



## YEARLY STATUS REPORT - 2022-2023

### Part A

#### Data of the Institution

##### 1. Name of the Institution

Ahmednagar Jilha Maratha Vidya  
Prasarak Samaj's Institute of  
Hotel Management and Catering  
Technology Ahmednagar

- Name of the Head of the institution Prof. Mrs. Yogita Sanjay Sadre
- Designation Principal (I/C)
- Does the institution function from its own campus? Yes
- Phone no./Alternate phone no. 02412326778
- Mobile No: 9822522733
- Registered e-mail ihmctajmvps@gmail.com
- Alternate e-mail principal@ihmct.in
- Address Residential High School Ground,  
Lal Taki Road, Ahmednagar 414001
- City/Town Ahmednagar
- State/UT Maharashtra
- Pin Code 414001

##### 2. Institutional status

- Affiliated / Constitution Colleges NA
- Type of Institution Co-education
- Location Urban

- Financial Status **Self-financing**
- Name of the Affiliating University **Savitribai Phule Pune University**
- Name of the IQAC Coordinator **Prof. Gokul Tryambak Sonawane**
- Phone No. **02412326778**
- Alternate phone No. **02412326778**
- Mobile **9922947640**
- IQAC e-mail address **iqac@ihmct.in**
- Alternate e-mail address **gtsonawane@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))**

<https://www.ihmct.in/wp-content/uploads/2023/04/AQAR-2021-2022.pdf>

**4. Whether Academic Calendar prepared during the year?**

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.ihmct.in/wp-content/uploads/2022/12/A.C.-A.Y.-2022-23.pdf>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.27</b>	<b>2022</b>	<b>22/03/2022</b>	<b>21/03/2027</b>

**6. Date of Establishment of IQAC**

**07/03/2019**

**7. Provide the list of funds by Central / State Government**

**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>

**8. Whether composition of IQAC as per latest NAAC guidelines**

**Yes**

- Upload latest notification of formation of IQAC

[View File](#)

**9.No. of IQAC meetings held during the year** 1

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

**10.Whether IQAC received funding from any of the funding agency to support its activities during the year?** **No**

- If yes, mention the amount

**11.Significant contributions made by IQAC during the current year (maximum five bullets)**

1. ABC ID (Academic Bank of Credits) were created of all the enrolled students of the institute in the AY 2022-23.
2. Successfully organized and conducted Certificate Course in Bakery and Confectionery (2 credits) in collaboration with Academy of Pastry and Culinary Arts (APCA), Mumbai. 31 students completed the course.
3. Faculty attended Workshops and Seminars on National Education Policy 2020 sponsored by Savitribai Phule Pune University at various institutes in Ahmednagar district. This helped to understand the concepts and methodology of NEP.
4. One faculty have presented a research paper in virtual international conference.
5. Institute has signed MOU's with the industry and a placement agency.

**12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year**

Plan of Action	Achievements/Outcomes
To conduct a Certificate Course in Bakery and Confectionery.	Successfully organized and conducted Certificate Course in Bakery and Confectionery (2 credits) in collaboration with Academy of Pastry and Culinary Arts (APCA), Mumbai. 31 students completed the course.
Additions in the physical Infrastructure	Air Conditioners have been installed.
Additional MOU's	Signed a MOU with Hotel Lemon Tree, Pune for benefit of the students. Signed another MOU with a placement Agency 'Career 4 You' for international placements of the students.
Online Certificate Courses	Students were encouraged to register and complete the online certificate courses from Udemy and SWAYAM platform. Final year students of B.Sc.HS program have completed these courses successfully.
Research and Development	One faculty have presented a research paper in virtual international conference.

13. Whether the AQAR was placed before statutory body? No

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	Nil

14. Whether institutional data submitted to AISHE

**Part A**

**Data of the Institution**

<b>1.Name of the Institution</b>	Ahmednagar Jilha Maratha Vidya Prasarak Samaj's Institute of Hotel Management and Catering Technology Ahmednagar
• Name of the Head of the institution	Prof. Mrs. Yogita Sanjay Sadre
• Designation	Principal (I/C)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02412326778
• Mobile No:	9822522733
• Registered e-mail	ihmctajmvps@gmail.com
• Alternate e-mail	principal@ihmct.in
• Address	Residential High School Ground, Lal Taki Road, Ahmednagar 414001
• City/Town	Ahmednagar
• State/UT	Maharashtra
• Pin Code	414001
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• Affiliated / Constitution Colleges	NA
• Type of Institution	Co-education
• Location	Urban
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• Name of the Affiliating University	Savitribai Phule Pune University

• Name of the IQAC Coordinator	Prof. Gokul Tryambak Sonawane				
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• Alternate phone No.	02412326778				
• Mobile	9922947640				
• IQAC e-mail address	iqac@ihmct.in				
• Alternate e-mail address	gtsonawane@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://www.ihmct.in/wp-content/uploads/2023/04/AQAR-2021-2022.pdf">https://www.ihmct.in/wp-content/uploads/2023/04/AQAR-2021-2022.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.ihmct.in/wp-content/uploads/2022/12/A.C.-A.Y.-2022-23.pdf">https://www.ihmct.in/wp-content/uploads/2022/12/A.C.-A.Y.-2022-23.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.27	2022	22/03/2022	21/03/2027
<b>6.Date of Establishment of IQAC</b>			07/03/2019		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NA	NA	NA	NA	NA	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			1		

<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<p><b>Yes</b></p>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<p><a href="#">View File</a></p>	
<p><b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b></p>	<p><b>No</b></p>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<p><b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b></p>		
<p>1. ABC ID (Academic Bank of Credits) were created of all the enrolled students of the institute in the AY 2022-23.</p>		
<p>2. Successfully organized and conducted Certificate Course in Bakery and Confectionery (2 credits) in collaboration with Academy of Pastry and Culinary Arts (APCA), Mumbai. 31 students completed the course.</p>		
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<p>4. One faculty have presented a research paper in virtual international conference.</p>		
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<p><b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b></p>		
<p></p>		

Plan of Action	Achievements/Outcomes
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<b>13. Whether the AQAR was placed before statutory body?</b>	No
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- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	Nil

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2022-2023	29/02/2024



### **15.Multidisciplinary / interdisciplinary**

The National Education Policy (NEP)-2020 highlights on overall personality development of individual by inculcating 21st Century education skills to learners. The curriculum has been revised by the university giving emphasis on all-inclusive approach and has ensured the flexibility in course. The institute is preparing itself to bring in the changes in tune with that of university. In this process, development of skills like critical abilities, self-governance, problem solving and communication will be given due importance. In response to the multifaceted challenges students will encounter in their career paths, our college is proactively designing short-term and vocational courses. These programs aim to cultivate a holistic development approach, nurturing students' intellectual, aesthetic, social, physical, emotional, and moral capacities in an integrated manner. Within the university's approved framework, we are devising multidisciplinary add-on courses. These courses are crafted to equip students with diverse skill sets, empowering them to confidently pursue their career aspirations. Through these endeavours, our college not only prepare students for the professional world but also instil in them a sense of versatility and adaptability essential for success in today's dynamic job market.

