

Reference: LSR/CDC/2023-24/03
November 30, 2023

NOTICE

SUB: COLLEGE DEVELOPMENT COMMITTEE (CDC) MEETING

This is to inform all the members of the College Development Committee (CDC) that the third meeting for the academic year 2023-2024 is scheduled to be conducted on Friday, December 8th, 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 second CDC meeting for academic year 2023-24, held on 25th August 2023 at L.S. Raheja School of Architecture
2. Appraise the members on academic progress for academic session 2023-24
 - a. End of odd semester examination for all classes
 - b. Declaration of results for odd semesters and ATKT examinations
 - c. Admissions for First year B. Arch Academic year 2023-2024
3. Appraise the members on the preparation for Aakar 2023-2024.
4. Appraise the members on the status of NASA participation in NASA Convention 2023.
5. Appraise the members on the status of NAAC application.
6. Appraise members regarding functioning of all statutory committees
7. Appraise the members on new staff appointments (if any) against vacancies.
8. Appraise the members on details of internships for the B. Arch and B. VOC (ID) programs for academic year 2023-2024.
9. Appraise on the concluded International study tour
10. To discuss reports of the Internal Quality Assurance Committee (IQAC) appraise the members on the recommendations of the IQAC.
11. Any other matter with the permission of the chair



Ar. M. V. Parab
Secretary
College Development Committee



Acknowledgement of Notice



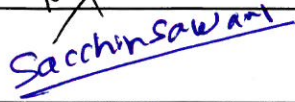
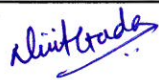

SUB: COLLEGE DEVELOPMENT COMMITTEE MEETING (2023-2024)

Dear Members,

You are hereby informed that the third meeting of the College Development Committee of the institute is scheduled to be conducted on Friday, 8th December 2023 at 02:00 pm at 1st Floor conference hall of L.S. Raheja School of Architecture, Raheja Education Complex, Khernagar, 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 8th December 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, LSRSOA) | Member Secretary | |
| 8 | Ar. Anmol Warang (Asso. Prof. LSRSOA) | IQAC Coordinator | |
| 9 | Ar. Kaustubh Khanolkar (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 8th December 2023 |
|---------|--|------------------------|---|
| 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, 8th December 2023.



College Development Committee 2023-24

3rd Meeting for Academic Year 2023-24

Minutes of Meeting

| Meeting No. | Day & Date | Time | Venue |
|-------------------------------|------------------------------|----------|--------------------------------------|
| 03 (Academic Year 2023-24) | Friday, 8th December 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.

Agenda No. 1 ***Read and approve minutes of meetings of the second CDC meeting for academic year 2023-24, held on 25th August 2023 at L.S. Raheja School of Architecture***

Minutes of the second CDC meeting for the Academic year 2022-2023 conducted on 25th August, 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 the College Development Committee held on Friday, 25th August 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. End of odd semester examination for all classes*
- b. Declaration of results for odd semesters and ATKT examinations*
- c. Admissions for First year B. Arch Academic year 2023-2024*

Professor, Ar. Sachin Prabhu appraised the members that all the Regular and ATKT examinations and Viva-voce examinations for odd semesters (except Semester 1) were conducted in the third and fourth week of October 2023, with the last working day for odd semesters being 8th November 2023. The Examination for Semester 3 is scheduled from 11th December 2023 to 15th December 2023 due to delayed admissions.

He assured the members that the results were under process and would be displayed by mid December 2023.

Member Secretary appraised the members of the CDC that classes had begun on 20th November 2023 for all even semesters (except Semester 2, B. Arch) for all programs.

He informed that the admissions to the First year of B, Arch were completed and college commenced on 3rd

Agenda No. 3 *Appraise the members on the preparation for Aakar 2023-2024.*

Professor, Ar. Sachin Prabhu informed the members of the theme 'Chiaroscuro' for Aakar 2023-2024. He assured the CDC that all the working teams under various heads were currently budgeting the expenditure and other details for the events. He also introduced the proposed workshops, seminars and sport events planned during the fest. He mentioned that the Institute intended to invite well known architect, Ar. Gurjit Singh Matharoo from Ahmedabad as a Guest of Honour for the inauguration and prize distribution. Chairperson approved of the idea and instructed the team to include budgetary provisions for the stay and hosting of the guest in the final festival budget.

