

Minutes of Meeting
19th ARCASIA OB/CC (2019-20) Meeting

Type of Meeting	: OB/CC Meeting	Next Meeting
Date	: 25 September 2021	Date : 29 October 2021
Time	: 2 pm SGT (UTC +8)	Time : 2 pm SGT (UTC +8)
Place	: Zoom Conference Meeting	Place : Zoom Conference Meeting
Notes by	: CHM	

Present

President	Rita Soh (RS)
President-Elect	Abu Ahmed (AA)
Vice President Zone B	Saifuddin Ahmad (SA)
Vice President Zone C	Wu Jiang (WJ)
Hon Secretary	Chan Hui Min (CHM)
Hon Treasurer	Lin Hong Sui (LHS)
Advisor	Tan Pei Ing (TPI)
Chair (ACAE)	Gyanendra Shekhawat (GS)
Dy Chair (ACAE)	Adrianta Aziz (AA)
Chair (ACPP)	Dilip Chatterjee (DC)
Dy Chair (ACPP)	Mukul Goyal (MK)
Chair (ACGSA)	Acharawan Chutarat (AC)
Dy Chair (ACGSA)	Tushar Sogani
Chair (ACSR)	Russell Dandeniya (RD)
Chair (ACYA)	Ridha Razak (RR)
Dy Chair (ACYA)	Bisma Askari (BA)
Chair (Fellowship)	Qazi Arif (QA)

By Invitation

<i>Observers</i>	
Hon. Secretary (upcoming)	Ziaul Islam
Hon. Treasurer (upcoming)	Nabi Newaz Khan Shomin
Tongji University	Zhou Minghao

Absent with apologies

Vice President Zone A	Lalichan Zacharias (LZ)
Imm. Past President	Jahangir S.M. Khan (JK)
Advisor	Kun Chang Yi (KCY)
Dy Chair (ACSR)	Thomas Cheung (TC)

SN.	Item	Action
1	TREASURERS' UPDATE	LHS
1.1	Status of financial accounts and collection of membership dues	
	a. LHS presented the status financial accounts and membership payments.	
	b. RS requested the Zone VPs to remind the member institutes	
	c. Bank charges can be rolled over	
1.2	Past expense history of events	
	a. Financial statement for AAA2020 will be submitted to LHS	
	b. Financial statement for Forum20 will be submitted to LHS, will form reportage to Council	OB-CC
1.3	Sponsorship funds from Thai Green Building Council	
	a. AC to craft a thank you letter to the sponsor to explain the nature of the sponsorship	
	b. LHS will issue an invoice based on the letter.	
	c. RS will be the signatory for the letter.	
2	BARRY WILL AWARD UPDATE	
	a. Sequence of events proposed by HKIA is acceptable. Since all the other sections of the RS will also provide a pre-recorded speech for the award presentation.	
	<ul style="list-style-type: none"> • Barry Will Award Presentation Proposed Rundown – 8mins • Introduction by ARCASIA President on Ar. Barry Will as ARCASIA Past President; (3 mins.); (pre-event video recording) • The Will Family's speech (3 mins.); (pre-event video recording) • Jury Citation by HKIA President and to announce the Winner (1.5 mins.); (pre-event video recording) • The winner video to share and thank you to the Will's Family; (0.5 min.); (pre-event video recording) 	RS
	b. The award video can be a standalone showcase for the award after the ceremony.	INFO
3	OB HANDOVER	INFO
	a. OB shall convene in December OB to discuss format of handover in mid-January.	
	b. LHS requested the handover to be in phases and earlier.	
4	AAA WEBSITE PORTAL	INFO
	a. LHS reported that the 2021 AAA portal is still kept operational for archival reasons. The information should be downloaded and archived before the website is decommissioned.	
	b. RS requested that an evaluation of portal be completed by AAA2021.	
5	ACA19 UPDATE	
	a. The ACA19 website has been launched for registration.	

