

 ADITYA COLLEGE OF ARCHITECTURE MUMBAI - INDIA	MINUTES OF MEETING	Department: MGM
		Format No: AGI/ACA/MGM/MI/13
		Version:00
		Date:01.06.2022
R.M. Bhattad Road, Ram Nagar, Borivali (West), Mumbai – 400 092		

MINUTES OF THE MEETING OF IQAC (Internal Quality Assurance Cell)

Date of Meeting: 11/07/2024

Venue: 5th Floor Board Room, Aditya Educational Campus

Time: 11:30 a.m.

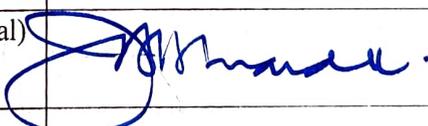
Agenda of the Meeting:

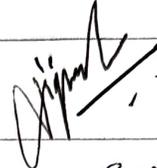
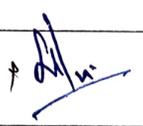
1. Welcome to the New members

Update on -

2. NAAC Accreditation
3. Highlights of NAAC / peer team recommendations
4. Centre of Excellence – Short term course
5. Promotion of sports activities at ACA
6. Collaborations
7. Research Cell
8. Faculty Research
9. Faculty Development- FDP
10. International Design Conference (IDC) and International Design Research Design Conference (IDRC)- theme discussion.
11. Any other item with the permission of the chair

Members Present – Committee Members

Name of the Committee Member (IQAC)	Role in the Committee (IQAC)	Signature
Shri.Ashish Mishra	Management Representative	
Ar.Jamshid Bhiwandiwalla	Chairperson (Principal)	
Ar.Rasika Chodankar	IQAC Coordinator (Senior faculty)	
Ar. Anjuri Agrawal	Associate Professor	
Ar.Shruti Pandit	Associate Professor	
Ar.Varsha Swar	Assistant Professor	

Ar.Jignesh Panchal	Assistant Professor	
Er. Jignesh Vanjara	Assistant Professor	
Ar.Salman Chouhan	Assistant Professor	
Ar.Urvashi Purohit	Assistant Professor	
Ms.Radha Amberkar	B.F.A. - H.O.D.	
Ms.Jayanti Ramesh	Registrar	Absent
Ms.Seema Kedia	Administrative Officer	Absent
Mr. Shrirang Raut	4th year Student B.Arch (Student Nominee)	
Ms. Adita Shetty	Batch 2016 - 2021 (Alumni Nominee)	
Ar.Gurunath Dalvi	Ex-Principal LSR, Academician (Employer Nominee)	
Ar.Rita Nayak	Practicing Architect (Local Society Nominee)	
Ar.Samir Hingoo	Immediate Past President PEATA, Practicing Architect (Industry Nominee)	
Mr.Charudatta Salvi	HVAC Consultant (Stakeholder)	

Mr.Charudatta Salvi	HVAC Consultant (Stakeholder)	
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The following are the minutes of the meeting of IQAC:

Sr. No	Items/Points discussed	Ownership	Due Date	Remarks
1	Welcome address by Principal and introduction of new members.	Prof. Jamshid Bhiwandiwalla	NA	
2	Reading previous meetings minutes, for recap	Prof. Rasika Chodankar	NA	
3	Update on NAAC: All criteria heads are working on AQAR for AY2023-24.	Prof. Rasika Chodankar	NA	Appreciated
4	Update on new courses under "Aditya Center for Excellence" - New short-term certificate courses, software courses to be introduced. The courses may be mapped with NSDC, wherever possible. AGI has also availed Institutional membership of "Coursera", to promote skill-based learning for all students & faculty.	Prof. Jamshid Bhiwandiwalla	NA	Appreciated
5	Update on Academics (B.Arch) - To incorporate new ways of Practical training, site monitoring has been introduced under College projects (Subject). Mr.Charudatta Salvi suggested few construction sites, for ease of the students.	Ar. Urvashi Purohit	NA	Noted
6	Update on Sports - Formal sports based collaborations to be explored. Budget proposal to be discussed separately	Er. Jignesh Vanjara	NA	Noted
7	Update on Collaborations – MOU to be signed with SCET University & Srilankan University soon, most things have been finalized.	Prof. Jamshid Bhiwandiwalla	NA	Appreciated

