



**Sinhgad Institutes**

**SINHGAD TECHNICAL EDUCATION SOCIETY'S  
SINHGAD INSTITUTE OF HOTEL MANAGEMENT  
& CATERING TECHNOLOGY, KUSGAON (Bk),  
LONAVALA 410401**

**APPROVED BY AICTE AND AFFILIATED TO SAVITRIBAI PHULE PUNE  
UNIVERSITY, PUNE**



**SELF STUDY REPORT FOR ASSESSMENT  
& ACCREDITATION 2017**



**SUBMITTED TO  
NATIONAL ASSESSMENT AND  
ACCREDITATION COUNCIL  
BANGALORE 560072**

# **SELF STUDY REPORT (SSR)**

**Submitted to**



**National Assessment and Accreditation Council,  
Bangalore**

**Submitted by**

**SINHGAD TECHNICAL EDUCATION SOCIETY'S  
SINHGAD INSTITUTE OF HOTEL MANAGEMENT &  
CATERING TECHNOLOGY**

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## **PREFACE**

I take this opportunity to present before you the Self Study Report for accreditation from National Assessment and Accreditation Council.

Our organization has come up a long way in the hospitality education and has aligned itself for the demands of changing dynamics of hospitality industry. It is a continuous endeavor of our institute to shape thorough professional, curricular and supporting activities; committing ourselves to the overall development of students' fraternity through quality initiative and bringing the teaching-learning process at par the global phenomenon.

The industry –academia interaction has helped in enriching the dissipation of knowledge through constant interface with new trends and techniques. Our focus on exposure to hotel operations and arrays of professional assignments has been effective in attaining trade proficiency. The engagement in extra- curricular activities and supporting social causes has helped in carving a global citizen. Appreciation and encouragement to movement of research has brought paradigm changes at workplace.

Our vision and goals have been a guiding force for commitment to principles of education that has brought laurels to the institutes by successively topping University merit list. Our efforts are acknowledged by leading hotel groups as we are a preferred institute for campus placement in the region. We have been successful in stamping mark in the minds of aspiring hospitality professional across the nation.

Our institute has undergone a long and painstaking activity of establishing itself as a quality institute. We have consensus on the importance of quality and adapting to culture for bringing qualitative changes. It has become the pathway for policies and strategies of operations at our institute. We have understood that quality is ever evolving process and have inculcated benchmarking the outcomes and continuous upgrading the performance.

Having received recognition would be an enormous feeling and a remarkable achievement. It would promote our initiatives in betterment of education and a great aid in improving the quality.

I appreciate the sincere and combined efforts of all the staff members in preparing this Self Study Report and wish to thank the management of STE Society for guidance and support. This report has been prepared according to the instructions laid down by NAAC and includes (A) Executive Summary (B) Profile of the College (C) Criteria wise evaluation report (D) Evaluative Report of the Department and required annexure.

I feel privileged in submitting Self Study Report for Accreditation of Sinhgad Institute of HMCT by NAAC.

Dr.Ayesha Siddiqui  
Principal



**COMMITTEES**

**STEERRING COMMITTEE -NAAC**

<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>
<b>1</b>	Dr.(Mrs.) Ayesha Siddiqui	Chairman
<b>2</b>	Dr.Sameer Koranne	NAAC Coordinator
<b>3</b>	Prof.Sachin Desai	Member
<b>4</b>	Prof.P.P. Nath	Member
<b>5</b>	Prof. Raghavendra Gade	Member
<b>6</b>	Prof.Poonam Jori	Member
<b>7</b>	Prof.Vishwanath Revankar	Member
<b>8</b>	Prof.Hitesh Muzumdar	Member

**INTERNAL QUALITY ASSURANCE COMMITTEE (IQAC)**

<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>
<b>1</b>	Dr.(Mrs.) Ayesha Siddiqui	Principal
<b>2</b>	Prof. Ranjana Diwate	Coordinator
<b>3</b>	Prof. Sachin Desai	Faculty Member
<b>4</b>	Prof. Abhijeet Jadhav	Faculty Member
<b>5</b>	Prof. Rahul Shende	Faculty Member
<b>6</b>	Dr. Manik Gaikwad – Campus Director	Management Representative
<b>7</b>	Mr. Jagar Thakur, VP-Fariyas Hotels	Hotelier
<b>8</b>	Mr.Debashish Mahapatra	Alumni
<b>9</b>	Mr. Ajay Sharma	Student Representative
<b>10</b>	Mrs.Sujata Angadi	Member of Local Society
<b>11</b>	Mr. Machindra Fule	Administrative Staff Representative

## **INTRODUCTION**

Honorable Founder President, Prof. M. N. Navale, a visionary educationist and entrepreneur, laid the foundation stone of Sinhgad Technical Education Society in the year 1993. With strong support of Dr. (Mrs.) Sunanda M. Navale- Founder Secretary, Mrs. Rachana M. Navale Ashtekar -Vice President (Admin) and Mr. Rohit M. Navale Vice President (HR), Sinhgad Institutes has become a massive far flung Educational network with a distinct presence in and around Pune, Mumbai, and Sholapur with more than 130 professional institutes offering quality education from K.G. to Ph.D. Many institutes have become a brand in themselves with a state of the art infrastructure and modern facilities.

The founder's vision of imparting value base quality education in all the spheres of higher learning has become a obvious reality. The educational courses range from the basic to the most advanced and demanding. It covers disciplines like Pure Sciences and applied science, Architecture, Medicine, Law, Engineering, Hospitality, Pharmacy, Dental, Management and the like. Sinhgad Institutes are spread over 12 fully equipped sprawling, aesthetically landscaped campuses

Sinhgad Institute of Hotel Management & Catering Technology was established in year 2004 at picturesque campus of Lonavala. It is the only institutes in Pune Rural area with futuristic educational campus hosting more than seven thousand students. The campus has exotic landscape and provides conducive environment for global education. It offers BHMCT and B.Sc HS courses affiliated to Savitribai Phule Pune University and is approved by AICTE. The institute building has unique eco-friendly architecture and hosts all required facilities such as modern class rooms, well equipped kitchens, bakery, and restaurants, elegantly designed lobby and aesthetically maintained guest rooms, the housekeeping lab and laundry, sophisticated meeting rooms and seminar hall, well connected computer center and resourceful library. The campus offers bouquet of amenities which includes cozy hostel accommodation, mess and canteen facility, branded coffee shops and ice-cream parlors, bustling cultural center, attentive campus clinic, beauty parlor and hair salon, ATM facility, provision stores and communication center, guest house, laundry services and reprography facilities, round the clock security with CCTV cameras, indoor sports facility, outdoor sports complex for a range of sports and swimming pool. The institute has holistic approach for developing a thorough professional and has produced quality human resource for hospitality and tourism industry establishing itself as recognized brand amongst hospitality majors globally.

Sinhgad Institutes are committed to make its multicultural dimension not only performance oriented but also set as an exclusive benchmark in Human relations. The Sinhgad Institutes has a pronounced mechanism and ability to manage multiculturalism and diversity. The large diverse population of students drawn from all over the world are extremely comfortable at the various Institutes of Sinhgad and are well looked after in all aspects. Major festivals are commonly celebrated and special events are coordinated for talent expression. This diversity has brought in a host of benefits that are mutually shared.

**EXECUTIVE SUMMARY**

**I: CURRICULAR ASPECTS:**

The institute is efficiently moving forward adhering to its Vision of emerging as the most preferred hospitality educational institute with global recognition through its well established quality policies & objectives. The institute offers superior infrastructural facilities with vastly experienced faculty members, advanced labs, highly sophisticated sports amenities, wi-fi connectivity, and picturesque surroundings conducive for effective learning.

Courses are directed to realize our Mission and achieving our goals in keeping with the values propounded by the founders of Sinhgad Technical Education Society (STES), our parent organization.

The institute is affiliated to Savitribai Phule Pune University, Pune. The curriculum, admissions and evaluation processes are followed as per the norms and rules as prescribed by A.I.C.T.E and the University. The syllabi have been prepared by the University. The faculty members of the institute have been instrumental in contributing towards the syllabi designing in consultation with experts from industry, stake holders and other institutes. Most of the teachers participate in the process of restructuring of the syllabi as subject experts and all other committees formed by SPPU.

Responding to the changing needs and market demands, the institute has devised short courses and additional activities for students and for others from different fraternity. The institute has implemented the Choice Based Credit System for BHMCT programme as directed by SPPU. The institute has all resources to provide all possible subject combinations.

The curriculum is implemented in a systematic manner with allocation of subjects to faculty members by the academic monitoring committee. The teaching methodology planned by concerned faculty members and documented in the course file which includes the session plan, lesson plan, list of practical & assignments, question bank, subject notes, additional notes and content beyond syllabus. Traditional modes of teaching-learning are blended with reasonable use of ICT to make the instruction process learner centric. Emphasis is given on learning through practical. In addition to this, 'Hands On' training is organized to get acquainted with basic and advanced techniques. Necessary infrastructural support is provided to teachers. The Academic Monitoring Committee ensures optimum function of teaching and learning. It deploys the curriculum through detailed academic calendar that includes tutorial classes, additional classes, visits, demonstration, seminars, conferences, guest lectures, short courses, ODC's, theme festivals, additional training and innovative practices. Precise content delivery is ensured through highly qualified and experienced faculty who are well versed with the updated teaching methods. Each faculty is encouraged for research work and to participate in seminars, conferences, FDPs, workshops, guest lectures and special training in hotels to keep themselves abreast with the latest trends in the hospitality Industry. Each faculty discharges the role of a mentor to the students by guiding them both personally and professionally.

Various knowledge enrichment programmes inculcate moral & ethical values in the students. The institute achieves to sensitize students on social issues and promotes related activities.

The students are facilitated with an opportunity to learn the trade by exposure to a 20 week industrial training in India & abroad. This helps the students to relate with the subject and also connects them to the professional world.

The Institute's strong industry interface and MOU's have helped in building healthy relations with the industry.

A formal mechanism to obtain feedback from students for teaching based on curriculum has been devised and implemented. It helps in improving the teaching learning process.

## **II: TEACHING-LEARNING AND EVALUATION:**

Our institute is affiliated to Savitribai Phule Pune University and approved by All India Council for Technical Education. We are required to follow the admission procedure laid down by Directorate of Technical education, Govt. of Maharashtra, Savitribai Phule Pune University and Pravesh Niyantaran Samiti, Govt. of Maharashtra. BHMCT admissions are done through DTE Centralized Admission Process and B.Sc.HS admissions are done at institute level. It helps us in adhering to the principles of diversity and inclusion of all sections of society as prescribed by statutory bodies.

Newly admitted students are welcomed by Induction seminar and free interaction with parents and teachers is encouraged. Principal and concerned Faculty members acquaint the students with Course structure, evaluation pattern and other aspects. Students are also briefed about discipline and behavioral standards at campus. A detailed tour of institute and campus facilities is carried out. Industry experts are invited to make presentation about different features of hospitality industry.

Institute has established an effective mentoring system through for students' performance and obstacles are reviewed at academic and personal level. Student's record is maintained for regular counseling and encouragement. Financially weaker students are assisted in applying for scholarship and free-ship offered as applicable to the student categories. Students are also provided with opportunities to earn for their expenses.

Affiliating university has its academic calendar for each session and academic year and has guidelines for opening and closing dates of each semester along with tentative dates of examination. It leaves full freedom for institutes to plan its own academic calendar with minute details. Faculty members are required to prepare subject files with detailed lesson plans for theory and practical along with required contents and are verified by academic coordinators and principal before beginning of the session. A continuous review is carried out by confirming the progress and course completion. The University evaluation process is followed for awarding internal, practical and external marks. Records are maintained properly by examination coordination team. Performance through-out the semester is displayed and conveyed to students time to time. The institution has well established Grievance redressal committee which addresses the students earnestly.

The process of teaching, learning and assessment strategies fully support the expected learning outcomes and objectives of the institute. Faculties are made to look into specific difficulties faced by students and remove the hurdles in learning and accordingly suitable



action is suggested. Sufficient space is provided for additional teaching and even for students with communication problems. Proper system for monitoring student's attendance is in place and is communicated to parents as well. Regular assessment of the teaching and learning through well devised procedure ensures effective implementation of planning.

For overall development of the student, the institute organizes contests and competitions during semester and participation is encouraged. It helps in identifying advanced learners from the batch. Group activities and individual assignments are also presented for assessment. This helps in inculcating the habits of self study, focused learning, research, referencing and building team spirit. Institute provides easy access to learning resources like library, internet and e-learning. We planned co curricular and extracurricular activities such as theme dinners, lunches, discussions, contests, visits, etc and encouragement to participate in it aids in overall development of students.

Along with class room teaching, multiple methods are used for enrichment of curriculum. Interactive, collaborative and independent learning is encouraged at large. Our institute regularly organizes guest lectures, presentations, demonstrations, study tours. Various activities are carried out to enhance critical thinking, develop creativity and instill scientific approach amongst the students. It includes Food Festivals, Hospitality Competitions, state level seminars etc. Sinhgad Karandak, sports and cultural fest provides platform for showcasing the hidden talent and other skills of the students. Faculty members are also encouraged to share their thoughts experiences with the students. Additional training is provided by sending the students for out-door catering to leading hotels in the vicinity and Rann Utsav of Kutch. We also provided international exposure by sending students to Saudi Arabia on professional assignment.

Our institute has well equipped laboratories, well stocked library, audio-visual systems, and e-learning resources. Free access to internet through wi-fi and computer center provides opportunity for round the clock learning.

Our institute has a proficient Academic Monitoring Committee since long back. However, since 2017, the Institute has established an Internal Quality Assurance Committee consisting of all stake holders for effective and consistent improvement in the institute's performance.

The institute has well qualified and experienced faculty who have been updating themselves by qualification and trade skills. Despite limited opportunities in this field, one faculty has been awarded Ph.D., one is awarded M.Phil, and few more faculty members are pursuing Ph.D. The knowledge is permeated to the students with help of latest techniques and through ICT. Some of the faculty members have been resource persons at various levels in respective subjects/topics. These activities of the teachers strengthen their knowledge and skills, which also helps the students in their advance learning. The faculty performance is also assessed with well placed student feedback system, academic output and observation by principal. Good record of faculty retention and performance appraisal has helped in maintaining the standards. Faculty members are motivated to attend FDP, MDP, seminars and workshops at different levels. The faculty members have significant contribution in research with their publications and have participated in various national and international conferences. It has helped the institute disseminate the latest information and knowledge, enhanced skills and techniques.

### **III: RESEARCH, CONSULTANCY AND EXTENSION:**

The recognition of the value of research, particularly the value addition research can provide paramount importance to teaching. Research and consultancy is in its budding stage in hospitality, however the institute has made conscious efforts towards its promotion. The institute has taken concrete steps to promote research. The emphasis on constant rise in the budget allocation for research indicates serious commitment. The purchase of new equipments and renovations has been on priority to upgrade infrastructure and create correct tone for research. Importance is given to make available research facilities like well equipped library having national and international books and journals, Laboratories, free Internet Access, Periodicals, Trade Publications, and magazines & E-Journals.

The institute has gradually cultivated an atmosphere and culture favorable for research. The results of regular motivation and encouraging environment are visible. Faculty is engaged in research work and has publications in different fields of study. The institute has organized three QIP State level conferences/workshops.

The institute identified a new trend of demand in vegan food. An awareness programme was conducted and subsequently efforts were made in formulating new vegan recipes. In the annual bread day event, dedicated focus was on developing eggless bakery products. A lot of attention is paid on creative learning events and its fruitful learning outcomes.

The institute persuades teachers to undergo training and collaborative research with hotels. They participate in short & long duration training sessions at reputed hotels to update their professional skills. The support is given by allowing On-duty leaves for the faculties to attend Research Workshops and Conferences. Research based assignments & projects are given to the students to inculcate the inclination towards research. A subject in the curriculum is entirely based on research and project work. The students are made aware about the research techniques with guidance from subject expert faculties. A report on the same is prepared by student & submitted for assessment.

Consultancy services are mainly offered in the areas for the set-up of bakery, restaurants, bars, cafes, small-size hotel, travel agency, Ice-cream parlor & Agricultural farm. The institute also conducts training for the staff of local hotels. Consultancy is also offered to the local messes regarding the food quality, hygiene and maintaining a healthy diet for the students.

Collaborations with hospitality industry have been proactively followed for the purpose of Internships & on job Training. The relations with abroad placement agencies are strengthened through MOU's. The institute has been successful in attracting researchers of eminence to visit the campus and interact with teachers and students and has ensured best use of different equipments. Two faculty members have taken up funded research project in hospitality and tourism under SPPU research scheme. A faculty has been honored with 'Global Award for the Best Professor in Organisational Management' held at 'WEC'.

The institute has always steered students to be sensitive towards society and has included activities like Swachh Bharat, blood donation, Health and Hygiene Programs, Clothes to orphanages & Monetary assistance during Floods, Droughts, Farmer Suicides to name a few. The institute consistently endeavors for interactions with industry & community.

#### **IV: INFRASTRUCTURE AND LEARNING RESOURCES:**

SIHMCT is blessed to be nestled in the lap of nature, yet well connected with metro cities like Mumbai & Pune. It is a part of one of the huge campuses of STES with modern amenities and superior infrastructural facilities. The campus has highly advanced sports complex inaugurated by Sri Lankan prolific all rounder cricketer- Mr. Sanath Jayasurya. Students interested in cricket are trained under the professional cricket coaching academy of Indian cricketer & IPL, Mumbai team coach- Mr. Pravin Aamre. The entire campus is Wi-Fi enabled with an open air amphitheatre, a hundred bed hospital with full-time doctors and ambulance facility, swimming pool, gym and has other facilities of canteens, messes, specialty café, laundry and ATM.

The institute strictly adheres to the AICTE norms of infrastructural requirements. The institute has been efficiently using completely functional guest rooms, suite room, restaurant, coffee shop and four entirely operational conference halls facilitating live practice to the students. It also has four training kitchens with latest equipments, two training restaurants and display bar, House Keeping lab, lobby & front office with latest software library & reading hall, computer lab, a multi utility hall with attached LCD & speakers and wellventilated,well-litandspaciousclassrooms/Tutorialrooms.

For student's all round development in different aspects, we organize various inter & intra college events pertaining to hospitality, personality development, Communication Skills, Soft Skills and Interview Techniques to help them transform into culturally and socially sensitive global professional. The national level annual grand cultural & sports event named Sinhgad Karandak is an extra-ordinary platform to display skills and talent.

We have a separate residential hostel facility for boy and girl students in the campus with round the clock vigilance by trained security staff and also through CCTV monitoring. The Boys & Girls hostel is well equipped with ample parking area, generator backup, free Wi-Fi facility, solar water heaters, and a water cooler with purifier and a TV hall.

Keeping pace with the changing world, emphasis is laid on ICT based teaching & learning. Also the library is considerably automated having facilities of e-journal: JOHAR. The institute is aware of the enormous role of IT in education. It has a well maintained computer lab with LCD's, web cams and computers with internet & latest versions of soft-wares. It also has installed CCTV cameras across institute & adopted biometric devices.

The campus has centralized maintenance department under estate-office for the building maintenance. Any carpentry, plumbing, civil, electrician, work required is carried out by in-house personnel from maintenance department, which is headed by a chief engineer.

#### **V: STUDENT SUPPORT AND PROGRESSION:**

The institute prepares the admission prospectus with all the details of infrastructure facilities, programs offered, activities, rules, regulations etc, the same is also informed to perspective students and general public through website, leaflets and pamphlets. Institution has dedicated system and staff member for informing and assisting the students in availing applicable scholarships and free-ships offered by state government and union government. Many students from reserved category and has they have benefitted under various schemes of government. Institute has also offered installment

facilities to students from weak financial background. Students are allowed to pay fees in installments. Economically weak students can work after college hours for earning remuneration. A dispensary at campus provides medical assistance, in addition to term insurance for students. Students are provided every opportunity to get involved in curricular and co-curricular activity through participation in various institute level and competitions such as Chef Competition, Bartending competitions, exhibitions, food stalls, QIP Seminars, VIP catering and food festivals etc. It has helped immensely in nurturing the natural talents and polish skills of the students. Large no. of students are entrepreneurs, benefitting from the efforts of entrepreneurial guidance. The placement cell continuously looks out for any placement opportunities. The students are prepared for interview from all possible aspects. The institute has constituted various cells to address the issue of grievances such as the grievance cell, women grievance cell and the anti –ragging cell. Students participate in various State & National Level and institute & campus level co curricular and extracurricular activities. Students have regular hotel visits and events (both internal & external), activities that upgrade their professional abilities. Additional classes are being conducted for all Batches apart from mock interview and expert interaction. Institute publishes Newsletters known as “SIHMCT Chronicle” where students contribute through articles, poems, recipes, reviews of hotels and restaurants and interviews of hoteliers. Alumni Interaction is organized annually that benefits the young aspirants. Students of the institute participate in various sports and cultural activities at inter-college level.

Institute has in place, an effective mentoring system in the form of class co-ordinator, through which students ‘performance and difficulties are assessed at academic and personal level. Feedback is collected formally and informally from all the stakeholders that help in constantly improving and upgrading our curriculum and enhances our facility and resources.

## **CRITERIA VI: GOVERNANCE, LEADERSHIP & MANAGEMENT**

The vision and mission statement has been devised to incorporate the overall development of a student into a hard-core professional. The action plans and policies are designed keeping in mind adherence to the basic objectives and goals and the stated vision, mission & the objectives. The institute has a well thought Quality Policy that is displayed at inside the premises and is followed meticulously. It is defined with a strong leadership from the higher management with participative management and democratic form of working down the line. The faculty is actively involved in decision making process through the “Committees structure”. Committees are given responsibility to take all the necessary steps for successful implementation of the academic/activity plan and submit the report. Good governance & effective leadership are the highlights of management.

The institute is moving towards ICT enabled unit. The practice of conducting contents beyond syllabus is extremely helpful for the students. The Principal & the Training and Placement department is in constant interface with the hospitality industry professionals for development of students as per industry requirement.

The regulations directed by various bodies such as the LMC & LIC are abided thoroughly, with compliances from the AICTE & SPPU. The institute is headed by



Principal, followed with departmental in-charges and the respective departmental and related subject faculties with assigned duties, responsibilities and delegation of powers. It is well supported by the administrative staff.

Faculty Members are encouraged for upgrading their Qualifications and for research related work. Well structured Performance Appraisal System is being followed. Appraisal system takes in to consideration the entire activities and contribution by the faculty for the academic year. Institute follows the guidelines prescribed by the AICTE/ University with regard to Pay Scale and Allowances. Vacation, Earned leaves, Casual Leaves, Medical leaves are also given to the faculties. Budget is prepared on the basis of past trends and expenses with internal & external audits. All Processes and standards are well defined and followed carefully in terms of Academic calendar, Annual Budget, inspection & maintenances and Vendor management.

The interaction with the stakeholders is given utmost importance with regular discussion of any students problems and complaints and also meeting the parents on a regular basis. The institute has constituted Hotel Forum to understand the expectations of industry and to act on it judiciously. The college has an IQAC established on 02 March 2017 and constitutes various stakeholders apart from the faculty members of the institute. All stakeholders Internal as well as Externals are briefed about quality initiative taken by the college.

## **CRITERIA VII: INNOVATIONS AND BEST PRACTICES**

Institute has adopted several innovative practices to cope up with the demands of changing world. Consistent and conscious efforts are undertaken to instill the spirit of conservation of environment through various green practices like segregation of wet and dry garbage, and the waste treated water is used for gardening and maintenance of herbs garden in the campus.

The infrastructure of the college ensures the uses of natural resources/ energy with the help of solar system, water purification plant & waste water treatment plant.

### **Innovations introduced on the functioning of the institute are:**

- Inculcating Green Practices in day to day activities to improve the concern and make continuous efforts to conserve the environment.
- Exploring global hospitality through improved exposure to international practices by placements and newer learning resources.
- Emphasis on maximum exposure to operational aspects with optimum usage of resources.
- Sustained efforts for talent retention through overall satisfaction and augmented sense of belonging.

### **Two best practices of the institute are:**

- Practice 'Paralleling with industry' with inclusive approach to excel in the dynamic hospitality industry.
- Paperless governance with help of ERP package for more convenience and transparency.

## **SWOC ANALYSIS**

### **STRENGTHS**

- Situated in the lap of nature and at tourist place helping quality learning.
- Fully residential campus with multi-cultural atmosphere.
- Modern infrastructure with fully operational laboratories, library and other facilities like the sports complex, auditorium & gym.
- Competent faculty and excellent retention ratio.
- Transparent, collaborative and conducive work culture.
- Availability of research center on campus to encourage research in hospitality.
- Use of advanced aids in teaching-learning using LCD, videos and software.
- Faculty development for the enhancement of the teaching quality.
- Students' academic enhancement through varied co curricular and extracurricular activities.
- Consistent ranking of students in the University toppers list.
- Strong Industry and institute Linkages and excellent placement record giving due promotion to entrepreneur encouragement & guidance.
- Qualitative internship in leading group of hotels and exposure to foreign training.

### **WEAKNESS**

- Connectivity of campus with major cities causes a little dis-comfort.
- Limited research in the field of hospitality and lesser publication.
- Restricted avenues for faculty to pursue Ph. D, take up research work.
- Meager scope of funding for research.
- Communication skills in foreign languages for students.

### **OPPORTUNITIES**

- Collaboration with international faculty and student exchange program.
- Scope for collaborative and inter-disciplinary research.
- Short courses & certificate courses in Hospitality and Tourism.
- Promote entrepreneurial avenues.

### **CHALLENGES**

- Students from other states have limited access owing to less awareness about mandatory CET
- Attracting and enrolling meritorious students.
- Screening of students is not possible due to CAP process for BHMCT
- Institute fee is decided by Fee Fixation Committee of State Government and it has effect on finances of institute.

## **PART I A: INSTITUTE PROFILE**

### **1.Name and Address of the College:**

<b>Name :</b>	<b>Sinhgad Technical Education Society's Sinhgad Institute of Hotel Management &amp; Catering Technology</b>		
<b>Address :</b>	Gat No.309/310, Kusgaon (Bk), Lonavala.Tal. Maval Dist.Pune		
<b>City :</b>	Pin : 410401	State :	Maharashtra
<b>Website :</b>	www.sinhgad.edu		

### **2. For communication:**

Designation	Name	Telephone	Mobile	Fax	Email
Principal	Dr.(Mrs.) Ayesha Siddiqui	O: 02114304313 02114304314	8411887334 9823153372	0211427026 0	principal.sih mct@sinhg ad.edu
Steering Committee Co-Ordinator	Dr.Sameer Koranne	O: 02114304314 02114304319	9822108356	0211427026 0	spkoranne.si hmct@sinhg ad.edu spkoranne@ gmail.com

### **3. Status of the Institution:**

Affiliated College =

Constituent College =

Any Other (Specify) =

### **4.Type of Institution:**

#### **a.By Gender**

I For Men =

II For Women =

III Co-education =

#### **b.By Shift**

I Regular =

II Day =

III Evening =

**5. Is it recognized minority institution? NA**

If yes, specify the minority status (Religious / Linguistic / any other and provide documentary evidence

**6.Sources of Funding:**

I	Government =	
II	Grant in Aid=	
III	Self Financing=	√
IV	Any Other	

**7. a. Date of establishment of the college: (SPPU) 04/09/2004, (DTE) 15/10/2004, 01/06/2004**

**b. University to which the college is affiliated /or which governs the college:  
SAVITRIBAI PHULE PUNE UNIVERSITY**

**C.Details of UGC recognition: NOT APPLIED YET**

**D.Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)**

Course/ Program	Recognition/Approval details Institution/	First	Latest	Validity Year	Remarks
BHMCT	AICTE	F.no.06/07/MS/H MCT/2004/006 Dated 11/05/2004	Western/1- 3322219476/201 7/EoA Dated 30/03/2017	One Year	
	State Govt.	TEM/2004/(235/04 ) /TE-1 Dated 01/06/2004	--		
	DTE	2/NGC/Approval/2 004/589 Dated 15/10/2004	--		
	SPPU	CA/5063 Dated 04/09/2004	CA/1541 Dated 18/08/2017	One Year	
B.Sc.HS	SPPU	CA/5063 Dated 04/09/2004	CA/2283 Dated 15/06/2015	Two Year	

(Enclose the recognition/approval letter)



**8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?**

<b>Yes</b>	√
<b>No</b>	

**If yes, has the College applied for availing the autonomous status?**

<b>Yes</b>	
<b>No</b>	√

**9. Is the college recognized by UGC as a College with Potential for Excellence (CPE)?**

<b>Yes</b>	
<b>No</b>	√

**10. Location of the campus and area in Sq. Mtrs.:**

<b>Location</b>	<b>Rural</b>
Campus area in Sq.Mtrs.	93457.94 Sq Mtrs
Land allotted for SIHMCT	1.5 Acres (5576.20 Sq.Mtrs)
Built up area in Sq.Mtrs.	7076.66

Enclosed Land details as per annexure no.2

**11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.**

<b>Sr. No</b>	<b>Particulars</b>	<b>Remarks</b>
<b>I</b>	<b>Auditorium/seminar complex with infrastructural facilities</b>	√
<b>II</b>	<b>Sports Facilities</b>	
<b>i</b>	<b>Play Ground</b>	√
<b>ii</b>	<b>Swimming Pool</b>	√
<b>iii</b>	<b>Gymnasium</b>	√
<b>III</b>	<b>Hostel</b>	
	<b>Boys' hostel</b>	
<b>i</b>	<b>Number of hostels</b>	2
<b>ii</b>	<b>Number of inmates</b>	100
<b>iii</b>	<b>Facilities (mention available facilities)</b>	Hot & Cold Water,

		Security, Wi-Fi, Drinking water,			
	<b>Girls' hostel</b>				
<b>i</b>	<b>Number of hostels</b>	2			
<b>ii</b>	<b>Number of inmates</b>	20			
<b>iii</b>	<b>Facilities (mention available facilities)</b>	Hot & Cold Water, Security, Wi-Fi, Drinking water,			
	<b>Working women's hostel</b>				
<b>i</b>	<b>Number of hostels</b>	1			
<b>ii</b>	<b>Number of inmates</b>	0			
<b>iii</b>	<b>Facilities (mention available facilities)</b>	Hot & Cold Water, Security, Wi-Fi, Drinking water,			
<b>IV</b>	<b>Residential facilities for teaching and non-teaching staff (give numbers available — cadre wise -</b>	YES Principal Quarter - 1 Faculty 2 BHK -4 Faculty 1 BHK -7 Non Teaching 1 RK-5 Bachelor Hall -1			
<b>V</b>	<b>Cafeteria</b>	YES			
<b>VI</b>	<b>Health Center</b>	YES			
<b>i.</b>	<b>First aid</b>	YES			
<b>ii.</b>	<b>Inpatient</b>	YES			
<b>iii.</b>	<b>Emergency care facility</b>	YES			
<b>iv</b>	<b>Ambulance Facility</b>	YES			
<b>v</b>	<b>Health centre staff</b>				
	<b>Qualified Doctor</b>	Full Time	YES	Part Time	No
	<b>Qualified Nurse, Compounder</b>	Full Time	YES	Part Time	No
<b>VII</b>	<b>Facilities like Banking, Post Office, Book Shop</b>	Available within Campus			
<b>VIII</b>	<b>Transport facilities to cater to the needs of students &amp; staff</b>	The college has buses which can be made available as & when needed			
<b>IX</b>	<b>Animal House</b>	NA			
<b>X</b>	<b>Biological Waste disposal</b>	NA			
<b>XI</b>	<b>Generator or other facility for management /regulations of electricity and voltage</b>	Express Feeder Line 1433 KVA Generator backup of 500 KVA			
<b>XII</b>	<b>Solid waste management facility</b>	YES Contract Out			
<b>XIII</b>	<b>Waste water management</b>	YES			
<b>XIV</b>	<b>Water harvesting</b>	NO			

**12. Details of programmes offered by the college (Give data for current academic year)**

Sr. No.	Programme	Name of the Program	Duration	Entry	Medium of Instruction	Sanctioned /approved student strength	No. of students admitted
1	Under-Graduate	BHMCT	4	12 <sup>th</sup>	English	60	59
2	Under-Graduate	B.Sc. HS	3	12 <sup>th</sup>	English	60	60

**13. Does the college offer self-financed Programmes?**

YES	
No	√
If Yes, How Many	

**14. New programmes introduced in the college during the last five years if any?**

Yes		No	√	Number	NA
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**15. List the departments:** Since affiliating university offers course as one single department, there are no formal departments. However, for functional ease and to improve dissipation of knowledge, the institute has grouped the subjects under Food Production department, F& B Service Department and Accommodation department.