SN. Item

Action

- b. The congress keynote speakers are as follows:

CONGRESS KEYNOTE SPEAKERS

ZONE A		ZONE B		ZONE C		INTERNATIONAL	
							
Khondaker Hasibul Kabir (Bangladesh)	Shiroh Beri (India)	Ary Indra (Indonesia)	Boonserm Premthada (Thailand)	CHENG Taining (China)	WANG Shu (China)	Sarah Whiting (USA)	Rossana HU (Taiwan, China) (TBD)
Co-creation: Sharing and regeneration with people		Sharing Is Caring: Sharing Is Regenerating		Me, Lazy: No time for Pandemic		Non-Human Centered Architecture	

CHM

RS

- c. The convenors of the forum are as follows:

CONVENORS OF FORUMS

Architectural Design and Urban Regeneration	Green Building and Sustainability: Green Building and Carbon Neutrality	Architectural Education: Thinking in the Present of Architecture Education	Architectural Criticism: Tendency of Architecture in Asia	Young Architects: Contemporary Locality
				
CAI Yongjie Professor of CAUP, Tongji	LIN Borong Professor of Tsinghua University	KONG Yuhang Dean of School of Architecture, Tianjing University	LI Xiangning Dean of CAUP, Tongji	ZHU Xiaofeng Principal Architects, Scenic Architecture
Kees Christane(Netherlands) Yongjie Sha(China) Zhang ke(China) TBD	Shinji Yamamura (Japan) SONG Yehao (China) Stephen HO (HK, China) JING Quan (China)	Ilaria Valente (Italy) KANG Jian (UK) Hisashi Komatsu (Japan) TBD	Stanislaus FUNG (HK, China) ZHU Jianfei (UK) LI Shiqiao (USA) TBD	SHUI Yanfei (China) Fumihiko Nouseku and Mio Tsuneyama (Japan) Chatpong Chuenrudeemol (Thailand) TBD (Europe)

ALL/WJ

WJ

WJ

ALL CHAIRS AND DY CHAIRS

- d. Each committee will adopt a forum to drive participation and engagement. The attendees sent by the committees will have complimentary registration for the forum.
- e. All official delegates and observers for the Council Meeting and Committee meetings will have free registration to ACA.
- f. Names and email addresses of these attendees should be sent to ACA19 who to enter their registration manually.

6 ONLINE EXHIBITION ON ACA19 WEBSITE

Following Rita's suggestion for the committees to showcase their work on the ACA19 website as online exhibitions during the last meeting, the committee chairs and deputy chairs requested more time to submit their materials. CHM suggested that the committees be given editorial access to their own webpage on ARCASIA.org so that they can continue to edit their content independently. ACA10 website will make direct links to these pages on ARCASIA.org.

Each committee shall appoint representatives to attend a training session to update their own showcase webpage.

ACGSA has sent the Design Competition Award winner to ACA19 to be incorporated on the portal.

6.1 Guidance on content format on COMMITTEE REPORTS:

- Concerns discussed during the term
- Actions taken to address these concerns, related activities
- Recommended next steps
- Continuity of issues to the next term