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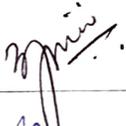
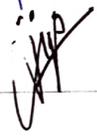
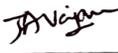
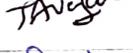
	It was suggested to approach SNDT & IID for new collaborations	Ar. Gurunath Dalvi	NA	Appreciated
8	Update on Research initiatives & Grants – RPG foundation research project and grants received for the same was presented. Suggestions were made for new prospects.	Prof. Jamshid Bhiwandiwalla	NA	Appreciated
9	Update on IDC, IDRC – This year's Theme on "Public Spaces" was discussed. Detailed Brief to be shared soon.	Prof. Rasika Chodankar	Aug-24	Noted
10	Update on Alumni – Alumni association LOGO yet to be finalized, constitution to be formed and organization structure to be formulated.	Ar.Varsha Swar	NA	Noted
11	Ar. Adita Shetty suggested allowing Alumni to access the Library facility. (was also suggested in the previous meeting) Ar. Samir Hingoo suggested that Alumni could mentor the current students periodically.	Prof. Jamshid Bhiwandiwalla. Ar.Varsha Swar	NA	Appreciated
12	Shrirang Raut suggested to have a collaboration with large-format Printers, to help students avail discounts & timely prints.	Shrirang Raut	NA	Noted
13	It was suggested that Student body should take the initiative for this & get options, based on their requirements, to be considered.	Ar. Rita Nayak	NA	Noted
14	Update on M.Arch, B.Arch, B.Voc, B.FA academics was given.	Prof. Jamshid Bhiwandiwalla, Ar. Urvashi Purohit, Prof. Rasika Chodankar, Ms. Radha Ambekar		
15	Update on FDP - GIS based FDP successfully completed by most faculty	Prof. Jamshid Bhiwandiwalla	NA	Appreciated
16	Update on Gender audit – annual schedule discussed, next audit to be conducted in the upcoming semester.	Ar. Anjuri Agrawal	NA	Noted

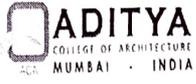
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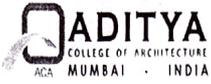
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Next date of meeting will be decided by the Principal, and will be conveyed by the IQAC coordinator	Prof. Rasika Chodankar	To be decided	NA
Meeting ended with Vote of Thanks to all the members	Prof. Rasika Chodankar	NA	NA

Name of the Committee Member (IQAC)	Role in the Committee (IQAC)	Signature (Attended)	Signature (Read & accepted)
Shri.Ashish Mishra	Management Representative		
Ar.Jamshid Bhiwandiwalla	Chairperson (Principal)		
Ar.Rasika Chodankar	IQAC Coordinator (Senior faculty)		
Ar. Anjuri Agrawal	Associate Professor		
Ar.Shruti Pandit	Associate Professor		
Ar.Varsha Swar	Assistant Professor		
Ar.Jignesh Panchal	Assistant Professor		
Er. Jignesh Vanjara	Assistant Professor		
Ar.Salman Chouhan	Assistant Professor		
Ar.Urvashi Purohit	Assistant Professor		
Ms.Radha Amberkar	B.F.A. - H.O.D.		

