Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**ALL INDIA SHRI SHIVAJI MEMORIAL SOCIETY'S COLLEGE OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY**
Name of the head of the Institution	**Dr. SONALI JADHAV**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**020-25511655**
Mobile no.	**9881401482**
Registered Email	**sonalijadhav@aissmschmct.in**
Alternate Email	**officeadmin@aissmschmct.in**
Address	**55-56, Shivajinagar**
City/Town	**Pune**
State/UT	**Maharashtra**
Pincode	**411005**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr. Milind Peshave**
Phone no/Alternate Phone no.	**02025521365**
Mobile no.	**9823576300**
Registered Email	**iqac@aissmschmct.in**
Alternate Email	**officeadmin@aissmschmct.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://aissmschmct.in/wp-content/uploads/2019/12/AQAR-2018-2019.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://aissmschmct.in/wp-content/uploads/2021/08/Academic-And-Event-Calendar-2019-2020.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**A**	**3.15**	**2015**	**01-May-2015**	**30-Apr-2020**

6. Date of Establishment of IQAC	**03-Jun-2014**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Internal Audit	12-Aug-2020 3	15
IQAC Meeting 1	23-Oct-2019 1	11
IQAC Meeting 2	07-Feb-2020 1	12
Submission of AQAR (A.Y 2018-2019)	04-Dec-2019 1	1
Faculty appreciation for excellence in academics	02-Aug-2021 1	27
Appreciation of Non-teaching staff	02-Aug-2021 1	4
Faculty Development Program (Wellness)	21-Jun-2019 5	20
Faculty Development Program (Le Meridian)	19-Nov-2019 1	21
State Level Seminar on	19-Jan-2020 2	152
International Webinar on Research Methodology	21-Apr-2020 3	451
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
AISSMS CHMCT	EVENT	Savitribai Phule Pune University	2020 3	20000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities	**Yes**

during the year?	
If yes, mention the amount	**421563**
Year	**2020**

12. Significant contributions made by IQAC during the current year(maximum five bullets)

SR. No. Significant Contributions by IQAC Details 1 Curriculum Development Involvement of Faculty in Syllabus formation of BSc HS for SPPU 2 Internal Audits An Internal audit was conducted by senior faculty members of the institute. 3 Research publication Promote research publications amongst faculty. Total 42 research publications in 20192020. 4 Procuring grants from SPPU under various schemes College receives grants under Quality Improvement Programme Students Welfare Programme from Savitribai Phule Pune University for infrastructure development, Seminars, Guest Lectures. The amount for events was realised whereas for other categories it is still in the process. 5 Faculty Development Programmes (FDP) FDP's were organized for faculty member to upgrade their knowledge and also to learn, enhance and implement new methods and techniques in the teaching learning process. 6 Refresher Training Faculty members are encouraged to do refresher trainings to improve their skills and knowledge of the everchanging hospitality industry. 7 Management of Research Journal Atithya A Journal of Hospitality 2 issues published in 20192020 and 11 issues since inception. 8 Student's Counselling Counselling of students was carried at a preliminary stage by counsellor (faculty members / mentors). Professional counsellors were appointed for critical cases identified during the preliminary session 9 Energy Environmental Audit Green, energy environmental audits are carried out by an external agency to inspect the green practices. 10 Consultancy College encourage faculty to provide consultancy services to the industry in areas of Product Development

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Application for Autonomous Conferment	**The institute successfully submitted their application to UGC for conferment of autonomous status.**
Application for NAAC IIQA	**The institute successfully submitted IIQA on NAAC portal on 11th June 2020 to initiate the process for Cycle II Accreditation.**
Smooth implementation of BHMCT/ BSc HS revised curriculum	**The BHMCT curriculum was successfully implemented for the first year of the BHMCT and BSc HS programme.**
To facilitate and motivate faculty and staff for self-development.	**The faculty members are pursuing PhD and master's programme in Hospitality. Faculty members upgraded their technical skills through refresher courses in the Industry and the college**

granted on duty leave for such assignments. The non-teaching staff upgraded their education qualifications and training sessions were conducted to enhance their technical skills. "02 faculty members were approved as PhD guide with Savitribai Phule Pune University, Pune 03 Faculty members were awarded PhD 05 Faculty members are pursuing PhD"

[View File](#)

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
College Development Committee (CDC)	**30-Aug-2021**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2020**
Date of Submission	**30-Jan-2020**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**The college has an Enterprise Resource Planning (ERP) system in place which enables better planning and monitoring of teaching – learning sessions. This system has enabled our college faculty members to prepare their session plan with projected dates and could be monitored by the academic department. Continual upgradation is carried out to include within this system to enable fields suitable to our college. The faculty is able to upload notes, PowerPoint presentations and assignments into the system which could be accessed by the respective class students. Various reports like daily attendance, monthly attendance, customized attendance in percentage view, session plan status are some of the reports that could be generated. The students could also view their**

attendance status along with assigned assignments, notes and presentations. Parents of students also had access to the ERP system wherein they could monitor their ward's attendance. Other reports like student strength reports, overall strength of the College, student attendance reports classwise / studentwise / teacherwise, The use of ERP has enabled: 1. Complete automation for operation of attendance and monitoring of the same. 2. It has also eliminated dependency of faculty managing data at their end. 3. College is able to manage information of classes and generate analytical reports. 4. It is user friendly and require minimal IT skills. 5. It has also enabled effective communication between parents, teachers and students. This information proves essential for the academics department in the way to identify the students who's attendance is not up to the mark and also if the compliance for theory and practical sessions have been completed. New modules were added to the system to streamline various operations like infrastructure details, mail/messaging system, student fees integration.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Institute follows curriculum designed by Savitribai Phule Pune University. The syllabus of the program is prepared by the University by setting up Committees for each subject for framing and revising tasks which comprise of senior and experienced Faculty from Hotel Management Colleges from colleges under SPPU colleges. It is a pride to have representation from our college in the capacity of Chairman and Members on these Committees. At AISSMS, College of Hotel Management & Catering Technology, Academic department is responsible not only for the delivery of the prescribed syllabus i.e. teaching process but also involved in the continuous evaluation to gauge the efficacy of the same. COURSES: The AISSMS, College of Hotel Management & Catering Technology offers following courses which are affiliated to Savitribai Phule Pune University Bachelor In Hotel Management & Catering Technology – a Four Year Full time degree programme recognized by AICTE Bachelor of Science Hospitality Studies- Three Year Full time degree programme Phase I It primarily involves : Subject Allocation for the faculty – the academic department ensures that the subject allocation is largely influenced by the subject expertise of the faculty. Faculty are also encouraged to take up diverse subjects that ensure their personal growth. Adjunct faculty provide value added knowledge and content beyond syllabus. Calculation of work load of each faculty – It is ensured that

the faculty is given the teaching workload as per the AICTE and University norms. Identifying Visiting Faculty for ancillary subjects – Visiting faculty is appointed based on qualification experience and competency. Preparing Time Table for the semester – Based on the contact hours prescribed in the syllabus, weekly timetable for the semester is prepared. Preparation & Standardization of Academics related formats –The work of the academic department is well documented and enlists the number of records to be maintained. The procedure is reviewed every year for continual improvement. Appointment of Class Coordinators for each class – To facilitate easy and quick flow of academic and related communication between the Principal and students, Class Coordinators are appointed. Phase II Commencement and conclusion dates are aligned with SPPU academic calendar. Academic audit including course monitoring committee meetings monitor the compliance to the syllabus and the time table. Attendance is monitored and defaulters along with their parents are informed of the short fall every month. Phase III The examination department ensures internal and external evaluation is as per the university norms.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Cookery Certificate Course	NIL	27/05/2019	5	YES	YES
Basic Bakery Certificate Course	NIL	15/04/2019	10	YES	YES
Advance Bakery Certificate course	NIL	29/04/2019	10	YES	YES
Health foods	NIL	15/04/2019	5	YES	YES
Smart English for Effective co mmunication	NIL	09/09/2019	40	YES	YES
Professional Development Programme	NIL	03/02/2020	5	YES	YES
Theme Dinner	NIL	07/10/2019	7	YES	YES
Culinary Skill Enhancement Certificate	NIL	05/07/2019	21	YES	YES

