Programmes by Respective Chairs

2.1 ACAE

- JVM presented ACAE's projects for 2024-25
- Key elements: Learning – Knowledge, Skills, Attitudes
- Projects are aligned with the 17 UN SDGs & Pres thrust of L.O.V.E
- Knowledge-Sharing to aid in democratizing architecture education, amongst students and educators

ACAE Online Forum for architecture students and/or teachers

- One each for Zones A, B & C – representatives of ACAE from each zone as Convenor – over the course of the term

ACAE Journal Publication

- Ready materials from papers submitted during ACA20, 25-30 papers for this journal

Thesis of the Year

- Institutionalised activity under ARCASIA
- Skills development to empower Asian architecture students' practical skills, design abilities and digital literacy

Design Competition

- Another institutionalized activity under ARCASIA
- Perhaps smaller competitions along the way other than the main ones in Congress and Forums

Universal Design Project

- Cultivate empathy, social responsibility & commitment
- Create projects in collaboration, with distinctive roles of ACAE (pathway) as the educational arm to disseminate the outputs of ACSR (content provider)

There may be other smaller projects which come along the way, but the above are the key projects which are highly impactful.

AGENDA

ACTION BY:

President's comments:

- Program proposal is good as JVM knows what he intends to do for the next 2 years
- Other than the TOY which will be handled by ACAE chair and held during the Forum, Pres commented on the Design Competition and Universal Design Project in collaboration with ACE & ACSR: both parties need to decide respective roles, and whether dissemination of the outcomes are to be shared with students or also to the public at large.
- How is it to be implemented and the timeframe; if it takes a longer time perhaps it can be held next year. Do the framework while concentrating on other projects.
- Timing has to be streamlined and not clash with other events of member institutes otherwise it will impact on participation numbers.
- Decide which are online/hybrid/physical, Zone presidents will have to assist/identify the hosting by member institutes for the online forums.
- Pres exemplified the recent event by IAI which DSE said was related to 4Nations but also involved ACYA, but OBs were not aware of the program. All Chairs must be precise on this and consolidate all the programs so that the OBs are ware of the ARCASIA events.
- Pres say not to have any ad-hoc events as has happened in the past years.
- There are institutes more active than others, and institutes which are more advanced and others which are still in infancy.
- Education may involve academia and also practitioners; there may be high-profile personalities who are not necessarily from the committees who can be invited and not just those who have been speakers before. This will help raise the profile of Asian architects within the region and even the world. Committee members are there to do the work but the speakers must be selected from those who are well-versed in their fields and have experienced the work itself. This applies to all committees not just ACAE.

2.2 ACPP

- ZW presented ACPP Roadmap 2024-25

L: Review and enhance ongoing programs

- Review previous ACPP files, verify validity and make necessary updates
- Students who want to do their internships in other countries
- Explore emerging hot topics ie AI's potentials and dangers, to produce guideline by 2025

O - Overall

- Distribute ARCASIA Professional Practice Questionnaire, update professional practice database of member institutes, enable different member institutes to understand situation of other members
- Inter-committee collaboration in AI field – ACPP & ACAE to co-organize seminars to share architects' use of AI
- Inter-committee collaboration on climate response – ACPP & ACGSA co-organize seminar in campus carbon neutrality or zero-carbon buildings & publish booklet under ARCASIA

V - Visibility

- UIA-PPC & ACPP joint-meeting during UIAForum 2024 KL for architects to exchange ideas and topics related to professional practice, attracting attention on ARCASIA architects and highlighting the role of ARCASIA
- Proposal of 'Towards a Carbon Neutral Campus' Planning and Design Workshop in China in 2025

AGENDA

ACTION BY:

E - Environment

- Guideline for Campus Neutrality Plan to complete in 2025
- Low Carbon/Zero Carbon building design practice Webinar/short video

Outputs:

- ACPP Professional Practice Survey & Database
- Guidelines 1: for Artificial Intelligence
2: for Campus Carbon Neutrality Plan
- Activities: seminar, webinar, short video etc

