

## MINUTES OF MEETING FOR 72<sup>nd</sup> EC MEETING

Date: 2<sup>nd</sup> February 2018

Time: 10:30 am

Place: BNCA, Pune

### Executive Council Members Present

Sujata Kohli	Hon. President
Nidhi Madan	Hon. Secretary
Jitendra Pawgi	Hon. Treasurer
Sridevi Rao	Hon. Vice President
Rohit Marol	Past President
Avadhoot Kumthekar	Fellow Member
Swati Sahasrabudhe	Fellow Member
Asok Kumar	Associate Member
Dwaipayan Bhattacharya	Associate Member
Maithily Velangi	Co-opted Member
Nina Chandavarkar	Bangalore Chapter Representative
Jasleen Waraich	Delhi NCR Chapter Representative
Ganesa Vishwanathan	Kerala Chapter Representative
Anju Bareja	Mumbai Chapter Representative

### Executive Council Members Not Present

Shravana Reddy	Fellow Member
Deepa Maheshwari	Gujarat Chapter Representative
K. Sentilkumar	Tamil Nadu & Pondicherry Chapter Representative

Hon President Sujata Kohli presided over the meeting.

Prior to the meeting Dr. Anurag Kashyap, Principal, BNCA, Pune interacted with the EC and welcomed future interactions and collaborations between ISOLA and the institution.

### 1 ELECTIONS FOR DELHI, KERALA, GUJRAT

Election schedule is in place for Delhi NCR and Gujarat chapter elections. Kerala to confirm on 10<sup>th</sup> February, 2018. Sachin Jain is the election officer for Delhi Chapter, and Rohit Marol for Kerala chapter.

The online election process of all three chapters will be complete by March 31<sup>st</sup>, 2018.

Some issues that were highlighted from the experience of Bangalore chapter elections held in 2017 were that email addresses were not updated or members/ potential members lacked clarity on what they get from ISOLA membership.

### 2 KERALA CONFERENCE

#### a. Theme/ content/ Speakers

Kerala conference content development and speaker invitations is in progress.

#### b. Schedule/ Coordination with chapters/ EC

Discussions about the conference format raised suggestions for Kerala-centric work with involvement by local government and bureaucrats. This must be done prior to the conference. Ganesa Vishwanathan suggested setting up a meeting of such people with the EC members, or a workshop prior to the conference. All agreed that this could be done to appraise them of ISOLA, landscape architecture and its potential role in the state, to engage them and result in a more meaningful interaction, contribution and/or merely attendance by those interested at the conference.

Optional format suggested were a meeting or a preconference dialogue or an invited workshop, six months before or a symposium with about 20 people. Possibly with work done in the intervening time to result in a future plan of action. This would be a good way to start the dialogue with focused agenda that would be able to sustain beyond the conference.

This could result in the government departments too sharing their experiences through posters or panels, Swati Sahasrabudhe suggested. Sujata Kohli emphasized that the interaction must be at the chapter level. Jasleen Waraich suggested that the conference content be 50% education and 50% interaction.

The need for Institutions to act as hubs was also emphasized, as per the example of the EC meeting and event in Pune held concurrently with BNCA taking the lead.

Another suggestion endorsed was the inclusion of researchers to present at the conference. And publish their contribution in the post conference publication. Issues with the past publications include delays in publication due to fatigue by the conference team, change of leadership at the chapter etc.

Nina Chandawarkar emphasized that since ISOLA pays for star speakers, they must attend the proceedings.

c. Account opening/ Finances/ Donors

Kerala chapter has proposed the following names of individuals as signatories for the ISOLA Conference Account for the 2019 conference. These were endorsed by the EC.

1. Anish C S
2. Ganga Krishnan
3. Sebastian Jose
4. Sreejith S

### **3 FINANCIAL ISSUES PENDING**

a. Budget for the year

Treasurer Jitendra Pawgi went over the budget, shared by email earlier in the week. Budget items included the AGM budget, Goa conference book and all other expenditures. Options were explored for each item to generate income, for e.g., donorship for events and awards, dedicated CSR funding or donors for research, etc.

Online Award registration set up by Joy not included in the budget.

The item raised in the last EC meeting about repatriation of funds from chapter and EC post conference and other events was concluded. It was agreed that all money transfers, be it profits or funds for a conference have to be completed within a set time frame of 2 or 3

years to the chapters from the EC or vice versa. This includes transfer of funds after conference in case of no chapter formation.