### **16.Academic bank of credits (ABC):**

In accordance with the university's directives regarding the implementation of the Academic Bank of Credits (ABC), our institute has designated a nodal officer to facilitate and guide students through the registration process. Recognizing the significance and necessity of maintaining an account on DigiLocker, students have been thoroughly briefed on its importance. Consequently, they have successfully completed their registration for the ABC platform, utilizing either the dedicated ABC portal at [abc.gov.in](http://abc.gov.in) or the official DigiLocker platform at [digilocker.gov.in](http://digilocker.gov.in). Following successful registration, each student has been issued a unique ABC ID. This information has been communicated to the university authorities to ensure the seamless transfer of credits earned by students to their respective ABC accounts.

### **17.Skill development:**

The Institutional Quality Assurance Cell (IQAC) has proactively recognized the importance for incorporating a course dedicated to soft skill development within our academic curriculum. In

alignment with university guidelines, appropriate credits have been allocated. Moreover, our institute has forged a significant collaboration with a distinguished institution to offer specialized training in the domain of bakery and confectionery. This strategic partnership aims to equip our students with advanced skills and knowledge, thereby enhancing their competencies and employment prospects in this burgeoning industry. Recognizing the significance of continuous learning and skill enhancement, our students are encouraged to undertake online certificate courses available on platforms such as SWAYAM and MOOC. These courses contribute significantly to the holistic development of our students. It's noteworthy that the university duly recognizes and accredits the credits earned through these online courses. By implementation these initiatives, we are not only fulfilling our commitment to providing quality education but also empowering our students with the requisite skills.

**18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

Recognizing the diverse linguistic backgrounds of our students, the institute has implemented a thoughtful approach to language integration within the Hotel Management program. While the program is primarily conducted in English, acknowledging its importance as a global language, we understand that many students come from vernacular mediums and comprehend concepts more effectively when explained in their mother tongue. Hence, the institute emphasizes a bilingual teaching methodology, utilizing a combination of English, Hindi, and Marathi languages during both theory and practical sessions, especially in the initial stages of learning. This inclusive approach not only fosters a deeper understanding of the subject matter but also cultivates confidence among students, feel comfortable and enabling them to make significant strides in their academic journey. Moreover, the institute goes beyond academic endeavours by organizing various cultural events throughout the academic year. These events, including the Annual Day, Tourism Day celebrations, Theme Dinners, and Food Festivals, serve as platforms for students to showcase their cultural heritage, talents, and culinary skills.

**19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

Outcome-Based Education (OBE) stands as a pivotal pattern in modern pedagogy, emphasizing a clear delineation of what students are expected to know and accomplish by the time they conclude their educational journey. It summarizes a comprehensive framework wherein the focus lies not only on the acquisition of

knowledge but also on the mastery of essential skills and competencies vital for success beyond the confines of academia. At its core, OBE embodies a student-centric approach, meticulously orchestrating course delivery and assessment methodologies to align with predefined objectives and outcomes. By delineating specific learning outcomes, OBE ensures a targeted and purposeful educational experience, wherein each aspect of instruction is precisely tailored to facilitate the attainment of these predetermined benchmarks. In the context of Hotel Management, which inherently emphasizes practical skills and real-world applications, OBE assumes heightened relevance. The institute has clearly stated Program Specific Outcomes, Program Outcomes and Course outcomes. It is developed by the senior faculty of the institute after reviewing the syllabus thoroughly. The institute ensures that both teachers and students are aware of stated program.

#### **20.Distance education/online education:**

The institute boasts a robust infrastructure tailored for the facilitation of online and distance education, ensuring a seamless learning experience for its students. Equipped with state-of-the-art ICT-enabled classrooms, students benefit from interactive learning environments that leverage technology to enhance comprehension and engagement. Furthermore, the institute prioritizes connectivity with high-speed internet access, providing a blazing-fast connection of 200 Mbps in both computer laboratories and the library. With campus-wide Wi-Fi coverage, students have unrestricted access to online resources, enabling them to leverage digital tools and platforms to enhance their learning activities. In line with fostering a culture of continuous learning and skill development, students are apprised of relevant online courses available on platforms such as SWAYAM and MOOC. Encouraging proactive participation, students have the opportunity to enroll in these courses and earn credits, thereby enriching their academic profile and expanding their knowledge base. Moreover, the institute has augmented its learning resources with a 55-inch Android TV set, subscribed to curated program-related channels like Food Food and Travel and Living. Through the utilization of multimedia resources, the institute underscores its commitment to blended learning, seamlessly integrating traditional classroom instruction with digital resources to optimize learning outcomes and cater to diverse learning styles.

### **Extended Profile**

<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	63
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	145
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	30
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	57
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	7
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	9

Number of Sanctioned posts during the year	
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File Description	Documents
Data Template	<a href="#">View File</a>

#### 4. Institution

4.1	5
Total number of Classrooms and Seminar halls	
4.2	8210074
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	22
Total number of computers on campus for academic purposes	

### Part B

#### CURRICULAR ASPECTS

##### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Ahmednagar Jilha Maratha Vidya Prasarak Samaj Institute of Hotel Management and Catering Technology, Ahmednagar is affiliated to the Savitribai Phule Pune University and conducts two under graduate programs namely Bachelor of Science in Hospitality Studies (B. Sc. HS) and Bachelor of Hotel Management and Catering Technology (BHMCT). The syllabus is set and revised by the university and the desired objectives are achieved through following actions.

**Academic Planning:**The academic committee looks into distribution of workload, preparation of time table and monitor the semester planning and execution.

**Teaching Methodology:**All teachers prepare teaching plans for timely completion of syllabus. Teachers make use of green boards and ICT facility to conduct theory classes.

**Internal Assessment:**The internal assessment contains assignments, presentations and two unit tests.

**External University Examination:** External examinations are conducted as per the university norms.

**Counselling:** Counselling of students with low attendance, unsatisfactory performance in tests are carried out by faculty.

**Co-curricular Activities:** Various curricular and co-curricular activities are conducted throughout the year to enhance the knowledge and skills of the students. Industrial visits to star rated hotels, restaurants, wineries and laundry are also planned to give actual knowledge of the industry to the students.

**Advance Knowledge building:** Seminars, workshops, guest lectures of eminent, experienced academicians and professionals are conducted to update current information and knowledge.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/1.1.1.-Curriculum-delivery-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/1.1.1.-Curriculum-delivery-AY.-22-23.pdf</a>

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The university makes academic calendar for programs run in the institute. Institute conduct the continuous evaluation of the students for awarding the internal marks. For this purpose the following modalities are followed:

The institute strictly follows the university academic calendar and accordingly prepares the academic plan for the institute at the beginning of every semester. It contains examination schedule and details of various co-curricular and extra-curricular activities along with tentative dates. It provides guidelines for the faculty to plan their teaching accordingly.

Every semester subjects are distributed to teachers in academic committee meeting. The time table for theory and practical is prepared. Faculty Coordinator is appointed for each co-curricular and extra-curricular activities to be conducted.

The coordinator finds out various requirements of the activity and

allots responsibilities to faculty members according to their expertise. After the completion of event, faculty coordinator prepares a report of the activity and submits it to IQAC.

