



## MINUTES FOR THE 70<sup>TH</sup> ISOLA EC MEETING

Date: 18<sup>th</sup> August 2017 Time: 11:30 am

Venue: ISOLA Office, Ahmedabad

### Members Present - New EC (17-19)

Sujata Kohli	Hon. President
Sridevi Rao	Hon. Vice President
Nidhi Madan	Hon. Secretary
Jitendra Pawgi	Hon. Treasurer
Rohit Marol	Past President
Avadhoot Kumthekar	Fellow Member
Shravana Reddy	Fellow Member
Swati Sahasrabudhe	Fellow Member
Asok Kumar	Associate Member
Dwaipayan Bhattacharya	Associate Member
Maithily Velangi	Co-opted Member
Deepa Maheshwari	Gujarat Chapter Representative
Jasleen Waraich	Delhi NCR Chapter Representative
Shilpa Chandawarkar	Mumbai Chapter Representative
Sreejith S	Kerala Chapter Representative
Sachin Jain	Special Invitee

*Hon President Sujata Kohli presided over the meeting.*

### 1. MEMBERSHIPS

Updated status of memberships

*Out of 550 members (over the last 5 years) there are 338 valid memberships with 191 fellow, 87 associate, 33 graduate and 27 student members. There have been 725 members since ISOLA was set up.*

*The chapter wise breakup is as follows (valid/ total memberships)-*

*Bangalore 37/ 105*

*Delhi NCR 97/ 151*

*Mumbai 30/ 53*

*Kerala 20/ 36*

*Gujarat 25/ 55*

*At present chapter allocation is done by ISOLA. It was decided that the member should be able to select their chapter.*

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## 2. MEMBERSHIP CATEGORIES

Modalities of expanding membership to include

- Donor Members/ Affiliates
- Institutional Members
- Affiliated Professionals

Conventions, viability, fees, benefits

*Taking further from previous meeting, regarding inclusiveness of other allied professional fields and Donors as ISOLA Members, deliberations took place on the pros and cons of these inclusions with further discussion required for closure.*

### **DONOR AFFILIATE CATEGORY**

*Sujata Kohli suggested that donors who have been standing strong with ISOLA for many years may be given a status of association with ISOLA but not be called as MEMBER. Some other nomenclature can be used. For eg: Friends of ISOLA, Associate Partners, etc.*

*This will also facilitate donations of smaller amounts yearly by interested vendors since that is manageable to them, instead of huge amounts during conferences.*

*These affiliations will be paid for yearly by the donors, and in return, they will get a presence on the ISOLA website through Donor Directory or hyperlinks, with no advertisements of products.*

*Workshops can also be conducted with donors in association with Institutions, wherein ISOLA will initiate and arrange the workshop, while the Donor takes care of the finances and resources.*

*Donor affiliation may be given to select donors through invitation only.*

*Tentative Process suggested by Sachin Jain- Any ISOLA member can propose a genuinely interested donor, seconded by two other ISOLA Member to the Hon. Secretary, who shall head the five-member committee for approval (to be constituted).*

*After approval, invitation to be sent to the donor, along with terms and conditions, by the committee for affiliation by paying a certain amount (to be fixed yet) for a year. Three year affiliations can be explored with a discounted rate. This will also ensure financial stability and growth to the organisation.*

### **INSTITUTIONAL MEMBERS**

*It was proposed that ISOLA invite institutions offering landscape course to become Institutional members. By this, we increase our student member base.*

*In the future, students from these institutions may form an ISOLA student body and elect a student representative, organise workshops/ seminars etc. ISOLA Members in return may provide resource persons from fraternity to conduct these workshops/ seminars etc. ISOLA Members who are voluntarily willing to provide their expertise for such workshops will be listed and opportunity will be given to these members to interact with the students through these workshops.*

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*Student exchange programs between ISOLA Institutional Category will be looked at.*

*Access to libraries can be proved within the ISOLA Institutional Category and ISOLA members.*

*Hon. President Sujata Kohli will draft the terms and conditions of these two membership categories and circulate among EC members for comments.*

### **AFFILIATED PROFESSIONAL MEMBERS**

*Deliberations were made regarding this suggestion. Many were of the opinion that such membership will allow misuse of the association, esp. in chapters that are still finding base, it will be difficult to control this. Hence the decision was taken that such memberships will be given to organisations rather than individuals, if at all.*