**16. Number of Programmes offered:**

a	Annual System	1 (First Year BSc HS Only)
b	Semester System	2
c	Trimester System	Nil

**17. Number of Programmes with**

a	Choice Based Credit System	1
b	Inter/Multi-disciplinary Approach	2*
c	Any other	Nil

Since the BHMCT and BScHS course having subjects offer Accountancy, Law, it may be considered as Multi-disciplinary.

**18. Does the college offer UG and/or PG programmes in Teacher Education?**

YES	
No	√

**19. Does the college offer UG and/or PG programmes in Physical Education?**

YES	
No	√

**20. Number of teaching and non-teaching positions in the Institution**

Positions	Teaching Faculty			Non Teaching Staff	Technical Staff
	Professor	Asso.Prof.	Asst.Prof		
<b>Sanctioned by UGS/University/State Govt. Recruited</b>	1	5	16	1	0
<b>Yet to Recruit</b>	2	1	0	0	0
<b>Sanctioned by Management/Society or other authorized bodies Recruited</b>	--	--	2	24	2
<b>Yet to Recruit</b>	--	--	0	0	0

**21. Qualification of teaching staff:**

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
<b>Permanent Teachers</b>							
D.Sc/D.Litt.							
Ph.D.	1			1			2
M.Phil					1		1
PG			3	1	9	3	16
UG					3	2	5
<b>Part-Time Teachers</b>							
Ph.D.	--	--	--	--	--	--	--
M.Phil	--	--	--	--	--	--	--
PG	--	--	--	--	--	--	--
	--	--	--	--	--	--	--

**22. Number of visiting faculty/ Guest faculty engaged with college. : 01**

**23. Furnish the number of the students admitted to the college during the last four academic years.**



**BHMCT**

Category	Batch 2017-18		Batch 2016-17		Batch 2015-16		Batch 2014-15		Batch 2013-14	
	M	F	M	F	M	F	M	F	M	F
SC	6	2	5	0	0	0	5	0	0	0
ST	0	0	9	0	1	0	0	0	0	0
OBC+SBS	9	4	16	1	10	0	6	1	0	0
General	30	3	10	2	43	5	35	1	13	1
Others	5	0	6	0	2	0	4	0	0	0
<b>Total</b>	<b>50</b>	<b>9</b>	<b>46</b>	<b>03</b>	<b>56</b>	<b>5</b>	<b>50</b>	<b>2</b>	<b>13</b>	<b>1</b>

**B.Sc. HS.**

Category	Batch 2017-18		Batch 2016-17		Batch 2015-16		Batch 2014-15		Batch 2013-14	
	M	F	M	F	M	F	M	F		
SC	7	0	8	1	5	0	14	1	9	1
ST	0	0	9	0	0	0	2	0	1	0
OBC+SBC	14	2	18	2	8	0	16	1	20	1
General	31	2	15	2	40	3	17	2	14	0
Others	3	1	5	0	4	0	6	1	4	0
<b>Total</b>	<b>55</b>	<b>5</b>	<b>55</b>	<b>5</b>	<b>57</b>	<b>3</b>	<b>55</b>	<b>5</b>	<b>48</b>	<b>2</b>

**24. Details on students enrollment in the college during the current academic year:**

Type	UG	PG	M. Phil	Ph.D.	Total
<b>Students from the same state where college is located</b>	115	0	0	0	115
<b>Students from the other states of India</b>	4	0	0	0	4
<b>NRI students</b>	0	0	0	0	0
<b>Foreign Students</b>	0	0	0	0	0
<b>Total</b>	<b>119</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>119</b>

**25. Dropout rate in UG and PG (average of the last two batches)**

BHMCT	UG	0.058
B.Sc. HS	UG	0.024

**26. Unit Cost of Education**

<b>A. Including the salary component</b>	Rs.135000/-
<b>B. Excluding the salary component</b>	Rs. 101000/-

**27. Does the college offer any programme/s in distance education mode (DEP)?**

YES	
No	√

**28. Provide Teacher-student ratio for each of the programme/course offered**

Course	Teacher –Students ration (As per norms)	Actual Teacher –Students ration
BHMCT	1:15	1:11.25
B.Sc.HS	1:20	1:16.40

**29. Is the college applying for:**

Accreditation	Cycle 1	√	Cycle 2	--	Cycle 3	--	Cycle 3	--
Re-Assessment	--	--	--	--	--	--	--	--

**30. Date of Accreditation: NA**

**31. Number of working days during the last academic year: 262**

**32. Number of Teaching days during the last academic year: 224**

**33. Date of establishment of Internal Quality Assurance Cell (IQAC):**

02March 2017

**34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC: NA**

**35. Any other relevant data (not covered above) the college would like to include.**

- Only institute in university with fully residential campus with state of the art infrastructure, array of amenities and exclusive sports academy.
- Lush green and scenic location providing conducive environment for the teaching-learning process and has University rank holders for consecutive years since 2007.
- Focus on holistic development of students through competitive atmosphere in academics, sports and cultural activities.
- Benevolent management with high regards for faculty development and enriching talents.

## **B: CRITERIA WISE ANALYTICAL REPORT**

### **CRITERIA I: CURRICULAR ASPECTS**

#### **1.1 CURRICULUM PLANNING AND IMPLEMENTATION**

##### **1.1.1 State the Vision, Mission and Objectives of the Institution and describe how these are communicated to the students, teachers, staff and other stakeholders.**

We Sinhgad Institute of Hotel Management and Catering Technology dedicatedly try to achieve, implement and inculcate following Vision, Mission and Objectives.

##### **Vision:**

To emerge as the most preferred hospitality educational institute with global recognition & developing competent & socially sensitive professionals committed to excellence.

##### **Mission:**

To make incessant enterprise in translating our vision into a reality & achieve the following objectives-

- To create state of the art facilities for advance level of teaching and hands on training & encouraging entrepreneurship.
- To continuously grow through consistent performance in academics & healthy industry interface.
- To develop students as global citizens with conscious commitment & dedication.

##### **Goals & Objective**

- To achieve excellent results at University examination through consistent efforts & improving teaching-learning process.
- Applying latest techniques of teaching methodology & skill of hospitality operations.
- Providing conducive environment for overall development of students into sensible citizens.
- Developing the institute into center of excellence in hospitality education through international tie-ups.
- Becoming the most preferred institute for global recruiters in hospitality industry.

Our Vision, Mission and Objectives of the Institution are exhibited at various strategic positions in the Institute premises like corridors, administrative office and library. We always ensure that most of our systems are recognized and occasionally analyzed.

##### **1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).**

**Planning:** Academic Monitoring Committee conducts meeting prior to new semester and plans for the academic session.

- Academic calendar is prepared in consultation with all staff members with inclusion of varied relevant co-curricular & extracurricular activities and adherence to the SPPU calendar.
- It includes time schedule for practical exam, internal exam and tentative final exams.
- As per the qualification, experience and previously allotted subjects, all subjects for new semester are allotted to faculty. Scope is given to accommodate choice if any with personal discussion.
- Time table for lectures and practical is prepared with faculty name and lab details.
- Faculty prepares subject files with lesson plan, practical plan, individual time table, subject notes, additional reading, PPTs, etc. attendance sheet are provided for recording students attendance.
- Laboratories and other infrastructure are made ready for effective implementation of the academic calendar.

**Deployment:** Academic Monitoring Committee ensures proper deployment of the plan.

- Individual faculty member delivers the contents in classroom and laboratories as per the time table.
- Teaching aids and ICT is used for effective dissipation of knowledge.
- Faculty maintains the Attendance for the individual lecture and practical. The absenteeism is communicated to parents if needed for improvement.
- The lesson plan is marked for completion after each lecture and practical, duly signed by concerned.
- Principal and AMC monitor the conduct of lecture and practical sessions as per the scheduled timetable.
- All activities, courses and ISR activities are carried out as per the schedule.
- Students are asked to provide faculty feedback for analysis and corrective action at the end of semester.
- Internal exam and practical exams are conducted as per the calendar; corrective measures are taken with respect to poor performance by students and improve their performance in university exams as per the SPPU schedule.
- **Additional Classes:** Further inputs are given to those students who required additional guidance to deal better with the academics.
- **Innovative Practices:** - Teaching is enriched by hands on training; out-door catering, short term skill enhancement training and encouraging use of the learning resources and other teaching aids available at campus.

### **1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?**

**Support from SPPU:-**

- SPPU provides detailed syllabus of BHMCT & B.Sc.HS courses to the institute. The theory & practical hours & marks are mentioned by the Savitribai Phule Pune University. List of reference books is also specified by the Savitribai Phule Pune

University. Marking systems & hours for each practical to be taken as per the syllabus and also consists of various assignments & demonstration.

- SPPU provides orientation courses & refresher courses for the up gradation of faculties for effective dissemination of subject.
- SPPU provides funds to conduct various States, National level seminars to upgrade the student & teachers. Also provide funds to purchase various modern equipments helpful in disseminating the curriculum.
- SPPU encourages faculty for taking up funded research projects and facilitates purchase of necessary books, stationary, equipments, articles.

**Support from Institute:-**

- Conducting activities:-Institute provides budget to conduct practical's, events, visits, seminars and workshops.
- Infrastructure Facility:-Institute has well equipped laboratories, adequately stocked library, seminar hall, open amphi-theatre, modern classroom with audio-visual system and other teaching aids.
- Faculty Development Programs-Faculties attend internal & external seminars, workshops, guest lecturers for upgrading knowledge & skills & hands on training in hotels.
- On job training in Hotels:The institute encourages faculties to undergo training in hotels to be aware of the latest trends, technology & to enhance their skills. This assists the faculties in updating, improvising teaching practices and effectively translating curriculum for current dynamic environment.
- IT, internet & other ICT facility- Institute has adequate computers, wi-fi and internet facilities to be utilized for effective teaching.

**1.1.4 Specify the initiatives taken up or contribution made by the Institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory Agency.**

For effective curriculum delivery institute has taken the following steps:

- Availability of state of art infrastructure as per the guideline by AICTE/UGC/SPPU
- Maximum adoption of ICT tools and equipments.
- Recruitment of highly qualified & experienced subject faculties as per the compliance required.
- Exposure of students & faculties to an array of guest lectures, seminars, conferences, workshops, trainings, visits, study tours, competitions and related events in academics, sports & cultural activities.
- Formulation of extensive AMC & committees for targeted deployment of the course.
- Special coaching to underperforming students.

Transaction on the Curriculum provided by the affiliating University or other statutory Agency-The institute is affiliated to SPPU. The curriculum is designed by SPPU is followed effectively. SPPU has given the objectives, chapter-wise content bifurcation, the time allotment for each chapter, the corresponding marking scheme, practical content

guidelines, no. of practical's to be conducted, guidelines on the tutorials, demonstrations and field visits.

**1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalization of the curriculum?**

**Hospitality Industry**

- Institute is an Associate Member of Hotel & Restaurant Association of Western India.
- Tie-up with reputed hospitality establishments for industrial exposure training and for campus placement interviews.
- The industrial training presentations, viva are evaluated by the hospitality professionals.
- The mandatory project report is compiled by students under guidance of faculty with the inputs from industry professionals and field visit to the hotels
- We invite the Industry experts as external examiners to assess during university practical examination.
- We invite industry experts for hospitality related guest lecturers, competition, demonstrations and workshops.
- We have received sponsorship and support from industry for conducting different event at our institute.

**Research bodies**

- Faculty members have undertaken funded research project in association with research center of SIBACA, Lonavala.
- BCUD, SPPU has granted funded research project to our faculty member.

**University**

- We interact with the SPPU for administrative work, University exam paper setting & evaluation process, syllabus designing & review.
- Faculty members are also appointed as external examiners, external & senior supervisors for University practical's exam in other Institutions.
- SPPU provides required funds for conducting QIP and purchase of equipments.
- Faculty members are registered voters for senate of university and cast their votes for better management of education at university level.

**1.1.6 What are the contributions of the institution and / or its staff members to the development of the curriculum by the University? (Number of staff members / departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.)**

Recognizing the vast experience of faculty members, SPPU have regularly appointed significant no. of our faculty members for curriculum development and revision. They have contributed for the development of syllabus for B.Sc.HS, BHMCT & MHMCT courses of SPPU. Over the last three years, nine faculties have added value in



curriculum development and revision. Also, five faculty members have also contributed for the syllabus formulation of ADYP University for BHM course.

Principal has also contributed to timely revision of curriculum and qualitative improvements in the implementation of hotel management programmes. Faculty members as a representative, students, and other stakeholders give suggestions to the university bodies for designing the curriculum.

A few suggestions made by faculties are under consideration with the VC of SPPU like- eg.- disjoining of project report & industrial training from the same semester of BScHs course.

<b>Sr.No.</b>	<b>University/Board</b>	<b>No. of Faculty</b>
<b>1</b>	SPPU,Pune -BHMCT	8
<b>2</b>	SPPU-MHMCT	4
<b>3</b>	ADYP	5
<b>4</b>	B.Sc. HS	1

**1.1.7 Does the institution develop curriculum for any of the courses offer (other than those under the purview of the affiliating university) by it? If ‘yes’, give details on the process (Needs Assessment, design, development and planning) and the courses for which the curriculum has been developed.**

YES, the College has developed and conducts Short Certificate Courses on various operational subjects like, Food & Beverage Service, Food Production and Accommodation which helps to develop curriculum for the same. The courses are for the students of our institute. However, the courses are open for anybody to join.

The need for curriculum is identified from the gap between the syllabus contents of SPPU and the current trends and requirements of the industry. The gap is addressed and discussed by concerned subject experts. Also, it is learned that, some students find the time allotted in the SPPU syllabus, insufficient to acquire a particular skill. Such students enroll for the courses.

The design of the content, its method of delivery, duration and its assessment is planned by the concerned subject faculties in association with the discussions with the industry personnel and proposed for approval to the Principal and subsequently to the higher management.

**1.1.8 How does institution analyze / ensure that the stated objectives of curriculum are achieved in the course of implementation?**

The institute ensures the achievement of stated objectives by complying with the norms related to the infrastructure, adoption of ICT methods, planned and focused action of AMC including co curricular & extracurricular activities, efficient examination system and a thorough feedback system.

Periodic analysis of performance and impact of curriculum implementation and maps with targeted PEOs and POs are ensured for effective execution of the curriculum. The step by step procedure adopted by institute is presented as:

<b>PEOs</b>	<b>POs</b>	<b>Curriculum</b>	<b>Assessment of Outcomes</b>	<b>Mapping of PEOs</b>	<b>Professionals</b>
University Institute Academics Industry	SPPU Syllabus Contents beyond syllabus Stakeholder Feedback	Academic Planning Co-curricular Extra- Curricular	Results Placement Entrepreneurs Higher Studies Industry feedback Alumni Feed Back	Feedback to be considered for revision of Curriculum	Competent Adaptive

**Program Educational Objectives (PEOs):**

- **Preparation:** To provide opportunity to learn and acquire professional acumen & technical knowledge.
- **Core competence:** To develop an ability to innovate, communicate, analyze, interpret and apply technical concepts.
- **Breadth:** To increase awareness through various curricular, co-curricular and extra-curricular activities.
- **Professionalism:** To instill professional & Social approach for success in profession.

**Programme Outcomes (POs):**

- Graduates would demonstrate knowledge of hospitality industry.
- Graduates would exhibit an ability to identify problem and find solution.
- Graduates would show an ability to experiment with existing systems and give inference.
- Graduates would display an ability of analysis and provide conclusions.
- Graduates would adopt skills to handle equipments, processes, software.
- Graduates would show professionalism and communicate effectively.
- Graduates would show concern about society and understanding of contemporary practices.
- Graduates would boast confidence in self-ability and aptitude for extension of learning.

**1.2 ACADEMIC FLEXIBILITY**

**1.2.1 Specifying the goals and objectives give details of the certificate / diploma / skill development courses etc., offered by the institution.**

In view of the achieving set goals and making the students industry ready, our Institutes has designed short duration course in addition to the syllabus.

Sr.No.	Course	Objectives
1	Certificate course in Accommodation.	To impart to the students latest & relevant knowledge in the field of Accommodation
2	Certificate course in F & B Service.	To develop the right kind of values & attitude to function effectively in F&B service dept.
3	Certificate Course in Food Production.	To sharpen the culinary and presentation skills.

Short duration customized courses are conducted with the objective of imparting skills and knowledge to candidates who would like to gain knowledge, expertise in the chosen field.

**1.2.2 Does the institution offer programmes that facilitate twinning /dual degree? If ‘yes’, give details.**

No, Sinhgad Institute of Hotel Management and Catering Technology does not provide dual degree.

**1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond: Range of Core / Elective options offered by the University and those opted by the college.**

Institute has made provision for academic flexibility as presented below.

**Academic Flexibility:**

- Implementation of complete assortment of elective options by SPPU
- The institute has made available all possible elective options of subjects offered by SPPU for final year BHMCT course
- Implemented complete range of Choice based credit system and grading system adopted by SPPU.

**Skills Development:**

- During the vacation time, the students are facilitated with vacation training to hotels and important events. The trainings at Rann Utsav, IPL event and at other hotels have helped students to gain experience, knowledge and confidence to shape their career in future.
- Additional Courses and short programs in the subject of interests.
- Organizing workshops, seminars and guest lectures.
- Support & facilitate students to undertake event responsibilities independently in accordance to a standard operating procedure.

**Academic Mobility:**

- The programs offered by institute are affiliated to SPPU and the students are given a opportunity for parallel entry to any other university, institute offering similar program subject to equivalence.
- The course entitles for vertical mobility in any programs as per the required equivalence.

**Progression to higher studies:**

- Students are exposed to opportunities of further studies in India & abroad by inviting foreign placement & higher studies agencies for guest lecturers & seminars.
- Counseling and interaction by faculty for pursuing higher studies and programs in culinary, hospitality and management.
- Supporting and endorsing students for all documentation and statutory requirements.
- Encouraging for taking up competitive exams such as TOEFEL, IELTS, CET, etc.

**Improved potential for employability:**

- The institute has taken various measures in this regards, viz. Additional Courses, industrial visits, participation in workshops, seminars, lectures, hands on training, international training, training at the reputed hotels, developing acumen in areas of interests has improved the potential for employability.
- Training & Placement cell organizes various pre-placement activities for students and prepares them as per the requirements of industry.

**1.2.4 Does the institution offer self-financed programmes. If ‘Yes’ list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.**

No; both the programmes namely-BHMCT & B.Sc. HS are offered in accordance to the rules/norms as applicable by SPPU/UGC/Government of Maharashtra/AICTE/DTE.

**1.2.5. Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If ‘yes’ provide details of such programme and the beneficiaries.**

Yes, students are provided with different short courses as indicated in 1.2.1. Also the institute conducts various co curricular & extracurricular activities to provide additional skill.

**1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice” If ‘yes’, how does the institution take advantage of such provision for the benefit of students?**

Savitribai Phule University of Pune does not provide flexibility to the institute for combining the conventional face-to-face and distance mode of education for students.

### 1.3 CURRICULUM ENRICHMENT

#### 1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?

Considering the fast changing industry scenario, institute organizes various skill development programmes like the following:-

Seminars & Workshops	<ul style="list-style-type: none"> <li>• Institute conducts various expert lecturers from industry and academicians to help students to enrich their knowledge beyond the curriculum.</li> <li>• Institute arranges seminars and workshops on recent topics. Latest Trends in Food &amp; Beverage, Research Methodology &amp; Quality Techniques in Management.</li> </ul>
Competitions	<ul style="list-style-type: none"> <li>• Institute organizes the annual competition —"Sinhgad Karandak Symphony".</li> <li>• Students are encouraged to participate in the competition: - Athithya, Nestle, Vegan, Adwitiya, Rangoonwala Competition, Monin Eau De Vie.</li> </ul>
Co-curricular Enrichment	<ul style="list-style-type: none"> <li>• Institute conducts national and international level food fare—Food Carnival, Zaika, Spring Carnival and International Bread Day</li> <li>• Participation at "Khari Kamahi, organized by SIBACA.</li> <li>• Field visits-Winery, Industrial Canteen, Dairy farms, Laundry.</li> <li>• Demonstrations of Indian Dessert &amp; Plated presentation.</li> </ul>
Extra Curricular	<ul style="list-style-type: none"> <li>• Alumni interactions and industry visits are arranged periodically.</li> <li>• Sinhgad Sports Karandak</li> <li>• Sinhgad Cultural Karandak.</li> <li>• International bread day</li> <li>• Tourism day</li> </ul>
Institute Social Responsibility ( ISR )	<ul style="list-style-type: none"> <li>• Swach Bharat Abhiyaan— Koriagadh ( khandala)</li> <li>• Blood Donation Camp</li> <li>• Samparc Balgram ( Malavali )</li> <li>• Anti drink n drive campaign</li> </ul>
	<ul style="list-style-type: none"> <li>• A well equipped and updated Library with</li> </ul>

Amenities	books, Periodicals, Journals, data base, audio visual tapes on various subjects are available to the students and they are encouraged to utilize the facility. <ul style="list-style-type: none"><li>• The institute has well equipped computer laboratory with free internet access for the students.</li><li>• The classrooms are equipped with the LCD projectors for presentations.</li></ul>
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**1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?**

The institute enriches and organizes the curriculum to enhance the experiences of the student to cope with the market requirement as follows:



**Contents beyond syllabus-** Supporting to the subject, latest developments in the subject matter are exposed to students in each individual subjects for up-gradation of skills and enhancement of knowledge.

**Theme lunches & dinners-** To inculcate entrepreneurship development Skills and Confidence among the students



**Soft skill development-** Is important for the service industry and global competency.

**Overseas Internship/ training-** provides international exposure & better opportunities.

**Guest lecturers & seminars by the Industry Professionals-** to update the knowledge of the students.

**Industrial Visits:-** are conducted for laundries , nursery, canteens, hotels to get the knowledge of latest trends.

### **1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?**

The curriculum offered by the University includes subjects like Environmental Management, Human resource Management, Computer Fundamentals which talks about some of the cross cutting issues mentioned above. There is little scope of altering the prescribed syllabus, over and above this, the institution believes in sensitizing the students on social issues and conducts events related to social issues like:

#### **Gender**

- A Woman Grievances cell is constituted and gender equality is ensured.
- Women empowerment workshop:- 1. Workshop conducted on self defense techniques for girl students. 2. Workshop conducted on Healthcare and Nutrition for women attendant.
- Anti Ragging Cell, Anti women harassment cell and grievance cell to sensitize on gender issues.

#### **Climate change and environmental awareness**

- Institute organizes various environmental awareness programs along with impact of climate change through various activities like tree plantation, Swachh Bharat Abhiyan, Samparc Balgram, public awareness, and competitions to generate environmental awareness among the students. The activities suggested by apex bodies are carried out from time to time. It has sewage treatment plant and practices garbage segregation.

#### **Human rights:**

- As per the Government of Maharashtra and Director of Technical Education (DTE) norms institute follows reservation policy for students' admissions. Anti Ragging committee has been displayed at prominent locations.
- Assistance in obtaining scholarships from the government for economically backward students and students from the reserved category
- Admission seats are reserved for candidates belonging to reserved category, students from other states on India, Foreign nationals, girl students, wards of the defense personnel and handicapped students.

#### **ICT (Internet & Communication Technology)**

- The institute is gradually moving towards ICT through online biometric attendance, adopting GEMS in personnel management, installation of CCTV's, designing & printing of ID cards for staff and students, online feedback mechanism.

### **1.3.4 What are the various value-added courses / enrichment programmes offered to ensure holistic development of students?**

**Moral and ethical values, Employable and life skills, Better career options, Community orientation –**

To enrich and develop students skill institute conducts following activities:-

<b>Sr. No.</b>	<b>Activity</b>
1	Blood Donation Camp
2	Anti Drink and Drive campaign
3	Tree plantation & Swacch Bharat Abhiyaan (Koraigadh & Lions point)
4	Personality Development & Improving Attention through Art of Living Meditation
5	Blind House, Orphanage visit & visit to Zillah Parishad school.
6	To amalgamate with the National and International Culture through Kutch Festival (Rann Utsav, Saudi Arabic ODC of King Salman for Latin America & Arab Summit)
7	Overseas training & placement at Singapore ,France, Mauritius, United States,
8	Presentations by Kareer Krafter, HTMI Switzerland, Aliff Overseas, Eduvision, Global link services, Star Brands like Taj, Oberoi, Hyatt, Hilton, Marriott etc.
9	Short Course in flair Bartending

**1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?**

- The feedbacks are taken informal discussions and suggestions from alumni, parents, and industry experts, management, students, we plan and implement the academic calendar with appropriate activities.
- The institute has an effective student feedback system in which all students can post their opinion about the delivery of syllabus, the analysis is shared with faculty members are appropriate amendments and improvements are carried out.

**Students Feedback:**

- A formal Feedback on academic, co-curricular and extracurricular activities is taken from the students at the end each semester.
- Suggestion box is placed in the campus
- Subject faculties get suggestions from students regarding curriculum.
- Online feedback is taken from students after semester end. It is analysed by Principal for future activities.

**Feedback from alumni:**

Feedback from alumni is taken each year after the annual alumni meet.

**Feedback from parents:**

Feedback from the parents is collected as & when they visit the institute. Eg. Orientation Day and other institute events.

**Feedback from Employer:**

Employers are encouraged to give feedback for improvements and their suggestions are positively in the overall operations of the institute.

**Feedback from General Public:**

Feedback is obtained after periodical review of the institute functioning by the General public including people patronizing our institute from time to time.

**E.g. 1:** The institute has initiated short courses after getting students’ feedback for the requirement of the enrichment.

**E.g. 2:** Faculty and management feedback has suggested for five days a week and institute has implemented it to save on energy and additional scope for students hands on practice through ODC.

**E.g. 3:** Employers have suggested overall development of the students and institute has initiated various social activities with maximum involvement of students.

**E.g.4 :** Feedback given by students through suggestion box, institute has made changes in curriculum activities by implementing sports & cultural activities.



**1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?**

To enrich curriculum institute has defined evaluation of which it is done in following ways:-

<b>Enrichment Programs</b>	<b>Evaluation Process</b>
<b>Seminars &amp; Workshops:</b> - To develop student and faculty skill through conducting seminars & workshops.	Feedback from students.
<b>Industrial Visits:</b> - Organized to make students aware with the current trend.	Visit Report
<b>Industrial Experts:</b> - Interaction with the students to develop the morale.	Feedback from students

<b>Competitive Participation:</b> - Student gets the platform to showcase their skills.	Participation certificates
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## 1.4 FEEDBACK SYSTEM

### 1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

Recognizing the vast experience of faculty members, SPPU have regularly appointed significant no. of our faculty members for curriculum development and revision. They have contributed for the development of syllabus for B.Sc.HS, BHMCT& MHMCT courses of SPPU. Over the last three years, nine faculties have added value in curriculum development and revision. Also, five faculty members have also contributed for the syllabus formulation of ADYP University for BHM course.