The examination committee prepares the time table for tests. Internal marks are given on the basis of performance in unit tests, assignments, participation in activities, journals, attendance in theory and practical. Marks are uploaded onto university web portal as per the schedule announced by the university.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/1.1.2.-Adherence-to-Acdemic-Calender-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/1.1.2.-Adherence-to-Acdemic-Calender-AY.-22-23.pdf</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**



2

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year**

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

1

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

31

**1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year**

31

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum



The students are acquainted with social issues to sensitize and educate. The methods employed for developing them are as follows -

**Enhancing Professional Ethics:** Curriculum of core and management subjects imparts and enhances professional ethics. These ethics are followed by students in the institute and during trainings.

**Gender Equality:** Boys and girls work together in practical as well as participate in all events and activities.

**Human values:** Good human values are developed among the students by conducting various activities like donations to NGO's. Institute celebrates Birth Anniversaries of national leaders and social reformers of the country.

**Environment Development and sustainability:**Institute takes following steps for contributing in environment development:

- Landscaping - Institute has developed a green cover in the form of lawns and planted number of trees and hedges.
- Waste Management - The dry and wet garbage generated in the laboratories is segregated and deposited to the Municipal Corporation.
- Beyond the campus activities - Institute conducts tree plantation activity to develop green cover on the earth. The same is also carried out with the coordination of State Forest Department.
- Energy Conservation - The institute uses energy efficient equipments to reduce the consumption and save electricity.
- Ban on Plastic -Institute has banned the use of plastic in the campus. The signages are placed to create awareness among stakeholders.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

**1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**

4

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

32

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni**

**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/1.4.2-Feedback-Analysis-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/1.4.2-Feedback-Analysis-AY.-22-23.pdf</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

60

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

24

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution thoroughly evaluates students' learning levels upon admission to the B.Sc. HS program, which includes individuals from diverse academic backgrounds. Mentors are assigned to students who recognize both advanced learners and slow learners.

Initiatives are undertaken to encourage advanced learners:

**Volunteer Representation:** Advanced learners are encouraged to participate as volunteers in college activities such as workshops and seminars.

**Interclass Competitions:** Opportunities are provided to compete in interclass competitions.

**Leadership Roles:** Students are entrusted with significant responsibilities, serving as team leaders during events like Food Festivals and Theme Dinners

**Professional Exposure:** They get the chance to participate in outdoor catering events at five-star hotels in Pune, enabling industry exposure.

For students identified as slow learners, a specialized approach is taken:

**Mentor Counseling:** These students receive personalized counseling from mentors, focusing on enhancing their study habits, communication skills, and practical competencies.

**Engagement through Collaboration:** They are encouraged to engage in various activities under the guidance of advanced learners, fostering a supportive learning environment.

**Addressing Weaknesses:** Identifying their weaknesses, the institute

provides targeted guidance and support to help them overcome academic challenges.

This approach aims to ensure that every student receives the necessary support to excel academically and holistically in the program.

File Description	Documents
Link for additional Information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/2.2.1.-Assessment-of-Learning-Levels-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/2.2.1.-Assessment-of-Learning-Levels-AY.-22-23.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
145	7

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Student-centered methodologies, including experiential learning, participative learning, and problem-solving approaches, serve as bases for enriching the learning journey. The institute has implemented diverse practices aimed at enhancing students' educational experiences:

#### Experiential Learning:

First-year students embark on visits to star-rated hotels, gaining firsthand exposure to different hotel departments and their operations. These visits significantly enhance their understanding of related subjects. Second and third-year students explore their theoretical concepts by visiting commercial laundries and wineries.

#### Participative Learning:

The institute arranges an array of events and activities throughout the academic year where students actively participate as a part of the learning process. They apply skills acquired during practical sessions to roles within these events—such as Food festival, Annual Day, and Lunch on Meetings enriching their interpersonal skills, teamwork abilities, leadership qualities, and coordinated work approach. This active involvement amplifies their skill set and holistic development.

**Problem-Solving Methodologies:**

Recognizing the challenges faced within the hotel industry, practical sessions simulate guest complaints and real-world issues. This hands-on approach empowers students to develop effective problem-solving abilities, equipping them to tackle diverse situations they'll encounter in the industry.

These methodologies are integrated into the curriculum to ensure that students grasp theoretical knowledge and gain practical insights.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/2.3.1-Student-Centric-methods-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/2.3.1-Student-Centric-methods-AY.-22-23.pdf</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The faculty at our institute employs a dynamic blend of ICT-enabled tools and traditional classroom methodologies to foster an enriching teaching-learning environment. Equipped with LCD projectors, screens, and robust Wi-Fi connectivity, our classrooms are designed to seamlessly integrate ICT into the learning process, facilitating a student-centric approach and optimizing learning outcomes.

Teachers leverage ICT tools in the following ways to elevate the quality of teaching and learning:

- **Multimedia Integration:** Faculty extensively employs multimedia resources such as PowerPoint presentations,

videos, YouTube links, and diverse online sources to impart advanced knowledge.

- **Effective Communication:** Class-wise WhatsApp groups serve as efficient platforms for communication, announcements, and information sharing among students and faculty.
- **Digital Learning Ecosystem:** All teaching materials and instructional content are centralized and accessible via Google Classroom.
- **Access to Digital Resources:** Our library provides access to e-journals and e-books for both faculty and students. Subscribed e-journals and open-source databases from the National Digital Library are readily available. The library management utilizes SOUL 3.0 software for streamlined and automated operations.
- **Guest Lectures:** The institute invites industry experts and alumni to conduct guest lectures via platforms like Zoom. This comprehensive integration of ICT-enabled tools empowers our faculty and ensures dynamic learning environment for our students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/2.3.2.-Use-of-ICT-tools-by-the-teachers-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/2.3.2.-Use-of-ICT-tools-by-the-teachers-AY.-22-23.pdf</a>

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

7

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

<b>2.4.1 - Number of full time teachers against sanctioned posts during the year</b>	
7	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>
<b>2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)</b>	
<b>2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year</b>	
0	
File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>
<b>2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)</b>	
<b>2.4.3.1 - Total experience of full-time teachers</b>	
12	
File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>
<b>2.5 - Evaluation Process and Reforms</b>	



2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institute operates an Internal Examination Committee dedicated to overseeing all internal assessment activities throughout the academic year, ensuring a transparent and fair evaluation process.

The mechanism of internal assessment is structured as follows:

- At the beginning of each session, an academic calendar is prominently displayed, outlining the tentative schedule for internal exams and assessments.
- The committee meticulously prepares a comprehensive timetable for unit tests and practical examinations, which is communicated to students at least 8 days in advance, allowing ample preparation time.
- Each semester encompasses two unit tests for every subject, complemented by the submission of two or three assignments. Additionally, students engage in practical sessions for core subjects, continuously evaluated throughout the semester.
- Detailed records of all assessments are maintained, and performance feedback is communicated to students, promoting transparency and clarity.
- Internal marks for university submissions are calculated based on students' performance in unit tests and submitted assignments. These marks are accurately compiled and uploaded onto the university website within the stipulated timeframe.

This systematic approach ensures fairness and transparency in the assessment process and provides students with a structured framework to monitor and enhance their academic performance throughout the semester

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/2.5.1.-Mechanism-of-internal-assessment-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/2.5.1.-Mechanism-of-internal-assessment-AY.-22-23.pdf</a>

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The college has established a systematic and transparent mechanism

to address internal examination grievances, ensuring a fair and prompt resolution process.

