



Sinhgad Institutes

**Sinhgad Technical Education Society's
SINHGAD INSTITUTE OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY,
KUSGAON (Bk), LONAVALA.**

NOTICE OF THE GOVERNING BODY MEETING

Ref. No: SIHMCT/2020-21/

Date:-15/04/2020

A meeting of the Governing Body of Sinhgad Institute of Hotel Management & Catering Technology (SIHMCT) will be held on 08/05/2020 from 4:30 p.m to 5:30 p.m in the office of the Secretary, STES Karve Road Pune, to transact business as per following Agenda.

AGENDA

1. To confirm the minutes of the previous meeting held on 10/10/2019.
2. To discuss the progress report of the Institute up to 31st March 2020.
3. To discuss and consider the recommendations of the College Development Committees as detailed below:

A) Finance Committee:

- i) To approve the proposed budget for the year 2020-2021 as Recommended by the College Development Committees.

B) Purchase / Equipment Committee:

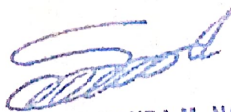
- i) To approve the proposal recommended by the College Development Committees for purchase to be made for the Academic Year 2020-2021.

C) Building Committee:

- i) To discuss & approve the proposals recommended by the College Development Committees on repairs & maintenance and internal layout of the existing Sinhgad Institute of Hotel Management & Catering Technology (SIHMCT) building.

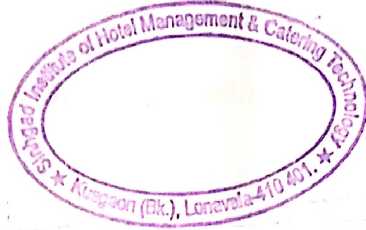
D) Staff Selection Committee:

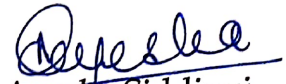
- i) To discuss and approve the proposal given by the College Development Committees about requirement of Faculty members.
- ii) To review the status of approvals of existing faculty members.


DR. (MRS.) SUNANDA M. NAVALE
Founder Secretary
Sinhgad Technical Education Society

4. To Plan for various academic activities like guest lectures, seminars, workshops etc. to be held in the academic year 2020-2021.
5. To discuss & inform the feedback of various stakeholders like alumni, employers, students & faculty.
6. To discuss any other item with the permission of the chair.

All members of the Committee are requested to attend the meeting.





Dr. Ayesha Siddiqui
Principal & Member Secretary

C.C. to :

1. Prof. M. N. Navale - Founder President, S. T. E. Society - Chairman
2. Dr (Mrs.) Sunanda. M. Navale - Founder Secretary, S. T. E. Society- Member
3. Mrs. Rachana Navale Ashtekar - Vice President, S. T. E. Society - Member
4. Mr. Rohit M. Navale - Vice President - S.T.E. Society - Member
5. Mrs. Shruti R. Navale - Member, S.T.E.Society
6. Dr. Arvind V. Deshpande - (Director), S T E Society - Member
7. Nominee of AICTE, New Delhi (Industry Expert) - Nominee
8. Director of Technical Education, Mumbai Ex-Officio, DTE - Nominee
9. Nominee, Savitribai Phule Pune University, Pune - Nominee
10. Govt. Of Maharashtra - Nominee
11. Regional Officer, WRO, AICTE, Mumbai, (Ex-Officio) - Nominee
12. Prof. Rahul Shende Teaching Staff (SIHMCT) - Member
13. Prof. Partho Nath Teaching Staff (SIHMCT) - Member
14. Dr. Ayesha Siddiqui Principal, SIHMCT - Member
Secretary

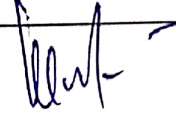

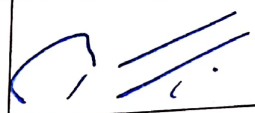

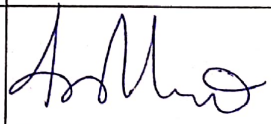
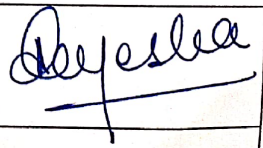
Mr. G. K. Shahani

