



Reference: LSR/CDC/2023-24/01

June 01, 2023

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 2023-2024 is scheduled to be conducted on Friday, June 16th 2023 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 fourth CDC meeting for academic year 2022-23, held on 3rd March 2023 at L.S. Raheja School of Architecture.
2. Appraise about academic progress of academic session 2022-2023
 - a. End of even Semester examinations
 - b. Declaration of results
3. Appraise about beginning of Academic year 2023-2024
4. Discuss and approve the Academic Calendar for 2023-2024.
5. Appraise the CDC on NAAC accreditation status for the Institute.
6. To appraise the members on the number of estimated semester wise admissions.
7. Appraise the members on the semester wise fee receipt schedule
8. Appraise members regarding functioning of all statutory committees
9. Appraise the members on the number of admissions against vacancies for all semesters, all programs.
10. Appraise the members on new staff appointments against vacancies in 2023-2024.
11. Appraise the members on activities and events organized by Student Council 2022-2023
12. Appraise the members about the Placement Drive for graduating batches 2022-2023.
13. Appraise the members about the Degree Distribution Ceremony for graduating batch 2021-2022.
14. To discuss reports of the Internal Quality Assurance Committee (IQAC) appraise the members on the recommendations of the IQAC.
15. Any other matter with the permission of the chair

All members are requested to attend the meeting.

A handwritten signature in blue ink, appearing to read 'Mandar V. Parab'.

Ar. Mandar V. Parab
Member Secretary
College Development Committee

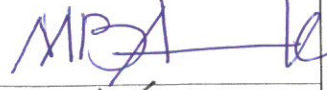

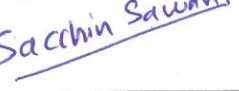
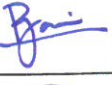
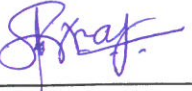
Acknowledgement of Notice
SUB: COLLEGE DEVELOPMENT COMMITTEE MEETING (2023-2024)


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, 16th June 2023 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 on 16th June 2023
1	Mr. S. N. Wadhvani	Ex- Officio Chairperson	
2	Mr. Arvind Tiwari	Secretary of Management	
3	Ar. D.D. Bhagwat	Nominee of the Management from the Industry	
4	Mr. Conrad D'souza	Nominee of the Management from the Education Field	
5	Ar. Amol Shimpi	Nominee of the Management from the Research Field	
6	Ms. Radha Ambekar	Nominee of the Management from Social Service Field	
7	Ar. Mandar Parab	Principal/ Member Secretary	
8	Ar. Anmol Warang	IQAC Coordinator	
9	Ar. Kaustubh Khanolkar	Head of Department nominated by the Principal	
10	Ar. Sachin Prabhu	Member	
11	Ar. Meghana Patil	Member	

Sr. No.	Name	Designation	Received Notice for CDC meeting on 16th June 2023
12	Ar. Milind Amle	Member	
13	Ar. Mridula Pillai	Member	
14	Mr. Sachin Sawant	Non- teaching Employee	
15	Mr. Rohit Jain	Student Representative	
16	Mr. Srivibhu Viraj Amudalpally	Student Representative	


01.06.2023

Ar. Mandar V. Parab
Member Secretary
College Development Committee

Enclosure: Notice informing of College Development Committee meeting to be conducted on Friday, 16th June 2023.

College Development Committee 2023-24

1st Meeting for Academic Year 2023-24

Minutes of Meeting

Meeting No.	Day & Date	Time	Venue
01 (Academic Year 2023-24)	Friday, 16th June 2023	02:00 pm	1st Floor, Conference Room, LSRSOA

The following Committee members were present for the meeting:

- Mr. S N Wadhvani
- Mr. Arvind Tiwari
- Ar. Datta Bhagwat
- Mr. Conrad D'souza
- Ar. Amol Shimpi
- Ms. Radha Ambekar
- Ar. Mandar Parab
- Ar. Anmol Warang
- Ar. Milind Amle
- Ar. Sachin Prabhu
- Ar. Meghana Patil
- Mr. Kaustubh Khanolkar
- Ar. Mridula Pillai
- Mr. Sachin Sawant
- Mr. Rohit Jain
- Mr. Srivibhu Viraj Amudalpally

Attendees Absent: None

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 committee members Head of Department nominated by the Principal, Mr. Kaustubh Khanolkar and Non teaching employee, Mr. Sachin Sawant to the committee; and began with the agenda for the meeting.

