



CHEMBUR TROMBAY EDUCATION SOCIETY'S

CTES
COLLEGE OF ARCHITECTURE

ESTD: 2014

MH77

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APPROVED BY COUNCIL OF ARCHITECTURE AFFILIATED TO UNIVERSITY OF MUMBAI

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Composition of the IQAC (For the Academic year 2019-20)

Sr.No.	IQAC Designation	Name	
1.	Chairperson	Ar. Alka Tawari	Principal
2.	Management Representatives	Shri. M. N. Ramamurthy	Treasurer
3.		Shri. Subodh Acharya	Joint Secretary
4.		Shri. Deepak Chauhan	Member of Management
5.	Employer	Dr. Maya Parihar Malhotra	Member of Management
6.	Local Society/Trust/Students	Er. Anil Gachke	Engineer- Local Society rep.
7.		Er. Mahesh Nerurkar	Engineer- Local Society rep.
8.	Teacher Representatives	Ar. Anil Nagrath	Director
9.		Ar. Tanvee Joshi	Asso. Professor
10.		Ar. Shweta Parab	Assist. Professor
11.		Ar. Pooja Shah	Assist. Professor
12.		Ar. Souvik Choudhury	Assist. Professor
13.	Non- Teaching staff Representative	Ms. Supriya Mantri	Registrar
14.	General Secretary of student council	Mr. Milit Satra	Student council representative
15.	CDC / IQAC coordinator	Prof. Pushpagandha Shukla	Professor



Alka
Principal

Prof. Alka Tawari)



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1st IQAC – AGENDA for 30th August 2019

1. Introduction to IQAC Committee formation on 30th August 2019 to discuss academic and administrative progress and to focus on areas of improvements.
2. Overview of teaching - learning process of all subjects
3. Architectural design – Change of evaluation method
4. Corrective measures for resubmission
5. Addition of new electives
6. Introducing electronic attendance system
7. Overview of events



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(Prof. Alka Tawari)



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Minutes of Internal Quality Assurance Committee meeting

Meeting held on 30th August, 201

Principal Prof. Alka Tawari, Shri. M. N. Ramamurthy, Shri. Subodh Acharya, Shri. Deepak Chauhan, Er. Anil Gachke, Er. Mahesh Nerurkar, Ar. Anil Nagrath, Ar. Tanvee Joshi, Ar. Shweta Parab, Ar. Souvik Choudhury, Ar. Pooja Shah, Ms. Supriya Mantri, Dr. Maya Parihar Malhotra, Mr. Milit Satra and Prof. Pushpagandha Shukla

Agenda for discussion on past learning, present scenario and future plans for teaching, with focus on achievements, research application, case-studies, actual site visits, effective model making and also on areas of improvements.

Sr. no.	Topic	Remarks
1	<p>Academics</p> <p>A. Architectural Design</p> <p>The design studio lacks in:</p> <ul style="list-style-type: none"> • Design approaches that are process oriented • Adapting learning's from case study • Faculty communication – programs to be made with clear design intent, jargon should be avoided, to make deliverables that are clear and broken down to smaller pointers. • Focused days to look at services and landscape. • Working on elevation • Designing a residential unit in first or second year of architecture to help them in designing better housing unit in 4th year housing. • Esquisse should be a part of AD working. Each semester should look at having two projects, wherein one could be an esquisse. The esquisse is of a smaller module that supports the larger AD program. • Use of architectural vocabulary <p><u>Challenges faced by faculty:</u></p> <ul style="list-style-type: none"> • How to make students work in studios? • Focus on drawings and ARD team to look into this. • Knowing about construction detail, knowledge of materials and working. • How to balance out curriculum? <p>AD faculty should have coordination in delivering instructions and program making. All design faculties should start working on design briefs for next semester and submit the first draft by 13th September, 19.</p>	
	<p>B. Technical</p> <p>I. Theory & Design of Structures</p> <p>II. Architectural Building Construction & Materials</p> <p><u>Challenges faced by Faculty:</u></p> <ul style="list-style-type: none"> • It has been noticed that students have a tendency of copying sheets and reproducing work. Making model helps the students in understanding the working of the structure, explore details and in resolving complexities. • First year ABCM- Brick models and learning brick bonds • Faculty to consider using the construction yard for hands-on experience. • Adopting a site and seeing it change with time. • The act of seeing and looking. 	