- Special Invitee


DR. (MRS.) SUNANDA M. NAVALE
Founder Secretary
Sinhgad Technical Education Society

ATTENDANCE

The Governing Body Meeting of Sinhgad Institute of Hotel Management & Catering Technology Kusgaon (BK), Lonavala held on 08/05/2020, from 04:30 p.m to 05:30 p.m attended by the following members:

Sr. No.	Name of the Member	Designation	Signature
1.	Prof. M. N. Navale Founder President, S. T. E. Society	Chairman	
2.	Dr. (Mrs.) Sunanda M. Navale Founder Secretary, S. T. E. Society	Member	
3.	Mrs. Rachana M. Navale Ashtekar Vice President, S. T. E. Society	Member	
4.	Mr. Rohit M. Navale Vice President - S.T.E. Society	Member	
5.	Mrs. Shruti R. Navale Member - S.T.E. Society	Member	
6.	Dr. Arvind V. Deshpande (Director) S.T.E. Society	Member	
7.	Nominee of AICTE, New Delhi (Industry Expert)	Nominee	
8.	Director of Technical Education, Maharashtra State, Mumbai, Ex-Officio, DTE	Nominee	
9.	Nominee Savitribai Phule Pune University Pune	Nominee	
10.	Govt. of Maharashtra	Nominee	
11.	Regional Officer, WRO, AICTE, Mumbai (Ex-Officio)	Nominee	
12.	Prof. Rahul Shende, Asst. Professor, SIHMCT	Member	
13.	Prof. Partho Nath, Asst. Professor, SIHMCT	Member	
14.	Dr. Ayesha Siddiqui Principal, SIHMCT	Member Secretary	
15.	Mr. G. K. Shahani	Special Invitee	



Sinhgad Technical Education Society's
SINHGAD INSTITUTE OF HOTEL MANAGEMENT CATERING TECHNOLOGY
Gat No. 309/310, Kusgaon (Bk.), Off Mumbai-Pune Expressway,
Lonavala, Dist. Pune 410 401.

NOTICE OF THE COLLEGE DEVELOPMENT COMMITTEE

Ref: SIHMCT/2020-21/

Date:- 15/04/2020

A meeting of the College Development Committee will be held in the office of the Secretary, STES Karve Road, Pune, on 08/05/2020 from 12.30 p.m to 2:00 p.m to transact the following business as mentioned in the Agenda.

AGENDA

- 1) To confirm the minutes of the previous meeting dated 10/10/2019.
- 2) To discuss and approve the proposed budget for the academic year 2020-21.
- 3) To review the actual & proposed staff positions (Teaching & Non-Teaching).
- 4) To review and approve the academic /extra curricular/co-curricular activities in the academic year 2020-21.
- 5) To review the plan for the academic /extra-curricular/co-curricular activities and progress of all the courses in the First Half of academic year 2020-21.
- 6) To discuss & inform the feedback of various stakeholders like alumni, employers, students & faculty.
- 7) Any other item with the permission of the chair.

Dr. Ayesha Siddiqui
Principal & Member Secretary

C.C. to:

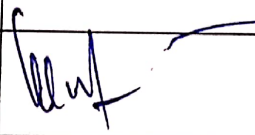
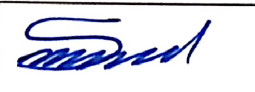
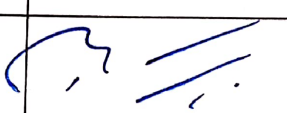
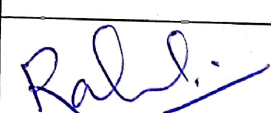
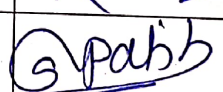
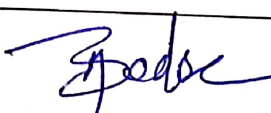
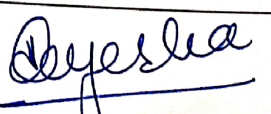
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|---|-------------------------------|
| 1. Hon. Prof. Maruti Nivrutti Navale
Founder President, S T E Society | Chairman |
| 2. Dr (Mrs.).Sunanda M. Navale
Founder Secretary, S T E Society | Member |
| 3. Mrs. Rachana Navale Ashtekar
Vice President , S T E Society | Member |
| 4. Mr. Rohit M. Navale
Vice President , S T E Society | Member |
| 5. Mrs. Shruti R. Navale
Member , S T E Society | Member |
| 6. Dr. Arvind V. Deshpande
(Director), S T E Society | Member |
| 7. Mr.G.K. Shahani
Director (Project), STE Society | Member |
| 8. Prof. Shilpa Hate-Branger - | Representative Teaching Woman |
| 9. Prof. Rahul Shende - | Representative Teaching |
| 10. Mr. Sudhir Patil | Representative Non-Teaching |
| 11. Prof. Saudagar Godase - | Member IQAC |
| 12. President Students Council | Member |
| 13. Secretary, Student Council | Member |
| 14. Dr. Ayesha Siddiqui | Member Secretary |

