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**DEPARTMENT OF ARCHITECTURE  
SCHOOL OF ARCHITECTURE AND PLANNING CAMPUS  
ANNA UNIVERSITY- CHENNAI 600 025**

Minutes of the 29<sup>th</sup> meeting of the Departmental Consultative Committee of the Department of Architecture, held at 10.30 a.m. on 1<sup>st</sup> September 2016 at the Conference Hall II of SAP.

**Members present:**

- |  |                   |
|--|-------------------|
| 1. Dr. P. Meenakumari, Associate Professor & Head i/c, DOA | Convener & Member |
| 2. Dr. Raneer Vedamuthu, Professor and Chairman FAP        | Member            |
| 3. Dr. Monsingh D Devadas, Professor, DOA                  | Member            |
| 4. Dr. Iyer Vijayalaxmi, Associate Professor, DOA          | Member            |
| 5. Ms. R.H. Rukkumany, Associate Professor, DOA            | Member            |
| 6. Ms. B. Muthulakshmi, Assistant Professor, DOA           | Member            |

**Leave of absence**

- |   |        |
|---|--------|
| 1. Dr. K.R. Sitalakshmi, Associate Professor, DOA           | Member |
| 2. Dr. K.P. Jaya, Professor, Civil Engg Univ, Nominee       | Member |
| 3. Dr. Kurian Joseph, Professor, Civil Engg., Univ. Nominee | Member |

The 29<sup>th</sup> meeting of the DCC of Department of Architecture, SAP campus was convened on 01.09.2016 with the following agenda:

1. Welcome Address by the Convener and follow up action taken on the minutes of 28<sup>th</sup> DCC held on 10.05.2016.
2. Approval for One Credit Course – Syllabus.
3. Subscription of (i) Urban Studies and (ii) Journal of Urban Design for year 2016.
4. Participation in NASA and ZONASA by B.Arch Students of the Department.
5. Any other matter with the permission of the Chair.

Following are the minutes of the meeting:

The meeting was convened by Dr. P. Meenakumari, Associate Professor & Head i/c, Department of Architecture and Convener, DCC.

Following agenda items were taken up for discussion:

**Agenda 29.1 Welcome Address by the Convener and follow up action taken on the minutes of 28<sup>th</sup> DCC**  
The Convener welcomed the members present for the DCC meeting and appraised the members the follow-up action taken on the minutes of 28<sup>th</sup> DCC.

**Agenda 29.2: Review of Approval for One Credit Course – Syllabus**  
The Convener presented the proposal of conducting one credit course to the fourth and final year B.Arch students of R-2012 on topic "MONSOON ASSEMBLAGES STUDENT DESIGN WORKSHOP offered during 5<sup>th</sup> -9<sup>th</sup> December 2016 at SAP campus by Professor Lindsay Bremner, Director of Architectural Research, Department of Architecture, University of Westminster, PI-Monsoon Assemblages Research Project. Participating students shall be 15 nos from SAP campus and 20 nos of M.Arch students from Univ. of Westminster, London.

This 1 credit course, structured over 5 days and totaling 24 hrs (6 lecture hours, 18 studio or field survey hours) has been developed under the auspices of the Memorandum of Understanding between Anna University and The University of Westminster in London, the Latitudes Network and the Monsoon Assemblages research project. The latter is funded by the European Research Council under the European Union's Horizon 2020 research and innovation programme (grant

agreement No. 679873). The details of the course content, schedule, International profile of the International faculties etc are provided in the Annexure I.

The lecture class and the studio /field work of the one credit course shall be conducted by International faculties Professor Lindsay Bremner, Dr. Beth Cullen and Dr. Michele Vianello along with faculties and experts from Anna University and the Industries. From the Host Institute, Dr.Ranee Vedamuthu , the Anna university Representative of the Project 'Monsoon Assemblages' shall be the overall coordinator for the one credit course ; Ms Rajeswari as Class /Faculty advisor and Ms.B.Muthulakshmi as the Class Committee Chairperson

Resolved to approve the conduct of 1 credit course topic "MONSOON ASSEMBLAGES STUDENT DESIGN WORKSHOP to be offered during 5th -9th December 2016 at Dept .of Architecture, SAP Campus by Professor Lindsay Bremner, Director of Architectural Research, Department of Architecture, University of Westminster, PI-Monsoon Assemblages Research Project. The committee recommends and approve the syllabus content, and the conduct of the course during 5th -9th December 2016 and forward for the final Approval of Director, Academic courses.

