

Meeting : 6th OB/CC 2024-2025
 Date : 7 December 2025, Sun
 Time : 11.00am -12.30pm Lahore Time
 Venue : Nishat Hotel Ballroom
 Notes by : DK

Next Meeting : Handover Meeting
 Date : 16 January 2026, Fri
 Time : 4.30-6.00pm Shanghai Time
 Venue : TBC

Office Bearers & Committee Chairs

Office Bearers	President	Ar. Saifuddin Ahmad	(SA)	
	President-Elect	Ar. Prof. Dr. Wu Jiang	(WJ)	
	Vice President Zone A	Ar. Devendra Nath Gongal	(DNG)	
	Vice President Zone B	Ar. Saykham Thammanosouth	(ST) via Zoom	
	Vice President Zone C	Ar. Thomas Cheung	(TC)	
	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) via Zoom
		ACSR Chair	Ar. Farhana Sharmin Emu	(FSE)
ACGSA Chair		Ar. Alice Leong Pek Lian	(ALPL)	
ACYA Chair		Ar. Denny Setiawan	(DSE)	

Absent with Apologies	Immediate Past President	Ar. Abu Sayeed M Ahmed	(ASA)
	Advisor	Ar. Rita Soh	(RS)
	Fellowship Chair	Ar. Debatosh Sahu	(DSA)

Attachments

- ATT.1 250508 ARC 24-25 5th OBCC Mtg Minutes final
- ATT.2 250827 ARC 3rd CC Mtg Minutes final
- ATT.3 251207 ACAE Summary Report
- ATT.4a 20251208 ACPP Report V3.0
- ATT.4b Position Paper on AI in Architectural Education and Practice
- ATT.5 251207 ACSR Summary Report
- ATT.6 251207 ACGSA Final Report for 6th OBCCM-R00
- ATT.7 ACYA CC Meeting Pakistan

MATTERS

ACTION BY:

1.0	Convening of the 6th OB/CC Meeting	
1.1	Welcome Remarks - ARCASIA President, Ar. Saifuddin Ahmad <ul style="list-style-type: none"> - President welcomed all Committee Chairs and informed that the meeting was a brief review of Committee progress in line with his mission outlined during the handover meeting in January 2024. He reiterated that while he sets the overall direction, Committees are given autonomy to plan and execute their activities. - He noted that Committees have had varying levels of activity, with feedback from members indicating a desire for more regular Meetings, not just major events. Chairs were encouraged to work closely with their Deputies to ensure continuity as the term comes to an end. - President highlighted key observations: <ul style="list-style-type: none"> i. ACSR should broaden the understanding of marginalised communities and work more closely with ACAE, ACYA, and universities to engage students and younger Architects. ii. ACAE was commended for its joint webinars and the Manifesto for the Future of Architectural Education, but stronger follow-up, earlier planning, and wider outreach across Member Institutes are needed. 	INFO

MATTERS	ACTION BY:
<p>iii. Inter-committee collaboration (ACAE - ACGSA – ACYA - ACPD) was acknowledged as positive, with encouragement for ACYA members to participate in other committees’ activities to gain wider exposure.</p> <p>iv. ACPD was advised to hold more regular meetings and strengthen outreach beyond standard online platforms.</p> <p>v. Fellowship initiatives should be more proactive and continuous, rather than limited to memorial occasions.</p> <p>- President concluded by emphasizing leadership responsibility, encouraging full support for Deputy Chairs and the President-Elect to ensure a smooth transition into the next Council term.</p>	
<p>1.2 Adoption of this Meeting Agenda - Hon Secretary</p>	
<p>1.2.1 The Meeting Agenda was adopted without amendments.</p>	INFO
<p>1.3 Adoption of the:</p> <p>i. Minutes of the 5th OB/CC Meeting held in Beijing on 8 May 2025</p> <p>ii. Minutes of the 3rd CC Meeting held via Zoom on 27 August 2025</p>	
<p>ATT.1 250508 ARC 24-25 5th OBCC Mtg Minutes final ATT.2 250827 ARC 3rd CC Mtg Minutes final</p>	
<p>1.3.1 The Minutes were confirmed as a correct record by the meeting.</p>	INFO
<p>2.0 Matters Discussed at the 6th OB/CC Meeting, 7 Dec 2025</p>	
<p>Comprehensive Summary of Chairs’ Activities throughout 2024-25 term + Outstanding Matters, for Records & Handover to incoming Chairs</p>	
<p>2.1 ACAE</p>	
<p>ATT.3 251207 ACAE Summary Report</p>	
<p>JVM presented a brief overview of ACAE’s two-year activities and accomplishments across the different zones. The report highlighted goals, meetings, and projects undertaken, with emphasis on SDG aims, environmental and social governance, and the President’s Thrust. The Manifesto on the Future of Architectural Education was officially adopted by the Council (item 9 in CM45 minutes) and will now be circulated to Member Institutes.</p>	JVM
<p>During the past two years, ACAE has achieved several key milestones. The Committee has institutionalized support programs, promoted non-partisan educational reforms across Asia, and expanded ACAE’s visibility through landmark outputs such as the position paper on AI, and the 2040 Manifesto. Regional collaboration has been initiated, and efforts have been made to promote inclusive, evidence-based approaches, helping to build foundational mindsets that guide architectural education toward the 2040 agenda.</p>	INFO
<p>ACAE also organized multiple online forums, including Forum21 in Mongolia, which produced comparative summaries of outputs from Member Institutes. While participation was strong within targeted zones, engagement across other zones was limited, highlighting opportunities to design more inclusive topics for broader participation in the future.</p>	

