

**Ahmednagar Jilha Maratha Vidya Prasarak Samaj's**  
**INSTITUTE OF**  
**HOTEL MANAGEMENT AND CATERING TECHNOLOGY AHMEDNAGAR**  
**Lal Taki Road, Ahmednagar – 414001. Ph. / Fax (0241) 2326778**

**Approved by AICTE, Govt. of Maharashtra, DTE & Affiliated to Uni. of Pune**

<b>Criterion 6 – Governance, Leadership and Management</b>		
<b>Key Indicator – 6.1 Institutional Vision and Leadership</b>		
<b>6.1.2. The effective leadership is visible in various institutional practices such as decentralization and participative management</b>		
<b>Sr. No.</b>	<b>List of Documents</b>	<b>Page No.</b>
1	Academic Calendar of the University	1
2	Academic Calendar of the Institute	3
3	Sample Reports of the Various activities conducted by the institute in tune with the participative management <ul style="list-style-type: none"><li>• International Housekeeping Week</li><li>• World Tourism Day</li><li>• Wachan Prerana Diwas</li><li>• Fresher's Party</li></ul>	5

**Savitribai Phule Pune University**  
( formerly University of Pune)



**Circular No. 173 of 2022**

**Important Notification**

**Dates of Commencement and Conclusion of terms for the Academic Year 2022-23  
for Affiliated Colleges / Recognised Institutes.**


It is hereby informed that, the dates of commencement and conclusion of the First and Second term of University Courses, under various faculties, for the academic year 2022-23 shall be as under :

Sr No	Name of the Courses , Faculties & Year	2022 - 2023			
		First Term		Second Term	
		Commencement	Conclusion	Commencement	Conclusion
1	<b>Science &amp; Technology</b>				
	Science	20/06/2022	08/11/2022	05/12/2022	04/05/2023
	B.Engineering : II	17/08/2022	10/12/2022	02/01/2023	29/04/2023
	B.Engineering : III IV	18/07/2022	05/11/2022	02/01/2023	29/04/2023
	M.Engineering : II	18/07/2022	12/11/2022	09/01/2023	06/05/2023
	B.Architecture : II	08/08/2022	04/12/2022	19/12/2022	04/05/2023
	B.Architecture : III IV V	20/06/2022	08/11/2022	19/12/2022	04/05/2023
	M.Architecture:II Architecture II	19/09/2022	07/01/2023	23/01/2023	20/05/2023
	B. Pharmacy: II III	01/08/2022	10/12/2022	02/01/2023	10/05/2023
	B. Pharmacy: IV	15/07/2022	03/12/2022	02/01/2023	10/05/2023
M. Pharmacy : II	01/08/2022	10/12/2022	26/12/2022	30/06/2023	
2	<b>Commerce &amp; Management</b>				
	Commerce	20/06/2022	08/11/2022	05/12/2022	04/05/2023
	MBA II (Includes SIP project of 8 week)	01/09/2022	30/01/2023	15/02/2023	26/05/2023
	MCA II	01/09/2022	16/12/2022	02/01/2023	15/04/2023
	BHMCT II III IV	01/09/2022	16/12/2022	02/01/2023	15/04/2023
3	<b>Humanities</b>				
	Arts	20/06/2022	08/11/2022	05/12/2022	04/05/2023
	Mental Moral and Social Sciences				
	L.L.B. II	31/10/2022	31/01/2023	06/02/2023	15/05/2023
	L.L.B. III	04/07/2022	08/11/2022	05/12/2023	15/05/2023
	B. A. L.L.B. II	31/10/2022	31/01/2023	06/02/2023	20/05/2023
B. A. L.L.B. III IV V	04/07/2022	08/11/2022	05/12/2023	15/05/2023	
4	<b>Inter-disciplinary Studies</b>				
	Education : II	15/09/2022	06/01/2023	17/01/2023	10/05/2023
	Physical Education : II	15/09/2022	06/01/2023	17/01/2023	10/05/2023
	B. Lib. & M. Lib.	15/07/2022	25/11/2022	02/01/2023	04/05/2023
	Fine Arts & Performing Art	20/06/2022	08/11/2022	05/12/2022	04/05/2023
	Journalism PG	15/07/2022	25/11/2022	02/01/2023	04/05/2023



**NOTE :**

1. The dates of commencement and conclusion of the University concerned Department / Affiliated Colleges / Recognised Institutes for the Academic year of all those courses whose admission was made under Common Entrance Test (CET) conducted by Government of Maharashtra will be deleared separately.
2. In case, the Principal of the Affiliated Colleges requires to give additional holiday in exceptional circumstances, he/she may do so by compensating the same by keeping the College working on Sunday.