Agenda No. 1 ***Read and approve minutes of meetings of the fourth CDC meeting for academic year 2022-23, held on 3rd March 2023 at L.S. Raheja School of Architecture.***

Minutes of the fourth CDC meeting for the Academic year 2022-2023 conducted on 03rd March 2023 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 College Development Committee held on Friday, 03rd March 2023 are confirmed and approved. Then minutes were signed by the Ex Officio Chairperson and Member Secretary.

Agenda No. 2 ***Appraise about academic progress of academic session 2022-2023***
1. End of even Semester examinations
2. Declaration of results

Professor, Ar. Sachin Prabhu appraised the members that all the theory examinations and Viva-voce examinations for even semesters were conducted in the third and fourth week of April 2023. He assured the members that the results were under process and would be displayed on schedule.

Agenda No. 3 ***Appraise about beginning of Academic year 2023-2024***

Member Secretary appraised the members of the CDC that classes had begun on 12th June 2023 for all odd semesters (Academic year 2023-2024) for all programs. He further clarified that Semester 2 (Academic year 2022-2023) of B. Arch was still ongoing and would continue till August to accommodate the late admissions to the B. Arch program.

Agenda No. 4 ***Discuss and approve the Academic Calendar for 2023-2024.***

Associate Professor, Ar. Meghana Patil presented the Academic Calendar for the Academic year for 2023-24. 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.

Resolution No. 2 Be it and it is hereby, **RESOLVED** that the Academic calendar for 2023-2024 has been accepted. The mentioned important dates shall be incorporated appropriately in all the teaching learning initiatives.

Agenda No. 5 ***Appraise the CDC on NAAC accreditation status for the Institute.***

Ar. Anmol Warang, NAAC coordinator, appraised the committee that IIQA will be submitted by L.S. Raheja School of Architecture in the third or fourth week of June 2023. He informed the members that the filling up of the SSR and data collation for both B. Arch and B. Voc (ID) is in process and all staff are working towards being ready

with data for SSR upload. The committee was given an overview of the work completed.

Secretary of Management, Shri Arvind Tiwari offered support and data provision from the management as and when needed. He also offered to temporarily increase internet speed and improve any IT infrastructure if needed.

Agenda No. 6 ***To appraise the members on the number of estimated semester wise admissions.***

Non-teaching employee, Mr. Sachin Sawant appraised members on approved intake of 80 students and 8 EWS students for B. Arch program and 60 students for B. Voc (ID) program. He elaborated that University of Mumbai mandated NAAC accreditation for possible additional intake of 12 seats for B. Voc (ID).

He informed about the actual number of students that were eligible for admission in individual semesters for academic year 2023-24 for the programs of Bachelor of Architecture, Bachelor of Vocation (Interior Design) and Government Diploma in Interior Design and Decoration.

The Member Secretary informed the procedure for closure of M.Arch (Landscape) program is in process and the institute is awaiting the LIC committee visit.

Agenda No. 7 ***Appraise the members on the semester wise fee receipt schedule***

The Member Secretary appraised the CDC members that fee collection for academic year 2023-2024 would begin from the third or fourth week of June 2023. He also informed that the admission process shall be completed simultaneously after which they will be issued institute ID cards.

Agenda No. 8 ***Appraise members regarding 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. 9

Appraise the members on the number of admissions against vacancies for all semesters, all programs.

Member Secretary appraised the members that the institute had received multiple applications for admission to 2nd year B. Arch program against four vacancies. To make the admission process fair and to select the students based on merit, a panel consisting of First Year Class Incharges (Ar. Anuj Gudekar, Ar. Meghana Patil) and senior faculty (Ar. Mridula Pillai) was requested to conduct interviews for all candidates. The candidates were evaluated based on their understanding and the quality of portfolio done in the previous institution. The panel had recommended four students out of interviewed seven students.

