

Meeting	: 3 rd CC 2024-2025	Next Meeting	:
Date	: 27 August 2025, Wed	Date	:
Time	: 8.00-9.00pm KL Time	Time	:
Venue	: Via Zoom	Venue	:
Notes by	: DK		

Office Bearers & Committee Chairs

Office Bearers	President	Ar. Saifuddin Ahmad	(SA)
	President-Elect	Ar. Prof. Dr. Wu Jiang	(WJ)
	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)

ATT.1	240330 ARC 24-25 2nd CC Meeting Minutes Draft
ATT.2	250827 ACAE PRESENTATION
ATT.3a	250805 ACPP report V1.2
ATT.3b	01 Position Paper on the Responsible Integration of AI in Architectural Education and Practice
ATT.3c	02 Planning and Design Guidelines for Carbon Neutral Campuses-Framework-v2.4_cover_watermark (2025.8.12)
ATT.4	250827 ACSR update for 3rd CC meeting
ATT.5	250827 ACGSA ARCASIA 3RD CC 27Aug25
ATT.6	250827 ACYA CC Meeting

MATTERS

ACTION BY:

1.0 Convening of the Third CC Meeting

1.1 Adoption of this Meeting Agenda

The Meeting Agenda was adopted unchanged by the Meeting.

INFO

1.2 Adoption of the Minutes of the 2nd CC Meeting held via Zoom on 30 March 2024

The Minutes of the 2nd CC Meeting was adopted unchanged by the Meeting.

INFO

ATT.1 240330 ARC 24-25 2nd CC Meeting Minutes Draft

1.3 Welcome Remarks & briefing by President

President welcomed everyone to this meeting and remarked the last OBCC Meeting was held in Beijing in May, and this is the last CC Meeting before Incheon – although there is an OB/CC Meeting on 8th Sept but there are a few issues he wishes to raise presently.

INFO

Since the Deputy Chairs have been elected in January, he assumes that the Deputy chairs are already on board and involved in Meetings; they are elected a year in advance so they know how meetings are conducted and are aware of the programmes that the current chairs have been implementing for the past 1½ years, and whether they need to continue or follow up in the next term.

INFO

At the same time he also welcomes Pres-Elect WJ to this meeting, so that he is also aware of the programmes being carried out this term.

INFO

From feedback received, some Deputy Chairs are not sure what is going on with the Committee they will be chairing, so he is unsure if they have been called on-board during the regular meetings.

Chairs

MATTERS

ACTION BY:

The other matter he wished to stress (and which is why he wanted to raise it today instead of on 8th Sept): Meetings are conducted in accordance to the guidelines in the Handbook where the CCs chair the meeting and the DC supports/learns the ropes, and the main delegates are the MI representatives. Past Committee Chairmen seemed to have been given too much prominence and it gives an impression that it is a meeting of a group of Past Chairs as observed in the past few years and especially in the last Forum. Pres added that the arrangement of seating should emphasize the official delegates, with past Chairs (who are Observers) at the flanks.

Chairs

In the next term the incoming President will be announcing his plans and direct incoming Chairs what needs to be addressed, promoted etc nevertheless he also stressed that DCs need to be closely involved in the Committee programmes and implementation plans.

Chairs

From OBs' observations some have been delayed in planning programmes, including programmes planned for Incheon. OBs need to have an idea of the proposed programmes, the expected outcomes and subsequent documentations.

Chairs

He also reminded Chairs to urgently submit their respective Reports for CM45 so that they can be uploaded/circulated to Delegates. As they would be read prior to the Meeting, the presentation at CM should be brief and stressing on important points, otherwise the meeting will drag on for too long resulting in disinterest and disorientation amongst attendees.

Chairs

Chairs should be analysing the original proposed programmes against what has been achieved or implemented thus far – some Chairs have not even properly started their programmes even with only 4 months before the end of this term. As Pres, he would not want to be continually breathing down the necks of Chairs to ensure they perform to expectations and he hoped Chairs will fulfill their roles responsibly, and by the HOM, all programmes have been implemented, recorded and handed over to the DC. Otherwise his 'Legacy' mission would not be achieved.

Chairs

Notwithstanding Pres-elect WJ will have his own mission (and he will leave it to him), there has to be some continuity from the past, current and future terms.

INFO

Pres also reminded JVM that he has been tasked with presenting the Inter-committee Report, which would entail a separate discussion with the other Chairs, to ensure a comprehensive overall reporting.

JVM

HonSec further reminded Chairs to submit their reports by 4 September so that they can be combined into a single pdf binder for ease of delegates' reference and sought chairs' cooperation on this matter.