  
Deputy Registrar  
(P.G.Admission)

Ganeshkhind, Pune-07  
Ref. No. PGS/230  
Date: 10/06/2022

**Copy to: for Information and necessary action**

- The Members of the Management Council.
- The Deans of Faculties.
- The Registrar, Savitribai Phule Pune University, Pune.
- The Director, Examinations & Evaluation, Savitribai Phule Pune University, Pune.
- The Heads of all University concerned Departments.
- The Principals of all Affiliated Colleges.
- The Directors of all Recognized Institutes.
- The Heads of all the Administrative Sections of the University Office.
- Asstt. Registrar, office of the Hon. Vice-Chancellor, Savitribai Phule Pune University
- Asstt. Registrar, office of the Hon. Pro-Vice-Chancellor, Savitribai Phule Pune University





**Ahmednagar Jilha Maratha Vidya Prasarak Samaj's**  
**INSTITUTE OF HOTEL MANAGEMENT AND CATERING**  
**TECHNOLOGY, AHMEDNAGAR**  
**Academic Calendar: 2022-23**


<b>TERM - FIRST</b>		
<b>Month</b>	<b>Week</b>	<b>Programmes/ Activities</b>
July 2022	I	Admission Process for F. Y. B.Sc. H.S.
	II	
	III	
	IV	
August 2022	I	<ul style="list-style-type: none"> <li>• Orientation Program</li> </ul>
	III	Tree Plantation
	IV	Parents Meet Sadbhavana Din
September 2022	II	Commencement of class <ul style="list-style-type: none"> <li>• SY B.Sc. H.S.</li> <li>• T.Y. B.Sc. H.S.</li> <li>• Final year BHMCT</li> </ul> Housekeeping Week
	III	<ul style="list-style-type: none"> <li>• Fresher's Party</li> </ul>
	IV	<ul style="list-style-type: none"> <li>• Tourism Day</li> </ul>
	I	<ul style="list-style-type: none"> <li>• Swachha Bharat Abhiyan</li> </ul>
October 2022	II	<ul style="list-style-type: none"> <li>• Bread Day</li> <li>• Wachan Prerana Diwas</li> </ul>
	III	Unit Test- I <ul style="list-style-type: none"> <li>• Final year BHMCT</li> <li>• FY, SY and TY B.Sc. H.S.</li> </ul> Chef Day
	IV	Diwali Gift Distribution Diwali Vacation Ekta Diwas
	I	Coffee Day Industrial Visit
	II	Laundry Visit
November 2022	III	Flower Arrangement Workshop on bakery Career guidance workshop
	IV	Theme Dinner
	II	University Practical Examination - B.Sc. H.S. and BHMCT
December 2022	III	University Theory Examination - B.Sc. H.S. and BHMCT
	IV	University Theory Examination - B.Sc. H.S. and BHMCT Midterm vacation - B.Sc. H.S. and BHMCT



<b>TERM - SECOND</b>		
January 2023	II	Commencement of classes - B.Sc. H.S. and BHMCT
	III	Sports Week
		Flag Day Collection
	IV	Industrial Visit
		Winery Visit
Blood Donation		
February 2023	I	Theme Dinner BHMCT
	II	Unit Test I • BHMCT and B.Sc. H.S.
	III	Food Festival
March 2023	I	Seminar on Overseas education and Placements
	II	Unit Test II • BHMCT and B.Sc. H.S.
	IV	Farewell Party
April 2023	I	University Theory Examination FY. and TY B.Sc. H.S.
	III	University Practical Examination FY and TY B.Sc. H.S. BHMCT University Practical Examination
	IV	B.Sc. H.S. and BHMCT University Theory Examination
May 2023	I	B.Sc. H.S. and BHMCT University Theory Examination
	III	Summer Vacation