Agenda No. 4

Appraise the members on the status of NASA participation in NASA Convention 2023.

The Member Secretary invited NASA incharge Ar. Neeta Sarode to appraise the CDC members on NASA participation by the institute in NASA convention 2023. Ar. Neeta Sarode informed the members that the NASA competition was in process and students will simultaneously work on NASA through Aakar dates as well. She informed us about the intended participation in the trophies and their respective deadlines.

Agenda No. 5

Appraise the members on the status of NAAC application.

Member Secretary informed the CDC that the institute finished filling the IIQA on 1st December 2023 and is awaiting approval for upload of SSR. The respective criteria heads are working towards completion of data for upload.

Agenda No. 6

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. 7

Appraise the members on new staff appointments (if any) against vacancies.

Ar. Meghana Patil, appraised the members on the faculty vacancies and interview process conducted in October 2023. Two faculty were identified for B. Arch Assistant post and one faculty was identified in Govt. IDD department.

Agenda No. 8

Appraise the members on details of internships for the B. Arch and B. VOC (ID) programs for academic year 2023-2024.

The IQAC coordinator appraised the members of CDC that the internship semesters for B. Arch and B. Voc (ID) programs began from 1st December 2023. This year a placement drive was conducted for the B. Voc (ID) students for internships as well. The students' logbooks had been handed over to the students for filling in their daily worklogs. The faculty were ensuring that all students had found appropriate internships.

Agenda No. 9

Appraise on the concluded International study tour

The Member Secretary informed the CDC that the Student Council along with the faculty team had scheduled an International study tour to Germany and Sri Lanka from 30th October 2023 to 7th November 2023 and 7th November 2023 to 11th November 2023 respectively. The tour had an astounding response with almost 40

Agenda No. 10

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 appraised of the recommendations of the IQAC conducted on 24th November 2023 by the IQAC coordinator.

- Individual class academic reviews conducted, and improvisations suggested.
- Academic audit report A.Y. 2022-2023 presented to the CDC and recommendations discussed.
- Teaching learning plans should be strictly adhered to avoid any delays at the end of the Semester.
- Study tours to be planned in the Odd semester instead of the even semester.

Agenda No. 11

Any other matter with the permission of the chair

Completion of Administrative Audit on 22nd November 2023.

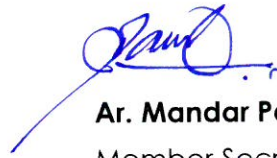
The Institute conducted its administrative audit with external auditors Dr. Harish Kumar Purohit and Mr. Conrad D'Souza.

Preparation of HOPE event on 10th December 2023.

The Institute conducted its Administrative audit with auditors Dr. Harish Kumar Purohit and Mr. Conrad D'Souza.



Mr. Shyam Wadhvani
Chairperson



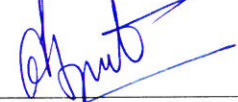
Ar. Mandar Parab
Member Secretary


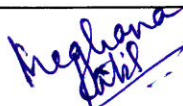
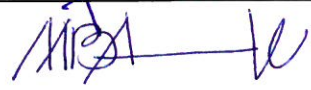
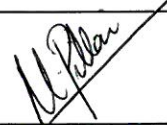
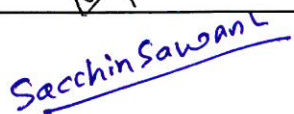
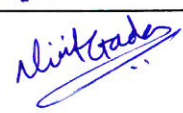

College Development Committee 2023-24

3rd Meeting for Academic Year 2023-24

| MEETING NO. | DAY & DATE | VENUE | TIME |
|----------------------------|--------------------------------|---------------------------------------|--------|
| 3 Academic Year 2023-24 | Friday 8th December 2023 | 1st floor Conference Room LSRSA | 2:00PM |

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

| Sr. No. | Name | Designation | Attendance Notice for CDC meeting scheduled on 8th December 2023 |
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| 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 |  |
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| 6 | Ms. Radha Ambekar (NGO) | Nominee of the Management from Social Service Field |  |
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| 9 | Ar. Kaustubh Khanolkar (HOD. B.Voc. ID) | Head of Department nominated by the Principal |  |

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Ar. Mandar V. Parab
Member Secretary