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Ms.Jayanti Ramesh	Registrar	Absent	Absent
Ms.Seema Kedia	Administrative Officer	Absent	Absent
Mr. Shrirang Raut	4th year Student B.Arch (Student Nominee)	<i>Shrirang</i>	<i>Shrirang</i>
Ms. Adita Shetty	Batch 2016 - 2021 (Alumni Nominee)	<i>Adita</i>	<i>Adita</i>
Ar.Gurunath Dalvi	Ex-Principal LSR, Academician (Employe r Nominee)	<i>Gurunath</i>	<i>Gurunath</i>
Ar.Rita Nayak	Practicing Architect (Local Society Nominee)		
Ar.Samir Hingoo	Immediate Past President PEATA, Practicing Architect (Industry Nominee)	<i>Samir</i>	<i>Samir</i>
Mr.Charudatta Salvi	HVAC Consultant (Stakeholder)	<i>Salvi</i>	<i>Salvi</i>

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MINUTES OF THE MEETING OF IQAC (Internal Quality Assurance Cell)

Date of Meeting: 10/10/2024

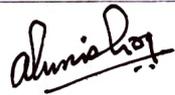
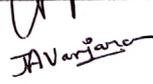
Venue: 5th Floor Board Room, Aditya Educational Campus

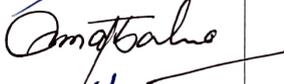
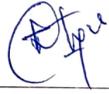
Time: 11:30 a.m.

Agenda of the Meeting:

1. Action Taken Report
2. NAAC - Progress of AQAR Submission
3. IDC- International Design Competition
4. IDRC - International Design and Research Conference
5. Budget 2024-25
6. ISO audit
7. Study Tour - Agenda
8. Student Exhibition
9. Any other item with the permission of the chair

Members Present – Committee Members

Name of the Committee Member (IQAC)	Role in the Committee (IQAC)	Signature
Shri.Ashish Mishra	Management Representative	
Ar.Jamshid Bhiwandiwalla	Chairperson (Principal)	
Ar.Rasika Chodankar	IQAC Coordinator (Senior faculty)	
Ar.Anjuri Agrawal	Associate Professor	
Ar.Varsha Swar	Assistant Professor	
Ar.Jignesh Panchal	Assistant Professor	
Er.Jignesh Vanjara	Assistant Professor	
Ar.Salman Chouhan	Assistant Professor	

Ar.Urvashi Purohit	Assistant Professor	
Ar.Jwalant Dave	Assistant Professor	
Ar.Amruta Talawadkar	Assistant Professor	ABSENT
Ms.Radha Ambekar	B.F.A. - H.O.D.	
Ms.Jayanti Ramesh	Registrar	Absent
Ms.Seema Kedia	Administrative Officer	Absent
Mr.Shrirang Raut	4th year Student B.Arch (Student Nominee)	
Ms.Adita Shetty	Batch 2016 - 2021 (Alumni Nominee)	
Ar.Gurunath Dalvi	Ex-Principal LSR, Academician (Employer Nominee)	
Ar.Rita Nayak	Practicing Architect (Local Society Nominee)	
Ar.Samir Hingoo	Immediate Past President PEATA, Practicing Architect (Industry Nominee)	
Mr.Charudatta Salvi	HVAC Consultant (Stakeholder)	Absent
Mr.Bhushan Nemlekar	Director Finance - Sumit Woods Ltd, Developer (Industry Nominee)	

The following are the minutes of the meeting of IQAC:

Sr. No	Items/Points discussed	Ownership	Due Date	Remarks
1	Welcome address by Principal and introduction of new members.	Prof. Jamshid Bhiwandiwalla	NA	
2	Reading previous meetings minutes, for recap.	Prof. Rasika Chodankar	NA	
3	Update on new courses: New courses proposed under B.FA - Creative portrait & painting, Calligraphy, Character design, Metal craft, Photography & Retail design & management. Promotional activities have started & resource persons have been identified. Final cost proposal & approvals are pending. Coursera (MOOC) - has been rolled out for B.Arch students, as an initiative under interdisciplinary & blended learning.	Prof. Radha Ambekar		
4	Update on Sports - Meetings with vendors & venue partners conducted, quotations received, Processes & inventory to be made.	Er. Jignesh Vanjara	NA	Noted
5	Update on Collaboration - IPDC collaboration done, for B.Arch & B.Voc., Courses on communication skills commenced for 1st year batches.	Ar.Jwalant Dave	NA	Noted
6	Update on Library: Access for alumni being discussed with the management & options are being evaluated.	Ar.Jwalant Dave	NA	Noted
7	Update on Incubation Cell: Space allocated on 3rd floor, furniture+ refurbishment ongoing, may be ready for use before end of year.	Ar. Varsha Swar	NA	Appreciated
5	Update on NAAC: All criteria heads are working on AQAR for AY2023-24, progress reviewed by Principal & IQAC coordinator. Final submission to be done by 25 th December 2024.	Prof. Rasika Chodankar	25 th December 2024	Noted

