

**ARCASIA (Architects Regional Council Asia) 39th Council Meeting  
(September 11<sup>th</sup> – 12<sup>th</sup>, 2018)**



**Venue: Tokyo, Japan**

**Day 1: 11<sup>th</sup> September, 2018**

**Session 1: Inaugural Session**

**8:30 – 9:00 Photo Session**

**1.0 Convening of the ARCASIA 38th Council Meeting (9:00-10:00)**

1.1 Presence of Quorum by Honorary Secretary Ar. Ramiz Baig, who will report on the quorum and present the following:

President:	Ar. S.M. Jahangir Khan
Immediate Past President:	Ar. Sathirut Nui Tandanand
Advisor:	Ar. Tan Pei Ing
Advisor:	Ar. George Kunihiro
Zone A Vice President:	Ar. Abu Sayeed M. Ahmed
Zone B Vice President:	Ar. Chan Eng Chye Theodore
Zone C Vice President:	Ar. Nuno Soares
Honorary Secretary:	Ar. Ramiz Baig
Honorary Treasurer:	Ar. Sannah Ejaz
Chairman ACAE:	Ar. John Joseph Fernandez
Chairman ACPD:	Ar. Thirilogachandran Shanmugasundaram
Chairman ACGSA:	Ar. Debatosh Sahu
Chairman ACSR:	Ar. Sudhir Balakrishnan Pillai
Chairman ACYA:	Ar. Tan Szue Hann
Chairman Fellowship:	Ar. Rita Soh

1.2 President call the meeting to order, address the Council and present the guests

- International Guests Introduction
- Acknowledging the presence of Observers and Past Chairman of ARCASIA.

1.3 Welcome Address by the President of the Host Institute, JIA.

1.4 Brief remark by Regional Presidents/Guests

1.5 Announcing of House Keeping Matters by Host Institute

1.6 Closing of the Inaugural Session

**Coffee Break (10:00 – 10:30)**

**Session 2: Council Meeting (10:30-12:30):**

**2.0 ARCASIA Council Meeting (10:30- 10:45)**

2.1 President calls resumption of meeting

2.2 Adoption of the agenda

2.3 Addition and Amendment to the agenda

**3.0 Minutes of the Council 38<sup>th</sup> Council Meeting held in Kathmandu, Nepal.**

3.1 Adoption of the Minutes (15 mins)

**4.0 Honorary Treasurers report (15 mins)**

4.1 Financial Updates

4.2 Up to date Statement of Member Subscription status to be presented

**5.0 President's Report (30 mins)**

- President's Report.
- Presentation of Certificates of Appreciation to OB and Committee Chairs.
- Adoption of President's Report by Council.

**6.0 Vice President's Report (30 mins)**

6.1 Vice Presidents Zone A, Zone B, and Zone C present brief summary reports on activities and future plans for the respective zones.

6.2 House Keeping Matters – Host Institute (3 mins)

**Lunch Break (12:30- 13:30)**

**7.0 Institutes Presidents' Country Report (13:30-15:30)  
(Pechakucha Format – 20 slides for 20 seconds each)**

**8.0 ARCASIA Projects (15:30-16:30)**

**New Projects**

**8.1 Update on the Heritage Program initiated in the last Council Meeting (IAI / VP. Zone A Ar. Abu Sayeed)**

**8.2 Continuing Cross Regional cooperation (President Ar. Jahangir Khan)**

**8.3 International Teachers and Students exchange programs (VP Zone C Ar. Nuno Soares)**

**8.4 Series of events highlighting the challenges of Urbanism faced by our region (President Ar. Jahangir Khan)**

**8.5 Updating the ARCASIA History Book (Hon. Secretary Ar. Ramiz Baig)**

**8.6 Setting up AEA as an entity under ARCASIA (HKIA)**

**9.0 Revision of Constitution & By-Laws (16:30-17:00)**

9.1 Proposed amendment to ARCASIA Bye-Law to allow provision to replace the ARCASIA Committee Chairs and Deputy Chairs

9.2 Proposed amendment to the ARCASIA constitution to prescribe the qualification for Deputy Chairman of the ARCASIA Committees.

**End of Day 1 (17:00)**

**Day 2: 12th September 2018**

**Session 3: Review of ARCASIA Information Dissemination, Awards, and Membership**

**10.0 ARCASIA Information Dissemination (9:00 - )**

10.1 MOUs with Other Regional Organizations - Updates, Renewals and New MOU:

- Review of existing MOUs

**11.0 ARCASIA Awards (9:45 - )**

11.1 Report by AAA 2017 Awards Convener

**12.0 New Membership (10:00-10:30)**

12.1 Potential to expand in all 3 zones

**Coffee Break (10:30 – 11:00)**

**Session 4: Assessment and Future Plans for ACAs and Forums (11:00-12:30)**

**13.0 Asian Congress of Architects (ACA) / Forum**

13.1 Report on Forum 19 in Jaipur, India – President of IIA (30 mins)

13.2 Progress report on ARCASIA Forum 20 to be held in Dhaka, Bangladesh

13.3 Presentations by Member Institutes to bid for ACA19, 2020 (30 mins):

13.4 House Keeping Matters – Host Institute (3 mins)

**Lunch Break (12:30-13:30)**

**Session 5: Committee Summaries and Roundtable Reports (13:30-15:00)**

**14.0 Committee Reports:**

14.1 ACAE Summary Report – Acting head/ Deputy Chair ACAE (15 mins)

14.2 ACPP Summary Report - Ar. Thirilogachandran Shanmugasundaram (15 mins)

14.3 ACGSA Summary Report - Ar. Debatosh Sahu (15 mins)

14.4 ACSR Summary Report - Ar. Sudhir Balakrishnan Pillai (15 mins)

14.5 ACYA Summary Report - Ar. Tan Szue Hann (15 mins)

14.6 Fellowship Report - Ar. Rita Soh (15 mins)

**15.0 Other Matters (15:00-16:00)**

15.1 Presentation of President's vision for 2019-2020 – President-Elect Ar. Rita Soh (15 mins)

15.2 House Keeping Matters – Host Institute (3 mins)

**16.0 Summary of Decisions and Actions of the 39th Council Meeting (16:00-16:15)**

- 16.1 Hon. Secretary Ar. Ramiz Baig to present the summary of Decisions of 39th Council Meeting (15 mins)

**17.0 Elections (16:15 -16:45)**

- 17.1 Nomination and Election of Fellowship Chair
- 17.2 Nomination and Election of Vice President Zone A
- 17.3 Nomination and Election of Vice President Zone B
- 17.4 Nomination and Election of Vice President Zone C
- 17.5 Vote Counting and announcing of the winners.

**18.0 Closing Remarks by ARCASIA President (16:45-17:00)**

**Adjournment by President (17:00)**