



Reference: LSR/CDC/2022-23/01

June 01, 2022

## NOTICE

### SUB: COLLEGE DEVELOPMENT COMMITTEE (CDC) MEETING

**This is to inform all the members of the College Development Committee (CDC) that the first meeting for the academic year 2022-2023 is scheduled to be conducted on Friday, June 17th 2022 at 02:00 pm at 1<sup>st</sup> 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 second CDC meeting for academic year 2021-22, held on 18th February 2022 at L.S. Raheja School of Architecture
2. Appraise the members on academic progress for academic session 2021-22
  - a. Number of defaulting/ year drop students in each class
  - b. End of even semester examination for all classes
  - c. Declaration of results
3. To appraise on beginning of the new academic year 2022-2023
4. To appraise the members on the final estimated admissions to each class in 2022-2023.
5. Appraise the members on the semester wise fee receipt schedule academic year 2022-2023
6. Discuss and approve the Academic Calendar for 2022-2023.
7. Appraise members regarding on functioning of all statutory committees
8. Appraise the members on the number of cancellations of admissions and vacancies (if any) for all programs.
9. Appraise the members on new staff appointments against vacancies in 2022- 2023(if any).
10. Appraise the members on activities and events organized by Student Council 2021-2022
11. Discuss and approve the Placement Drive for graduating batches of 2021 and 2022.
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

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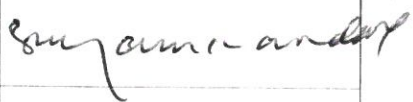
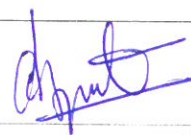

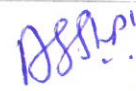

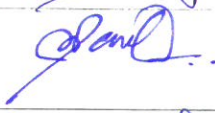
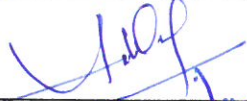
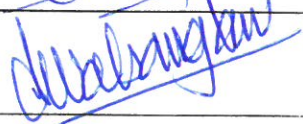

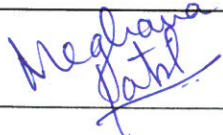
Ar. M. V. Parab  
Secretary  
College Development Committee

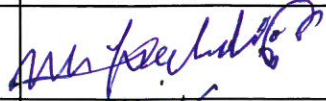
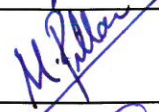
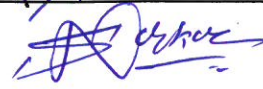

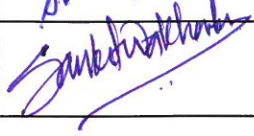
**NOTICE****SUB: COLLEGE DEVELOPMENT COMMITTEE MEETING (2022-2023)**

Dear Members,

You are hereby informed that the first meeting of the College Development Committee of the institute is scheduled to be conducted on Friday, 17th June 2022 at 02:00 pm at 1<sup>st</sup> 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 17th June 2022
1	<b>Mr. S. N. Wadhvani</b> (President, Bombay Suburban & Craft Education society)	Ex-Officio chairperson	
2	<b>Mr. Arvind Tiwari</b> (Hon. Gen. Sec., Bombay Suburban & Craft Education society)	Secretary of Management	
3	<b>Ar. D.D. Bhagwat</b> (Practicing Architect)	Nominee of the Management from the Industry	
4	<b>Mr. Conrad D'souza</b> (Principal, SRIHM)	Nominee of the Management from the Education Field	
5	<b>Ar. Amol Shimpi</b> (Practicing Architect & Alumni)	Nominee of the Management from the Research Field	
6	<b>Ms. Radha Ambekar</b> (NGO)	Nominee of the Management from Social Service Field	
7	<b>Ar. Mandar Parab</b> (Principal, LSRSOA)	Member Secretary	
8	<b>Ar. Anmol Warang</b> (Asso. Prof, LSRSOA)	IQAC Coordinator	
9	<b>Ar. Amit Valsangkar</b> (HOD. B.Voc. ID)	Head of Department nominated by the Principal	
10	<b>Ar. Sachin Prabhu</b> (Professor, LSRSOA)	Member	
11	<b>Ar. Meghana Patil</b> (Asso. Professor, LSRSOA)	Member	