  
Academic Co-ordinator



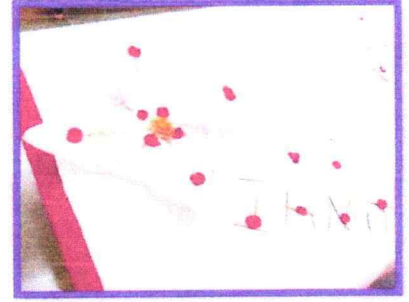
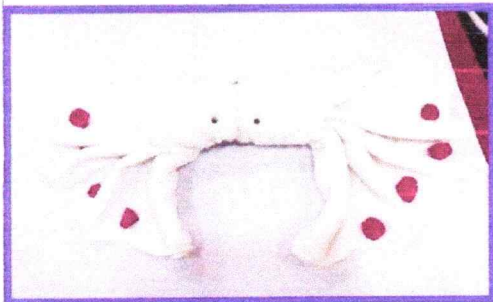
  
**Principal**  
I/c. Principal  
Institute of  
Hotel Management & Catering Technology  
Lal Taki Road, AHMEDNAGAR-414 001



**Ahmednagar Jilha Maratha Vidya Prasarak Samaj's**  
**INSTITUTE OF**  
**HOTEL MANAGEMENT AND CATERING TECHNOLOGY AHMEDNAGAR**  
**LalTaki Road, Ahmednagar – 414001. Ph. / Fax (0241) 2326778**

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

<b>Activity / Event:</b>	<b>International Housekeeping Week</b>
<b>Day and Date:</b>	Monday, 12/09/2022 to Thursday, 15/09/2022
<b>Venue / Place:</b>	Institute Building
<b>Mode of Conduct:</b>	Participation of students
<b>No. of Participant</b>	100
<b>Purpose:</b>	To celebrate the spirit of housekeeping department by appreciating the housekeepers in the hospitality industry.
<b>Outcome:</b>	<ul style="list-style-type: none"> <li>➤ Students participated in the different competitions organized by institute.</li> <li>➤ Students learn to developed a team, coordination and winning spirit</li> </ul>



**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 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. :

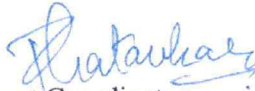
Date : / / 20


**International Housekeeping Week**

**Programme Sheet**

Sr.No	Day & Date	Venue	Particulars	Teacher Incharge	Student Coordinator
1	Monday 12/09/2022	HK Lab.	Inauguration of the Event	Prof.Rachana Khatavkar	Sayali Jagtap Saish Dhawale
		Basic Training Restaurant	Wet Towel Toss	Prof. Gokul Sonawane	Om Sonsale Gauri Jadhav
2	Tuesday 13/09/2022	Basic Training Restaurant	Sponge Relay	Prof. Vahid Maniyar	Bhushan Chavan Ankita Tonage
3	Wednesday 14/09/2022	Ground Floor Porch	Blind fold Bed Making	Prof. Sagar Malwade	Sayali Jagtap Niraj Rajpure
4.	Thursday 15/09/2022	HK Lab.	Towel Art	Prof. Prachi Chavan	Om Sonsale Gauri Jadhav

All competitions will start at 2.00pm.

  
Event Coordinator  
Prof.Rachana Khatavkar

  
Principal  
Prof.Yogita Sadre



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 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 : / / 20

## NOTICE

### International Housekeeping Week

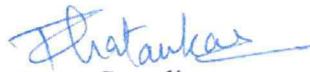
Every year second week of September is celebrated as International Housekeeping week to show appreciation towards housekeepers for their hard work.


All the students are hereby informed that, the **International Housekeeping Week** will be celebrated in the institute from 12<sup>th</sup> – 15<sup>th</sup> September 2022.

Many thrilling competition are organized in this week. Your overwhelming participation is awaited. The detailed programme sheet for the same will be communicated shortly.

**Date: 7/09/2022**

**Place: Ahmednagar**

  
Event Coordinator  
Prof. Rachana Khatavkar

  
Principal  
Prof. Yogita Sadre





## WORLD TOURISM DAY 2022

<b>Event:</b>	<b>World Tourism Day 2022</b>
<b>Day and Date:</b>	Tuesday, 27/09/2022
<b>Venue / Place:</b>	Dining Hall, AJMVPS IHMCT Ahmednagar
<b>No. of Participants</b>	Students : 70 Faculty : 06 <b>Total : 76</b>
<b>Resource Person:</b>	Prof. Navnath Wavhal
<b>Topic for Guest Lecture:</b>	‘पर्यटनातून समृद्धीकडे .... पर्यटनाचा पुनर्विचार’ - “Development Through Tourism ..... Rethinking Tourism”
<b>Purpose:</b>	To celebrate ‘World Tourism Day’ and promote tourism in Ahmednagar
<b>Outcome</b>	<ul style="list-style-type: none"> <li>• Students had detail knowledge of various aspects of tourism in the country.</li> <li>• Through guest lecture students were acquainted with various tourism related aspects in Ahmednagar to promote its tourism activities.</li> </ul>