**Agenda 29.3 Subscription of (i) Urban Studies and (ii) Journal of Urban Design for Annual subscription for the year 2016.**

The convener presented the updates on the previous Annual subscription of (i) Urban Studies and (ii) Journal of Urban Design and requested the committee permission to continue the annual subscription for the year 2016 in order to facilitate the teaching faculties, PhD scholar and PG students from both the Department of Architecture and Department of Planning in the School of Architecture and Planning Campus, including the pre-final year UG students of Department of Architecture. Permission was requested to purchase the above under the Head Department of Architecture 4.2.61 iii) Books/Journals/Publications as per the purchase procedure of the University.

Resolved to approve the purchase of the subscription to (i) Urban Studies and (ii) Journal of Urban Design for the annual year 2016 under the Head Department of Architecture 4.2.61 iii) Books/Journals/Publications as per the University purchase procedure during the financial year 2016-2017. The approval is based on the academic requirement and the feedback from teaching faculties.

**Agenda 29.4 Participation in NASA and ZONASA by B.Arch Students of the Department**

The convener presented the follow up action regarding 28<sup>th</sup> DCC Meeting matter regarding the participation in NASA and ZONASA by B.Arch Students of the Department. In this regards, the meeting was convene between senior Teaching faculties from the Department of Architecture and Student Association office bearers, NASA faculty in charge on the matter. The convener presented the DCC members on the minutes of the staff-student meeting held on 24<sup>th</sup> August 2016 at SAP (Enclosed in the Annexure II).

Resolved to approve the minutes of the staff-student meeting enclosed in the Annexure II.

BY *R. M. S.*  
**HEAD OF THE DEPARTMENT**  
 DEPARTMENT OF ARCHITECTURE  
 SCHOOL OF ARCHITECTURE & PLANNING  
 ANNA UNIVERSITY, CHENNAI-600 025

Agenda 29.5 Any other matter with the permission of the Chair

The convener presented the proposal to utilize the fund under the Head 9.24 Department of Architecture Consortium (i) Civil / Electrical works of Rs10.00 lakhs to furnish the studios, class room studios with white boards/black board and to install pinup boards, display boards in studio, class rooms, lobby space and open crit walls for the newly constructed annexure building of Department to Architecture (adjacent to Workshop building) in order to facilitate effective teaching - learning in the newly constructed building.

Resolved to approve the proposal to utilize the fund under Head 9.24 Department of Architecture Consortium (i) Civil / Electrical works towards the purchase , install and furnish the rooms , lobby, crit walls with display board, pinup boards and black/white boards to class room by the Estate Office , Anna University, as per the norms of the University.

Vote of Thanks

The convener thanked the members present for their active participation in the deliberations.

*P. J. [Signature]*  
HEAD OF THE DEPARTMENT  
DEPARTMENT OF ARCHITECTURE  
SCHOOL OF ARCHITECTURE & PLANNING  
ANNA UNIVERSITY, CHENNAI-600 025.

FORWARDED

*[Signature]*  
Chairman  
Faculty of Architecture and Planning  
Anna University, Chennai - 600 025.

*R.H. [Signature]*  
HEAD OF THE DEPARTMENT  
DEPARTMENT OF ARCHITECTURE  
SCHOOL OF ARCHITECTURE & PLANNING  
ANNA UNIVERSITY, CHENNAI-600 025

**DEPARTMENT OF ARCHITECTURE  
SCHOOL OF ARCHITECTURE AND PLANNING CAMPUS  
ANNA UNIVERSITY- CHENNAI 600 025**

Minutes of the 30<sup>th</sup> meeting of the Departmental Consultative Committee of the Department of Architecture, held at 3.00 p.m. on 19<sup>th</sup> October 2016 at the Conference Hall II of SAP.

