



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/2023-2024/2646

Date 04 MAR 2024

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL MEETING NO. 3/2023-2024

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 29th February 2024 to take necessary decision on the agenda bearing no. HMCT/IQAC/2023-2024/2486 dated 22nd February 2024 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. Siddharth Joshi | --- | Alumni 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. Honey Tyagi | --- | Teacher |
| 11. | Mr. Ajay Dangat | --- | Senior Administrative Officer |
| 12. | Mr. Sunli Kshirsagar | --- | Administrative Officer |
| 13. | Ms. Drishya Mohan | --- | Student Representative |

Since the information was received from Dr. Seema Zagade (Academic Expert), Dr. Kalindi Bhat (Local Society Representative), Mr. Arun Nayar (Industry Representative), and Dr. Rasika Gumaste (Teacher) 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 30th November 2023.

RESOLUTION NO.: 1

The minutes of the meeting held on 30th November 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 30th November 2023.

RESOLUTION NO.: 2

The fulfillment of resolutions passed in the meeting held on 30th November 2023 were read and noted.

Proposed by: Mr. Sunder Srinivasan

Seconded by: Dr. Sonali Jadhav

SUBJECT NO.: 3

To discuss the changes in the vision, mission, goal, and objectives of the institute.

RESOLUTION NO.:3

The committee was informed that the institute would like to revise the vision, mission, goal, and objectives of the institute by aligning it with the requirements of National Assessment and Accreditation Council (NAAC) and National Education Policy 2020 (NEP 2020). The committee approved the revised content of the vision, mission, goal, and objectives of the institute and recommended it for further approval by Academic Council.

Proposed by: Dr. Arun Sherkar

Seconded by: Dr. Rajeshree Pol

SUBJECT NO.: 4

To discuss the introduction of multidisciplinary courses in collaboration with Vedanta Academy, Pune

RESOLUTION NO.: 4

The committee was informed that under National Education Policy 2020 (NEP 2020) the institute requires to have multidisciplinary courses included in their syllabus. The committee noted the development of the institute which is in the process of signing a Memorandum of understanding (MoU) with Vedanta Academy, Pune to conduct such multidisciplinary courses of two credits for the students.

Proposed by: Dr. Arun Sherkar

Seconded by: Dr. Sonali Jadhav



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SUBJECT NO.: 5

To inform the committee about the changes / revisions made in the syllabus of Bachelor of Hotel Management & Catering Technology (B.H.M.C.T.), Bachelor of Science – Hospitality Studies (BSc. H.S.) and Bachelor of Business Management – Culinary Management (B.B.A. – CM) programs

RESOLUTION NO.: 5

The committee was informed that the following changes / revisions will be made in the syllabus of Bachelor of Science – Hospitality Studies (BSc. H.S.):

Exclusion in Former Structure			Inclusion in New Structure		
Course Code	Course Name	Total Credits	Course Code	Course Name	Total Credits
Semester II			Semester II		
HSCC129	Hospitality Events	2 Cr	HSMM IKS	Introduction of Vedanta for Self-Development	2 Cr
Semester V			Semester IV		
HSOJT367	Internship I (240 hours)	4 Cr	HSOJT 243	Internship (20 weeks)	18 Cr

Proposed by: Dr. Arun Sherkar

Seconded by: Mr. Dhaval Jitkar

SUBJECT NO.: 6

To inform the committee about the international hotel brands visiting the institute for recruitment purposes.

RESOLUTION NO.: 6

The committee was informed that four international hotel brands from U.S.A. conducted their recruitment drive at our institute.

Proposed by: Dr. Sameer Diwanji

Seconded by: Dr. Hemraj Patil



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SUBJECT NO.: 7

To inform the committee of the Institute's Memorandum of Understanding (MoU) with The Westin Pune Koregaon Park, unit of CCIPL (Classic Citi Investment Pvt. Ltd.) and Apeejay Institute of Hospitality, Navi Mumbai.

RESOLUTION NO.: 7

The committee was informed that the Institute has signed an MoU with The Westin Pune Koregaon Park, unit of CCIPL (Classic Citi Investment Pvt. Ltd.) to undertake activities like student's industrial visit, internships, outdoor caterings, internships, placements and faculty development. Another MoU has been signed with Apeejay Institute of Hospitality, Navi Mumbai to include activities like seminar, workshops, exchange of good academic practices, faculty & student exchange program.

Mr. Dhaval Jitkar, Member of Management congratulated the institute for the commendable partnerships.

Proposed by: Dr. Gauri Shah

Seconded by: Dr. Sonali Jadhav

SUBJECT NO.: 8

To inform the committee about the competitions participated by students of the institute

RESOLUTION NO.: 8

The committee was informed of the competitions participated by students of the institute.

Proposed by: Dr. Arun Sherkar

Seconded by: Dr. Sonali Jadhav

SUBJECT NO.: 9

To update the committee about the consultancy with Ascenso TecVivid Pvt. Ltd.

RESOLUTION NO.: 9

The committee was updated with the progress of the consultancy with Ascenso TecVivid Pvt. Ltd.

Proposed by: Dr. Sameer Diwanji

Seconded by: Dr. Sonali Jadhav



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SUBJECT NO.: 10

To inform the committee about the camp conducted at Andeshe village, Mulshi by the National Service Scheme (NSS) wing of the Institute

RESOLUTION NO.: 10

The committee was informed that a residential camp was conducted at Andeshe village, Mulshi by the National Service Scheme (NSS) wing of the Institute between 20th – 26th February 2024. The committee was also updated with the programs and events conducted in this camp.

Proposed by: Dr. Gauri Shah

Seconded by: Mr. Siddharth Joshi

SUBJECT NO.: 11

To inform the committee about the students industrial training details for academic year 2023-2024.

RESOLUTION NO.: 11

The committee was updated with the students industrial training status for academic year 2023-2024.

Proposed by: Dr. Sameer Diwanji

Seconded by: Dr. Sonali Jadhav

SUBJECT NO.: 12

To update the committee about the student feedback on teaching for the odd semester of academic year 2023-2024

RESOLUTION NO.: 12

The committee was updated with the student feedback on teaching for the odd semester of academic year 2023-2024.

Proposed by: Dr. Gauri Shah

Seconded by: Mr. Siddharth Joshi



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ANY OTHER SUBJECT WITH THE PERMISSION OF THE CHAIR

SUBJECT NO.: 13

To update the committee about the release of the book titled "The Spice Route" by the institute

RESOLUTION NO.: 13

The committee was informed that a book titled "The Spice Route" based on a collection of Indian curries was released on 9th February 2024.

Mr. Dhavall Jitkar, Member of Management congratulated the team and the institute on this achievement.

Proposed by: Mr. Sunder Srinivasan

Seconded by: Dr. Sonali Jadhav

The following points were further discussed by the committee members:

1. Maintenance of the washrooms.

Decision: The plumbing, electrical and civil issues need to be informed to the site engineer's office and cleanliness related issues to be informed to the AMC vendor. Regular follow up needs to be done to ensure issues are resolved.

2. A sports session to be included in the time table schedule.

Decision: The academics will try to include a sports hour session in the timetable. Access to indoor sports is already available for the students. However, if they want to play outdoor sports, a prior booking of the ground is necessary.

3. Discipline of students needs monitoring.

Decision: The discipline committee members of the institute need to monitor student's discipline on regular basis.

4. Session for the non-teaching staff of the institute.

Decision: A session on work life balance or a similar session to be organized by the institute.

(Dr. Sonali Jadhav)

Chairman (IQAC) & Principal