

LSR/IQAC/2022-23/02

Date: 11th November, 2022

Internal Quality Assurance Cell

2nd Meeting for Academic Year 2022-23

NOTICE

This is to announce a meeting of the IQAC – Internal Quality Assurance Cell of L.S.Raheja School of Architecture meeting will be held on **18th November 2022 at 2:00pm** in the **conference room** on the first floor. All members of the committee are requested to kindly attend:

MEETING AGENDA:

The agenda of the half yearly meeting is as listed below:

1. To read and approve the minutes of the IQAC meeting conducted on 29th July 2022 and discuss and approve Action Taken Report as applicable
2. Discuss academic report for current half academic year
3. Discuss Student feedback report for last completed academic year
4. Discuss schedule till Diwali vacations and check status of teaching learning plans as per academic calendar for current academic year
 - a. Discuss progress within individual subject teaching plans
 - b. Discuss challenges faced and developments within design subject briefs and deliverables
 - c. Discuss further initiatives taken for slow learners and those unable to cope with the pace of academic work
 - d. Discuss study trips, issues faced if at all, with recommendations
 - e. Discuss further list of speakers for Insights and preparations for the Master Class


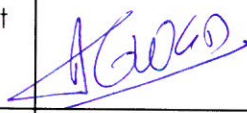
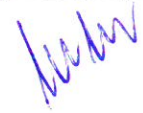
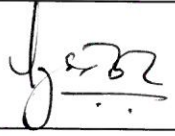

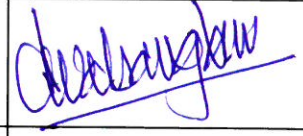


- f. Discuss and finalize detailed schedule for AAKAR 2022
5. Prepare list of recommendations and suggestions for preparation of detailed academic calendar for forthcoming years
6. Any other matter with permission of the chair



A handwritten signature in blue ink, appearing to be 'Ar. Anmol Warang', with the date '11/11/22' written below it.

Ar. Anmol Warang
IQAC Coordinator,
L.S.Raheja School of Architecture

11 NOVEMBER 2022

**ACKNOWLEDGEMENT OF NOTICE FOR IQAC MEETING TO BE CONDUCTED
ON 18 NOV. 2022, 2:00 PM.**

Sr. No.	Name of Member	Designation in committee	Signature
1	Ar. Mandar V. Parab	De-facto chairperson	
2	Mr. Arvind Tiwari	Representative of Management	
3	Ar. M.D.Chande	Nominee from Local Society	
4	Ar. Geevith Tidiyanth	Nominee from Alumni	
5	Ar. Sachin Prabhu	Member Faculty	
6	Ar. Amit Valsangkar	Member Faculty	
7	Ar. Uttara Nalawade	Member Faculty	
8	Ar. Mridula Pillai	Member Faculty	

9	Mr. Santosh Narkar	Senior Administrative Officer	
10	Mr. Rohit Jain	Student Representative	


Ar. Anmol Warang
Coordinator
IQAC

Enclosure : Notice informing of IQAC meeting to be conducted on 18th November 2022.



Minutes of Meeting: Internal Quality Assurance Cell

CALL TO ORDER:

Meeting No.	Day & Date	Time	Venue
02 (Academic Year 2022-23)	Friday, 18 Nov 2022	02:00 pm	1st Floor, Conference Room, LSRSA

Copies of the agenda and other related documents were circulated to the members of the cell. The meeting started as the required quorum for the meeting was present.

Meeting commenced at 2:00pm and was presided over by the de-facto chairperson.

ATTENDEES PRESENT:

Ar. Anmol Warang
 Ar. Mandar V. Parab
 Mr. Arvind Tiwari
 Ar. M.D.Chande
 Ar. Geevith Tidiyanth
 Ar. Sachin Prabhu
 Ar. Amit Valsangkar
 Ar. Uttara Nalawade
 Ar. Mridula Pillai
 Mr. Santosh Narkar
 Mr. Rohit Jain

ATTENDEES ABSENT:

None

Signatures of members in attendance attached for reference



Internal Quality Assurance Cell

2nd Meeting for Academic Year 2022-23

MINUTES OF MEETING:

The de-facto chairperson, Ar. Mandar Parab chaired the meeting. The meeting commenced as the quorum was present. The chairman asked the IQAC coordinator to proceed with the agenda.

Agenda no. 1: To read and approve the minutes of the IQAC conducted on 29/07/2022 and discuss and approve Action Taken Report as applicable

Minutes of the IQAC meeting conducted on 29/07/2022 were read and approved, with no further changes or edits.

The minutes were signed by the chairperson and IQAC coordinator

Resolution no. 1: "Be it and it is hereby, **RESOLVED** that the Minutes of the Meeting of Board of Governors held on 29/07/2022 are confirmed and approved". The minutes were signed by the chairperson and IQAC coordinator

Agenda no. 2: Discuss academic report for current half academic year

The academic report for half the Academic Year of 2022-23 was discussed.

Cognizance of the dip in pass percentages in the previous academic year has been taken and the functioning of the odd semester of the current academic year has been tweaked to ensure students ease into the necessary mode of working. Supervised working studios in class to help better quality, software sessions, specific submissions asking for third

dimensional model explorations instead of asking for it as part of a larger submission have helped change the 'online digital' mindset of the students over the last few months. It has been reported by member faculty that there has been a definite positive change in attitude of the students towards quality and quantity of work in general as well as punctuality in the classroom.

