



YUGANTAR EDUCATION SOCIETY'S

# SHRI BALASAHEB TIRPUDE COLLEGE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY

(Approved by AICTE, New Delhi, Govt. of India, Govt. of Maharashtra & RTM Nagpur University, Nagpur)

1, Shri Balasaheb Tirpude Marg, Civil Lines, Sadar, Nagpur - 440 001

Phone : (O) +91 712 2550695 Fax : +91 712 2550695

Email : tirpudehmct@gmail.com, Visit us at www.tirpudehmct.ac.in

AICTE Permanent Institute Id : 1-14318331 • DTE Institute Code : HM4219 • RTM NU College Code - 007 AISHE Code : C-18976

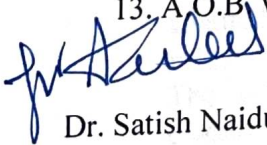
Date: 06/02/2023

The meeting of the Internal Quality Assurance Cell of Shri Balasaheb Tirpude College Hotel Management and Catering Technology, Nagpur will be held on 17, February 2023 at 02:00 pm in the Restaurant of Shri Balasaheb Tirpude College Hotel Management and Catering Technology, Nagpur. All the members of IQAC are requested to be present in the meeting.

## Agenda of the Meeting of IQAC

The following business will be transacted in the meeting:

1. To confirm minutes of the meeting held on 17, September 2022.
2. To review the fulfilment of the resolutions of the meeting held on 17, September 2022.
3. To review the results of the Winter exam for the session 2022-2023.
4. To revive the teaching and examination pattern to follow for the Even semesters of session 2022-2023.
5. To discuss the subject allocations for all semesters for the odd semesters of session 2022-2023.
6. To discuss the admission process status of BHMCT- I Semester and the commencement dates of college for Semester- I for the session 2022-2023.
7. To review the completion status of industrial training of BHMCT- II and VI Semesters students for the session 2021-2022.
8. To review the plans for industrial training for the session 2022-2023.
9. To evaluate the status of placement for the session 2022-2023 and to review the plans for the same for the session 2023-2024.
10. The respective coordinators of College Development Committee, Antiaging Committee, Committee SC & ST, OBC & Minority Cell, Grievance Redressal Committee, Internal Complaint Committee, College Academic Committee and Library Advisory Committee will inform about their work.
11. Lead Convener for the Mentoring of Weak Students; Assistant Professor Mr. Nikhil Umale will inform about the working progress of the activity named as "Mentoring of Weak Students".
12. Mr. Ankeet Kenekar will inform about the progress of activity named as "Student's Participation in Motivating Juniors for Skill Development"
13. A.O.B. with the permission of chairperson.



Dr. Satish Naidu

Chairman

**OFFICIATING PRINCIPAL**  
Shri Balasaheb Tirpude  
College of Hotel Management  
& Catering Technology, Nagpur



Dr. Anil Sontakke

Co-ordinator

**Dr. ANIL SONTAKKE**  
Associate Professor  
Shri Balasaheb Tirpude  
College of Hotel Management  
& Catering Technology, Nagpur



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Date:17/02/2023

## Minutes of the Meeting of IQAC

The meeting of the Internal Quality Assurance Cell of Shri Balasaheb Tirpude College Hotel Management and Catering Technology, Nagpur was held on 17, February 2023 at 2:00 pm in the Restaurant of Shri Balasaheb Tirpude College Hotel Management and Catering Technology, Nagpur. The chairperson, Dr. Satish Naidu was undergoing serious medical treatment; Associate Professor Mr. Akshay Dandale had taken the responsibility and chaired the meeting.

The following business was transacted in the meeting:

**Item No. 1.** To confirm minutes of the meeting held on 17, September 2022.

- The minutes of the meeting held on 17, September 2022 were read and confirmed.

**Item No. 2.** To review the fulfilment of the resolutions of the meeting held on 17, September 2022.

- Officiating Principal Mr. Akshay Dandale had prized the faculties for their efforts for conducting the different activities and the Food Festival Successfully without hampering the studies of the students in terms of classes and practical both. He also valued the efforts of faculties for putting in the efforts by taking practical and classes to cover the syllabus.
- Mr. Akshay Dandale had also informed that the college is planning for submission of IQA for NAAC process and asked to work for the same. He also informed that the NAAC Steering Committee will be formed very soon and the work allocation will be done for the fulfilment of all the Criteria to each staff member.

