



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/ 3534

Date 06 JUN 2024

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL MEETING NO. 4/2023-2024

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 12.30 hrs. on Thursday 30th May 2024 to take necessary decision on the agenda bearing no. HMCT/IQAC/2023-2024/3399 dated 21st May 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. Rasika Gumaste	---	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. Sameer Diwanji (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 29th February 2024.

RESOLUTION NO.: 1

The minutes of the meeting held on 29th February 2024 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 29th February 2024.

RESOLUTION NO.: 2

The fulfillment of resolutions passed in the meeting held on 29th February 2024 were read and noted.

Proposed by: Mr. Sunder Srinivasan

Seconded by: Dr. Sonali Jadhav

SUBJECT NO.: 3

To inform the committee of the value-added courses conducted in academic year 2023-2024.

RESOLUTION NO.:3

The committee was informed that a total of nine value added and certificate courses were conducted in the academic year 2023-2024.

Proposed by: Dr. Rasika Gumaste

Seconded by: Dr. Rajeshree Pol

SUBJECT NO.: 4

To inform the committee about the funding received from Savitribai Phule Pune University, Pune under Quality Improvement Program (QIP).

RESOLUTION NO.: 4

The committee was informed that institute received funding of Rs. 94,830/- from Savitribai Phule Pune University, Pune under Quality Improvement Program (QIP).

Proposed by: Dr. Hemraj Patil

Seconded by: Dr. Sonali Jadhav

SUBJECT NO.: 5

To inform the committee about the introducing two self-paced online courses viz. "Bridge Course" & "Environmental Science – I."

RESOLUTION NO.: 5

The committee was informed that the institute is planning to introduce two self-paced online courses:

1. Bridge Course: For first year BSc HS students (non - science) need to complete sessions based on Physics, Chemistry, Biology & Geography
2. Environmental Science – I: online course for FY BSc HS students based on syllabus of first semester

Proposed by: Mr. Sunder Srinivasan

Seconded by: Mr. Dhaval Jitkar



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SUBJECT NO.: 6

To inform the committee about the formation of "Unfair Means" and "Quality Check" committee under the Examination Section.

RESOLUTION NO.: 6

The committee was informed that the Examination Section has formed two committees:

1. Unfair Means Committee: will investigate cases of unfair means / malpractices during examinations and recommend action/s to be taken regarding the same.
2. Quality Check Committee: to assess question papers formulated by paper setters, scrutinize, and validate them.

Proposed by: Dr. Hemraj Patil

Seconded by: Mr. Ajay Dangat

SUBJECT NO.: 7

To inform the committee about the MoU with Indus Biotech Limited, Pune and Aayojan School of Architecture & Design, Pune.

RESOLUTION NO.: 7

The committee was informed that the Institute has signed an MoU of Rs. 58,320/- with Indus Biotech Limited, Pune to undertake activities in developing fenugreek seeds-based products. Another MoU has been signed with Aayojan School of Architecture & Design, Pune to share expertise in each of the domains with the other like planning and designing hotels and all operation areas, etc..

Proposed by: Dr. Gauri Shah

Seconded by: Dr. Sonali Jadhav

SUBJECT NO.: 8

To inform the committee about the patent received by Mr. Utkarsh Suryawanshi, Asst. Professor of our institute.

RESOLUTION NO.: 8

The committee was informed that apart from Mr. Utkarsh Suryawanshi three of our faculty members got their patents / registered, details as given below:

Name of faculty	Patent title
Mr. Utkarsh Suryawanshi	An artificial intelligent based food and beverage order tracking service system in hotels.
Dr. Rasika Gumaste	Artificial-intelligence based reservation, registration, and check-out procedure in hotel industry



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Dr. Sarika Joshi	Housekeeping inventory management system
Mr. Omkar Watve	AI-powered pricing and revenue management system for hotels

Shri Dhaval Jitkar congratulated the faculty members on this achievement.

Proposed by: Dr. Rasika Gumaste

Seconded by: Dr. Sonali Jadhav

SUBJECT NO.: 9

To present the Academic Calendar compliance for academic year 2023-2024 to the committee.