Sr. No.	Name	Designation	Received Notice for CDC meeting scheduled on 17th June 2022
12	<b>Ar. Umesh Pachigar</b> (Visiting Faculty, LSRSOA)	Member	
13	<b>Ar. Mridula Pillai</b> (Asst. Professor LSRSOA)	Member	
14	<b>Mr. Santosh Narkar</b> (Off. Spdt.)	Non- teaching Employee	
15	<b>Ms. Arushka Shastry</b> (President, Student Council)	Student Representative	
16	<b>Mr. Sanket Wakharkar</b> (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, 17th June 2022.

**College Development Committee 2022-23**

1st Meeting for Academic Year 2022-23

**Minutes of Meeting**

Meeting No.	Day & Date	Time	Venue
01 (Academic Year 2022-23)	Friday, 17th June 2022	02:00 pm	1st Floor, Conference Room, LSR SOA

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. Umesh Pachigar
- Ar. Meghana Patil
- Ar. Mridula Pillai
- Mr. Santosh Narkar
- Ms. Arushka Shastri

Attendees Absent:

- Mr. Sanket Wakharkar
- Ar. D.D. Bhagwat

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.

**Agenda No. 1**      ***Read and approve minutes of meetings of the second CDC meeting for academic year 2021-22, held on 18th February 2022 at L.S. Raheja School of Architecture***

Minutes of the second CDC meeting for the Academic year 2021-2022 conducted on 18th February 2022 were read by the Member Secretary 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, 18th February 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 2021-22***

- a. *Number of defaulting/ year drop students in each class***
- b. *End of even semester examination for all classes***
- c. *Declaration of results***

Assistant Professor Ar. Mridula Pillai appraised the members that there were no students repeating the year due to part online and part offline semester.

Professor, Ar. Sachin Prabhu appraised the members that all the examinations and Viva-voce examinations for even semesters were conducted in the second and third week of May. He clarified that this extension was as per University of Mumbai for academic year 2021-2022.

He assured the members that the results were under process and would be displayed by the end of June 2022.

**Agenda No. 3** ***To appraise on beginning of the new academic year 2022-2023***

Member Secretary appraised the members of the CDC that classes had begun on 14th June 2022 for all odd semesters for all programs. He further clarified that Semester 2 of B. Arch was still ongoing and would continue till August to accommodate the late admissions to the B. Arch program.

**Agenda No. 4** ***To appraise the members on the final estimated admissions to each class in 2022-2023.***

Non teaching employee, Office Superintendent Mr. Santosh Narkar appraised members on approved intake of students and the actual number of students that were admitted in individual classes for academic year 2022-23 for all programs. He informed the members that the Bachelor of Architecture program has an approved intake of 80 students with 8 additional EWS students for the first year. In the Bachelor of Vocation (Interior Design) program the approved intake for first year is 60 students. Government Diploma in Interior Design and Decoration has an approved intake of 120 in each batch of the part time and full time program.

The Member Secretary stated that the Master of Architecture (Landscape) program had no new admissions intended for the Academic year 2022-2023.

**Agenda No. 5**      ***Appraise the members on the semester wise fee receipt schedule academic year 2022-2023***

The Member Secretary appraised the CDC members that fee collection for academic year 2022-2023 would begin from the third or fourth week of June 2022. He told the CDC that students who approached the institute with genuine financial concerns, will be allowed two- four installments. He also informed that the admission process shall be completed simultaneously.

**Agenda No. 6**      ***Discuss and approve the Academic Calendar for 2022-2023.***

Associate Professor, Ar. Meghana Patil presented the Academic Calendar for the Academic year for 2022-23. It included dates for examinations, semester start and end dates and tentative Aakar dates.