This mechanism operates through the following steps:

- The college maintains a dedicated Grievance Redressal Cell, which is also responsible for handling examination-related issues. This cell serves as the primary point of contact for students encountering grievances.
- Upon receiving a grievance, the internal examination committee initiates a prompt investigation, adhering to predefined timelines for resolution. This ensures that grievances are addressed within a specified timeframe, maintaining efficiency in resolving issues. The concerned student is communicated about the clarification.
- The entire process is characterized by transparency, ensuring that the resolution steps are transparently communicated and executed. The committee maintains accountability in addressing grievances fairly and justly.
- Overall, this structured mechanism ensures that internal examination-related grievances are handled transparently, within specified timeframes, maintaining efficiency and fairness in the college examination system.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/2.5.2-Internal-Examination-Grievances-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/2.5.2-Internal-Examination-Grievances-AY.-22-23.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The institution has carefully outlined its educational objectives through a comprehensive framework of Program Specific Outcomes (PSOs), Program Outcomes (POs), and Course Outcomes (COs). This approach ensures that both faculty and students are well-informed and aligned with the intended learning outcomes.

The institute prominently showcases the Program Outcomes, underscoring skills and competencies students will acquire upon program completion.

The institute has published the Program Outcomes, Program Specific Outcomes, and Course Outcomes on the official website ensuring transparency. A soft copy of the syllabus is provided on the website and a hard copy is available on-site enabling students to explore into the course structure and expectations.

Regular academic meetings held per semester ensure that faculty members are actively engaged in discussions centered around course outcomes enabling faculty to craft effective teaching plans. Faculty members explain and elaborate the course outcomes to students, ensuring a clear understanding of the expected learning outcomes. The same approach is applied to practical sessions, ensuring that both theoretical and practical components of the curriculum align seamlessly with the defined outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/2.6.1.-PSOs-POs-and-COs-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/2.6.1.-PSOs-POs-and-COs-AY.-22-23.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

#### 2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The institution is keen to evaluate the attainment of Program Specific Outcomes (PSOs), Program Outcomes (POs), and Course Outcomes (COs), ensuring students' holistic development.

##### Attainment of Program Specific Outcomes (PSOs):

Institute organizes visits to diverse industry sectors such as hotels, wineries, and laundries offer invaluable real-world insights to students.

Emphasizing self-development, the institute nurtures students' skills, preparing them for personal and professional growth.

The institute actively imparts employability skills to equip students to compete at national and international level.

##### Attainment of Program Outcomes (POs):

During the orientation program, the institute introduces and emphasizes the Program Outcomes to students.

To assess PO attainment, the institution follows an approach which includes annual academic calendar planning, structured timetables, internal evaluations through unit tests, and the integration of curricular and co-curricular activities throughout the academic year.

Student placements in the industry serve as a tangible indicator of PO attainment.

Attainment of Course Outcomes (COs):

The institute organizes various activities that allow students to showcase the skills and knowledge they acquire during their academic journey.

Both internal and external examinations, including those conducted by S P Pune University, play a crucial role in measuring the attainment of POs, PSOs, and COs.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/2.6.2.-Attainment-of-POs-and-COs-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/2.6.2.-Attainment-of-POs-and-COs-AY.-22-23.pdf</a>

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

49

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/2.6.3-Pass-percentage-of-Students-during-the-year-AY.-22-23-1.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/2.6.3-Pass-percentage-of-Students-during-the-year-AY.-22-23-1.pdf</a>

## 2.7 - Student Satisfaction Survey

**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

<https://www.ihmct.in/wp-content/uploads/2024/02/2.7.1.-Student-Satisfaction-Survey-2022-23-AY.-22-23.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

**3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**

**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

14

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

##### 3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers

**published in national/ international conference proceedings per teacher during the year**

**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

1

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.3 - Extension Activities**

**3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year**

The institute is committed to empowering students beyond the classroom by actively involving them in community-centric extension activities. These activities are designed to nurture their academic growth and instil a sense of responsibility and compassion towards societal issues.

The institute is committed to foster moral and ethical values among our students through various engaging initiatives. During the festive period of Diwali, our institute unites all stakeholders in voluntary cash donations. These contributions are channelled towards procuring essential supplies such as food grains, cooking oil, sweetmeats, and hygiene kits, forming care packages for various underserved communities. We extend our support to places like orphanages, old age homes, schools for the differently-abled, and Mauli Seva Pratishthan, an organization dedicated to aiding homeless women.

A portion of these contributions is dedicated to the Armed Forces Flag Day Fund, as a gesture of solidarity and gratitude towards our armed forces. Additionally, institute actively organizes regular blood donation drives, demonstrating the spirit of humanity and communal support among our students.

Institute conducts tree plantation drive every year with the cooperation of forest department to create green cover on the earth. This helps to create awareness and sensitize students related to social issues.

Institute also conducts blood donation camp every year in the institute, where all the students and faculty voluntarily donate blood. The Jankalyan Bank cooperates with the institute for this noble activity.

File Description	Documents
Paste link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/3.3.1.-Extention-Activities-carried-out-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/3.3.1.-Extention-Activities-carried-out-AY.-22-23.pdf</a>
Upload any additional information	<a href="#">View File</a>

**3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

**3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

**3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

5



File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

#### 3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

129

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

#### 3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

1

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

##### 3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution has comprehensive infrastructure and physical amenities for an enriching teaching-learning experience. Our independent campus spans a well-designed building spread across a total area of 2515 sq. m.

Institute has four state-of-the-art ICT-enabled classrooms equipped with LCD projectors and screens, fostering an interactive environment for theory classes.

Three modern kitchens are dedicated to practical food production, ensuring hands-on experience. Two training restaurants are tailored specifically for honing students' skills in Food and Beverage Service. A well-organized housekeeping lab on the first floor complements our facilities. Moreover, two guest rooms facilitate training in hotel guest room service. We also have a specialized classroom functioning as a front office lab with an LED TV, allowing access to subject-related programs via various TV channels. Additionally, our institute boasts two computer laboratories equipped with internet facilities, catering to diverse computing needs.

The library has a collection of 4667 digitally recorded books, journals, and magazines. Utilizing the sophisticated Library Management System SOUL 3.0 by Inflibnet, students can access them. We also provide reprographic facilities within the library premises for convenience. Two personal computers are available in the reading room to facilitate students' reference work.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/4.1.1-Institutes-Infrastructure-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/4.1.1-Institutes-Infrastructure-AY.-22-23.pdf</a>

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

In concern to develop comprehensive health and fitness, institute gives prime importance for indulging in various sports activities by the students. We have well-equipped and established indoor and outdoor sports facility in the close vicinity of the institute on sharing basis. Indoor sports facilities like carom, chess and badminton are available. Outdoor facilities for other games like Kho - Kho, Volley ball, Cricket and Athletics ground are also available. All facilities are developed as per the standards. Interested students are free to use these facilities.

