

Reference: LSR/CDC/2022-23/02

August 01, 2022

NOTICE

SUB: COLLEGE DEVELOPMENT COMMITTEE (CDC) MEETING

This is to inform all the members of the College Development Committee (CDC) that the second meeting for the academic year 2022-2023 is scheduled to be conducted on Friday, August 19th at 02:00 pm at 1st Floor conference hall of L.S. Raheja School of Architecture, Raheja Education Complex, Kher Nagar, Bandra East to transact the following agenda

1. Read and approve minutes of meetings of the first CDC meeting for academic year 2022-23, held on 17th June 2022 at L.S. Raheja School of Architecture
2. Appraise the members on academic progress report for academic session 2022-23
 - a. The study tour intent, destination and schedules
 - b. International tour and possible destinations with budget
3. To discuss and approve the budget for the academic year 2022-2023.
4. Appraise members regarding on functioning of all statutory committees
5. Appraise the members on the statutory compliances for all programs.
6. Appraise the members on the new admissions against cancellations for 2nd year and / 3rd year for all programs.
7. Appraise the members on the fee collection for academic year 2022-2023 and social welfare status for the academic year 2021-2022, 2022-2023.
8. Appraise the committee on the status of 1st year admissions for all programs at LSRSoA.
9. To discuss and approve the Aakar 2022-2023 schedule
10. Appraise the members on Faculty up gradation, publications, student feedback (2021-2022) and proposed faculty appraisal
11. Appraise the members on Status of Alumni Association and enlist activities undertaken by the association
12. To discuss reports of the Internal Quality Assurance Committee (IQAC) appraise the members on the recommendations of the IQAC.
13. Any other matter with the permission of the chair

All members are requested to attend the meeting.



Ar. Mandar V. Parab
Secretary
College Development Committee


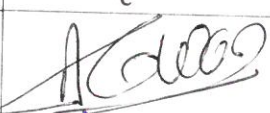
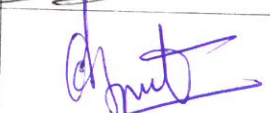
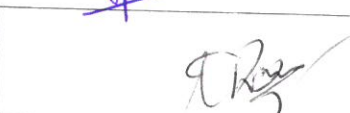
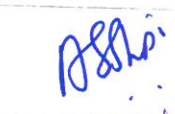
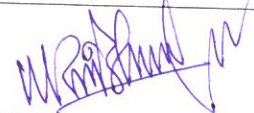
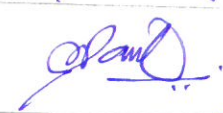
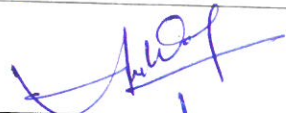
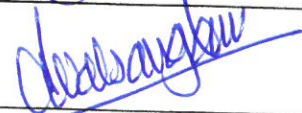
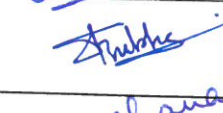
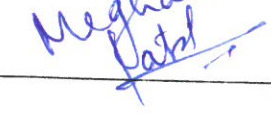
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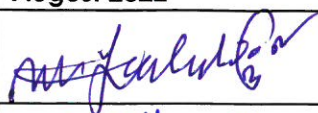
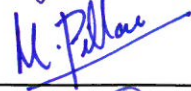

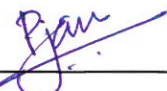
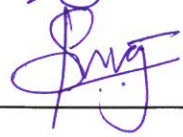
SUB: COLLEGE DEVELOPMENT COMMITTEE MEETING (2022-2023)

Dear Members,

You are hereby informed that the second meeting of the College Development Committee of the institute is scheduled to be conducted on Friday, 19th August 2022 at 02:00 pm at 1st Floor conference hall of L.S. Raheja School of Architecture, Raheja Education Complex, Kher Nagar, Bandra East.

You are requested to attend the meeting. Kindly acknowledge the receipt of the attached Notice by signing against your name in the table below.

Sr. No.	Name	Designation	Received Notice for CDC meeting scheduled on 19th August 2022
1	Mr. S. N. Wadhvani (President, Bombay Suburban & Craft Education society)	Ex-Officio chairperson	
2	Mr. Arvind Tiwari (Hon. Gen. Sec., Bombay Suburban & Craft Education society)	Secretary of Management	
3	Ar. D.D. Bhagwat (Practicing Architect)	Nominee of the Management from the Industry	
4	Mr. Conrad D'souza (Principal, SRIHM)	Nominee of the Management from the Education Field	
5	Ar. Amol Shimpi (Practicing Architect & Alumni)	Nominee of the Management from the Research Field	
6	Ms. Radha Ambekar (NGO)	Nominee of the Management from Social Service Field	
7	Ar. Mandar Parab (Principal, LSRSOA)	Member Secretary	
8	Ar. Anmol Warang (Asso. Prof, LSRSOA)	IQAC Coordinator	
9	Ar. Amit Valsangkar (HOD, B.Voc. ID)	Head of Department nominated by the Principal	
10	Ar. Sachin Prabhu (Professor, LSRSOA)	Member	
11	Ar. Meghana Patil (Asso. Professor, LSRSOA)	Member	