Timeline:

- ACPP Professional Practice Survey & Database update by FORUM22 in 2024
- UIA-PPC & ACPP joint-meeting in Nov 2024
- Inter-committee collaboration will be further discussed March 2024
- All Guidelines completed by 2025
- 'Towards a Carbon Neutral Campus' Planning and Design Workshop in 2025

President's comments:

- Very focused programs from ZW and what ACPP intends to do, and is co-related with ACAE
- Internship has always been difficult to implement, in light of rulings by respective countries on allowing graduates to work and also immigration issues.
- Compilation on past Practice files - Pres says Tushar mentioned he had compiled some of the past years' Roundtable. HonSec/ZW to check with Tushar.
- Pres' observation that in the last few years Committees had held many events and many Roundtables held during Thiri's time but there were no conclusions or even published in the website. These need to be shared with all the member institutes.
- Pres wants to see the compilation of the documents at next OBCC meeting; once compiled they should be disseminated to member institutes.
- Survey: ZW to inform what are the information required, OB can look into it and comment.
- All Committees can proceed to have convene their respective Committee meetings
- UIA-PPC & ACPP joint meeting: ZW need to urgently bring to attention of Forum Convener as physical meetings, unlike virtual ones, involve much planning and logistics. Since ZW is also Chair of UIA PPC, he needs to quickly draft & present a proposal paper at 3rd OBCC Meeting early May in Bangkok.
- Design Workshop in 2025 timeline? ZW says yet to decide but usually will coincide with the ASC Annual Meeting in Sept. Pres reminded Sept 2025 is also ACA21 in Incheon.
- Members tend to compare with programs carried out during previous terms.
- Previously, ACPP held joint physical event with ACAE in Kathmandu – on education and career.
- Pres hopes HonSec can circulate the overall programs of member institutes by next month.

2.3 ACSR

- FSE presented ACSR Program Proposal 2024-25

Legacy:

- Using Pres' L.O.V.E. & ARCASIA Charter on Social Responsibility & will incorporate UN's 17 SDGs
- Guidance from Past ACSP chairpersons



AGENDA

ACTION BY:

Overall/Inclusivity:

- **Proposal 1:** Create a platform for Asian Community Architects who work with the marginalized/underprivileged community
- **Proposal 2:** Create a platform for Asian Women in Leadership on architectural practice

Visibility:

- Using tools to promote such as Roundtables, Competitions, Webinars through ARCASIA Facebook, E-Publications, Workshops, Local awareness, Instagram posters, Booklets, Facebook posters, Government awareness, Seminars, Training programs

Environment

- As championed by Pres.

Present Status of ACSR:**AEA** ARCASIA Emergency Architects

- Council approved group lead by Ar. Tony Wong (HKIA)
- *to arrange Zone C training in May 2024*

AHPG ARCASIA Heritage Preservation Group

- Council approved group lead by Ar. Farhana Sharmin Emu (IAB)
- *to arrange Topic B (Presenting Appropriate Examples of Adaptive Reuse Through Conservation) & C (Sharing Experiences on Preservation of Historic Urban Landscape) within 2024*

AUDG ARCASIA Universal Design Group

- Taskforce of ACSR lead by Ar. Mumtazah Mustajab (PAM)
- *The Assignment for country members of AUDG is to do a simple INSTAGRAM or FACEBOOK poster under ARCASIA as part of Awareness program related to the field of architecture for WORLD DOWN SYNDROME DAY on 21 March. There is a list of the dates of assignment for one year awareness program.*

AWDG ARCASIA Wellness Design Group

- Taskforce of ACSR lead by Ar. Kentis Beh/Choi Franky (HKIA)
- *Ongoing Work: An online meeting is scheduled to be set for 9 March 2024 if we get a green signal from the Council.*