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BHMCT	UG	10/06/2019
BSc	UG (Hospitality Studies)	10/06/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	357	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Smart English for Effective communication	09/09/2019	17
Professional Development Programme	03/02/2020	118
Theme Dinner	07/10/2019	150
Culinary Skill Enhancement Certificate	05/07/2019	16
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BHMCT	UG Hotel Operations	50
BSc	UG Hospitality Studies	117
BHMCT	UG Internship	59
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Students Feedback: On faculty members is obtained once in each semester, preferably towards the end of the semester. The scores are obtained on erp/ or calculated by the class coordinators and entered in a prescribed format to

obtain the percentage scored. An action plan for faculty members who have scored a percentage less than 75 is made and the identification of the prominent dissatisfaction parameters is done in consultation with principal of the institute. The effectiveness of the action plan has to be monitored by the ACD and recommendation for further improvements, and is conveyed to the faculty being evaluated and their respective HOD. Feedback is not obtained from students who are undergoing their industrial training programme. Peer Evaluation: HOD or senior faculty members evaluates other faculty performance of conducting a theory class.This evaluation is carried out once in a semester. The evaluation is carried out on a set of parameters with an assigned score for each. The HOD/senior faculty has to discuss these scores that are calculated with the faculty. HOD /ACD and Principal of the institute counsel the faculty on weak areas. The academic head along with the principal shall prepare an action plan for a score less than 75 and also shall identify the prominent dissatisfaction parameters and draft action plan. Infrastructure Feedback: Students Feedback on college infrastructure is obtained once in each academic year. The students fill out the feedback form on given set of parameters .The scores are calculated by the class coordinators and entered in a prescribed format to obtain the percentage. The ACD head along with the principal shall prepare an action plan for a less scores and also shall identify the prominent dissatisfaction parameters. The effectiveness of the action plan has to be monitored by the ACD this Feedback is not obtained from students who are undergoing their industrial training programme. To ensure objectivity and validity of the data the feedback will be obtained from more than or at least 50 of the student intake. Parents Feedback: Parents Feedback is obtained once in each academic year during their visits for parent's orientation in the campus. The parents provide a feedback about the college facilities. The parents fill out the feedback form on given set of parameters and provide a score for each of the given parameter. The scores are calculated by the class coordinators and entered in a prescribed format to obtain the percentage score. The academic head along with the principal shall prepare an action plan and also shall identify the prominent dissatisfaction parameters .The action plan shall be monitored by the responsible faculty / department as identified in the action plan. Employers Feedback: Feedback is taken from well-established employers on students' performance during their industrial training. The feedback is analyzed and conveyed to the principal for the further action. Alumni Feedback: These are taken during alumni get together or online on the alumni portal.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Hospitality Studies	120	123	117
BHMCT	Hotel Operations	120	488	121
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution	Number of students enrolled in the institution	Number of fulltime teachers available in the	Number of fulltime teachers available in the	Number of teachers teaching both UG

	(UG)	(PG)	institution teaching only UG courses	institution teaching only PG courses	and PG courses
2019	653	Nill	30	Nill	Nill

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
30	30	6	12	1	5

View File of ICT Tools and resources

View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

This Mentoring Session creates a mutual understanding between mentees and mentors. It builds a chain of identifiable benchmarks and goals to work towards evaluated progress. The following points will help each mentee/mentor pair: •Establish communication expectations •Identify goals for the mentoring relationship •Outline skill areas to be enhanced or developed through this partnership As a mentor the following guidelines to be followed by mentor 1. Serve as a mentor for mentee and provide guidance, oversight, and encouragement. 2.Provide feedback regarding their mentorship session, progress, and experience 3. Meet in person or communicate regularly with mentee to review their progress and help them work toward identified goals. 4. Maintain confidentiality of interaction session. As a mentee the following guidelines to be followed by mentee 1. Meet regularly with mentor and maintain frequent communication. 2. Look for multiple opportunities and experiences to enhance his/her learning. 3. Review his/her progress and adjust session as mentee work towards his/her identified goals. 4.Maintain confidentiality of relationship

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
653	27	1:24

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
33	30	3	3	13

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NIL	Nill	Nill

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-	Date of declaration of results of semester-

			end examination	end/ year- end examination
BSc	Not Applicable	Semester	24/10/2020	21/11/2020
BHMCT	Not Applicable	Semester	20/10/2020	25/11/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Institute follows the guidelines prescribed by the Savitribai Phule Pune University (SPPU) for conducting the Continuous Internal Evaluation which is mentioned in the curriculum. The following Inter Assessment System is carried out by the institute- Internal evaluation is based on Unit Test, Assignments, Continuous assessment (for practicals) and Internal Practical Exam. In case of those students who secure less than passing percentage of marks in internal, the college administers a separate internal test and those marks are considered as final internal evaluation marks. The Institute prepares Academic Calendar which includes internal evaluation schedule. It is put up in each classroom and displayed on the website of the college. The notices are displayed on the notice board and also communicated by the teachers in their respective classes. 1.Transparency in Internal Assessment: The internal assessment system is explained to the students by the subject teacher in the beginning of the academic year with the assessment parameters and assigned marks for it. Students discuss with their teachers the performance in internal evaluation and also clarify queries. Further, corrected answer papers are shown to students and their signature is taken on the answer sheet, indicating they are aware of the marks received and suggestions are given for improvement. In case of discrepancy in marks or any unresolved queries, a register is maintained by the examination department to note it down and resolve it within time limit. The results of the paper correction for Unit test are declared within ten days of the conclusion of the test. 2. Robustness in Internal Assessment: The Question Papers are sealed and kept under custody of Internal Examination Co-coordinator and strict rules are followed in terms of maintaining the decorum during conduct of examination. Internal marks are compiled and verification of marks is done before finalization by the subject faculty and the internal examination team. 3. Frequency of Internal Assessment: The internal assessment is conducted on continuous basis throughout the semester as per the exam policy and the academic calendar. 4. Mode of Internal Assessment: Unit tests are planned each semester which the students have to undertake. Practical based subjects include a Continuous evaluation system, wherein students are rated for their tasks during the practical. These include Assignments, Case Study, Role Play, making videos related to the subject, Quiz and MCQs.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Schedule of all Examinations is given in academic calendar which is also planned keeping in mind various factors such as Date of Beginning of the academic sessions. Last working day of the semester. Completed syllabus in order to conduct Internal exams Date of commencement of SPPU examination. The college has a student examination committee which actively interacts with the students and encourages them to give their best in the examination.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Not Applicable	BHMCT	Hotel Operations	50	49	98
Not Applicable	BSc	Hospitality Studies	109	98	89.9

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://aissmschmct.in/wp-content/uploads/2020/07/Infrastructure-Feedback-2019-2020.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Industry sponsored Projects	1	Spiritland Tech Pvt. Ltd	0.5	0.5
Industry sponsored Projects	1	Sante Spa	0.07	0.07
Industry sponsored Projects	2	M/S Pravin Masalewale	0.2	0.2
Industry sponsored Projects	1	Kuiche Hospitality Pvt. Limited	0.1	0.1

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
State Level Seminar on Intellectual Property Rights	Hotel Operations	09/01/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category

NIL	Nill	Nill	Nill	Nill

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
AISSMS CHMCT	UDAAN	AISSMS CHMCT	Nill	Nill	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NOT APPLICABLE	Nill

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Management Multi-disciplinary	19	Nill
National	Management Multi-disciplinary	23	Nill