### **3. FINANCIAL STATUS OF ISOLA**

#### **a. Status of Accounts**

*Budget heads to be decided for coming term by Jitendra Pawgi with running expenses, conceptual funding partners and research funding explored. EB to give a brief on how these funds will be used and who will be benefitted.*

*Suggestion was made to collaborate with corporates as part of their CSR activities for funding research programs.*

#### **b. Transfer of Conference Account to Kerala Chapter**

*Goa conference transfer of money to be checked with Neelima Soni and closed.*

*Conference Account to be transferred to Kerala chapter. Kerala chapter to decide on Conference Signatories.*

#### **c. Bangalore Chapter Account**

*Bangalore Chapter issue to be resolved- either unlock the stagnate a/c or start a fresh a/c.*

### **4. CHAPTERS**

#### **a. Existing chapters and their current status (Delhi, Mumbai, Gujarat, Bangalore, Kerala)**

#### **b. Expression of interest in starting a chapter (Maharashtra, Hyderabad, Chennai, West Bengal)**

*Tamil Nadu and Pondicherry members, Asok and Shravana indicated interest in starting a chapter and their intention to submit the required paperwork soon.*

*Dwaipayan suggested that Bengal chapter may be in the works too.*

*Maharashtra Chapter, outside Mumbai, including Pune, Aurangabad, Nashik and other cities have a substantial membership and will look at starting a chapter in the near future after deliberations.*

#### **c. Participation of Chapters in EC meetings**

*It was decided that at every AGM and EC Meeting, each chapter to make sure the attendance of at least a Chapter representative, preferably a MC member.*

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d. Events and Calendar

*ISOLA Chapter Calendar will be soon laid out which will be common for all chapters*

*Chapters to organise events and look for Donors to sponsor these events at local level, so that even Chapter becomes financially independent.*

e. Website updates

*Each Chapter is responsible for their webpage updation on ISOLA website.*

*Newsletter publication to be circulated between chapters, taking turns of the responsibility.*

## 5. ELECTIONS

a. Completed elections

*Newly elected Chapter Managing Committees for Bangalore and Mumbai was announced.*

*Bangalore chapter includes Nina Chandavarkar (Chairperson), Varna Shashidhar (Secretary), Prashanta Bhat (Treasurer), Dhileep Kumara Raja Govindan and Preetanshi Singh.*

*Mumbai chapter includes Anju Bareja, Bhakti Amrish Thakoor, Devyani Deshmukh Upasani and Shilpa Gaurish Chandawarkar.*

b. Schedule for next elections- Delhi NCR, Gujarat, Kerala

*Chapter elections for Delhi NCR, Gujarat and Kerala are due in 2018. Nidhi will circulate the Online Voting rules and calendar for confirmation from the chapters. Mock elections may be held if required.*

c. Lessons learnt from online elections

*This was the first time ISOLA elections were carried out online including nomination and verification of entries. Three elections were conducted, including for Bangalore and Mumbai. Rajnikant-ji, Rohit Marol and Ashish Patankar were the three election offices. Unfortunately, the voting process was not tested, since each of the committees were elected unopposed.*

*During the chapter elections, there was reluctance to participate by senior members and enthusiasm to do so by younger members. Therefore, it was unanimously agreed that to encourage younger members, a maximum of two graduate students can now be nominated and elected to chapter managing committees. At least one office bearer will have to be a fellow member.*

## 6. ANNUAL CONFERENCE

### Kerala Conference 2019

- Scheduling
- Works
- Finances

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- Support required from EC and other Chapters
- Transfer of Conference Account to Kerala Chapter

*Kerala Chapter to give a brief of the theme and discuss with Content Committee.*

*Kerala chapter to elect Conference Convenor, Treasurer and Chairperson, who can be the signatories.*

*Sreejith shared that the venue to be tentatively fixed w.r.t budgets. Tentative dates for Conference 8th -9th February 2019/ later discussed to be 1st-2nd Feb 2019. Decision yet to be taken. Walks can be arranged on day 2 morning. Excursions can be planned on day 3 as an option to delegates (as a paid excursion).*

#### Goa Conference 2017

- Conference proceedings book
- Closure of all books of accounts

### 7. ISOLA AWARDS

Annual cycle of awards (especially for student awards) needs to be coordinated with biennial conference cycle (specifically for the Awards ceremony with AGM)

Manual of instructions/directives/rules for convening the awards needs to be drafted.