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Sr. no.	Topic	Remarks
	<p><u>Challenges faced by students:</u></p> <ul style="list-style-type: none"> • Fear of redo • Understanding basics and converting ideas into drawings <p><u>Role of faculty:</u></p> <ul style="list-style-type: none"> • To reinterpret the output expected • To relook at the word redo as students feel burdened by it. • Explain and convey the need of redoing the work. • To have simpler and clearer instructions • Having simple quizzes post class to engage the students and to gauge their understanding. 	
III.	<p>Building Services</p> <ul style="list-style-type: none"> • Prof. Makwana sir got pipe samples. Students were asked to get Residential plans, wherein they had to decide where OHT will be and toilet design layout for the same. • 3rd year- Electrical layout and discussion • Use of software suggested by Prof. Anil Nagrath - to determine light and lux levels – Lumiere. • 5th year could look at THERMO DRAIN its function and application. 	
C.	<p>Allied Design</p> <ul style="list-style-type: none"> • Landscape architect work studied • What elements were used and what students liked. • 2nd assignment – site analysis • 3rd year - studied 12 projects – discussing about aspects, application and design evolution. Simultaneously working on contour site designs hydrology and slope analysis. Hypothetical site that relates to actual landforms of Khandala. • 5th year- Evolution of city form, designing cities 	
D.	<p>Humanities</p> <ul style="list-style-type: none"> • Ar. Jyoti has been requested to take over of Ar. Advait Adke's humanities class • Faculty must complete the curriculam 	
E.	<p>College project</p> <ul style="list-style-type: none"> • Every student should have observation and learning's from guest lectures. DOM and Book Review 	
F.	<p>Electives</p> <ul style="list-style-type: none"> • We are looking at some good output this time from different electives given to students 	
G.	<p>Final Year thesis</p> <ul style="list-style-type: none"> • Thesis final year students are unable to express their ideas and learn formal writing • Students need direction in write up and analyzing data. 	
H.	<p>Masters</p> <ul style="list-style-type: none"> • IQAC committee was informed about the commencement of M. Arch programme in project management on 16th August 2019. The inaugural programme held by Chief guest Mr. Jaiprakash S. Rao, Director, Shapoorji Pallonji. • Classes have been running for 3 weeks now. Have received good mix of responses • Collaborating with senior faculty and environmental architects like Prof. Sunanda Satwah and Prof. Anil Nagrath • Report details for masters shall be given by Prof. Pushpagandha Shukla. <p><u>College has to work towards achieving following goals:</u></p> <ol style="list-style-type: none"> Making students industry ready <ul style="list-style-type: none"> • Sharing details with students regarding offices where they can apply for jobs/ internship • Providing an Idea of workings of an office in terms of projects (developers, consultants) and design approaches. • Sample cv making- outline to be shared with students Formulation of Placement Cell – Associations with Architectural firms Student Exchange Programmes – <ul style="list-style-type: none"> • Organizing summer workshops • Forms to be made and handed out to students as soon as possible. 	



