

LSR/IQAC/2025-26/01

Date: 2nd July 2025

Internal Quality Assurance Cell

1st Meeting for Academic Year 2025-26

NOTICE

This is to announce a meeting of the IQAC – Internal Quality Assurance Cell of L.S. Raheja School of Architecture will be held on **16th July 2025 at 12:00pm** in the **conference room** on the first floor. All members of the committee are requested to kindly attend:

MEETING AGENDA:

The agenda of the meeting is as listed below:

1. To read and approve the minutes of the IQAC conducted on 18/04/2025 and discuss and approve Action Taken Report as applicable
2. Appraise members on IQAC Report (Academic Year 2024-2025)
3. To welcome new members into the committee (if any)
4. Discuss Academic Audit Report 2024-25
5. Discuss examination committee reports and result analysis for end of semester examinations (AY 2024-2025)
6. Discuss Student feedback report for Academic Year 2024-2025
7. Discuss and approve major milestones within the academic calendar for Academic year 2025-2026
8. Discuss and approve Academic Methodology (Odd semester)
 - a. Discuss and approve individual subject teaching plans, design subject briefs and deliverables
 - b. Discuss Additional Mentorship Initiative for Academic Year 2025-2026
 - c. Appraise on implementation of Mentor- Mentee System for Academic Year 2025-2026
 - d. Finalise locations and schedules for study trips
 - e. Prepare tentative list of guest speakers for Insights, workshops, and all other co-curricular activities

9. Update on Value Added Courses for Academic Year 2025-2026
10. Discuss the Schedule and Theme for competition 'Resonance'
11. Update on Admissions and enrollment module implementation through ERP
12. Appraise on the achievements in NASA Contingent 2024-2025
13. Appraise on response and participation of Thesis Forum 2025-2026
14. Discuss proposal for Infrastructure upgrade (if any) during 2025-2026
15. Any other matter with permission of the chair ✓

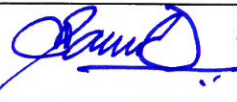

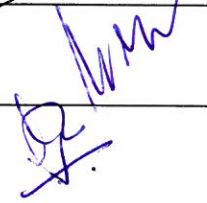


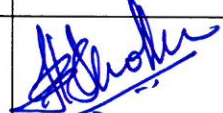
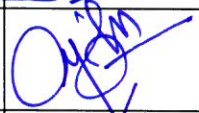
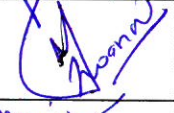
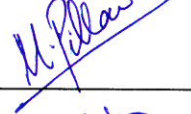

*Meghana
Patil
02/07/25*

Ar. Meghana Patil

IQAC Coordinator,

L.S. Raheja School of Architecture

ACKNOWLEDGEMENT OF NOTICE FOR IQAC MEETING ON 16th JULY, 2:00 PM.

Sr. No.	Name of Member	Designation in committee	Signature
1	Ar. Mandar Parab Principal, LSRSOA	De-facto chairperson	
2	Mr. Arvind Tiwari Hon.Gen Sec - Bombay Suburban Art & Craft Education Society	Representative of Management	
3	Ar. M.D. Chande Member	Nominee from Local Society	
4	Ar. Geevith Tidiyanth Alumnus, LSRSOA & Practicing Architect	Nominee from Alumni	
5	Ar. Sachin Prabhu Professor, LSRSOA	Member Faculty	
6	Mr. Kaustubh Khanolkar Professor, B.Voc(ID), LSRSOA	Member Faculty	
7	Ar. Anuj Gudekar Associate Professor, LSRSOA	Member Faculty	
8	Ar. Swanand Mahashabde Associate Professor, LSRSOA	Member Faculty	
9	Ar. Mridula Pillai Assistant Professor, LSRSOA	Member Faculty	
10	Mr. Sacchin Sawant Office Superintendent, LSRSOA	Administrative Superintendent	
11	YET TO BE ELECTED (COUNCIL DISSOLVED) President, Students Council	Student Representative	


Ar. Meghna Patil
IQAC Coordinator

Enclosure : Notice informing of IQAC meeting to be conducted on 16th July 2025

Internal Quality Assurance Cell

1st Meeting for Academic Year 2025-26

Minutes of Meeting

Meeting No.	Day & Date	Time	Venue
01 (Academic Year 2025-26)	Friday, 16 July 2025	12:00 pm	1st Floor, Conference Room, LSRSOA

Copies of the agenda and other related documents were circulated to the members of the cell. The meeting started as the required quorum for the meeting was present.