Sr. No.	Name	Designation	Received Notice for CDC meeting scheduled on 19th August 2022
12	Ar. Umesh Pachigar (Visiting Faculty, LSRSOA)	Member	
13	Ar. Mridula Pillai (Asst. Professor LSRSOA)	Member	
14	Mr. Santosh Narkar (Off. Spdt.)	Non- teaching Employee	
15	Mr. Rohit Jain (President, Student Council)	Student Representative	
16	Mr. Srivibhu Viraj (G.Sec. Student Council)	Student Representative	



Ar. Mandar V. Parab

Member Secretary

College Development Committee

Enclosure : Notice informing of College Development Committee meeting to be conducted on Friday, 19th August 2022.

**College Development Committee 2022-23**

2nd Meeting for Academic Year 2022-23

Minutes of Meeting

Meeting No.	Day & Date	Time	Venue
02 (Academic Year 2022-23)	Friday, 19th August 2022	02:00 pm	1st Floor, Conference Room, LSRSOA

The following Committee members were present for the meeting:

- Mr. S N Wadhvani
- Mr. Arvind Tiwari
- Mr. Conrad D'souza
- Ar. Amol Shimpi
- Ms. Radha Ambekar
- Ar. Mandar Parab
- Ar. Anmol Warang
- Ar. Amit Walsangkar
- Ar. Sachin Prabhu
- Ar. Meghana Patil
- Ar. Mridula Pillai
- Mr. Santosh Narkar
- Mr. Rohit Jain
- Mr. Srivibhu Viraj Amudalpally

Attendees Absent:

- Ar. D.D. Bhagwat
- Ar. Umesh Pachigar

Mr. S. N. Wadhvani chaired the meeting. The meeting commenced as the quorum was present. The Chairperson asked Member Secretary, Principal Ar. Mandar Parab to proceed with the agenda. He welcomed the new student council representatives Mr. Rohit Jain, Student Council President; and Mr. Srivibhu Viraj Amudalpally, Student Council Gen. Secretary to their first CDC meeting; and began with the agenda for the meeting.

Agenda No. 1 ***Read and approve minutes of meetings of the first CDC meeting for academic year 2022-23, held on 17th June 2022 at L.S. Raheja School of Architecture.***

Minutes of the first CDC meeting for the Academic year 2022-2023 conducted 17th June 2022 were read by and accepted with no further changes or edits.

Resolution No. 1 Be it and it is hereby, **RESOLVED** that the minutes of the meetings of the College Development Committee held on Friday, 17th June 2022 are confirmed and approved. Then minutes were signed by the Ex Officio Chairperson and Member Secretary.

Agenda No. 2 ***Appraise the members on academic progress for academic session 2022-23***

a. The study tour intent, destination and schedules

b. International tour and possible destinations with budget

The Member Secretary invited Assistant Professor Ar. Rohan Patil to brief the members about the study tour planned for academic year 2022-2023. He briefed the committee on the scheduled trip for Semester 6 to Rajasthan in November 2022 and the trip to Varanasi and Lucknow for Semester 4 students in the month of January 2023. He briefly covered the intended itinerary and the benefits of each for the specific classes.

IQAC coordinator, Ar. Anmol Warang briefed the members on the intended trip to Dubai in February 2023, this being the first International trip after lockdown, the organizers chose a closer destination with a lower cost of tour.

The Secretary of Management, Mr. Arvind Tiwari recommended taking suggestions from the student council and involving them in the organization of the Study tours.

Member Secretary suggested to identify and finalize a Preferred Tour Operator that may be appointed to organize study tours for all classes in all programs for the Academic year 2022-23.

Agenda No. 3 ***To discuss and approve the budget for the academic year 2022-2023.***

The Member Secretary presented the provisions of the budget for Academic year 2022-2023 to the members for approval. The budget was approved without any changes or apprehensions.

Resolution No. 2 Be it and it is hereby, **RESOLVED**, the budget for the academic year is passed and approved for presentation to the Board of Governors for final approval.

Agenda No. 4 ***Appraise members regarding the functioning of all statutory committees.***

Senior Professor, Ar. Sachin Prabhu appraised the members that meetings of the IQAC, Internal Complaints Committee (ICC), Anti Ragging Committee (ARC) and Reserved Category Committee (RCC) were conducted as per schedule and no cases were registered under any of the grievance committees.