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ACTION BY:

The Committee emphasized AI as a professional tool, focusing on governance, ethical responsibility, and proper usage. The draft position paper on AI provides a timeless guide for responsible integration of AI in architecture, and office bearers are encouraged to review and consider its adoption. Moving forward, ACAE plans to cascade the Manifesto and AI position paper to all Member Institutes, continue fostering inter-committee collaboration, regional engagement, and knowledge sharing, and ensure that initiatives remain aligned with professional integrity and the evolving needs of architectural education and practice.

2.2 ACPP

2.2.1 [ATT.4a 20251208 ACPP Report V3.0](#)

ZW presented the activities and achievements of DCTP (Design and Construction Technology Platform) and ACPP over the past term. The DCTP has grown significantly, from 28 participants to 40 representatives from 18 member organizations, guided by a two-year roadmap focused on AI, carbon neutrality, comprehensive databases, and trans-regional collaboration.

INFO

Key initiatives include:

- i. AI Guidelines: DCTP members engaged research groups and developed Guidelines for AI in Architectural Practice, distributed to multiple countries. These have been shared with the President and the UIA President and are considered significant for influencing global discussions in architecture and architectural education.
- ii. Carbon Neutrality: Discussions and webinars on carbon-neutral technologies, including a seminar in May 2025, aimed to expand opportunities for architects in sustainable global practices. Collaboration was upheld with ACGSA to ensure content alignment.
- iii. Webinars and Outreach: Webinars on population survival and other topical issues reached thousands online, leveraging modern social media and live broadcast platforms to engage younger architects who rely on smartphones.
- iv. Visualization Database: Creation of a web and smartphone-accessible database for professional practice, including Carbon-Neutral Campus Guidelines, AI resources, and general ACPP Professional Practice data.

ZW emphasized collaboration with international experts, including colleagues from UIA, Beijing University, Germany, and France, noting the clarity and utility of the ARCASIA principles for consistent guideline development.

ZW prepared a comprehensive package for ACPP, including reports from 2018-2023, the current 2024-2025 report, member lists, contact information, practice databases, AI and carbon-neutral guidelines, and communication channels (email and WhatsApp group), requesting approval to move forward with these initiatives.

2.2.2 [ATT.4b Position Paper on AI in Architectural Education and Practice](#)

ZW emphasized the importance of the Position Paper on AI in Architectural Education and Professional Practice co-drafted by ACAE and ACPP, having discussed and taking action in this field in Bangkok in May 2024.

INFO

He opined this is very important, especially when UIA has no unified opinion on the policies and guidelines of AI and has yet to issue relevant documents. ARCASIA should have its own position on AI - this will enable Architects from other parts of the world to hear ARCASIA's position. When he communicated with UIA President Regina last November, he introduced ARCASIA's documents related to AI to her team, and she

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ACTION BY:

believed that ARCASIA's principles were very good and should be incorporated into UIA's polices and guidelines.

ZW suggested this should be emphasized again during this term, an opportunity for ARCASIA to truly take the lead and play an important role in key issues of the world, suggesting that at least this can be uploaded to the official website for others to download.

ZW

3.3 ACSR

[ATT.5 251207 ACSR Summary Report](#)

FSE presented a comprehensive ACSR overview of the Committee's activities throughout 2024 and 2025. From the start, the Committee faced challenges in organizing social responsibility initiatives due to the broad scope of the work and the lack of initial guidelines. Despite this, the Committee successfully launched the second edition of the Charter, focusing on architecture in marginalised communities and universal wellness design. Key initiatives included the student design competition for universal wellness design, development and revision of the universal wellness guidelines, and engagement with various Member Institutes and task forces to maximize accessibility and participation.

INFO

Under the architectural and marginalised communities' program, ACSR organized workshops and forums, including engagement with local community architects in Thailand, resulting in stronger connections with grassroots practitioners. The Committee also coordinated events with feminist groups and facilitated proposals for further engagement with ACYA at the KIRA Forum during ACA21, highlighting Architects as active contributors to social outreach. The Committee successfully compiled and prepared publications documenting community architecture awards from 16 Member Institutes, ready for dissemination.

