



AISSMS

COLLEGE OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY



Approved by AICTE, New Delhi, Recognized by the Government of Maharashtra
An Autonomous College Under Savitribai Phule Pune University, Pune.
NAAC Accredited "A" Grade | NBA accredited for BHMCT-2022

SHRI MALOJIRAJE CHHATRAPATI
Honorary Secretary

Dr. SONALI JADHAV
Principal

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL MEETING NO. 2/2021-2022

An online meeting of the Internal Quality Assurance Cell of All India Shri Shivaji Memorial Society's College of Hotel Management & Catering Technology, 55-56, Shivajinagar, Pune – 411005 was held at **15.30 hrs. on Tuesday 16th November 2021** on Microsoft Teams platform to review and take necessary decision on the Agenda bearing no. HMCT/IQAC Agenda/2021-2022/1175 dated 10th November 2021 when the following were present:-

- | | | | |
|-----|-----------------------|-----|----------------------------|
| 1. | Dr. Sonali Jadhav | --- | Chairman (IQAC) |
| 2. | Mr. Sunder Srinivasan | --- | Coordinator (IQAC) |
| 3. | Mr. Abhijeet Gupta | --- | Industry Employer |
| 4. | Mr. Ambar Rode | --- | Hospitality Entrepreneur |
| 5. | Mr. Ajay Dangat | --- | Sr. Administrative Officer |
| 6. | Dr. Arun Sherkar | --- | Teacher |
| 7. | Dr. Rasika Gumaste | --- | Teacher |
| 8. | Dr. Meyola Fernandes | --- | Teacher |
| 9. | Dr. Sameer Diwanji | --- | Teacher |
| 10. | Dr. Rajeshree Pol | --- | Teacher |
| 11. | Dr. Gauri Shah | --- | Teacher |

Since the information was received from Mr. Pritam Naik, Alumni Representative and Ms. Gayatri Patwardhan, Student Representative that they would not be able to attend the meeting, their leave was sanctioned.

The following decisions were taken in the meeting:-

SUBJECT NO.: 1

To confirm the minutes of the meeting held on 12th August 2021.

RESOLUTION NO.: 1

The minutes of the meeting held on 12th August 2021 were read and confirmed.

Proposed by: Dr. Sonali Jadhav

Seconded by: Mr. Sunder Srinivasan





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SUBJECT NO.: 2

To review the fulfillment of the resolutions passed in the meeting held on 12th August 2021.

RESOLUTION NO.: 2

The fulfillment of resolutions passed in the meeting held on 12th August 2021 were read and noted.

Proposed by: Dr. Sonali Jadhav

Seconded by: Mr. Sunder Srinivasan

SUBJECT NO.: 3

To review the proposal status for B. Sc. (Hons) H. S. & M. Sc. H. S. Programme with Savitribai Phule Pune University, Pune.

RESOLUTION NO.:3

The committee was informed that the college has applied for B. Sc. (Hons) H. S. & M. Sc. H. S. Programme with Savitribai Phule Pune University, Pune and expects to start these programmes in the academic year 2022-2023.

Proposed by: Dr. Arun Sherkar

Seconded by: Dr. Sonali Jadhav

SUBJECT NO.: 4

To review the admission status for B.H.M.C.T. & B. Sc. H.S. Programme for the Academic Year 2021-2022.

RESOLUTION NO.: 4

The committee was informed that 120 students' were admitted in the B. Sc. H.S. Programme whereas the admission process for B.H.M.C.T. Programme is still under process.

Proposed by: Mr. Ajay Dangat

Seconded by: Mr. Sunder Srinivasan

SUBJECT NO.: 5

To review the status of students' results for academic year 2020-2021 (Even Semester).





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RESOLUTION NO.: 5

The committee was informed that all the final year students of B.H.M.C.T. Programme have passed giving a success rate of 100% whereas results for the final year students of B. Sc. H.S. Programme are awaited from Savitribai Phule Pune University, Pune.

Proposed by: Dr. Rasika Gumaste

Seconded by: Dr. Sonali Jadhav

SUBJECT NO.: 6

To review the status of events conducted under National Service Scheme, Alumni, Academic & Event Calendar and others during the Academic Year 2021-2022 (odd semester)

RESOLUTION NO.: 6

The committee was updated with the number of activities being conducted under various categories like Competitions, National Digital Library of India (NDLI), Demonstrations, National Service Scheme (NSS) and Webinars which are conducted as per the Academic & Event Calendar for the ongoing Academic Year 2021-2022.

Proposed by: Dr. Arun Sherkar

Seconded by: Dr. Sonali Jadhav

SUBJECT NO.: 7

To review the upgradation in the infrastructure of the college.

RESOLUTION NO.: 7

The committee was updated with the ongoing upgradation of the infrastructure of the college which included development of a new studio kitchen, new block of washroom for male students, new examination cell as per requirements of autonomous regulations, walk-in refrigerator and painting of classrooms and laboratories.

Proposed by: Dr. Mayola Fernandes

Seconded by: Mr. Sunder Srinivasan





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Principal

SUBJECT NO.: 8

To review the training & placement status during the Academic Year 2021-2022 (Odd Semester)

RESOLUTION NO.: 8

The committee was informed about:

- From the current Third Year students of the B.H.M.C.T. Programme, 67 students are doing offline training and 51 students are doing online training / hybrid model.
- From the passing out batches of B.H.M.C.T. & B. Sc. H.S. Programme 64 students have been placed and the process is ongoing for the remaining students.

Proposed by: Dr. Sameer Diwanji

Seconded by: Dr. Sonali Jadhav

SUBJECT NO.: 9

To propose incentives for faculty members for research publications

RESOLUTION NO.: 9

The college plans to give incentives for faculty members for attending of conferences and publication of research papers. The proposed structure is as follows:

- Attending conference / seminar (National): Rs. 3000/- per year towards registration, travel allowance and dearness allowance. Over and above charges if any to be borne by the participant.
- Attending conference / seminar (International): Rs. 25000/- per year towards registration, travel allowance and dearness allowance. Over and above charges if any to be borne by the participant.
- Publishing of research paper in UGC Care Listed journals: Rs. 5000/- per year.

The final proposal to be forwarded to All India Shri Shivaji Memorial Society for Management approval.

Proposed by: Dr. Rasika Gumaste

Seconded by: Dr. Sonali Jadhav

SUBJECT NO.: 10

To review the status of Annual Quality Assurance Report (AQAR) to be submitted for the Academic Year 2020-2021.





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Principal

RESOLUTION NO.: 10

The committee was informed that the college has to submit Annual Quality Assurance Report (AQAR) to National Assessment and Accreditation Council (NAAC). The report will be presented in the College Development Committee before submission.

Proposed by: Mr. Sunder Srinivasan

Seconded by: Dr. Sonali Jadhav

SUBJECT NO.: 11

To inform the committee members of the NAAC Cycle II Peer Team Visit.

RESOLUTION NO.: 11

The committee was informed that the college is expecting the National Assessment and Accreditation Council (NAAC) Peer Team visit on the 9th & 10th of December 2021 for the Cycle II audit purposes. The chairman expects the committee members to be present for this audit to interact with the Peer Team members.

Proposed by: Dr. Sonali Jadhav

Seconded by: Mr. Sunder Srinivasan

On conclusion of the subjects on agenda and the subject with the permission of the chair, the meeting was concluded with a vote of thanks by Mr. Sunder Srinivasan, IQAC Coordinator



Sonali Jadhav
(Dr. Sonali Jadhav)

Chairman (IQAC) & Principal