Sports week is one of the regular activities conducted by the institute every year. Sports event like Cricket, chess, carom and athletics are held. Winners of the sports event are awarded a certificate. On 21st June International Yoga Day is celebrated in the institute under the guidance of a Yog guru. During the event various types of Yogasanas were exhibited by the instructor and the participants performed these asanas. Cultural activities like dancing, singing, one act play, poem recitation and entertainment games are also conducted during various events in the institute. Students participation is encouraged in all the events.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/4.1.2.-Facilities-for-various-activities-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/4.1.2.-Facilities-for-various-activities-AY.-22-23.pdf</a>

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**

5

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

5

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/4.1.3.-Classrooms-and-Seminar-Hall-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/4.1.3.-Classrooms-and-Seminar-Hall-AY.-22-23.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**

**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

0.88248

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource**

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The institute's library stands as a pinnacle of modernization through its utilization of the Integrated Library Management System (ILMS). With immense pride, we house an extensive collection of 4667 books; each precisely cataloged and recorded within the library's integrated management software, SOUL 3.0 by INFLIBNET.

To streamline tracking and management, each book in our library is

identified by specific barcodes, easily readable through a scanner. This process facilitates monitoring of book issues, returns, and arrivals, ensuring efficient management of the library inventory.

Moreover, our library extends its reach through an inter-library loan membership with the esteemed neighboring New Arts, Commerce, and Science College's main library. This collaboration enriches our collection and provides students with access to an even broader range of resources.

For digital resources, we have two computers equipped with internet access for students to explore e-resources like DELNET, e-journals, and e-books.

A dedicated display unit within the library showcases daily newspapers, current magazines, and journals, offering a snapshot of contemporary knowledge and insights.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/4.2.1.-Library-is-automated-through-IMLS-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/4.2.1.-Library-is-automated-through-IMLS-AY.-22-23.pdf</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

0.59289

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

4

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institute has 30 personal computers equipped with comprehensive computing facilities distributed across key areas such as computer labs and the reading room. These resources serve both teachers and students for their reference work. Each computer is fortified with robust antivirus software to ensure system security.

Our commitment to technological advancement is evident in our yearly subscription to high-speed internet, providing a substantial 200 mbps bandwidth. Additionally, Wi-Fi accessibility is freely extended to both teachers and students during institute hours, fostering an environment conducive learning.

The institute has smart classrooms, integrating permanently fixed LCD projectors and screens. Furthermore, our seminar hall has advanced technological amenities including a computer, LCD projector, screen, and a dedicated lectern for lectures and presentations, facilitating dynamic and engaging sessions.

The library is managed through integrated library management software, SOUL 3.0 from INFLIBNET. Subscriptions to resources like DELNET and interlibrary loan facilities further enrich our library's offerings, providing students and faculty access to an extensive array of research materials.

To ensure the seamless functioning of our IT facilities, a qualified technician conducts regular inspections and maintenance on all computers, scanners, printers, and reprographic machines.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/04/4.3.1.-IT-Facilities-AY-2022-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/04/4.3.1.-IT-Facilities-AY-2022-23.pdf</a>

#### 4.3.2 - Number of Computers

22

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

28.38698

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The institution operates on established protocols and frameworks governing the maintenance and optimal utilization of its physical, academic, and support facilities. With a sprawling infrastructure covering 2515 sq. m., the institute maintains its commitment to cleanliness and upkeep.

The maintenance of this infrastructure follows a systematic approach, with the Principal seeking management approval for all maintenance initiatives. A team of skilled technicians, appointed on a contractual basis within the society's office, specializes in electrical, plumbing, masonry, and carpentry tasks, ensuring efficient maintenance across all aspects of the institute. Requests for maintenance in any area of the building are promptly communicated to the office, which then liaises with the designated service providers to execute the required tasks.

A dedicated team of attendants and workers ensures the continuous maintenance and cleanliness of all areas. Daily sanitation of washrooms is managed by outsourced staff.

The institute receives potable drinking water from the corporation, stored in overhead tanks. Regular cleaning and maintenance of these tanks are entrusted to external agencies to ensure water quality. Water purifiers and coolers are strategically installed across the premises.

The aesthetic appeal of the institute's frontage is preserved through landscaped areas, carefully looked after by a gardener.



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/4.4.2-Maintenance-of-Infrastructure-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/4.4.2-Maintenance-of-Infrastructure-AY.-22-23.pdf</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

33

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**C. 2 of the above**

File Description	Documents
Link to institutional website	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/5.1.3.-Capacity-Building-and-Skills-enhancement-initiatives-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/5.1.3.-Capacity-Building-and-Skills-enhancement-initiatives-AY.-22-23.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**19**

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**19**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

<p><b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b></p>	<p><b>A. All of the above</b></p>
--	-----------------------------------

File Description	Documents
<p>Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee</p>	<p><a href="#">View File</a></p>
<p>Upload any additional information</p>	<p><b>No File Uploaded</b></p>
<p>Details of student grievances including sexual harassment and ragging cases</p>	<p><b>No File Uploaded</b></p>

**5.2 - Student Progression**

**5.2.1 - Number of placement of outgoing students during the year**

**5.2.1.1 - Number of outgoing students placed during the year**

**19**

File Description	Documents
<p>Self-attested list of students placed</p>	<p><a href="#">View File</a></p>
<p>Upload any additional information</p>	<p><a href="#">View File</a></p>

**5.2.2 - Number of students progressing to higher education during the year**

**5.2.2.1 - Number of outgoing student progression to higher education**

**1**

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The active involvement of students in the day-to-day functioning of the institute is a testament to the institution's commitment to fostering a participatory and inclusive environment. Students play integral roles in various committees, ensuring their voices are heard and valued in decision-making processes.

- Students have representation in the College Development Committee, serving as a vital link between their peers and the institute's administration. Their input and suggestions are accorded due importance, facilitating collaborative efforts towards institutional growth and improvement.
- Similarly, students serve as representatives in the Internal Quality Assurance Cell, contributing to the enhancement of academic standards and institutional quality.
- The presence of student representatives in the Grievance Redressal Committee helps in addressing concerns promptly and effectively, promoting a learning environment.
- Class representatives play a crucial role in maintaining discipline and facilitating communication within their respective classes. They assist in disseminating important information, circulating notes, and conveying instructions from faculty, fostering cohesion and cooperation among classmates.

Moreover, during various co-curricular and extra-curricular activities, students are actively engaged in departmental responsibilities. Identified as advanced learners, they work under faculty guidance to ensure the success of events by efficiently distributing tasks among their peers.

File Description	Documents
Paste link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/5.3.2.-Students-Representation-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/5.3.2.-Students-Representation-AY.-22-23.pdf</a>
Upload any additional information	<a href="#">View File</a>

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

4

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

**5.4 - Alumni Engagement**

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The institute comprises distinguished alumni thriving in diverse sectors, both nationally and internationally. Our alumni, occupying influential positions across various sectors of hospitality industries, serve as invaluable resources for our current students. Through organized alumni meets, they engage directly with students, imparting industry insights, trends, and crucial information essential for informed career decisions.

Alumni generously offer their expertise through guest lectures, sharing first hand experiences and knowledge, enriching the learning experiences of current students.

Alumni maintain a close connection with our Training and Placement Coordinator. They continually update us on industry vacancies, ensuring our students have access to current job opportunities.

Our alumni also have representation on CDC and IQAC and Students Grievance Redressal Committee showcases their dedication to the institute's overall development. Their presence in meetings provides invaluable insights and suggestions, contributing significantly to shaping the institute's future trajectory.