Agenda No. 5 ***Appraise the members on the statutory compliances for all programs.***

Non teaching employee and Office Superintendent Mr. Santosh Narkar, appraised the members on all the statutory compliances received for all the programs. He presented approvals received from governing bodies such as COA, DTE, and University of Mumbai. He informed the committee on the additional intake of 12 students offered under the B.VOC (ID) program to the Institute for the academic year 2022-2023.

Agenda No. 6 ***Appraise the members on the new admissions against cancellations for 2nd year and / 3rd year (if any) for all programs.***

Assistant Professor, Ar. Mridula Pillai appraised the committee that due to delayed Semester 2, no transfer students took admission to the institute in Semester 3.

Head of Department, Ar. Amit Walsangkar appraised the members on five new students admitted in the B.Voc (ID) program by lateral admission in Semester 3. He added that one student had taken admission in Semester 3 against cancellation through transfer from other institutions.

Agenda No. 7 ***Appraise the members on the fee collection for academic year 2022-2023 and social welfare status for the academic year 2021-2022, 2022-2023.***

Member secretary appraised the members on the fee received and the total number of students availing installments for the academic year 2022-2023. The Member secretary invited Ar. Mugdha Bakde who is incharge of MahaDBT Scholarship and freeship portfolio of the students to explain the process of applying and receiving the payment for students who are eligible for the MahaDbt scholarships and freeships. She highlighted the total payment yet to be received from MahaDBT for Academic year 2020-21 and 2021-22. She reported that the applications for 2022-2023 were yet to begin from the MahaDBT portal end.

Secretary of management, Mr. Arvind Tiwari recommended to maintain a document which lays down the basic guidelines and standard procedure for successful application and recovery of Scholarship and freeship funds, which will benefit both Students and the Institute. He also recommended that the Institute enquire if the 'Auto Rejected' applications of the students can be reapplied for, for the benefit of the students. He also emphasized that the Institute must maintain and update all documents related to Scholarship and

Freeship for the Academic year 2022-23. He also emphasized on recovery of money that has been credited directly to the students account and the follow up procedure to ensure no further dues in the matter.

Action To be Taken

- Ar. Mugdha Bakde to generate a Standard Operating procedure document for aiding students to complete application.
- Ms. Manasi Shirke to update on the status of money received from students who have by error received the fees in their account.
- Mr. Mandar Parab to send representation to MahaDBT for assistance on Auto rejected applications.

Agenda No. 8

Appraise the committee on the status of 1st year admissions for all programs in academic year 2022-2023.

Associate Professor, Ar. Meghana Patil told the members that the First year B. Voc(ID) admissions had concluded and the academic year had begun as planned by the Institute. She further elaborated that the first year B. Arch admissions were delayed and detailed schedules were not received from the DTE yet.

Agenda No. 9

To discuss and approve Aakar 2022-2023 schedule

Member Secretary presented the tentative Aakar schedule to be between 16th December 2022 to 24th December 2022. This was to include all events planned annually. The Secretary of Management recommended that the event be planned to reduce two days from the schedule so as to not affect the academic semester.

Resolution No. 3

Be it and it is hereby, **RESOLVED** that the final dates for Aakar, the annual fest, are from 19th December 2022 till 23rd December 2022. The mid term break for the students and faculty shall be from 25th December 2022 to 2nd January 2023.

Agenda No. 10

Appraise the members on Faculty upgradation, publications, student feedback (2021-2022) and proposed faculty appraisal.

In faculty achievements, IQAC coordinator, Ar. Anmol Warang appraised the members about the national level teacher training programme conducted in collaboration with the Council of Architecture by the institute. Four faculty members gave

presentations during this training program. Chairperson appreciated and applauded this achievement of the faculty.

The Member Secretary appraised members about other faculty achievements. This included completion of Master in Architecture (Landscape) by Assistant Professors Ar. Rohan Patil and Ar. Anuj Gudekar. Further studies in the form of application to PhD programs by Associate Professors Ar. Meghana Patil and Ar. Anmol Warang was also mentioned.

Associate Professor, Ar. Meghana Patil presented the teacher training programmes attended by faculty in the academic year 2021-2022. She informed that the amount invested by the institute at the beginning of the academic year for these programmes was completely utilized for the academic year.

Agenda No. 11

Appraise the members on Status of Alumni Association and enlist activities undertaken by the association

The Member Secretary invited Ar. T.R. Geevith to discuss Initiatives for the newly formed Alumni Association. He appraised the committee about progress made in website creation and membership of Alumni.

Nominee of the management from the research field, Ar. Amol Shimpi suggested that the alumni take initiatives in conducting and collaborating for the Insights lecture series.

Agenda No. 12

To discuss reports of the Internal Quality Assurance Committee (IQAC) appraise the members on the recommendations of the IQAC.

