



Reference: LSR/CDC/2023-24/02

August 16, 2023

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 2023-2024 is scheduled to be conducted on Friday, August 25th, 2023 at 02:00 pm at 1st Floor conference hall of L.S. Raheja School of Architecture, Raheja Education Complex, Khernagar, Bandra East to transact the following agenda

1. Read and approve minutes of meetings of the first CDC meeting for academic year 2023-24, held on 16th June 2023 at L.S. Raheja School of Architecture.
2. Appraise the members on academic progress for academic session 2023-24
 - 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 2023-2024.
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 (if any) for all programs.
7. Appraise the members on the fee collection for academic year 2023-24 and social welfare status for the academic year 2022-23.
8. Appraise the committee on the status of 1st year admissions for all programs in academic year 2023-2024.
9. To discuss and approve Aakar 2023-2024 schedule
10. Appraise the members on Faculty upgradation, publications, student feedback (2022-2023) and proposed faculty appraisal
11. To discuss reports of the Internal Quality Assurance Committee (IQAC) appraise the members on the recommendations of the IQAC.
12. 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 'Ar. M. V. Parab'.

Ar. M. V. Parab
Secretary
College Development Committee



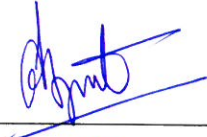



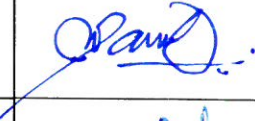


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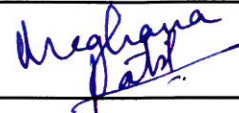
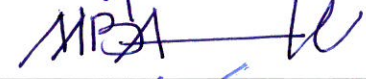
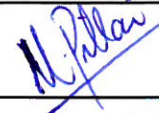

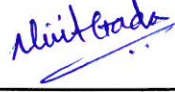

NOTICE**SUB: COLLEGE DEVELOPMENT COMMITTEE MEETING (2023-2024)**


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, 25th August 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 scheduled on 25th August 2023
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	ID. Kaustubh Khanolkar (HOD. B.Voc. ID)	Head of Department nominated by the Principal	

Sr. No.	Name	Designation	Received Notice for CDC meeting scheduled on 25th August 2023
10	Ar. Sachin Prabhu (Professor, LSRSOA)	Member	
11	Ar. Meghana Patil (Asso. Professor, LSRSOA)	Member	
12	Ar. Milind Amle (Prof. Design Chair, LSRSOA)	Member	
13	Ar. Mridula Pillai (Asst. Professor LSRSOA)	Member	
14	Mr. Sachin Sawant (Off. Spdt.)	Non- teaching Employee	
15	Mr. Nimit Gada (President, Student Council)	Student Representative	
16	Ms. Yukta Rasal (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, 25th August 2023.

College Development Committee 2023-24
 2nd Meeting for Academic Year 2023-24

Minutes of Meeting

Meeting No.	Day & Date	Time	Venue
02 (Academic Year 2023-24)	Friday, 25th August 2023	02:00 pm	1st Floor, Conference Room, LSRSA

The following Committee members were present for the meeting:

- Mr. S. N. Wadhvani
- Mr. Arvind Tiwari
- Ar. D.D. Bhagwat
- Mr. Conrad D'souza
- Ar. Amol Shimpi
- Ms. Radha Ambekar
- Ar. Mandar Parab
- Ar. Anmol Warang
- Ar. Kaustubh Khanolkar
- Ar. Sachin Prabhu
- Ar. Meghana Patil
- Ar. Milind Amle
- Ar. Mridula Pillai
- Mr. Sachin Sawant
- Mr. Nimit Gada
- Ms. Yukta Rasal

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 student council representatives Mr. Nimit Gada, Student Council President; and Ms. Yukta Rasal, 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 2023-24, held on 16th June 2023 at L.S. Raheja School of Architecture.

Minutes of the first CDC meeting for the Academic year 2023-2024 conducted 16th June 2023 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, 16th June 2023 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 2023-24

- a. The study tour intent, destination and schedules***
- b. International tour and possible destinations with budget***

The Member Secretary invited Assistant Professor Ar. Bhakti Salunke to brief the members about the study tour planned for academic year 2023-2024. She briefed the committee on the scheduled trip for Semester 6 to Bhuj - Ahmedabad in January 2023 and the trip to Madhya Pradesh for Semester 4 students in the month of January 2023. She briefly covered the intended itinerary and the benefits of each for the specific classes. She appraised the members on the process followed for selection of a tour operator for both the tours. IQAC coordinator, Ar. Anmol Warang briefed the members that the International trip to Germany was scheduled for August 2023, however due to unavailability of tickets, the trip was postponed to be conducted in October 2023. The Secretary of Management, Mr. Arvind Tiwari appreciated the rigorous process followed for finalizing the tour operator.

Agenda No. 3

To discuss and approve the budget for the academic year 2023-2024.

The Member Secretary presented the provisions of the budget for Academic year 2023-2024 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 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. 5 ***Appraise the members on the statutory compliances for all programs.***

Non teaching employee and Office Superintendent Mr. Sachin Sawant, 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.

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 for Semester 3, seven students had applied for two vacancies in B. Arch program. Interviews of all applicants were conducted by an identified panel of three faculty members. Their work was assessed and a list of recommended students was generated for further admission processes to be completed.