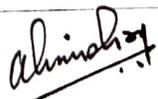
4	Update on IDC: Registrations & submissions ongoing, update on social media posts and engagement presented. All faculty are reaching out to different colleges & universities across the world, to connect with their respective acquaintances & encourage participation.	Ar.Jwalant Dave	1 st Dec 2024	Appreciated
5	Update on IDRC: Paper submissions ongoing, all faculty encouraged to participate and write papers, across different platforms/ journals etc. Suggestions for Research methodology-based FDP to be scheduled, in the next academic year were given.	Prof. Rasika Chodankar	31 st Dec 2024	Noted
5	Update on Budget: Based on actual admissions during current academic year, expenses to be revised and all committee heads to present their respective reports to the Principal.	Er. Jignesh Vanjara	NA	Noted
6	Update on ISO: B.Arch., B.FA, B.Voc - Internal review by ACA MR is ongoing, Audit by consultant scheduled for November (dates to be confirmed). Annual Audit by TUV SUD scheduled for January 2025 (dates to be confirmed).	Ar.Jignesh Panchal	NA	Noted
7	Update on Study Tour – B.Arch Sem 4 & Sem 6 study tours are scheduled around 15 th Oct 2024 (depend on availability of tickets). Sem 4 – Ahmedabad – Exposure to Architectural projects by the Masters, understanding traditional & Modernist Architecture, iconic Institutions (NID, CEPT, IIM etc) and their impact on architectural practice in India etc.	Ar.Urvashi Purohit	NA	Noted
	Sem 6 – Jodhpur, Jaipur – Understanding regional & traditional architecture, AD site study.			
	B.FA & B.Voc – study tours scheduled in January/ February 2025.			

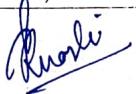
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8	Update on Student Exhibition – Students of all programs of ACA to prepare for the exhibition, scheduled to be displayed during BDF/ Udaan (student fest).	Prof. Jamshid Bhiwandiwalla	NA	Appreciated
9	Suggestions received from students to arrange for software-based workshop for 4 th & 5 th year students.	Shrirang Raut	NA	Noted
10	Update on large format Printing for students - Student body had conducted feasibility study, which indicated variation in volume of printing, time & schedule. Considering the dynamic nature of requirement, collaborations not viable. Students have withdrawn their suggestion for collaboration with printing agencies.	Shrirang Raut	NA	Noted
11	Update on M.Arch, B.Arch, B.Voc, B.FA academics was given.	Prof. Jamshid Bhiwandiwalla, Ar. Urvashi Purohit, Prof. Rasika Chodankar, Ms. Radha Ambekar		
	Next date of meeting will be decided by the Principal, and will be conveyed by the IQAC coordinator	Prof. Rasika Chodankar	To be decided	NA
	Meeting ended with Vote of Thanks to all the members	Prof. Rasika Chodankar	NA	NA

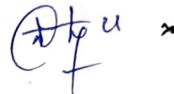
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Ar.Jwalant Dave	Assistant Professor		
Ar.Amruta Talawadekar	Assistant Professor	ABSENT	ABSENT
Ms.Radha Ambekar	B.F.A. - H.O.D.		
Ms.Jayanti Ramesh	Registrar	Absent	Absent.
Ms.Seema Kedia	Administrative Officer	Absent	Absent
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Ar.Samir Hingoo	Immediate Past President PEATA, Practicing Architect (Industry Nominee)		
Mr.Charudatta Salvi	HVAC Consultant (Stakeholder)	Absent	Absent
Mr.Bhushan Nemlekar	Director Finance - Sumit Woods Ltd, Developer (Industry Nominee)		