Agenda No. 10

Appraise the members on new staff appointments against vacancies in 2023-2024.

Associate Professor, Ar. Meghana Patil updated the committee on the status of faculty vacancies and interview process conducted till date. One faculty identified in the January - February 2023 process, has been appointed and joined the institute in April 2023. One faculty is identified for B. Arch for allied subjects of Theory of structure will join duty from 1st August 2023. One competent faculty was identified and appointed for the Govt. IDD department who joined in the month of April 2023.

Agenda No. 11

Appraise the members on activities and events organized by Student Council 2022-2023

Student Council President Mr. Rohit Jain presented details of events organized by the student council in Academic year 2022-2023. He elaborated on an extremely eventful year for all the students which included Aakar the institute fest, festival celebrations, initiations of forums and many other engaging activities. He was grateful for the support received by the student body from the teaching and non teaching staff for balancing all academics and events.

The Chairperson congratulated the Student council on a successful year. He appreciated all the sincere efforts put in organizing a grand Aakar event conducted in December 2022. The Secretary of Management encouraged the student body to initiate a few philanthropic/ volunteering initiatives which will help noble causes around in society.

Agenda No. 12 ***Appraise the members about the Placement Drive for graduating batches 2022-2023.***

The Member Secretary invited Assistant Professor, Ar. Anuj Gudekar for discussing the planned Placement drive for graduating batch of 2023. He informed the members that the close to 35 students from B. Arch and B. Voc. (ID) had expressed interest in participating in the placement drive scheduled for 28th June 2023. He further elaborated that 25 architectural and interior design firms had registered for conducting interviews and offering jobs to the students.

Ar. Anuj Gudekar explained the scheduled events on 28th June 2023 and was confident that the event will be a grand success.

Agenda No. 13 ***Appraise the members about the Degree Distribution Ceremony for graduating batch 2021-2022.***

Assistant professor, Ar. Mridula Pilai appraised the members that the Degree Distribution Ceremony was conducted with great splendor on 28th April 2023 for the B. Voc. (ID) and 5th May 2023 for the graduating batch of B. Arch and M. Arch (Landscape)

Agenda No. 14 ***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 21st April 2023 by the IQAC coordinator. IQAC during the meeting conducted the following reviews

- End of even semester internal sessional performance for individual classes
- Eligibility of students for appearing for end of semester ATKT and regular examinations
- Conduction of ATKT and Regular Examinations in April and May 2023
- Drafting of Academic Calendar 2023-24

Agenda No. 15 ***Any other matter with the permission of the chair***

Agenda No. 15a ***Participation in TTP's conducted by COA for B. Arch faculty in academic year 2022-2023***

The teacher training programmes conducted by the Council of Architecture was discussed by Associate Professor Ar. Meghana Patil. Only one TTP payment out of eight was utilized in the academic year 2022-2023.

Member Secretary insisted that the teachers must avail and utilize the teacher training program initiative by the Council of Architecture. He recommended that a year wise schedule be done for the institute so that teachers get equal opportunity for upgradation and the payment made to COA is fully utilized.

Ar. Meghana Patil clarified that till September 2022, the COA was only utilizing TTP's in 2021-2022. So they may similarly extend the academic year 2022-23, which will allow the institute to utilize all the paid TTPs. IQAC to take up the matter and prepare a schedule for TTPs henceforth.

Agenda No. 15b ***Student Achievements in COA Thesis Awards***

M. Arch (Landscape) batch 2022 and faculty Ar. Rohan Patil won the best Thesis award at COA Thesis Awards 2021-22.

Agenda No. 15c ***Thesis Symposium organized in collaboration with three other Architectural Institutions from the city.***

Assistant Professor Ar. Mridula Pillai, appraised the members about the Thesis Symposium scheduled on 30th June 2023 and 1st July 2023 for the fourth and final year students of B. Arch of the institute. This was the second year of the initiative and invites were sent to architectural colleges across Mumbai to attend the event. This was a platform where 18 students presented their varied and impeccably attempted thesis projects from the graduating batch of 2023. She was confident that the response for this year's participation in the event would be even better than last year's participation.