The meeting commenced at 12:00pm and was presided over by Ar. Mandar V. Parab, Principal, L. S. Raheja School of Architecture.

ATTENDEES PRESENT:

Ar. Mandar Parab
 Mr. Arvind Tiwari
 Ar. Geevith Tidiyanth
 Ar. Sachin Prabhu
 Mr. Kaustubh Khanolkar
 Ar. Anuj Gudekar
 Ar. Swanand Mahashabde
 Ar. Mridula Pillai
 Mr. Sacchin Sawant
 Ar. Meghana Patil

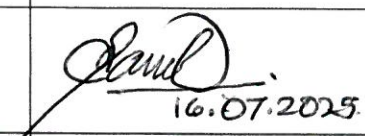



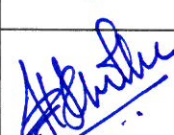
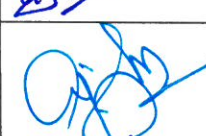

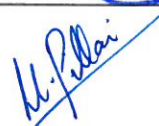
ATTENDEES ABSENT:

Ar. M.D. Chande

Signatures of members in attendance attached for reference

ATTENDANCE FOR IQAC MEETING**CONDUCTED ON 16 JULY 2025, 12:00 PM**

VENUE: CONFERENCE ROOM, 1ST FLOOR

Sr. No.	Name of Member	Designation	Signature
1	Ar. Mandar Parab Principal, LSRSOA	De-facto chairperson	 16.07.2025
2	Mr. Arvind Tiwari Hon.Gen Sec - Bombay Suburban Art & Craft Education Society	Representative of Management	 16.7.2025
3	Ar. M.D. Chande Member	Nominee from Local Society	Absent
4	Ar. Geevith Tidiyanth Alumnus, LSRSOA & Practicing Architect	Nominee from Alumni	
5	Ar. Sachin Prabhu Professor, LSRSOA	Member Faculty	
6	Mr. Kaustubh Khanolkar Professor, B.Voc(ID), LSRSOA	Member Faculty	
7	Ar. Anuj Gudekar Associate Professor, LSRSOA	Member Faculty	
8	Ar. Swanand Mahashabde Associate Professor, LSRSOA	Member Faculty	
9	Ar. Mridula Pillai Assistant Professor, LSRSOA	Member Faculty	

10	Mr. Sacchin Sawant Office Superintendent, LSRSOA	Administrative Superintendent	<i>Sacchin Sawant</i>
10	YET TO BE ELECTED President, Students Council	Student Representative	
11	Ar. Meghana Patil Associate Professor, LSRSOA	IQAC coordinator	<i>Meghana Patil</i>

Meghana Patil
Ar. Meghana Patil

IQAC Coordinator

L.S. Raheja School of Architecture

Internal Quality Assurance Cell

1st Meeting for Academic Year 2025-26

MINUTES OF MEETING:

The de-facto President, Ar. Mandar Parab chaired the meeting. The meeting commenced as the quorum was present. The Chairman asked the IQAC coordinator to proceed with the agenda.

Agenda no. 1: To read and approve the minutes of the IQAC conducted on 18/04/2025 and discuss and approve Action Taken Report as applicable

Minutes of the IQAC meeting conducted on 18th April 2025 were read and approved, with no further changes or edits.

The minutes were signed by the chairperson and IQAC coordinator.

Resolution no. 1: "Be it and it is hereby, **RESOLVED** that the Minutes of the Meeting of IQAC held on 18/04/2024 are confirmed and approved". The minutes were signed by the chairperson and IQAC coordinator

Agenda no. 2: Appraise members on IQAC Report (Academic Year 2024-2025)

IQAC Coordinator presented the year end IQAC report. She appraised the members on the main IQAC initiatives for Academic year 2024-2025. She further explained the progress in each individual initiative and the upgrades and modifications that are considered for Academic year 2025-2026.

Management representative Mr. Arvind Tiwari had certain recommendations for each individual initiative -

Value Added Courses - He suggested that a feedback form be collected post the completion of any value-added courses. He stated that this will allow teachers to identify organizational challenges and lacunae. This will also help establish the proficiency of pedagogy and lecture delivery of the identified Expert/resource person.

