



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. 1/2019-2020

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 23rd October 2019** 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.

Dr. Sonali Jadhav
Chairman IQAC & Principal
AISSMS College HMCT, Pune

AGENDA

SUBJECT NO.: 1

To confirm the minutes of the meeting held on 28th May 2019.

SUBJECT NO.: 2

To review the fulfillment of the resolutions passed in the meeting held on 28th May 2019..

SUBJECT NO.: 3

To review the academic compliance status of BSc HS programme.

SUBJECT NO.: 4

To review the exam schedule for BHMCT, BSc HS & B. VOC programme.

SUBJECT NO.: 5

To review the submission of AQAR for 2018-19 and discuss on the process of 2nd cycle of accreditation.



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SUBJECT NO.: 6

To update on the process for autonomous application to UGC

SUBJECT NO.: 7

To seek approval on faculty research publication policy.

SUBJECT NO.: 8

To update the members with the publications of Atithya – Journal of Hospitality and the procedure for its inclusion in the CARE list.

SUBJECT NO.: 9

To review the internship status of B. Voc programme.

REVIEW ANY OTHER SUBJECT WITH THE PERMISSION OF THE CHAIR.



All India Shri Shivaji Memorial Society's
**COLLEGE OF HOTEL MANAGEMENT &
CATERING TECHNOLOGY**

55-56, Shivajinagar, Pune - 411 005

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E-mail: info@aissmschmet.in Web Site: www.aissmschmet.in

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Minutes of the IQAC Committee

MEETING NO 1/2019-2020, HELD ON 23rd October 2019

A meeting of the IQAC committee was held at 2.45 pm in the board room, 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. Milind Peshave	---	Director (IQAC)
3. Dr. Arun Sherkar	---	Teacher
4. Dr. Rasika Gumaste	---	Teacher
5. Dr. Meyola Fernandes	---	Teacher
6. Ms. Rajeshree Pol	---	Teacher
7. Mr. Sunder Srinivasan	---	Teacher
8. Dr. Sameer Diwanji	---	Teacher
9. Dr. Gauri Shah	---	Teacher
10. Mr. Anirudha Kakirde	---	Student Representative
11. Mr. Ajay Dangat	---	Sr. Administrative Officer

Since the information was received from Mr. Ambar Rode, Mr. Pritam Naik and Mr. Bandish Mehta, that they would not be able to attend the meeting, their leave was sanctioned. The following decisions were taken in the meeting:-

Minutes of Meeting held on 23rd October 2019

Agenda: 1

To confirm the minutes of the meeting held on 28th May 2019.

Resolution: 1

The minutes of the meeting held on held on 28th May 2019 were read and confirmed


Director
IQAC


Chairman
IQAC



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Agenda: 2

To review the fulfillment of the resolutions passed in the meeting held on 28th May 2019.

Resolution: 2

The fulfillment of resolutions passed in the meeting held on 28th May 2019 were read and noted.

Agenda: 3

To review the academic compliance status of BSc HS programme.

Resolution: 3

The academic compliance for the BSc HS programme was discussed and was observed to be 100%. The academic calendar was complied with and permission was granted for two events to be conducted in the next semester.

Agenda: 4

To review the exam schedule for BHMCT, BSc HS & B. VOC programme.

Resolution: 4

The committee was informed about the following exam schedule

Name of the Course	Exam Schedule
BSc HS	23 rd October – 15 th November 2019
BHMCT	26 th November – 16 th December 2019
B Voc	17 th – 23 rd December 2019

Director
IQAC


Chairman
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Agenda: 5

To review the submission of AQAR for 2018-19 and discuss on the process of 2nd cycle of accreditation.

Resolution: 5

The online submission of AQAR was discussed and the committee was updated that all Criteria were ready in word format and the same would be uploaded online by the end of October 2019.

The process for application of the 2nd cycle for NAAC accreditation would start with immediate effect and the soft copy of the SSR will be given to all criteria heads to study. The online application will be done by January 2020.

Agenda: 6

To update on the process for autonomous application to UGC

Resolution: 6

The process for application for autonomous status was discussed and the committee was informed that the college has submitted the online application on UGC portal and we are in receipt of a letter from SPPU for payment of the fee which would be done shortly.

Agenda: 7

To seek approval on faculty research publication policy.

Resolution: 7

The policy was discussed in detail for its practicality in implementation and was approved with a change that faculty needs to publish 1 research paper annually in CARE journals of 2 research papers in peer reviewed journals with ISSN.

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Agenda: 8

To update the members with the publications of Atithya – A Journal of Hospitality and the procedure for its inclusion in the CARE list.

Resolution: 8

The second issue of Volume 5 of the journal is in printing stage and would be published shortly.

The committee was informed that the college has made an application to the Baroda University (West zone CARE University) with the recommendation of SPPU for inclusion in the CARE list.

Agenda: 9

To review the internship status of B. Voc programme.

Resolution: 9

The committee was updated with the following information

	Hotel Mgmt.	Hospitality Mgmt.
TOTAL STUDENTS	107	32
PLACED	84	29
NOT PLACED	23	3

REVIEW ANY OTHER SUBJECT WITH THE PERMISSION OF THE CHAIR.

The meeting was concluded with the permission of the chair at 4.00 pm

Director
IQAC


Chairman
IQAC