Proposed Tasks/Programs for 2024-25

- **AEA & AHPG** as it is
- **ASUWD** – ACSR SUBCOMMITTEE FOR UNIVERSAL WELLNESS DESIGN
 - UNIVERSAL ACCESSIBILITY
 - WELLNESS ARCHITECTURE
 - UD POLICIES AND GUIDELINES
 - HEALTHY AND LIVEABLE CITY ETC
- **ASCA** ACSR SUBCOMMITTEE FOR COMMUNITY ARCHITECTS
- **ASWA** ACSR SUBCOMMITTEE FOR WOMEN IN ARCHITECTURE

Proposed Special Actions:

- Create a Panel of ACSR Advisors
- Revision of ACSR Charter

Tentative Timeline with visible outcomes every 3 months

AGENDA

ACTION BY:

President's comments:

- Concern on how the Committee is working and activities, it is getting too big and now even proposing sub-committees again.
- As an immediate plan, revision of ACSR Charter revision is the key action, to submit draft soonest for review for tabling at OBCC Meeting in Bangkok.
- AEA & AHPG are council approved groups while the rest are add-ons.
- ACSR to have quick meeting amongst Committee members esp past Chairmen on how to move forward on the group matters especially since at last Council Meeting, there was a push for the AHPG to have its own Committee and it is a big thing now around the world. Pres is not necessarily agreeable to this as yet but ACSR to submit a proposal or even suggestion on this, for discussion at OB level with inputs from Advisors before bringing it up to Council Meeting in Kandalama.
- Pres says ACSR and group meetings can still continue to be held in the meantime.

2.4 ACGSA

- ALPL presented ACGSA Missions & Key Program 2024-25
- The visions as the new chairman of ACGSA is to create architects becoming the leaders in the world of future sustainable development. The missions and proposed program for ACGSA for this new term (2024-2025) are as follows:

Missions (A.L.I.C.E)**A: Achieving** For Sustainable Development**L: Leading** Architect to A Sustainable Future**I: Impact** For Safe Future Global**C: Climate** Change & Energy Option For Sustainable Future**E: Excellence** Educating For Sustainable Future**Proposed Programs / Activities**

- Net Zero was the basic goal of the Paris Agreement and by 2050 the world target to achieve net zero carbon and many countries had signed to work together to meet the goal. To reach net zero targets requires actions to reduce emissions. The proposed programs will be:
 - Conduct a ACGSA workshop to discuss and to work out and publish a guidebook for Low/Net Zero Carbon Emissions
 - Collaborate with other ARCASIA Committees to educate and promote future generations for sustainable development. Due to growing concern for our environment, buildings use a lot of energy and often contribute to pollution and waste. Activities such as: Talks, CSRs etc (include public engagements)
 - Exploring safer energy for safe future global in round table meeting e.g. carbon neutral, carbon storage etc.
 - Exploring more publicity for architects' involvement in sustainable development - enhancing the website, content marketing, social media etc.
 - To initiate Green Architecture Competition - architects to produce smart design and use available technologies to ensure that structures generate minimal harmful effects to ecosystem and the communities.
 - To renew /upgrade the ACGSA Declaration to match the latest needs to achieve sustainable development related matters/MOU with other countries

President's comments:

- Pres appreciated the brief and succinct presentation.
- Comments on the 3 main activities: i. Workshops - possibly to work with ACPP; ii. Arch Competition - to work out the framework and decide on categories, whether involving architects, students etc; iii. ACGSA declaration, to draft out the revision & present in Bangkok in May for OBCC to approve and issue.

AGENDA

ACTION BY:

- Uploading of materials on ARCASIA Website – ALPL to liaise with HonSec to present materials for OB approval prior to upload.
- Focus on the activities/events, get it done and get it done well.