Furthermore, alumni abroad generously extend their support to students aspiring to venture overseas, offering indispensable

guidance on various aspects such as country-specific information, accommodation, and initial settlement, thereby easing the transition for our students.

File Description	Documents
Paste link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/5.4.1.-Alumni-Contribution-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/5.4.1.-Alumni-Contribution-AY.-22-23.pdf</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The institution's governance aligns closely with its vision and mission, placing vital importance on serving students effectively. A robust, empowered team within the college oversees various aspects, including the Governing Council, College Development Committee, Principal, IQAC committee, committee conveners, teaching and non-teaching staff, all contributing significantly to its efficient functioning.

In addition to academic responsibilities, the Principal oversees administrative tasks such as admissions, finances, and public relations. The preparation and submission of essential reports to relevant authorities are conducted under the Principal's guidance.

The IQAC plays important role in strategizing the institute's future direction, focusing several key aspects:

- Promoting admissions.
- Enhancing academic performance.
- Upgrading infrastructure.
- Planning and increasing diverse activities to cultivate the

right attitudes necessary for students' careers.

- Strengthening institute-industry relations to expand training opportunities nationwide for student benefit.
- Introducing certificate programs to supplement the educational offerings.

These important agendas are thoroughly discussed within CDC meetings, where committee members provide essential insights and directions. These directives are efficiently implemented, fostering institutional growth and progress.

The active participation of students in the institute's governance is facilitated through their representation in the Student Council and various committees, ensuring their contribution to the institution's decision-making processes.

File Description	Documents
Paste link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/6.1.1.-Governance-of-the-institute-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/6.1.1.-Governance-of-the-institute-AY.-22-23.pdf</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution's commitment to participative management and decentralization is instrumental in fostering efficiency and prioritizing quality across education, academics, and infrastructure. Recognizing the significance of these aspects, the institute actively involves faculty members in policy decisions, valuing their insights and suggestions.

#### Case Study: Empowering Faculty for Event Management

At the beginning of each semester, an academic plan is crafted, encompassing various events designed to enrich the holistic development of students. These events, ranging from Tourism Day to Theme Dinners, Fresher's and Farewell Parties, Housekeeping Week, Vachan Prerana Diwas, and more, are integral components of the academic calendar.

For each event, an individual faculty member is appointed as the coordinator, by the Principal. The faculty members, along with



student representatives, shoulder responsibilities to coordinate and ensure the smooth functioning of these events.

The success of these events is evidence to the power of decentralization and teamwork among faculty and students. By sharing responsibilities and leveraging their collective strengths, they ensure the smooth execution of each event. This practice not only empowers faculty members but also nurtures a culture of shared responsibility, fostering environment for learning within the institution. The participative approach in activities reflects the institution's dedication to inclusive decision-making.

File Description	Documents
Paste link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/6.1.2.-Effective-leadership-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/6.1.2.-Effective-leadership-AY.-22-23.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional strategic and perspective plan is executed to prioritize the delivery of high-quality education. The plan revolves around key focal points:

- In alignment with the affiliating university's academic schedule, academic calendar is prepared by the Academic Committee to attain academic excellence
- Student Engagement is assured by conducting orientation programs, employing innovative teaching methods, organizing industrial visits, training sessions, and inviting guest lecturers to enrich the learning experience. Additionally, arranging workshops and seminars to broaden students' knowledge base.
- Partnerships and Enrichment is attained by establishing MoUs for field visits, workshops, training sessions, and facilitating opportunities for overseas placements. Introduction of Certificate and Value-Added Courses assist to enhance the educational offerings.
- Fostering overall student growth through active participation in various activities, alongside robust alumni interaction and outreach initiatives.

- Encouraging and nurturing growth in research endeavors
- Consistent efforts are made to boost placement opportunities for students, ensuring a seamless transition to the professional sphere.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/6.2.1.-Perspective-Plan-effectively-deployed-AY.-22-23-3.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/6.2.1.-Perspective-Plan-effectively-deployed-AY.-22-23-3.pdf</a>
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institutional bodies show its effectiveness and efficiency through well-defined policies, administrative structures, appointment procedures, and other operational frameworks.

The administrative setup involves several key bodies:

The Governing Body plays a key role in the day-to-day supervision and oversight of all educational units within the institution.

The College Development Committee oversees important aspects such as educational progress, developmental initiatives, financial management, and academic advancements.

The IQAC remains instrumental in ensuring and enhancing the institute's overall quality.

The Principal shoulders the responsibility of academic planning, curricular and co-curricular design, alongside administrative duties including exam administration and handling diverse grievances.

The teaching staff executes academic, curricular, and co-curricular activities in alignment with institutional plans, ensuring comprehensive educational delivery. Similarly, the office staff efficiently fulfills their assigned duties, contributing to the smooth functioning of the institution.

Institutional policies are strategically categorized into administrative, academic, and day-to-day operational segments through an environment leading to effective functioning.

Regarding appointment policies, adherence to prescribed norms and eligibility criteria for recruiting teaching faculty is a priority. The institution follows regulations concerning reservations by maintaining a systematic roster, ensuring fairness and inclusivity in the recruitment process.

File Description	Documents
Paste link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/6.2.2.-Functioning-of-institutional-bodies-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/6.2.2.-Functioning-of-institutional-bodies-AY.-22-23.pdf</a>
Link to Organogram of the Institution webpage	<a href="https://www.ihmct.in/wp-content/uploads/2021/07/Organogram.pdf">https://www.ihmct.in/wp-content/uploads/2021/07/Organogram.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

The institute takes measures in different forms for the welfare of teaching and non-teaching staff. These are listed below.

1. Leaves:- The staff avails the casuals and medical leaves as per university norms as well as holidays declared by university. The institute allows duty leaves that are granted for faculty development programs, university work, university examination work, seminars, conferences and for other official works of the institute.

2. Contributory PF:- The staff in the institute avail the facility of provident fund under partial Pension Scheme EPF act.

3. Welfare funds:- Under the wings of society, a welfare fund has been registered for different educational units. The staff makes a regular contribution to these units. The fund provides a loan to the extent of 1.8 lacs. The refund of these loans are deducted from the salary and forwarded to the welfare fund.

4. Financial and Documental Assistance:- Faculties are provided with financial assistance for attending workshops, seminars, conferences and Faculty Development Programs. The staff is provided with necessary documents in order to assist to apply for loan from the banks.

File Description	Documents
Paste link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/6.3.1.-Welfare-measures-taken-by-the-institute-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/6.3.1.-Welfare-measures-taken-by-the-institute-AY.-22-23.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

6

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

7

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

#### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance appraisal system is practiced in the institute. Due importance is given to the appraisals of the teaching staff carried out at the end of each academic year. The faculty fills up the relevant information in the contents of the appraisal form. Evaluation of the appraisal forms are carried out in an unbiased manner and necessary noting are done. Recommendations are then brought to the notice of management, to the Secretary of the society. Along with evaluation of the performance as per established norms, this practice also helps to identify scope for improvement, progress and growth of the employee. Necessary steps are initiated for rectification. Thus Performance appraisal system motivates the faculty and helps in analyzing their strengths and weaknesses thereby understanding the areas of development.

File Description	Documents
Paste link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/6.3.5-Performance-appraisals-AY-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/6.3.5-Performance-appraisals-AY-22-23.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution places a strong emphasis on the careful management

and thorough recording of finances, coupled with effective resource mobilization. The financial governance framework both internal approval mechanisms and external audits, ensures transparency and accountability.

