



AISSMS

COLLEGE OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY

NEW BEGINNINGS, ENDLESS POSSIBILITIES



Approved by AICTE, New Delhi
Recognized by the Govt. of Maharashtra and Affiliated to Savitribai Phule Pune University.
Accredited by NAAC with 'A' Grade | NBA Accredited for BHMCT from 2017-2018 to 2021-2022
AISHE Code - C41490

SHRI MALOJIRAJE CHHATRAPATI
Honorary Secretary

Dr. SONALI JADHAV
Principal

AGENDA FOR THE INTERNAL QUALITY ASSURANCE CELL MEETING

NO. 2/2018-2019

A meeting of the Internal Quality Assurance Cell of All India Shri Shivaji Memorial Society's College of Hotel Management & Catering Technology, 55-56, Shivajinagar, Pune – 411005 will be held at **2.30 pm on 20th Dec 2018** in the Conference Room to review and take necessary decision on the undermentioned subjects. The Internal Quality Assurance Cell members are requested to attend the said meeting.

Chairman IQAC & Principal
AISSMS College HMCT, Pune

AGENDA

SUBJECT NO.: 1

To confirm the minutes of the meeting held on 21st September 2018.

SUBJECT NO.: 2

To review the fulfillment of the resolutions passed in the meeting held on 21st September 2018.

SUBJECT NO.: 3

To review the compliance of Academic and Event calendar for Odd Semester 2018-2019

SUBJECT NO.: 4

To discuss subject allocation for Even Semester 2019

SUBJECT NO.: 5

To review the industry consultancies and research paper published in Academic year 2018-19- Odd Semester

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SUBJECT NO.: 6

To review action plan on feedback received from students.

SUBJECT NO.: 7

To review status on SYBSC HS Training

SUBJECT NO.: 8

To discuss work allocation for Atithya 2019- A Reflection of Hospitality.

SUBJECT NO.: 9

To discuss short courses to be conducted in the month of April 2019.

REVIEW ANY OTHER SUBJECT WITH THE PERMISSION OF THE CHAIR.



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Minutes of the IQAC Committee MEETING NO 2/2018-2019, HELD ON 20th December 2018

A meeting of the IQAC committee was held at 2.45 pm in the Principal's cabin, to review and take necessary decisions on the Agenda. The meeting was conducted under the chairmanship of Dr. Sonali Jadhav as per the Agenda, when the following were present:-

1. Dr. Sonali Jadhav	---	Chairman (IQAC)
2. Dr. Arun Sherkar	---	Coordinator (IQAC)
3. Dr. Milind Peshave	---	Teacher
4. Dr. Rasika Gumaste	---	Teacher
5. Ms. Rajeshree Pol	---	Teacher
6. Dr. Sameer Diwanji	---	Teacher
7. Ms. Meyola Fernandes	---	Teacher
8. Mr. Sunder Srinivasan	---	Teacher
9. Mr. Ambar Rode	---	Hospitality Entrepreneur
10. Mr. Anirudha Kakirde	---	Student Representative
11. Mr. Ajay Dangat	---	Sr. Administrative Officer

Since the information was received from Mr. Bandish Mehta, that he would not be able to attend the meeting, his leave was sanctioned.

The following decisions were taken in the meeting:-

Minutes of Meeting held on 20th December 2018

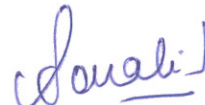
Agenda 1: To confirm the minutes of the meeting held on 21st September 2018.

Resolution 1: The minutes of the meeting held on 20th September 2018 were read and confirmed.

Agenda 2: To review the fulfillment of the resolutions passed in the meeting held on 21st September 2018.

Resolution 2: The fulfillment of resolutions passed in the meeting held on 21st September 2018 were read and noted.


Coordinator
IQAC


Chairman
IQAC



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Principal

Agenda 3: To review the compliance of Academic and Event calendar for Odd Semester 2018-2019.

Resolution 3: The academic and the event calendar was reviewed and the compliance status was 80%

Agenda 4: To discuss subject allocation for Even Semester 2019.