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Sr. no.	Topic	Remarks
2	Faculty Related	
	A. Teachers Training Programme - faculty who have not attended shall participate	
	B. Research Writing- faculty has to publish at least 1 paper this year	
	C. Conference Attending – Everyone has to attend conferences.	
	D. U/G Fellowship Programme	
	E. Discussion on participation in CGC, by Vishwaniketan suggested	
	F. Visiting Faculty salary to be planned by 25 th and 26 th every month – all class coordinators.	
	G. Interpersonal relationships amongst faculty members	
	• To work cohesively	
3	Student Related	
	A. Use of Electronic Attendance/ Change in Control ID	
	B. Formation of Alumni Association	
	C. The Skill Development Cell in the form new electives like:	
	• Communication Design	
	• Paper Mache	
	• Resin	
	• Bamboo Construction	
	• Music & Architecture	
	• Calligraphy	
	D. Students Exchange Programme- Faculty visited Vishwaniketan for such similar working. We can also explore similar other schemes.	
	E. Events-	
	• Foundation day 5th September celebrated by guest lecturer Ar. Kamal Malik	
	• Freshers is being hosted by second year to welcome our first year.	
	• December 1st week we have scheduled our Annual Festival “Archinova” with our annual exhibition and series of lectures and workshops.	
	• Outreach Programme is scheduled on 14th December, 2019 to approach aspiring architecture students	
	F. Study Tours are scheduled in October 2019.	
	• 1st Year- Kolhapur, Sawantwadi, Goa	
	• 2nd Year- Hampi, Banglore, Aneguadi	
	• 3rd Year- Kolkata, Bishnupur, Shantiniketan	
	• 4th Year- Lucknow, Varanasi	
	• 5th Year- Himachal Pradesh	
	• Consideration about study tour fee.	
	• Discuss about including study tour fee in the academic fee.	
	• Documentation work to be on study tour.	
	• Publishing these documentations.	
	G. NASA/ Competitions-	
	H. Gender Audit	
	• Looking at performances throughout verticals and to list progress in female students.	
4	Campus Related	
	A. Green audit and Landscape layout of the campus	




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18th September 2019

Feedback Received on Last IQAC meeting held on 30th Aug 2019

1. Overview of teaching – learning process of all the topics
2. Architectural Design (AD) – Esquisse should be part of AD working. Each semester should look at having two projects, wherein one could be an esquisse.
3. All AD faculty to start working on design briefs for next semester and submit first draft by 13th Sept. 2019.
4. Faculty to explain and convey the need of redoing the work. Faculty members to have simple quizzes post class to engage the students and to gauge their understanding
5. Humanities- Ar. Jyoti has been requested to take over Ar. Advait Adke's humanities class
6. Final year Thesis- Students need direction in writeup and analysing data.
7. M.Arch - Report details for master's shall be given by Prof. Pushpagandha Shukla
8. Faculty related- Faculty to attend teachers training programme, research writing and conferences.
9. Faculty related – Mrs. Nidhi Nagrath can be called and issues of working to be discussed.
10. Events - Foundation Day 5th September and Archinova schedule discussion
11. Study Tour - Consideration for study tour fees

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18th September 2019

It is informed that the IQAC meeting was held on 30th August 2019 at 10.00 am and the agenda was discussed by committee members and approved to take further action.

Action taken report on the IQAC meeting held on 30th August 2019

Sr.No	Point discussed in last IQAC	Implementation and Outcome
1.	Overview of teaching – learning process of all the topics	Suggestions were given and asked to implement to integrate in teaching-learning system.
2.	Architectural Design (AD) – Esquisse should be part of AD working. Each semester should look at having two projects, wherein one could be an esquisse.	Architectural design is added with esquisse as a part of subject.
3.	All AD faculty to start working on design briefs for next semester and submit first draft by 13 th Sept. 2019.	AD Faculty members submitted first draft of design brief for next semester.
4.	Faculty to explain and convey the need of redoing the work. Faculty members to have simple quizzes post class to engage the students and to gauge their understanding	Faculty members have registered these points and will start implementing in forthcoming semesters.
5.	Humanities- Ar. Jyoti has been requested to take over Ar. Advait Adke's humanities class	Ar. Jyoti took over Ar. Advait Adke's Humanities class to complete the current year.
6.	Final year Thesis- Students need direction in writeup and analysing data.	Faculty to work towards thesis write up work.
7.	M.Arch - Report details for master's shall be given by Prof. Pushpagandha Shukla	Prof. Pushpagandha Shukla submitted M.Arch. report