Chairs

2.0 Matters for Tabling at 3rd CC Meeting

Chairs' reporting on preparation for Committee Meetings & other programmes during ACA21

2.1 ACAE

JVM shared his report on-screen

JVM

ATT.2 250827 ACAE PRESENTATION

- 2nd ACAE Online Forum, 18 July 2025 hosted by UAP attended by 550 attendees (800 registered)

- 3rd Forum proposed to be hosted by AAM

MATTERS

ACTION BY:

- Designing the 2040 Architect: Competencies for a Changing World roundtable discussion at ACAE Committee Meeting in Incheon 8 Sep 2025.
- Proposed Programme for ACAE Committee Meeting 8am-3pm including drafting key points for a Resolution to be presented for adoption at CM45
- TOY2025 judging 12 Aug 2025, completed
- SDC2025 judging 22 Aug 2025, completed
- Both TOY & SDC Medals to be manufactured in Manila, under UAP supervision.
- TPI commented medals only for AAA, however it was pointed out the medals are to be given per the approved handbook guidelines. Pres responded to proceed. HonTre enquired on the medal expenses to which JVM responded there were still some monies from last cycle, and the unutilised balance will be returned after.
- Pres suggested other Chairs to emulate JVM's reporting; based on the programmes implemented, focussing on discussions on issues affecting ARCASIA MIs or its future, and their outcomes ie adoption of resolutions.

2.2 ACPP

ZW

ZW shared his report on-screen

ATT.3a 250805 ACPP report V1.2

- ZW reported he had visualised 4 tasks this term:
 - AI Guidelines: DC LCK tasked to join the taskforce, collaborated with ACAE to draft position paper. ZW also in UIA Committee on AI guidelines, and invited experts outside Asia to assist
 - Carbon Neutral Campus Guidelines: including Seminar held in THU Beijing in May 2025, including a video production.
 - Webinar: From Survival to Global Leadership on 2 Aug 2025, with Ken Yeang keynote speaker, >3000 viewers
 - Survey and Database for Practice Phase II: including data visualisations
- Meeting Agenda for ACPP Committee shared.
- Pres remarked the good response of Webinar attendees, but he was also concerned on the dissemination of ARCASIA's webinar programmes by respective MIs. It appears the majority of viewers were from the host institute's members i.e. ASC for this webinar and UAP for ACAE Forum webinar.
- Pre suggested perhaps for the next term, Chairs to ensure their committee members are also assisting to disseminate the programmes to their institutes.
- + **ATT.3b 01 Position Paper on the Responsible Integration of Artificial Intelligence in Architectural Education and Practice**
- + **ATT.3c 02 Planning and Design Guidelines for Carbon Neutral Campuses-Framework-v2.4_cover_watermark (2025.8.12)**
 - ZW requested OBs to support/sanction the above documents, as he believed they will promote a louder voice for ARCASIA and expand its influence in critical global fields of AI and climate change, much discussed by practitioners.
 - Pres requested these to be circulated to OBs and if no objection, to be circulated to the MIs and mentioned in the CM.

2.3 ACSR

FSE

FSE shared her report on-screen

ATT.4 250827 ACSR update for 3rd CC meeting

MATTERS

ACTION BY:

- ACSR Charter V2 launched in CM44 + circulation/publicising
- 2 focal areas:
 - Topic A: Architecture with Marginalized Communities in three phases
PHASE ONE: Onsite Exploration April 26-29 2025
PHASE TWO: Online Knowledge Sharing June-July 2025
PHASE THREE: Youth Engagement and Knowledge Dissemination
 - Topic B: Universal Design Wellness Design
- ACSR at Incheon: the meeting will continue to focus on two thematic areas central to ACSR’s mandate
- Session A |Topic A: Architecture with Marginalized Communities
Presentation of 3 5 A 4 project panels submitted by member institutes, showcasing architectural work with marginalized communities
- Session B |Topic B: Universal Design Wellness Design
Discussion and finalization of the UD WD Students’ Design Competition 2025
- Pres advised FSE it was not necessary to report Colombo events, and to report post-Colombo to current.
- Marginalized communities is a wide topic and the Bangkok event focussed only on economic marginalisation, so to define clearly the focus in the presentation. It does not need to be lengthy
- To present very briefly, summarise and not to present/read verbatim.
- There is no Council of Past Chairmen, the important parties are the MI representatives, Pres reiterated as he had briefed on the outset.
- DC Vanessa has been tasked with helping the Competition as it is not likely to be completed by this term.