Agenda No. 15d ***Discuss and approve conducting Gender Audit and Green Audit for the Institute***

Ar. Anmol Warang, NAAC coordinator, appraised the committee that NAAC accreditation encourages Gender Audit, Energy Audit and Green Audit for the institute.

He informed that the institute will conduct Gender Audit for Academic year 2022-2023. Two female representatives will be appointed to conduct this Gender Audit and compile a report for

the same. He clarified that one senior visiting female faculty from LRSOA will be nominated by the Principal. He requested Secretary of Management, Mr. Arvind Tiwari to nominate a female faculty from either SRBS or SRIHM to conduct the Gender Audit.

Secretary of Management, nominated a female faculty from SRBS to conduct the Gender Audit report.

Ar. Anmol Warang informed that the institute will start the process for identification of agencies for Energy audit and green audit for the academic year 2023-2024.

Resolution No. 3

Be it and it is hereby, **RESOLVED** that Gender Audit shall be conducted for Academic year 2022-2023 and Energy audit and green audit shall be conducted for the Academic year 2023-2024.



Mr. Shyam Wadhvani
Ex- Officio Chairperson



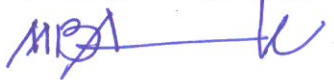
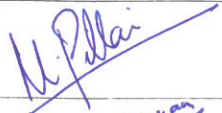
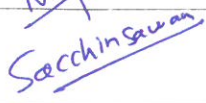


Ar. Mandar Parab
Member Secretary


College Development Committee 2023-24
1st Meeting for Academic Year 2023-24

MEETING NO.	DAY & DATE	VENUE	TIME
1 Academic Year 2023-24	Friday 16th June 2023	1st floor Conference Room LSR SOA	2:00PM

List of Members in the College Development Committee 2023-24:

Sr. No.	Name	Designation	Attendance for CDC meeting on 16th June 2023
1	Mr. S. N. Wadhvani (President Bombay Suburban & Craft Education society)	Ex- Officio Chairperson	<i>guy am... and...</i>
2	Mr. Arvind Tiwari (Hon. Gen. Sec. Bombay Suburban & Craft Education society)	Secretary of Management	<i>Arvind Tiwari</i>
3	Ar. D.D. Bhagwat (Practising Architect)	Nominee of the Management from the Industry	<i>Ar. D.D. Bhagwat</i>
4	Mr. Conrad D'souza (Principal, SRIHM)	Nominee of the Management from the Education Field	<i>Conrad D'souza</i>
5	Ar. Amol Shimpi (Practising Architect & Alumni)	Nominee of the Management from the Research Field	<i>Ar. Amol Shimpi</i>
6	Ms. Radha Ambekar (NGO)	Nominee of the Management from Social Service Field	<i>Ms. Radha Ambekar</i>
7	Ar. Mandar Parab (Principal, LSR SOA)	Member Secretary	<i>Mandar Parab</i>
8	Ar. Anmol Warang (Asso. Prof. LSR SOA)	IQAC Coordinator	<i>Anmol Warang</i>
9	Ar. Kaustubh Khanolkar (HOD. B.Voc. ID)	Head of Department nominated by the Principal	<i>Ar. Kaustubh Khanolkar</i>
10	Ar. Sachin Prabhu (Prof., LSR SOA)	Member	<i>Sachin Prabhu</i>
11	Ar. Meghana Patil (Asso. Prof. LSR SOA)	Member	<i>Meghana Patil</i>

Sr. No.	Name	Designation	Attendance for CDC meeting on 16th June 2023
12	Ar. Milind Amle (Prof. Design Chair, LSRSOA)	Member	
13	Ar. Mridula Pillai (Asst. Prof. LSRSOA)	Member	
14	Mr. Sachin Sawant. (Off. Spdt.)	Non- teaching Employee	
15	Mr. Rohit Jain (President, Student Council)	Student Representative	
16	Mr. Srivibhu Viraj Amudalpally (G.Sec. Student Council)	Student Representative	

 01.06.2023

Ar. Mandar V. Parab
Member Secretary
College Development Committee