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Management	5

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nill	Nill	Nill	Nill

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nill	Nill	Nill	Nill

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	7	62	29	112
Resource persons	Nill	Nill	Nill	4

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
World No Tobacco Day	AISSMS CHMCT, Pune	1	18
5th International Yoga Day	AISSMS CHMCT, Pune	1	135
Tree Sapling Distribution for the Guinness Book of World Record to the students by SPPU	Savitribai Phule Pune University (SPPU)	1	30
Faral distribution to Warkaris	AISSMS CHMCT, Pune	20	60
Blood donation Camp	R. G. Gholap Memorial blood Bank and Thalassemia Center, Pune	1	59
Tree Plantation	AISSMS CHMCT, Pune	1	33
Collection of provisions for flood affected families of Kolhapur	AISSMS CHMCT, Pune	2	500
NSS 3 days camp at Kolhapur for flood affected villages	AISSMS CHMCT, Pune	1	11
Guest lecture on road safety	Mahalaxmi Automobiles, Maruti Suzuki, Pune.	1	76
Riverbed cleaning	AISSMS CHMCT, Pune	1	11

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	Nill	Nill	Nill
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
National Service Scheme (NSS)	AISSMS CHMCT, Pune / Savitribai Phule Pune University (SPPU)	Tree Sapling Distribution for the Guinness Book of World Record to the students by SPPU	1	30
National Service Scheme (NSS)	AISSMS CHMCT, Pune / Suryadatta college and Grampanchayat, Kudalewadi, Mulshi, Pune/ Kudalewadi Village, Tal. Mulshi, Dist. Pune	Guest lecture on diet plan for the women of the village	1	24
National Service Scheme (NSS)	AISSMS CHMCT, Pune/ R. G. Gholap Memorial blood Bank and Thalassemia Center, Pune	Blood donation Camp	1	59
National Service Scheme (NSS)	AISSMS CHMCT, Pune / Pune Hoteliers Association (PHA)	Blood donation Camp at Shreyash Hotel,	1	10
National Service Scheme (NSS)	AISSMS CHMCT, Pune / Suryadatta college and Grampanchayat, Kudalewadi, Mulshi, Pune/ Kudalewadi Village, Tal. Mulshi, Dist. Pune	Guest lecture on Consumer Rights for the villagers	1	24
National Service Scheme (NSS)	AISSMS CHMCT, Pune / Mahalaxmi Automobiles,	Guest lecture on road safety	1	76

National Service Scheme (NSS)	AISSMS CHMCT, Pune / Collectors office, Pune	Workshop on Voting awareness at Collectors office, Pune	1	Nill
National Service Scheme (NSS)	AISSMS CHMCT, Pune / Suryadatta college and Grampanchayat, Kudalewadi, Mulshi, Pune/ Kudalewadi Village, Tal. Mulshi, Dist. Pune	Special Winter Camp	1	24
National Service Scheme (NSS)	AISSMS CHMCT, Pune / Suryadatta college and Grampanchayat, Kudalewadi, Mulshi, Pune/ Kudalewadi Village, Tal. Mulshi, Dist. Pune	Swachhata Abhiyaab in the village	1	24
National Service Scheme (NSS)	AISSMS CHMCT, Pune / Suryadatta college and Grampanchayat, Kudalewadi, Mulshi, Pune/ Kudalewadi Village, Tal. Mulshi, Dist. Pune	Rally on Clean India	1	24

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Consultancy and technical support	Sante Spa Consultant, Chef Shailendra Kekade, 9764147877	Sante Spa	12
Transfer agreement for Hospitality Management	Athlone Institute of Technology, Ireland Mr. Karl Turley, Phone: +353 90 646 8000	AISSMS CHMCT	5

Bakery Consultancy	Mr. Prasad Kamat, Kuiche Hospitality Pvt.Ltd/ The Club, 9657727848	AISSMS CHMCT and Kuiche	30
Research on Pickles	Pravin Masalawale, Pune Mr.Jayant Punekar ,9225565350	Pravin Masalewale	30
Sponsored Project	Spiritland Tech Pvt.Ltd, Mr. Nikhil Khanse, 9822031134	Spiritland Tech Pvt.Ltd,	10
Students Exchange	Ms.Jaya Gadgil, Fergusson College (autonomous)HOD, Department of French,+91 94223 30063	AISSMS CHMCT	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Collaborative activities	Consultancy and technical support	Sante Spa Consultant, Chef Shailendra Kekade, 9764147877	08/07/2019	20/07/2019	7
Collaborative activitie	Training and part time jobs	Le Plaisir, Mr.Sidhart Mahadik , Pune Phone: 085509 95835	24/06/2019	23/06/2020	11
Collaborative activitie	Collaborative activities related to Academics and Examinations	Dr. Arvind B. Telang Institute Of Hotel Management, Maharashtra 416003,Dr. Ajaykumar Rai,020 27371635	24/06/2019	23/06/2020	2
Collaborative activitie	Collaborative activities related to	D. Y. Patil School of Hospitality	16/09/2019	16/09/2020	7

Academics and Examinations	Studies, Ajinkyatara Rd, Nagalapark, Kolhapur, Maharashtra, Dr. V. V. Bhosale,Phone No. : (0231) 2601235-36,				
Internship	Training and Placements	Crowne Plaza City Center, Pune, Mr. Fino Babu, 91-20-67248181	11/02/2019	11/02/2020	12

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
D. Y. Patil School of Hospitality Studies, Ajinkyatara Rd, Nagalapark, Kolhapur, Maharashtra	16/09/2019	Education	7
Dr. Arvind B. Telang Institute Of Hotel Management, Maharashtra 416003	02/09/2019	Education	2
Spiritland Tech Pvt.Ltd, Mr.Nikhil Khanse	17/02/2020	Technology	5
Le Plaisir, Pune	24/06/2019	Hospitality	11
Crowne Plaza City Centre, Pune	11/02/2020	Hospitality	12

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
35	27.8

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added

Campus Area	Existing
Class rooms	Newly Added
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SLIM21	Fully	3.6.0.31681	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	12288	4888010	289	103800	12577	4991810
e-Books	11017	13570	Nill	Nill	11017	13570
Journals	7	21200	Nill	Nill	7	21200
e-Journals	5	13600	Nill	Nill	5	13600
Digital Database	1	13570	Nill	Nill	1	13570
CD & Video	369	203534	Nill	Nill	369	203534
Library Automation	1	130200	Nill	Nill	1	130200
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	Nill	Nill	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	96	40	84	2	11	9	26	50	0
Added	47	7	45	0	24	0	0	0	0
Total	143	47	129	2	35	9	26	50	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Media Connect	https://www.youtube.com/user/aissmschmct

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
35	32.66	44.07	53

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The College works on the primary objective of imparting quality education which is made possible by providing suitable physical, academic and support facilities. The college has well maintained infrastructure in the form of spacious and well ventilated classrooms, laboratories with latest equipment, Air conditioned seminar halls with ICT etc., to match with the academic requirements. A substantial yearly budget is provided for the maintenance of equipment used in laboratories, sports equipment and also to upgrade the laboratories and augment departmental areas. The financial plan also has budget for procuring books for the library and subscription of e journals/ periodicals. Annual maintenance contract is signed for maintaining crucial equipment of various departments such as water coolers, air conditioners, computers and kitchen equipment. Whereas general upkeep and maintenance of other equipment is carried out by concerned vendors after obtaining approval and sanction from the management, for the same, general upkeep and maintenance of the premises is carried out by the support staff and also outsourced contractor. Academic facilities include classrooms, laboratories and library. Maintenance of classrooms and laboratories - Classrooms and public areas are cleaned and maintained regularly by outsourced agency. General repairs of electrical and other fixtures is monitored by the Housekeeping department of the college. The central maintenance department carry out the repairs by in-house maintenance staff as and when required. AMC is signed for the repairs and maintenance of the ICT equipment used in the classrooms or library, whereas day to day maintenance or repairs are taken care by the in- house staff.

