



# 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

Ref. No. HMCT/IQAC/2022-2023/1559

Date 29 NOV 2022

### MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL MEETING NO. 2/2022-2023

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 Friday 25<sup>th</sup> November 2022** on Microsoft Teams platform to review and take necessary decision on the Agenda bearing no. HMCT/IQAC/2022-2023/1451 dated 18<sup>th</sup> November 2022 when the following were present: -

- |     |                        |     |                            |
|-----|------------------------|-----|----------------------------|
| 1.  | Dr. Sonali Jadhav      | --- | Chairman (IQAC)            |
| 2.  | Mr. Sunder Srinivasan  | --- | Coordinator (IQAC)         |
| 3.  | Mr. Pritam Naik        | --- | Alumni Representative      |
| 4.  | Mr. Ajay Dangat        | --- | Sr. Administrative Officer |
| 5.  | Dr. Arun Sherkar       | --- | Teacher                    |
| 6.  | Dr. Kiran Shende       | --- | Teacher                    |
| 7.  | Dr. Sameer Diwanji     | --- | Teacher                    |
| 8.  | Dr. Gauri Shah         | --- | Teacher                    |
| 9.  | Dr. Rajeshree Pol      | --- | Teacher                    |
| 10. | Dr. Rasika Gumaste     | --- | Teacher                    |
| 11. | Dr. Mayola Fernandes   | --- | Teacher                    |
| 12. | Ms. Gayatri Patwardhan | --- | Student Representative     |

Since the information was received from Mr. Abhijeet Gupta (Industry Representative) and Mr. Ambar Rode (Hospitality Entrepreneur), that they would not be able to attend the meeting and their leave was sanctioned.

The following decisions were taken in the meeting: -

#### SUBJECT NO.: 1

To confirm the minutes of the meeting held on 12<sup>th</sup> August 2022.



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### **RESOLUTION NO.: 1**

The minutes of the meeting held on 12<sup>th</sup> August 2022 were read and confirmed.

**Proposed by:** Mr. Sunder Srinivasan

**Seconded by:** Dr. Sonali Jadhav

### **SUBJECT NO.: 2**

To review the fulfillment of the resolutions passed in the meeting held on 12<sup>th</sup> August 2022.

### **RESOLUTION NO.: 2**

The fulfillment of resolutions passed in the meeting held on 12<sup>th</sup> August 2022 were read and noted.

**Proposed by:** Mr. Sunder Srinivasan

**Seconded by:** Dr. Arun Sherkar

### **SUBJECT NO.: 3**

To update the eligibility / admission criteria for B Sc. H. S. Programme for general and reserved category candidates.

### **RESOLUTION NO.:3**

The committee was informed of the circular received from Savitribai Phule Pune University, Pune – circular number 243/2022, outward number CBC/672 dated 01/09/2022 mentioning the change in eligibility norms for B Sc. H. S. Programme for general and reserved category candidates. These changes are applicable from the academic year 2022 - 23. However, the college had completed its admission process before the circular came into effect.

**Proposed by:** Mr. Ajay Dangat

**Seconded by:** Dr. Sonali Jadhav

### **SUBJECT NO.: 4**

To review the status of Annual Quality Assurance Report (AQAR) to be submitted to NAAC for academic year 2021-2022

### **RESOLUTION NO.: 4**

The committee was informed that the college is in the process of preparing the Annual Quality Assurance Report (AQAR) for academic year 2021-2022 to be submitted to National Assessment and Accreditation Council (NAAC). The report will be submitted before 31<sup>st</sup> December 2022

**Proposed by:** Mr. Sunder Srinivasan

**Seconded by:** Dr. Sonali Jadhav



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### **SUBJECT NO.: 5**

To discuss the conduct of Atithya competitions on the academic year 2022-2023.

### **RESOLUTION NO.: 5**

The committee was informed about the conduct of the institute's annual flagship event "Atithya" which is scheduled in the month of February 2023 which will see national and international teams participate in competitions based on core operational areas. The college is in the process of preparing budgets for the same

**Proposed by:** Dr. Sameer Diwanji

**Seconded by:** Dr. Sonali Jadhav

### **SUBJECT NO.: 6**

To update the committee about application for National Institutional Ranking Framework (NIRF).

### **RESOLUTION NO.: 6**

The committee was updated about the Institute's registration for the National Institutional Ranking Framework (NIRF) which is approved by Ministry of Human Resource Development which outlines a methodology to rank institutions across the country. The process of uploading data on their website will begin in the month of December 2022

**Proposed by:** Mr. Sunder Srinivasan

**Seconded by:** Dr. Sonali Jadhav

### **SUBJECT NO.: 7**

To update the committee on the workshop conducted by Research Section.

### **RESOLUTION NO.: 7**

The committee was updated about the research workshop organized by the Research Cell on "Scientific Approach to Writing and Publishing Research Paper" which was conducted by Dr. Shailesh Kasande over a period of two days. The workshop focused on writing quality research papers for academicians in Management and Social Science field

**Proposed by:** Dr. Rasika Gumaste

**Seconded by:** Dr. Sonali Jadhav

### **SUBJECT NO.: 8**

To update the committee on the events conducted by Udaan Cell.

### **RESOLUTION NO.: 8**

The committee was informed about an event organized by the Udaan Cell named "Skillet- Restaurateurs in the making." Two teams of ten students each were operating 'Le Petit Amour' and 'Cafehouse Reeka' (food



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& beverage outlets) independently for two days and aimed at earning a revenue of Rs.1, 00,000 for both the days together. Both teams achieved the given target. The second event was about celebrating “International Bread Day” from 16<sup>th</sup> to 20<sup>th</sup> October 2022 wherein students and staff prepared and sold baked goods through our online platform partners Pune Eats Out.

**Proposed by:** Dr. Gauri Shah

**Seconded by:** Dr. Sonali Jadhav

### **SUBJECT NO.: 9**

To discuss the feasibility of starting a new program under Savitribai Phule Pune University – Bachelor of Business Administration in Culinary Management.

### **RESOLUTION NO.: 9**

The committee was informed that the college would like to initiate the constitution of a new program Bachelor of Business Administration in Culinary Management – BBA(CM) under Savitribai Phule Pune University, Pune.

**Proposed by:** Dr. Arun Sherkar

**Seconded by:** Dr. Sonali Jadhav

### **ANY OTHER SUBJECT WITH THE PERMISSION OF THE CHAIR**

### **SUBJECT NO.: 10**

To invite new members to the Internal Quality Assurance Cell.

### **RESOLUTION NO.: 10**

The committee was informed that as per Savitribai Phule Pune University, Pune the institute needs to have an academic expert and a registrar on the Internal Quality Assurance Cell (IQAC) committee. The institute has nominated members as follows:

- Dr. Seema Zagade (Academic Expert)
- Mr. Ajay Dangar (Registrar)
- Mr. Sunil Kshirsagar (Administrative)

**Proposed by:** Mr. Sunder Srinivasan

**Seconded by:** Dr. Sonali Jadhav

(Dr. Sonali Jadhav)

**Chairman (IQAC) & Principal**