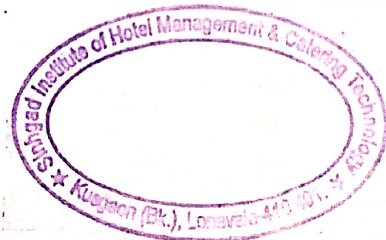
DR. (MRS.) SUNANDA M. NAVALE
Founder Secretary
Sinhgad Technical Education Society

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CATERING TECHNOLOGY**
Gat No. 309/310, Kusgaon (Bk.), Off Mumbai-Pune Expressway,
Lonavala, Dist. Pune 410 401.

ATTENDANCE

The College Development Committee of SIHMCT held on 08/05/2020, from 12:30 p.m to 02:00 p.m attended by the following members:

Sr. No	NAME OF THE MEMBER	Designation	Signature
1	Hon. Prof. Maruti Nivrutti Navale Founder President, S T E Society	Chairman	
2	Dr (Mrs.).Sunanda M. Navale Founder Secretary, S T E Society	Member	
3	Mrs. Rachana Navale Ashtekar Vice President , S T E Society	Member	
4	Mr. Rohit M. Navale Vice President , S T E Society	Member	
5	Mrs. Shruti R. Navale Member, S T E Society	Member	
6	Dr. Arvind V. Deshpande (Director), S T E Society	Member	
7	Prof. Shilpa Hate-Branger Asst. Professor	Member	
8	Prof.Rahul Shende Asst. Professor	Member	
9	Mr. Sudhir Patil Jr. Clerk	Member	
10	Prof. Saudagar Godase Asst. Professor	Member IQAC	
11	President Students Council	Member	
12	Secretary, Student Council	Member	
13	Dr. Ayesha Siddiqui Principal	Member Secretary	
14	Shri.G.K. Shahani	Special Invitee	



Sinhgad Technical Education Society's

SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY



Sinhgad Institutes

(Approved by AICTE, New Delhi, Recognized by Govt. of Maharashtra & Affiliated to Savitribai Phule Pune University)

Gat No. 309/310, Kusgaon (Bk.), Off Mumbai - Pune Expressway, Lonavala, Dist, Pune - 410 401
Phone : 02114 - 673313 / 14, E- Mail : principal.sihmct@sinhgad.edu Website : www.sinhgad.edu

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/LMC/2020-21/

Date:


MINUTES OF THE LOCAL MANAGING COMMITTEE HELD ON 08/05/2020

The meeting of the local managing Committee of the Sinhgad Institute of Hotel Management & Catering Technology was held on 08th May 2020 at 4:30 pm. To 5:30 Pm. The Following Members were present.