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8.	Faculty related- Faculty to attend teachers training programme, research writing and conferences.	Faculty members are participating in research publication and conferences.
9.	Faculty related – Mrs. Nidhi Nagrath can be called and issues of working to be discussed.	Guest lecture by Mrs. Nidhi Nagrath was arranged on 13.09.2019
10.	Events - Foundation day 5 th September and Archinova schedule discussion	Foundation day is inaugurated by guest lecturer Ar. Kamal Malik and Archinova is scheduled on 4 th /5 th and 6 th December 2019.
11.	Study Tour - Consideration for study tour fees	Study tour fees are moderated as discussed.



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IQAC – AGENDA for 18th September 2019

- Review of first IQAC meeting held on 30th August 2019
- Academic related update
- Student's related update
- Faculty related update
- Events
- Infrastructure related



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Minutes of Internal Quality Assurance Committee meeting

Meeting held on 18th September, 2019

Principal Prof. Alka Tawari, Shri. M. N. Ramamurthy, Shri. Subodh Acharya, Shri. Deepak Chauhan, Er. Anil Gachke, Er. Mahesh Nerurkar, Ar. Anil Nagrath, Ar. Tanvee Joshi, Ar. Shweta Parab, Ar. Souvik Choudhury, Ar. Pooja Shah, Ms. Supriya Mantri, Dr. Maya Parihar Malhotra, Mr. Milit Satra and Prof. Pushpagandha Shukla

Agenda for discussion on past learning, present scenario and future plans for teaching, with focus on achievements, research application, case-studies, actual site visits, effective model making and also on areas of improvements.

Sr. no.	Topic	Remarks
1	Review of first IQAC meeting	
	Action taken report of first IQAC meeting read.	
	A. Academic related update All courses are divided into three main streams - creative, technical and theory to work strategies for all the semesters. New skill based Electives were introduced like calligraphy, Paper Mache, Resin, Communication Design, Product Design, water colour rendering, Ceramics.	
2	B. Students's related update Study tour updates were given for all five years. Study Tours are scheduled in October 2019. • 1st Year- Kolhapur, Sawantwadi, Goa • 2nd Year- Hampi, Banglore, Anequadi • 3rd Year- Kolkata, Bishnupur, Shantiniketan • 4th Year- Lucknow, Varanasi • 5th Year- Himachal Pradesh Second year student's got selected as one of the top 10 ideas for incubation at the Youth Innovation Challenge. They will be presenting in experimental workshop on 21st and 22nd September 2019.	Fourth year study tour got cancelled due to KT students viva dates and Sem VI exam dates coincided with tour dates. Faculty to guide students for experimental workshop
	C. Faculty related update Update on faculty workshop by Ms Nidhi Nagrath on 'Positive Learning Environment' conducted on 13 th September 2019 - Good response was received from all the faculty members.	More such lectures need to be conducted for faculty members.
	3 D. Events Institute plans to Collaborate with Green ASSOCHAM in January 2020: to understand and learn about the GEM Green building certificate programme. Teacher training program for Landscape; planned in November will be on Urban Landscapes: Ecological planning Collaboration with International Association for Humane Habitat (ICHH) - 2019. It will be an international conference to be held on 4th dec 2019.	
4	E. Infrastructure related Green audit and landscape layout to be planned for the college campus.	



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3rd February 2020

Feedback received on last IQAC meeting held on 18th September 2019

1. IQAC to broadly discuss six areas -
 - academics,
 - Students' performance assessment,
 - Faculty performance,
 - various allied and co-curriculum activities,
 - setting agendas
 - overall development
2. Events Discussion -
 - CTES CoA to sign MOU with CAD Center, Chembur for software learning.
 - Institute plans to Collaborate with Green ASSOCHAM in January 2020: to understand and learn about the GEM Green building certificate programme.
 - Collaboration with International Association for Humane Habitat (ICHH) - 2019.