SN.	Item	Action																																																																														
7	<p>AAA 2021 UPDATE</p> <p>The final jury deliberation has been completed and total of 26 projects have been shortlisted for awards. The distribution of the awards are as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>CATEGORY</th> <th>SUBMISSION</th> <th>GOLD</th> <th>HONORABLE MENTION</th> <th>SOCIALLY RESPONSIBLE</th> <th>SUSTAINABILITY</th> </tr> </thead> <tbody> <tr> <td>Category A-1 Single Family Residential Projects</td> <td>16</td> <td></td> <td>1</td> <td></td> <td></td> </tr> <tr> <td>Category A-2 Multi-family Residential Complexes</td> <td>15</td> <td></td> <td>2</td> <td></td> <td></td> </tr> <tr> <td>Category B-1 Commercial Buildings</td> <td>28</td> <td></td> <td>4</td> <td></td> <td></td> </tr> <tr> <td>Category B-2 Resort Buildings</td> <td>18</td> <td></td> <td>2</td> <td></td> <td></td> </tr> <tr> <td>Category B-3 Institutional Buildings</td> <td>33</td> <td style="background-color: #FFD700;">1</td> <td>2</td> <td></td> <td></td> </tr> <tr> <td>Category B-4 Social and Cultural Buildings</td> <td>54</td> <td style="background-color: #FFD700;">2</td> <td>2</td> <td style="background-color: #D3D3D3;">1</td> <td style="background-color: #D3D3D3;">1</td> </tr> <tr> <td>Category B-5 Specialised Buildings</td> <td>21</td> <td style="background-color: #FFD700;">1</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Category C Industrial Buildings</td> <td>7</td> <td></td> <td>2</td> <td></td> <td></td> </tr> <tr> <td>Category D-1 Historical Restoration Projects</td> <td>7</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Category D-2 Adaptive Reuse Projects</td> <td>19</td> <td style="background-color: #FFD700;">1</td> <td>1</td> <td></td> <td style="background-color: #D3D3D3;">2</td> </tr> <tr> <td>Category E Integrated Development</td> <td>6</td> <td></td> <td>1</td> <td></td> <td></td> </tr> <tr> <td>SUM</td> <td>224</td> <td>5</td> <td>17</td> <td>1</td> <td>3</td> </tr> </tbody> </table>	CATEGORY	SUBMISSION	GOLD	HONORABLE MENTION	SOCIALLY RESPONSIBLE	SUSTAINABILITY	Category A-1 Single Family Residential Projects	16		1			Category A-2 Multi-family Residential Complexes	15		2			Category B-1 Commercial Buildings	28		4			Category B-2 Resort Buildings	18		2			Category B-3 Institutional Buildings	33	1	2			Category B-4 Social and Cultural Buildings	54	2	2	1	1	Category B-5 Specialised Buildings	21	1				Category C Industrial Buildings	7		2			Category D-1 Historical Restoration Projects	7					Category D-2 Adaptive Reuse Projects	19	1	1		2	Category E Integrated Development	6		1			SUM	224	5	17	1	3	<p>INFO</p> <p>INFO</p> <p>INFO</p>
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8	<p>HISTORY BOOK ENTRY FOR 2019-2020 TERM</p> <p>RS suggests that only one committee report be prepared, and its content to be repurposed or extracted for the website exhibition showcase or for council meeting presentation.</p>	<p>INFO</p>																																																																														
9	<p>PROPOSAL FOR THE SET UP OF ARCASIA SPORTS COMMITTEE</p> <ol style="list-style-type: none"> a. The proposal for the ARCASIA Sports Committee was deliberated and the OB/CC gave support for the program to be run as an initiative of ACSR. The initiative should run for a few years before it can be proposed as a formal ARCASIA committee. b. RS felt that the proposed organisation structure of the Sports Committee needed to be simplified and that ACSR consider a trial period before proposing it to be formalised. 	<p>INFO</p>																																																																														
10	<p>FORUM 21</p> <ol style="list-style-type: none"> a. UMA has accepted to host Forum 21 and confirmed that they will present their proposal at the 41st Council Meeting. b. Following the OB's appointment of TPI as their representative to advise UMA, CHM to organize a meeting with UMA and TPI. 	<p>CHM</p>																																																																														
11	<p>COUNCIL MEETING AGENDA</p> <p>11.1 Council Meeting Format</p> <p>The OB-CC agreed to change the format of Council meetings due to the online format and reduced duration. The Member institute, Zone and Committee updates will not be conducted in the traditional format. Instead, the new format will focus on dialogue and exchanges between Member Institute Presidents.</p> <p>Day 1 - Member institute presidents will each give short updates that focus on raising common issues for discussion among the Council. The dialogue session will be moderated by the Zone Vice Presidents.</p> <p>The Zone VPs will discuss among themselves to propose a format for the dialogue. The OB agreed to keep all the Presidents in the same session instead of breaking out into multiple groups.</p>	<p>INFO</p> <p>INFO</p> <p>INFO</p> <p>RS</p>																																																																														

SN. Item

Action

Day 2 – Member institute presidents will discuss common issues raised on Day 1, guided by themes from Committee work. The dialogue session will be moderated by the Committee Chairs.

INFO

11.2 Agenda

Day 1 - 30 October 2021 Saturday (2:00-6:00pm Singapore Time UTC +8)		Duration
2:00-3:30pm	Council administrative matters <ul style="list-style-type: none"> - President's Report - Treasurer's Report - Membership application by Architects Union of Korea KAU (DPRK) - Report of Council Resolutions by circular - Forum 21 update to Council by UMA - MOU with external parties, whether MOU should remain an instrument - AAA 2020/21 Report - Barry Will Award Report 	90min
3:30-5:30pm	Each Member institute president will each give a 5-min update focused on sharing issues for discussion among the Council. <ul style="list-style-type: none"> - To share how the architectural industry has coped with the pandemic in their respective country. - Important issues and concerns of their member institute 	120 min
5:30-6:00pm	Dialogue session with Member Institute Presidents on common issues, moderated by Zone Vice Presidents.	30 min