RESOLUTION NO.: 9

The committee was informed that the institute had planned for 80 events out of which 77 were successfully completed. These events included activities like Faculty Development Program, Fitness & Sports, Library / National Digital Library of India, Guest Lectures, Demonstrations, Field Visits, Value Added Courses, Orientation Program and Theme Dinner. The compliance was 96% for the academic year 2023 – 2024.

Proposed by: Dr. Arun Sherkar

Seconded by: Dr. Sonali Jadhav

SUBJECT NO.: 10

To inform the committee about the work load and subject allocation for academic year 2024-2025 (Odd Semester).

RESOLUTION NO.: 10

The work load and subject allocation for academic year 2024-2025 (Odd Semester) was discussed and approved.

Proposed by: Dr. Arun Sherkar

Seconded by: Dr. Sonali Jadhav

SUBJECT NO.: 11

To inform the committee about the feedbacks taken from the stakeholders of the institute.

RESOLUTION NO.: 11

The committee was informed of feedback being obtained from various stakeholders viz. Students, Faculty, Infrastructure, Parents, Alumni, Student Satisfaction Survey, and Program Outcomes. The committee recommended to upload the same on the institute's website along with plan of action wherever necessary.

Proposed by: Dr. Honey Tyagi

Seconded by: Dr. Arun Sherkar



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SUBJECT NO.: 12

To inform the committee about the placement status of the final year students for academic year 2023-2024

RESOLUTION NO.: 12

The committee was presented with the training and placement status for the academic year 2023 – 2024.

Proposed by: Mr. Sunder Srinivasan

Seconded by: Mr. Siddharth Joshi

SUBJECT NO.: 13

To inform the committee about a unique “Product Development” exhibition organized by the final year BHMCT students

RESOLUTION NO.: 13

The committee was informed about the unique “Product Development” exhibition organized by the final year BHMCT students wherein the students’ developed products like moringa thandai, masala tofu, millet papad, ragi & sorghum ladoo, knife covers, etc. with appropriate packaging which were marketed and sold by them.

Proposed by: Dr. Gauri Shah

Seconded by: Mr. Siddharth Joshi

SUBJECT NO.: 14

To inform the committee about the best outgoing student recipients for academic year 2023-2024.

RESOLUTION NO.: 14

The committee was informed that Ms. Sae Kulkarni from Final Year BHMCT and Mr. Pranav Dabhade from Final Year BSc HS were declared as best outgoing students for the academic year 2023-2024

Proposed by: Dr. Rajeshree Pol

Seconded by: Dr. Honey Tyagi

ANY OTHER SUBJECT WITH THE PERMISSION OF THE CHAIR

SUBJECT NO.: 15

To inform the committee about the books authored by faculty members of the institute.



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RESOLUTION NO.: 15

The committee was informed that the faculty members authored a couple of books; details as given below:

Name of Book	Author Names
AI Tools for teaching & Learning	Mr. Sunder Srinivasan
The art of customer relationship management: Strategies for engaging guests and building loyalty	Mr. Sunder Srinivasan Dr. Rasika Gumaste Dr. Perna Bhautik

Shri Dhaval Jitkar congratulated the faculty members and encouraged to author more such books.

Proposed by: Mr. Sunder Srinivasan

Seconded by: Dr. Sonali Jadhav

SUBJECT NO.: 16

To review food production section representative in the IQAC committee.

RESOLUTION NO.: 16

The committee was informed that since Chef Sanjay Mitra has taken over as Head of Food Production section, he will represent the same in the IQAC whereas Dr. Gauri Shah will represent the UDAAN cell.

Proposed by: Mr. Sunder Srinivasan

Seconded by: Dr. Sonali Jadhav

The following points were further discussed by the committee members:

1. Inadequate Ventilation in Classrooms;
2. WC issues in Girls' Washroom
3. Inadequate Facilities in the Locker Room
4. Pest control and hygiene in Kitchens

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, Coordinator, IQAC.


(Dr. Sonali Jadhav)
Chairman (IQAC) & Principal