Utilization of the classrooms and laboratories -At the beginning of the semester classrooms are assigned to each year/ batch. The academic timetable is planned to ensure effective utilization of the classroom and laboratories. Each department prepares a density chart for utilization of laboratories by various classes as per the time table. Library- Library is maintained by in house non-teaching staff (Librarian Assistant Librarian). It is airy and well ventilated to ensure proper storage conditions of the books. Library facility is available to students from 8am to 8pm on all working days. New arrivals are displayed for the students. Library isd fully automated for providing services to the users.

Sports ground is available for outdoor sports activities which includes basketball, volley ball, cricket ground etc. It is maintained by the Central body of the society. Indoor games facilities such as Table tennis, Carom, chess etc are also available for the students during their free time. The same is maintained by the in-house sports in charge.

http://aissmschmct.in/aqar/procedures-and-policies/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nill	Nill	Nill
Financial Support from Other Sources			
a) National	Government of Maharashtra Scholarship/Freeship, EBC, Minority Schemes	151	15372989
b)International	Nill	Nill	Nill
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Health and Nutrition Seminar	27/12/2019	48	Health and Nutrition Consultant Founder - Fitapto fitness and wellness PVT LTD, Pune
Cyber Crime Awareness	26/02/2020	80	AISSMS CHMCT
Sports Week Annual Sports Day	13/02/2020	290	AISSMS CHMCT
Yoga and Meditation	21/06/2019	100	AISSMS CHMCT
English Language Basics	27/12/2019	18	English Language Teaching Institute of Symbiosis
Soft Skill	08/01/2019	72	AISSMS CHMCT

Development (Interview, Group discussion and Extempore/ Bsc HS)				
Soft Skill Development (Interview, Group discussion and Extempore/ BHMCT)	27/02/2019	17		AISSMS CHMCT
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Career Counselling	Nill	150	Nill	86
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Major Hotels	74	30	Major Hotels	56	56
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	1	BSc HS	Hospitality Studies	Le Cordon Bleu, Wellington, New Zealand	Diploma in French Patisserie
2020	1	BHMCT	Hotel Operations	SNG Institute of Management Research, Pune	MBA

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nill	Nill

No file uploaded.

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Poster Making competition	Institute Level	34
AURO Competition NBCC 2020	National Level	5
Athitya 2020 -A Reflection of Hospitality	Institute Level	12
Poona Hoteliers Associations Premier League 2.0	Institute Level	15
Odessey 2020 at Christ University	National Level	6

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Grand Championship Black Belt Junior KATA (International)	International	1	Nill	BS 19007	Mehek Bhatia
2019	Junior KATA (International) 1st Place Trophy Round 1 (Karate)	International	1	Nill	BS 19007	Mehek Bhatia
2019	Grand Championship in Kata/Kobudo at IKKAI National 2019 Karate and Kobudo Championship	National	1	Nill	BS 19007	Mehek Bhatia

2019	1st Place in Red and White Belt Category 4th Dan in Kata Event at IKKAI National 2019 Karate & Kobudo Cha mpionships	National	1	Nill	BS 19007	Mehek Bhatia

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

We would like to state that students are appointed on the Students' Council on various positions like General Secretary, Cultural Secretary, Sports Secretary, and Girls' Representative as per SPPU guidelines to represent students on various levels. This scheme is in practice since its inception from the year '05-'06. The students are selected through elections conducted as per SPPU guidelines. At the institute level, as a 'Best Practice', we have started an initiative, the details of which are stated below: There are various Bodies/committees under Academic and Administrative sections having students in those Bodies/committees performing various activities towards the welfare of the Students and the Institute. The Bodies/Committees are given below with their category: Under the Academic section, we have the Course Monitoring committee which includes students' Class Representatives from every Academic year. Course Monitoring is a committee appointed for updates from students for academic purpose i.e. feedback on classroom teaching and learning, compliance with the syllabus done by the subject teacher and grievance if any. As a part of process improvement there were 2 new committees formed for Examinations (includes 03 students) and Training and Placement (includes 07 students). Examinations committee is appointed as a link between the students and the examinations department and helps spread the importance of exams within the students. Training and placements committee is a committee to provide hands on experience for students who are passing out by giving them an opportunity to interact with the industry professionals. The committees that are under the Administrative section are Women's Grievance (includes 02 students every year), Discipline Committee (includes on an average 20 Students), National Service Scheme Committee (includes on an average 07 students), IQAC Committee (includes 01 student), Anti-Ragging Committee (includes 1 student). Women's Grievance is a committee specifically appointed to address any sensitive issues with regards to women in the college. Discipline committee is a committee of students appointed to have control over the Discipline and decorum (grooming) standards maintained by the students in and around the college premises. National Service Scheme is a committee that organizes various social service activities such as Cleanliness drives, Blood donation camps, Tree Plantation, etc. IQAC committee ensures that the Internal Quality is taken care of and every work is carried according to the said criteria. Anti-Ragging Committee is a committee that forms rules and monitors campus activities to ensure a safe and ragging-free environment in the institute. As a part of process development, there were new committees formed viz College Development Committee, Media Committee, Library Committee, Sports Committee, Garden Committee, Book Lovers Committee, Cultural Committee, Alumni Committee, Cyber Crime Cell and Research Committee. College Development Committee also known as the CDC is a committee where students

contribute their point of view in development of the college. All of the above committees work in their respective area of expertise. A dedicated committee helps focus on that particular area by planning activities and tracking progress.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Institute has a strong Alumni presence across the globe and stays connected through its dedicated alumni portal. Our Alumni organization is registered with charity commissioner, registration no. F-36530CP since 2002. The Alumni is very active with its registered batch of ex-students and gives back to the institute in the following ways: 1.Placement and industrial training- Our alumni help us in guiding our current students for job interview, recruitments, training all over the world 2.Guest lectures - resource person for workshops, industrial visits - We have experienced alumni who come over and guide our students with lectures, demonstrations etc. 3.Participation as a committee member in CDC 4.Participation as a committee member in IQAC 5.Participation in Entrepreneurship cell 6.Recommending candidates for admissions 7.Informal interaction with the current students to share their journey and guide them 8.Sponsorships for college events We have a separate portal link on our website (alumni.aissmschmct.in), where regular posts keep our alumni updated with the institute events. A link on portal called 'Feed' gives updates on upcoming events of college and campus. We have alumni recruiter section, where entrepreneur alumni can register for promoting their businesses and seek freshers. There is a job section too where alumni can see advertisements for new opportunities. Alumni can post any query which is addressed promptly. Our alumni are spread across geographies. Our Global Alumni Presence can be seen on the world map on the portal. The AISSMS CHMCT College Alumni is an active body with regular meet-ups and get together of classmates and college friends. Our institute encourages its alumni to meet and generally stay connected. They get to relive the moments on campus and meet their classmates and professors. It plays a positive role in the overall functioning of the institute by providing assistance in various forms to the governing body of the college. 'Alumni Meet' is an annual event which is well anticipated by its members and the institute. This initiative helps us to stay in touch with our alumni and to ensure that our alumni feel connected irrespective of the physical boundaries. These meets have been providing a platform for all alumni to know the progress AISSMS CHMCT has made over the years from when they graduated. The meets are not only an occasion for the alumni to get nostalgic and relive their college memories but also they help us to maintain a strong connect with our alumni and gain from their knowledge and expertise of the industry.