Day 2 - 31 October 2021 Sunday (2:00-6:00pm Singapore Time UTC +8)		Duration
2:00-3:00pm	Joint Committee overview of actions on the following focus areas <ul style="list-style-type: none"> i. Quickening pace of conserving Asian natural and built heritage ii. Increase adoption of technology to empower architects iii. Increase focus on sustainable practice and cross-border collaborations across nations Update by the ARCASIA Heritage Preservation Group (AHPG)	60 min
3:00-5:00pm	Dialogue session with Member Institute Presidents, continuing discussion of issues raised in Day 1, guided by themes raised by committees.	120 min
5:00-6:00pm	Election of Zone Vice-presidents and Fellowship Chair	60 min

11.3 Congress Opening Ceremony

- a. During the previous meeting it was agreed that the ARCASIA that the partners and reciprocal guests (if any) shall be invited instead to the opening ceremony of ACA, during which the MOU partner representatives shall give short addresses. There will also be a ceremony to commemorate the renewal of the MOUs between ARCASIA and the partner organisations.
- b. The MOU partners include AUA, UIA, V4AF, ACE. RS will write to the MOU partners to invite them to the ceremony.
- c. TPI proposed an item for the Council Meeting to deliberate on the role of MOUs.

ACPP
CHAIR/ DY
CHAIR

12 UPDATE OF PROGRAM FOR 2021 ACROSS COMMITTEES**12.1 ARCASIA Integrated program**

a. The committee chairs updated the program as below:

2021		
Jan 16	ACAE	ACAE Student Competition Results announcement event
Jan 23	Fellowship/ACYA	Webinar - Reflection on 50 years of ARCASIA
Jan 27	ACYA	ACYA meeting
Jan 30	OB-CC Meeting	OB Meeting
Feb 14	ACAE	ARCASIA Student Competition Acknowledgement
Feb 20	OB-CC Meeting	OB Meeting
Feb 21	ACYA	ACYA Instagram Challenge on pandemic living
Feb 27		Interim Special Council meeting
Mar 6	ACAE	TOY Awards presentation, E-book launch
Mar 20	OB-CC Meeting	OB Meeting
Mar 20	ACYA	ACYA Alumni Web Forum
Mar 27	Fellowship	Remembering Ahmad Djuhara – Memorial Symposium
April 3	ACGSA	ACGSA Webinar – The Evolution of Urban Resilience & Regeneration Futures with Nature
Apr 9-10	ACAE	Teachers Training module – Online Training Workshop
Apr 24	OB-CC Meeting	OB Meeting / Forum bid Presentation
May 29	OB/CC Meeting	
June 19	OB/CC Meeting	Including Deputy Chairs
June 26	ACYA	Launch E Sports Arena design competition
July 3	ACGSA	ACGSA Competition winner announcement
July 17		Joint Committee Event Dry Run
July 24	Joint Committees Event	Minding our Heritage
Aug 15	ACYA	ACYA Design Challenge E Sports Area final presentation
Aug 21	OB/CC meeting	
Aug 28		Joint Committee Event Dry Run
Sept 4	Joint Committees Event	Embracing Digitalisation
Sept 25	OB-CC Meeting	
Oct 14	PAM/ACPP	Covid-19 Pandemic: Regional reponse by the building industry
Oct 29- Nov 3		41 st Council Meeting and ACA19

13 AOB

No other business was raised for discussion.

The meeting ended at 5:30pm

SN. Item**Action**

ACTION TRACKING LIST			
	Item	Owner	Deadline
	Evaluation of KAU joining ARCASIA	CHM/TPI	Next council meeting
	50 th Anniversary book printed edition	WJ	Next council meeting
	Update of Sponsorship guidelines	CHM/TPI	Next OB Meeting
	Update of ACA19 plans	WJ	Next OB Meeting
	Report on AA Awards 2020 and 2021	WJ	Next Council Meeting
	AEA action plan	TW	Pending
	Follow up on AA Magazine contract execution	ZMH, CHM	Next OB meeting
	Resolutions to all member institutes	CHM	Next OB meeting
	Membership fee invoices and event financial account reports	LHS	Next Council Meeting
	Barry Will Award follow up	RS / CHM	done
	ACA19 publicity	OBCC	done
	Online Exhibition showcase for Committees to appoint webpage editors to update their respective showcase on arcasia.org Update content of showcase according to the following headers: <ul style="list-style-type: none"> a. Concerns discussed during the term b. Actions taken to address these concerns, related activities c. Recommended next steps d. Continuity of issues to the next term 	All	28 October
	Council Meeting Agenda and invitations	CHM	done
	ARCASIA-PAM joint event on Pandemic	DC/MG	Done
	Summary of Cross Committee Events	MG	
	Arrange meeting for TPI and UMA	CHM	In progress