



# AISSMS

## COLLEGE OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY



NEW BEGINNINGS, ENDLESS POSSIBILITIES

Approved by AICTE, New Delhi

Recognized by the Govt. of Maharashtra and Affiliated to Savitribai Phule Pune University.  
Accredited by NAAC with 'A' Grade | NBA Accredited for BHMCT from 2017-2018 to 2021-2022  
AISHE Code - C41490

## College Mental Health & Well-being Policy

### 1. Purpose & Scope

This policy aims to promote, protect and support the mental health and well-being of students, faculty, and staff through the Mental Health and Well-being Committee (MHWC). It seeks to create a safe, inclusive, and stigma-free campus environment that encourages timely help-seeking and builds emotional resilience. The policy applies to all members of the college community.

### 2. Definitions

- **Mental Health:** A state of emotional, psychological and social well-being allowing people to cope with stress, study effectively and contribute to society.
- **Suicide Prevention:** Systematic actions to identify risk factors and intervene early to prevent self-harm and deaths by suicide.
- **NTF:** National Task Force constituted by the Supreme Court to recommend preventive and support measures for student mental health concerns.

### 3. Objectives of the Committee

The Mental Health and Well-being Committee shall aim to:

- Promote mental health awareness, emotional well-being and reduce stigma related to mental health concerns on campus.
- Provide accessible psychological support, counselling and referral services to students in need.
- Identify at-risk students and ensure early intervention through timely guidance and support mechanisms.
- Develop coping skills, resilience and life skills among students while aligning institutional practices with national mental health guidelines.

### 4. Roles and Responsibilities

- Organize mental health awareness programs/workshops/seminars
- Provide counseling services and maintain a referral mechanism for professional support.
- Address stress related to academics, examinations, career concerns and personal issues.
- Develop protocols for crisis intervention.
- Coordinate with parents/guardians when necessary, while maintaining confidentiality.
- Display and disseminate information about help lines, counselors and emergency contacts
- Maintain records of activities while ensuring privacy and ethical standards

The committee shall consist of the following members:

**Chairperson: Dr.Sonali Jadhav, Principal**

Role	Name	Responsibility
<b>Nodal Officer</b>	Dr.Honey Tyagi	Oversees policy implementation
<b>Student Welfare Officer</b>	Dr.Sarika Joshi	Coordination & implementation
<b>Academic Representative</b>	Dr.Arun Sherkar	Academic perspective on student stressors.



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<b>Anti-Ragging Committee Representative</b>	Dr.Sarika Joshi	Ensures enforcement and reporting of ragging prevention.
<b>Grievance Committee Representative</b>	Dr.Honey Tyagi	Coordinates responses to student complaints and escalations.
<b>Students' Feedback Coordinator</b>	Ms.Pooja Bhonsle	Feedback on mental health needs of students & coordination with external counsellor.
<b>External Counsellor (Member)</b>	Ms. Priya Patwardhan	Counselling services
<b>Administrative Representative</b>	Mr.Ajay Dangat	Documentation

### 4.1 Policies and Practices

- **Non-Discrimination and Inclusivity:**
  - Zero tolerance for discrimination based on caste, gender, sexual orientation, disability, religion, or socioeconomic status monitoring through various committees.
- **Academic Pressure Management:**
  - Review exam workload, deadlines and performance grouping practices to reduce undue stress through monthly Course Monitoring Committee.
- **Ragging and Harassment:**
  - Strict enforcement of anti-ragging and harassment policies through an active Anti-Ragging Committee, including regular monitoring and surprise inspections across the campus.

## 5. Monitoring and Evaluation

### 5.1 Semester-wise Monitoring of Practices

- The Mental Health Monitoring Committee shall meet once at the beginning of every academic semester.
- The objectives of this meeting shall include:
  - Reviewing the status of counselling services, grievance trends and referrals.
  - Monitoring implementation of preventive and awareness activities.
  - Reviewing action points from the previous semester.
- A semester-wise action plan shall be prepared and responsibilities assigned.

### 5.2 Annual Student Mental Health Survey

- The institution shall conduct a **Mental Health & Wellbeing Survey** once every academic year.
- The survey shall assess:
  - Student stress levels
  - Awareness and accessibility of mental health support services
  - Academic and campus-related stressors
- Survey findings shall be:
  - Analysed by the Mental Health Monitoring Committee
  - Used to prepare an **annual improvement plan**
  - Documented for internal review and statutory or accreditation requirements



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## 5.3 Monitoring Academic Stress through Academic Governance

- Academic-related stress shall be monitored through the Course Monitoring Committee (CMC).
- Frequency: Monthly during the academic term.
- Mechanism: Student Representative(s) shall present feedback on:
  - Teaching load
  - Assignment frequency
  - Examination and submission pressure
- Academic heads and faculty shall review concerns and formulate corrective actions.
- Where required, concerns impacting mental health shall be escalated to the Mental Health Monitoring Committee.

## 5.4 Annual Mental Wellbeing Awareness Initiative

- The Student Welfare Office shall organise a "Happiness Day" or equivalent mental wellbeing programme once every academic year.
- Objectives:
  - Promote mental health awareness
  - Reduce stigma around seeking help
  - Encourage positive coping strategies

## 5.5 Documentation and Reporting

- Publish an *annual report* on mental health initiatives and outcomes.
- Minutes of meetings, survey summaries and action plans shall be:
  - Maintained by the Nodal Officer with support from the Administrative Representative
  - Reviewed annually by the institution
  - Made available for audits, inspections and accreditation processes

## 6. Review of Policy

This policy shall be reviewed annually by the Mental Health Monitoring Committee to ensure relevance, compliance with national directives (such as the NTF recommendations) and responsiveness to student needs.

## 7. References

- National Task Force on Student Mental Health – official portal and mandate by Supreme Court of India.
- Supreme Court-directed emphasis on mental health and suicide prevention in higher educational institutions.
- Student support resources including crisis help and outreach.

*Honey*

**Dr. Honey Tyagi**  
**Nodal Officer**

Date: 05.01.2026

*Sonali*

**Dr. Sonali Jadhav**  
**Principal**