Principal is a member of BOS and has contributed to timely revision of curriculum and qualitative improvements in the implementation of hotel management programmes.

Faculties & students have regularly given feedback to the SPPU for consideration of changes for betterment. The student's feedback is collected and analyzed by the faculty members and conveyed to the SPPU. A few suggestions made by faculties are under consideration with the VC of SPPU like- eg. - disjointing of project report & industrial training from the same semester of B.Sc. HS course.

### 1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

Yes, the college follows the curriculum designed by the University and hence. Formal feedback is taken from the students on the curriculum. There is a formal mechanism to obtain the feedback from the students for the teaching based on the curriculum. It helps in improving the teaching learning process and plan co- curricular activities to minimize the gap between what is prescribed in the syllabus and what the industry requires.

### 1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses / programmes? Any other relevant information regarding curricular aspects which the college would like to include.

Short Certificate courses as listed in 1.2.1 have been introduced at the institute level.

## **CRITERIA II: TEACHING LEARNING & EVALUATION**

### **2.1 STUDENTS ENROLLMENT AND PROFILE**

Sinhgad Institute HMCT has an admission cell that ensures publicity and transparency in the admission to all the applicants with representation to caste, categories and women. The admission process adheres to the norms laid down by Directorate of Technical Education (DTE), Savitribai Phule Pune University (SPPU) and Government of Maharashtra (GoM). The institute has enrolled students from various demographic backgrounds.

#### **2.1.1 How does the college ensure publicity and transparency in the admission process?**

##### **Publicity**

<b>Admission Promotion</b>		
Word of Mouth	Alumni	Other websites
Institute Website	Education Fair	Campus level awareness
Advt. in newspapers	Admission promotion	Faculty Personal level
Social Media	Counseling	Brochure & Handbills

- The publicity for the admissions is done through advertising in News Papers, various seminars in schools and colleges, education fairs, distribution of pamphlets in local newspapers and the information is also available on the college website. Notices regarding admissions are put up on the college notice board from time to time.
- The college has a well designed Admission brochure. The details of the college, courses offered and the admission details are available in the information brochure.
- The college also sets up an admission cell to counsel the prospective candidates.
- Counseling of the aspiring students and giving them information about the course.
- Networking with industry, alumni & other stake holders for brand building.
- The college enjoys goodwill of its students and other stakeholders and benefits immensely through word of mouth publicity. This is visible in the fact that when a student's sibling wants to pursue hospitality education, he or she invariably opts for this Institute.

##### **Transparency for the BHMCT course**

- The admission process followed by the college is transparent and is carried out as per the norms of Directorate of Technical Education, Govt. of Maharashtra for the BHMCT course. The admission is done by Inter –se- merit list made by DTE on the basis of Online Common Entrance Test (CET) score and the institute preferences given by the candidates.
- Institute level admissions are done as per the standard procedure laid down by DTE.

##### **For the B. Sc.HS course.**

- The admissions are done as per SPPU guidelines.

- Institute level merit list is prepared from aspirants and shortlisted candidates are admitted.

**2.1.2 Explain in detail the criteria adopted and process of admission (Ex.(i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.**

#### **Admission for BHMCT**

- The admission process is conducted by the Directorate of Technical Education (DTE), Govt. of Maharashtra, for 80% seats.
- The eligibility is based on the HSC score of the candidates that is minimum 45% for open & 40% reserve categories. However CET merit is considered for allotment of seats.
- Admissions are given to students as per the allotment list and the information about the vacant seats is informed to the DTE.
- DTE conducts 3 rounds of admissions to fill up 80% of the seats.
- The remaining 20% of the seats and any vacancies after the 3rd round of admissions are filled by the college on merit basis.
- All the government norms for the students belonging to reserve category are followed.
- The eligibility of all the candidates is checked by DTE, Mumbai and Pravesh Niyantaran Samitee. On receiving approval from this body the admissions are confirmed.

#### **Admission Process for B.Sc.HS**

- The admissions are at the college level based on the merit of HSC score for all seats.
- Advertisement is given in local news paper inviting candidates to register for the admission process.
- The eligibility is based on the HSC score of the candidates that is minimum 50% for open & 45% reserve categories (from 2016 onwards)
- Schedule of admission is prepared which includes admission dates, cut off dates and commencement of classes and the same is notified through the notice & college website.
- All the government norms for the students belonging to reserve category are followed.
- Counseling cell is formed to give guidance to aspirants about the course and admission process.
- Admission procedure is carried out as per the guidelines of University of Pune.

**2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.**

Admission record for the BHMCT year **2017-18**



INSTITUTE	MAXIMUM CET MARKS	MINIMUM CET MARKS
Sinhgad IHMCT, Lonavala	60	22
Dr.DYP IHMCT, Tathawade,Pune	71	20

**Admission record for the B. Sc. HS year 2017-18**

INSTITUTE	MAXIMUM MARKS	MINIMUM MARKS
Sinhgad IHMCT, Lonavala	72.77	45
Dr.DYP IHMCT, Tathawade,Pune	84.83%	45.38%
Novel <sup>''</sup> s NIBRHMCT Nigdi Pune.	79.23%	47.54%

**2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If ‘yes’ what is the outcome of such an effort and how has it contributed to the improvement of the process?**

Mechanism: Yes, the institute used the mechanism to review the process of admission & student profiles. Every year admission cell gives various guidelines for conducting admissions.

Admission to the BHMCT course is conducted centrally by the DTE and the college role in the admission process is limited to filling up vacancies if any after the centralized admission process is over and 20% of seats that are reserved to be filled at the Institute Level. The admissions at the college level are based on merit.

B.Sc.HS admissions are as per the norms of the University of Pune respectively. The admission process is enhanced through making the course more visible through publicity with an aim of attracting aspirants with higher grades.

Outcome: On review of admission procedure and students profiles, admission cell has suggested to improve awareness about the institute and DTE admission procedures through website and social media so that more of OMS can be attracted to our institute.

**2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion.SC/ST,OBC, Women, differently abled, Minority community, Economically weaker sections,Any**

- The institute is governed by the norms of the DTE & University of Pune for admissions which reflect the National Commitment to diversity and inclusion.Multicultural atmosphere provides equal opportunity to minority and backward class students.

- There is specific quota allotted for students of reserved category (certain reserved category have a mandate to produce non creamy layer certificate to avail this facility of reservation), girls, children of defense, personnel and differently abler as per the norms of DTE & University of Pune.
- **SC/ST:** admission quota & freeship-scholarship as per Govt.norms.
- **OBC:** admission quota & freeship-scholarship as per Govt.norms.
- **Women:** Admission quota & the safe and secured girl's hostel encourages admission of girl students.
- **Differently Abled:** Barrier free environment and special concession to differently abled students ensures easy access to our institute.
- **Minority:** admission quota & free ship-scholarship as per Govt.norms.
- **Economically weaker sections:** The institute facilitates partial payments, differed payments and assists in applications for free ship scholarship, EBC, Teachers ward as per the government norms. Students are also provided opportunity to earn money through ODC assignments.
- **Others:** TFW for all students and PMSSS for J&K students is made available to students.

**2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e.reasons for increase/ decrease and actions initiated for improvement.**

<b>Programmes</b>	<b>Year</b>	<b>Number of applications</b>	<b>Number of students admitted</b>	<b>Demand ratio</b>
<b>BHMCT</b>	<b>2017-18</b>	<b>77</b>	<b>59</b>	<b>1.31</b>
	<b>2016-17</b>	<b>50</b>	<b>49</b>	<b>1.02</b>
	<b>2015-16</b>	<b>69</b>	<b>61</b>	<b>1.13</b>
	<b>2014-15</b>	<b>65</b>	<b>52</b>	<b>1.25</b>
	<b>2013-14</b>	<b>15</b>	<b>14</b>	<b>1.07</b>
<b>B. Sc. HS.</b>	<b>2017-18</b>	<b>100</b>	<b>60</b>	<b>1.67</b>
	<b>2016-17</b>	<b>74</b>	<b>60</b>	<b>1.23</b>
	<b>2015-16</b>	<b>82</b>	<b>60</b>	<b>1.37</b>
	<b>2014-15</b>	<b>67</b>	<b>60</b>	<b>1.12</b>
	<b>2013-14</b>	<b>53</b>	<b>50</b>	<b>1.06</b>

\*Demand Ratio calculated as Number of Applications/ Number of Students admitted

**Trend:** It has been observed that there is gradual increase in demand for admission in both the courses due to improved awareness about the courses and our institute. This is also result of our sustained efforts in promotions and improvements at the institutes. However, there is a slight slump in demand for year 2016-17 in BHMCT due to enforcement of CET to all the admissions including OMS. Demand for B.Sc.H.S course suffered a little due to unclear status of the course from University.

**Action initiated:** The institute has started wide promotion of MAH-HM-CET for BHMCT admissions through various means. The status for B.Sc.H.S course has been

made clear by the Hon. High Court and University, the same is being communicated to the prospective students and parent.

## **2.2 CATERING TO STUDENT DIVERSITY.**

### **2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?**

The institute follows to the admissions rules as prescribed by DTE for students belonging to differently-abled category (disabled).

- Provision for reservation of first bench near the entry/exit of the classroom
- Elevator, railings, ramps, western style toilets etc.
- First preference for the receiving or issuing of the library books.
- SOP to facilitate the differently-abled students.
- Special concession and consideration in learning and evaluation as per SPPU.

### **2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.**

- Yes, admission cell is set up for the students seeking admission in this course.
- The admitted students are assessed through previous scores, medium of instruction in previous course, and personal interaction.
- Counseling session is arranged to bring the poor students at par the others.
- An orientation programme is carried out and experts from industry deliver lectures on aspects of hospitality education.
- Special attention is provided to weaker students.
- Respective class counselors open a student's profile and record the progression from time to time.

### **2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/ Add-on/ Enrichment Courses, etc.) to enable them to cope with the programme of their choice?**

- Bridge the Gap: Students below average are given special attention and care is taken while conducting classes for them by the faculty. Effective teaching aids are used for ease of understanding. Bridge course is conducted for first year B.Sc. HS course.
- Remedial: Orientation visits are conducted for students to acquaint them with the hotel industry, encouragement to take up vacation training during holidays.
- Add-On: Field Visits, Guest lectures, workshops are conducted for imparting additional knowledge and skills.
- Enrichment: Hands on Operations Training, Duty Rota and Short Courses for all students and get hands on experience.

#### **2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?**

Yes, the college sensitizes its staff and students on issues such as gender, inclusion, environment by organizing the following activities.

##### **GENDER:**

- The college has an active Women's Cell to protect the rights of women staff and students who meet and discuss any issues related to women in the organization.
- DTE has made Reservation provisions for girls for admissions.
- Institute has women representative in various committees.
- The college has an anti ragging cell to deal with any ragging issues. It has representation of NGO, Police, Local Media, Faculty, Parents and Students.
- Self defense workshops are also organized for the girl students & women staff. The students and staff are made aware about the diversity of students in each class. The students are counseled and motivated to work together in all the events organized by the college.
- Women Day is celebrated with enthusiasm and address on women's issues.

##### **INCLUSION**

- Inclusion involves visiting the Bal Ashram- Orphanage and distributing food, stationary and cloths.
- Under Swach Bharat Abhiyan institute visited Loins Point & Korai Garh where students & faculties conducted cleaning of the premises and spread awareness.
- The Institute conducted Road Demonstration on Dont Drink & Drive at Lonavala.
- Institute also gives platform to the students to showcase their talent through the cultural programs under Sinhgad Karandak.

##### **ENVIRONMENT**

- The institute is located in a picturesque and serene hill of Lonavala, it also enjoys salubrious climate due to its periphery being surrounded by hills.
- Tree plantation drive is carried out to increase awareness in students and staff.
- The infrastructure of institute ensure the use of natural resource with the help of solar system, water purification plant, water treatment plant and recycle, green audits.
- Institute also organizes awareness programs on protecting the environment through Guest lectures on hygiene and sanitation, tree plantation, to sensitize the students towards hygiene, health and environment.

#### **2.2.5 How does the institution identify and respond to special educational/ learning needs of advanced learners?**

- The college imparts formal curriculum based teaching to all the students. However some students possessing passion towards specialized areas are given additional inputs to enhance their skills further.
- Institute gives opportunities for fast learners to work on various VIP Global Assignments; viz Rann Utsav. At Kutch Gujarat, Saudi Arabic ODC of King Salman for Latin America & Arab Summit.
- Students are encouraged to work on project report related to their area of interest and competence. They are sent for industrial training over and above prescribed by syllabus. Special opportunities are created for students in final year opting for advance learning in their field of specialization.
- Special allowances and access is given to laboratories, library and computer lab for further studies and experiments in the subject. Specialized training is given to the students for the participating in various hospitality competitions held at State/ National levels.
- Our students have participated in Advitiya Kohinoor IMI, Khandala, Athitya, AISSMS, Pune, Sinhgad Karandak, Chef Connect, and FMBA& Monin Mixology Competition in AY 2016-17.
- Group of like-minded students are brought together to form professional activity group such as Chef Club, F&B Club, Accommodation Club which are planned and managed by students themselves.
- Our institute through its networking with the industry as their teaching partner organizes special training programmers, exhibition and customized visits for the students possessing special interest & skills in a particular operational department.
- The college library has ample collection of books, e-resources like e-journals for the students to refer any research papers, articles etc. E- Library services are also available for students.
- The students with good managerial attributes are given responsibilities as heads of various core departments for the events organized by the college. This helps in not only boosting their morale but also giving them hands on experience of handling big events and establishes the confidence while doing various activities for events as key person. Entrepreneurship qualities are inculcated in students by organizing various events.

**2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?**

**Collection:** The institute collects information through Admission cell and Exam Department and provides it to the concern faculty, on the basis of which the data is analyzed and corrective measures are taken.

**Analysis:** Admitted students are screened to understand their demographic background and exam data is analyzed to find out weakness in individual subjects.

**Use:** Continuous counseling is done through a mentor to the students especially from rural background and lower strata of society including poor.

- Institute also follows the various norm laid by the Govt.of Maharashtra /India, related to differently abled students.
- Special attention is given to slow learner during the class room session by one to one interaction, solving question paper. Students are given various assignments related to their subject. These assignments could be group based or individual. Students present their assignments to execute their subject understanding and to enhance presentation skills.
- Extra coaching is conducted for weaker students to revise difficult topics. Intensive counseling is given to the students to prevent dropouts. Parents are also included in this counseling and students are encouraged to continue with the course.
- The institute also provide Earn & learn scheme, ODC, Part Time Jobs, installments in the payments of tuition fees , wherein the extra hours put in by the financially weak students are paid. Institute also follows the various norm laid by the Govt.of Maharashtra /India, related to the freeship and scholarship.

## **2.3 TEACHING – LEARNING PROCESS**

### **2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)**

The Teaching - Learning and Evaluation schedules are planned as follows:

- Academic calendar is planned as per the SPPU schedule which includes commencement & end of semester, exam schedules, schedules of all the co and extracurricular activities.
- Under the supervision of Academic Monitoring Committee the subject faculty prepares the Teaching plan for allotted subjects and the compliance of the same is monitored on monthly basis.
- AMC also reviews and monitors the compliance of syllabus.
- The institute also follows the nomenclature of the SPPU for Examination evaluation documented procedure for evaluation of students is an important part of the quality management system & the exam cell ensures 100 % compliance to this documented procedure.

### **Evaluation Blue Print for BHMCT Revised 2016**

Internal Examination Scheme					External Examination Scheme			Total Marks
Unit Test	Assignment	Continuous Assessment Practical	Internal Practical	Total Internal Marks	Practical	Theory	Total External Marks	
30	10	10	25	75	25	50	75	150



**Evaluation Blue Print for B.Sc. HS Revised 2015**

Theory Exam Scheme			Practical Exam Scheme		
Internal Marks	External Marks	Total	Internal Marks	External Marks	Total
20	80	100	20	80	100

**Evaluation Blue Print for BHMCT& BSc HSOld 2008 Pattern**

Examination Scheme			
Internal Marks	Practical	External Marks	Total
30	30	40	100

**2.3.2 How does IQAC contribute to improve the teaching –learning process?**

- The college has AMC/IQAC under that various committees and departments have regular check of the performance and for continual improvement. The systems are reviewed and if any non conformity is found the root cause is identified and the corrective action is taken.
- The college has a documented procedure for academics which is followed and the same is reviewed twice a year by Principal internally and LMC externally.
- The LMC team also reviews the performance for achievement of stated objectives. The college has constituted IQAC as per the norms of NAAC on 02 March 2017.

**2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?**

Following measures are adopted to make the learning more students centric:

Skills Developed	Details
Collaborative learning	Team work catering assignments and division of work, Restaurant service are assigned to students Various workshops, Theme Lunches are organized to encourage students to work as a team
Interactive Learning	The students learn through Group Discussions, Extempore, and Presentations as a part of their curriculum in practical subjects like Personality Development & Business Communication, Guest lectures are conducted by the industry experts, also through participation in various hospitality & other competitions. The assignments given to the students are presented by them contributing to interactive learning.
Independent Learning	The college has e-journals, library books which are used for

referring to any Subject matter or carrying out the given assignments. The students as a part of their curriculum choose a topic and conduct research under the guidance of faculty which contributes to their independent learning. Students are given individual assignments which help them in independent learning.

#### **2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?**

Institute creates various platforms to the students to transform them into life-long learners and innovators through various cultural, co-curricular, extracurricular, various competitions- National, State, College and Campus Levels

These events give exposure to their Talent, Skills, Creativity, temperament to handle situations and Creative & scientific thinking is nurtured by experimenting in institute.

##### **Critical thinking**

Students are exposed to problem solving methods through the role plays, case studies, assignments, mock interviews, research projects, power point presentations, quiz, event management, decision making which develops their critical thinking.

The selection of the topic or research problem, gathering of data, its analysis & presentation of the entire project report helps in nurturing analytical skills.

##### **Creativity**

Theme Lunches, World Bread day, Hospitality competitions this helps to develop them as a good team player and a leader.

Basket Cooking, Vegan Cooking, Innovative Mixology sessions, flower arrangement sessions, uniform and logo designing, bottle designing, gift wrapping, chocolate bouquets, carving workshops (Fruit, Vegetables and ice) etc.

Students have also initiated for all magazine, institute newsletter by contributing various articles, poems, jokes, recipes, as well preparing informative charts for labs.

##### **Scientific temperament**

Various Hospitality Competitions, Spectrum top chef competition, bartending workshops, promoting students for learning foreign languages, development of new recipes, fusion cuisine.

#### **2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.**

Students learning are enhanced by using following technological aids –

- LCD projectors are provided in each class
- ICT ready classrooms and E-learning data base is available in library.
- CD's & Videos are available for practical exposure.
- Students are also made aware of various software packages used in hotels during their hotel orientation.
- Software for enhancing technical knowledge of students has been subscribed by the college.
- By using various mobile apps, videos, photos, students are made aware about the latest trends in the hospitality sector.
- Faculty are encouraged to use open educational resources on Delnet.
- NPTEL and NME-ICT does not provide contents on hotel management.

### **2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?**

In order to gain advanced skills & knowledge, students & faculty participate in various programmes organized by the college and by other institutes.

The details are as under-

#### **Blended Learning**

- **Outdoor Catering:** Outdoor catering helps the students to gain practical knowledge in core areas of the hotel industry.
- **Theme lunches and Dinner:** Food festival, VIP caterings, committee lunches, food stalls during cultural events.
- **Industrial training:** Faculty undergoes training in the hotels to acquaint themselves with the latest in the Industry and the same is shared with the students and faculty. The students also undergo 20 weeks of internship training in hotels which contributes towards their knowledge and skills building.

#### **Expert Lectures**

- **Guest Lectures:** Experts from the industry are invited to share their knowledge about various departments or fields contributing to not only improving the knowledge base but also bridging the gap between theoretical knowledge & its practical implementation.
- **FDP:** Faculty Development Programmes are organized to upgrade the knowledge of the faculty and also to enhance the teaching learning Process.

**Seminars:** Faculty & students participate in seminars which are organized either by the college or other institutes. These seminars help in enhancing the knowledge base, to know about latest trends followed in the industry, new methodology for improving teaching learning process. This helps in continual improvement of processes which is the main objective of the quality management system.

**Workshops & Demonstration:** These help in acquiring knowledge as well as skills in specialized areas which are beyond the curriculum such as workshops on Food plating

&styling, Chocolate making, Cake Icing, Mixology & Bartending, Flower arrangement, Indian sweets cooking, etc.

**2.3.7 Detail (process and the number of students benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advise) provided to students?**

- **Professional counseling** is done by Training & Placement department. Alumni & experts from the industry are invited for career guidance to the students.
- **The mentors** are appointed to counsel the students on Academic performance and Personal issues and same is communicated to parents.
- **The academic** issues are also put forth to discussion with Principal to resolve the issue. The poor performers are encouraged to use library facilities such as books, notes, manuals, CDs etc available to cover up the course content missed by them during regular college.
- The students having less attendance are counseled by their mentors and are communicated to their parents & the student is counseled with parental support.

Sr. No.	Course	No. of students benefitted in last academic year		
		Academic	Personal	Psycho- social
1	Final Year HMCT	-	-	-
2	TYBHMCT	2	-	1
3	SYBHMCT	3	1	1
4	FYBHMCT	3	-	1
5	TY BSc HS	2	1	-
6	SYBSc HS	4	-	-
7	FYBSc HS	4	1	-

**2.3.8 Provide details of innovative teaching approaches /methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?**

**Innovative Teaching approaches**

- Under Information & Communication Technology (ICT), computer assisted teaching learning by using online videos and recipes and new inventions on social media.

- Entrepreneurship Development initiatives are taken for students by organizing events like Theme Dinner, Theme Lunches, 4 day Bread Day, International Food Fair, Khari Kamai, Food Stalls.
- For Specialized student's practical oriented workshops are organized and attended like Flower arrangements, Event Décor & Planning, Plate Presentation, Icing workshops, Dessert Plate presentation, Wine Sommelier.
- Independent Event Management is assigned to the students for getting the actual feel of the hospitality operations to improve their operational skills.
- Simulations techniques are used through duty rota, events, theme lunches and dinners.
- Project based learning is a part of curriculum where students are guided by faculty to take up project work in hospitality.
- Real time pictures and videos are taken during practical and are utilized for further reference.
- Case Studies and role plays for analytical skill development.
- Playing videos with contents related to subjects are shown regularly.
- Practice on hotel software for enhancing the technical knowledge.

#### **Efforts Made by Institute**

- Faculty teaching different subjects are encouraged to adopt varied, innovative ways for teaching the content as per the curriculum and also beyond it.
- The successful innovative practices are discussed in meetings and other faculty members are also encouraged to use similar methods to enhance the teaching learning process & to make it more effective & interesting.
- Some key initiatives by institute are providing ICT ready LCD enabled classrooms, WiFi campus, support for research and facilitation of infrastructure and equipments, assistance in organizing and participating in Hospitality Competitions

#### **Impact of innovative practices on student learning**

- Improved awareness of faculty and students with the latest trends in the hospitality sector.
- Personality development and ability to overcome the fear, anxiety and high morale.
- Effective teaching through aids like LCD and hospitality softwares.
- Improved confidence levels, team work, camaraderie, efficiency in use of material and better productivity.

#### **2.3.9 How are library resources used to augment the teaching learning process?**

- Library is open for 12 hours and to extended hours during the examination days which encourages students to use library facility for research and preparation for exams.
- The library books, E-journals, periodicals, trade journals, data base are used by the students & teachers for their subjects, assignments and also for project research.
- Book reviews are carried out by group of faculty & students to inculcate reading habits amongst the students.

- Project reports and Industrial training reports are made available for easy reference.
- Internet facility, printing & reprographic facilities are available for the students.
- The question papers & citation are available on website/ intranet.
- Adequate and relevant books are available to enrich the curriculum. Relevant membership with reputed libraries is taken for widening resources. Teachers also recommend books related to their subjects which are then purchased accordingly.
- To enhance teaching learning process teachers are encouraged to use e-learning resources such as online database, e-journals & e-books. The same is available on college intranet.

**2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the Challenges encountered and the institutional approaches to overcome these.**

The institute enables the students to educate under ICT techniques, hands on training, assignments and innovative practices have left no challenges in completing the curriculum. AMC/IQAC monitors the academic calendar, teaching plan, session plan on regular basis. Practical hours are also used to compliment the theory part of syllabus. Management subjects are complimented with CD, case studies and assignments.

**2.3.11 How does the institute monitor and evaluates the quality of teaching learning?**

**Monitoring of Teaching Process -**

- In the beginning of semester each faculty prepares a Teaching Plan and Session Plan for their respective subjects to provide a guideline for curriculum implementation.
- The AMC/IQAC reviews the academic progress and compliance of curriculum on monthly basis.
- The college has an evaluation system where AMC/IQAC evaluates the academics.
- This evaluation comprises of parameters such as teaching methods, skills, subject knowledge, and extra inputs related to topic & use of teaching aids. After the evaluation the scope for improvement is conveyed to the faculty as a measure for the improvement.
- Students' Feedback is taken during or end of each semester to evaluate the teaching skills of their subject teachers.
- Result analysis also indicates the teaching effectiveness for each subject.

**Evaluation of Teaching Learning-**

- Evaluation is done to find out any deviation in the curriculum implementation which is complied by taking additional classes.
- Teaching problems are identified through students' feedback, course monitoring and result analysis.
- The subject teachers are informed about the problems; if any faced by students for their subject and an action plan is prepared for the teachers getting a low score in the

feedback and counseled for the same and corrective measures are ensured for improvements.

## **2.4 TEACHER QUALITY**

**2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum**

### **Recruitment procedures and its effectiveness:**

The College is governed by AICTE, DTE and University of Pune norms. University of Pune norms are followed for the recruitment procedure of faculty. AICTE norms are recommended for staff qualifications and student-faculty ratio. The recruitment procedure is as follows:

- Getting the faculty Roster filled by the University of Pune to indicate vacancies
- Placing an advertisement in the newspaper to invite applications
- Staff Selection Panel is appointed by the University of Pune, consisting of VC Nominee, VC nominee reservation, Subject expert nominee and subject experts
- Applications are also invited from Reservation cell, employment Bureaus
- Short listing of candidates is based on their qualifications
- Intimating the candidates about the interview date
- Panel conducts the interview and submits its report to the University of Pune
- Based on the staff selection report, appointment letters are given to the selected candidates
- The selected candidates submit the joining reports to the college
- The college submits the appointment letters and joining reports to the University of Pune.
- University of Pune verifies the documents of the selected candidates and sends faculty approval letters to the college. This recruitment procedure is followed every year.

The College tries to ensure that faculty are recruited from varied hospitality fields from different parts of the country. The current faculty has experience in the following fields:

Star Hotels	Cruise	Private Catering	Bakery	Institutions
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In-case of unavailability of qualified candidates and also unavailability of reserved candidate, such vacancies are filled at the college level on ad-hoc basis.

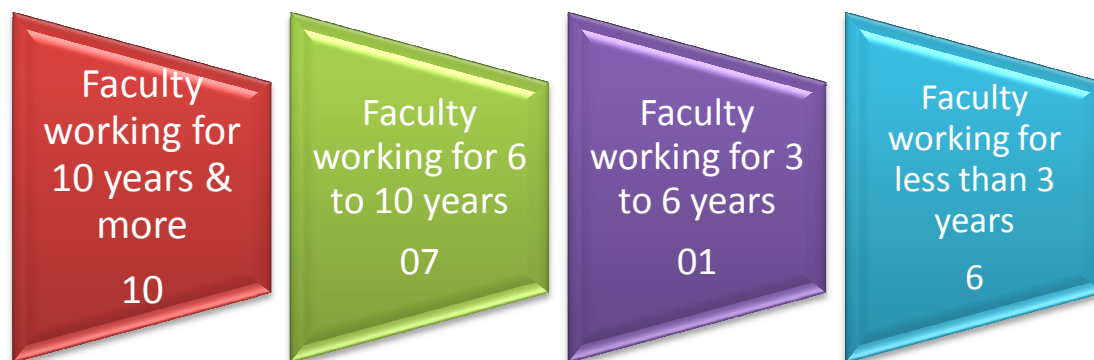


Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers							
D.Sc./D.Litt.							
Ph.D.	1			1			2
M.Phil.					1		1
PG -			3	1	9	3	16
UG					3	2	5

**Retention of faculty:**

The faculty recruited through the University of Pune panel is given all the facilities / service conditions and pay scale as fixed by the state government. Welfare measures undertaken for faculty include the following:

- Service conditions as stated by the government including medical Benefits, gratuity, and EPF, Insurance
- Birthday celebration of the faculties, Free medical benefits for staff and their families
- Motivating faculty to upgrade themselves by participating in various Faculty Development Programs, One day excursions for faculties.
- Sports facilities ,Gymnasium, transport facilities for Pune-Mumbai faculties, Residential campus



**2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas(emerging areas) of study being introduced (Biotechnology, IT,Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.**

The field of hotel management has scarcity of qualified manpower. The institute has encouraged existing faculty to update their knowledge, skills and qualification in order to

cope up with the scarcity of qualified senior faculty. Following ways are adopted to enhance their qualifications and knowledge.