Resolution 4: The subject allocation for the even semester Academic year 2018-19 was discussed and approved

Agenda 5: To review the industry consultancies and research paper published in Academic year 2018-19- Odd Semester

Resolution 5: In the odd semester 2018-19 a total of 10 research papers were published by the faculty. The college has initiated a collaboration with ISKCON for conduct of short term courses.

Agenda 6: To review action plan on feedback received from students.

Resolution 6: Feedback for 4 faculties was below 75% viz. Ms. Rina Dongre, Ms. Shreya Sinha, Ms. Sapna Sangode and Ms. Sarita Dugane (Visiting faculty).

An action plan for Ms. Rina Dongre, Ms. Sapna Sangode and Ms. Sarita Dugane was discussed with the respective HOD's and a reevaluation was done by a peer member, post which their score showed improvement.

Ms. Shreya Sinha teaching performance did not show any improvement and hence her appointment was discontinued.

Agenda 7: To review status on SYBSC HS Training

Resolution 7: The status of the SYBSc HS training is as follows:

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Sr. no	Particulars	Figures	Percentage
1	Batch Strength	119	
2	International placements through Agent	50	42.02%
3	International Self Placed	1	0.84 %
4	Domestic through Training and Placement Cell	64	53.78 %
5	Domestic Self Placed	2	1.68%
6	Did not opt for training	2	1.68%

Agenda 8: To discuss work allocation for Atithya 2019- A Reflection of Hospitality.

Resolution 8: The work allocation for Atithya 2019 - A Reflection of Hospitality was discussed and approved

Agenda 9: To discuss short courses to be conducted in the month of April 2019.

Resolution 9: The College has scheduled to conduct short courses in as given below:

Sr. No.	Name of the course	Course Fee Rs.	Course Duration	Batch dates
1.	Cookery	5,000.00	10 days	15.04.2019 to 26.04.2019
				29.04.2019 to 10.05.2019
				13.05.2019 to 26.05.2019
2.	Bakery	6,000.00	10 days	15.04.2019 to 26.04.2019
				29.04.2019 to 10.05.2019
				13.05.2019 to 26.05.2019
3.	Chocolate Making	3,000.00	03 days	16.04.2019 to 18.04.2019
				22.04.2019 to 24.04.2019
				27.05.2019 to 29.05.2019
4.	Health Food	3,000.00	05 days	15.04.2019 to 19.04.2019
				22.04.2019 to 26.04.2019
				06.05.2019 to 10.05.2019
5.	Advanced Bakery	6,000.00	05 days	27.05.2019 to 31.05.2019


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REVIEW ANY OTHER SUBJECT WITH THE PERMISSION OF THE CHAIR.

- The IQAC coordinator along with the HOD's to prepare for submission of Annual Quality Assurance Report (AQAR) for academic year 2018- 2019.
- It was suggested by Mr. Ambar Rode to look into the possibility of students opting for vacation training which helps them to tune themselves for the industry.

---X---


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Honorary Secretary

Dr. SONALI JADHAV
Principal

Attendance for the meeting held on Thursday, 20th Dec. 2018

NO. 2/2018-2019

Sr. No.	Members	Designation	Signature
1	Dr. Sonali Jadhav (Principal)	Chairman	
2	---	Member of Management	
3	Dr. Arun Sherkar (Associate Professor)	Coordinator of IQAC	
4	Mr. Bandish Mehta (General Manager, Novotel)	Industry Employer	
5	Mr. Ambar Rode (Proprietor, Le Petit Amour)	Hospitality Entrepreneur	
6	---	Alumni	
7	Mr. Ajay Dangat (Senior Clerk)	Senior Administrative Officer	
8	Dr. Milind Peshave (Professor)	Teacher	
9	Ms. Rasika Gumaste (Associate Professor)	Teacher	
10	Ms. Rajeshree Pol (Asst. Professor)	Teacher	
11	Mr. Sunder Srinivasan (Asst. Professor)	Teacher	
12	Dr. Sameer Diwanji (Associate Professor)	Teacher	
13	Ms. Meyola Fernandes (Asst. Professor)	Teacher	
14	Mr. Anirudha Kakirde	Student Representative	