

Ahmednagar Jilha Maratha Vidya Prasarak Samaj's



**INSTITUTE OF
HOTEL MANAGEMENT AND CATERING TECHNOLOGY, AHMEDNAGAR**

(NAAC Accredited with 'B' Grade)

Lal Taki Road, Ahmednagar - 414 001. Ph. / Fax (0241) 2326778

Approved by Govt. of Maharashtra, DHE & Affiliated to S. P. Pune University

INST. CODE NO. C001863

Ref. No. :

Date : / / 20

NOTICE


A meeting of **Internal Quality Assurance Cell (IQAC)** will be held on **Tuesday, 7th February 2023** in the **Aroma Training Restaurant** of the institute at **12:30 pm**. We will be highly pleased if you can kindly attend the meeting and provide invaluable guidance and suggestions for the progress of the institute.

The agenda of the meeting is as follows:

- Item no. 1.** To confirm the minutes of the meeting held on 20/04/2022.
- Item no. 2.** To review various activities conducted during the first term of A.Y. 2022-23.
- Item no. 3.** To consider the addition of add on/certificate/ value added courses.
- Item no. 4.** To consider advancements to be made to develop the institute's physical support and academic facilities.
- Item no. 5.** Items for discussion with the permission of Chairman.

Date: 31st January 2023

Place: Ahmednagar


Mr. G. T. Sonawane
IQAC Coordinator




Prof. Y. S. Sadre
IQAC Chairperson
I/c. Principal
Institute of
Hotel Management & Catering Technology
Lal Taki Road, AHMEDNAGAR-414 001



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AICTE No. F 421 / MS - 16 / APR (HM) / ET / 96 INST.CODE NO. C001863

Ref. No. :

Date : / / 20

MINUTES OF THE MEETING

A meeting of Internal Quality Assurance Cell (IQAC) was held on Tuesday, 7th February 2023 in the Aroma Training Restaurant of the institute at 12:30 pm. Following members were present for meeting.

Name of the Member	Designation	Signature
Hon. Mr. N. B. Zaware Patil	Special Invitee	
Hon. Mr. R. H. Dare	Management Representative	
Hon. Mr. G. D. Khandeshe	Member – Employer	
Mrs. Yogita S. Sadre	Chairperson	
Mr. Balasaheb R. Shendage	Teacher Representative	
Mr. Vahid U. Maniyar	Teacher Representative	—
Ms. Rachana R. Khatavkar	Teacher Representative	
Ms. Prachi R. Chavan	Teacher Representative	—
Mr. Sagar P. Malwade	Teacher Representative	
Mr. Popat B. Idhate	Sr. Administrative Officer	
Mr. Mukesh M. Mulay	Member – Industrialist	
Mr. Shivjeet B. Doke	Member - Local Society	—
Mr. Amit S. Dalvi	Member - Alumni	
Mr. Vrushabh R. Ghodake	Member –Student	
Mr. Santosh P. Kharmale	Member – Stakeholder	—
Mr. Gokul T. Sonawane	Coordinator IQAC	



The minutes of the meeting are recorded as below:

Coordinator IQAC welcomed all the members of Internal Quality Assurance Cell (IQAC) and stated the purpose of the meeting and proceeded with the presentation. Following items were discussed and recorded in the meeting.

Item no. 1. To confirm the minutes of the meeting.

Recorded: Prof. Gokul Sonawane read the minutes of meeting held on 20th April 2022. The minutes were confirmed and approved by the committee.

Item no. 2. To review various activities conducted during the first term of A. Y. 2022-23.

Recorded: IQAC Coordinator presented the details of the various activities and events conducted in first term of the AY 2022-23 through power point presentation. The committee reviewed the same and noted the progress and appreciated it.

Item no. 3. To consider the addition of add on/certificate/ value added courses.

Recorded: Institute has proposed to conduct value added and certificate courses for the academic year 2023 – 24. The courses are -

1. Certificate course in 'Soft Skills for Hospitality Industry'

Hon. Committee directed the institute to prepare appropriate syllabus for the same and implement.

2. Certificate course on 'Entrepreneurship Awareness', a Training Program for Third Year B. Sc. HS students which will be conducted in collaboration with IMS&CDR was brought to the notice of the committee.

3. Institute has conducted a Certificate Course in Bakery and Confectionery in collaboration with Academy of Culinary and Pastry (APCA), Mumbai from 14th to 16th Nov. 2022 of 20 hrs. duration for 2 credits. The same is also proposed to be continued in the AY. 2023 – 24.

The above proposals were discussed in detail by the Hon. Committee. Following careful consideration of the suggestions and recommendations, courses were officially sanctioned for implementation.



Item no. 4. To consider advancements to be made to develop the institute's physical support and academic facilities.

Recorded: The institute has identified new additions to be done in the academic and physical support facilities of the institute. It includes –

- Air conditioners in restaurant
- Increase the range of Wi-Fi facility
- Laptop for conduct of lectures

The Hon. Committee instructed Principal Prof. Y. S. Sadre to consult with Trust Secretary Hon. Khandeshe Saheb, adhere to the prescribed procedure outlined by him, and incorporate the designated facilities.

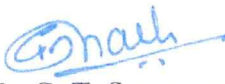
Item no. 5. Items for discussion with the permission of Chairman.


Recorded: No additional item was discussed.

The meeting was concluded with vote of thanks proposed by the Principal

Date: 7th February 2023

Place: Ahmednagar


Mr. G. T. Sonawane
IQAC Coordinator


Prof. Y. S. Sadre
IQAC Chairperson
I/c. Principal
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ACTION TAKEN REPORT
(IQAC Meeting – 7th February 2023)

Sr. No.	Particulars	Action taken
1	Certificate course in 'Soft Skills for Hospitality Industry'	Syllabus was designed for Certificate course in 'Soft Skills for Hospitality Industry' of 30 hours duration. The course was successfully conducted in the A. Y. 2023 - 24 during the period 13 th September to 30 th October 2023.
2	Certificate course on 'Entrepreneurship Awareness'	The course to be conducted in the second term of the A.Y 23-24.
3	Additions in the academic and physical support facilities	Following facilities have been added: 1. Two Air conditioners in Aroma restaurant 2. HP I3 Laptop for conduct of classes 3. HP Desktop computer for Seminar Hall

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