**Internal Approval System:**

- All purchases within the institution undergo internal approval system, with Principal approval required for each transaction.
- Expenses exceeding a specified limit need approval from the Honorary Secretary of the trust.
- Institute vouchers and bills are subject to periodic checks by the Institute's accountant, ensuring accuracy and adherence to financial procedures.
- Records of fees received, as well as invoices and vouchers for expenditures, are maintained.

**External Audits:**

- The institution engages an external audit conducted by an independent chartered accountant firm appointed by the parent organization, Ahmednagar Jilha Maratha Vidya Prasarak Samaj.
- Annual audits minutely scrutinize receipts and expenditures for all courses, ensuring financial integrity and adherence to established financial practices.
- The audited reports for all units are presented to the General Council of the society for final approval, reinforcing the institution's commitment to transparency.
- Audited statements of accounts undergo thorough consideration and approval by the Management Committee and College Development Committee, underscoring the commitment to accountability.

File Description	Documents
Paste link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/6.4.1.-Regular-auditing-of-finances-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/6.4.1.-Regular-auditing-of-finances-AY.-22-23.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**

**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0.09643

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

**6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources**

Being a private and self-financed institution, the institute places utmost importance on the meticulous mobilization of funds and the optimal utilization of resources. The institution's approach to fund mobilization and resource utilization is outlined below:

- At the commencement of each financial year, the institute prepares a budget proposal. This includes allocations for salaries, administrative and academic expenses, library resources, infrastructure enhancements, facility additions, equipment purchases, and more.
- The budget proposal is presented to the College Development Committee for thorough discussions and necessary approvals.
- Funds are primarily generated through the collection of fees from students, and the institute takes a cautious and systematic approach to mobilization.
- Upon approval from the College Development Committee, the institute initiates expenditures in alignment with the sanctioned budget.
- A systematic mechanism is in place for obtaining the necessary approvals from authorities for fund withdrawals from the bank.
- In cases where additional expenditures are anticipated beyond the sanctioned budget, permissions are sought through discussions in College Development Committee meetings.

This contingency planning ensures that unforeseen expenses are



addressed transparently and with due approval.

File Description	Documents
Paste link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/6.4.3.-Funds-mobilization-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/6.4.3.-Funds-mobilization-AY.-22-23.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) has been a driving force in instilling a culture of quality education within the institute, leading to a significant improvement in overall student performance. Noteworthy instances of institutional reviews and the implementation of teaching-learning reforms have resulted in incremental advancements. Key contributions of IQAC are outlined below:

- IQAC's primary focus has consistently been on cultivating a quality educational culture within the institute, fostering an environment conducive to enhanced learning outcomes.
- IQAC played a crucial role in creating the necessary facilities and infrastructure to facilitate seamless education.
- Regular reviews of teaching-learning processes, operational methodologies, and learning outcomes were conducted at periodic intervals.
- IQAC lead the effective implementation of quality initiatives ensuring that the institution remained at the forefront of educational excellence.
- Student feedback played a pivotal role in the enhancement of teaching quality. IQAC actively considered regular inputs from students, utilizing this valuable feedback to make improvements in the teaching methodologies and overall educational experience.
- As part of its commitment to holistic student development, IQAC through Training and Placement cell, facilitated job

placements for graduating students in reputable hotels as job trainees, ensuring a smooth transition from academia to the professional realm.

File Description	Documents
Paste link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/6.5.1.-IQACs-contribution-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/6.5.1.-IQACs-contribution-AY.-22-23.pdf</a>
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The key areas covered during IQAC reviews include:

- The Academic Calendar is prepared in advance, ensuring transparency and adherence to timelines. It is prominently displayed and circulated within the institute
- Students receive information about the time-table, program structure, and course syllabi well before the commencement of each semester.
- Faculty prepare a detailed teaching plan for each semester, providing a structured framework for effective academic delivery.
- IQAC actively promotes the integration of Information and Communication Technology (ICT) tools to enhance the teaching-learning process
- Initiatives to promote industrial involvement in academic practices are facilitated through activities such as industrial training, industrial visits, and field trips
- Regular organization seminars, webinars, guest lectures, workshops, and conferences, enriches the academic environment.
- The institution maintains effective internal examination and evaluation systems
- A thorough analysis of students' results is conducted

- A Mentor-Mentee process contributes to personalized guidance and support for students.
- IQAC ensures the establishment of systems for feedback and surveys from various stakeholders, including students, faculty, and industry partners.
- Measures are in place to maintain discipline among students.
- The institution has a functioning Grievance Redressal cell, providing a platform for addressing and resolving concerns raised by students and other stakeholders.

File Description	Documents
Paste link for additional information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/6.5.2.-Institutional-Reviews-taken-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/6.5.2.-Institutional-Reviews-taken-AY.-22-23.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/6.5.3.-Quality-Assurance-Initiatives-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/6.5.3.-Quality-Assurance-Initiatives-AY.-22-23.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

#### 7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institute proactively takes measures to support gender equity, promotes an inclusive work culture that ensures equal opportunities for all. Creating a conducive environment that helps in eliminating gender discrimination,

The commitment to gender equity is reflected in the participatory teaching-learning processes, where equal attention is given to both boys and girls in classrooms and practical sessions. The institution strictly enforces an anti-ragging policy, ensuring a safe and harassment-free environment for all. To further enhance gender inclusivity, homogeneous groups comprising both boys and girls are formed for various activities and events.

Several initiatives have been implemented to promote gender equity, such as regular visits by the Anti-Ragging Committee and Anti-Ragging Squad to monitor and maintain a secure atmosphere within the premises.

To cater to the diverse needs of the student body, separate common rooms and washrooms are designated for ladies and gents, ensuring a comfortable and respectful space for everyone.

Various committees have been established to handle complaints, if any, reinforcing the institution's commitment to the safety and well-being of all stakeholders. The celebration of International Women's Day is a testament to the institution's recognition and appreciation of the contributions of women in academia and society at large.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/7.1.1.-Institutes-inititives-for-gender-equity-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/7.1.1.-Institutes-inititives-for-gender-equity-AY.-22-23.pdf</a>

#### 7.1.2 - The Institution has facilities for

B. Any 3 of the above

**alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The institute ensures to follow efficient waste management practices, encompassing various types of waste, including solid, liquid, and electronic waste.

**Solid Waste Management:** Garbage bins are strategically placed throughout the institution for the collection of solid waste. Wet waste, arising from food production practicals and leftover food, as well as clippings from lawn maintenance and dried leaves, are meticulously gathered and transferred to the Vermicomposting plant. The institution employs a well-established sanitary drainage system linked to the municipal corporation sewage line for the disposal of solid waste generated in toilets, ensuring proper treatment.

The institution actively engages in recycling dry waste. such as utilizing the blank side of printed pages for notices and circulars. Old linens are used as dusters and wiping cloths.

**Liquid Waste Management:** The kitchen and washrooms contribute to the generation of liquid waste, a well-maintained drainage system is in place, connected to the municipal drainage system.