- | | |
|--|-------------------------------|
| 1. Prof. M. N. Navale, President,
STE Society, Pune | Chairman |
| 2. Dr. (Mrs.) Sunanda. M. Navale, Secretary,
STE Society, Pune | Member |
| 3. Mr. Rohit M.Navale, Vice President,
STE Society, Pune | Member |
| 4. Mrs. Rachana Navale Ashtekar , Vice President,
STE Society, Pune | Member |
| 5. Mrs. Shruti Rohit Navale, Member,
STE Society, Pune | Member |
| 6. Dr. Arvind V. Deshpande, Director,
STE Society, Pune | Member |
| 7. Mr. G. K.Shahani, Director (Project),
STE Society, Pune | Member |
| 8. Prof. Shilpa Hate-Branger, Asst. Prof.
SIHMCT, Lonavala | Representative Teaching Women |
| 9. Prof. Rahul Shende, Asst. Prof. SIHMCT, Lonavala | Representative Teaching |
| 10. Mr. Sudhir Patil, Jr.Clerk . SIHMCT, Lonavala | Representative Non-Teaching |
| 11. Prof. Saudagar Godase, Asst. Prof. SIHMCT, Lonavala | Member IQAC |
| 12. Dr. Ayesha Siddiqui, Principal SIHMCT, Lonavala | Member Secretary |

To discuss the minutes of the previous meeting of the Local Managing Committee held on 10th Oct 2019.

Discussed the minutes of the meeting held on 10th Oct 2019 and the same were unanimously confirmed.


DR. (MRS.) SUNANDA M. NAVALE
Founder Secretary
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Budget approved by: Dr. Mrs. Sunanda Navale

2) a) Tuition Fees/Other Fees/Refundable Fees/Other Sources of Income:

Tuition & development Fees: In the annual budget for the F.Y.2019-20 for the tuition & development fees is. 2,82,26,359/-.The total income received till 31.03.2020 was Rs. 2,15,45,647/-and expected to collect Rs 66,80,712/-

Other Fees: In the annual budget for the F.Y.2019-20 for the Other Fees is Rs. 39,68,176/-. Other Fees collected from the students till 31.03.2020 was Rs 35,49,827/-

The Principal presented the Tuition Fees/Other Fees/Refundable deposits/other sources of income. The committee appreciated and approved the same unanimously.

Budget approved by: Prof. M. N. Navale

b) Salary as per 6th Pay commission:

In the month of April 2019 estimated salary budget for Teaching & Non Teaching for 2019-20 was Rs. 2,40,72,573/- Actual expenses on salary from April 2019 to March 2020 was Rs. 2,09,45,052/- and the proposed expenditure for April-2020 to March-2021 is Rs 1,99,00,986/-

The Principal presented the salary of teaching & non Teaching.


Budget approved by: Prof. M. N. Navale

3) a) Non Recurring Expenses:

i) Equipment: The proposed Budget amount for purchase of equipment for expected budget April-2020 to March 2021 is Rs. 1,00,000/- & the same budget is approved.

ii) Library books :- The proposed Budget amount for purchase of Library books for expected budget April 2020 to March 2021 is Rs.50,000/- & Rs. 50,000/- the amount is approved.

iii) Furniture & fixtures: The proposed Budget for April-2020 to March 2021 the amount has not sanctioned .


DR. (MRS.) SUNANDA M. NAVALE
Founder Secretary
Sinhged Technical Education Society

Budget Approved by: Dr. Mrs. Sunanda Navale

b) Recurring:

Periodicals and journals:

The proposed expected April-2020 to March 2021 budget for Periodicals & Journals is Rs. 10,000/- and the same budget is approved.

The Principal presented the recurring: Periodicals and Journals for the Academic Year 2020-21.

Budget approved by: Dr. Mrs. Sunanda Navale

4) a) Printing & Stationary:

The Principal presented the expected budget April-2020 to March 2021 for printing and stationery which is Rs.2, 43,960/- & Rs. 2,30,000/- the amount is approved .

Budget approved by: Mr. Rohit M. Navale

b) Software Expenses:

The proposed Budget for April-2020 to March 2021 is Rs. 8,000/-and the same is approved.

Budget approved by: Mr. Rohit M. Navale

c) Training & placement:

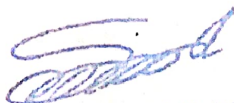
The Principal presented the expected budget April-2019 to March 2020 for Training & placement which is Rs.10,000 /- and expenses made till 31.03.2020 was Rs. 0/-respectively. Approved amount for April-2020 to March 2021 is Rs 10,000/-

The Principal presented the details of training & placement.