Head of Department, ID. Kaustubh Khanolkar appraised the members of seven new students admitted in the B.Voc (ID) program by lateral admission in Semester 3.

Agenda No. 7 ***Appraise the members on the fee collection for academic year 2023-24 and social welfare status for the academic year 2022-23.***

Member secretary appraised the members that the process for the academic year 2023-24 had not yet begun. Ar. Mugdha Bakde who is incharge of MahaDBT Scholarship and freeship portfolio was invited to present the total payment received from MahaDBT for Academic year 2022-23. She said that the payments were in process and all payments for all eligible students had not yet been received, however all applications have been accepted.

Agenda No. 8

Appraise the committee on the status of 1st year admissions for all programs in academic year 2023-2024.

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. The admission process however was expected to be conducted during the month of September 2023.

Agenda No. 9

To discuss and approve Aakar 2023-2024 schedule

Member Secretary presented the tentative Aakar schedule to be between 16th December 2023 to 24th December 2023. This was to include all events planned annually. The Secretary of Management mentioned that a parallel event was getting organized during the same dates. The multipurpose hall and a few classes will be engaged for the same. He recommended that the Aakar team ensures that the events are not planned during the same time to avoid chaos in the premises.

The Member secretary assured that he will clarify the dates and the final dates shall be presented in the following CDC meeting.

Agenda No. 10

Appraise the members on Faculty upgradation, publications, student feedback (2022-2023) and proposed faculty appraisal

Associate Professor, Ar. Meghana Patil presented the teacher training programmes attended by faculty in the academic year 2022-2023. She informed that the amount invested by the institute at the beginning of the academic year for these programmes was not utilized at all for the academic year as most faculty had self paid for the events. The Secretary of Management insisted that faculty enroll for training events through the Institutional paid subscription.

The Member Secretary informed the members that the faculty appraisal process shall be conducted in the month of September 2023. The faculty feedback will also be collected in September 2023 for academic year 2022-2023 from students of all classes.

Agenda No. 11

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 14th July 2023 by the IQAC coordinator. IQAC during the meeting, conducted the following reviews

- Academic Audit Report of 2022-2023 was presented.
- Student feedback report and corrective measures discussed.
- Teaching learning plans for the academic year 2023-2024 finalized.

Agenda No. 12

Any other matter with the permission of the chair

Member secretary appraised the members on the variety of research topics and design dissertations taken up by students of the 2023 graduating batch.

The Member Secretary appraised the members that the Thesis students' work was appreciated by the external jurors and the same was presented in the Thesis Symposium on 29th and 30th June 2023. He proudly stated that the event was a grand success and other colleges also had shown keen interest in participating in the event in the next academic year.



Mr. Shyam Wadhvani
Chairperson



Ar. Mandar Parab
Member Secretary



College Development Committee 2023-24
(2nd Meeting for Academic Year 2023-24)

MEETING NO.	DAY & DATE	VENUE	TIME
2 Academic Year 2023-24	Friday 25th August 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 25th August 2023
1	Mr. S. N. Wadhvani (President, Bombay Suburban & Craft Education society)	Ex-Officio chairperson	<i>[Signature]</i>
2	Mr. Arvind Tiwari (Hon. Gen. Sec., Bombay Suburban & Craft Education society)	Secretary of Management	<i>[Signature]</i>
3	Ar. D.D. Bhagwat (Practicing Architect)	Nominee of the Management from the Industry	<i>[Signature]</i>
4	Mr. Conrad D'souza (Principal, SRIHM)	Nominee of the Management from the Education Field	<i>[Signature]</i>
5	Ar. Amol Shimpi (Practicing Architect & Alumni)	Nominee of the Management from the Research Field	<i>[Signature]</i>
6	Ms. Radha Ambekar (NGO)	Nominee of the Management from Social Service Field	<i>[Signature]</i>
7	Ar. Mandar Parab (Principal, LSR SOA)	Member Secretary	<i>[Signature]</i>
8	Ar. Anmol Warang (Asso. Prof, LSR SOA)	IQAC Coordinator	<i>[Signature]</i>
9	ID. Kaustubh Khanolkar (HOD. B.Voc. ID)	Head of Department nominated by the Principal	<i>[Signature]</i>
10	Ar. Sachin Prabhu (Professor, LSR SOA)	Member	<i>[Signature]</i>

Sr. No.	Name	Designation	Attendance for CDC meeting on 25th August 2023
11	Ar. Meghana Patil (Asso. Professor, LRSOA)	Member	<i>Meghana Patil</i>
12	Ar. Milind Amble (Prof. Design Chair, LRSOA)	Member	<i>Milind Amble</i>
13	Ar. Mridula Pillai (Asst. Professor LRSOA)	Member	<i>M. Pillai</i>
14	Mr. Sachin Sawant (Off. Spdt.)	Non- teaching Employee	<i>Sachin Sawant</i>
15	Mr. Nimit Gada (President, Student Council)	Student Representative	<i>Nimit Gada</i>
16	Ms. Yukta Rasal (G.Sec. Student Council)	Student Representative	<i>Yukta Rasal</i>


Ar. Mandar V. Parab
 Member Secretary
 College Development Committee