**Item No. 3.** To review the results of the Winter exam for the session 2022-2023.

- Assistant Professor Mr. Ankeet Kenekar had informed that Final written Winter examinations of BHMCT and MHM for the session 2022-2023 were conducted by RTMNU in the month of January and February and the results for the same were awaited. The RTMNU had conducted the examination of Theory papers in the manner prescribed in the syllabus and MCQ pattern of examination was not followed this time. The students had reported to the allotted examination centre for appearing the examination.

**Item No. 4.** To revive the teaching and examination pattern to follow for the Even semesters of session 2022-2023.

- Mr. Akshay Dandale had informed that the classes for the session 2022-2023 for Even Semesters will be conducted through Offline mode and the examinations for the same will be conducted as per the guidelines of RTMNU same as followed for the last odd semesters. He further stated that college classrooms and labs are ready for operation in physical mode for both theory classes and practical both.
- Mr. Akshay Dandale had instructed the faculties to put in full efforts while conducting practical as well as theory classes and to make sure that students shall be through with whatever being taught in the classroom and labs.

**Item No. 5.** To discuss the subject allocations for all semesters for the odd semesters of session 2022-2023.

- Assistant Professor Mr. Bhupendra Shinde had informed that the Timetable for Semesters II, IV, VI and VIII was almost ready and the subject allocation was done with the consent of Officiating Principal Mr. Akshay Dandale and same had been already informed to the concern faculties.

**Item No. 6.** To discuss the admission process status of BHMCT- I Semester and the commencement dates of college for Semester- I for the session 2022-2023.

- Associate Professor Mr. Akshay Dandale had informed that the admission process was centralised and was conducted by State CET cell, Government of Maharashtra. He further told that CET cell was done with the admission process and allotment of students. The classes of BHMCT Semester I were already commenced after completion of Induction which was held on 7<sup>th</sup> November 2022.

**Item No. 7.** To review the completion status of industrial training of BHMCT- II and VI Semesters students for the session 2021-2022.

- Training and Placement Co-ordinator Mr. Yelesh Lanjewar had informed that the BHMCT Semester II and VI 2022 Students completed the industrial training from 1st July 2022 to 15th September 2022 successfully.

**Item No. 8.** To review the plans for industrial training for the session 2022-2023.

- Training and Placement Co-ordinator Mr. Yelesh Lanjewar informed that the communication with the hotels through Phone calls and E-mails for scheduling the trainings of students in summer 2023 is in process. The students had submitted their Resume to forward the hotels and to schedule the interviews. The training will be scheduled as per the University directions.

**Item No. 9.** To evaluate the status of placement for the session 2022-2023 and to review the plans for the same for the session 2023-2024.

- Training and Placement Co-ordinator Mr. Yelesh Lanjewar had informed that the process for placement for the final year students for the session 2022-2023 is in

progress. The phone calls and E-mails were in done to invite the respective Hotels, Resorts, Fast food chains, Retail sector, etc. for conducting the Campus interviews. The students had been informed to submit their Resumes along with the choices of the department of their interest. The interviews for the Campus selection were conducted in the month of November 2022 to January 2023. The most of the students are being placed and remaining will be placed through referral interviews after completion of theory examination of Semester VIII.

**Item No. 10.** The respective coordinators of College Development Committee, Antiaging Committee, Committee SC & ST, OBC & Minority Cell, Grievance Redressal Committee, Internal Complaint Committee, College Academic Committee and Library Advisory Committee will inform about their work.

- Convener of Library Advisory Committee Dr. Dipti Manapure had informed that the meeting of Library Advisory Committee had been conducted on date 09<sup>th</sup> November 2022.

**Item No. 11.** Lead Convener for the Mentoring of Weak Students; Assistant Professor Mr. Nikhil Umale will inform about the working progress of the activity named as “Mentoring of Weak Students”.