**2.4.3 A Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.**

**a. Nomination of Staff development programme.**

Academic Staff Development Programmes	2016-17	2015-16	2014-15	2013-14
<b>Refresher courses</b>	Industrial training of faculty	Industrial training of faculty	Industrial training of faculty	
<b>HRD programmes</b>	Seminar on business innovation through emerging trends	Seminar on research methodology	Innovative practices in f&b mgmt.	
<b>Orientation programmes</b>	National teachers congress	SPPU BHMCT Syllabus Setting		Orientation Programme
<b>Staff training conducted by the university</b>	Training on awareness of sexual harassment act At St.Mira college Pune	Principal director workshop SPPU conducted training for convocation		

**b. Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning, teaching learning methods/approaches**

- Handling new curriculum
- Content/knowledge management
- Selection, development and use of enrichment materials
- Assessment
- Cross cutting issues
- Audio Visual Aids/multimedia
- OER's
- Teaching learning material development, selection and use

Training programmes have been organized by our institution to empower and enable the use of various tools and technology for improved teaching-learning:

**Teaching Learning Methods/Approaches & Oer's**

- Conducting Interactive classroom session by attending Faculty Development Programme
- Use of Hospitality & Tourism complete database available in Library e.g. JOHAR
- Training on how to access e journals available in the Library e.g. publishing India & JOHAR
- FDPs were conducted to develop teaching learning method.

**Handling New Curriculum**

- Faculty teaching new subjects/curriculum and different subjects work under the guidance of senior faculty members. Additional study material is prepared as per new requirements.

**Content/Knowledge Management**

- Knowledge Management (KM) is done by making the best use of knowledge such as acquiring and sharing.
- Faculty acquires and imparts knowledge through Workshops, Seminars and training
- Sharing knowledge by implementing day to day classroom and Laboratory sessions
- A PPT bank is created for various subjects and this is made available to the faculty.

**Selection and Use of Enrichment Materials is**

- Used through Library books, internet resources (Google Scholar, you tube, Publishing India etc.)
- Hospitality software and its use in practical.
- Assessment of faculty is through AMC and student's feedback to understand the training needs of an individual.

**Assessment**

- A brief presentation and discussion is carried out with faculty members before commencement of academic session detailing about the assessment process.

**Cross Cutting**

- Issues like women empowerment is given due consideration and seminar and workshops like personality development, self defense sessions for women etc. are organized for women. Activities are held on environment protection and conservation.

**Audio Visual Aids/Multimedia**

- Faculty uses various teaching aids eg: Public address system, OHP, LCD projector, CD's, for effective teaching.

**OER's**

- A brief discussion is carried out with faculty members for effective use of OERs during academic session. Faculties are encouraged to make use of OER's.

**Teaching –Learning Material Development, Selection and use**

- Faculty members are engaged in preparing various teaching –learning material for respective subjects and are briefed by principal. Attending seminars and workshops have also helped in this regard.

The institute is a member of Jaykar library, SPPU and has enrolled on NDL. New mobile apps and new software are used to deliver the content.

**Faculty Training record: 2016-17**

<b>Sr.No</b>	<b>Programme</b>	<b>No of faculty</b>
1	Bar tending workshop, Mumbai	3
2	Latest trends in front office, Oxford golf & country club	1
3	Bakery & Confectionary, Mumbai	1
4	Pillsbury – Back to Basics, Pune	1
5	Latest trends in food production, Fariyas resorts Lonavala	1
6	Latest trends in F&B Service, Fariyas resorts Lonavala	3

**Faculty Training record: 2015-16**

<b>Sr.No</b>	<b>Programme</b>	<b>No of faculty</b>
1	Sugar Craft, Mumbai	1
2	RM – Lecture Series, SIBACA	2
3	RM– Lecture Series, SIBACA	2
4	Bakery & Confectionary, Mumbai	1

**Faculty Training record: 2014-15**

Sr.No	Programme	No of faculty
1	Bakery & Confectionary, Mumbai	1
2	Hospitality Educator Program, Ibis Mumbai	1

**2.4.3 C Percentage of faculty**

- **Invited as resource persons in Workshops / Seminars /conferences organized by external professional agencies**
- **Participated in external Workshops / Seminars /Conferences recognized by national/ international professional bodies**
- **Presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies**

Invited as resource persons in Workshops / Seminars /conferences organized by external professional agencies

Percentage of Faculty:  $09/18*100= 50 \%$

Sr.No	Resource Person	Conducted at	Topic	Year
1	Amol Wandre	SIMCA,PUNE	Skill Development program	2016
2	Vishwanath Revenkar	SIMCA,PUNE	Skill Development program	2016
3	Sameer Koranne	Dept. of Mgmt, Sinhgad college of Engg., Vadgaon, Pune SIBACA, Lonavala Surydatta College of H&TMS, Pune	Table etiquettes Growth of QSR industry in India	2016
4	Vijay Mankar	SIOM, Vadgaon Pune NBNCOC, Lonavala	Table etiquettes Judge for flower arrangement	2016
5	Shraddha Samuel	SIBACA, Lonavala	Soft Skills	2016
6	Rahul Shende	Masterline, Pune	Judge for Cake Competition	2016 2015 2014
7	Abhijeet Jadhav	NBNCOC, Lonavala	Judge For Recipe Competition	2016
8	Partho Nath	NBNCOC, Lonavala	Judge for salad making competition	2016

Participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies 2016-17

Percentage of Faculty:  $16/18 \times 100 = 89\%$

Sr.no	Faculty	Conducted at	Topic
1	Prof.Shilpa Branger Prof.Ranjana Diwate	MIT,PUNE	National teachers congress
2	Dr.Sameer Korane	AISSMS Pune	Research opportunities in Hospitality industry
		Neville Wadia College	Achieving excellence in higher education through accreditation
3	Prof.Abhijeet Jadhav	Dr. A.V.Telang IHM,PUNE	To study the relation between Indian food habits and health for healthy India
4	Prof.Amol Wandre		
6	Dr.Sameer Prof.Shilpa Prof. Nath Prof.Poonam	MSIHMCT PUNE	Hospitality skill enhancement: be a notch above the rest
7	Prof.Revenkar	TMV PUNE	Being effects of demonetization on hospitality industry
8	Prof.Sachin Desai Prof.Gade Prof.Hitesh M. Prof.Mankar	SIPS Lonavala	Importance & role of communication skills & soft skill for personality development
9	Prof N D Deshpande Prof C D Deshmukh Prof S A Godase	NBNCOC Lonavala	Seminar on business innovation through emerging trends

Presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies 2016-17

Percentage of Faculty:  $5/18 \times 100 = 28\%$

Year	Faculty Names	No. of Papers
2016-17	Prof.Ayesha Siddiqui	1
	Dr.Sameer Koranne	1
	Prof Abhijeet Jadhav	1
	Prof. Vishwanath Revankar	1
	Prof Amol Wandre	1
2015-16	Prof.Ayesha Siddiqui	1
	Prof.Sameer Koranne	1

<b>2014-15</b>	Prof.Ayesha Siddiqui	1
	Dr.Sameer Koranne	3
	Prof.Godse	1
	Prof.Sulbha More	2
<b>2013-14</b>	Prof.Ayesha Siddiqui	1
	Prof.Ranjana Diwate	1
	Prof,Partha Nath	1

**2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publication teaching experience in other national institutions and specialized programmes industrial engagement etc.)**

- Institute supports Faculty members with on duty leaves/ study leave for attending various seminars, workshops, exhibitions.
- The institute assists in publication of research work in various reputed publications.
- The institute has deputed faculties as guest lectures and to conduct workshops, has given on duty leaves.
- The institute has arranged and deputed faculty for industrial training.
- Motivation for upgrading qualification and participation in FDP
- Institute appoints faculties for judging various competitions

**2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.**

The number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years- 10

<b>Sr.No</b>	<b>No.of Faculty</b>	<b>Conducted at</b>	<b>Status</b>	<b>Year</b>
<b>1</b>	<b>02</b>	<b>SIMCA,PUNE</b>	<b>Resource Person - VTC</b>	<b>July 2016</b>
<b>2</b>	<b>01</b>	<b>Dept. of Mgmt, Sinhgad college of Engg.Vadgaon, Pune SIBACA, Lonavala Surydatta College of H&amp;TMS, Pune</b>	<b>Resource Person</b>	<b>2016</b>
<b>3</b>	<b>01</b>	<b>SIOM, Vadgaon Pune</b>	<b>Guest Lecturer</b>	<b>2016</b>
<b>4</b>	<b>01</b>	<b>SIBACA, Lonavala</b>	<b>Guest Lecturer</b>	<b>2016</b>
<b>5</b>	<b>01</b>	<b>Masterline, Pune</b>	<b>Judge</b>	<b>2016 2015 2014</b>



<b>6</b>	<b>03</b>	<b>NBNCOC, Lonavala</b>	<b>Judge</b>	<b>2016</b>
		<b>NBNCOC, Lonavala</b>	<b>Judge</b>	<b>2016</b>
		<b>NBNCOC, Lonavala</b>	<b>Judge</b>	<b>2016</b>
<b>7</b>	<b>01</b>	<b>Central Bank of India</b>	<b>Best Teacher Award</b>	<b>2012</b>

Institutional Culture and environment has contributed to such performance/ achievement of the faculty.

- Creating awareness by more transparency in administration and sharing of information has provided friendly environment at workplace.
- Highly motivating environment has helped faculty take up new assignments than routine work.
- Support in terms of learning resources and infrastructure as well as material provided for additional studies and research has helped faculty.
- Motivation for upgrading qualification and participation in FDP

**2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?**

Yes, The College has transparent evaluation system of faculty by Students and AMC/IQAC through

- Online Students' feedback system
- Annual Performance appraisal by STE Society
- LMC meetings every semester

Based on the above systems in place the corrective action plan is prepared for the faculty for Improvement & suggestion mentioned in evaluation.

**2.5 EVALUATION PROCESS AND REFORMS**

**2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?**

Our college has transparent evaluation process for internal evaluation as per university published syllabus which is informed in the beginning of each semester through notices stating the breakup of Internal marks distribution to both faculty and students.

Apart from this, Coordinators of each course inform the students on the evaluation process to be followed, the entire faculty are informed about the evaluation process in a meeting before the beginning of the semester. Parents of defaulter students are made aware of their ward's attendance.

- The syllabus for both the courses is made available on website and library.
- A detailed power point presentation is made to students and parents by principal, academic coordinator and class counselor during the orientation programme.
- Academic calendar is displayed on the website & notice board.
- Compiled marks are displayed on the notice board at the end of semester.
- University Exam Time Table is also displayed on the Website.
- Performance in practical is evaluated and marked in student's journal.
- SPPU circulars regarding evaluation process reforms are discussed with the faculty members for awareness on the same.

### **2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?**

The institute follows the university criteria for evaluation which is revised from time to time by university. There is sufficient scope given to institute for adopting and modifying the evaluation scheme for awarding marks to students.

#### **Adopted by University:**

- Choice based credit system from AY2016-17 for BHMCT course.
- Detailed scheme is defined for internal and external evaluation of each theory & practical subjects.
- Continuous assessment has been given proportionate marking.
- In case of appeal by students, University issues photocopy answer-sheet assessed in CAP.
- Online system of filling internal & external marks is mandated by university.
- Online delivery of question papers from university
- Verification and revaluation process
- Bar code and hologram sticker

#### **Adopted by Institute:**

- Continuous evaluation of practical throughout the semester.
- Systematic break up of internal marks on basis of internal examination.

### **2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?**

The institute has thus taken up following measures for effective evaluation process.

- The institute has supported all reforms adopted by University.
- The Institute Examination Cell ensures the smooth conduct of the Examinations.
- Institute appoints CEO; Internal External-examiner for practical examination,
- Deputes staff for paper setting, paper correction, senior supervisor to SPPU.
- Deputes staff for orientation sessions for implementation of barcode, hologram stickers and online entry of marks.
- To correctly reflect the academic performance of the students, Student Centric Activities including participation, performance in practical is given appropriate weight-age.

- Institute has made facilities for online system of filling internal & external marks as mandated by university.
- Institute has started recording performances in each practical session for awarding marks on continuous assessment.
- Appointment of External examiners for conducting examination of Practical subjects. Joint evaluation by Internal & External examiner for University practical examination.
- Institute has adopted the guidelines of choice based credit system from AY2016-17 for BHMCT course and internal marks are divided into Internal Exams, Practical marks, Assignments as per university guidelines.
- Institute facilitates reevaluation and reassessment process for university examination.

**2.5.4 Provide details on the formative and summative assessment approaches adapted to measure student achievement. Cite a few examples which have positively impacted the system.**

The college follows the formative approach to measure the students' achievement by conducting group activities, Paper Solving, question Bank, continuous assessment, and observation during lectures, assignments and conducting counseling for students.

The college has adopted summative approaches in the form of Formal Examination.

The institution adheres to the academic calendar. Continuous Evaluation of Practical has been introduced with new syllabus of BHMCT. The similar system has been used to rest of the classes and courses for improvement in attendance of students as it is linked with internal marking system.

For Example

Year	Name of Student	Subject	Internal	Marks	External	Marks
16-17	Prabhanjan	Production	Fail	10	Pass	17
	Rajguru Prasad	Accommodation	Fail	9	Pass	16
	Ligade Sanat	Production	Fail	11	Pass	20
		Accommodation	Fail	9	Pass	18
	Aditya Kaunaje	Production	Fail	9	Pass	17
		Accommodation	Fail	10	Pass	18
	Deepankar Verma	Production	Fail	11	Pass	16
		F&B Service	Fail	8	Pass	23
Mohan Thavare	Production	Fail	11	Pass	18	
Chavan Sachin	Hotel Engg	Fail	4	Pass	34	

Other behavioral aspects for the overall development of students are as follows:

- Attendance
- evaluation process
- Internal marks

- Assignments (PPT presentations)
- Mock interviews
- Best student awards, Farewell function.

**2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioural aspects, independent learning, communication skills etc.**

The internal assessment process is an integral part of the student assessment, to make it more transparent the following improvements have been taken by the College.

<b>Evaluation</b>	<b>2017-18</b>	<b>2016-17</b>	<b>2015-16</b>	<b>2014-15</b>	<b>2013-14</b>
Academic	Continuous Assessment, Practical & theory Semester end internal exam	Continuous Assessment, Practical & theory Semester end internal exam	Semester end internal exams	Semester end internal exams Two times	Semester end internal exams
Behavioral	Participation, Attendance	Participation, Attendance			Participation, Attendance
Independent Learning	Assignments and projects	Assignments and projects	Assignments and projects	Subject wise assignments	Assignments and projects
Communication Skills	GD, Extempore, Presentation	GD, Extempore, Presentation			

**2.5.6 What are the graduates attributes specified by the college/ affiliating university? How does the college ensure the attainment of these by the students?**

The college ensures that the students attain the above mentioned graduate attributes through the following

- **Grooming**-Grooming check is done on a daily basis as per the grooming standard of the Hotel Industry and non-adherence leads to punishment.
- **Attitude**-For maintaining right attitude the college conducts Personality Development & Business Communication classes, Group discussions, Mock Interviews, extempore for building confidence and organizing events which help to build the right attitude.
- **Knowledge**-Interacting with students in classroom teaching, guest lectures, demonstration, field visits, use of audio visual aids, Seminars, assignments in which they refer to library books for additional knowledge.
- **Skills Development**: Development of Skills in Food Production, F&B service and Housekeeping through practical, assignments, workshops and special events.

- **Interpersonal skills:** This is developed through exercises in situation handling and case studies. The students are given opportunities to hone these skills through practical, events and mock interviews exercises.
- **Communication Skills:** This is a part of their curriculum in the First Year and a foreign language- French is also taught in the second semester. Students who are weak in English are monitored and encouraged to improve during regular classes.  
**Exposure to the hospitality industry:** Internship is a part of the curriculum and the students get an insight in the working of the industry. The students are exposed to the Hotel culture which prepares them for the final placement.
- **Managerial Skills:** Through the various management subjects that are taught during the course the students understand the management, general management techniques in quality management, human resource management, marketing management. The students are given responsibilities through participation in various committees- Student Council, Women grievance, Anti-ragging, Committees, event organizing committees, etc.
- **Entrepreneurship development:** The students are geared to be entrepreneurs and are exposed to budgeting, accounting, legal aspects, resource mobilization and making a business plan.

The college takes the following measures to ensure the attainment of the attributes mentioned above:

- Faculty ensures proper grooming standards are followed by the students.
- Conducting workshops, seminars, guest lectures, field visits and special events to develop their skills, broaden their knowledge base and to develop the right attitude.
- Mock interviews conducted by the training cell.
- Adherence to the syllabus through timetables and lesson plan.
- Evaluating the progress of the students through continuous assessment & Assignment.
- Encouraging students to be a part of various committees constituted by the college.
- Student Profile are made to record their Academic, Personal, Career and other progress.
- Arranging and participating in the various events, cultural as well as ISR activities.

### **2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?**

The college has a positive environment which addresses any grievances and disputes at the earliest.

#### **College Level**

- The institute has formal grievance redressal cell which directs student's queries to examination cell.

- Students approach examination cell for any discrepancies / Grievances regarding marks, Exam cell verifies and takes necessary actions to reevaluate.

#### **University level**

- Revaluation / Re-verification process is in place for students who seek improvement / change in their marks. The forms for the same are made available on SPPU website.
- On demand SPPU provides the photocopy of answer books to students on payment of applicable fee.
- After receiving own answer-sheet if student wants he/she can apply for revaluation of answer book

## **2.6 STUDENT PERFORMANCE AND LEARNING OUTCOME**

### **2.6.1 Does the college have clearly stated learning outcomes? If 'yes', give details on how the students and staff are made aware of these?**

Yes, the college has clearly stated learning outcomes as listed under:

#### **Students**

- The syllabus along with the learning objectives is available on the University of Pune website.
- The students are also made aware of these outcomes by their subject teachers at the beginning of the semester.
- The students are made aware through counseling & guidance by the faculty, alumni & industry professionals who are invited to interact with the students.

#### **Faculty**

- The faculty through the theory and practical sessions planning ensures the attainment of the learning outcomes.
- Course syllabus is available on the university website.
- Faculty is involved in curriculum development and encouraged to participate in seminars.

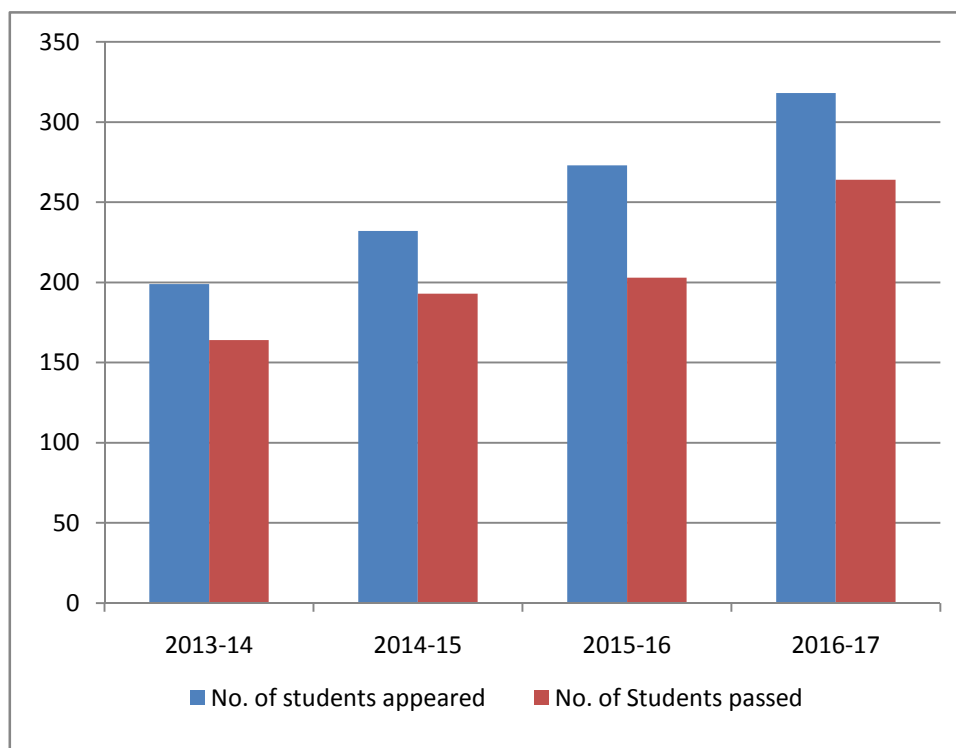
### **2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the student's results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes /courses offered.**

The adopted mechanism for monitoring student's performance is well in place.

- Monitoring attendance of the students on day to basis.
- Monitoring participation in activities and events and notable achievements.
- Checking performance in regular practical.
- Performance in internal examination.
- Analysis of performance in the university examination. The institute follows the university evaluation criteria for Internal & External marks of the students.

On declaration of University results; the analysis of results is prepared.  
The college achievement can be seen through University rankers since 2004, however university has stopped publishing topper list since 2012.

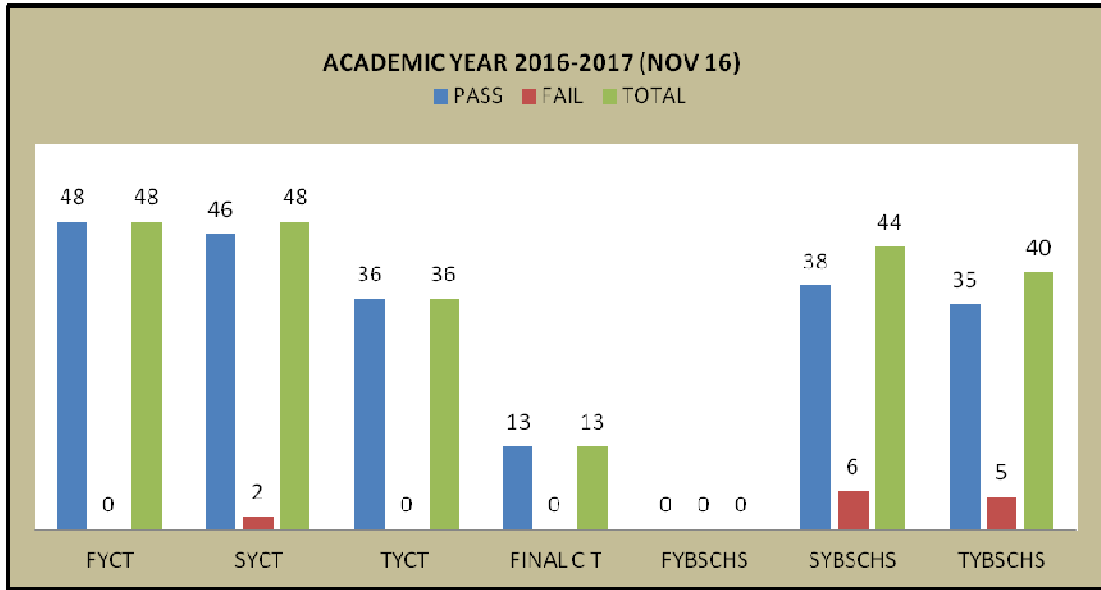
<b>Year</b>	<b>No. of students appeared</b>	<b>No. of Students passed</b>	<b>Pass %</b>	<b>University Rankers/ Nos.</b>
<b>2016-17</b>	<b>318</b>	<b>264</b>	<b>83.01</b>	<b>--</b>
<b>2015-16</b>	<b>273</b>	<b>203</b>	<b>74.35</b>	<b>--</b>
<b>2014-15</b>	<b>232</b>	<b>193</b>	<b>83.18</b>	<b>--</b>
<b>2013-14</b>	<b>199</b>	<b>164</b>	<b>82.41</b>	<b>--</b>





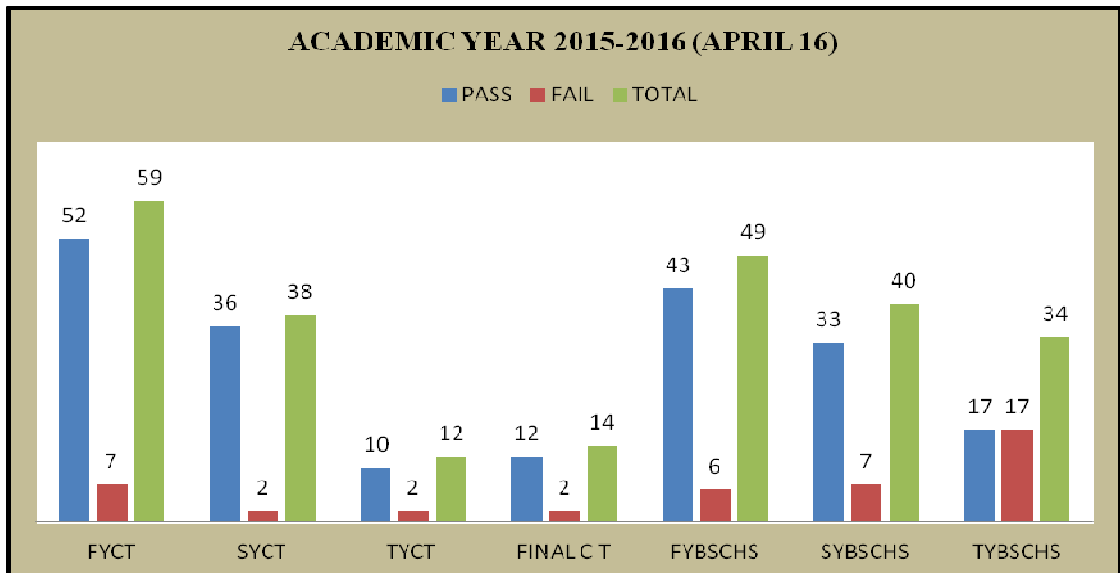
ACADEMIC YEAR 2016-2017 (NOV 16)

COURSE	FYCT	SYCT	TYCT	FINAL C T	FYBSCHS	SYBSCHS	TYBSCHS
PASS	48	46	36	13	0	38	35
FAIL	0	2	0	0	0	6	5
TOTAL	48	48	36	13	0	44	40



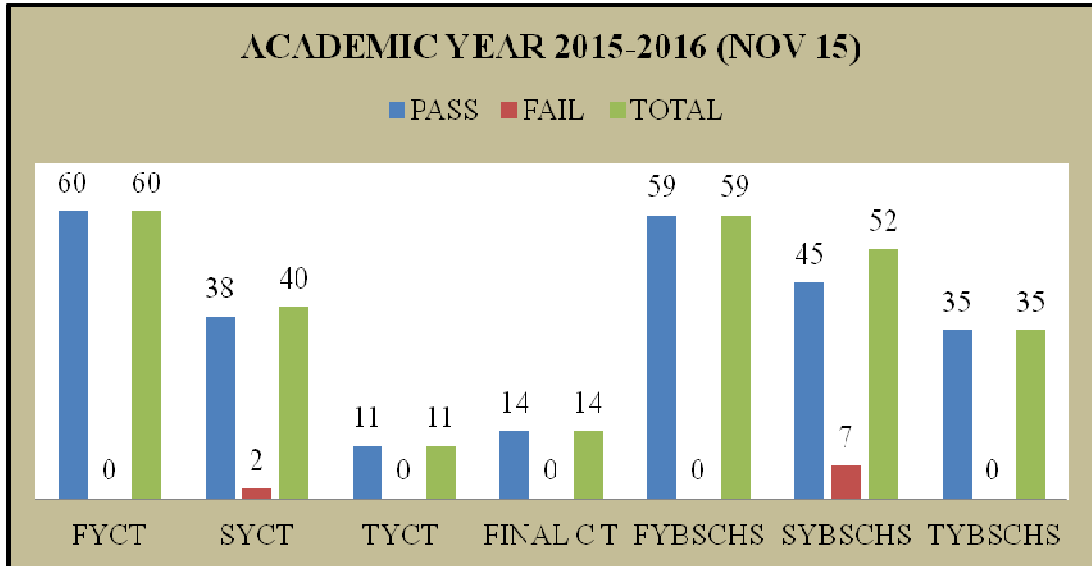
ACADEMIC YEAR 2015-2016 (APRIL 16)

COURSE	FYCT	SYCT	TYCT	FINAL C T	FYBSCHS	SYBSCHS	TYBSCHS
PASS	52	36	10	12	43	33	17
FAIL	7	2	2	2	6	7	17
TOTAL	59	38	12	14	49	40	34



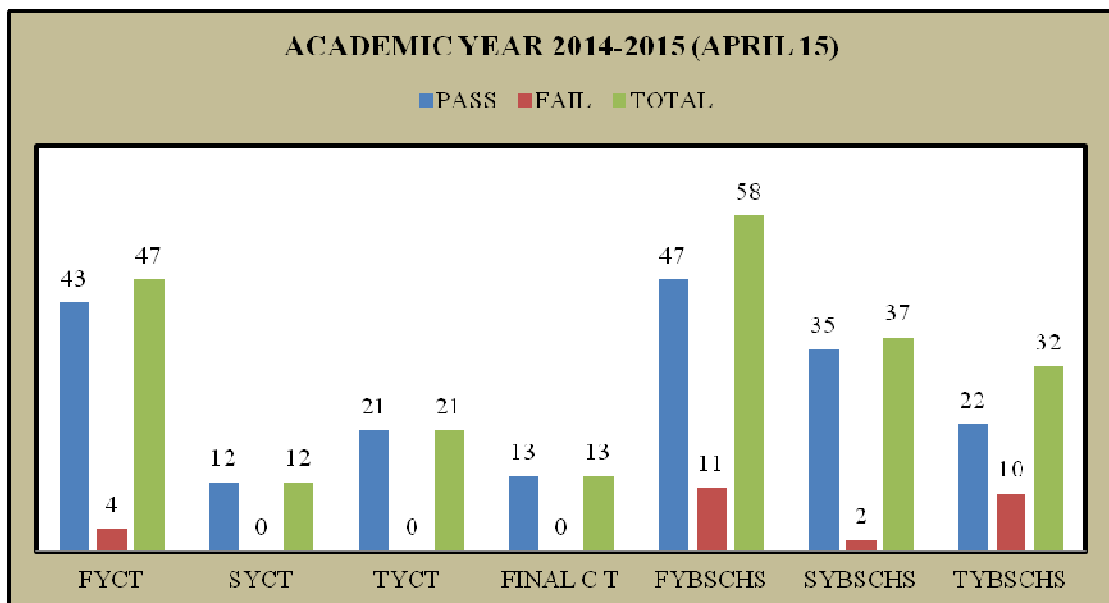
ACADEMIC YEAR 2015-2016 (NOV 15)

