



SINHGAD TECHNICAL EDUCATION SOCIETIES
SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY
LONAVALA

Dt.01.08.2022

NOTICE

This is to inform all IQAC members that there is a meeting on 08/08/2022 at 4pm at board room.

AGENDA

1. Academic calendar for the Academic year 2022-23
2. Allocation of subject, Preparation of Timetable, and daily conduction sheet for the year 2022-23
3. Allotment of new mentors for Academic year 2022-23
4. Re-admission process & fees for BHMCT & BSC (HS) for Academic year 2022-23
5. Formation of new committees & their role for 2022-23
7. Opening of college for new batch of Fybsc (Hs) & reopening of regular BSCHS & BHMCT.
8. To start online Teaching for TYBSc HS, SYBHMCT AND FINAL YEAR BHMCT on Google classroom / Microsoft Teams platform.
9. To start working to create E- content and notes to prepare.
10. Co-curricular activities to be planned by IQAC and coordination with faculties.
8. Any other suggestions/recommendations.

Prof. Partha Nath
Principal



IQAC coordinator



SINHGAD TECHNICAL EDUCATION SOCIETIES
SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY LONAVALA

Dt.22/08/2022

MINUTES OF IQAC MEETING

HELD ON Points were discussed in detail & following decisions were taken

- 1- Detail academic calendar with working days, holidays, term end & examination for the full year need to be prepared by Prof. Hitesh Muzumdar before end of August 2022
- 2- Subject allocation for BSCHS & BHMCT need to be prepared by Prof. Saudagar Godase for the year 2022-23.
- 3- Two class mentors for each class & their role & responsibilities are finalized by IQAC team.
- 4- Detail admission process, eligibility criteria fees CET dates, data collection, promotion for BHMCT & BSC (HS) were discussed.
- 5- Various committee co-coordinator & 2 members are identified & their roles & responsibilities to be prepared by Prof. Saudagar Godase before end of August 2022
- 6- Timetable and daily conduction sheet need to be prepared by Prof. Saudagar Godase.
- 7- Reopening dates of regular BSCHS & BHMCT are finalized & tentative dates for opening of for new batch of Fybsc (Hs) are planned.
- 8- To start working to create E- content and notes to prepare and keep ready with ppt.
- 9- Re-admission form to be filled and part / full fees can be paid.
- 10- Various activities to be allocated to all faculty members.

Prof.Partha Nath
Principal



IQAC coordinator



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Dt.12/09/2022

ACTION TAKEN REPORT

1. Academic calendar for the Academic year 2022-23 prepared for full academic year & displayed on college notice board.
2. Subject allocation sheet for BHMCT & BSCHS prepared by Prof. Saudagar Godase & circulated to all concerned faculties.
3. Allotment of new class mentors for all the classes is done & circulated to all concerned faculties for the academic year 2022-23.
4. The full process of admission for BHMCT & BSCHS along with the CET dates, DTE CAP rounds & fees will be displayed on college notice board along with all relevant information & dates
5. Detail information of new of examination patterns e.g.2019 are displayed on exam notice board. Two set of question papers need to give to exam team is finalized.
6. New committees list (co-coordinator & member) for year 2022-23 is circulated to all faculty & non-teaching staff along with their role & responsibilities.
7. College reopening dates are finalized & displayed on college notice board.
8. Various activities allocated to all faculty members.
9. For new batch of FYBSCHS will start the academics.
New IQAC committee is formed.

Prof. Partha Nath
Principal

IQAC coordinator





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SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY
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Dt. 01/11/2022

NOTICE

This is to inform all IQAC members that there is a meeting on 10/11/2022 at 4pm at board room.

AGENDA

1. Term end for BSc (Hs) & BHMCT 1st sem for the Academic year 2022-23
2. Planning of Internal Practical & External exams for BSc. (Hs) & BHMCT.
3. Collection of course files, activity report, Daily conduction sheet.
4. Submission of PPT and attendance to the IQAC.
5. SPPU Examination related online mark filing
6. Collection of feedback from students.
7. Submission of E- content and notes to the LIBRARY.
8. Pending fees collection calls to student and parent.
9. Class test exam date to be finalized for the internal marking MCQ based.
10. Updating of PO and PEO as per each subject allotted.