### Photos of the Activity

**Felicitation of Guest Speaker**



**Audience in the Event**



**Presentations by the students as per various states**



## DETAILS OF THE EVENT:

<b>Event:</b>	<b>World Tourism Day 2022</b>
<b>Day and Date:</b>	Tuesday, 27/09/2022
<b>Venue / Place:</b>	Dining Hall, AJMVPS IHMCT Ahmednagar
<b>No. of Participants</b>	Students : 70 Faculty : 06 <b>Total : 76</b>
<b>Resource Person:</b>	Prof. Navnath Wavhal
<b>Topic for Guest Lecture:</b>	‘पर्यटनातून समृद्धीकडे .... पर्यटनाचा पुनर्विचार’ - “Development Through Tourism ..... Rethinking Tourism”
<b>Purpose:</b>	To celebrate ‘World Tourism Day’ and promote tourism in Ahmednagar
<b>Outcome</b>	<ul style="list-style-type: none"><li>• Students had detail knowledge of various aspects of tourism in the country.</li><li>• Through guest lecture students were acquainted with various tourism related aspects in Ahmednagar to promote its tourism activities.</li></ul>

**WORLD  
TOURISM  
DAY 2022**

**RETHINKING  
TOURISM  
27 SEPTEMBER**

**About the Theme of World Tourism Day 2022 – “Rethinking tourism” -**

International tourist arrivals at the start of 2022 were double the level recorded in 2021. In some regions, arrivals are already at, or even above, pre-pandemic levels. The lifting of the remaining





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 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 : / / 20

**NOTICE**

The Institute is celebrating **World Tourism Day on Tuesday, 27/09/2022** by conducting various activities. The activities are Essay Competition, Presentations on State Tourism and a guest lecture of an eminent speaker on tourism.

All the students should participate in the competitions organized and remain present for the guest lecture.

**Date: 22/09/2022**

**Place: Ahmednagar**

Event Co-ordinator

Principal  
Principal  
Institute of

Hotel Management & Catering Technology  
Lal Taki Road, Ahmednagar-414001



**Event: "World Tourism Day"**  
**Day & Date: Tuesday, 27<sup>th</sup> September 2022**  
**PROGRAM SHEET**

<b>Sr. No.</b>	<b>Particulars</b>	<b>Time</b>	<b>Venue</b>
1.	Essay Competition	11:00 am to 12 noon	Dining Hall, 3 <sup>rd</sup> Floor, IHMCT, Ahmednagar
2.	Presentation Competition	12 noon to 3:00 pm	
3.	Guest Lecture on "पर्यटनातून समृद्धीकडे .... पर्यटनाचा पुनर्विचार" - "Development Through Tourism , Rethinking Tourism" by Prof. Navnath Wavhal	3:00 pm to 4:00 pm	

**Responsibilities & Duties Allotted to Faculty:**

<b>Sr. No.</b>	<b>Particulars</b>	<b>In-charge</b>
1.	Lecture on Tourism by Prof. Navnath Wavhal	Prof. Balasaheb Shendage Prof. Prachi Chavan
2.	Essay Competition	Prof. Rachana Khatavkar
3.	Presentation Competition	Prof. Vahid Maniyar Prof. Sagar Malwade



**Ahmednagar Jilha Maratha Vidya Prasarak Samaj's**  
**INSTITUTE OF**  
**HOTEL MANAGEMENT AND CATERING TECHNOLOGY AHMEDNAGAR**  
 Lal Taki Road, Ahmednagar – 414001. Ph. / Fax (0241) 2326778

Approved by AICTE, Govt. of Maharashtra, DTE & Affiliated to Uni. of Pune

**Wachan Prerana Diwas 2022**

<b>Event:</b>	Wachan Prerana Diwas 2022
<b>Day, Date and Time:</b>	Saturday, 15 <sup>th</sup> October 2021, 11:30 am onwards
<b>Activity Conducted:</b>	Presentations by student's on Books Review
<b>No. of Participant</b>	Students:- 58    Teaching Staff:- 07 <b>Total:- 65</b>
<b>Purpose:</b>	<ul style="list-style-type: none"> <li>To inculcate the habit of reading in the students</li> <li>To read good books and material for gaining learning experiences in life</li> </ul>