2.5 ACYA

- DSE presented ACYA Vision and Key Programs
- Achieving SDGs via ACYA programs, by collaborating with ACAE's JVM & ACPP's ZW
- Young Architects challenges: Knowledge – Development – Support – Network
- Vision to bring ACYA as a BRIDGE for the promotion of as many young architects as possible in all member institutes by empowering them with support, and relatable knowledge

BRIDGE:

- **Borderless – Respectful – Inclusive – Development – Growth - Empowerment**

Programmes:

1. Support the holding of a national exhibition of young architects at the national level in each member country eg. Indonesian Architects Week Rio 2019 @ Bandung 5.11-12.12.2021; Young Architects Festival @ Sapovaram, Calicut 27-29.10.2022; Young Architects League by SIA
2. Organizing exhibitions of young architects across national borders as a form of collaboration between institutes.
3. Encourage architecture festivals by young architects in member countries.
4. Holding a series of talks for young architects. This series of talks is encouraged to be a cross-border activity.
5. Using YouTube as a platform for young architects to speak and spreading their ideas to all audiences.
6. Holding open design workshops that are useful for the development of young architects in all member countries.
7. Establish more friendly communication with the entire community of young architects wherever they are.
8. Collaborate with universities in organizing discussions of young architects on campus.

Timelines:

- 2024: National Based YAE
- 2025: International Exchange YAE (ACA21@ Incheon)

Conclusion:

- And as a culmination, ACYA will encourage holding the ARCASIA Young Architect Exhibition which will involve all ARCASIA member countries.
- It is hoped that by achieving mission of BRIDGE, ACYA data will be more useful as a promotional generator and help efforts to achieve the LOVE vision launched by the President of ARCASIA
- ACYA: LOVE is a BRIDGE

President's comment:

- Pres likes the BRIDGE theme
- Pres suggest connecting with member institutes on their annual conferences/exhibitions/events, and see if sections of the exhibition can feature work of the youth in ARCASIA, and then to collate and exhibit in Incheon.
- Webinars can consist of speakers from academia, practitioners and youth to have dialogue
- DSE can draw up the event program and discuss at OBCC Meeting in Bangkok

AGENDA

ACTION BY:

2.6 Fellowship

- DSA presented Fellowship Roadmap 2024-25

OBJECTIVE:

- To retain active and effective connection with and to take advantage of the knowledge & intellect of former leaders and officials of ARCASIA, in order to facilitate & assist continuing progress & development of the organization.

ELIGIBILITY

- Eligibility to be a member of ARCASIA FELLOWSHIP is mentioned in ARCASIA HANDBOOK (Revised 2013). Inclusion of the following clause was adopted in the 38th Council Meeting held in Kathmandu on 3 Nov 2017.
- All Committee Representatives of Member Institutes shall be eligible to become members of ARCASIA FELLOWSHIP

ROADMAP:

- Activities of the FELLOWSHIP Committee shall be (but not limited) to
 - F: FORUM & ACA.** Meet and interact with representatives from all members Institutes during the Committee Meeting to be held during a FORUM & ACA in conjunction with other Committee Meetings.
 - E: Engage** and collaborate with other Committee/s in organizing any event if there is any scope or request
 - L: Leader** of ARCASIA to be remembered. Organize Obituary/Symposia in memory of the deceased significant mentors / leaders of ARCASIA
 - L: Liberty** of organizing casual / informal gathering of all FELLOWSHIP members at a given time & venue during ACA & FORUM
 - O: Organize** occasional social meetings / get together in any city at any convenient time of the year between ACA & FORUM which may attract interested members in lieu of an opportunity to visit the city and enjoy people, culture, and architecture/ heritage installation/s of that place.
 - W: Webinar & Seminar** -Organize occasional Webinars /Seminars engaging former leaders and stalwarts of ARCASIA to share their experience and to share future visions
 - S: Showcase** the work of International Award-Winning Projects of ARCASIA in member community. Undertake compilation of Interviews & works architects of ARCASIA Member Countries. Those compiled works can be published and circulated as Audio, Video and or as Published materials as well.
 - H: Honouring** ARCASIA members in recognition of distinctive achievement/ honours/accolades of architects in national and international arena.
 - I: Interact** with the students of Architecture and/or arrange Talks/Presentation during an ACA or FORUM at different schools in the host country and share experience which shall work as a source of Inspiration, Motivation and Guidance for future architects.
 - P: Publication** of the compilation of Interviews, memoir of the members who had been active and instrumental in the shaping of ARCASIA and its continual development. Those compiled works can be published and circulated as Audio, Video and or as Published materials as well.