5.4.2 – No. of enrolled Alumni:

873

5.4.3 – Alumni contribution during the year (in Rupees) :

56200

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni is very active with its registered batch of ex-students and gives back to the institute in the following ways: 1.Placement and industrial training- Our alumni help us in guiding our current students for job interview, recruitments, training all over the world 2.Guest lectures - resource person for workshops, industrial visits - We have experienced alumni who come over and guide our students with lectures, demonstrations etc. 3.Participation as a

committee member in CDC 4.Participation as a committee member in IQAC 5.Participation in Entrepreneurship cell 6.Recommending candidates for admissions 7.Informal interaction with the current students to share their journey and guide them 8.Sponsorships for college events 9. Webinar

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Institute follows a systems approach with well-defined roles and supports decentralization in authority responsibility. The college follows a hierarchy based on seniority, experience and capability. This is visible in the entire operations of the college from administrative to teaching / learning process. The college signature event - Atithya (An International Hospitality Competition event) is a classic example. Atithya – A Reflection of Hospitality The event was conceptualized to provide a platform to showcase young talent and encourage their creativity, started in the year 2009 with inter – collegiate competitions in the first year, escalating to national level competitions, seminar and specialized workshops and finally an International event. The last event was in February 2020 with 29 teams from across India and 1 team from Ireland. The total budget for the event is Rs 25, 02,390.00 lakh Flow chart Planning the date of the event Preparing the budget Appointment of the Event coordinator by the Principal Appointment of teachers as Heads for – PR- Sending of brochure and making calls for participation Marketing- Promote the event and gaining sponsorship Printing Media- Printing of brochures, casserole, certificates and Media helps in photography and press releases Food Production Planning of menu for Gala dinner Food Trials before the event- tasting panel of industry experts, their suggestions are implemented in the final menu Planning of meals for teaching staff from other colleges, participants, faculty and volunteers Indenting purchase and execution of Raw material F B Service Beverage trials Renting of equipment for the gala dinner Planning of buffet setup Accommodation Preparation of the décor for the gala dinner Approving of the mandap supplier by the management Set up for the gala dinner Cultural- entertainment of guest Budgeting by Department Heads- Each department makes a budget which is consolidated by the event coordinator, reviewed by the principal and approved by the management. The budget approved for the last event was Rs. 25,02,390/- Heads of department create their own core committees of teachers and Student heads who then completely plan their department activity Department heads give requisition for cash and credit requirement as per the budget. For big amounts a standard purchase procedure is followed of 3 quotations making a comparative statement and getting the vendor approved by the management or purchase is done through an approved supplier list given by the management. The heads have the authority to make open market purchases as per the requisition. Execution of the event PR- Marketing-Printing Media-Food Production- F B Service- Accommodation- Cultural This is a 3 day event with 12 competitions and a big awards night having more than 600 guests from industry and university Post event A debriefing meeting takes place following the principles of the 6 Hats Good work is appreciated and scope for improvement is discussed Event report is prepared and an expense statement for budgeted versus actual is prepared and submitted to the management.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Admission to Bachelor in Hotel Management Catering Technology (BHMCT) program is processed by the Directorate of Technical Education, Govt. of Maharashtra through a Common Entrance Test. • Admission for Bachelor of Science Hospitality Studies (BSc HS) is based on the 12th standard Merits and is at the college level. The eligibility criteria are regulated by Savitribai Phule Pune University. • The College participates in various educational fairs and exhibition to promote hospitality education also college information hoardings are put across the strategic locations in various cities of the state. • College Advertisements are placed in newspapers and Bill boards. • The college website gives detailed information about admission procedure for various programs. • Admission counselling cell is actively involved in counselling the students and parents who approach the College for admission. • Admission information is circulated in education fair held in various cities of Maharashtra. • B.Sc. HS admissions are done online w.e.f May 2018.
Industry Interaction / Collaboration	The Principal and the Training and Placement officer have a close liaison with the hotel industry which helps in for better job placements opportunities and training of students and academic requirements. • The college organizes FAM trips for students from first to final years to various organization to increase their knowledge. • The college invites professionals from the hotel industry on various occasions to judge the interclass and intercollegiate competitions. • Industry experts are also called upon to be a part of sensory evaluation team during major activities conducted by the college and also during national level competitions. • The college organizes various guest lecture series / workshops for staff and students to hone their skills and to develop additional skills that would be helpful from the point of view of the hotel industry. • The college invites professionals from the hotel industry to evaluate the students during the University examinations. • Leading

	brands from hospitality industry support and Sponsor College for various events.
Human Resource Management	AICTE / Gov Norms are followed for faculty qualification and recruitment. • Faculty recruitment procedure of the university is followed and faculty is selected by the selection panel of the university. Service conditions are as per the govt norms / AICTE / UGC norms • Faculty developmental programs, bonding sessions, training program and workshops/seminars are organized for motivating and enhancing the skills of faculties. • Faculties attend refresher training program to upgrade their subject skills, technical skills and to update the current trends of the hospitality industry. • Training the Nonteaching staff is conducted by respective faculty. • The Institution supports Faculty members with financial grants study leave for pursuing higher studies and research, attending various seminars, workshops etc. • The management also provides the financial assistance of Rs. One lakh for faculty who are pursuing Doctoral Research and Post-Graduation. • Academic Performance Indicator (API) is followed to assess the performance of faculties. On the basis of these appraisals, decisions regarding their annual increment, promotions and confirmation for permanent employment are taken and conveyed accordingly.
Library, ICT and Physical Infrastructure / Instrumentation	Annual budgets is provided by the college for purchase of new volumes, titles, National and International journals • Purchase of books is done as per the recommendations of the subject experts to ensure availability of all required teaching resources. • The library operates from 8am till 8pm. This is extended library hours especially for students. • The faculty teaching the Subject also sends notes to the students through email / ERP by subject faculty. • Student assignments bank are available in library with model answers. • Most of the classroom sessions are conducted with the use of LCD Projectors. • Library also maintains a Bank of power point presentation for core subjects. • Annual purchases carried out to upgrade the infrastructure and equipment. •

		Annual maintenance contracts (AMC's) are done for infrastructure and critical equipment. • Cleaning and maintaining of common / public areas is outsourced and monitored by in-house housekeeping Personnel. • Utmost care is taken of critical equipment's and their maintenance with the help of Log books, history cards and Breakdown registers. • Breakdown procedures are followed to ensure repairs are carried out on time to avoid inconvenience. • Sufficient budgets are allocated for repairs and maintenance and for upgradation of equipment technology in the laboratories
	Research and Development	The college publishes a research journal named Atithya A journal of Hospitality and to motivate the faculty and students to publish papers, we do not charge any publication fee, a total of 21 research papers have been published in academic year 2018 19. • The college has formulated a research committee to enhance the quality of research publications. In an effort to do so, the committee has published the Faculty Publication policy to monitor the quality of research publications. • The committee conducts workshops for students to sensitize them on research ethics and to guide them with the research methodology for their research projects. • Faculty members are allotted as guides to students to monitor the quality of their projects. • 03 Faculty members received their PhD degree in the academic year. • The research scholars can avail a funding of Rs. One lakh as required for their doctoral research
	Examination and Evaluation	Final examinations are conducted by the University, however, for the internal evaluation, the college has developed the strategies for quality improvement: 1. Question papers are prepared by faculty appointed by the examination department. 2. The question papers are printed and the unit test is conducted as per the procedure. 4. The paper is assessed by the concerned faculty. 5. Internal marks are divided into unit tests, practical marks (continuous evaluation), assignments and attendance as per university guidelines. 6. Students can approach the exam cell regarding doubts and