MINUTES OF THE MEETING OF IQAC (Internal Quality Assurance Cell)

Date of Meeting: 27/02/2025

Venue: 5th Floor Board Room, Aditya Educational Campus

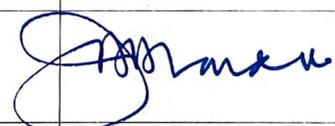
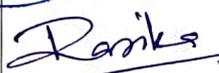
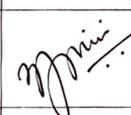
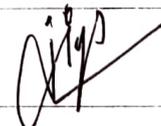
Time: 11:30 a.m.

Agenda of the Meeting:

Update on

1. ISO audit
2. Completion of IDC and IDRC
3. New Advisory Board members and first meeting
4. Submission of AQAR
5. Discussion on B.Voc. syllabus and academic revision
6. Energy Audit
7. Gender Audit & Self -defense workshop/ seminar
8. Any other item with the permission of the chair.

Members Present – Committee Members

Name of the Committee Member (IQAC)	Role in the Committee (IQAC)	Signature
Shri.Ashish Mishra	Management Representative	
Ar.Jamshid Bhiwandiwalla	Chairperson (I/C Principal)	
Ar.Rasika Chodankar	IQAC Coordinator (Senior faculty)	
Ar. Anjuri Agrawal	Associate Professor	
Ar. Jwalant Dave	Assistant Professor	
Ar.Varsha Swar	Assistant Professor	
Ar.Jignesh Panchal	Assistant Professor	

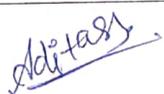
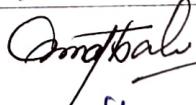
Er. Jignesh Vanjara	Assistant Professor	<i>JAVanjara</i>
Ar.Salman Chouhan	Assistant Professor	<i>SChouhan</i>
Ar.Urvashi Purohit	Assistant Professor	<i>UPurohit</i>
Ms.Seema Kedia	Administrative Officer	<i>SKedia</i>
Mr. Shrirang Raut	4th year Student B.Arch (Student Nominee)	<i>SRaut</i>
Ms. Adita Shetty	Batch 2016 - 2021 (Alumni Nominee)	<i>AditaS</i>
Ar.Gurunath Dalvi	Ex-Principal LSR, Academician (Employer Nominee)	<i>GDalvi</i>
Ar.Rita Nayak	Practicing Architect (Local Society Nominee)	<i>RNayak</i>
Ar.Samir Hingoo	Immediate Past President PEATA, Practicing Architect (Industry Nominee)	<i>SHingoo</i>
Mr.Charudatta Salvi	HVAC Consultant (Stakeholder)	<i>CSalvi</i>
Mr.Bhushan Nemlekar	Director Finance - Sumit Woods ltd, Developer (Industry Nominee)	<i>BNemlekar</i>

The following are the minutes of the meeting of IQAC:

Sr. No	Items/Points discussed	Ownership	Due Date	Remarks
1	Welcome address by Principal.	Prof. Jamshid Bhiwandiwalla	NA	
2	Reading previous meetings minutes, for recap	Prof. Rasika Chodankar	NA	