Decision to be taken on exhibiting Awards through the year.

*It was unanimously agreed that this year's ISOLA Awards would have softcopy submissions. For convenience of comparisons, two screens will be arranged for the jury.*

*Only the winning entries will be asked to be printed for display during AGM/ Conference. The printing will be done by the winning participants itself.*

*Registration fee for award to remain same as previous.*

*Since the conference is once in two years, alternate year awards to be distributed along with the AGM's. (Later suggested that it should be a part of conference only)*

### 8. EDUCATION BOARD

Current status of completed/ongoing tasks to be explained

- Handing over for final review
  - Eligibility Standards and Procedures for post-graduate LA programs
  - Teaching LA in B.Arch. courses
- Continuing work on
  - Research initiatives through ISOLA

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- Workshops for LA Teaching faculty
- Beginning work on
  - Framework for a Continuing Education program
  - Developing and defining roles for the ISOLA Resource Centre
  - Brain-storming on what else the EB needs to do
  - Student competitions (including M Shaheer NASA trophy)

Recognition of Colleges-

1. Three year Part time Master of Architecture in Landscape at L.S.Raheja School of Architecture at Bandra East, Mumbai and affiliated to the University of Mumbai

*EB meeting was held after the EC meeting.*

## 9. WEBSITE

Website updates and reviews

*Updates for the main ISOLA website to be followed up by Shravan once in a month. Any changes required for upgrading and improvising the website to be listed and given to the website vendor.*

*Explanation of ISOLA Logo to be added in website*

*Many other websites were looked at as case study, features like salary survey, movies, membership benefits, etc can be added as additional attractive features. Interactive features such as a ticking clock, no. of days for conference etc can be explored. And other aspects under benefits for members too.*

## 10. OUTREACH INITIATIVES

*To be carried out by Chapters*

*Connect with likeminded organisations having similar goals as us, like TERI, IISc, IGBC, etc*

*List of Institutions to connect with to be made and sent in two weeks' time, by chapter MCs.*

*ISOLA consultancy/ collaboration with government bodies on projects, opportunities can be looked at. Two people to be identified who can work on broader framework on how this can move ahead without conflict of interest for ISOLA members.*

## 11. NEWSLETTER

Format of newsletter and next edition to be decided.

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*Newsletter to be a bi-annual publication. It was agreed that chapters will take on the responsibility of the newsletter. The next newsletter will be taken up by the Mumbai Chapter. Bangalore may follow, since the other chapter have elections in the coming year.*

*Newsletter content to focus on issues rather than mention of events and news.*

## **12. SUBMITTAL OF BYELAWS TO CHARITY COMMISSIONER**

*All filings are complete. There has been no response from the Charity Commissioner yet. Bye-laws to be updated and filed as well, along with details of the new EC.*

## **13. AMENDMENT OF BYELAWS DOCUMENT**

## **14. CODE OF PROFESSIONAL CONDUCT DOCUMENT**

Timelines to be determined.

*Rohit Marol will continue to work on completing this document.*

## **15. MATTERS RELATED TO IFLA**

Annual fees to be paid, amount to be specified by IFLA  
IFLA connect

## **16. SCHEDULES TO BE MADE FOR THE CURRENT/NEXT YEAR**

- a. Probable date for the next EC Meeting (and booking of venue)

*Next meeting will be held at Pune along with an event.*

- b. Schedule of the next cycle of ISOLA awards

*To be closed by Awards convenor, Savita Punde and coordinator, Avadhoot Kumthekar.*

- c. Schedule for next 2 editions of the ISOLA Newsletter.
- d. Next AGM event w/ CEPT

*To be coordinated.*

## **17. REIMBURSEMENTS FOR EC, EB, AWARDS AND ISOLA COMMITTEES**

## **18. ANY OTHER ITEMS WITH THE PERMISSION OF THE CHAIR**

*Minutes of the Meeting by:*

**Nidhi Madan**, Honorary Secretary, ISOLA

*Drafted by:*

**Maithily Velangi**, Co-opted Member, ISOLA Executive Council

*18<sup>th</sup> August, 2017*

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