- **Additional Mentorship** - He recommended that a collaborative initiative be conducted by LSRSoA, SRBS and SRIHM. This will help all three institutes benefit from each others' diverse expertise.
- **Collaborations** - He recommended that the Red Dot Foundation collaborations should be considered for renewal due to the value that they bring to the students overall growth as individuals.



- **Medical Assistance** - He recommended that a Doctor may be identified in the neighborhood for medical assistance as and when needed.

Agenda no. 3:

To welcome new members into the committee (if any)

IQAC Coordinator introduced Ar. Swanand Mahashabde as a Member Faculty to the Committee. He was welcomed by all.

Agenda no. 4:

Discuss Academic Audit Report 2024-25

The Annual Academic report 2024-25 was presented to the committee. The IQAC coordinator Ar. Meghana Patil informed that the Report would be audited by the end of July and the Auditors had been identified and an appointment letter shall be generated soon for the Audit. She further informed the committee that Gender Audit shall be conducted till the end of July 2025 and the same along with the Academic Report shall be sent for the Annual Academic Audit.

Mr. Sachin Sawant the Administrative Superintendent presented the Administrative Audit report.

Resolution no. 2:

"Be it and it is hereby, **RESOLVED** that the Administrative Audit Report and Annual Academic Report are accepted.

Agenda no. 5:

Discuss examination committee reports and result analysis for end of semester examinations (AY 2024-2025)

Ar. Sachin Prabhu, Chairperson of the Examination Committee presented the Examination and result report. He highlighted the Semester wise pass percentages for both the first and second half of the year.

Management Representative Mr. Arvind Tiwari enquired if there are any instructions received from University of Mumbai and Council of Architecture based on guidelines of National Education Policy. Chairperson Ar. Mandar Parab clarified that the Institute is yet to receive any Instructions on incorporating NEP in Architecture program. It is a 5 year course and will need to be modified for NEP incorporation.

Resolution no. 3:

"Be it and it is hereby, **RESOLVED** that the Examination report is reviewed and accepted"

Agenda no. 6: Discuss Student feedback report for Academic Year 2024-2025

Chairperson Ar. Mandar Parab Appraised that the Student feedback report has been received from over 250 students of B. Arch and over 150 students of the B. Voc (ID) programs. This shall be analysed quantitatively and included as a part of the staff appraisal. Management Representative Mr. Arvind Tiwari recommended facultywise comparatives should be generated for the past three years of feedback.

Agenda no. 7: Discuss and approve major milestones within the Academic Calendar for Academic year 2025-2026

IQAC Coordinator Ar. Meghana Patil presented the major milestones of the Academic Calendar 2025-2026. The Examination period, major Academic breaks, Domestic and International Study Tours, Aarohan and Aakar dates were discussed and approved. Management Representative Mr. Arvind Tiwari recommended Chairperson Ar. Mandar Parab should ensure that SRBS and SRIHM schedules of their student fests do not overlap with that of LSRSoA.

Resolution no. 4: "Be it and it is hereby, **RESOLVED** that Academic Calendar 2025-2026 is accepted and approved without any changes"

Agenda no. 8: Discuss and approve Academic Methodology (Odd semester)

a. Discuss and approve individual subject teaching plans, design subject briefs and deliverables

IQAC Coordinator presented the individual subject teaching plans, design subject briefs and deliverables.

b. Discuss Additional Mentorship Initiative for Academic Year 2025-2026

IQAC Coordinator presented the allotments of Class Mentors for Academic Year 2025-26. She presented the previous year's process and procedures of the Additional Mentorship Initiative.

c. Appraise on implementation of Mentor- Mentee System for Academic Year 2025-2026

Ar. Mridula Pillai appraised that Mentor Mentee allotments are completed and lists have been updated to include new staff and students. She presented both the lists for B. Arch and B. Voc (ID).



d. Finalise locations and schedules for study trips

Member Faculty Ar. Swanand Mahashabde presented the tentative locations of domestic study tours for all classes of B. Arch and B. Voc (ID). He also presented the tentative itinerary of the International study tour. He further explained the process of receiving comparative costs and the appointment of student Study tour Representatives.

The locations have been accepted by the committee.