**E-waste Management:** E-waste generated is sold to agencies approved by the society, ensuring recycling or disposal process in proper manner. In instances where older computer versions are replaced, a systematic transfer to other sister units is carried out, promoting the reuse of electronic equipment.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="https://www.ihmct.in/wp-content/uploads/2024/02/7.1.3.-Waste-Management-AY.-22-23.pdf">https://www.ihmct.in/wp-content/uploads/2024/02/7.1.3.-Waste-Management-AY.-22-23.pdf</a>
Any other relevant information	<a href="#">View File</a>

<b>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	<b>D. Any 1 of the above</b>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>	<b>A. Any 4 or All of the above</b>
<ol style="list-style-type: none"> <li>1. Restricted entry of automobiles</li> <li>2. Use of Bicycles/ Battery powered vehicles</li> <li>3. Pedestrian Friendly pathways</li> <li>4. Ban on use of Plastic</li> <li>5. landscaping with trees and plants</li> </ol>	

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and</b>	<b>C. Any 2 of the above</b>

**energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institute is unwavering in its commitment to fostering an inclusive environment that embraces diversity in all its forms—cultural, regional, linguistic, communal, socioeconomic, and beyond. Initiatives undertaken by the institution to cultivate an inclusive environment include:

- The institution acknowledges economic diversity by allowing students to pay their fees in instalments; ensuring financial constraints do not hinder educational pursuits.
- Recognizing the diverse linguistic backgrounds of students, especially those with a vernacular medium educational background, the institution provides counselling and support to enhance communication skills, facilitating inclusive learning experience.
- Various committees, such as the anti-ragging committee, internal complaints committee, and grievance redressal committee, actively function to promote and protect the human rights of all individuals within the institution.

The institution actively celebrates various events and activities to promote cultural diversity and inclusivity, such as:

- Sadbhavana Diwas (20th Aug): to promote national integration and communal harmony among people of all religions, languages, and regions.
- Vachan Prerana Divas: to encourage reading habits among students.
- Ekta Diwas (31st October): to reinforce the importance of unity.
- Constitution Day (26 November): A celebration commemorating the adoption of the Constitution of India, emphasizing the values of justice, liberty, equality, and fraternity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institute underlines the significance of constitutional



obligations, emphasizing the values, rights, duties, and responsibilities that citizens bear towards society. Recognizing that stakeholders play a vital role in societal development, the institute is dedicated to promoting the holistic growth of students and employees, to achieve this objective, the institute actively engages in various activities:

- The institute takes proactive initiatives to contribute to social and national causes. Charitable endeavours are undertaken, with students and employees willingly donating to orphanages and underprivileged communities before festive seasons, such as Diwali. This takes the form of gifts distributed to orphanages and schools for special children, showcasing the institution's commitment to social responsibility. Contributions are also made towards organizations like the Salvation Army and Flag Day donations.
- The institute reinforces the importance of national identity by actively participating in events like Independence Day and Republic Day flag hosting ceremonies.
- The institute upholds vigilance and integrity through pledge-taking sessions at different occasions.
- The institute ensures a complete understanding of fundamental rights of the citizens, including the right to equality, freedom of religion, cultural and educational rights, and constitutional remedies against exploitation.

The institute actively promotes values such as peace, non-discrimination, equality, justice, non-violence, and tolerance.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for**

C. Any 2 of the above

students, teachers, administrators and other staff  
**4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The institution actively engages in the celebration and organization of national and international commemorative days, events, and festivals, demonstrating its commitment to raising awareness and recognizing the contributions of national heroes and significant global themes. The following initiatives showcase the institute's dedication to these occasions:

- Republic Day and Independence Day are celebrated with exuberance and joy, fostering a sense of patriotism among the students.
- The institute regularly observes the anniversaries of national leaders and social reformers. This serves as a tribute to the legacy and impact of these influential figures.

**National and International Commemorative Days:**

- **World Tourism Day:** The institute actively celebrates World Tourism Day aligning with the theme designated by the United Nations World Tourism Organization. A guest lecture was organized on the theme of this year 'Rethinking Tourism'.
- **International Bread Day:** Celebrated globally on October 16th, International Bread Day is initiated by the International Union of Bakers and Confectioners (UIBC). Students of the institute create and display various bread arts.

- **International Chefs Day:** - Celebrated in the institute with Chefs competition to enhance the skill and creativity of the students.
- **International Housekeeping Week:** Celebrated to recognize the efforts of hard-working staff members in housekeeping department. Institute has conducted various competitions during the event.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

### Best Practice No. 1 - 'Build Your Own Dreams' - Developing Entrepreneurship attitude

The institute's academic plan incorporates a diverse range of co-curricular activities designed to foster entrepreneurship attitudes among students. One such notable activity is the celebration of events like Bread Day, Theme Lunch/Dinner, and Food Festivals, which serve as platforms for students to develop entrepreneurial skills.

The final year students organized a Food Festival with a theme 'Galaxy Gourmet'. Students planned a delicious menu. Responsibilities were allocated across various areas such as food production, F&B service, and accommodation. The students decorated the venue in accordance with the theme, displaying the menu, and serving the dishes. This experience enabled students to successfully execute the event.

### Best Practice No. 2 - 'Together We Can Make a Difference'

The institute actively engages in societal and nation-building initiatives under this banner. Recognizing the importance of instilling good human values alongside academic education, the

institute encourages students and staff to contribute voluntarily to the community.

As part of this initiative, students and staff donated daily needs hamper kits and Diwali sweetmeats to places such as orphanages and old age homes. This act of kindness demonstrates the institute's commitment to social responsibility.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

With a mission dedicated to attaining global competency, the institute prioritizes excellence in education, emphasizing quality across various dimensions.

Central to its approach is a focus on delivering high-quality education through a multifaceted framework. Rigorous attention is given to assignments, projects, and practical trainings, ensuring that students acquire not only theoretical knowledge but also practical skills essential for success in the industry.

Moreover, the institution places significant emphasis on holistic development, integrating co-curricular and extracurricular activities alongside academics. Through continuous counselling and guidance, students are nurtured to develop soft skills and effective communication abilities crucial for professional advancement.

Industrial training programs, provide invaluable real-world experience and enhance professional competencies. These training opportunities not only augment students' knowledge but also instil confidence, preparing them for diverse career pathways.

The tangible outcomes of these efforts are evident in the institution's remarkable placement record, with graduates securing positions not only in India but also internationally, including countries like the USA, Maldives, and Australia. Furthermore, many alumni have ventured into entrepreneurship, further demonstrating the institution's success in cultivating professionalism and

global competency among its students.

In sum, the institution's performance in prioritizing comprehensive hospitality education and professionalism is exemplary.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

Institute's plan of action for the next academic year will be as follows -

#### 1. To conduct a Certificate Courses -

- Certificate Course in Soft Skills for Hospitality Industry
- Certificate Course - 'Yoga Pravesh' in collaboration with Yog Vidya Dham, Ahmednagar
- Training Program in Entrepreneurship Development in collaboration with renowned management institute in Ahmednagar

2. To promote faculty participation in FDP's, Seminars and Workshops related to research publications, NEP themes and concepts and so on

3. Preparing the faculty towards the implementation of NEP and also developing required facilities at the institute

4. Registration of first year students for ABC id. (Academic Bank of Credits)

5. Establish collaborations with institutes for research activities and with industry for placements, internship, field visits etc.