The IQAC report was read and members were apprised of the recommendations of the IQAC conducted on 29th July 2022 by the IQAC coordinator. IQAC during the meeting, conducted the following reviews

- Academic Audit Report of 2021-2022 was presented.
- Student feedback report and corrective measures discussed.
- Teaching learning plans for academic year 2022-2023 finalized.

Agenda No. 13

Any other matter with the permission of the chair

Agenda No. 13a

Member secretary appraised the members on the variety of research topics and design dissertations taken up by students of the 2022 graduating batch.

Secretary of Management recommended that the Institute should look at investing in a good plagiarism software and encouraged the

program incharges to maintain a soft copy record of the Design dissertation projects so as to create a dossier of work that can be referred to by the following batches.

Action To be Taken

- Plagiarism Software to be identified by the IT team and quotations to be collected from credible sources.
- Final year class incharges to create a drive for compilation of the design dissertation projects for each academic year henceforward.

Agenda No. 13b *Nominee of the management from education field, Prof. Conrad D'souza, requested clarification on efforts taken up for assisting the weaker students.*

It was clarified by the Member Secretary that a Mentorship Program (Slow Learners Program) was already in place and remedial classes were conducted in all classes to assist the weaker students in overcoming academic challenges.

Agenda No. 13c *Discuss and approve wall dado and painting of classrooms during the academic break for Diwali*

Member secretary presented the budget for wall dado and painting on all classrooms in the institute. He added that the proposed infrastructural upgrade was planned in the academic break during Diwali.

Resolution No. 4 Be it and it is hereby, **RESOLVED** that wall dado and painting work budget for all classrooms in the institute has been approved and work will be scheduled to commence and conclude during the Academic break of Diwali.

Mr. Shyam Wadhvani
Chairperson

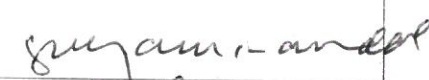


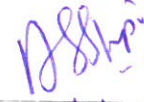
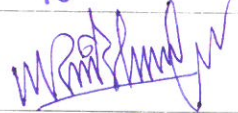
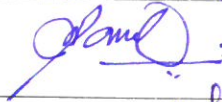
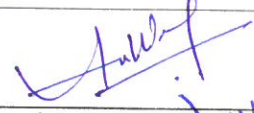
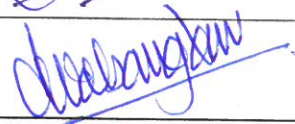
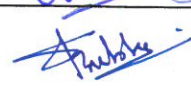
Ar. Mandar Parab
Member Secretary

College Development Committee 2022-23

2nd Meeting for Academic Year 2022-23

MEETING NO.	DAY & DATE	VENUE	TIME
2 Academic Year 2022-23	Friday 19th August 2022	1st floor Conference Room LSR SOA	2:00PM

List of Members in the College Development Committee 2022-23:

Sr. No.	Name	Designation	Attendance for CDC meeting on 19th August 2022
1	Mr. S. N. Wadhvani (President, Bombay Suburban & Craft Education society)	Ex-Officio chairperson	
2	Mr. Arvind Tiwari (Hon. Gen. Sec., Bombay Suburban & Craft Education society)	Secretary of Management	
3	Ar. D.D. Bhagwat (Practicing Architect)	Nominee of the Management from the Industry	
4	Mr. Conrad D'souza (Principal, SRIHM)	Nominee of the Management from the Education Field	
5	Ar. Amol Shimpi (Practicing Architect & Alumni)	Nominee of the Management from the Research Field	
6	Ms. Radha Ambekar (NGO)	Nominee of the Management from Social Service Field	
7	Ar. Mandar Parab (Principal, LSR SOA)	Member Secretary	
8	Ar. Anmol Warang (Asso. Prof, LSR SOA)	IQAC Coordinator	
9	Ar. Amit Valsangkar (HOD, B.Voc. ID)	Head of Department nominated by the Principal	
10	Ar. Sachin Prabhu (Professor, LSR SOA)	Member	

Sr. No.	Name	Designation	Attendance for CDC meeting on 19th August 2022
11	Ar. Meghana Patil (Asso. Professor, LSRSOA)	Member	<i>Meghana Patil</i>
12	Ar. Umesh Pachigar (Visiting Faculty, LSRSOA)	Member	ABSENT.
13	Ar. Mridula Pillai (Asst. Professor LSRSOA)	Member	<i>M. Pillai</i>
14	Mr. Santosh Narkar (Off. Spdt.)	Non- teaching Employee	<i>S. Narkar</i>
15	Mr. Rohit Jain (President, Student Council)	Student Representative	<i>Rohit Jain</i>
16	Mr. Srivibhu Viraj Amudalpally (G.Sec. Student Council)	Student Representative	<i>S. Viraj</i>

Ar. Mandar V. Parab
Member Secretary