Resolution no. 5: "Be it and it is hereby, **RESOLVED** that both domestic and International Study Tour destinations and Itinerary have been finalized."

e. Prepare tentative list of guest speakers for Insights, workshops, and all other co-curricular activities

Member Faculty Ar. Anuj Gudekar presented the tentative list of Guest Speakers for Insights for B. Arch and B. Voc (ID). The Chairperson instructed the team to generate a tentative list for Master Classes for the Academic Year 2025-2026.

Agenda no. 9: Update on Value Added Courses for Academic Year 2025-2026

The IQAC Coordinator presented Value Added Courses proposed to be conducted during the Academic Year 2025-2026. The five courses and split across the Odd and Even semesters and tentative registrations for Individual courses was highlighted. The Chairperson was pleased with the registrations for software based courses and recommended that these courses be included in the subject of electives from next Academic year.

Agenda no. 10: Discuss the Schedule and Theme for competition 'Resonance'

The Chairperson informed the Members that the Institute is reviving its intercollege competition Resonance. Ar. Divya Menon presented the proposed Theme for Resonance and the options of schedule for Resonance. Management representative Mr. Arvind Tiwari recommended appointing a larger team for managing the competition so as not to over burden select few. He also recommended that the competition proposal be presented to the Mrs. Durga Raheja for her recommendations and approval.

Resolution no. 6: "Be it and it is hereby, **RESOLVED** that Resonance Competition shall be conducted by the Institute this academic year."



Agenda no. 11: Update on Admissions and enrollment module implementation through ERP

Ar. Arun Fizardo explained the implementation of the admission and enrollment module for ERP. He updated the members that the module was also used for fee collection and had made the admission process efficient from the students as well as staff perspective.

Agenda no. 12: Appraise on the achievements in NASA Contingent 2024-2025

Ar. Neeta Sarode presented the achievements of the NASA contingent of 2024-2025. She appraised that the Institute had won the coveted LIK trophy and the Adaptive Reuse competition also. The members congratulated the mentor and the contingent on their persistent efforts and consistent achievements in the national level competition.

Agenda no. 13: Appraise on response and participation of Thesis Forum 2025-2026

Ar. Mridula Pillai presented the report for Thesis Forum 2025-2026. She appraised that this Academic year onwards IES College of Architecture has also been invited to be a part of the collaborative Thesis Forum. She also proposed that a publication based on the Thesis Forum 2024-2025 shall be started this year, led by her and Ar. Meghana Patil. They had a proposal to give a publication platform for atleast fifteen of the best student research projects along with special notes from their respective guides. The Management representative appreciated the initiative and instructed the team to put together a tentative budget for this publication. This budget he said will be approved at the next IQAC meeting.

Agenda no. 14: Discuss proposal for Infrastructure upgrade (if any) during 2025-2026

Chairperson Ar. Mandar Parab presented the recommended Infrastructure upgrades. This included the following

- Additional 3D printer purchase
- Purchase of licensed software for computer lab
- LED screens purchase for lobby on 1st floor and ground floor
- Smart board as a part of Phase 1 of replacement

The Management Representative Mr. Arvind Tiwari evaluated the options presented and approved the suggestions. He instructed that the same be presented in the following CDC meeting for approval.



Resolution No. 7 : "Be it and it is hereby, **RESOLVED** that the Infrastructure Upgradation suggestions are approved and shall be presented at the following CDC meeting for further approval. "

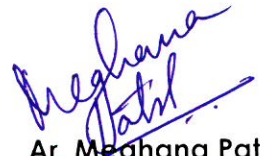
Agenda 15 : Any other matter with permission of the chair

Agenda 15a: Appraise on the project done in collaboration with Shelter Associates

Ar. Anisha Joshi presented the update on the collaboration project done with Shelter associates as a part of the Semester 7 Urban Planning studio. She presented the updates on the work completed so far and the final learning objectives of the project. The Management representative enquired about the measures taken to ensure students and staff safety. It was clarified that the team had done multiple optional analysis of sites and then picked Ghatla Village based on possible assistance that you could get from the local community and the safety quotient of the site. He appreciated the efforts put by the team to ensure a seamless documentation and analysis process with the Semester 7 students.



Ar. Mandar Parab
De-facto Chairperson,
L.S. Raheja School of Architecture



Ar. Meghana Patil
IQAC Coordinator,
L.S. Raheja School of Architecture