	queries. 7. Internal audits of Examination procedure is conducted to ensure continual improvement. Final examinations are conducted by the University, however, for the internal evaluation, the college has developed the strategies for quality improvement: 1. Question papers are prepared by faculty appointed by the examination department. 2. The question papers are printed and the unit test is conducted as per the procedure. 4. The paper is assessed by the concerned faculty. 5. Internal marks are divided into unit tests, practical marks (continuous evaluation), assignments and attendance as per university guidelines. 6. Students can approach the exam cell regarding doubts and queries. 7. Internal audits of Examination procedure is conducted to ensure continual improvement.
Teaching and Learning	Two Internal and One External audit of Academic procedure is conducted to ensure continual improvement Teaching Processes. • FDP, workshops and seminars training for industrial updation are conducted to enhance the teaching learning process. • An Enterprise Resource Planning (ERP) is available for the faculty to monitor their teaching plan and student's attendance for their respective subjects. • Classes and Laboratories are well equipped with overhead projectors to conduct presentations. • Evaluation system for students is well defined and transparent. • Additional support and inputs for weaker students. • English speaking and communication skill development classes are conducted for students for one semester ? Elearning data base is available in library • PPT's. CDs are lib CD's Videos are available for practical exposure. • The notes are emailed to the students also it is uploaded in ERP. • Students possessing passion towards specialized areas are given additional inputs to enhance their knowledge further. • Specialized training is given to the students for the participating in various hospitality competitions held at State / National levels.• College also, organizes special training programs for the students possessing special interest skills in a particular

operational department. • The students with good managerial attributes are given responsibilities as heads of various core departments for the events or functions organized by the college. This helps in not only boosting their morale but also giving them hands on experience. • Field visits are organized to ensure that students are exposed to actual operations and get hands on experience is gained by them. • Orientation visits are conducted for students to acquaint them with the hotel industry. • The students learn through group discussions, extempore, and presentations as a part of their curriculum in practical subjects like personality development business communication. • Guest lectures are conducted by the industry experts and Alumni of the institution. • Various workshops, Theme Lunches are organized to encourage students to work as a team. • The college conducts co-curricular and extracurricular activities for skills development like theme dinners, competitions etc.

Curriculum Development	Principal Dr. Sonali Jadhav and Dr. Rasika Gumaste have been appointed as members of BOS under Savitribai Phule Pune University. • Dr. Sonali Jadhav was appointed as the Chairman of the syllabus revision committee. • Faculty members of the college were involved in the formulation of a new syllabus for FYBHMCT and FYBSc HS course under Savitribai Phule Pune University. Faculty members were deputed as subject chairman and / or members for various subjects in this formulation process.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	A perspective plan is made by the college which acts as a blue print for the next five years. The same is uploaded on the college website for reference. • Academic Event Calendar displays the events planned for the entire academic year on the website • Academic Plan states the faculty subject allotment and administrative duties for the academic year • Budgets Core and the Ancillary Department HODs submit a budget stating requirement for the academic year • Purchase Requirements are planned and monitored

	using ICT.
Administration	The college has adopted an Enterprise Resources Planning (ERP) for e governance of academic and administrative processes. • Agenda for meetings and notices are mailed to faculties. • Liaison with statutory bodies like AICTE, SPPU and UGC happens through the web portal. • The college has adopted an online web portal for students grievance and same is monitored by the college authorities.
Finance and Accounts	Finance and Accounts section uses Tally software and Microsoft Excel for carrying out various accounting activities. Accounting activities carried out using Tally software are - Daily Transactions, Printing of Cheque Following tasks are achieved using Microsoft Excel - a) Exam Fees register, b) College fees register, c) Scholarships. Microsoft word used to print College fees notices, Exam fees notices.
Student Admission and Support	BSc HS Course- The college website provides online information regarding admission of the BSc HS course - documents required, the last date for submission of forms, display of merit list. BHMCT course- Maharashtra CET cell Mumbai and Admission regulatory authority display the admission process stating the registration process, schedule of exam. After the display of result, documents are upload and verification is done by facility centre which is approved by the Maharashtra CET cell Mumbai and Admission regulatory authority, the further on filling up of option forms, allotment of colleges are done. After which the CAP rounds are conducted at the college level
Examination	The college website displays the academic calendar stating the exam dates for unit test, Internal ATKT, University practical exams

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support

2019	Principal AISSMS CHMCT	Membership for British Business Group, Date - 19th April 2019, Place - Pune	British Business Group	20000
2019	Ms. Rajeshree Pol, Mr. Suraj Ms. Mohini	WSET Date - 21st November 2019, Place - Pune	Nill	24000
2019	Dr. Rasika Gumaste Dr. Sameer Diwanji	Singapore Study Tour Date - 1st to 6th October 2019, Place - Singapore	Nill	48167
2019	Principal AISSMS CHMCT	Membership for Poona Hoteliers Association Date - 29th April 2019, Place - Pune	Poona Hoteliers Association	18880
2019	Dr. Sonali Jadhav	Sakal Educon - 2019 Sakal Media Group. Date - 22nd to 27th September 2019, Place - Tokyo, Japan	Nill	618000
[View File](#)				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Le Meridien - Mahabaleshwar	Nill	19/11/2019	19/11/2019	25	Nill
2019	ERP – Software Training – Akron Systems	Nill	21/11/2019	22/11/2019	28	Nill
2019	Nill	Food Beverage Service - Basic	04/12/2019	06/12/2019	Nill	20

		Training on Service of Non - alcoholic Beverages, Napkin Folding, Importance of Grooming				
2020	Software Training – IDS	Nill	21/01/2020	30/01/2020	20	Nill

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NAAC awareness programme for faculty	1	08/05/2020	14/05/2020	7
NPTEL - Human Resource Development	1	01/01/2020	31/03/2020	56
NET - Tourism Administration and Management	1	12/07/2019	12/07/2019	1
NPTEL - Human Resource Development	1	01/07/2019	31/10/2019	84
Edx – SPU27.1x: Science Cooking: From Haute Cuisine to Soft Matter Science (chemistry)	1	07/09/2019	06/11/2019	42
NPTEL - Interpersonal Skills	1	01/07/2019	30/09/2019	56
NPTEL - Human Resource Development	1	01/07/2019	31/10/2019	84
Edx – CYB001x: Introduction to Cybersecurity	1	08/06/2019	07/08/2019	42
NPTEL -	1	01/07/2019	30/09/2019	56

Corporate Social Responsibility				
Academic Writing	1	01/07/2019	31/10/2019	84

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
23	4	40	5

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Funding for professional development PhD., attending seminar, workshops, demonstrations, insurance scheme, credit society, provident fund, on duty meals, faculty appreciation.	Insurance scheme, credit society, provident fund, on duty meals, faculty appreciation.	Pro rata for sports Gymkhana fee Corpus Fund Medical examination – first year NSS Swaya nirvaha ekak shulka vidyarthi kalyan nidhi Vidyarthi surakha vima nidhi Apatkalion nidhi Vikas nidhi Sanganak shulka

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The College conducts an external audit regularly. The AISSM Society appoints external auditors and is conducted biannually. The financial audit is conducted in two sessions one in the month of October/November for the period of April to September and second in the month of April /May for the period of October to March. Finalization of the account is completed in June/July and audited statements are prepared in June/July. The audit team checks that all transactions are properly recorded and tally as per the data provided, after which the team executes the statutory financial audit. During the audit, if any queries or non-conformity raised is resolved by providing relevant information or evident document, and the records are streamlined as per the norms of standard auditing system by the accounts team. The college has a tie up with R P Mutha Associates for the external audit of the financial records. They audit the records at the end of every financial year and issues the certified balance sheet for that financial year. The Institute prepares various Returns based on Annual accounts to various other Government Offices like - Professional Tax Returns, Provident Fund Returns, returns for determination of amount to be paid to Gratuity Account and TDS returns and the Fees regulating authority. All these returns are submitted directly by institute based on external financial audit

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Savitribai Phule Pune University, Nanda Parghi, ACE SPICEZ , Vidut Urja	254800	Atithya sponsorship, Renting of facilities, Canteen Product Supply,

Equipment Pvt. Ltd, IIEBM Indus Business School, IBU SER - Bandwagon Media Pvt. Ltd.		RD for 10 mixed drinks based on fresh fruit juice and beverage trial, Conduct of Guest Lectures, Consultancy Fees
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6.4.3 – Total corpus fund generated

3440084

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	AISSMS CHMCT
Administrative	No	Nill	Yes	AISSMS CHMCT

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Anti-Ragging Committee Ms. Sakhi Wadke mother of Ms. Niraja Wadke 1st year student is part of this committee • Parents are also a part of the First year induction programme, Industrial Training meeting for the second year students in India and Abroad, and Campus placements meetings • Coordinators are also interacting with the parents regarding the wards attendance and academic progress. The examination department co-ordinated with parents and students for internal and external university examinations during the pandemic.