**Glimpses of the Event**



**Commemoration to Dr. A. P. J. Abdul Kalam**



**Participants of the Book Review Presentation**



**Audience in the event**



**Details of the Programme**  
**(Program Sheet)**

<b>Sr. No.</b>	<b>Particulars</b>	<b>Faculty</b>
1	Welcome and Anchoring of event	Prof. Gokul Sonawane
2	Commemoration to Dr. A.P.J.Kalam	All Dignitaries on the dias
3	Introduction of the life of Dr. A P J Abdul Kalam	Mrs. M.R. Palve Librarian
4	Speech by Principal	Prof. Mrs. Y. S. Sadre
5	Speech by Director	Prof. Dr. N. R. Jagtap
6	Verbal Presentations on Review of books read by the students	Student Participants
7	Evaluation of participants speeches during competition	Prof. Balasaheb Shendge Prof. Gokul Sonawane Prof. Vahid Maniyar
8	Declaration of Winner	Prof. Vahid Maniyar
9	Vote of Thanks	Prof. Gokul Sonawane



**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 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 : 11 / 10 / 2022

**NOTICE**

All the students are hereby informed that, 15<sup>th</sup> October, the Birth Anniversary of former president of India Dr. A.P.J. Abdul Kalam is celebrated as "Vachan Prearana Din" On this occasion, our Institute has organized an activity. The students shall give verbal presentation on review of any book they have read. The presentation can be in Marathi, Hindi, or English. The time allotted for speech is 5 minutes. Interested students shall give their names to Librarian Mrs. Palve on or before 14<sup>th</sup> Oct.2022 till 12 pm.

*Palve*

Mrs. M.R. Palve

Librarian



*[Signature]*

Prof. Y.S. Sadre

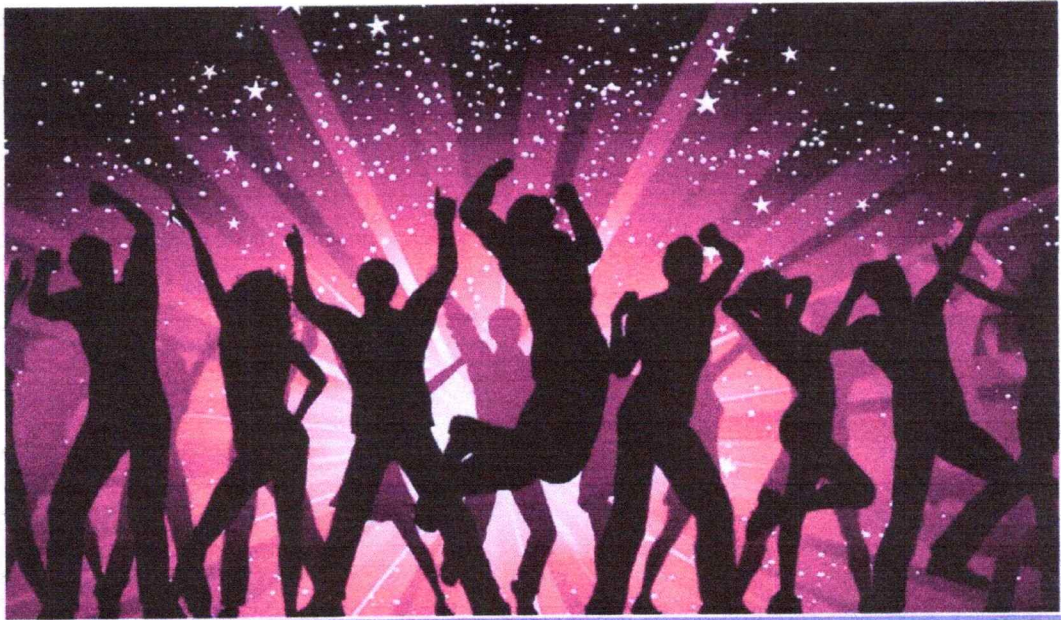
Principal

Principal  
Institute of

Hotel Management & Catering Technology  
LAL TAKI ROAD, AHMEDNAGAR-414001



**Report on**  
**“ Freshers Party “**



**Dated**

**On**

**11 November 2022**

**Prepared By**

**Prof. Prachi Chavan**

**Academic Year**

**2022 - 2023**





## Purpose of the Event

To be welcomed in any place is always a heart touching movement, as the first year students are new in the institute , welcoming them to the family becomes responsibility of all others. As the part of tradition this particular fresher's party is organized to welcome all the First year students in the institute.