In terms of universal wellness design, the task force, led by DC Vanessa finalized the review process and prepared guidelines for Council approval and eventual launch. The report emphasized continuity, noting that Vanessa is actively involved across multiple ongoing task forces.

FSE highlighted the importance of proper reporting mechanisms, including follow-ups on submissions from AHPG and AEA, as well as communication regarding initiatives such as flood relief by SLIA. ACSR noted that while some sub-groups prefer independent reporting, they continue to report directly to the OB, ensuring alignment with Council priorities. The overall focus remains on sustaining engagement, maintaining transparency, and supporting both community-centered and wellness-oriented architectural initiatives.

2.4 ACGSA

[ATT.6 251207 ACGSA Final Report for 6th OBCCM-R00](#)

ALPL presented the ACGSA report covering the years 2024 and 2025, reflecting on the commitments made during the Ulaanbaatar meeting in September 2022. The Committee successfully engaged all 24 Member countries, overcoming initial challenges through patience, guidance, and collaboration. Key initiatives included securing two sponsors for competitions, compiling a guidebook, and facilitating inter-committee collaboration, especially in relation to carbon neutrality, sustainable architecture, and AI integration.

INFO

MATTERS	ACTION BY:
<p>The Committee organized several regional and global events, including meetings in Malaysia, Thailand, Hong Kong, and Beijing, ensuring participation from Member Institutes and global teams. Certificates of appreciation were issued to participants, and 12 countries submitted a total of 23 projects and reports. The Committee also finalized and circulated a draft Declaration, with plans for signature collection and official communication to all Member Institutes.</p>	
<p>ACGSA's efforts emphasized promoting knowledge sharing, inter-committee collaboration, and dissemination of sustainable architectural practices, while ensuring transparency, recognition of contributions, and engagement with both new and existing members.</p>	
<p>2.5 ACYA</p>	
<p><u>ATT.7 ACYA CC Meeting Pakistan</u></p>	
<p>DSE presented the report highlighting initiatives for Young Architects across Member countries. Since the launch in Singapore, approximately 60 young architects from multiple countries have joined the program, with plans for further engagement, including China.</p>	INFO
<p>ACYA organized exhibitions and ACYA 3.0 events featuring participation from member institutes showcasing architectural models and innovative practices.</p>	
<p>DSE also attended Young Architect festivals in Vietnam and India to provide support and promote cross-country collaboration.</p>	
<p>Additionally, ACYA emphasized community workshops, working with ACYA DC to facilitate activities.</p>	
<p>A pressing focus includes disaster response coordination, following flooding incidents in regions such as Aceh, Sumatra, Malaysia, India, and Bangladesh, with plans to compile best practices by architects and collaborate with ACSR for rapid response initiatives.</p>	
<p>2.6 Fellowship</p>	
<p>No report for Fellowship</p>	DSA
<p>3.0 Key Timelines for 2024-25 Term <i>(Meetings held online unless stated otherwise)</i></p>	
<p>3.1 44th ARCASIA Council Meeting 15 & 16 January 2025, Colombo</p>	Attendees
<p>45th ARCASIA Council Meeting 9 & 10 September 2025, Incheon</p>	
<p>3.2 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 5th - 8 May 2025, Beijing 6th - 7 Dec 2025, Lahore</p>	OBs & CCs
<p>3.3 CC Meetings 1st – 2 Mar 2024 2nd – 30 Mar 2024</p>	Pres, HS, HT, CCs, FC

MATTERS	ACTION BY:
3 rd – 27 Aug 2025	
<p>4.0 Other Matters Arising</p> <p>4.1 Coordination and Documentation Guidance for ACYA, AEA and ACAE Activities</p> <p>President shared a recent letter received from SLIA may have miscommunicated ACYA and AEA roles.</p> <p>Since the matter concerns Emergency Architects, it was directed to AEA, which already has the relevant data. Any involvement by ACYA should be coordinated to avoid duplication, with activities aligned under the President and Office Bearers. ACYA members trained as emergency architects can support AEA initiatives as needed.</p> <p>On ACAE, any documentation, including historical records on Student Jamboree activities must have a clear objective, be proposed to OB, and reference existing history materials to avoid duplication.</p> <p>Similarly, documentation related to Fellowship should clarify scope and purpose before proceeding, with ACAE coordinating contributions as part of governance.</p>	<p>INFO</p> <p>AEA/ACYA</p> <p>ACAE – next term</p> <p>INFO</p>
<p>5.0 Conclusion & Next Meeting</p> <p>5.1 Adjournment</p> <p>The OBCC Meeting was adjourned at 12:30pm. Pres and HonSec thanked everyone for their attendance and participation.</p> <p>5.2 The next OB/CC Meeting:</p> <p>Next Meeting : Handover Meeting Date : 16 January 2026, Fri Time : 4.30-6.00pm Shanghai Time Venue : TBC</p>	

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