6.5.3 – Development programmes for support staff (at least three)

Food Beverage Service - Basic Training on Service of Non - alcoholic Beverages, Napkin Folding, Importance of Grooming

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. An internal audit was conducted for administrative and academic process. 2. An Incubation center is introduced to promote entrepreneurial projects 3. Conduct of workshops and faculty development programme to enhance technical knowledge for faculty. 4. A course work for faculty and students to enhance the quality of research. 4. The IQAC motivated faculty to update their knowledge and skills using various online platforms as SWAYAM, MOOC, COURSERA and ATAL by AICTE. 5. Successfully applied to UGC for autonomy conferment 6. Initiate a process for listing of college research journal in the CARE list 7. Mentoring other institutions for NAAC related activities through conduct of audits and workshops.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants

2019	State Level Seminar on 'Intellectual Property Rights-A Hospitality Perspective'	09/01/2020	09/01/2020	10/01/2020	152
2019	International Webinar on Quality Safety assurance in the Hotel Industry post Covid 19 pandemic	12/05/2020	12/05/2020	14/05/2020	912
2019	International Webinar on Research Methodology	21/04/2020	21/04/2020	23/04/2020	451
2019	International Webinar on Research Methodology - II	28/04/2020	28/04/2020	30/04/2020	609
2019	Research consultancy for standardization of lost pickle and chutney recipes for M/S Suhana Masala	08/07/2019	08/07/2019	31/05/2020	3
2020	A faculty pursuing Ph.D. was supported to carry out a project on Wet Waste Management, which was her study of research.	01/06/2019	01/06/2019	31/05/2020	3
2020	Faculty Development Program (Wellness)	21/06/2019	21/06/2019	25/05/2019	20
2020	Faculty Development Program (Le Meridien)	19/11/2019	19/11/2019	19/11/2019	21

2020	Faculty Development Program (Online)	23/05/2020	23/05/2020	23/05/2020	30

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Guest Lecture was organised on Gender sensitization conducted by Ms Poornima Kumari, HR Manager, Crown Plaza, Pune	16/09/2019	16/09/2019	26	48

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
1. Energy and green audit was conducted wherein recommendations of previous year was implemented such as replacement of all FTLs with energy efficient LEDs, proper disposal of e-waste etc. 2. Vermicomposting pits are installed in college campus for composting wet garbage 3. Tree plantation drive organized in premises by NSS students 4. Mula-Mutha Riverside cleaning initiative was taken by NSS students within Pune corporation area 5. Celebrated 'Swachata Pandharwada' wherein students visited slum areas made awareness about importance of cleanliness 6. Use of LED lights in all classrooms and corridors 7. Solar panels are installed in the girl's hostel for hot water purposes. 8. Various activities of cleaning and awareness conducted in Kudalewadi village during the NSS winter camp.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nill
Provision for lift	Yes	Nill
Ramp/Rails	Yes	Nill
Braille Software/facilities	No	Nill
Rest Rooms	Yes	Nill
Scribes for examination	Yes	Nill
Special skill development for differently abled students	No	Nill
Any other similar	No	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	Nill	21/06/2019	5	Wellness Week	Local Advantage	20
2019	1	Nill	21/06/2019	1	International Yoga Day	Local Advantage	135
2019	1	Nill	26/06/2019	1	Food Supply to Warkari during Palkhi Yatra	Local Advantage	60
2019	1	Nill	22/08/2019	1	Social Services to Kolhapur Flood Victims	Local Advantage	11
2019	1	Nill	27/12/2019	1	Wellness Initiative Health Nutrition Seminar	Local Advantage	62

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct for students	03/07/2019	Students were informed about the same in the college assembly. A disciplinary committee is formed to monitor the execution of the rules by the students. The code of conduct for students is available on the website.
Code of conduct for staff	03/07/2019	The staff members are told about the same during the orientation which happens at the time of joining. In case of any deviation, notice/

		memo are issued to the concerned person by the principal. The code of conduct for staff is available on the website.
Code of conduct for Administrator	03/07/2019	Feedback from the students as well as the staff is taken anonymously about the administrator.
Social media guidelines for Students	03/07/2019	The parent society has formulated guidelines for social media activities by students. The same was put up on the notice board, addressed in the assembly and circulated amongst the students through official media channel
Social media guidelines for Staff	03/07/2019	The parent society has formulated guidelines for social media activities by faculty. The same was put up on the notice board, and circulated amongst the staff through official media channel
Code of Professions Ethics	03/07/2019	It is explained to the faculty during orientation at the time of joining. It is available on the official website.
Human Values	03/07/2019	It is imbibed in students and staff through the various programs. The same is displayed on the notice board and is available on website.
Guidelines for student's research project	03/07/2019	The research cell has formulated the guidelines to be followed for their respective research project and the same was communicated through official media channels and monitored by the faculty coordinating as student's guide.
Research guidelines for Faculty members	03/07/2019	The research cell has formulated the guidelines to be followed for faculty research project

		publications which was communicated through official media channels and monitored by the research cell.
Library Rules	03/07/2019	Students were informed about the same in the college assembly. A library team monitors the execution of the rules by the students. It is displayed on the notice board outside the library for easy reference.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of Indian constitution Day	26/12/2019	26/12/2019	48
Worlds Aids Day	04/12/2019	04/12/2019	69
Special Winter Camp	23/12/2019	31/12/2019	25
Guest lecture on blood cancer and benefits of stem cells	02/03/2020	02/03/2020	22
International Womens Day	08/03/2020	08/03/2020	33

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Vermicompost – Wet garbage generated in kitchen is composted in campus 2. Usage of the plastic has been reduced to minimum. 3. Garbage segregation – Dry and wet garbage is segregated. Dry garbage is collected and disposed by 'SWACH – Non Profit Organisation' 4. Tree plantation – NSS volunteers planted saplings at different location 5. LED lights – Energy is conserved by using LEDs at various locations 6. Skylight – College building has skylights for natural sunlight and saves energy 7. Use of biodegradable material to serve food in canteen and use of steel plates during the events to reduce the use of disposables. Use of disposable wooden spoons and forks in the college premises. 8. Guest lecture were organized in the college for students and faculty to generate awareness about the waste management practices.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title of the practice: Students' centric approach Goal: With an aim to excel in the field of hospitality education by molding and enhancing the skills of the students and to make them capable to meet the challenges of the dynamic business environment, the college has adopted student's centric approach wherein students are the center point of college operations. Principles and Concept: ? To create a simulation of the industry this provides real time learning to the students. ? To create a platform for the students to get industry exposure. ? To make the learning experience of students more enriching