Budget approved by: Mr. Rohit M.Navale

d) Student Welfare:

The Expected budget April-2020 to March 2021 for student welfare is Rs 10000/- and the same is approved.


DR. (MRS.) SUNANDA M. NAVALE
Founder Secretary
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Budget approved by: Mr. Rohit M. Navale

e) Seminar & Exhibition:

The Principal presented the Actual Expenses made till 31.03.2020 of Rs 0/- & proposed for Expected budget of Rs 5,000/- for seminar & exhibition expenses and the same has been approved.

Budget approved by: Mr. Rohit M. Navale

5) a) Exam fees/ Eligibility Fees/ UOP Prorata Fees/ Enrolment Fees:

The Principal presented the actual expenses of exam fees which is paid till 31.03.20 is Rs 12,74,848/- & hence the Expected amount of exam fees Rs 13,00,000/- for Academic year 2020-21 will be paid to S.P.Pune University.

The Principal presented the details of eligibility fees Rs. 39,480/- which is paid to S.P.Pune University.

The Principal presented the details of UOP Prorata fees of Rs.60,977/- collected for the year 2018-20 & will be paid to S.P.Pune University.

Budget approved by: Mrs. Rachana Navale Ashtekar

b) Repair & Maintenance:

The Principal presented the Actual Expenses made till 31.03.20 of Rs 43,185/- & proposed for Expected budget of Rs 60,000/- for Repair & Maintenance and the same has been approved.

Budget approved by: Mrs. Rachana Navale Ashtekar

c) Consumables: The Principal presented the Actual Expenses made for Consumables till 31-3-2020 was Rs 8,47,597/- & proposed for Expected budget of Rs 8,50,000/- and same is approved.

Budget approved by: Mrs. Rachana Navale Ashtekar


d) Office Expenses & Misc Expenses:

The Principal presented the Actual Expenses of Office expenses & Misc. Expenses till 31.03.20 was Rs 16,970/- & proposed for Expected budget of Rs 25,000/- and the same is approved.

Budget approved by: Mrs. Rachana Navale Ashtekar

6) A) Travelling & Conveyance:

The Principal presented the Actual Expenses for Traveling & Conveyance till 31.03.20 was Rs. 22,938/- & proposed for Expected budget of Rs. 25,000/- and the same is approved.



DR. (MRS.) SUNANDA M. NAVALE
Founder Secretary
Sinhgad Technical Education Society

Budget approved by: Dr. Mrs. Sunanda M. Navale

B) Affiliation Fees:

The Principal presented the Actual Expenses till 31-3-2020 was Rs 1,98,500/- & proposed for Expected budget of Rs 1,84,000/- and the same is approved.

Budget approved by: Dr. Mrs. Sunanda M. Navale

C) Newspaper:

The Principal presented the Actual Expenses for Newspaper made till 31-3-2020 was Rs 999/- & proposed for Expected budget of Rs 2000/- and the same is approved.

Budget approved by: Dr. Mrs. Sunanda M. Navale

D) Staff Welfare:

The Principal presented the Actual Expenses for Newspaper made till 31-3-2020 was Rs 2,300/- & proposed for Expected budget of Rs 5000/- and the same is approved

Budget approved by: Dr. Mrs. Sunanda M. Navale

E) Remuneration to Visiting Faculty:

The Principal presented the Actual Expenses for Newspaper made till 31-3-2020 was Rs 25,503/- & proposed for Expected budget of Rs 40,000/- and the same is approved

Budget approved by: Dr. Mrs. Sunanda M. Navale


F) Committee Expenses:

The Principal presented the Actual Expenses for Newspaper made till 31-3-2020 was Rs 8,752/- & proposed for Expected budget of Rs 10,000/- and the same is approved

Budget approved by: Dr. Mrs. Sunanda M. Navale

G) Postage & Courier & Telephone:

The Principal presented the Actual Expenses for Newspaper made till 31-3-2020 was Rs 1,198/- & proposed for Expected budget of Rs 4,000/- and the same is approved


DR. (MRS.) SUNANDA M. NAVALE
Founder Secretary
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