Prof. Partha Nath
Principal

IQAC coordinator





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Dt. 18/11/2022

MINUTES OF IQAC MEETING

HELD ON Points were discussed in detail & following decisions were taken

1. Term will end for SyBsc(Hs) & TyBsc(Hs) in the month of December. & all BHMCT in the month of December for the first semester.
2. Detail Planning of Internal, Practical, & External exams for Bsc. (Hs) & BHMCT need to be done by examination team.
3. Course files & Daily conduction sheet needs to be collected for SyBsc (Hs) & TyBsc (Hs) in first week of December & for BHMCT last week of December
4. Exam team needs to update on SPPU Examination online mark filing dates along with exam timetable
5. College will reopen on 14th February for FYBSc (Hs) & TyBsc (Hs). For BHMCT it will open on 14th February.
6. Submission of PPT and attendance to the IQAC.
7. ONLINE feedback to be developed and feedback to be taken from students.
8. It was informed to Prof. Ashwini to organise placement seminars for final year students.

Prof. Partha Nath
Principal

IQAC coordinator





SINHGAD TECHNICAL EDUCATION SOCIETIES
SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY
LONAVALA

Dt. 01/12/2022

ACTION TAKEN REPORT

1. SyBsc (Hs) & TyBsc(Hs) term is ended in the first week of December.
2. Detail examination plan with dates for Internal, Practical, & External exams for Bsc. (Hs) was displayed on notice board by examination team.
3. Course files, log books & all activity reports were collected by IQAC.
4. Exam team has displayed SPPU Examination online mark filing dates on notice board.
5. College reopening dates were displayed on notice board & informed to parents.
6. Submission of PPT and attendance to IQAC team.
7. ONLINE feedback was developed and feedback forms circulated to students.
8. All faculties submitted of E- content and notes to the library.
9. All faculties to Updated PO and PEO as per each subject allotted.
10. Pending fees collection calls to student and parent were done by counsellors.
11. WCE, ARISE INTERNATIONAL, CARRIER CRAFTERS were tied up for placement seminars.

Prof.Partha Nath
Principal

IQAC coordinator





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Dt. 23/01/2023

NOTICE

This is to inform all IQAC members that there is a meeting on 30/01/2023 at 3pm at board room.

AGENDA

1. Allocation of subject foreven semesterof Academic year 2022-23
2. Allotment of new mentors for even semester of Academic year 2022-23
3. Fees to be collected from BHMCT & BSC (HS) students for 2022-23
4. Deciding dates to start the regular classes in offline modefor BSCHS & BHMCT classes.
5. Examination related & innovations to be incorporated in the system.
6. Any other suggestions/recommendations.

A handwritten signature in blue ink, appearing to read 'Partha Nath'.

Prof.Partha Nath
Principal



A handwritten signature in blue ink, appearing to read 'IQAC coordinator'.

IQAC coordinator



SINHGAD TECHNICAL EDUCATION SOCIETIES
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Dt. 06/02/2023

MINUTES OF IQAC MEETING

HELD ON 30/01/2023 Points were discussed in detail & following decisions were taken

1. Subject allocation for BSCHS & BHMCT need to be prepared by Prof. Saudagar Godase for second semester of Academic year 2022-23 in 1st week of Feb 2023.
2. Two class mentor for each class & their role & responsibilities are finalized by IQAC
3. Detail regarding collection of pending fees, student's data collection, promotion for BHMCT & BSC (HS) were discussed.
4. Practical's timetable need to be prepared by Prof. Saudagar Godase for conducting practical's.
5. Reopening dates of regular BSCHS & BHMCT are tentatively finalized on 6th Feb 2023 but final decision to be taken as per the SPPU AND DTE instructions.
6. Faculty to prepare the PO's and PEO's for the new subjects allocated in the semester.
7. Odd semester PO and PEO's and attendance sheets to be submitted to the IQAC and files to be maintained by Prof. Hitesh Muzumdar.

Prof. Partha Nath
Principal



IQAC coordinator



SINHGAD TECHNICAL EDUCATION SOCIETIES
SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY
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Dt.02/03/2023

ACTION TAKEN REPORT

1. Subject allocation sheet for BHMCT & BSCHS prepared by Prof. Saudagar Godase & circulated to all concerned faculties.
2. Allotment of new class mentors for all the classes is done & circulated to all concerned faculties for the academic year 2022-23 of second semester.
3. Fees will be displayed on college notice board along with all relevant information & dates.
4. Detail information of examination patterns e.g 2019 are displayed on exam notice board.
5. College reopens for BSc HS and BHMCT on 13th Feb 2023.

A handwritten signature in blue ink, appearing to read 'Partha Nath'.

Prof. Partha Nath
Principal

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IQAC coordinator





Sinhgad Institutes

SINHGAD TECHNICAL EDUCATION SOCIETIES
SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY
LONAVALA

Date: 10/04/2023

NOTICE

This is to inform all IQAC members that there is a meeting on 17/4/2023 at 3pm at board room. AGENDA

1. Completion of daily conduction sheet, attendance, course file and update of Po's & PEO's by faculty.
2. Submission of activity reports
3. Submission of the daily conduction sheets and syllabus completion report.
4. Semester closing and planning to conduct internal exam examination
5. Review of completion of Practical's of the previous semester.
6. Any other suggestions/recommendations.