Treasurer to revert with final time period after discussion with Rajnikant.

Expenditure for Awards jury of 1 night and travel for jury only was reiterated. Awards ceremony travel and/ or accommodation is not included.

The publication of byelaws as publications with donor advertisements was considered.

The need for chapter budget and commitments for the year ahead was emphasized.

b. Transfer of funds

Bangalore fund transfer to be processed.

c. Kerala /Tamil Nadu bank accounts and seed money

Names to be sent by TN.

d. Guideline for Chapters- Account opening/ KYC/ Transfer of Signatories/ Event funding/ TDS certificates and accounting procedures

Mumbai chapter had no local address to reactivate their account, so Ahmedabad account was preferred. Bangalore opened an account without a problem. Chapter account activation may be reviewed on a case-to-case basis, to decide if the account to be at Ahmedabad, for ease of access and a common account manager or a local bank.

e. Non availability of Signatory

Mumbai chapter faced an issue wherein one account signatories refused to sign. The options in such a case to understood and documented for the future.

#### 4 IFLA

a. Annual fees for 2018 (revised fees)

IFLA payment for 2017 is in process. For the year 2018, IFLA will not be giving a discounted rate, which works out to double the 2017 fees. This year payment to be done, and the maximum extent of engagement to be explored for the investment.

b. IFLA Association & Interaction over the year

ISOLA will support the IFLA World Congress 2018 to be held in Singapore in July. IFLA president will be a jury member for the IFLA awards again this year.

ISOLA to share the calendar of activities for the year with them. Avadhoot Kumthekar to share the calendar by February 10<sup>th</sup>, 2018.

#### 5 CHAPTER GUIDELINES AND FUNCTIONING

a. New chapter requirements/ commitments

All chapters to share their calendars for this year.

All chapter chairpersons to review and revert of the Chapter formation guidelines by February 10<sup>th</sup>, 2018.

## **6 GUIDELINE DOCUMENTS**

### **a. Amendment of Byelaws Document**

Comments received from Swati Sahasrabudhe, Jitendra Pawgi, Shravana Reddy and Jasleen Waraich only.

### **b. Code of Professional Conduct Document**

Discussion on the comments submitted on the Code of Conduct were led by Rohit Marol. Issues discussed include competition guidelines, sharing autocad drawings, ISOLA redressal for such issues such as replacement of landscape architect by another, indemnity insurance etc. It was agreed that ISOLA should develop a system of addressing issues of professional conduct and contracts in the future.

It was agreed that rates need to be fixed in the Scale of Professional Charges.

## **7 ISOLA MoUs**

### **a. Procedure and Guidelines for MoUs**

### **b. CoA TRC**

### **c. CET**

MoU between ISOLA and CoA is in progress. Based on the experience of setting up the TTP, Swati to document the ways ISOLA can collaborate with Institutions, through MoUs, sharing of expertise, resources and event costs.

## **8 MEMBERSHIP UPDATE**

### **a. Updated status of memberships post awards (total number of members and valid memberships)**

Current membership stands at 375-380.

The lack of students taking membership was discussed and with five institutions with at least 20 students joining every year, the same numbers should be taking membership. Yet that is not happening, even with a great push for the same during and after the AGM, with little success. The emphasis on students as opposed to younger professionals was discussed.

## **9 WHY SHOULD PEOPLE JOIN ISOLA**

The EC discussed their motivations in contributing and working for ISOLA – the opportunity for professional interaction and knowledge sharing, expanding one's exposure to new ideas, thinking and technology, catching up with the world at large, comradeships, working towards the betterment of the profession, its education and research and outreach to others.

It was agreed that it was important to highlight these reasons and other benefits of ISOLA membership to our membership, potential membership and other professionals/ agencies as well.

Towards that goal, Maithily Velangi volunteered to put together a video about ISOLA that could be used at the beginning of presentations to share.

A membership drive in April or events can be held to celebrate World Landscape Architecture Month.

Sridevi Rao highlighted that there was an opportunity to include ISOLA membership for works at Amravati, and that did not happen. Other such opportunities should be pursued.

b. Additional charge of membership review

Sridevi Rao volunteered to help with membership.

## 10 NEW CATEGORIES OF AFFILIATION

The **Donor Friends of ISOLA** category was discussed and endorsed. The category to be introduced with immediate effect.

Sujata Kohli to finalize the document based on donor expectations, conference benefit and benefit for past vendors. This requires an engagement with donors, discussion on both conference and regular donor-ship, and options to rate donors. Document to include strategies to combat the misuse of association or unethical practices by members, etc, in line with similar organizations.