COURSE	FYCT	SYCT	TYCT	FINAL C T	FYBSCHS	SYBSCHS	TYBSCHS
PASS	60	38	11	14	59	45	35
FAIL	0	2	0	0	0	7	0
TOTAL	60	40	11	14	59	52	35



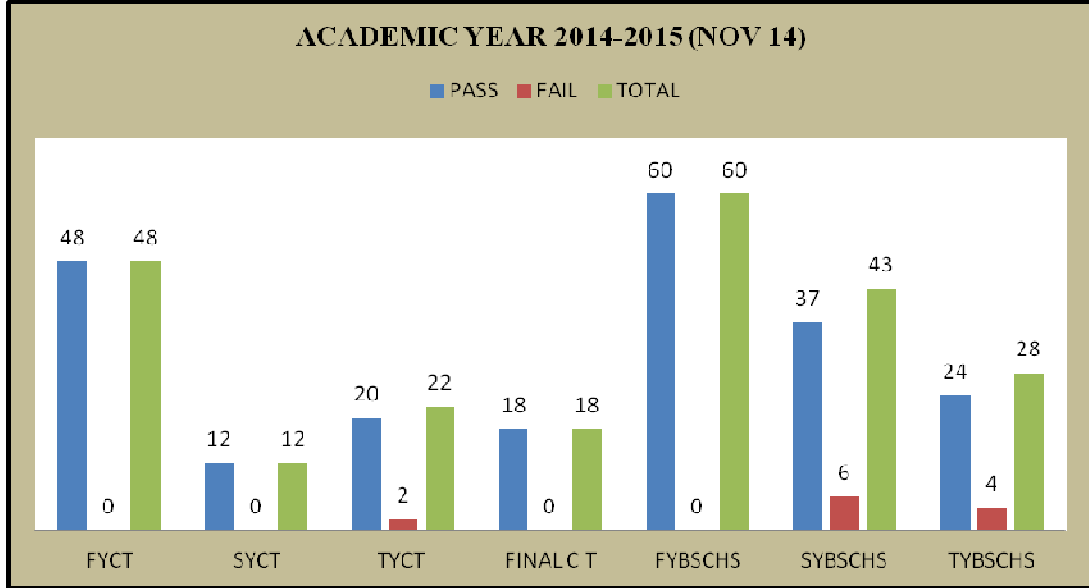
ACADEMIC YEAR 2014-2015 (APRIL 15)

COURSE	FYCT	SYCT	TYCT	FINAL C T	FYBSCHS	SYBSCHS	TYBSCHS
PASS	43	12	21	13	47	35	22
FAIL	4	0	0	0	11	2	10
TOTAL	47	12	21	13	58	37	32



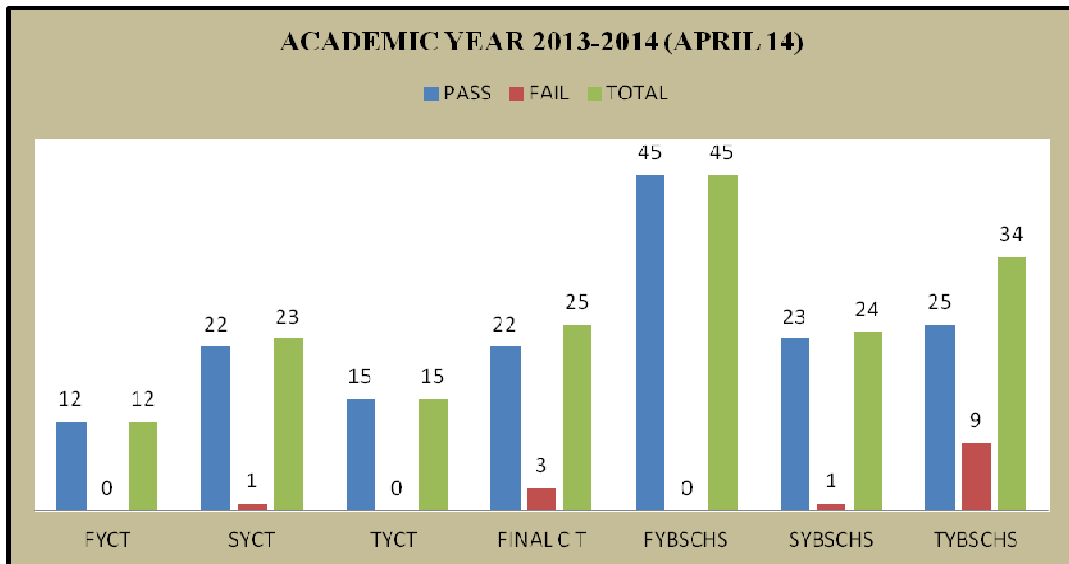
**ACADEMIC YEAR 2014-2015 (NOV 14)**

COURSE	FYCT	SYCT	TYCT	FINAL C T	FYBSCHS	SYBSCHS	TYBSCHS
PASS	48	12	20	18	60	37	24
FAIL	0	0	2	0	0	6	4
TOTAL	48	12	22	18	60	43	28



**ACADEMIC YEAR 2013-2014 (APRIL 14)**

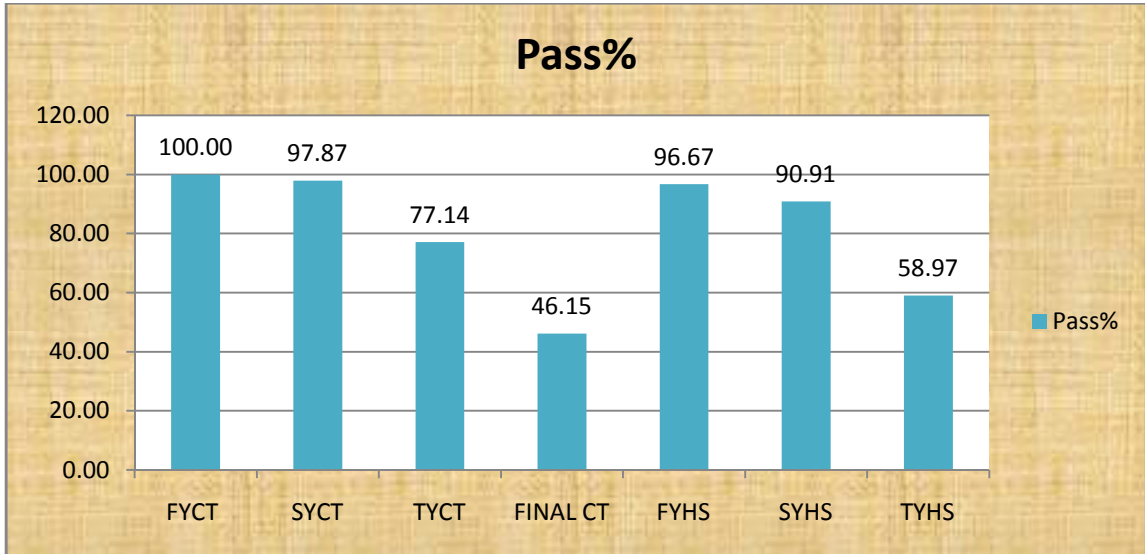
COURS E	FYCT	SYCT	TYCT	FINAL C T	FYBSCH S	SYBSCH S	TYBSCHS
PASS	12	22	15	22	45	23	25
FAIL	0	1	0	3	0	1	9
TOTAL	12	23	15	25	45	24	34



**ACADEMIC YEAR 2013-2014 (NOV 13)**

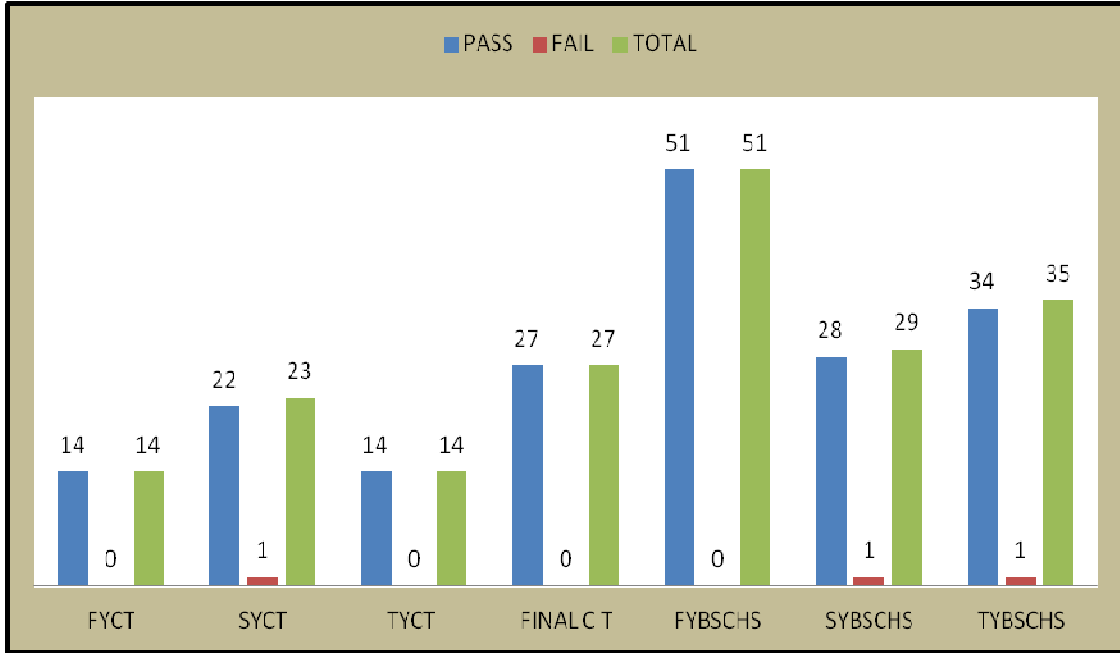
COURS	FYCT	SYCT	TYCT	FINAL C T	FYBSCH	SYBSCH	TYBSCHS
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E					S	S	
PASS	14	22	14	27	51	28	34
FAIL	0	1	0	0	0	1	1
TOTAL	14	23	14	27	51	29	35



**RESULT ANALYSIS 2016-2017 (APRIL-17)**

Course	SEM	Total Appeared	Pass	Fail	Pass%
<b>FYCT</b>	2	48	48	0	100.00
<b>SYCT</b>	4	47	46	1	97.87
<b>TYCT</b>	6	35	27	8	77.14
<b>FINAL CT</b>	8	13	6	7	46.15
<b>FYHS</b>	ANNUAL	60	58	2	96.67
<b>SYHS</b>	4	33	30	3	90.91
<b>TYHS</b>	6	39	23	16	58.97



**Communication to students:** The institute believes in openness and effective communication with students. The performance of students is communicated to them from time to time. Regular assessment of performance in practical is mentioned in the journal. Faculty discusses the performance after evaluating the answer sheets and suggests suitable improvements. The monthly attendance is displayed and if required, communicated to parents. Marks for practical examination are displayed and communicated to students.

**Difference and Pattern of Achievement:** It has been observed that the students' results in BHMCT course have improved over last three years reducing the percentage of failures, however it shows decline in overall results for year 2015-16 and more number of students in ATKT/ Fail for B.Sc.H.S course.

### 2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

#### Teaching-Learning

- The college has a structured system to ensure that the teaching learning process is effective in achieving the intended learning outcomes. The teaching learning process includes the following:
- Preparing an academic calendar and adherence to it
- Preparing the Time table as per the requirement of the syllabus.
- Monitoring the classes to ensure the entire syllabus is completed (Syllabus Completion Status)
- Delivery of content beyond syllabus and also adopting innovative teaching practices
- Use of latest teaching aids.
- Encouragement to faculty to take up research work, participate in seminars, workshops, industrial training and update themselves.
- Conducting adequate co-curricular activities for enhancing the knowledge and skills of the students.

#### **Assessment**

- Internal assessment of the students through continuous assessment.
- Evaluating Journals & assignments from time to time.
- Result analysis is done to measure the learning outcomes.
- Maintaining the quality in teaching learning process by evaluating teachers through feedback systems.
- Recording the performance for behavioral, communication skills, independent learning.
- Encouraging research through projects and assignments.

#### **2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?**

The college believes in responsibility towards the society and initiates programmes to inculcate the same spirit amongst the students and contribute to the social and economic cause.

The following activities are conducted towards the same:

#### **Student placements**

- Campus placement: Inviting national and international hotel chains for campus recruitment.
- Pre-placement activities improve social understanding of the students.
- The Training & Placement cell acts as a mediator between the Institute and the Hotel industry which helps in fruitful interaction with the Industry.
- Experts are also invited as Judge and as Guest Lecturer for evaluating various competitions and delivering Guest Lectures.
- Students are frequently engaged in outdoor catering which help them financiall, such as Rann of Kutch, Saudi Arabia South America- Arab Summit that promotes traditions and culture.

### **Entrepreneurship development**

- The institute organizes various entrepreneurship activities which build in entrepreneurship skills among the students
- Sinhgad Karandak symphony – National event comprises of various core & ancillary departmental competitions and exploring various international cuisine during annual food festival.
- Participation in Khari Kamayi competition which ensures experience and monetary gains.
- Theme dinners & Lunches, food festival- to develop the entrepreneurship aptitude among students to give platform to the student for marketing and selling skills.

### **Innovations**

- Tourism day – celebrated to spread the environmental social, cultural awareness among students.
- World bread day celebration provides platform for presenting innovations to society and enhances skills of social communication.

### **Social**

- Blood donation, Don't drink & Drive Campaign, Tree Plantation to develop an attitude towards giving back to society
- Visit to orphanage, Snehanvan, Balgram- SAMPARC
- Study tours: to inculcate an overall experience of travel and tourism and to understand the importance of heritage.

### **Research aptitude:**

- Workshops / Seminars: To create awareness about research amongst students and faculty.
- Research projects – Assisting and guiding students in their research project work.

### **2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?**

#### **Collection and analysis of student performance and learning outcomes:**

The college has a system to evaluate student performance and learning outcome which is used for planning and overcoming barriers of learning through the following:

- Result analysis
- Analysis of placement record of students.
- Continuous evaluation and participation.
- Internal evaluation.



**Planning and overcoming barriers of learning:**

Based on the analysis of the students' performance, the college devices its action plans to overcome the barriers of learning in the following ways:

- Corrective action plans for improving teaching and learning process
- Counseling of students to enhance their learning ability & involvement in the course.
- Solving old question papers & question bank.

**2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?**

- The learning outcome of each student aims at achieving various behavioral skills and cognitive skills development through quality teaching learning process.
- The same is carried out by adopting a right blend of conventional & innovative teaching methods.
- The students are also exposed to practical learning by participating in various events as competitions, theme Dinners, ODCs, Workshops etc.
- They are also encouraged for research through assignments and explore more information on the subjects they learn.

The teaching learning process is designed to monitor and ensure the achievement of the learning objectives and includes the following:

- Subject Course file
- Course monitoring committee meeting
- Students feedback on faculty and action plan for faculty having scope for improvement
- Participation in co-curricular activities.
- Internal evaluation & Result analysis.

**2.6.7 Does the institution and individual teachers use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples. Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.**

Yes, the institution and individual teachers use assessment/ evaluation outcomes as an indicator through

- The marks obtained by the students indicate their learning or understanding of the subject.
- The students scoring less mark are given special attention by respective subject teachers.
- By identifying the weak students from the continuous assessment and classroom interaction, these students are asked to solve previous question papers
- Reading room facility for weak learners.

- Student feedback is taken every semester and suggestions are given to concerned faculties.

For example: Increase in passing number of students after internal exam in BHMCT.

Refer Point 2.5.4 for details

**Other relevant information regarding teaching learning and evaluation –**

For the Internal assessment:

- Question bank on core subjects is available; two sets of question papers are prepared for fair judgment.
- Cross checking of marks for fair marking by exam cell.
- Previous year SPPU question papers are available in library for reference.
- Students seeking admissions for higher education in reputed institutes in India and abroad are given recommendation letters.
- Students are given guidance even after they graduate from the institute.
- Special guidance is provided for would be entrepreneurs.

## **CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION**

### **3.1 PROMOTION OF RESEARCH**

#### **3.1.1 Does the institution have recognized research center/s of the affiliating university or any other agency /organization?**

NO. (Since our institute has under graduate course, it does not have recognized research center, however, we are associated with recognized research center of SIBACA, Lonavala)

#### **3.1.2 Does the institution have research committee monitor and address the issues of the research? If so, what is the composition? Mention few recommendations made by the committee for implementation and their impact.**

Yes. The Institute has research committee to monitor and address the issues of research. Research Committee composition is as follows:

<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Responsibility</b>
<b>1</b>	Prof. Ayesha Siddiqui	Principal	Chairman
<b>2</b>	Dr. Sameer Koranne	Asst.Professor	Member
<b>3</b>	Prof. N. D. Deshpande	Asst.Professor	Member
<b>4</b>	Prof. S.A. Godse	Asst.Professor	Member
<b>5</b>	Prof.Ranjana Diwate	Asst.Professor	Member
<b>6</b>	Dr.Sachin Borgave	Director, SIBACA	External Member
<b>7</b>	Mr.Ajit Fernandes	F&B Director, Fariyas	External Member
<b>8</b>	Ms.Priya Pillai	Training Manager, Novotel	External Member
<b>9</b>	Prof.Partho Nath	Asst. Professor	Secretary

Following are the recommendations and its impact.

<b>Recommendations</b>	<b>Impact</b>
Motivation and encouragement to the faculties for writing Research Papers and Publication	Faculty members undertook research and published papers in journals, presented papers and participated in research activities.
Faculty is encouraged to apply for funded research projects.	Two faculty members undertook funded research project.
Advised the institute to conduct Seminar on research methodology.	One State level seminar was conducted under QIP of SPPU on Research methodology in Academic year 2016
Encouraging the faculty to participate in Research Conference organized by various institutions.	Faculty members have participated in various conferences organized by other institutes.
Recommended to involve industry/ institutions and people of repute for research work.	Many distinguished researchers and resource persons have conducted sessions on hospitality and research methodology and have helped in

	research activities.
Advised the institute to provide on duty leave and allowances for research work.	Faculty availed the on duty leaves and participation for seminar conferences .
Incorporation of research topics for the students under the guidance of faculties	SIHMCT students do work on research project in respective disciplines under supervision of the assigned faculties.

**3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?**

Following measures are adopted by the Institute.

**Autonomy to the Principal Investigator**

Our faculties have visited and participated in National and International Seminars and Conferences. They have presented Research Papers in those conferences. Complete autonomy and support is being provided to the Researchers by the Institute. Two faculty members have completed funded research project with complete autonomy.

**Timely availability or release of resources**

Resources are being provided timely. The institute provides complete supportive environment and encouragement to the Researchers like

- a) All Labs and supply of ingredients.
- b) Library Resources, E-Resources
- c) Funds for attending seminars and workshops
- d) Stationery

**Adequate infrastructure and human resources.**

- Department-wise demonstration laboratories: Food Prod. Labs, F&B Labs,FO Lab, HK Lab
- Computer facility with unlimited Internet connectivity.
- Laboratories are equipped with necessary equipment and fixtures.
- The institute library is very well stocked, with an extensive collection of referral books, journals, e-journals, magazines and publications.
- Librarian, technical assistants and lab assistants are made available to assist the research work in laboratory.

**Time off, reduced teaching load, special leaves etc to teachers.**

- On duty leave to teachers is sanctioned as and when required. Ready approval with
- On-Duty leave for the faculties for attending Research workshops and Conferences is given.

**Support in terms of Technology and information needs.**

- Faculty is provided with computer terminals connected to internet and other peripherals.
- E journals are subscribed and enrollment on NDL is done for institute.

**Any Other**

SIHMCT has encouraged research in all aspects of teaching-learning process and every member is enthusiastically participating in research in Hospitality management and Tourism.

**3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?**

- Research methodology has been incorporated in the teaching of the syllabus and changing the outlook of students towards research and finding the results through the analysis and experiments in labs.
- Faculty and students are exposed to research work through organizing and attending workshops, seminars and lecture series with sufficient support from institute.
- Research based assignment and project topics are given to the students as basic inputs along with subject research methodology.
- Research journal in partnership with sister institute is provided for publishing research work.
- Students are encouraged to take up product development and Project based learning.

**3.1.5 Give details of the faculty involvement in active research Guiding student research leading Research Projects, engaged in individual/collaborative research activity, etc.)**

Year Wise Student Research Projects Coordinated by Faculty Members

**Year 2013-14**

Sr. No	Faculty Name	No. of Students Guided
1	Prof.Vishwanath Revankar	28
2	Prof.Vijay Mankar	20
3	Prof.Shilpa Branger	20

**Year 2014-15**

Sr. No	Faculty Name	No. of Students Guided
1	Prof.Vishwanath Revankar	28
2	Prof.Abhijeet Jadhav	02
3	Prof.Rahul Shende	01
4	Prof.Shailendra Nigam	02
5	Dr.Sameer Koranne	01
6	Prof.Raghavendra Gade	03
7	Prof.Shilpa Hate Branger	02
8	Prof.Poonam Jori	01
9	Prof.Shraddha Samuel	04

**Year 2015-16**

Sr. No	Faculty Name	No. of Students Guided
1	Prof.Vishwanath Revankar	31
2	Prof.Sameer Koranne	08

**Year 2016-17**

<b>Sr. No</b>	<b>Faculty Name</b>	<b>No. of Students Guided</b>
1	Prof.Sameer Koranne	04
2	Prof.Vishwanath Revankar	05
3	Prof.Shilpa Hate Branger	04

**Sample List of Titles Student Research Projects Guided by Faculty Members.**

**Year 2013-14**

<b>SR NO.</b>	<b>GUIDE</b>	<b>STUDENT NAME</b>	<b>TITLE</b>
1.	Prof.Vishwanath Revankar	Benaifer Contractor	To Study In Detail About Ecotels
2.	Prof.Vishwanath Revankar	Aman Jadhav	Modern Plate Presentation And Food Styling
3.	Prof.Vishwanath Revankar	Milka Gandhi	Manufacturing Process Of Beer
4.	Prof.Vishwanath Revankar	Vivek Mohite	Tourism Prospect In Pune
5.	Prof.Vishwanath Revankar	Avinash Harishchandre	Study Of Theme Hotels

**Year 2014-15**

<b>SR. NO.</b>	<b>GUIDE</b>	<b>STUDENT NAME</b>	<b>TITLE</b>
1.	Prof.Shraddha Samuel	Prince Raj	Software Used In Hotels
2.	Prof.Sameer Koranne	Abhishek Gamare	Study Of Indian Wine Market
3.	Prof.Shilpa Hate Branger	Bhagyashree Dashmukhe	Importance Of Designer Lobby In Hotels
4.	Prof.Shailendra Nigam	Pratik Vispute	The Importance Of Packing In Today's Food And Beverage Industry
5.	Prof.Poonam Jori	Kunal Jadhav	Saftey And Security Measures Adopted By Hotels And Resorts In Lonavla

**Year 2015-16**

<b>SR NO.</b>	<b>GUIDE</b>	<b>STUDENT NAME</b>	<b>TITLE</b>
1	Prof.Vishwanath Revankar	Sachin Takawale	Study Of Opening A Bake Studio In Sangrampur
2	Prof.Sameer Koranne	Akshay Dhobale	A Study Of The Marketing Strategies Of Mcdonalds

<b>3</b>	Prof.Sameer Koranne	Bhushan Patil	Study Of Opening An Executive Lounge In Jalgaon
<b>4</b>	Prof.Vishwanath Revankar	Swapnil Sarjine	Study Of Principles And Characteristics Of Jain Vegetarianism
<b>5</b>	Prof.Sameer Koranne	Firdous Contractor	Entrepreneurship For Restaurant

**Year 2016-17**

<b>SR. NO.</b>	<b>GUIDE</b>	<b>STUDENT NAME</b>	<b>TITLE</b>
<b>1.</b>	Prof.Vishwanath Revankar	Nishikant Dandawate	To study the diet food for diabetes patient.
<b>2.</b>		Tanvi Paralkar	A study of use of Agar Agar in Food Industry
<b>3.</b>	Dr.Sameer Koranne	Mayur Jethwa	A study of Modifiers in Cocktails
<b>4.</b>	Prof.Shilpa Hate Branger	Prajyot Bhalerao	Importance of Flower and Flower Arrangement in Hotel Industry.
<b>5.</b>		Nitish Kenjale	To Study the impact of social media on hotel booking.

**Faculty leading funded research project**

<b>Sr.No.</b>	<b>Faculty</b>	<b>Topic</b>	<b>Funding</b>
<b>1</b>	Dr.Sameer Koranne	Competitiveness of Konkan Tourism Industry: Investigating relationship amongst tourist perception, satisfaction & service Competitiveness of Konkan Tourism Industry: Investigating relationship amongst tourist perception, satisfaction & service	SPPU 1.1 Lakh
<b>2</b>	Prof.Sachin Desai		



**Faculty Engaged In Individual and Collaborative Research.**

<b>No.</b>	<b>Faculty Name</b>	<b>Book or Journal Or Magazine or Conference proceedings</b>	<b>Journal/ Book/Magazine Title</b>	<b>ISSN/ ISBN</b>
<b>1 (i)</b>	Dr.Ayesha Siddiqui	Proceeding	Emerging trends in Commerce& social sciences.	2249-7463
<b>iii.</b>	Dr.Ayesha Siddiqui	Proceeding	Emerging Issues in Corporate strategies	ISSN: 2347-4173
<b>iv.</b>	Dr.Ayesha Siddiqui	Proceeding	Nov 2015	2277-2170
<b>v.</b>	Dr.Ayesha Siddiqui	Proceeding	Placitum 2015, Innovative strategies in dynamic Economy	ISBN 978-93-84916-64-0
<b>vi.</b>	Dr.Ayesha Siddiqui	Proceeding	CSR: Relation between business & society.	
<b>vii.</b>	Dr.Ayesha Siddiqui		Impact of FDI in Indian Economy	ISSN-978-81 923324-1-3
<b>viii.</b>	Dr.Ayesha Siddiqui	Journal	Online International Referred Interdisciplinary research journal, (Bi-Monthly)	ISSN-2249-9598
<b>2.i</b>	Dr. Sameer Koranne	Proceeding	International Research Journal of Social Sciences	2319–3565, Vol. 3(2)
<b>ii.</b>	Dr.Koranne Sameer	Proceeding	Excel journal of Management	ISBN: 978-81-929101-0-9, 32-39
<b>iii</b>	Dr. Sameer Koranne	Journal	International Journal of Commerce & Business Management	ISSN 0974-2646 Vol 6, Issue 1
<b>iv</b>	Dr. Sameer Koranne	Journal	Paripex Indian Journal of Research	ISSN - 2250-1991, 50-52
<b>v.</b>	Dr. Sameer Koranne	Proceeding	National Level Seminar on Corporate Social Responsibility: Relations between Business and Society	ISSN: 978-93-83414-49-9, 38-42.
<b>vi.</b>	Dr. Sameer Koranne	Journal	Excel International Journal of Multidisciplinary Management Studies	ISSN 2249-8834 EIJMMS, Vol.4 (3),
<b>vii.</b>	Dr. Sameer Koranne	Journal	Pacific Asia Business Review	ISSN: 0974-438X, 21-25

<b>viii.</b>	Dr. Sameer Koranne	Proceeding	International Conference on Emerging Trends in Commerce and Social Sciences Emerging Trends in Management, Technology & Engineering	ISSN: 2249-7463
<b>ix.</b>	Dr. Sameer Koranne	Journal	Zenith International Journal of Business Economics & Management Research	ISSN 2249-8826
<b>x.</b>	Dr. Sameer Koranne	Journal	Asian Journal of Research in Business Economics and Management	ISSN: 2249-7307 (Online) 2250-1673 (Print)
<b>xi</b>	Dr. Sameer Koranne	Journal	Athitya- Journal of hospitality	2394-6644
<b>3.i</b>	Prof.Diwate Ranjana	Journal	Paripex Indian journal of research	2250-1991
<b>ii.</b>		Journal	Global Research analysis	2277-8160
<b>iii.</b>		Proceeding	MGV,Nasik	978-93-5104-384-3
<b>4.i</b>	Prof.Deshpande Navaneet	Proceeding	SIOM	ISBN:978-81-910118-0-7
<b>ii.</b>		Proceeding	Journal of IIM –Ahmedabad	
<b>iii.</b>		Proceeding	Journal of IIM – Bangalore	
<b>iv.</b>		proceeding	NBNCOC	
<b>v.</b>		Dissertation	M.Phil (HM) The Global Open University, Nagaland	
<b>5.i.</b>	Prof.Partha Nath	Journal	International Journal Of Yadavrao Tasgaonkar Institute Of Management.	2277-4726
<b>ii.</b>		Journal	International Journal Of Yadavrao Tasgaonkar Institute Of Management	2277-4726

<b>6.i.</b>	Prof.Saudagar Godase	Journal	IOSR Journal : International Organisation of Scientific research	2278-487X 2319-7668
<b>ii.</b>	Prof.Saudagar Godase	Proceeding	AIMS Intl. Conf on Management	ISBN 978-81-924713-7-2
<b>7</b>	Prof.Vishwanath Revankar	Proceeding	SKN College of Education.	ISBN 2435-6178
<b>8</b>	Prof.Abhijeet Jadhav	Journal	Surya :The Energy Suryadatta Institute Of HMCT,Pune	ISSN 2454-9169
<b>9</b>	Prof.Amol Wandre	Journal	Suryadatta Institute Of HMCT,Pune	ISSN 2454-9169

**3.1.6 Give details of workshops/ training programmes /sensitization**

**Programmes conducted/organized by the institution with focus on capacity building in terms of research and imbining research culture among the staff and students.**

Workshops / Training Programmes /Sensitization Programmes Conducted or Organized by the Institute with focus on capacity building in terms of research and imbining research culture among the staff and students.