Prof. Partha Nath
Principal

IQAC coordinator





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Date: 15/05/2023

MINUTES OF IQAC MEETING HELD ON 17/04/2023

1. It was decided that completion of attendance, course file submission and submission of PO's & PEO's, & Activity report to be completed by faculty by June end and submission to IQAC.
2. Faculty members are instructed to complete all remaining syllabus by June end.
3. Detail examination plan with dates for Internal, Practical, & External exams for Bsc. (Hs) & BHMCT was displayed on notice board by examination team.
4. Faculty members are instructed to prepare Notes & content as per syllabus for both theory & practical for remaining semester.

Prof. Partha Nath
Principal

IQAC coordinator





SINHGAD TECHNICAL EDUCATION SOCIETIES
SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY
LONAVALA

Date: 09/05/2023

ACTION TAKEN REPORT

1. Course files with PEO & PO'S, attendance sheet, log books & all activity reports were collected by IQAC in the month of June end.
2. BSc HS & BHMCT term is to be ended on 15th June 2023.
3. All faculty members was instructed to prepare content of theory and practical for fourth coming semester in the month of July 2023.
4. Practical exams were planned by exam team in 1st week of May 2023.
5. Internal & practical's Backlog exam were planned by exam team in 1st week of May 2023.

A handwritten signature in blue ink, appearing to read 'Partha Nath'.

Prof. Partha Nath
Principal

A handwritten signature in blue ink, appearing to read 'S. S. S.'.

IQAC coordinator





Sinhgad Institutes

Sinhgad Technical Education Society's
SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY

(Approved by AICTE, New Delhi, Recognized G. of Maharashtra Es Affiliated to Savitribai Phule Pune University)
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Accredited by NAAC with 'A Grade'

Prof.M.N. Navale
M.E(Elect.), MIE, MBA
FOUNDER - PRESIDENT

Dr. (Mrs.) Sunanda. M. Navale
B.A, M.P.M., Ph.D.
FOUNDER - SECRETARY

Dr. (Mrs.) Ayesha Siddiqui
DHMCT. BA, Msc, HTM, Ph.D,
PRINCIPAL

Ref. SIHMCT/IQAC.Comm/22-23/

Date: 01/07/2022

Following members are appointed in the IQAC Committee for the academic year 2022-2023

Sr. No.	Name of Person	Designation	Signature
1	Dr. Ayesha Siddiqui	Chairman	
2	Prof.Saudagar Godse	IQAC Co-Ordinator	
3	Prof.Rahul Shende	Member	
4	Prof. Abhay Ramdin	Member	
5	Dr. Manik Gaikwad	Management Member	
6	Dr. S.U. Gawade	Management Member	
7	Mr. Debashish Mahapatra	Alumni Representative	
8	Mr. Jagar Thakur (VP- fariyas Resorts)	Industry Representative	
9	Ms. Sujata Angadi	Nominee of local society	
10	Mr. Mayur Bhole	Student Representative	
11	Ms. Monika Ghaywat	Student Representative	


PRINCIPAL





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Accredited by NAAC with 'A Grade

Prof.M.N. Navale
M.E(Elect.), MIE, MBA
FOUNDER - PRESIDENT

Dr. (Mrs.) Sunanda. M. Navale
B.A, M.P.M., Ph.D.
FOUNDER - SECRETARY

Dr. (Mrs.) Ayesha Siddiqui
DHMCT, BA, Msc, HTM, Ph.D,
PRINCIPAL

Ref. SIHMCT/IQAC.Comm/22-23/

Date: 01/07/2022

IQAC COMMITTEE

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2022-2023

Sr. No.	Name of Person	Designation
1	Dr. Ayesha Siddiqui	Chairman
2	Prof.Saudagar Godse	IQAC Co-Ordinator
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4	Prof. Abhay Ramdin	Member
5	Dr. Manik Gaikwad	Management Member
6	Dr. S.U. Gawade	Management Member
7	Mr. Debashish Mahapatra	Alumni Representative
8	Mr. Jagar Thakur (VP- fariyas Resorts)	Industry Representative
9	Ms. Sujata Angadi	Nominee of local society
10	Mr. Mayur Bhole	Student Representative
11	Ms. Monika Ghaywat	Student Representative

Dr. Ayesha Siddiqui

PRINCIPAL