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Date: 3rd February 2020

It is informed that the IQAC meeting was held on 18th September 2019 at 10.00 am and the action taken report was read for the agenda discussed in the last meeting.

Action taken report on the IQAC meeting held on 18th September 2019

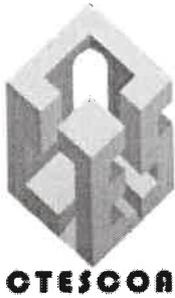
Sr.No.	Points discussed by IQAC Committee	Implementation & Outcomes
1.	IQAC to broadly discuss six areas - <ul style="list-style-type: none">• academics,• Students' performance assessment,• Faculty performance,• various allied and co-curriculum activities,• setting agendas• overall development	IQAC presentation was divided on the six areas as discussed in last meeting
	Events -	
2.	CTES CoA to sign MOU with CAD Center, Chembur for software learning.	CTES CoA signed MOU with CADD Center on 5 th Dec 2019
3.	Institute plans to Collaborate with Green ASSOCHAM in January 2020: to understand and learn about the GEM Green building certificate programme.	Collaboration with Green ASSOCHAM on 22 nd January 2020
4.	Collaboration with International Association for Humane Habitat (ICHH) - 2019.	International conference was held on 4 th December 2019



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IQAC – AGENDA for 3rd February 2020

- Creating structure of subject heads for this coming academic year.
- Overview of teaching learning process of all subjects.



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Minutes of Meetings for IQAC Meet on 3rd February 2020

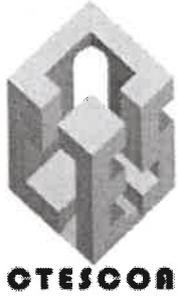
ATTENDEES	Principal Prof. Alka Tawari, Shri. M. N. Ramamurthy, Shri. Subodh Acharya, Shri. Deepak Chauhan, Er. Anil Gachke, Er. Mahesh Nerurkar, Ar. Anil Nagrath, Ar. Tanvee Joshi, Ar. Shweta Parab, Ar. Souvik Choudhury, Ar. Pooja Shah, Ms. Supriya Mantri, Dr. Maya Parihar Malhotra, Mr. Milit Satra and Prof. Pushpagandha Shukla
Sr.No.	DESCRIPTION
1.	Reading of MOM and review of first IQAC meeting held on 18 th September 2019
2.	Architectural subjects are divided into three main streams – Creative subjects, technical subjects and theory subjects.
3.	Theory subjects to cover Humanities, Architectural Theories and environmental science and other.
4.	Technical subjects to cover Architectural building construction and materials, services, architectural representation and detailing, Theory of structures and electives and other.
5.	Creative subjects will cover Architectural design, college projects and other.
6.	Subject heads are allotted for all three streams.
7.	Discussion on all subject teaching learning process, faculty members are asked to submit the reports for their subjects.



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20th August 2020

Feedback received on last IQAC meeting held on 3rd February 2020

1. Architectural subjects are divided into three main streams – Theory subjects, technical subjects and Creative subjects
2. Faculty members were asked to submit subject reports for their subjects.

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Date: 20th August 2020

It is informed that the IQAC meeting was held on 3rd February 2020 at 10.00 am and the action taken report was read for the agenda discussed in the last meeting.

Action taken report on the IQAC meeting held on 3rd February 2020

Sr. No.	Points discussed by IQAC Committee	Implementation & Outcomes
1.	Architectural subjects are divided into three main streams – Theory subjects, technical subjects and Creative subjects.	As discussed, Subjects are divided into three main streams - creative, technical and theory to work strategies for all the semesters. Faculty members are selected for each stream.
2.	Faculty members were asked to submit subject reports for their subjects.	Faculty members submitted subject reports to the IQAC co-ordinator.



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