Note:

- FELLOWSHIP COMMITTEE shall organize any other event/s pertaining to its aims and objectives or that of ARCASIA, if suggested or advised by the OB.

President's comments:

- Pres reminded that Fellowship is not a committee, and DSA is all alone, so have to be realistic about his programs



AGENDA

ACTION BY:

- Some of the programs DSA can start planning for is the Memorial – for Ar. Mubasshar Hussain, organized by ARCASIA. To liaise with HonSec on the webinar
- Pres reminded it has been 55 years of ARCASIA's founding; most of members are not aware of the past Chairmen of whom lately some have returned to attend ARCASIA's events ie P.Kasi, Surath. Perhaps webinars can be held featuring these past Chairmen, even two at a time, sharing their experiences during their Chairmanship and what they see ARCASIA standing today or any ideas they want to share.
- Archiving/compilation of Memorials done in the past.
- DSA suggested that since there are no committee members to assist him, he could call upon those in the Fellowship to create a working group to assist. Pres responded it is his prerogative but to ensure it is inclusive whether in the chatgroups etc
- DSA to liaise immediately with Russell/FORUM22 Convenor as Friendship Nite will be held in Kandalama in Sept.

3.0 Deliberation & Decision

- Pres requested all Chairs to fine-tune their programs and present final one at OBCC Meeting in Bangkok/May.
- Pres requested TPI to weigh in on various additional groups/sub-committees in ACSR, even on the idea of having AEA & AHPG as separate Committees.
- TPI opined that the more Committees created, the more commitment will be required from the member institutes by having to nominate more members to sit in the various committees. At the end of the day ARASIA needs to focus on what really matters to the organization.
- TPI further responded that she had listened to all the program proposals and there were many good ideas; but going forward each Chair should also set, within their term of 2 years, their KPIs – short-term, mid-term and long-term. Long-term shall be carried over to the subsequent terms. In their current term, what do the Chairs aim to achieve? This needs to be established, reported and reviewed at every meeting so that the programs can be kept within the time-frame. A lot of times there were many meetings, discussions, roundtables and resolutions but there are no action plans on the actual implementation of the output.
- To TPI, the output is very important; something that is tangible - otherwise there will much talking but no outcomes.
- TPI suggested for Chairs to review their proposals, taking into account an established and clear KPI within their terms and beyond; the longer term ones will need to be reviewed by Pres & OBs and agreed upon. Pres agreed and requested the refined proposals be done and presented in May in Bangkok.
- Chairs to proceed with convening their respective Committee Meetings
- Pres appointed VPC as Convenor of Inter-Committee Panel Discussion on SDGs, to coordinate with all the Chairs involved, and to liaise with Pres/HonSec on the possible date of this event – to start meeting by April and report by May. Indirectly this event is to inform member institutes the direction of each committee of what they intend to do for the next 2 years.
- As for VPA & VPB, need to help/assist VPC to connect with member institutes within their zones; sometimes the Committee & Chairs may be aware of happenings in ARCASIA but not the institute presidents.

4.0 Other Matters Arising

- 4.1 CC Meetings** (*Attendees: President, HS, HT & Committee Chairs, Fellowship Chair*)
- 1st – 2 March 2024
 - 2nd – 25 May 2024
 - 3rd – 24 Aug 2024
 - 4th – 23 Nov 2024

INFO



AGENDA

ACTION BY:

5.0 Conclusion & Next Meeting

5.1 The next CC Meeting to be held as follows:

- Next Meeting : 2nd CC 2024-2025
- Date : 25 May 2024, Sat
- Time : 2.00pm Malaysia
- Venue : Zoom

5.2 Adjournment

Pres thanked everyone for attending the meeting and to the Chairs for presenting their program proposals.

The meeting was adjourned at 4.05pm Malaysia.

INFO

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