Member secretary emphasized that the teaching plans were made to incorporate important dates of the Academic calendar.

The Secretary of Management sought clarification on accommodating delayed Semester 2 in the Academic calendar.

Member secretary appraised the members on the academic calendar being applicable for all.

**Resolution No. 2**      Be it and it is hereby, **RESOLVED** that the Academic calendar for 2022-2023 has been accepted. The mentioned important dates shall be incorporated appropriately in all the teaching learning initiatives.

**Agenda No. 7**      ***Appraise members regarding on 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. 8**      ***Appraise the members on the number of cancellations of admissions and vacancies (if any) for all programs.***

Non teaching employee, Office Superintendent Mr. Santosh Narkar appraised members on the total vacancies against cancellations in 2nd year of B. Voc and B. Arch programs. He told the members about two new students who were seeking admissions in the fourth year of B. Arch for academic year 2022-2023. These students were students of a local college applying for closure and shutting down the program.

**Agenda No. 9**      ***Appraise the members on new staff appointments against vacancies in 2022- 2023(if any).***

Associate Professor, Ar. Meghana Patil told the members that an Allied faculty was identified for the B. Arch program. She informed the members that there were 4 vacancies (2 Associate and 2 Assistant Professor) in B. Arch, 1 associate professor vacancy in B. Voc (ID) and 3 lecturer vacancies in Govt. IDD departments. The Secretary of Management recommended that an advertisement be published for the identified faculty vacancies in all programs. He assured support from management to expedite the finalization of appointment after candidates have been identified.

**Resolution No. 3**      Be it and it is hereby, **RESOLVED** that applications shall be invited via newspaper advertisement to fill in faculty vacancies in all programs at L.S. Raheja School of Architecture.

**Agenda No. 10**      ***Appraise the members on activities and events organized by Student Council 2021-2022***

Student Council President Ms. Arushka Shastry presented details of events organized by the student council in Academic year 2021-2022. She emphasized that due to support of the institute management and staff, the student body was able to host a grand Aakar event from 25th February 2022 to 5th March 2022. She was thankful of the support received by the student body from the teaching and non teaching staff in resuming college academics as well as extra curricular activities post the pandemic. She also presented the members of the CDC with the yearbook released during Aakar 2022.

The Chairperson congratulated the Student council on a successful year. He appreciated all the sincere efforts put in organizing a grand Aakar event 2022. He emphasized that this aided the student body in achieving a new normal post the pandemic.

**Agenda No. 11**      ***Discuss and approve the Placement Drive for graduating batches of 2021 and 2022.***

The Member Secretary invited Placement drive incharge, Associate Professor, Ar. Arun Fizado for discussing the tentative Placement drive schedule for graduating batch of 2021 and 2022. He informed the members that the graduating batch of 2021 had already sought jobs or further education opportunities and were not keen on participating in the Placement Drive.

He further elaborated that only five positive responses had been the graduating batches of 2022 for participation in the Placement Drive. He sought advice from members on conducting the Placement drive at all due to the poor response from students.

The Secretary of Management advised that discussions be initiated with students to understand reasons for reluctance to participate in the Placement drive. He suggested that the Placements drive be canceled due to poor response from the students.

**Resolution No. 4**      Be it and it is hereby, **RESOLVED** that placement drive shall not be conducted for the graduating batch of 2022 and 2021 due to limited response from the students.

**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 22nd April 2022 by the IQAC coordinator. IQAC during the meeting, conducted the following reviews

- Academic calendar for Academic year 2022-2023 was drafted and detailed
- Academic progress report for academic year 2021-2022 was presented.
- End semester examinations schedule and preparations of the offline medium discussed.



**Agenda No. 13**      **Any other matter with the permission of the chair**

**Agenda No. 13a**      ***Continuing Appointment Psychological counselor for the institute***

The Secretary of Management confirmed that the management had continued the services of Counselor, Ms. Shruti Parab, the Institute's in-house Counselor. Her consultation was available to all students on a prior appointment basis. He also added that the counseling sessions have proved to be of great benefit to the students especially to cope with Academic and personal challenges.