<b>Date</b>	<b>Event/ Topic</b>	<b>Organization name</b>	<b>Remarks</b>
11/0713	Opportunities In Higher Education	Pacific International Hotel Mgt School	A Guest Lecture Is Organized On The Avenues After Student Passes Degree.
15/07/13	Introduction To Hospitality	SIHMCT, Lonavala	A Guest Lecture By Mr. Nasir Khan, RM, Fariyas Resort, Khandala with A Presentation On The Hospitality Industry. Students Learned The Pre-Requisites Of Hoteliers.
18/0713	Culinary Workshop On Pastry And Confectionary	SIHMCT, Lonavala	This Workshop Was Conducted By Chef Abdes (Pastry Sous Chef –Fariyas Hotel, Lonavala).Students Were Enlightened With Secret Tricks Of The Trade.
22/07/13	Introduction To Hospitality Industry	SIHMCT, Lonavala	Guest Speaker Ms Salma Khatun Head HR From Fariyas Resort, Lonavala. Students Highly Motivated To Encourage Entering The New Journey Of Their Lives.
2013	Sinhgad Rasoi	SIHMCT, Lonavala	SY BSc HS Student Made Some Excellent Traditional Recipes.
2013	Sinhgad Chef Competition	SIHMCT, Lonavala	All Interested Student Participated In The Competition To Make Some Innovative

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	(Internal)		Dishes In The Stipulated Time
31/08/2013	Industrial Visit To Brewery Mohan Rocky And Parle G	SIHMCT, Lonavala	Students Learned The Manufacturing Of Old Monk RUM And Its Bottling And Also Observed The Mass Production Of Parle Biscuits Like Hide And Seek, Parle G, Milano And Bourbon. It Was A Great Enrichment Of Knowledge Of Mass Baking.
01/08/2013	F&B Operations In A Hotel Industry	SIHMCT, Lonavala	Guest Lecture Was Conducted By Mr.Rakesh Awchat Of Owner Of Mango Tree Hotel. He Also Cleared All Doubts Of Students About Hotel Industry Operations.
7/09/2013	Brochure Making	SIHMCT, Lonavala	Students Actively Participated In The Event Made Brochure For Cruseline, Resort Hotel With Casino,Resort With Golf Club,Resort With Water Park. It Was Great Learning Experience.
11/09/2013	Modak Competition	SIHMCT, Lonavala	In This Event Lots Of Creativity Was Seen As Students Researched And Experimented With The Traditional Dish Of Modak Lots Of Parameters. And Different Varieties Of Modak Were Seen With Lots Of Filling Types And Lots Of Covering Types Different Colours. It Was A Great Learning Experience For The Students.
26/09/2013	World Tourism Day	SIHMCT, Lonavala	This Event Was Celebrated On The Theme Of Water. Students Made Models Of Water Bodies And Water Based Tourism Like Beaches, Rivers Large Lakes Water Falls Etc.
12/09/2013	Theme Lunch Naivedyam	SIHMCT, Lonavala	This Was A Great Research Assignment Final Year BHMCT Students Found All Lost Forgotten Traditional Dishes Of All Corners Of Maharashtra Were Served And Delighted The Guests.
3/10/2013	Cocktail And Mocktails Making Competition	SIHMCT, Lonavala	Around 30 Teams Participated. They Had To Prepare One Cocktail And One Mocktail In Front Of The Judge. Chief Guest Dr.Borgave Inaugurated The Event.
13/1/2014	New Year Celebration	SIHMCT, Lonavala	This Event Was Organized For The Students, Staff And Their Families At The Campus.
10/1/2014	Advitiya 2014	KOHINOOR IMI , Khandala	An Inter Collegiate Competition : This Event Provided A Platform To Showcase The Talent Of Students.
4/02/2014	“Spectrum Top Chef”	SIHMCT, Lonavala	A Chef Competition Was Organized On The Basis Of A Innovative Dish And Should Be

			Healthy With Good Presentation.
5/02/2014 — 7/02/2014	Atithya	AISSMS College of HMCT, Pune	Our Students Participated In All The Events And Had A Great Learning Experience In The Series Of Events.
22/02/2014	Theme Dinner “Couples Treat”	SIHMCT, Lonavala	Student Made An Ambience Of Valentine Theme And Served The Delicious Food And Music.
24/02/2014 — 25/02/2014	Sinhgad Karandak Symphony	SIHMCT, Lonavala	Annual Event Platform For Hospitality Students. 12 Hospitality Institutes From All Over Maharashtra Participates In These Series Of Events Spread Over 2 Days. Students Participated In The Series Of Competition
02/2014	Study Tour To Mapro Jam And Jelly, Mahabaleshwar	SIHMCT, Lonavala	Students Overwhelmed And Enjoyed The Tour. They Also Learned To Make Jelly And Strawberry Jam
13/03/2014	Icing The Cake Competition	SIHMCT, Lonavala	9 College Teams Participated Competition Participated.
1/08/2014	Introduction To Hospitality Industry	SIHMCT, Lonavala	A Guest Lecture By Nasir Khan Resident Manager-Fariyas Resort, Lonavala.
07/08/2014	Invitation Card Making Competition	SIHMCT, Lonavala	Students Made Beautiful Cards Using The Common Craft Materials.
22/08/2014	Workshop On Food Adulteration	SIHMCT, Lonavala	Student Learned About The Adulterants And Methods How To Check It. Conducted By Prof. Vishwanath.
28/08/2014	Flower Arrangement Competition	SIHMCT, Lonavala	Participants Made Different Innovative Floral Arrangements.
6/09/2014	Modak Competition	SIHMCT, Lonavala	Students Made Delicious Modak With Very Innovative Fillings And Covering Like Using Ragi Flour, Steamed, Fried And Baked.
8/09/2014	Seminar On Luxury Hospitality In Mumbai	Express Hospitality, Mumbai	Students Learned The Finesse Found In The Service Of Elite Guests And How To Delite The Guests By Exceeding .The Expectations Of The Guests.

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13/09/2014	Workshop On Personal Grooming In Hospitality	VLCC ,Pune	Students Learned The Importance Of Grooming In The Hospitality And How To Create A Smart Outlook And Personality.
18/09/2014	Theme Lunch Taste Of India	SIHMCT, Lonavala	2 <sup>ND</sup> YEAR Student Made Indian Delicacies And Served To The Guest. They Also Created A Theme Of National Integration. The Event Managed By Second Year Students.
20/09/2014	Industrial visit to sula vineyards, Nashik.	SIHMCT, Lonavala	Students learned the processing of white wine and red wine and its bottling plant. They also observed and tasted different wine varieties.
25/09/2014	World Tourism Day	SIHMCT Lonavala	Event inaugurated by Mr. Prem Pathak GM-Panoramic Group of Hotels, Lonavala. Students made the theme of adventure sports tourism.
27/09/2014	Kids Carnival	SIHMCT, Lonavala	Student made theme for children and made stalls for the kids goodies like pav-bhaji, chat counter, sweet corn bhel, French fries etc.
29/09/2014	Theme Dinner –DJ Nights	SIHMCT, Lonavala	TYBSC students organized the DJ Night theme dinner. A lavish dance floor was set and food service all managed by the third year students.
30/09/2014	Floral Nursery Visit	Pune	Students learned how to create own garden and secrets of storing the flowers fresh for the floral arrangements. They also learned about different flowers .
9/10/2014-11/10/2014	World bread day	SIHMCT, Lonavala	Students made different types of breads, cakes, doughnuts, biscuits and cookies for selling to the guests by means of food stalls against coupons.
17/10/2014—18/10/2014	QIP “latest service technique in food and beverage industry”	SIHMCT, Lonavala	Students learned from the eminent personality and guest speakers from the hotel industry.
5/10/2014—13/10/2014	Study Tour To Chandigarh-Shimla – Manali	Punekar Travels	Students learned and observed the living style of people, monuments, artifacts of the places and natural habitat.
29/01/2014	Sinhgad	SIHMCT,	Annual event platform for hospitality

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015 30/01/2 015	Karandak symphony	Lonavala	students. 12 hospitality institutes from all over Maharashtra Participates in these series of events spread over 2 days. Students participated in the series of competition
30/01/2 015	Food Festival – Zaika...Culinary Journey Of India	SIHMCT, Lonavala	Students made selected famous dishes of India and showcased in the lavish buffet setup.
08/02/2 015	Study tour to Katraj milk factory, pune	Katraj Dairy, Pune	Students learn different types of milk and milk products like curd cheese flavored milk whole milk, toned milk, shrikhand, butter, etc.
09/02/2 015	Guest lecture of overseas placements	Global link services	Mr. Ali spoke about the new opportunities in abroad like Singapore, china, USA.
03/03/2 015	Industrial visit to Fariyas hotel, Lonavala	SIHMCT, Lonavala	Students learned about the guest supplies and types of rooms and the restaurant outlets.
22/07/2 015	Introduction to World of hospitality	SIHMCT, Lonavala	A Guest Lecture By Utkarsh Sharma – Director – F&B, Sahara Amby Valley
1/08/20 15	Personal Hygiene And Food Safety	Rich Graviss, Pune	A guest lecture by Chef divyesh dyaneshwar Sous chef Rich Graviss.
7/08/20 15	Illustrative career in hospitality industry	SIHMCT, Lonavala	A guest lecture by Mr. Bhagwan Balani, GM Hilton Resort and Spa.
21/08/2 015	Stress Management	Manashakti Centre, Lonavala	A guest lecture by Dr. Sanjeev Kumar Patil –an expert television artist and motivational speaker illustrated various ways of de-stressing and balancing work life.
09/09/2 015	Social theme- food and nutrition	SIHMCT, Lonavala	Inaugurated by campus director followed by guest lecture and recipe competition
10/09/ 2015	Career path in hospitality industry	Swiss hospitality institute	A guest lecture by Mr.E.Donowan on how higher education helps to shape the career in the hospitality industry for the final year students.
11/09/2 015	Seminar on vegan food	Federation of Animal protection organization (FIAPO)	A seminar conducted by the Mrs. Darshana Muzumdar an active member of FIAPO creating a platform for creating the vegan cuisine for better and contemporary career for research and later told student to develop



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			vegan recipes.
23/09/2015	Modak competition	SIHMCT, Lonavala	Around 50 students participated in the competition showcasing different fillings like chocolate, strawberry, mango modak, steamed modaks, fried and baked modaks
24/09/2015	Workshop on flower arrangement	SIHMCT, Lonavala	Workshop on flowers, students learned selection, design layout, color, form, and visualizing technique. Students made floral arrangement.
10/01/2016 -15/01/2016	Food Festival	SINHGAD Cultural Centre, Pune	SIHMCT in association with Sinhgad student council more than 50 stall were available. Students had their own stalls of authentic Mexican, Thai cuisine, Bakery products and mocktail stall were managed. It was a 6 day event.
28/01/2016 - 29/01/2016	Sinhgad Karandak Symphony- Season 3	SIHMCT, Lonavala	Annual event platform for hospitality students. 12 hospitality institutes from all over Maharashtra Participates in these series of events spread over 2 days.
28/01/2016 - 29/01/2016	Food Carnival	SIHMCT, Lonavala	This is a multi-cuisine event includes delicious exhibit of Chinese, Italian, Indian, tandoor and grills mocktails and biryanis many dignitaries from hotels were present for appreciating the effort of students.
3/02/2016 – 5/02/2016	Atithya 2016	AISSMS college of HMCT, Pune	SIHMCT students participated in the national level.our students brought laurels for the institute.
25/01/2016 - 26/01/2016	State seminar on Research Methodologies And Quantitative Techniques	SIHMCT, Lonavala in association with Savitribai Phule Pune University	Event inaugurated by Ex-Dean Dr.Chitale and Dr. Seema Zagade Chairman Board of studies, University of Pune.Resource persons like Dr. Bang, Dr.Vechalekar,Dr.Markale and Valedictory function was enlightened by Dr Anil Jadhav and Mr Jagar Thakur-GM Fariyas Hotel,Lonavala.
12/03/2016 & 14/03/2016	Industrial Visit To Fariyas Hotel, Lonavala (5 Star)	SIHMCT Lonavala	FIRST YEAR students learn various dept and their operations. The hotel staff and executive interact with the students and explain the operations.
16/03/2016	Indian Specialty	SIHMCT Lonavala	Professional demonstration of Indian specialty sweets like KAJU ROLLS,

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	Sweet Demo		RASMALAI, malai SANDWICH. The demonstration was done by Halwai expert Ram Bahadur Gupta from Sanjay sweets, Lonavala.
18/03/2016	Plate presentation democum workshop	SIHMCT Lonavala	Prof. Sandeep Naik from DYPATIL,S IHMCT,PUNE showed various method of plating and garnishes. He shared the secrets of making the food attractive by use of color and contrasts.
25/08/2016	Latest Mixology demo	Flair Mixology Bartending Academy	Professional bartenders from FMBA were invited for the demo of advanced mixology the molecular mixology methods.there was a display of 90 flavors,premixes and liquors.
30 /08/2016	Maharashtrian theme lunch.	SIHMCT, Lonavala	Organized by the sybhmct students to promote specialty cuisine and exclusive delicacies.
7/09/2016	Cocktail Mixology Competition 2016	MSIHMCT in collaboration with FMBA	It was a fierce competition among the 10 participating teams. Our students performed to best of abilities and reached to the final round.
27/09/2016	Moghlai Theme Lunch	SIHMCT, Lonavala	A Moghlai theme lunch was organized by the 2 <sup>nd</sup> yr BHMCT students. All the exotic dishes were served with live music and ambience. Guest enjoyed the innovation of flaming paan.
29/09/2016	Mexican theme lunch	SIHMCT, Lonavala	A colorful Mexican theme lunch organized by students its aim is to create a ambience with traditional draperies, utensils and artifacts and live music.
30/09/2016	World tourism day	SIHMCT, Lonavala	Students displayed tourism trends through collages models and paintings. Student did lots of research for the fact and findings in tourism.
06/10/2016	Theme Lunch Nawabi Zaika	SIHMCT, Lonavala	Students researched the old forgotten Nawabi recipes and prepared and presented in a authentic manner.
22/10/2016	Chef-Connect	Raheja college of HMCT, Mumbai	Our final year students participated in this event and showcased their talent and also interacted with eminent personalities of the hotel industries.
24/10/2016	Workshop on flower arrangement	SIHMCT, Lonavala	Aim of this workshop was to encounter every aspect of the commercial flower business: Selecting,buying at the wholesale market, costing and time mgt,design and craft technique.

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29/11/2016	Library Orientation Programme	SIHMCT-Library	Librarian introduces the different reference books and the new online research journal and references.
13/12/2016	Mixology Flair Camp	Celebrations Club, Andheri (Mumbai)	This camp was attended by our students and f&b faculties. The event directed towards sharing, educating and recognizing Indian bartenders in India & abroad.
17/1/2017	Seminar on Indian food habits & health for healthy India	Dr. Telang institute of IHMCT, Chinchwad.	The seminar focused on the awareness of food habits and to know the right nutrition for good health.
31/01/2017	Industrial visit to Fariyas Hotel	Lonavala	This visit was very useful by gaining knowledge the latest trends used by the 5star resort.
01/02/2017	Workshop on specialized sweet and Demonstration	SIHMCT, Lonavala	It created awareness on the skills required to produce wholesome sweets.
03/02/2017	Study tour to Jim Corbett Nainital & New Delhi	Punekar Travels, Pune	Final year student of BScHS & BHMCT went for the tour to observe the new trends in promoting tourism and their impacts.
03/02/2017	Seminar on communication skills and soft skills	Sinhgad institute of Pharmacy.	The seminar created the awareness for the communication soft skills, their importance in daily life.
10/2/2017	Workshop on event décor and planning	MSIHMCT, Pune	The workshop revolved around the different aspects of event planning-food & beverage Production and service, hotel basics and importance of communication
15/02/2017	Sinhgad Karandak Symphony Season 4	SIHMCT, Lonavala	A platform organized for the hospitality students competes in a series of the 12 different events and they were judged by the eminent persons from the industry.
16/02/2017	Food festival at Sinhgad Karandak Neon and Techtonic.	Sinhgad institutes, Vadgaon campus, Pune.	A grand food fair is organized where the students make innovative dishes and sell to the clients. This assignment promotes the innovation and acceptability to the society.
5/6/2017	WORLD ENVIRONMENT DAY	STES CAMPUS	On the occasion of world environment day our institute has celebrated the environment week at our institute, we did tree plantation, cleaning the campus, saving electricity and Water.

21.6.2017	International Yoga Day	International Yoga Day	Renowned yoga practitioner <b>Shri.Sudhkar Patil</b> was invited as resource person who had shown various yoga asana and even he highlighted the importance of it.
9.8.2017	OATH TAKING CEREMONY		SIHMCT had organized oath taking ceremony in seminar hall on 9.8.2017 at 9.30 as per AICTE and to commemorate 75 <sup>th</sup> year of quit India movement & 70 yrs of India independence.
11.8.2017	THEME LUNCH		Maharastrian Theme Lunch Was Organized By SYBSC (Hs) Students for All Teaching And Non Teaching Staff, The Aim of this lunch was to give exposure to students and make them aware about various Maharastrian dishes and their preparation.
18.8.2017	BALGRAM VISIT		Students and faculty members took an efforts to organized a social visit at SAMPARC at malavali. Students collected money and donated sports material and wall clock and iron to them. Even students prepared meal for them .Students also planned various activities at BALGRAM with the students. The purpose of this visit is to help the needy people of the society and make them understand about sharing & caring.
28.7.2017	VISIT TO NITCO & RADISON		The students of final BHMCT visited the Nitco Tiles And Radison Blu Resort & Spa, Alibaug. The purpose of this visit was to make students aware about the different tiles, making of tiles and their uses in hotels. Even to make them familiar with the spa operations within the resort.
30.8.2017	THEME LUNCH		As a part of ENDP activity, students had organized traditional theme lunch “Naivaidyam”. This theme lunch was part of celebration of ganesh festival at the institute and around 30 dishes from different region were served in traditional thali.

**3.1.7 Provide details of prioritized research areas and the expertise available with the institution.**

<b>Sr. No.</b>	<b>Prioritized Research Area</b>	<b>Research Expert</b>	<b>Expertise Available with Institution</b>
1.	Customer Relationship Management in Hospitality	Prof. Ayesha Siddiqui	Publications
2.	Supply Chain Management for Hotel Operations	Prof. Navaneet Navaneet	Research Paper Presentations
3.	Service Quality Management	Dr. Sameer Koranne	Research Articles in Journals
4.	Tourism	Prof. Ranjana Diwate	Research Articles in Journals
5.	Finance and Accounts	Prof. Saudagar Godase	Research Articles in Journals
6.	HRM	Prof. Amol Wandre	Research Articles in Journals
7.	HRM	Prof. Abhijeet Jadhav	Research Articles in Journals

**3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?**

Researchers and industries experts and connoisseurs from hospitality are requested to visit the campus and interact with our students and staff, thereby exchanging valuable information.

**Year 2013-14**

<b>Sr no</b>	<b>Event</b>	<b>Speaker</b>	<b>Designation</b>
1.	Introduction to hospitality	Mr. Nasir Khan	Resident Manager, Fariyas Resort, Khandala
2.	Culinary workshop on Pastry and confectionary	Chef Abdes	Pastry Sous chef – Fariyas Hotel, Lonavala
3.	Introduction to hospitality industry	Ms Salma Khatun	Head HR from Fariyas Resort, Lonavala
4.	F&B Operations In A Hotel Industry	Mr. Rakesh Awchat	Owner of Mango tree hotel

**Year 2014-15**

<b>Sr no</b>	<b>Event</b>	<b>Speaker</b>	<b>Designation</b>
1.	Avenues in hospitality industry	Mr. Nasir Khan	Resident Manager- Fariyas Resort, Lonavala.
2.	World Tourism Day	Mr. Prem Pathak	GM-Panoramic Group

			of Hotels, Lonavala.
3.	Guest lecture of overseas placements new opportunities in abroad like Singapore, China, USA.	Mr. Ali	Global link services
4.	QIP State Level Seminar on F&B Under University of Pune	Mr. Vishrut Gupta Mr Carmao Baretto Mr Rohit Pandey Mr Samadhan  Mr Sujit Singh Mr Purohit  Ms Sujata Patil	Director, F&B Westin , Pune GM Lagoon, Lonavala Director HR, Hotel Westin, Pune Owner Bartending Flair Mania, Pune G M Royal Orchid , Pune F&B Manager, Parc Estique, Pune Wine Connoisseur

**Year 2015-16**

Sr no	Event	Speaker	Designation
1.	Guest lecture: Introduction to World of hospitality	Mr Utkarsh Sharma	Director – F&B, Sahara Amby Valley
2.	Guest Lecture: Personal Hygiene And Food Safety	Chef Divyesh Dyaneshwar	Sous Chef Rich Graviss.
3.	Illustrative Career In Hospitality Industry	Mr. Bhagwan Balani,	GM Hilton Resort And Spa, Lonavala
4.	Stress Management	Dr. Sanjeev Kumar Patil	An Expert Television Artist And Motivational Speaker Illustrated Various Ways Of De-Stressing And Balancing Work Life
5.	Career Path In Hospitality Industry	Mr.E.Donowan	Swiss Hospitality Institute
6.	Seminar On Vegan Food	Mrs. Darshana Muzumdar	Active Member Of Federation Of Animal Protection Organization(FIAPO)
7.	Indian Specialty Sweet Demonstration	Ram Bahadur Gupta	Sanjay Sweets, Lonavala.
8.	Plate Presentation Demonstration Cum Workshop	Prof. Sandeep Naik	Faculty, DY Patils, IHMCT, Pune
9.	Seminar Research Methodology And Quantitative Techniques ( QIP : Savitribai Phule Pune	Capt. Dr.C.M. Chitale  Dr. Seema Zagade	Ex Dean PUMBA  ChairmanBoS, SPPU.

	University)	Dr. Vasant Bang Dr. Shailesh Kasande Dr. N. M. Vechalekar Dr. Amod Markale Dr. Milind Marathe Dr. Anil Jadhav Mr Jagar Thakur	Dir.DeltaMgtR&DLab  Dir.,VIM,Pune  Assoc.Dean., Indsearch,Pune Dir., Yashaswi. Instt. of Mgt. Sci. Dir., SIMCA, Narhe, Pune Asso.Dir., SIBACA, Lonavala. GM Fariyas Resort,Lonavala
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**Year 2016-17**

Sr. No.	Event	Speaker	Designation
1.	Guest Lecture on Research Methodology	Dr. Sachin Borgave	Director, SIBACA, Lonavala
2.	Guest Lecture on Research Methodology	Dr. Rupali Jain	Head Research Center, SIOM, Pune
3.	Guest Lecture on Research Methodology	Dr. Milind Marathe	Director SIMCA, Pune
4.	Guest Lecture on Research Methodology	Dr. Anil Nagtilak	Head Research, SIBACA, Lonavala
5.	Guest Lecture on Research Methodology	Dr. Rajendra Bhadale	Professor, SIBACA, Lonavala
6.	Guest Lecture on Research Methodology	Dr. Prashant Kalaskar	Asso. Professor, SIBACA, Lonavala.

**3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?**

Institute grants on-duty leave for faculties attending seminars/ workshops/ Conferences or Research Projects. Provision for sabbatical leave is available.

**3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)**

Findings and deliberations are communicated through media and circulation to all stakeholders.



<b>Sr.No.</b>	<b>Initiatives</b>	<b>Awareness/advocating/transferofrelativefindingsof research</b>
1.	Publication and presentation	Faculty members have presented their research work at various national and international levels. There are number of publications by faculty members in reputed journals.
2.	Funded Research Project	Faculty member have been provided support to undertake funded research project. Two faculty members have submitted project report to SPPU for further utilization.
3.	Zaika theme dinner	Zaika theme dinner which presented all the traditional Awadhi dishes to the general community in the form of a buffet dinner.
4.	Spring Carnival	Indo-western food festival was organized to present the delicious combination menu to the students, hoteliers and general public.
5.	Seminar on Health and Proper Nutrition	On the occasion of Womens' Day 8 <sup>th</sup> March 2017, a seminar was organized for the lady attendants of the STES Campus, Lonavala on the health and proper nutrition for the ladies age above 40yrs.
6.	World Bread Day	Institute organized an event World Bread Day; awareness is created about the eggless bakery products so that is everybody can consume using the substitutes for the eggs.

### **3.2 RESOURCE MOBILIZATION FOR RESEARCH**

#### **3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actualutilization.**

Provision for the students and faculties to participate and organize workshops/seminars/creative learning events.Budget allocation for the Research and Development activity for the year

#### **Year 2013-14**

Sr. No.	Particular	Budget	Actual Utilization
1.	Seminars and Exhibitions	5,310.00	0.00
2.	Co-Curricular Activities	17,000.00	36,828.00
3.	Periodicals & Journals	8,900.00	5,900.00
4.	Guest Ent. Exp.	4,873.00	6,827.00
	<b>Total</b>	<b>36,083.00</b>	<b>49,555.00</b>

	<b>Total Budget for 2013-14</b>	<b>2,32,16,930.00</b>
	<b>Research Budget for 2013-14 (Budgeted)</b>	<b>36,083.00</b>
	<b>Research Budget for 2013-14 (Actual)</b>	<b>49,555.00</b>
	Percentage of Total Budget	0.15%

Percentage of Total Actual Expenses	0.21 %
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**Year2014-15**

Sr no	Particular	Budget	Actual
1.	Seminars and Exhibitions	5,000.00	7,800.00
2.	Co-Curricular Activities	16,650.00	17,806.00
3.	Periodicals & Journals	12,644.00	12,644.00
4.	Guest Ent. Exp.	3,462.00	2,896.00
5.	SPPU R&D	1,67,000.00	1,54,691.00
6.	Sinhgad Karandak	1,00,000.00	1,47,029.00
	<b>Total</b>	<b>3,04,756.00</b>	<b>3,42,866.00</b>

<b>Total Budget for 2014-15</b>	<b>2,37,87,008.00</b>
<b>Research Budget for 2014-15(Budgeted)</b>	<b>3'04'756.00</b>
<b>Research Budget for 2014-15(Actual)</b>	<b>3,42,866.00</b>
Percentage of Total Budget	1.28%
Percentage of Total Actual Expenses	1.44%

**Year2015-16**

Sr no	Particular	Budget	Actual
1.	Seminars and Exhibitions	8,000.00	7000.00
2.	Gathering & Cultural Activities	20,000.00	17,428.00
3.	Journal & Periodicals	10,000.00	10,847.00
4.	Guest Entertainment	1,334.00	3,771.00
5.	Sinhgad Karandak	50,000.00	1,39,564.00
6.	SPPU Seminar Grant	1,00,000.00	95,225.00
7.	Grant for Equipment	87,000.00	00.00
	<b>Total</b>	<b>2,76,334.00</b>	<b>2,73,835.00</b>

<b>Total Budget for 2015-16</b>	<b>2,31,43,856.00</b>
<b>Research Budget for 2015-16(Budgeted)</b>	<b>2,76,334.00</b>
<b>Research Budget for 2015-16(Actual)</b>	<b>2,73,835.00</b>
Percentage of Total Budget	1.19%

	Percentage of Total Actual Expenses	1.18%
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**Year2016-17**

Sr no	Particular	Budget	Actual
1.	Seminars and Exhibitions	5000.00	8000.00
2.	Gathering & Cultural Activities	20,000.00	8660.00
3.	Journal & Periodicals	20,000.00	13,100.00
4.	Guest Entertainment	4000.00	460.00
5.	Sinhgad Karandak	1,20,000.00	1,31,000.00
6.	SPPU Seminar Grant	75,000.00	00
Total		2,44,000.00	161220.00

	<b>Total Budget for 2016-17</b>	<b>2,75,60,703.00</b>
	<b>Research Budget for 2016-17(Budgeted)</b>	<b>2,44,000.00</b>
	<b>Research Budget for 2016-17(Actual)</b>	<b>1.61,220.00</b>
	Percentage of Total Budget	0.88%
	Percentage of Total Actual Expenses	0.58%

**Year2017-18**

Sr no	Particular	Budget	Actual
1.	Seminars and Exhibitions	7000.00	7721.00
2.	Gathering & Cultural Activities	20,000.00	00.00
3.	Journal & Periodicals	20,000.00	1000.00
4.	Guest Entertainment	4000.00	00.00
5.	Sinhgad Karandak	50,000.00	00.00
6.	SPPU Seminar Grant	100,000.00	00
Total		2,01,000.00	161220.00

	<b>Total Budget for 2016-17</b>	<b>2,75,60,703.00</b>
	<b>Research Budget for 2016-17(Budgeted)</b>	<b>2,01,000.00</b>
	<b>Research Budget for 2016-17(Actual)</b>	<b>1.61,220.00</b>
	Percentage of Total Budget	0.72%
	Percentage of Total Actual Expenses	0.58%

**3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four year.**

No. We currently do not have the seed money but likely to establish such fund in the near future. However, Grant on Duty Leave for Faculty attending Seminars /workshops/conferences are given.