Individual Academic reviews for third, fourth and fifth year B.Arch as well as all classes of B.Voc for the previous academic year have taken place post the Diwali vacations and each team of teachers has been given recommendations for possible improvements wherever necessary.

Overall there has been a visible improvement in performance.

IQAC coordinator apprised all members that an academic audit is to be submitted to the MU and COA. As approved in the last meeting, the academic audit conducted by the IQAC is comprehensive and henceforth the same report may be submitted to Mumbai University and COA as required for documentation."

Resolution no. 2: "Be it and it is hereby, **RESOLVED** that the academic report for past semester is satisfactory, approved and shall be presented to the forthcoming CDC"

Agenda no. 3: **Discuss Student feedback report for last completed academic year**

Post the student satisfaction surveys, inferences, recommendations and action plan created the following has been looked into:

As recommended, the same level of thoroughness has been maintained in transferring information to students in the

offline method, based on the modus operandi created during the online method of teaching. A mixed mode of working is being used, where digital methods are used for enhancing lecture delivery, online G-suite is being continued to be used for attendance for all subjects and submission for some subjects to reduce the overall use of paper.

Faculty that received mildly negative comments in the survey were spoken to individually by the principal and given recommendations on how to improve. Their performance will be reviewed post the next Teacher related Student Feedback form.

Resolution no. 3: "Be it and it is hereby, **RESOLVED** that the Student Feedback Survey is accepted and the report be presented to the forthcoming CDC"

Agenda no. 4: **Discuss schedule till Diwali vacations and check status of teaching learning plans as per academic calendar for current academic year**

The Academic Calendar has progressed through the odd semester as planned and displayed in the previous IQAC meeting. All odd semester examinations took place prior to the Diwali vacations, other than Semester 3, which is due to begin in the coming week.

- a. All teaching plans for the odd semester, already completed, had progressed according to the submitted schedule. Teaching plans for the even semester in progress have been discussed and approved.
- b. Design Subject briefs have yielded some interesting outcomes in the completed semester. A recommendation of using a similar system of self-realization and ways to increase curiosity must continue to be used in the coming semesters.
- c. The students who were part of the slow learners program have mostly successfully completed their ATKs and pending

work. It has been mentioned that this program must continue in the future for the benefit of the students.

A study-buddy system was also employed in the new first year architecture to encourage interaction between students and to increase camaraderie at a faster rate by giving them a sense of responsibility for each other.

A recommendation to incorporate the mentor-mentee system with the current first years included at the earliest possible has been made. Male faculty will mentor male students and female faculty will mentor female and other students, unless a change is specifically requested based on gender identification. The mentor will look into the overall well-being of a mixed group of students across all classes.

- d. Some study tours for the current academic year have already been completed prior to and just after the Diwali vacation and reports are in the state of almost being completed. They will be submitted as part of the Annual Academic Report 2022-23 and discussed in subsequent meetings. The SYBARCH study tour is due in January 2023 and FYBARCH study tour will leave in February.

The International study tour to Dubai-Abu Dhabi is also scheduled to leave post the FYBARCH Study tour in February 2023.

- e. A total of 8 Insights Lectures have taken place so far in addition to the Thesis Forum.

The Master Class for Ar.Hafeez Contractor has been planned for 10th February 2023. Arrangements for the right kind of lecture set-up and coverage are being made in coordination with his office team.

- f. The annual festival AAKAR 2022, to be conducted between the 17th and the 24th of December 2022, has been planned in detail with a total of 11 workshops including sessions for Mental health wellness, Taekwoondo, Ikebana, Miming, Food Walk etc and a total of 2 seminars and 2 panel discussions. The detailed plan was displayed and approved as per recommendations previously given.

Resolution no. 4: "Be it and it is hereby, **RESOLVED** that the Academic semester has progressed satisfactorily."

Agenda no. 5: Prepare list of recommendations and suggestions for preparation of detailed academic calendar for forthcoming years

Academic calendar was discussed in detail and found to be satisfactory. Following recommendations was made:

Create a more detailed teaching learning plan and incorporate specific schedules such as elective weeks, design weeks, field visits, etc. along with the current plan

Resolution no. 5: "Be it and it is hereby, **RESOLVED** that the the recommendations and proposals made in agenda 5 must be paid cognisance to in the planning of the remainder of the current academic year."



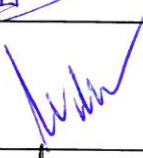


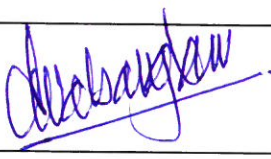


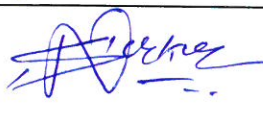
Agenda no. 6: Any other matter with the permission of the chair

No other matter raised by any member.



Ar. Anmol Warang
IQAC Coordinator,
L.S.Raheja School of Architecture

ATTENDANCE FOR IQAC MEETING CONDUCTED ON 18 NOVEMBER 2022, 2:00 PM.
VENUE: CONFERENCE ROOM, 1ST FLOOR

Sr. No.	Name of Member	Designation	Signature
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2	Mr. Arvind Tiwari	Representative of Management	
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8	Ar. Mridula Pillai	Member Faculty	
9	Mr. Santosh Narkar	Senior Administrative Officer	

10	Mr. Rohit Jain	Student Representative	<i>Rohit Jain</i>
11	Ar. Anmol Warang	IQAC coordinator	<i>Ar. Anmol Warang</i> 18/11/22