

Ahmednagar Jilha Maratha Vidya Prasarak Samaj's  
**INSTITUTE OF  
HOTEL MANAGEMENT AND CATERING TECHNOLOGY AHMEDNAGAR.**

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

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

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

Ref. No.:

Date 07/03/2019

### NOTICE

A meeting of **Internal Quality Assurance Cell (IQAC)** will be held on **Monday, 11<sup>th</sup> March 2019** in the Training Restaurant of the institute at **11:30 am**. Presence of all members of IQAC is solicited.

**The agenda of the meeting is as follows:**

- Item no. 1.** To consider the accreditation of the institute
- Item no. 2.** To consider the revised institutional accreditation framework manual notified by NAAC
- Item no. 3.** To consider improvement and addition of facilities
- Item no. 4.** To consider automation of the library



Prof. Y. S. Sadre  
Chairperson  
Internal Quality Assurance Cell

I/c. Principal  
Institute of  
Hotel Management & Catering Technology  
Lal Taki Road, AHMEDNAGAR-414 001

Copy to:

- 1. All members of IQAC



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**MINUTES OF THE MEETING**

A meeting of **Internal Quality Assurance Cell (IQAC)** was held on **Monday, 11<sup>th</sup> March 2019** in the Training Restaurant of the institute at **11:30 am**. Following members were present for meeting.

No.	Category	Name of the Member	Signature
1.	Special Invitee	Hon. Mr. N. B. Zaware Patil President A.J.M.V.P.Samaj, Ahmednagar	
2.	Management Representative	Hon. Mr. R. H. Dare Vice President A.J.M.V.P. Samaj, Ahmednagar	
3.	Employer	Hon. Mr. G. D. Khandeshe Secretary A.J.M.V.P. Samaj, Ahmednagar	
4.	Chairperson	Prin. Prof. Mrs. Y. S. Sadre I/C Principal	
5.	Nominee Local Society	Mr. S. B. Doke	
	Nominee Alumni	Mr. A. S. Dalvi	
	Nominee Student	Mr. C. C. Sonar	
6.	Nominee Industrialist	Mr. M. M. Mulay	
	Nominee Stakeholders	Mrs. M. V. Chaudhary	
7.	Teacher	Prof. Mr. B. R. Shendage	
	Teacher	Prof. Mr. N. S. Sancheti	
	Teacher	Prof. Mr. V. U. Maniyar	
	Teacher	Prof. Ms. R. R. Khatavkar	
	(Teacher)	Prof. Mr. A. P. Bajpai	
8.	Administrative Officer	Mr. P. B. Idhate	
9.	IQAC Coordinator	Prof. G. T. Sonawane	



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**The minutes of the meeting are recorded as below:**

Principal Prof. Y. S. Sadre welcomed all the members of Internal Quality Assurance Cell (IQAC) and stated the purpose of the meeting.

**Item no. 1.** To consider the accreditation of the institute

**Recorded:** The necessity of accreditation by NAAC was discussed at length and in detail. Hon. Zaware Patil Saheb directed IQAC Chairperson and Coordinator to take necessary steps for accreditation at the earliest to enhance the quality and standard of education as well as to adhere to its requirement as required by different authorities.

**Item no. 2.** To consider the revised institutional accreditation framework manual notified by NAAC

**Recorded:** National Assessment and Accreditation Council, Bangalore in July 2017 issued a revised accreditation framework for the preparation of Self Study Report by affiliated colleges to obtain accreditation. A copy of the revised manual was presented to the members of the committee for understanding the accreditation process. The committee members suggested that Prof. Y. S. Sadre, IQAC Chairperson and Mr. Gokul Sonawane, IQAC Coordinator should thoroughly study the document and start preparing accordingly.

**Item no. 3.** To consider improvement and addition of facilities

**Recorded:** The committee took a review of the existing facilities. It was suggested that existing facilities in the institute should be upgraded as well as necessary new facilities should be added. The IQAC co-coordinator stated the need of addition of furniture in the Housekeeping Guest Room to create the ambience of model hotel Guest Room. The committee discussed the requirement of furniture for the guest room and directed to visit few furniture shops, check with the availability of designs as per requirement, compare the quality and rates and under the guidance of Hon. Secretary procure the necessary things.



  
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**Item no. 4.** To consider automation of the library

**Recorded:** IQAC Coordinator expressed the need of addition of software for library. The committee members agreed to it and Hon. Dare Saheb suggested considering "SOUL" – software by Infflibnet for library.

**Item no. 5.** Items for discussion with permission of the chairman

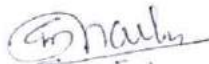
**Recorded:** Committee members have pointed out that students of the institute are being placed for industrial trainings at various hotels. It was suggested to diversify industrial training opportunities across India for the benefit of students.

No additional item was brought to the notice of the committee.

The IQAC Coordinator, Prof. Gokul Sonawane proposed the vote of thanks to the committee members for their valuable suggestions and attendance.

Date: 11<sup>th</sup> March 2019

Place: Ahmednagar



Mr. G. T. Sonawane  
IQAC Coordinator



Prof. Y. S. Sadre  
IQAC Chairperson

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Institute of  
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Lal Taki Road, AHMEDNAGAR

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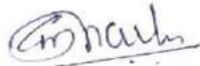
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**ACTION TAKEN REPORT**

(1<sup>st</sup> IQAC Meeting - 11<sup>th</sup> March 2019)

Sl. No	Particulars	Action taken
1	To consider the revised institutional accreditation framework manual notified by NAAC	Criteria allotment to faculty members. Copies of Revised accreditation framework manual are distributed to all the criteria in charge.
2	To consider addition of furniture in the Housekeeping Guest Room	1. Survey was conducted 2. Finalization of designs 3. Orders are given
3.	To consider automation of Library	SOUL 2.0 software was purchased for the library automation
4.	Industrial Training	Students were placed across India for training.




Mr. G. T. Sonawane  
IQAC Coordinator



Prof. Y. S. Sadre  
IQAC Chairperson

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