**Year 2015-2016**

<b>Sr. No.</b>	<b>Faculty</b>	<b>Research Activity</b>	<b>Date of On Duty Leave</b>
<b>1.</b>	Prof.Rahul Shende	1. Bakery Biz Expo , Mumbai 2. Aahar Food Expo, Delhi.	26/11/2015 28/11/2015 14/3/2016 18/3/2016
<b>2.</b>	Dr.Sameer Koranne	Resource person for SPPU QIP State Level Seminar	20/2/2016

**Year 2016-2017**

<b>Sr No</b>	<b>Faculty</b>	<b>Research Activity</b>	<b>Date of On Duty Leave</b>
<b>1.</b>	Prof.Rahul Shende	1. Baker,s Meet, Tropolite , Pune 2. Baker's Connect	20/7/2016 5/10/2016
		Industrial Training at Fariyas Resort, Lonavala.	07/02/2017 to 10/02/2017
		AAHAR Food Expo ,Delhi	07/03/2017 to 10/03/2017
<b>2.</b>	Prof.Shilpa Hate Branger	National Teacher's Congress,MIT,Pune	23/9/2016
		Seminar on Top Notch Hospitality Professionals- Event Management MSIHMCT, Pune	10/02/2017
<b>3.</b>	Prof.Ranjana Diwate	National Teacher's Congress,MIT,Pune	23/9/2016
<b>4.</b>	Prof.Poonam Jori	Training programme on Accomodation services at Oxford Golf &Country Club, Pune.	17/10/2016 To 20/10/2016
		Workshop/training On awareness of women's harassment act at Saint Mira,s college , Pune	02/02/2017
		Seminar on Top Notch Hospitality Professionals-Event Management MSIHMCT, Pune.	10/02/2017

5.	Dr.Sameer Koranne	Paper presentation : “A study of trends in good service restaurants” at state level seminar at AISSMS, Pune	25/10/2016 26/10/2016
		Industrial Training at Fariyaz Resort, Khandala.	07/02/2017 10/02/2017
6.	Prof.Partha Pratim Nath	Seminar on Green Audit Practices in Educational Instt.at DY Patil IHMCT Pune	08/02/2017
		Seminar on Top Notch Hospitality Professionals-Food Plate Presentation MSIHMCT, Pune	10/02/2017
7.	Prof.Vishwanath Revankar	Effective integration of the self in the surroundings –key to professional success, Bharti vidhyapith , pune	03/03/2017,
		Atithya 2017, AISSMS, SSPMS, Pune	01/02/2017 to 03/02/2017
		Effects on demonetization on hospitality & tourism industry, tilak Maharashtra university, pune.	28/02/2017
8.	Prof.Raghavendra Gade	Industrial Training at Fariyas Resort, Khandala.	07/02/2017 to 09/02/2017
9.	Prof.Abhijeet Jadhav	Seminar on food & nutrition for the health, at Telang Institute of HMCT, Pune	17/02/2017
10.	Prof.Chandrakant Deshmukh	Flairology Workshop, Mumbai	13/12/2016
11.	Prof.Amol Wandre	Seminar on food & nutrition for the health, at Telang Institute of HMCT, Pune	17/01/2017
12.	Prof.Vijay Mankar	Industrial Training at Fariyas Resort, Lonavala.	07/02/2017 to 10/02/2017

**3.2.3 What are the financial provisions made available to support student research projects by students?**

We currently do not have provisions but likely to support students in the future. However, any consumables and usage of lab equipments is made available to the students.

**3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.**

Interdisciplinary research was conducted and is as follows.

<b>Sr No</b>	<b>Operational Dept.</b>	<b>Interaction with Other Staff</b>	<b>Endeavors</b>	<b>Challenges</b>
1.	Food Production	Food Science and Food Nutrition	Vegan Food Workshop and Research Competition	Difficult to avail Purely Vegan Food Ingredients in the Market.
		Tourism	Research on Authentic Regional Recipes for Theme Lunch and Dinners	Non Availability of authentic regional raw materials , locally.
		Bakery & Confectionary	Bread Day Celebration	Absence of a few original international quality raw materials.
2.	Food and Beverage Dept.	Wineries & Breweries	Mixology Seminar, Cocktail Preparation Recipes. Student visit to Wineryards for Survey.	Due to regulatory prohibition we cannot use alcoholic beverages in the required quantity.
		Breweries	Student Visit for Survey.	Student cannot buy samples from Mfg.Units.
3.	Housekeeping	Horticulture & Floriculture	Flower Arrangement Awareness Workshop.	Non Availability of Fresh Seasonal Flowers throughout the year.

Also refer 3.1.5 for Inter-disciplinary Individual Research Collaboration.

**3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?**

<b>Sr. No</b>	<b>Equipments and Research Facilities</b>	<b>Purpose of Utilization</b>
	<b><u>A. Equipments</u></b>	
1.	Computers, Printers, Scanners, Photocopy Machines	All types of Research Activities

2.	Baking Ovens	Research on Bakery and Bread Products
3.	Mixing, Dough Making Machine	Research on Food Production
4.	Kitchen Equipments (Refrigerators, Baine Marieetc.)	Research on Food Production
	<b><u>B. Research Facilities</u></b>	
1.	<b><u>Library Resources:</u></b> National & International Journals, E-Journals & E Books Digital Library of India Membership Books, Magazines, Periodicals, Bound Volumes	Research on all Interdisciplinary Areas.
2.	<b><u>Internet Facilities</u></b> Institutional Digital Library 4 Dedicated PCs 1 Scanner 1 Printer	Research on all Interdisciplinary Areas.
3.	<b><u>Laboratories</u></b> 10 Labs for Food Production Labs F&B Service Labs Housekeeping Labs Front Office Labs Computer Labs	Research on Specialization Areas

**3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.**

Yes, the Institute has received funds from Savitribai Phule Pune University for procurement of equipments which are also utilized for research activities.

**Year 2014-15**

Sr. no	Particulars	Amounts(Rs)
1.	CCTV Camera & DDR unit, LCD Television	73,217.00

**Year 2015-16**

Sr. No .	Particulars	Amounts(Rs)
1.	Camera Dome IR Make Vintage	7,800.00

2.	Voltage Refrigerator 220 Lt.(Display Refrigerator)	29,800.00
3.	EPSON F 31 Projector	32,700.00
4.	HP Laser Jet Printer 400 M 401 D Black	24,800.00
	VAT	6,990.00
	<b>Total</b>	<b>1,02,090.00</b>

**3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.**

Faculty members are provided with guidance and support for securing research funds from various organizations. They are provided with information regarding various agencies, funding schemes, and application procedure with dates. They are provided on duty leaves for attending training and making application. Faculty is also supported to attend workshops, seminars in this regard.

Nature of the Project	Duration Year FromTo	Title of the project	Name of the funding agency	Total Grant		Total grant received till date
				Sanctioned	Received	
Minor projects	Jan 2013 Till date	Competitiveness of Konkan Tourism Industry: Investigating relationship amongst tourist perception, satisfaction & service Performance for sustainable tourism.	BCUD : Savitribai Phule pune University	Rs.1.10L	Rs.55000/-	Rs.55000/-



### **3.3 RESEARCH FACILITIES**

#### **3.3.1 What are the research facilities available to the students and research scholars within the campus?**

<b>Sr. No.</b>	<b>Facilities</b>	<b>Remarks</b>	<b>Numbers</b>
<b>1</b>	Laboratories	Food Production	04
		Food & Beverage Service	02
		Housekeeping	03
		Front Office	02
		Computer	01
<b>2</b>	Library	Online Journal: JOHAR	01
		Periodical	10
		Total Titles	1011
		E Books	86
		Academic Journals	10
		Magazine	01
		CDs	30
		Bound Volume	143
		Newspaper	02
		Membership	Digital Library of India
		Project Reports	216
		Total Volumes	7080
<b>3</b>	Wi Fi Zone	Hostel Area	2 Sections (Girls Hostel , Boys Hostels)
<b>4</b>	24 Hrs Internet	Computer Lab	35

#### **3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?**

Following Infrastructure Facilities to meet the needs of researchers are made available to the students and research scholars are as follows:

- Research committee has been established to promote research activities with members from various background and expertise. It identifies the strategic areas with potential to take up research work.
- Efforts are made to get research support and financial assistant from various agencies and association with other institutes, bodies.
- The institute has adapted strategy to facilitate the researcher with special equipments and laboratory along with ICT facility and doing experiments, recording observations.
- Provisions shall be made for procurement of learning resources in the field of emerging areas of research such as modification of laboratories as per the requirement.

- Well equipped library having national and international books and journals available with twelve hours functioning on all working days, laboratories, internet facility of sufficient computers, databases. High speed broad band to access uninterrupted internet, Wi-Fi facility.
- Latest equipments are available in the kitchens, F&B Labs, Front office and Housekeeping lab.
- Institute has budgetary provision for upgrading of Labs and equipment and resources.
- New equipments are being purchased and renovations are being done so that upgraded infrastructure is available and right environment for research is provided.
- Research cell has provision for creating special facility in laboratory for conducting research.
- Institute has provision of budget every year for upgrading the facilities. The purchase requirement is submitted by department in-charge and the same is approved by management and purchased through Purchase Committee.

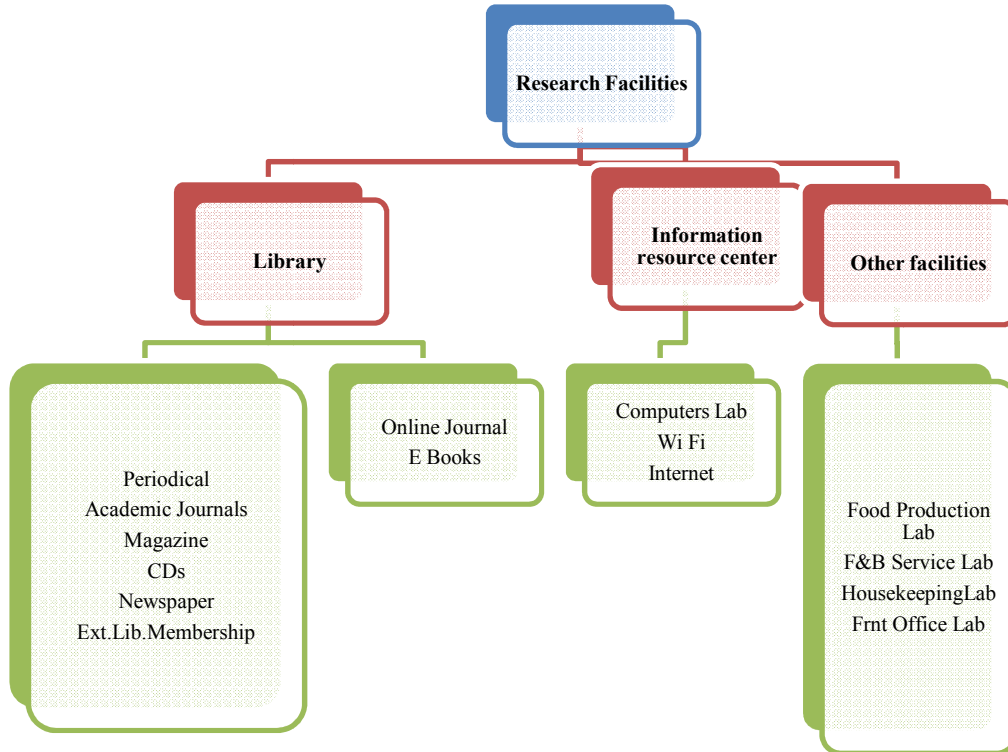
**3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If 'yes', what are the instruments/facilities created during the last four years.**

*Yes, Pls. refer 3.2.6*

**3.3.4 What are the research facilities made available to the students and research scholars out side the campus /other research laboratories?**

Institute has active membership with Jaykar Library-SPPU, enrollment on NDL, SIBACA, SKNCOET and SIT under resource sharing where students and faculty get access to the books available with them and also refer books and journals available in their library.

**3.3.5 Provide details on the library/ information resource center or any other facilities available specifically for there searchers?**



Please also refer 3.3.1

**3.3.6 What are the collaborative researches facilities developed/ created by the research institutes in the college? For ex. Laboratories, library, instruments, computers, new technology etc.**

- Collaborative researches facilities developed is between SIHMCT with a software company IDS NEXT, Bangalore for Installation of Fortune Genie Hotel Mgmt.Software.
- SIBACA research center has facilitated with IBM SPPS for collaborative research work at our institute.
- SIT has provided had facilitated us with latest open source software, updates for research work.

**3.4 RESEARCH PUBLICATIONS AND AWARDS**

**3.4.1 Highlight the major research achievements of staff and students in terms of**

**Patents obtained and filed (process and product) – Nil**

**Original research contributing to product improvement –**

- Standardized Recipe book for food Production,
- Bakery Product Trials Recipes
- Mocktail Trials Recipes
- Innovative Recipes for Flavored Paani Puri

**Research studies or surveys benefiting the community or improving the services-**

<b>Sr. No.</b>	<b>Area of Research</b>	<b>Community Benefitted</b>	<b>Improvement on service</b>
1	Supply Chain Management	Stores of SIHMCT, Mess, Canteen, Private Hotel & Outlets	Procurement, Storage, Greening the supplies
2	Service Quality Management	Institute, Mess, Canteen, Private Hotels	Accommodations, F& B Service
3	Work-Life Balance	Working women and students	Reduction in hardship for supervisors

**Research inputs contributing to new initiatives and social development-**

Research work of faculty is being considered for developing applications in institutes at large in supply chain area.

**3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?**

The institute is in the process of completing research journal named 'Sinhgad Hospitality Review' to be launched in near future. Subsequently will publish or partner with research journals of the sister institutes both offline and online.

**Composition**

<b>Sr. No</b>	<b>Faculty Name</b>	<b>Position</b>
1	Prof. Ayesha Siddiqui	Editor
2	Prof. N. D. Deshpande	Co-editor
3	Dr. Sameer Koranne	Co-editor

**Publication Policies:**

- Research in the field of hospitality should be encouraged in students, staff of the institutes, other institutes and industry.
- The research publication to be accepted only from hotel management field and relevant subjects.
- The manuscripts to be received in standard format as set by editorial board.
- The reference work to be presented in API format.
- The publication to be done once in a year with ISBN number.
- Quality research papers, scholarly articles, book reviews, executive summary, travel experience and product development to be accepted for journal.
- No fee to be charged for publications.

**3.4.3 Give details of publications by the faculty and students:**

a) Publication per faculty:

<b>Sr No</b>	<b>Faculty Name</b>	<b>No of Publication</b>
1	Prof.Ayesha Siddiqui	07
2	Dr.Sameer Koranne	15
3	Prof.N. D. Deshpande	01
4	Prof.Ranjana Diwate	03
5	Prof.Saudagar Godase	02
6	Prof.Partha.P.Nath	02
7	Prof.Vishwanath Revankar	01
8	Prof.Abhijeet Jadhav	01
9	Prof.Amol Wandre	01

b) Number of papers published in peer reviewed journals (national / international) by faculty and students: *(Pls. Refer 3.1.5)*

<b>Sr.No.</b>	<b>Faculty Name</b>	<b>International Publication</b>	<b>National Publication</b>
1.	Prof.Ayesha Siddiqui	06	1
2.	Dr.Sameer Koranne	05	05
3.	Prof.Ranjana Diwate	00	03
4.	Prof.Saudagar Godase	02	00
5.	Prof.Partha.P.Nath	02	00
6.	Prof.Vishwanath Revankar	00	01

c) Number of publications listed in international database (for example, Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Science Directory, EBSCO host, etc. : 3

- d) Monographs NIL
- e) Chapter in books. NIL
- f) Books edited. NIL
- g) Books with ISBN/ISSN numbers with details of publishers. NIL
- h) Citation index. 02
- i) SNIP. NIL
- j) SJR. NIL
- k) Impact factor. 8
- l) H-Index. NIL

**3.4.4 Provide details (if any) of: Research awards received by the faculty. Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally.**

<b>Sr No</b>	<b>Name of the Faculty</b>	<b>Date</b>	<b>Award &amp; Sponsoring Organization</b>	<b>Awarding Body &amp; Venue</b>
1.	Prof. Navaneet D. Deshpande	29.06.2012	Global Award for the Best Professor in Organizational Management' Sponsored by : Central Bank of India	1stWorld Education Congress Hon'ble Chief Guest: A citation and a shield was presented at the Hands of Dy. Minister of Education of Sri Lanka and Education Minister of Bhutan. Venue : Taj Lands End, Mumbai

### **3.4.5 Incentives given to faculty for receiving state, national and international recognitions for research contributions.**

Institute has provided increments for research contributions to one faculty member. It has plans to implement reward scheme for deserving faculty members on receiving recognition.

## **3.5 CONSULTANCY**

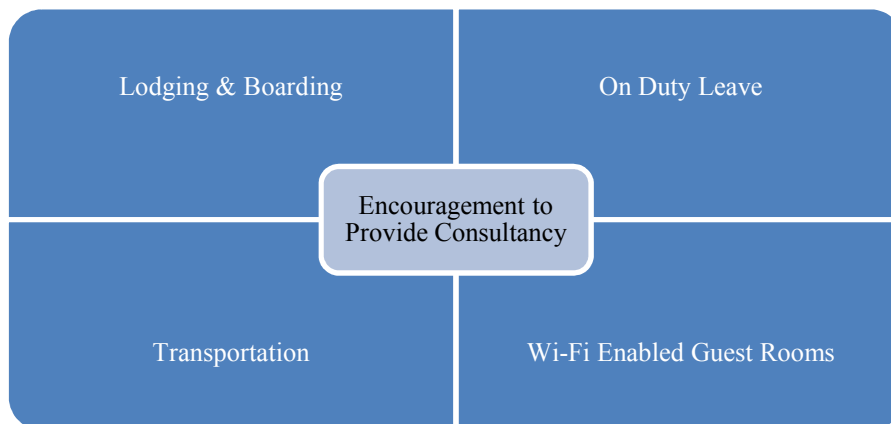
### **3.5.1 Give details of the systems and strategies for establishing institute-industry interface?**

<b>Sr No</b>	<b>Systems&amp; Strategies</b>	<b>Institute-IndustryInterface</b>
1	ODC Venues	<b>Exclusive Event Arrangement</b> 1) Sahara Amby Valley City, Lonavala. 2) Gujarat Kutch Festival organized by Gujarat Tourism 3) Saudi Arabia for a Gala Event hosted by the Saudi King
2	Provision of Training	<b>MoU for Paid Internships Programs</b> 1) Kareer Krafters Pvt Ltd., 2) Vira International 3) Global Placement Services 4) Edu Vision
3	Provision of Placement	<b>MoU for Regular Placements</b> 1) Marriott 2) Le Meridien 3) Westin 4) Sheraton 5) Novotel
4	Trade Exhibitions	<b>Visits and Exposure to Latest Trends</b> 1)BKC , Mumbai Express Hospitality Fair
5	Consultancy	Hotels, restaurants, bakery

**3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?**

<b>Sr. No.</b>	<b>Stated Policy of SIHMCT to promote Consultancy</b>	<b>Availability Expertise Advocated and Publicized</b>
1)	Policy to Promote Consultancy work	The Institute has a limited number of faculty members who undertake activities of the Consultancy which includes experts from operational departments.
2)	Policy to Set Up ENDP Units	Setting up of Bakery and Confectionery workshop. For Eg : Brooklyn Bakes, Pune.
3)	Policy to Interact with Experts	Attending & organizing workshops, seminars, lecture series, industrial visits, industrial training has provided opportunity to interact with experts.
4)	Policy to promote Skills of the students	The E-TV Marathi has telecasted recorded video programmes of our 4 students (Two Boys & Two Girls) Food Production and Housekeeping -Flower Making at their Studio with Prashant Damle as the Host.
5)	Short Term Policy for Craft Courses	Three Faculty Members were deputed to conduct short courses at Vadgaon Campus for Skill Development for creation of modules for 10 <sup>th</sup> Passed Students under Central Govt. Schemes.
7)	Policy to Provide Trained Manpower Consultancy to the Industry	We are pleased to partner with the Marriott and Hyatt group for their ongoing public events. The institute feels proud in associating with Sahara Aamby Valley, Della Adventure and Adlabs Imagica for their HR and manpower needs as and when it needs to be advocated by using our homegrown students' skills at our own HMCTC.
8)	Identifying area of expertise	Faculty members have been identified for specific areas of operations and are promoted through website and social media.

**3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?**



The institution supports the faculty members to create inroads to harness the conceptual skills of teachers, technical skills of non-teaching staff members and the human skills of the management team. It also relies on the intellect and hard work making use of the strengths of the institute’s on campus-facilities namely such as a 52 Guest rooms of the Institute is used just like a training hotel company in a simulation. Flexible tie-ups opens up new avenues for consultancy and collaborative activities for ongoing-events held in-house.

The institute motivates professionally qualified faculty to utilize their expertise for consultancy services and makes arrangements with leave, transportation, boarding-lodging, sharing the revenue etc. Some of the places where faculty members have supported the passed out students have undertaken Consultancy works are mentioned hereunder.

Sr. No.	Consultation received by	Name of the Property	Place	Consultation offered by
1.	Sagar Patil	Bon Vivanta Restaurant	Nashik	Partho Nath
2.	Prasad Deshmukh	Delite Bakery	Lonavala	Mankar
3.	Amruta Agale	Rama Veg Restaurant	Pune	Ayesha Siddiqui
4.	Swajit Phaphe	Sweet Shop	Alibag	Navaneet D Deshpande
5.	Mr. Purohit	Hotel Ashray Resort	Lonavala	Sameer Koranne
6.	Nitesh Basagare	Deepson Bakery	Sangli	Rahul Shende
7.	Akshay Patel	Patel Baker Hut	Shegaon Buldana	Rahul Shende



8.	Rohan Kamte	Rohan Bakers	Katrej Pune	Rahul Shende
9.	Pranay Purohit	Hotel Purohit	Lonavala	Partho Nath
10.	Vikas Tapkir	Celebrations Restaurants	Alandi, Pune	Sameer Koranne
11	Vinay Kulkarni	Shantanu Finacials	Khopoli	S A Godase

**3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.**

- The consultancy services offered are mainly for supplying manpower to different organizations like hotels, resorts, restaurants.
- The faculty members are sharing their technical know-how and give consultation within the operational aspects for soft opening and establishment of the organization right from the inception.
- The consultancy services offered are by supplying manpower to different organizations like hotels, resorts, restaurants.
- We also give consultation in the operational aspects of running the organization successfully.
- Since our consultancy services are still in infancy, generating experience and exposure to the students and staff rather than any income. Students and staff lend their services to other organizations in the Hospitality industry as a gesture of goodwill and to get a real taste of the professional environment, not for revenue generation. Expertise for setting up of Bakery at Lonavala conducted trainings for the employee of Dream holiday Resort, Ashray resort and food mess staff for food service quality.

<b>Sr No</b>	<b>Year</b>	<b>Faculty</b>	<b>Occasion</b>	<b>Consultancy Related to</b>	<b>Remarks</b>
1.	2014-15	Prof.Rahul Shende	Brooklyn Bakes	Bakery	Designing Menu & Counter Set- Up.
2.	2015-16	Prof.Sachin Desai	Catering Services , Pune	Food Production	Designing Kitchen
3.	2016-17	Prof.Vijay Mankar	Dream Holidays, Lonavala	Hotel & Restaurant	Designing Lodging Area
4.	2015-16	Prof.Sameer Koranne	Celebrations, Alandi	Banquet Management	Menu & Sales

The sharing of expertise is provided for goodwill and mutual benefits in future and did not involve monetary gains so far.

**3.5.5 What is the policy of the institution in sharing the income generated through Consultancy (staff involved: Institution) and its use for institutional development?**

We have a well placed policy for sharing revenue generated through consultancy services whereby faculty member receives 40% and institutes retains 60% of the share. The revenue generated through consultancy is proposed to be used for facilitating further research in the upcoming areas of hospitality.

**3.6 INSTITUTIONAL SOCIAL RESPONSIBILITY (ISR) AND EXTENSION ACTIVITIES**

**3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?**

The institute has always stood for increasing awareness about the professional courses of students from various sections of the society to higher education. We provide reservations to certain eligible categories of people. The institute has witnessed substantial increase in students' social participation during last few years.

We conduct Karandak as a mega event in cultural context like conducting street plays on social issues and inculcate sports activities. Besides we conduct Group Discussion & Debates in classes regarding social issues and green practices.

The faculty members have used the strength of this institute in its ability to ensure holistic development of students to contribute towards blood donation, participating in sports coaching to the needy, donation of clothes to Bal Gram, Monetary assistance during Floods, Droughts, Farmer Suicides to make us all enlightened citizens. The society of the institute is constantly evolving to create 'equal opportunity' for men and women from all the sections of society. It aims to maintain modern outlook with contemporary developments by an emphasis on moral values for residential education, and to inculcate knowledge and emulate quality-based education to the students by adhering to moral values. We also enhance of technical know-how and facilitating state-of-the-art technologies. It aims to pursue excellence towards intellectual resilience, moral upbringing, and vibrant cultural advancement at work to face national and global challenges. The institute is conscious of its role in campus-community partnership to upkeep its high-held esteem amongst the fraternity by producing candidates with dignity towards labor and hard work.

The prominent community activities which are of repetitive nature are as follows:

- Blood donation camps (STES Medical College)
- Fundraising for charity and relief funds during natural calamities of droughts.
- Water distribution to the nearby villages for drinking purposes.
- Tree Plantation area in and around the campus.
- Don't drink and Drive campaign at Lonavala.

- Clothes to orphanages like Bal Gram, Malavali.

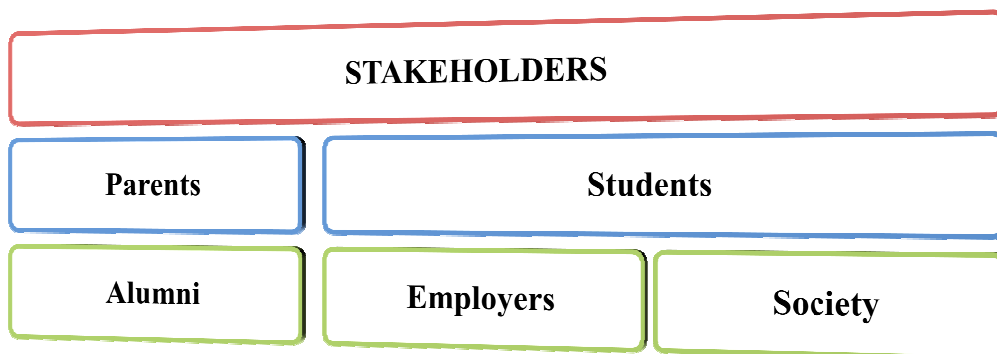


**3.6.2 What is the Institutional mechanism to track students' involvement in various social movements/activities which promote citizenship roles?**

Sr No	By Initiating Social Movement	Measuring the Impact of Good Citizenship by the following process;
1.	Plastic-Free Campus	Banning the use of plastic in the campus through which students imbibe ownership qualities and responsibilities.
2.	Go Green/ Tree Plantation	Green Initiative taken by student and staff. Planted many trees saplings to promote a green & clean environment.
3.	Don't Drink & Drive	Creating Awareness by display banners at prominent places and interaction with motorists.
4.	Swachh Bharat Abhiyan	Koraigad visit by students for cleanliness drive
5.	Meditation Programs	Yoga & Art of Living activities are also organized for student & staff.
6.	Blood Donation	Creating awareness amongst students to save lives.
7.	Solar water heating	Water Conservation by Notice Boards.

**3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?**

Yes. The institute strongly believes in stakeholder participation in functioning and hence has high regards and response towards quality inputs received.



Sr No	Stakeholders	Perception on the overall performance
1	Student	We value the opinions and needs of our students. Students have the freedom to approach the Principal during working hours without prior appointment
2	Parents	Subject Faculty/ Course Co-ordinator /Principal interact with guardians regularly. Parents are allowed to meet the teachers, counselors, coordinators or the Principal on any weekday of the week and at any time to make any suggestions or complaints.
3	Alumni	We have constituted an Alumni Association with a professor in charge. The association organizes meetings and has regular formal and informal interactions wherein alumni are free to give their suggestions.
4	Employers	Training and Placement Coordinator who liaises with various star hotels, inviting the best employers in the industry to conduct campus interviews. A record number of students have got absorbed based on their merit. Information of students being placed is displayed on the Institute notice board and also on the Institute website, with clear details such as name of the student, employer, place, etc. This encourages newcomers to dedicate themselves to become employable as soon as their expertise is thus shared on a suitable platform making them industry dependable during their academic lives itself.
5	Society	Public perception about our institute is duly reviewed and considered as important input in planning and implementation of institute's actions.

**3.6.4 How does the institution plan and organize its extension and out reach programmes? Providing the budgetary details for last four years, list the major extension and out reach programmes and their impact on the overall development of students.**

<b>Sr. No.</b>	<b>Particulars</b>	<b>Amt. 2013-14</b>	<b>Amt. 2014-15</b>	<b>Amt. 2015-16</b>	<b>Amt. 2016-17</b>
1.	Symphony	40,000.00	72,000.00	75,450.00	76,000.00
2.	Cultural activities	17,000.00	16,650.00	19,587.00	20,000.00
3.	Sinhgad Karandak	NA	1,47,029.00	1,50,000.00	1,40,000.00
4.	Seminar&Conference	5,000.00	8,000.00	8,000.00	5,000.00

**List of Major Extension Outreach Programmes Organized**

<b>Sr. No</b>	<b>Programme organized</b>	<b>Impact on student development</b>
1.	Bal Gram (Orphanage House)	It develops spirit of dedication and help towards the underprivileged members of the society.
2.	Blood Donation Camp	It generates brotherhood and adds moral value and responsibility for the welfare of the citizens in general.
3.	ODC	It gives hand on training to the students on a regular basis. Its also develops goodwill with the industry.
4.	Symphony	It fosters competitive environment and encourages participation with confidence and rigor.
5.	Orientation (each year)	It gives a broad understanding about the society , campus and the college to the newcomers.
6.	Lecture on Adulteration	It creates awareness about possible loopholes in the food and beverages that we consume every day.
7.	Lecture on Food Safety	It adds value to the food chain offered by the food operators on campus.
8.	Lecture on Stress-Manashakti	It supports the emotional quotient and builds motivation . It acts as an relaxation exercise for body-mind.
9.	Lecture on Stress-Art of Living	It helps to keep alive ourselves well connected with our culture and tradition, various colleges from Pune.
10.	Teachers day	This event is is for showing gratitude towards the teachers.
11.	Modak Making Competition	It is a customary tradition to develop presentation skills for campus residents.
12.	Collage Making Competition	It brings out creative abilities amongst the students.
13.	Uniform Making Competition	It promotes artistic creativity for innovative products.
14.	Kojagiri Music and Dance	It brings home some inspirational music to the entire staff.
15.	Dandiya Nights	It creates sensational entertainment to keep the

		festive occasion alive.
16.	Freshers' Day	It shares the stories of newcomers amongst the existing students.
17.	Farewell Days	It plans the future course of action and shows newer paths that students take up in their personal endeavors.
18.	Food Festival	It generates novel ideas to beat the competition for the new entrepreneurs.
19.	Theme Lunch/Theme Dinner	It collectively pools the resourceful persons for event management.
20.	Tree Plantations	It bring about environmental awareness and spreads the message of re-forestation in the local community.
21.	Swacch Bharat Abhiyan	Visit to Koraigad fort,Lonavala for cleaning the heritage monument.
22.	Don't Drink & Drive	An Initiative taken by SIHMCT students to create an awareness on driving and traffic regulations
23.	Visit to Zila Parishad School	Sponsored mid-day meal Service and sports kit Distribution to ZP school.
24.	Donation to Orphanage, Pune	An initiative for donation to orphans in terms of clothes, shoes, air cooler and story books done in collaboration with SIT(ENTC).