The category of **Institutional Affiliation** to be added to byelaws.

Education Board to decide what we expect from the recognised colleges, events to be held, space provided and other modalities.

## 11 ISOLA PUBLIC LECTURE

ISOLA Public Lecture scheduled for later in the evening to include 6 presenters along with ISOLA President, and a panorama of works displayed by 16 members. Donor for the event is Rainbird.

a. Maharashtra member engagement

Consent forms to be distributed toward creation of the new chapter.

## 12 EDUCATION BOARD

a. Workshop

The Teachers Training Program (TTP) workshop to be held in February in collaboration with CoA has seven ISOLA resource persons and 29 registrations so far.

This could be a model for similar such workshops in different parts of the country, based on a schedule.

a. Guidelines for college teaching B.Arch program

Nikhil Dhar to update

b. Research centre

Sridevi Rao to take the initiative and revert.

c. Website section

Dedicated space to be developed for EB on the website.

d. ISOLA Accreditation

Five colleges are interested in accreditation-LS Raheja, SSAA, PVP-COA, MGR, SOA-RIT.

The EB has sent them a list of required documentation. None have reverted yet.

Payment for accreditation was discussed and shelved for a future time. This can be decided based on expenditure of review mechanism and/ or expenses for visit.

### **13 STATUS OF ISOLA CHAPTERS**

#### **a. Chapter events and updates**

##### **Delhi NCR**

The chapter has scheduled three walks in February/ March. The first Ideas Design competition is underway- submissions are in and the jury will be held soon.

Learnings from the competition include timing, as conflict with NASA and the ISOLA Awards resulted in few entries, and awareness of the competition.

An event is also tentatively scheduled for the end of March to coincide with the handover of the current Managing Committee with the 2018-20 one, post elections.

##### **Mumbai**

SD Vaidya series lecture was held in January on Fragile landscapes. It was attended by over 200 people and was followed by a walk the next morning.

A workshop on conducting research for faculty members of different colleges is tentatively scheduled for mid-March.

##### **Bangalore**

Bangalore is currently developing a module for resource persons for site planning with potential master class by professionals. They are in the process of setting up their calendar.

##### **Gujarat**

Elections to be held in March.

##### **Kerala**

The chapter is busy with the conference and elections.

##### **Tamil Nadu & Pondicherry**

The newly formed chapter is in the process of updating memberships at present.

### **14 Newsletter**

#### **a. Current Newsletter**

The current newsletter has been created by the Mumbai chapter based on the event held. In future, a standard format to be prepared to repeat information already on the website and focus on original content.

#### **b. Next Newsletter**

Calcutta/ Eastern Region to produce the next newsletter in the second half of the year, as per Dwaipayan Bhattacharya.

#### **c. 2019 January**

To be determined.

## **15 WEBSITE& SOCIAL MEDIA**

The website updates are being done by Nidhi Madan at present. More inputs required, and the possibility of getting younger members to volunteer to help will be explored.

Facebook is being looked after by Asok Kumar and Twitter by Sridevi Rao.

## **16 NEXT MEETING**

### **a. EC Meeting**

Sridevi Rao to explore options for the next EC meeting in May/ June in Hyderabad to activate members along the lines of the Pune EC meeting and event.

### **b. AGM scheduled for 31st August or 7th September 2018 (and booking of venue and event planning)**

To be confirmed by Gujarat chapter.

## **17 AWARDS UPDATE**

Awards jury to be held the next day. Online awards worked seamlessly. Some issues with student membership were rectified during the process. However, the jury did not receive the link to the submissions directly, they were downloaded and sent. Avadhoot to revert with any suggestions on the system and prepare a report on the awards. The next awards schedule to be set up with the ISOLA calendar.

## **18 NASA TROPHY UPDATE**

The Mohammad Shaheer Trophy at the NASA Convention was held at the end of January in Kerala. Yogesh Kapoor, Sachin Jain and Sridevi Rao were the jury members and Shilpa Chandawarkar, the moderator. The jury was satisfied with the quality of entries as per Sridevi Rao and the email sent by the moderator.

The opportunity to use NASA to connect with students, introduce them to ISOLA and engage in a more substantive way was discussed and to be explored further.

## **19 ANY OTHER ITEMS WITH THE PERMISSION OF THE CHAIR**

Prepared by:

*Nidhi Madan*  
*Honorary Secretary*