and to increase students' satisfaction through imparting content beyond syllabus. ? To bridge the gap between academia and industry. ? To facilitate part-time jobs for the students who want to hone their skills and earn extra money ? To ensure that all eligible students avail the scholarship offered by government institutions. ? To motivate the students for their holistic development. The Context: A lot has been spoken about the gap between the hotel management curriculum and the requirements and expectations of the Hospitality industry. Although it is a known fact, it is a big challenge for the Hospitality colleges to bridge this ever-increasing gap due to the dynamic nature of the industry and the limited control that colleges have on curriculum development as it is designed by the SPPU. The college thus has to find alternatives to fill this gap. With a view to achieve this, we at AISSMS College of HMCT have designed student centric practices to overcome the gap between the education and the industry expectations and make the students more employable. The Practice: The following are the components of the student centric approach. • Choice based curriculum with credit system. It was introduced by SPPU and implemented by college for BHMCT BScHS curriculum. This enables the student to select from the basket of subjects which gives him choice as per his preference and liking. • Parent's orientation: College has an open door policy where parents can come and meet the faculty and the Principal for any concerns. They are invited during the first year for the simulation, second year to discuss the challenges faced by students during training and in the final year for the counselling regarding the placements thus seeking their active support in the development of their ward. • Enhanced teaching learning process: Extra efforts are taken for students who are weak in studies through remedial classes. We conduct English speaking classes for these students to improve their soft skills and boost their confidence. E-content is made available to the students to increase the knowledge base and also online quizzes are conducted to test their knowledge. Teachers also uploaded recorded lecture series on various subjects and have more than hundred recorded lectures on college website to learn. • Simulation of the industry: International level hospitality competitions are organized to create a platform for students to display their competitive hospitality skills. On the last day Annual Food Festival is organized where they cater to 600 guests .The students work in various areas of planning, budgeting, organizing, staffing, directing and controlling several activities during the grand event thereby ensuring their holistic development. • Entrepreneurship development: Students are given an opportunity to exhibit and showcase their technical, financial and marketing skills through ED activities as they handle the events by themselves. • Student ODCs: The College encourages the students to be a part of the Outdoor Caterings in hotels within the city to enhance their skills and to get first-hand experience of the industry. • Motivation to students: The students are awarded with smileys every month for recognition of their 100 attendance, adherence to grooming standards, extra initiative taken and any act of giving back to society. One student from each class is awarded with 'Best Student of the Month' which comprises of a certificate and a cash prize. The student who receives maximum smileys in academic year is awarded with 'Best Student of the Year' trophy. Based on the overall performance during the previous years, one of the final year students is awarded with 'Best Outgoing Student' trophy. • Extensive interaction with industry experts: Experts from industry are invited to conduct guest lectures, workshops, demonstrations and seminars and also as jury and external examiners for final practical exams. • Industry experts as adjunct faculty: To give the students firsthand information about the current trends and practices in the industry, the college has appointed industry experts as adjunct faculty. • Alumni interactions: Platforms are created for students to hear the alumni for their personal experiences and have one on one connect. • Scholarship and insurance: College facilitates the students in completing the various formalities so as to avail the scholarship offered by

government institutes. The students of the college are insured at college and university level. We have actively helped students with documentation to ensure that the claim of the insurance is reimbursed in case of accidents. 2. Title of the practice: Rewards and Recognition for Employees and students Goal: To motivate the staff members to strive for excellence and acknowledge the various facets of achievements awards and recognition in various areas has been installed. Similarly, to inculcate the qualities and values expected by the students in the industry, system of awards and recognition for the students is in place. The students and staff are given awards for their academic excellence, co-curricular and extra-curricular achievements. Principles Concept: ? To motivate the staff members for better performance in academics, research and non-academic fields. ? To recognize and appreciate the teaching skills of the staff on the basis of academic results and student feedback. ? To appreciate and encourage students for better attendance, grooming, leadership skills and social work. ? To recognize the students for their extracurricular and co-curricular achievements. ? To inculcate and improve the habit of reading amongst the students and the faculty members. Context: It is a well-known fact that motivation is required for human resources to make them perform better. This motivation can be monetary or non-monetary. Keeping the same objective in mind, the various components i.e. students, teaching staff and non-teaching staff are recognized and motivated on a continuous basis. Students are recognized for their attendance, grooming and giving back to society apart from the academic performance whereas the teaching staff is recognized for their prowess in teaching, research and academic results. Non-teaching staff is appreciated for their work on the basis of their appraisals. Practice: The students are appreciated in the form of 'Smileys' every month for: ? 100 attendance ? Grooming ? Extra Initiatives ? Giving back to the society 'Student of the month' award is given every month to one student from each class which comprises of a certificate and cash prize. Co - coordinators identify the students for the recognition and award. The student with maximum number of smileys for that particular academic year is awarded with the trophy of 'Best student of the year'. The college organizes sports week in the last week of February every year where several indoor and outdoor intra collegiate sports competitions are organized. The winner teams and individuals are awarded with certificates for their achievements. The staff are given appreciation letters for the following categories: ? Academic result exceeding 95. ? Student feedback exceeding 95 ? Non-teaching staff for their performance ? Best Reader of the Month ? Star Reader of the semester The AISSMS Society gives trophy and certificates every year on the occasion of Shahu Jayanti to all the meritorious students and faculty members for their achievements in the field of academics, research and sports. It has started giving monetary rewards to the staff based on Academic Performance Indicator (API) for the following categories: • Best Teacher`s Award • Best Non-Teaching Award • Best Admin Staff

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://aissmschmct.in/wp-content/uploads/2020/07/7.2.1.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Provision of quality education in hospitality: ? Industry interaction and liaisoning is an ongoing process which happens year-round in the form of student's industrial training, placements, Outdoor catering (ODC), Industrial visits, guest lectures, demonstrations, evaluation of competition etc. ? To give the students a first-hand update of the current practices, professionals from the industry were appointed as adjunct faculty. ? College has membership

of Professional associations like Pune Hotelier Association (PHA) and Western India Culinary Association (WICA) and British Business Group This provides platform for the faculty and students to participate in various workshops, lectures and seminars organized by these associations. ? Faculty members attend refreshers training programs in various star hotels every year. ? College has a research centric atmosphere which encourages the faculty and students to conduct the research, Further, college has its own research journal- "Atithya-Journal of Hospitality" which is a biannual journal and has been in circulation for last 5 years. ? In 2015, none of the faculty were PhD holders, however, by 2020, we have 11 faculty members who have completed PhD and 6 are pursuing. ? Faculty members are regularly appointed on reputed committees like "Board of Studies of SPPU", "Syllabus Revision", "Examination" and other professional bodies. ? The principal was appointed as Chairman for syllabus revision committee of SPPU. She was also appointed as Chairman of BOS of 'DY Patil Deemed University', Kolhapur. She was also appointed as a core member of the SPPU exam committee formed to decide the examination procedure during the recent pandemic of Covid-19. ? Faculty members are regularly appointed on committees like Board of Studies of 'DY Patil Deemed University', 'Syllabus Revision' and 'Examination' of the same. ? Faculty members are invited as resource person for seminars, guest lectures, and workshops on Career Counselling, Research Methodology and Accreditation procedures. ? Annual provision of monetary grant of Rs.3000 for each faculty member for research purpose is available. ? Two of the faculty members including the Principal got appointed as PhD guide for SPPU. Both of them have 6 and 7 research scholars respectively, pursuing their PhD. ? The Principal was also appointed as evaluator for AICTE funding schemes. ? College also participates in various activities where the motto is to reach out to the common people and give back to the society. In one such attempt, 6 faculty members including the principal and 15 students got themselves associated with a NGO- Read a story where every week one hour is dedicated to the underprivileged students of rural Maharashtra while reading an English story to them. The book is shared in Pdf form with the reader and the kid has a physical copy. The story is read over a phone, thus saving the efforts to visit the place personally and making it more global. The aim of this activity is to improve the English of these students residing in the villages and grooming them for global competition.

Provide the weblink of the institution
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8.Future Plans of Actions for Next Academic Year

The Institution is preparing for autonomous status and is awaiting visit by the University Grants Commission (UGC) committee. To work towards that the institute is in the process of forming the required committee's like Academic Council, Board of Studies and Finance Committee. The Institute through its Board of Studies is in the process of preparing the syllabus framework under the autonomous status. The institute is also working towards a proposal to start with Bachelor of Science in Hospitality Studies (Honours) program. The Entrepreneurship cell "UDAAN" has also planned workshops and activities to promote entrepreneurship. Capacity building exercises for faculty are also planned. Considering the students will not be coming to college for a long period due to the pandemic situation the college plans to initiate online classes using Microsoft Teams as their platform. Also faculty will be trained to prepare videos as per the syllabus topics for students.