2.4 ACGSA

ALPL shared her report on-screen

ATT.5 250827 ACGSA ARCASIA 3RD CC 27Aug25

- ACGSA Committee Meeting on 8 Sep 2025
- Theme: Building Tomorrow: Architecture at the crossroads of Climate, Community and Technology
- Physical and online attendees from 14 Mis, will request meeting link from KIRA
- Agenda presented, pending OBs’ visit to the Meeting
- Green AsiaArch 2025 Exhibition: 12 Mis, 22 Projects
- Declaration 2025 signing including outcomes and timelines
- Guidebook – Inter-Committee collaboration between ACPP & ACGSA: Planning and Designing Guidelines for Carbon Neutral Campuses will be presented by ZW
- Pres enquired ALPL’s intents for CM45: she responded will provide soft copy of Declaration to Council Members, as a guide for their respective institutes’ green committees.
- Pres enquired the active members in ACGSA: ALPL responded Zone A: IAB, IIA, SONA, IAB; Zone B the most active, Zone C: JIA, AAM. Least active: UMA, KAU.
- Pres suggested all Chairs present the list of active MIs in respective Committees, to encourage stronger future participation and also as

ALPL

MATTERS	ACTION BY:
<p>information for WJ to plan ahead for his term vis-à-vis active and inactive MIs – this extends to participation in Forum/ACA.</p> <p>2.5 ACYA DSE shared his report on-screen, apologized for his slight speech incoherence as he suffered a stroke 2 weeks ago.</p> <p>ATT.6 250827 ACYA CC Meeting - ACYA Committee Meeting: Young Architects Involvement in Inclusivity and Diversity in Architecture, 10-min presentation by each representative MIs. - 15 MIs have confirmed attending - ACYA Forum 2.0: Voice of Asia, 6 speakers below 40years of age, they have been selected, 2 from each Zone, one male and female. - ACYA-KIRA Young Architects Exhibition, featuring panels and maquettes. 15 MIs have responded and submitting</p>	DSE
<p>2.6 Fellowship DSA reported: - Supposed to organise 4 talk shows but somehow it has been delayed - The first talk show on 30 Aug featuring Yolanda Reyes, first lady Chairperson of ARCASIA - DSA requested for the programme to be circulated, which has already been done by HonSec. Pres reminded DSA to also do likewise and circulate. - Next talk show: 20 Sept featuring Lim Chong Keat, 18 Oct featuring George Kunihiro - Fellowship Meeting on 8 Sept will featuring music performance by Tony Wong & Sathirut Tandanand - Pres opined 20 Sept is a bit too close after ACA21, perhaps on 27 Sept and to inform LCK accordingly - Pres queried if DSA has made arrangements for the Fellowship Meeting to which he replied he has been liaising with KIRA. Pres added that the meeting has always been held without food and therefore if food is to be served, attendees will have to pay themselves and DSA to ensure the confirmed pax so that food is not wasted. Additional it must not clash with other dinners in the programme.</p>	DSA
<p>2.7 Inter-committee <i>(Report to be prepared by JVM for CM45)</i></p>	JVM
<p>3.0 Key Timelines for 2024-25 Term (Meetings held online unless stated otherwise)</p>	
<p>4.1 44th ARCASIA Council Meeting 15 & 16 January 2025, Colombo</p> <p>45th ARCASIA Council Meeting 9 & 10 September 2025, Incheon</p> <p>- All Institute Presidents/ Reps, OB & CC, Institute & Individual Observers</p>	Attendees
<p>4.2 OB/CC Meetings 1st - 20 Jan 2024, Kuala Lumpur 2nd - 1 May 2024, Bangkok 3rd - 1 Jul 2024, Kuala Lumpur 4th - 26 Oct 2024, Zoom (Meeting before Forum) 5th - 8 May 2025, Beijing</p>	OBs & CCs

MATTERS	ACTION BY:
<p>4.3 CC Meetings 1st - 2 Mar 2024 2nd - 30 Mar 2024 3rd - 27 Aug 2025</p>	<p><i>Pres, HS, HT, CCs, FC</i></p>
<p>5.0 Other Matters Arising</p>	
<p>5.1 Last OB/CC Meeting in Lahore 5-7 Dec</p> <p>- Pres reminded all to confirm their availability as visas might be required.</p>	<p><i>OB/CCs</i></p>
<p>5.2 AEA Training</p> <p>- VPC requested CCs to assist to promote the event to their Committee Members, who may not attend the Congress and may be able to attend</p>	<p><i>OB/CCs</i></p>
<p>6.0 Conclusion & Next Meeting</p>	
<p>6.1 Adjournment</p>	
<p>6.2 The next CC Meeting:</p> <p>Next Meeting : 4th CC 2024-2025/6th OBCC Date : tbc Time : tbc Venue : tbc</p>	

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