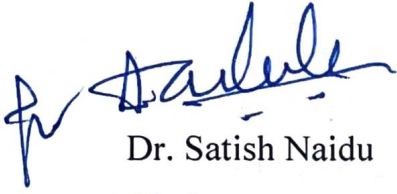
- Assistant Professor Mr. Nikhil Umale had informed that Mentoring of Weak Students was in progress as per the instruction of the Associate Professor Mr. Akshay Dandale. Students who need mentoring related to their behaviour, grooming, uniform, etc are being spotted and they are being guided towards corrections through counselling. Also, those students who asks for guidance are being sorted and directed to the concern faculties to sort out their difficulties related to the theory as well as practical.

**Item No. 12.** Mr. Ankeet Kenekar will inform about the progress of activity named as “Student’s Participation in Motivating Juniors for Skill Development”

- Assistant Professor Mr. Ankeet Kenekar had informed that activity named as “Student’s Participation in Motivating Juniors for Skill Development” was doing well and the interested students who like to take part in the activity were proposing their name actively. The necessary record book is also ready for the paper work.
- Officiating Principal Mr. Akshay Dandale had informed that the college had planned for CENTRALIZED CAMPUS MANAGEMENT SYSTEM (CCMS) which will be in implementation very soon. The preliminary requirements such as office order and advance payment had been done. The team will be commencing with the demonstration and implementation of CCMS very soon. The software will ease the work of staff and will fulfil the all-documentation processes such as Online Student Registration, Student Admissions, Student Fees - Online / On Counter, Student Administration & Records, Student Feedback, Student Attendance & Timetable, Student Examination & Results (Internal), Employee Information & Profile, Payroll Management, Attendance & Leave, Service Book, Library Management System with M-OPAC, Finance & Accounts, Accreditation Data Management System, OBE – Outcome Based Education,

Learning Management System, Online Proctored Examination, Mobile Apps for Student, Staff & Society, and Society / Management Dashboards & Reports. He further instructed to co-ordinate the staff of CCMS who will be giving the training to use it and also informed that IQAC Co-ordinator Dr. Anil Sontakke will look after the implementation of CENTRALIZED CAMPUS MANAGEMENT SYSTEM in the college.

Since no further agenda was to be discussed, the meeting concluded with vote of thanks to the Chairperson.



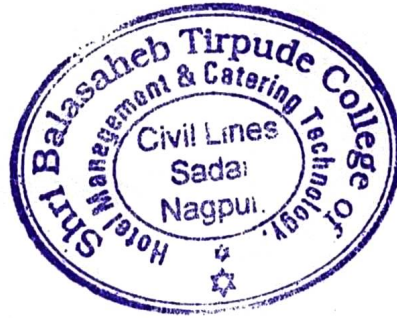
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Chairman

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Date: 17/02/2023

The following members were present in the IQAC meeting dated 17, February 2023 at 2:00 pm:

1. Dr. Satish Naidu
2. Shri Ganesh Gourkhede
3. Dr. Anil Sontakke
4. Mr. Akshay Dandale
5. Mr. Yelesh Lanjewar
6. Mr. Ankeet Kenekar
7. Ms. Nitu Jaiswal
8. Dr. Mrs. Dipti Manapure
9. Mr. Vinod Meshram
10. Ms. Saniya V. Opai
11. Mr. Sumedh Patil
12. Mr. Priyadarshan Pande
13. Mrs. Nilima Narendra Newalkar

*[Handwritten signatures of the members listed above, including names like Ganesh Gourkhede, Anil Sontakke, Akshay Dandale, Yelesh Lanjewar, Ankeet Kenekar, Nitu Jaiswal, Dipti Manapure, Vinod Meshram, Saniya V. Opai, Sumedh Patil, Priyadarshan Pande, and Nilima Narendra Newalkar.]*

*[Handwritten signature of Dr. Satish Naidu]*  
Dr. Satish Naidu

Chairman  
**OFFICIATING PRINCIPAL**  
Shri Balasaheb Tirpude  
College of Hotel Management  
& Catering Technology, Nagpur

*[Handwritten signature of Dr. Anil Sontakke]*  
Dr. Anil Sontakke

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