3	<p>Update on ISO Audit held in January 2025: ACA MR reiterated the importance of ISO and ISO processes. Audit report & outcomes were presented. B.Voc academic processes to be reviewed by B.Voc HOD & Principal.</p>	Ar.Jignesh Panchal (ACA MR)	Before next Academic Year commences	Noted
4	<p>Update on IDC & IDRC: IDC & IDC registration & submission details, IDRC submission details and conference proceedings were presented, both events were successfully conducted & concluded.</p>	Ar.Jwalant Dave & Prof. Rasika Chodankar	NA	Appreciated
5	<p>Update on Academic Advisory Committee: New members have been invited & added as suggested by the Trustees. The first meeting was held in January 2025, and minutes of the same were presented. Key suggestions were: (a) Pedagogical approach & interdisciplinary learning to be developed. (b) Possibilities of dual-degree programs to be evaluated by the Principal & other HODs. (c) Exposure to other allied streams & professional collaborations to be encouraged & developed. (d) Emphasis on faculty capacity building and retention of faculty was laid. (e) For B.FA, pedagogy inculcating strong social & humanitarian perspectives through theory, to be developed. (f) Management presented their vision and initiatives for boosting infrastructure for the upcoming B.Des. program, including upgrading of Photography Lab & 3D Printing Lab, and adding of new Hardware & Softwares.</p>	Prof. Jamshid Bhiwandiwalla	NA	Noted

6	Update on AQAR: Submitted in December 2024, as per schedule. For the current academic year (2024-25), energy audit & gender audit to be scheduled, preferably in collaboration with other AGI programs.	Ar.Anjuri Agrawal	Prior to commencement of AY 2025-26	Noted
7	Update on Academics (B.Arch): Academic Calendar to be evaluated, and streamline annual events & exhibition, across programs.	Ar.Urvashi Purohit	Prior to commencement of AY 2025-26	Noted
8	Update on Academics (B.Voc): Based on audit & Advisroy committee suggestions, Syllabus to be reviewed, suggestions to be presented to the university.	Prof. Rasika Chodankar	Prior to commencement of AY 2025-26	Noted
9	Update on Seminars, Workshops and FDP: List of seminars & workshops conducted was presented, student suggestions & feedback received to be reviewed and list of prospective topics/ subjects/ speakers to be discussed with Principal. Self-defence workshop for students has been scheduled on 8 th March 2025. Options for FDP during semester breaks (May/ November) to be explored for the next academic year.	Ar.Anjuri Agrawal	Prior to commencement of AY 2025-26	Noted
10	Next date of meeting will be decided by the Principal, and will be conveyed by the IQAC coordinator	Prof. Rasika Chodankar	To be decided	NA
11	Meeting ended with Vote of Thanks to all the members	Prof. Rasika Chodankar	NA	NA

Name of the Committee Member (IQAC)	Role in the Committee (IQAC)	Signature (Attended)	Signature (Read & accepted)
Shri.Ashish Mishra	Management Representative		
Ar.Jamshid Bhiwandiwalla	Chairperson (I/C Principal)		
Ar.Rasika Chodankar	IQAC Coordinator (Senior faculty)		
Ar. Anjuri Agrawal	Associate Professor		
Ar. Jwalant Dave	Assistant Professor		
Ar.Varsha Swar	Assistant Professor		
Ar.Jignesh Panchal	Assistant Professor		
Er. Jignesh Vanjara	Assistant Professor		
Ar.Salman Chouhan	Assistant Professor		
Ar.Urvashi Purohit	Assistant Professor		
Ms.Seema Kedia	Administrative Officer		
Mr. Shirang Raut	4th year Student B.Arch (Student Nominee)		
Ms. Adita Shetty	Batch 2016 - 2021 (Alumni Nominee)		
Ar.Gurunath Dalvi	Ex-Principal LSR, Academician (Employer Nominee)		
Ar.Rita Nayak	Practicing Architect (Local Society Nominee)		

MINUTES OF MEETING

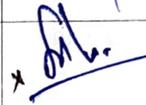
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R.M. Bhattad Road, Ram Nagar, Borivali (West), Mumbai – 400 092

Ar.Samir Hingoo	Immediate Past President PEATA, Practicing Architect (Industry Nominee)		
Mr.Charudatta Salvi	HVAC Consultant (Stakeholder)		
Mr.Bhushan Nemlekar	Director Finance - Sumit Woods ltd, Developer (Industry Nominee)		