



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/2023-2024/ 1686

Date 11.12.2023

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL MEETING NO. 2/2023-2024

A meeting of the Internal Quality Assurance Cell of All India Shri Shivaji Memorial Society's College of Hotel Management & Catering Technology, 55-56, Shivajinagar, Pune – 411005 was held at **11.00 hrs. on Thursday 30th November 2023** to take necessary decision on the agenda bearing no. HMCT/IQAC/2023-2024/1431 dated 21st November 2023 when the following were present: -

| | | | |
|-----|-----------------------|-----|-------------------------------|
| 1. | Dr. Sonali Jadhav | --- | Chairman (IQAC) |
| 2. | Mr. Dhaval Jitkar | --- | Member of Management |
| 3. | Mr. Sunder Srinivasan | --- | Coordinator (IQAC) |
| 4. | Mr. Arun Nayar | --- | Industry Representative |
| 5. | Dr. Arun Sherkar | --- | Teacher |
| 6. | Dr. Hemraj Patil | --- | Teacher |
| 7. | Dr. Sameer Diwanji | --- | Teacher |
| 8. | Dr. Gauri Shah | --- | Teacher |
| 9. | Dr. Rajeshree Pol | --- | Teacher |
| 10. | Dr. Rasika Gumaste | --- | Teacher |
| 11. | Dr. Honey Tyagi | --- | Teacher |
| 12. | Mr. Ajay Dangat | --- | Senior Administrative Officer |
| 13. | Mr. Sunli Kshirsagar | --- | Administrative Officer |
| 14. | Ms. Drishya Mohan | --- | Student Representative |

Since the information was received from Dr. Seema Zagade (Academic Expert), Dr. Kalindi Bhat (Local Society Representative), and Mr. Siddharth Joshi (Alumni Representative), 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 3rd August 2023.

RESOLUTION NO.: 1

The minutes of the meeting held on 3rd August 2023 were read and confirmed.

Proposed by: Mr. Sunder Srinivasan

Seconded by: Dr. Sonali Jadhav



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SUBJECT NO.: 2

To review the fulfillment of the resolutions passed in the meeting held on 3rd August 2023.

RESOLUTION NO.: 2

The fulfillment of resolutions passed in the meeting held on 3rd August 2023 were read and noted.

Proposed by: Mr. Sunder Srinivasan

Seconded by: Dr. Sonali Jadhav

SUBJECT NO.: 3

To review the status of Annual Quality Assurance Report (AQAR) of the college to be submitted to National Assessment and Accreditation Council (NAAC) for academic year 2022-2023

RESOLUTION NO.:3

The committee was informed that the college is in the process of preparing the Annual Quality Assurance Report (AQAR) for academic year 2022-2023 to be submitted to National Assessment and Accreditation Council (NAAC). The report will be submitted before 31st December 2022

Proposed by: Mr. Ajay Dangat

Seconded by: Dr. Rasika Gumaste

SUBJECT NO.: 4

To discuss the conduct of Atithya competitions for the academic year 2023-2024

RESOLUTION NO.: 4

The committee was informed about the conduct of the institute's annual flagship event "Atithya" which is scheduled in the second week of February 2024 which will see national and international teams participate in competitions based on core operational areas.

Proposed by: Dr. Sameer Diwanji

Seconded by: Dr. Sonali Jadhav



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SUBJECT NO.: 5

To inform the committee about the contribution received from the alumni association.

RESOLUTION NO.: 5

The committee was informed that the institute's alumni association contributed wooden upholstered sofa chair, sausage stuffing machine and an ice-cream / sorbet making machine to the institute worth Rs. 90,000. The IQAC committee appreciated this gesture and expressed their gratitude for the same.

Proposed by: Mr. Dhaval Jitkar

Seconded by: Dr. Sonali Jadhav

SUBJECT NO.: 6

To inform the committee of the proposal submitted towards Unnat Bharat Abhiyan for identifying development challenges and evolving appropriate solutions.

RESOLUTION NO.: 6

The committee was informed that the institute has submitted a proposal under the Unnat Bharat Abhiyaan scheme for conducting CSR activities and technology development at a village near Mulshi named Bhadas Budruk. The proposal approval is awaited.

Proposed by: Dr. Arun Sherkar

Seconded by: Dr. Rajeshree Pol

SUBJECT NO.: 7

To inform the committee about MoU with D. D. Kulkarni & Son's for provision of consultancy and technical support for kitchen development.

RESOLUTION NO.: 7

The committee was informed that an MoU has been signed with D. D. Kulkarni & Son's of Rs. 15,000/- for provision of consultancy and technical support which includes kitchen layout & set-up, menu planning guidance, technical knowledge sharing, assisting in designing work flow, equipment purchases guidance.

Proposed by: Dr. Gauri Shah

Seconded by: Dr. Sonali Jadhav



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SUBJECT NO.: 8

To inform the committee of the commencement of even semester for academic year 2023-2024

RESOLUTION NO.: 8

The committee was informed that the even semester for academic year 2023-2024 will commence on Monday, 18th December 2023

Proposed by: Dr. Arun Sherkar

Seconded by: Dr. Sonali Jadhav

SUBJECT NO.: 9

To discuss the internship status in curriculum as per National Education Policy 2020 (NEP 2020)

RESOLUTION NO.: 9

The committee was informed that the college has written to the State Government Steering Committee for NEP 2020 that a minimum of 5 months internship period is required for students to intern domestically or internationally and the same is being considered by the steering committee.

Proposed by: Dr. Sameer Diwanji

Seconded by: Dr. Sonali Jadhav

ANY OTHER SUBJECT WITH THE PERMISSION OF THE CHAIR

SUBJECT NO.: 10

To include a new member as guest editor for Atithya – A Journal of Hospitality

RESOLUTION NO.: 10

The committee recommended to include Dr. Shailesh Kasande, CEO & Group Director of Suryadatta Group of institutes as guest editor for Atithya – A Journal of Hospitality

Proposed by: Dr. Rasika Gumaste

Seconded by: Dr. Hemraj Patil



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SUBJECT NO.: 11

To inform the committee on the compliance of theory and practical sessions of odd semester for the academic year 2023-2024

RESOLUTION NO.: 11

The committee was informed that the compliance of theory and practical sessions of odd semester for the academic year 2023-2024 stands at 100%. The practical sessions for FY BSc HS compliance is at 93% and compliance will be done by 15th December 2023.

Proposed by: Dr. Honey Tyagi

Seconded by: Dr. Sonali Jadhav

(Dr. Sonali Jadhav)

Chairman (IQAC) & Principal