**Members present:**

- |   |                   |
|---|-------------------|
| 1. Dr. P. Meenakumari, Associate Professor & Head i/c, DOA  | Convener & Member |
| 2. Dr. Ranees Vadamuthu, Professor and Chairman FAP         | Member            |
| 3. Dr. Monsingh D Devadas, Professor, DOA                   | Member            |
| 4. Dr. K.R. Sitalakshmi, Associate Professor, DOA           | Member            |
| 5. Dr. Iyer Vijayalaxmi, Associate Professor, DOA           | Member            |
| 6. Ms. B. Muthulakshmi, Assistant Professor, DOA            | Member            |
| 7. Ms. R.H. Rukkumany, Associate Professor, DOA             | Member            |
| 8. Dr. Kurian Joseph, Professor, Civil Engg., Univ. Nominee | Member            |

**Absent**

- |   |        |
|---|--------|
| 1. Dr. K.P. Jaya, Professor, Civil Engg Univ, Nominee | Member |
|---|--------|

The 30<sup>th</sup> meeting of the DCC of Department of Architecture, SAP campus was convened on 19<sup>th</sup> October 2016 with the following agenda:

1. Welcome Address by the Convener and follow up action taken on the minutes of 29<sup>th</sup> DCC held on 01.09.2016.
2. Academic Workload for the session December 2016 – May 2017.
3. Other duties for the academic year July 2016 to April 2017.
4. Any other matter with the permission of the Chair.

Following are the minutes of the meeting:

The meeting was convened by Dr. P. Meenakumari, Associate Professor & Head i/c, Department of Architecture and Convener, DCC:

Following agenda items were taken up for discussion:

**Agenda 30.1 Welcome Address by the Convener and follow up action taken on the minutes of 29<sup>th</sup> DCC**  
The Convener welcomed the members present for the DCC meeting and appraised the members on the follow-up action taken on the minutes of 29<sup>th</sup> DCC.

**Agenda 30.2: Academic Workload for the session December 2016 – May 2017.**

The classes for II (Batch A, C & E), IV (Group 1,2 &3) B.Arch under CBCS R 2015, VI (Batch A & C), VIII & X sem. (Batch A & C), B.Arch R 2012 and II & IV sem. of M.Arch (General) and M.Arch (Landscape) under CBCS R 2015. The workload for the Academic Session December 2016 – May 2017 was presented by the Convener.

Resolved to adopt the workload for the Academic session December 2016 – May 2017 as per the Annexure I attached to this minutes.

*R.H. Rukkumany*  
**HEAD OF THE DEPARTMENT  
DEPARTMENT OF ARCHITECTURE  
SCHOOL OF ARCHITECTURE & PLANNING  
ANNA UNIVERSITY- CHENNAI-600 025**

Agenda 30.3 Slot base time table B.Arch Programme – Regulation R 2015 session December 2016 – May 2017.

The slot base time table for II semester B.Arch (Slot 1) and for IV semester B.Arch (Slot 1, Slot 2 and Slot 3) was presented to the committee members.

Resolved to adopt the Slot base time table for II semester and IV semester B.Arch R-2015 December 2016 – May 2017 as in the Annexure II attached to this minutes.

Agenda 30.4 Other duties for the academic year July 2016 – April 2017.

The Convener informed the members of the other duties for the faculty of the Department of Architecture for the academic year 2016 – 2017 from December 2016 onwards.

Resolved to adopt the duty allocation as provided in the Annexure III attached to this minute.

Agenda 30.5 Any other matter with the permission of the Chair

--- NIL ---

Vote of Thanks

The convener thanked the members present for their active participation in the deliberations.

*[Signature]*  
HEAD OF THE DEPARTMENT  
DEPARTMENT OF ARCHITECTURE  
SCHOOL OF ARCHITECTURE & PLANNING  
ANNA UNIVERSITY, CHENNAI-600 025.

*[Signature]*  
20/10/16  
Chairman,  
Faculty of Architecture and Planning  
Anna University, Chennai - 600 025.

*R.H. Raj*  
HEAD OF THE DEPARTMENT  
DEPARTMENT OF ARCHITECTURE  
SCHOOL OF ARCHITECTURE & PLANNING  
ANNA UNIVERSITY CHENNAI-600 025