The second year students have taken the lead to organize this wonderful part in order to welcome the Fresher's.

## Function Sheet

Time	Schedule
11.30	Welcome , Purpose of Function
11.45	Felicitation of all staff members ( Director, Principal, Teaching and Non Teaching members)
12.45	Ramp Walk, Introduction of Students and Felicitation of First Year Students.
12.55	Speeches of students and Principal and Director
1.15	Lunch
1.45	Performances / Games
3.30	Announcement of Mr. Fresher and Miss. Fresher.
4.00	Vote of Thanks
4.10	Wind Up



### Allotment of Duties and Responsibilities

Sr. No	Duties	Faculty
1	Food Production Department	Prof. Vahid Maniyar
2	Food and Beverage Service Department	Prof. Balasaheb Shendage
3	Electronics and Photography	Prof. Sagar Malawade
4	Finance, Selection of Performances, Discipline and Event Report.	Prof. Prachi Chavan
5	Anchoring	Prof. Prachi Chavan
6	Accommodation and Decoration	Prof. Rachna Khatavkar
7	Brochure, Invitation and Gifts	Prof. Gokul Sonawane

*Chavan*

**Prof. Prachi Chavan**  
**Event Co-ordinator**

*Yogita Sadre*

**Prof. Yogita Sadre**  
**Principal**



To conduct the function in better manner, various committees are formed:-

### Duties and Responsibilities of faculty Coordinator

#### 1. Food Production Department

**Teacher Coordinator:- Prof. Vahid Maniyar**

- Selection of team of Students , identify and preparation of finalized menu.
- Finalization of menu with Principal madam.
- Food pick up by 12.10 pm.
- Food cost should be finalized with Principal madam.
- To clean and restore the area after function.

#### 2) Food and Beverage service Department:-

**Teacher Coordinator: - Prof. Balasaheb Shendage**

- Selection of Team of students, arranging required material for lunch service, Welcome drink service and seating arrangement in hall.
- Buffet arrangement.
- Arranging and supervision of food and welcome drink service.
- To clean and restore the area after function.
- Arranging material from outside and return them after function.
- Collecting and submitting bills for any purchase.

#### 3) Anchoring and Report preparation

**Teacher Coordinator:- Prof. Prachi Chavan**

- Selection of team of students and arranging all required material for event.
- Finalizing the sequence for the program.
- Gift and prize Distribution.
- Finalizing Games and arranging for required material for games.
- Rules and regulations for games.
- Coordinating with students for their performances.
- Collecting and submitting bills for any purchases.

#### 4) Electronics and Photography:-

**Teacher coordinator :-Prof. Sagar Malawade**

- Selection of team of students and arranging Mike, LCD , Laptop , Sound , Electric supply.
- Back up arrangement like battery.



- Collection of Songs for functions.
- Taking Photos of events and submit them.
- To Clear and Restore the area.
- Arranging materials from outside and return them after functions.
- Collecting and Submitting bills for any purchase.

## 5) Finance, Selection of Performances, Discipline and Event Report.

**Teacher Co-ordinator:- Prof. Prachi Chavan.**

- Preparation of budget in consultation with Principal.
- Distribution of funds to all departments.
- Making final account statement of income and expenditure.
- Audition of performances.
- Maintaining discipline with the help of all staff members.

## 6) Accomodation and Discipline:-

**Team Co-coordinator:- Prof. Rachana Khatavkar.**

- Selection of a team of students and arranging all required material for Decorating Hall.
- Curtain for stage, Curtain in between kitchen and dining hall and windows Curtain.
- Board or Flex on main curtain. Photo's, Tag lines, Ballons etc..
- Arranging materials from outside and return them after function.
- To Clear and restore the area.
- Collecting and Submitting bills for any purchase.

## 7) Invitation and Gifts:-

**Teacher Co-coordinator:- Prof. Sonawane Gokul**

- Preparing invitation card big.
- Inviting First Year students, Director Sir, Principal Madam, all teaching and Non teaching staff and all students off college.
- Purchasing, Packing and arranging gifts for first year students.
- Arranging flowers for staff.
- Collecting and submitting bills for any purchase.

  
Event Co-ordinator



  
Principal

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