**Agenda No. 13b**      ***Summer program organized by Ar. Neeta Sarode and Ar. Mildred Jose***

The Member Secretary appraised the members on the summer program organized by Assistant Professors Ar. Neeta Sarode and Ar. Mildred Jose in the first two weeks of June 2022.

The Secretary of Management recommended that the summer programs may be planned taking into consideration the tentative weather conditions at the time of the visit, so that the students and the faculty do not face any adverse medical challenges. He also recommended that feedback be collected from teachers and students related to such site visits and additional programs.

Nominee of management from Research field, Ar. Amol Shimpi suggested that similar programs can be organized for smaller cities so that it may serve as a chance to identify opportunities in smaller cities. This will also aid in bringing down costs for travel for the students.

**Agenda No. 13c**      ***Degree Distribution Ceremony for the Graduating batch***

Assistant Professor Ar. Mridula Pillai presented the Graduation ceremony conducted by the Institute in April 2022. This Graduation ceremony was conducted physically after the break of one year due to the Pandemic.



**Mr. Shyam Wadhvani**  
Chairperson


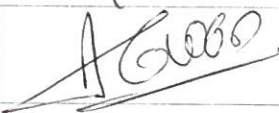

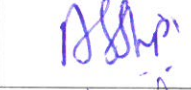


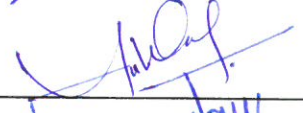
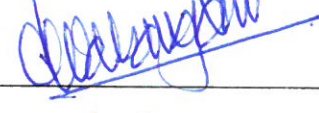

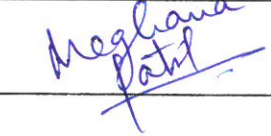


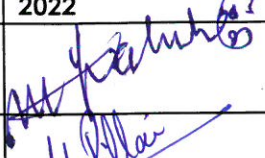
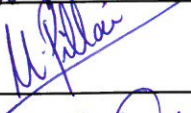
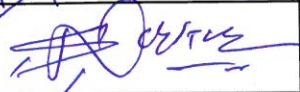
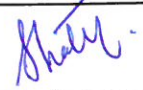
**Ar. Mandar Parab**  
Member Secretary

**College Development Committee 2022-23**  
 1st Meeting for Academic Year 2022-23

MEETING NO.	DAY & DATE	VENUE	TIME
1 Academic Year 2022-23	Friday 17th June 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 17th June 2022
1	<b>Mr. S. N. Wadhvani</b> (President, Bombay Suburban & Craft Education society)	Ex-Officio chairperson	
2	<b>Mr. Arvind Tiwari</b> (Hon. Gen. Sec., Bombay Suburban & Craft Education society)	Secretary of Management	
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5	<b>Ar. Amol Shimpi</b> (Practicing Architect & Alumni)	Nominee of the Management from the Research Field	
6	<b>Ms. Radha Ambekar</b> (NGO)	Nominee of the Management from Social Service Field	
7	<b>Ar. Mandar Parab</b> (Principal, LSR SOA)	Member Secretary	
8	<b>Ar. Anmol Warang</b> (Asso. Prof, LSR SOA)	IQAC Coordinator	
9	<b>Ar. Amit Valsangkar</b> (HOD. B.Voc. ID)	Head of Department nominated by the Principal	
10	<b>Ar. Sachin Prabhu</b> (Professor, LSR SOA)	Member	
11	<b>Ar. Meghana Patil</b> (Asso. Professor, LSR SOA)	Member	

Sr. No.	Name	Designation	Attendance for CDC meeting on 17th June 2022
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15	<b>Ms. Arushka Shastri</b> (President, Student Council)	Student Representative	
16	<b>Mr. Sanket Wakharkar</b> (G.Sec. Student Council)	Student Representative	ABSENT.



**Ar. Mandar V. Parab**  
Member Secretary