**3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?**

NSS unit is established in the institute on approval from SPPU and the institute undertakes various ISR activities from time to time.

**3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society.**

The institute has made an honest effort to cover social justice as a value in learning process and administrative interactions. The institution sincerely practices state social affirmative schemes introduced by the nearby NGOs.

Sr. No.	Extension Work	Section of the Society Benefitted
1	Sampark Bal Gram	Orphanage of Boys & Girls in Malavali.
2	Sneh Sadan Orphanage	Orphanage of Boys and Girls.
3	ZP School	Govt. Primary School for the Under-privileged,Kombivali.
4	Blind Home	Food and cultural activities for Blind Home for the

		blind.
<b>5</b>	Bal Gram	Food and Clothes, Stationery for Orphanage.

**3.6.7 Reflecting on objectives and expected out comes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.**

Sr. No.	Extension Activities Organized	Students Academic Learning
1.	ODC, Sinhgad Karandak Symphony	Developing the core personality armored with technical and managerial skills with a good administrative back-up.
2.	Food Festival, Modak Competition, Collage Competition, Uniform Making Competition.	Providing both problem based learning and also project based learning for ability enhancement and skills enhancement.
3.	Govt. Primary ZP School	Understanding the needs of public private partnership in the Society to generate goodwill among the masses.
4.	Donation to Bal Gram, Sampark Bal Gram, Sneh Sadan Orphanage Home. Blind Home.	Develop a process of giving back to the society on which we thrive to become competent and imbibing sense of responsibility towards society.
5.	Tree Plantation Blood Donation Don't drink & drive	Environmental awareness and spreads the message of re-forestation. Adds moral value and responsibility for the welfare of the citizens

**3.6.8 How does the institution ensure the involvement of the community in its reachout activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?**

The institute and students are encouraged to actively participate in all the extension activities. Efforts are taken to increase the pool of resources and to increase involvement of the local community.

<b>Sr. No.</b>	<b>Initiative of the Institution</b>	<b>InvolvementOfTheCommunity</b>
1.	Tree plantation	Participation of nearby villagers.
2.	Blood Donation	Community on campus of all the institutes and villagers.
3.	Alumni Meet	Participation of Ex Students and their families.
4.	Drinking Water to the localities around	Residents of Sathe Wasti, Wadi & Kusgaon Village.
5.	Kojagiri Music and Dance	Campus Community celebrated the event.
6.	Theme Lunch/Theme Dinner	Campus Community and visitors from the Lonavala town.
7.	Swacch Bharat Abhiyan	Garbage Mukh Koraigad Fort for creation of awareness w.r.t “Killa Samvardhan”. Cleanliness Awareness Program for Tourists at Lions Point.
8.	Don't Drink & Drive	Creation of the awareness regarding Safety Drive amongst Owners of two wheelers and four wheelers, Traffic branch Lonavala Police.

**3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.**

<b>Sr No</b>	<b>Outreach and Extension Activity</b>	<b>Relationship Forged with</b>
1.	Blood donation camp is organized by the institute in association with RHTC	RHTC, Lonavala & SKNMC&GH, Narhe Pune
2.	Partnership in providing help to Snehwan orphanage	SIT , NBNCOCS Institutes, Lonavala
3.	Don't Drink and Drive	Traffic branch Lonavala Police.
4.	Inviting food and drug adulteration commissioners to create awareness on misbranding.	FSSAI Dy.Commissioner, Pune
5.	College organizes several events by setting up international food stalls to serve food and beverages to International students.	With Vadgaon Campus Sinhgad International Student Cell & SIOM
6.	Sponsored mid-day meal Service and sports kit Distribution to ZP school.	ZP School Staff



**3.6.10 Give details of awards received by the institution forextension activities and/ contributions to the social/ community development during the last four years.**

There is a certainly an increase in the goodwill about SIHMCT population. We have been appreciated and recognized .However the institution has received awards in the form of appreciation certificates.

<b>Sr.No.</b>	<b>Extension Activity</b>	<b>Years</b>	<b>Award</b>
1.	Blood Donation Camp	2013-14,2014-15, 2015-16,	Appreciation Certificate
2.	Donation of Meal Service , Clothes and Sports Kit to Bal Gram Orphanage , Ambavane	2011-12	Appreciation Letter
3.	Donation of Food and Clothes to Samparc Bal Gram Orphanage, Malavali	2014-15	Appreciation Letter
4	Sponsored Special Meals to Blind Home,Khandala	2015-16	Appreciation Letter
5.	Delivery of Monetary Help and Cloth to Snehwan Orphanage, Akurdi.	2016-17	Appreciation Letter
6.	Welfare Service to Zilla Parishad Primary School, Khumbivali.	2016-17	Appreciation Letter

**3.7 COLLABORATION**

**3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives-collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.**

SIHMCT do get support from the Industry for collecting various data needed for the Research. Various interactive workshops, demonstration, Guest lectures are organized beside industry visits and opportunity for providing other platforms.

<b>Sr. No.</b>	<b>Collaborative Research Initiative of the Institute</b>	<b>Benefit Accrued</b>
1.	<b>Industry –Institution partnership for : Lectures &amp; Conferences</b>  Industry experts are invited regularly for the Research conferences, guest lecture organized	<b><u>Staff Exchange</u></b> Update on current trends and practices in the hospitality industrylike . Develop rapport with the

	by the institute.	industry professionals. Guidance and support helps from professionals.
2.	<p><b>Industry –Institution partnership for : Students Research Projects</b></p> <p>Students are motivated to takeover research projects pertaining to core hospitality operations.</p> <p>Professionals from industry are involved in evaluation of students projects</p>	<p><b><u>Sharing facilities &amp; Equipment</u></b></p> <p>Helps students in analyzing and evaluating the product/ operation and problems and scope in and analytical manner.</p> <p>Students get an opportunity to interact with the industry professionals and get their valuable insight.</p> <p>Exposure to the industry operations.</p>
3.	<p><b>Institute Collaboration with Other Institutes for: Research Contribution :</b></p> <p>1. Institute Faculty Is Engaged In Active Research.</p> <p>2.Active Participation In Conferences, Seminars And Research Workshop By The Faculties.</p>	<p><b><u>Collaborative Research, Staff Exchange.</u></b></p> <p>Best opportunity for the faculties to interact with the Research and experts of the field and helps in enlargement of the ideas and vision.</p>
4.	<p><b>Institutes Collaboration with Industry and Other Institutes: For Product Development</b></p> <p>Institute organizes Annual Food Festival, Theme lunch/ Theme Dinner, Bread Day Celebrations and National Level Competition inviting participants from all across India. This competitions works for developing Talent, creativity and innovations amongst young hospitality aspirants. The event is judged by the panel of Hospitality professionals</p>	<p><b><u>Sharing facilities and equipment.</u></b></p> <p>Learning through our competitions has created many innovative and creative recipes.</p> <p>Standardized recipes can be prepared to assist students during practical.</p> <p>Organizing competition is focused to product research and development.</p>
5.	<p><b>Institutes Collaboration with Industry and Other Institutes:</b></p> <p>The institute shares its infrastructure and equipment to organizations for conducting chef competitions, theme lunch/ dinners, demonstration.</p> <p>Ex:Rich Graviss India Pvt.Ltd., Sanjay Sweet Mart, Masterline, Bunge Pvt.Ltd., Shree Agencies.</p>	<p><b><u>Collaborative Research</u></b></p> <p>Generate revenue</p> <p>Assist in promotion and showcase the college to the participants</p>
6.	<p><b>Institution collaborate and interact with research Institutes :</b></p>	<p><b><u>Sharing Facilities And Equipment</u></b></p>

	Flair Mania, Mixology demonstration, FMBA.	Knowledge of latest trends in research on Bartending.
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**3.7.2 Provide details on the MoUs /collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution?**

The institutes have MoUs / Collaborative arrangement as given below:

a. Arrangements with other universities/Institutes

University	Purpose for Collaboration	Outcome
1.Ajinkya DY Patil University, Pune	Curriculum design	Comparative study of curriculum and enrichment of curriculum
2.MSBTE, MSIHMCT, Pune	Examination Work	Exchange of ideas, evaluation methods.
3.Bundelkhand university, Jhansi, UP.	Examination Work	Development of expertise
4.Kohinoor IMI, Khandala.	Examination Work	Development of expertise

b. MOU with Training & Placement Agencies.

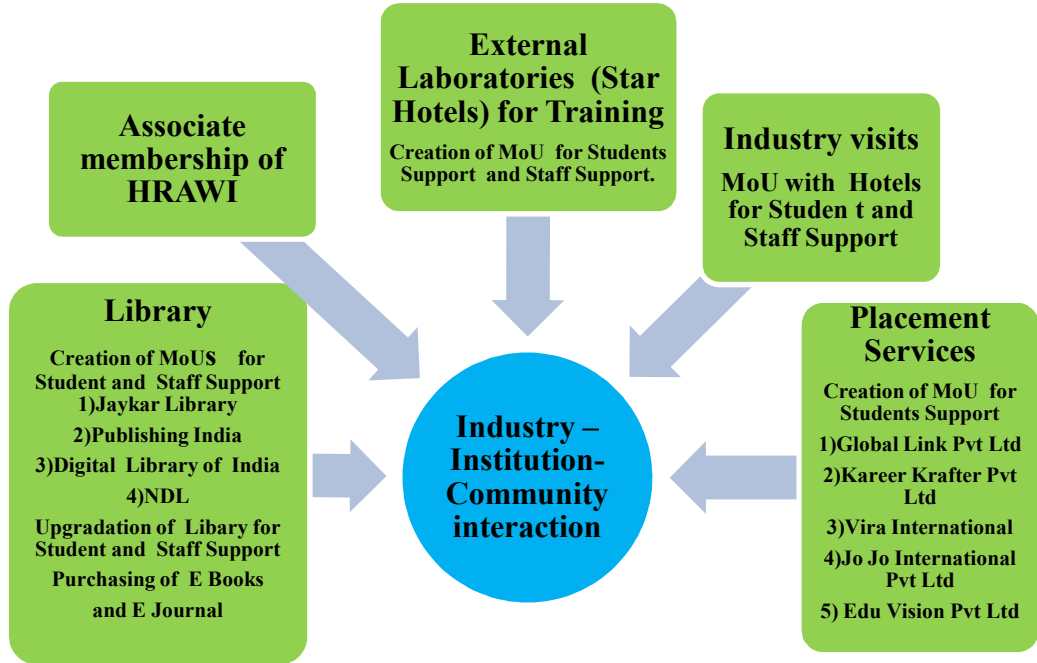
Industry	Purpose	Outcome
1. Global Link Pvt Ltd	On the Job Training and Placement.	Globally placed candidates across various categories of star hotels. Get Exposure at the International Level. Knowledge of Multi-Cultural Lifestyles and Food Styles . Earned Internship Programme
2. Kareer Krafter Pvt Ltd		
3. Vira International Pvt Ltd		
4. Jo Jo International Pvt Ltd		
5. Edu Vision Pvt Ltd		

c. MOU with hotels of repute for placements and campus interviews

Industry	Purpose	Outcome
1.Hyatt Regency 2.JW Marriots 3.Novotel 4.Four Point Sheraton 5.Taj Blue Diamond	Apprenticeship training. □ Placement of students in operational areas of hotel. Faculty Development Program . Hotel orientation program. Resource person for guest lectures, seminars and workshops, food festival, hospitality meet, external examiners etc. ODC and part time jobs. Sponsorship for activities by providing meal coupons etc.	Provide Assistance to keep mitigating and upgrading to the present day needs and demands of the Industry. Strong Collaboration with the Industry. Mutual Resource exchange. Database from Industry is valuable and encourages us in research findings and exploration of inferences. Progression in enhancing hospitality standards across the academics. Insight into hotel industry and interaction with industry experts. Placement and training for successive years.

**3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment/ creation / up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories/library/new technology/placement services etc.**

Effectiveness of training cannot be achieved without support from the industry. Regular Industry – Institution interaction is being maintained. The Institute invites industry professionals to interact with the students and share their knowledge and expertise. Interactions are initiated in the following ways:



**3.7.4 Highlighting the names of eminent scientists / participants, who contributed to the events, provide details of national and international conferences organized by the college during the last four years.**

**Year 2014-15**

Sr no	Event	Speaker	Designation
1.	State Level Seminar on Innovative Practices in Food & Beverage Management	Mr. Vishrut Gupta Mr Carmao Baretto Mr Rohit Pandey Mr Samadhan Mr Sujit Singh Mr Purohit  Ms Sujata Patil	Director, F&B Westin. Pune. GM, Lagoona, Lonavala. Director H R, Westin, Pune. Owner Flair Mania, Pune. GM Royal ORCHID, Pune. F&B Manager, Hotel Parc Estique,Pune. Wine Connoisseur, Pune

**Year 2015-16**

Sr no	Event	Speaker	Designation
1.	State Level Seminar on Research Methodology and quantitative techniques ( QIP : Savitribai Phule Pune University)	Capt. Dr. Chitale Dr. Seema Zagade  Dr. Vasant Bang  Dr. Shailesh Kasande Dr. N. M.Vechalekar  Dr. Amod Markale	Ex Dean PUMBA Chairman BoS , SSPU, Pune Director, Delta Mgt. R&D Lab, pune Director ,VIM,Pune. Associate Dean, Indsearch, Pune Director, Yashaswi Int. Inst. of Mgt. & Sci., Pune.

		Dr. Milind Marathe	Director, SIMCA, Narhe, Pune.
		Dr. Anil Jadhav	Associate Director , Sinhgad Inst, Pune
		Mr Jagar Thakur	GM Fariyaz Resort,Lonavala.

**3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (ifany) of the established linkages that enhancedand/orfacilitated–**

**a)Curriculumdevelopment/enrichment**

<b>Sr. No.</b>	<b>List of Linkage / Collaboration Activities</b>	<b>Beneficiaries</b>
.1.	The Board of Studies (BOS) constituted for BHMCT & BScHS by the Savitribai Phule Pune	Faculty Members and Students
2.	University is the authorized body for the development of curriculum. The BOS comprises of members from the academia and hospitality industry.	Faculty Members and Students
3.	The BOS appoints faculty for revising and developing syllabus who in turn work closely with the industry professionals in designing the curriculum.	Faculty Members and Students
4.	Faculty has been appointed to develop curriculum for the Bachelors degree and Masters Programme in HMCT	Faculty Members and Students

**b) Internship/On-the-jobtraining:**

<b>Sr. No.</b>	<b>List of Linkage / Collaboration Activities</b>	<b>Beneficiaries</b>
1.	Aamby Valley City , Lonavala	Students who regularly visit ODCs.
2.	Rann of Kutch , State Govt.of Gujarat	Students who served at the Festival
3.	Kingdom of Saudi Arabia	Students who provided service for a week at Saudi Arabia
4.	Eduvator Overseas, Pune	Students who preferred Internship in France
5.	Kareer Krafter, Vira International, Global Link Services	Students who preferred Internship in Singapore

Students are deputed for outdoor caterings to various hotels in Lonavala and Pune as and

when required. Aamby valley is our priority partner for outdoor catering services.

**c) Summer placement**

Industrial Exposure to the students in curriculum in SIHMCT is given due importance.. Daily Log Book and performance Appraisal is essential documents while evaluating student.

**Memorandum of Understanding is in place with the following external agencies**

<b>Sr.No.</b>	<b>Activity</b>	<b>MoU with External Agencies.</b>
1.	Paid Internship Programme	Career Krafte Pvt.Ltd
2.	Paid Internship Programme	Vira International Pvt.Ltd
3.	Paid Internship Programme	Jo Jo International Pvt.Ltd
4.	Paid Internship Programme	Edu Vision Pvt.Ltd

**d) Faculty exchange and professional development:**

Training at Fariyas Resort, Khandala for Faculty Members (Feb 2017)

**e) Research:** MOU done with SIBACA, SIT, SKNCOET, Lonavala for learning resources and extended library sources for research papers, research projects.

Institutional Membership taken from Jaykar Library- Savitribai Phule Pune University.

Associate membership of HRAWI has created avenues for better interaction and exchange of ideas with industry.

Membership taken for Digital Library of Indi, a programme by IIT, Kharagpur.

**f) Consultancy**

The institute has been instrumental in providing consultancy in areas of hotel operations, facility planning, and employee training.

**g) Extension:** Blood donation camps arranged annually in association with SKN General Hospital & Medical College, Narhe. An active NSS unit plans and organizes various extension and ISR activities.

**h) Publication:** Research projects by faculty members with SIBACA Research Center

**i) Student Placement: MOU with Overseas Placement Agencies--**

1. Global Link Services

2. Career Krafte

3. Vira International

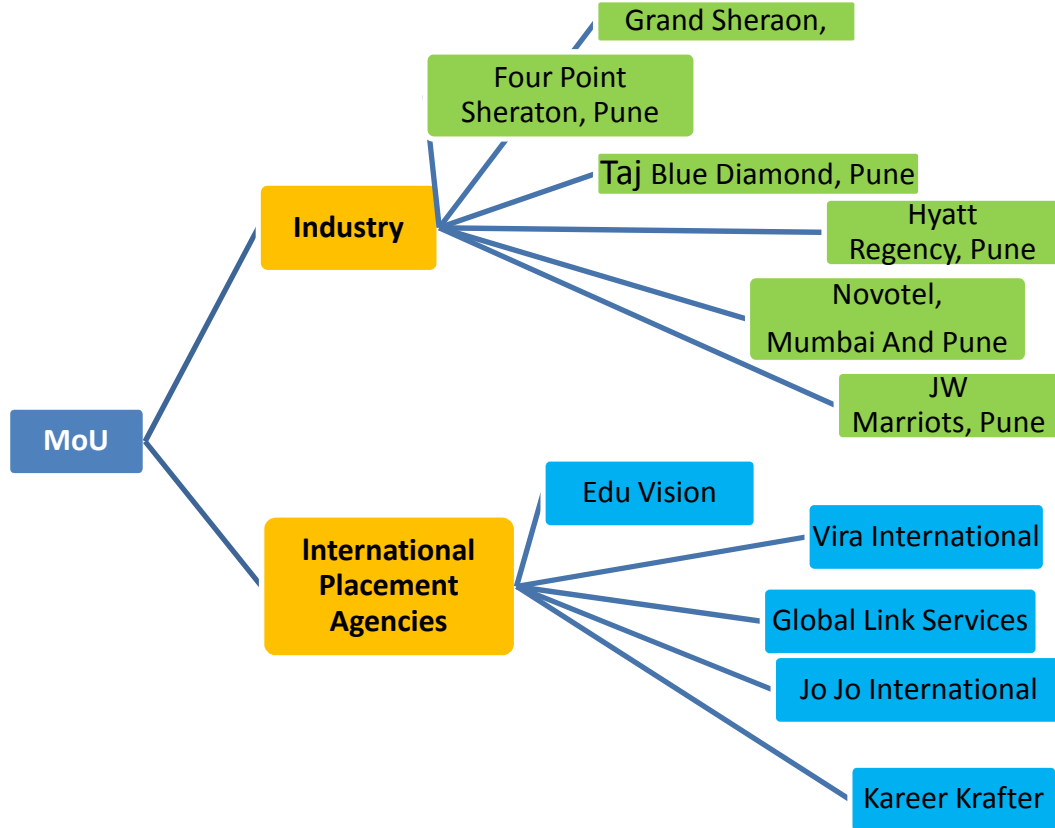
4. Jo Jo International

5. Edu Vision

MOU with hotels of repute for placements and campus interviews

Hyatt Regency, Pune

JW Marriots, Pune  
Novotel, Mumbai and Pune  
Four Point Sheraton, Pune  
Taj Blue Diamond, Pune  
Grand Sheraton, Pune



j) **Twinning programmes:** Value added program in mixology & bartending with FMBA, Pune.

k) **Introduction of new courses:** Nil

l) **Student exchange:** Nil

m) **Any other:** Nil

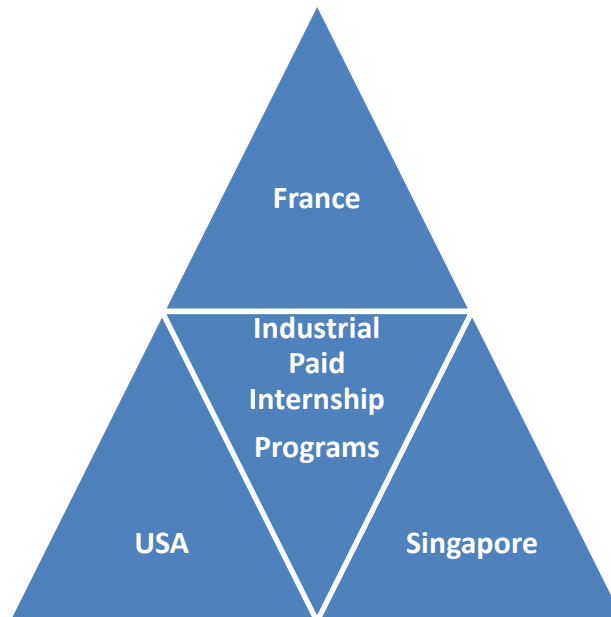
**3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations.**

**Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.**

**Extension Activities:**

The institute has identified 3 main countries known for Tourism in planning, establishing and implementing the initiatives for the extension and collaboration of paid internship programme. Many students have already undergone paid internship programme in these countries during their span of academics.





- The institute has plans to prepare and conduct online tests for selection of the students.
- The Institute as plans to have a separate cabin for Skype Interviews
- The Institute has shown systemic efforts in planning, establishing and implementing the initiatives of developing Webinars to be conducted by faculty members.
- The Institute has infrastructure to hold Video conference with other HM Institutes to share its research and consultancy experiences.
- Information regarding Research, Consultancy and Extension activities that have been planned.

## CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 PHYSICAL FACILITIES

#### 4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

Ever since its inception in 2004, the institute has always aimed for high standards of imparting quality education in Hotel Management & Catering Technology. The institute is aimed to surpass in the field of Hospitality education by providing excellent infrastructure & resources for holistic development of students.

The institution follows the following policies for creation and enhancement of infrastructure to facilitate effective teaching and learning.

1. Infrastructure requirement is reviewed every year for adherence to the AICTE / SPPU norms.
2. Additional infrastructural facilities proposed by AMC/IQAC are budgeted for and recommended by the institute to the management.
3. The management approves the genuine and practical recommendations given by the institute.
4. Institute follows the appropriate procedures for utilization of approved budget by using practices such as comparative statements & consent of the management.
5. Principal has authority to take decisions of purchases within approved budget by the management.
6. If institute requires an emergency expenditure for enrichment of infrastructure and equipments, then it is discussed for further approval from the management.

The institute is having well-equipped laboratories, classrooms, seminar hall, library and facility for sports and cultural activities as per the norms of statutory bodies. Institute provides residential facility to staff and students. The Institute has 24x7 medical facility which contains full-time doctors and ambulance facility. Other major facilities in the campus include a guesthouse, swimming pool, sports complex, canteens and messes.

#### 4.1.2 Detail the facilities available for:

**a) Curricular and co-curricular activities-classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.**

The institute is accommodated on a built up area of 7076.66 Sq.M. The space allocation is as follows:

Sr No	Particulars	Area(Sq.m)	Remarks
1	Instructional area	2840.23	The instructional area is classified into: classrooms, tutorial room, computer Centre, library, laboratories (Front office, housekeeping, guestroom, kitchens, restaurants and seminar halls)
2	Amenities area	2001	The amenities: Toilets (separate for boys and girls), common room (separate for boys-girls), stores, first aid-sickroom.
3	Circulation area	1769.16 sq m	
4	Administrative area	466.27 sq m	
<b>TOTAL BUILT UP AREA</b>		<b>7076.66</b>	

**a. Academic Facilities**

Particulars	For Existing Intake			
	Nos.		Area in Sq.M.	
	Reqd.	Avail	Reqd.	Avail
Class room	7	7	462	462.23
Lab	12	12	792	901.61
Kitchen	3	3	396	419.84
Restaurant	3	3	198	236.93
Computer center	1	1	75	75
Library & Reading Room	1	1	150	204.48
Seminar Hall	1	1	132	139.6
Tutorial Room	2	2	66	155.22

**b. Administrative Facilities**

Particulars	For Existing Intake			
	Nos.		Area in Sq.M.	
	Reqd.	Avail	Reqd.	Avail
Principal Office	1	1	20	35.43
Board Room	1	2	20	20
Admin Office	1	1	150	156
Department Office	1	1	20	20.84
Hod Cabin	1	1	20	21
Faculty Rooms	1	1	50	52

Central Stores	1	1	30	31.95
Maintenance	1	1	10	12.55
Housekeeping	1	1	10	10
Pantry for staff	1	1	10	10.5
Exam Control Room	1	1	30	30
Training & Placement	1	1	50	50
Security	1	1	10	16

**c. Amenities**

Particulars	For Existing Intake			
	Nos.		Area in Sq.M.	
	Reqd.	Avail	Reqd.	Avail
Toilets Gents & Ladies	Adequate	6	150	150
Boys Common Room	1	1	75	77
Girls Common Room	1	1	75	77
Cafeteria/ Canteen (Shared)	1	5	150	1677
Stationary Store	1	1	10	10
First Aid Cum Sick Room	1	1	10	10
Principal qtr.	1	1	150	150
Guest House	1	1	30	194
Gym	1	1	200	340
Hostel Boys	Adequate	1	Adequate	2745.26
Hostel Girls	Adequate	1	Adequate	785.31
Dormitory	-	1	-	570

**d Common facilities available at campus.**

Sr.no	Particulars	Numbers	Description	Area in Sq.M
1	Amphi Theatre	1	Open Amphi theatre with seating capacity of 3000	1900
2	Sports Ground	1	Professional developed sports ground for cricket, basketball, tennis, football, volleyball, etc	57255
3	Guest House	1	Fully furnished guest house with 8 rooms.	194
4	Yoga centre	1	Yoga centre solely used for	196

			all kinds of meditation programs.	
<b>5</b>	Medical health Centre (RHTC)	1	Fully equipped rural hospital with full time Doctors.	2748
<b>6</b>	Gymnasium	1	Well equipped gymnasium.	340

**Library**

All books, magazines, audio, video and software CDs and other reading material are easily made available. The library is maintained systematically so that students can get maximum usage of it. The library is accessibly located in the institute. The scope of its primary functions includes:

- Identification of books, provision & maintain of text & reference books for students and use of the library resources effectively.
- The library is spread over 204.8 Sq.M. and operates on all weekdays from 8.15 am to 5.15 pm & during examination period from 8.00 am to 10.00 pm all week days.
- Facilities of reprography, LAN, internet connectivity, PPT bank and educational multimedia packages are available and accessible to students of the institute.
- The library also has the subscription of JOHAR (national e-journal).

**Lecture rooms:** The institute has 7 class rooms and 2 tutorial rooms which are well ventilated, well-lit, well equipped and spacious classrooms/Tutorial rooms.

**Teaching Aids:**

The institute successfully uses audio visual equipment to aid delivery of lectures. Ample numbers of classrooms are well equipped with a screen, T.V., LCD projector and CPU connection in order to carry out presentations in the class. The institute also has Public address system, OHP, CD's; this facilitates students' learning and keeps them abreast with presentation aids and technology. In addition, the traditional blackboard/whiteboard is also used in combination to ensure maximum effectiveness of teaching and learning.

**Laboratories:** The curriculum involves of four core operational departments. These are Food Production, F&B Service, Housekeeping and Front office. The practicals of each subject are conducted in well equipped individual laboratories, designed exclusively for that subject. The institute recognizes that apart from classroom based inputs, practical oriented learning is significant for overall development of students. We strive to provide various opportunities to our students which facilitate learning and application through diverse activities.

**Computer Centre:** The Institute also has a well-equipped, manned and maintained computer Centre which houses sufficient number of computers and has a provision of hospitality software.

**Seminar Hall:** The institute has a seminar hall with a capacity to accommodate 150 persons (approximately) in theatre seating.

**Board Room:** A Boardroom is available to conduct important meetings.

**Equipment for teaching and learning:**

This equipment's are placed to designated areas and are maintained by respective in-charge. This involves keeping the record and taking complete responsibility for the equipment's maintenance and upkeep.

<b>Master List of Critical Equipments</b>			<b>Master List of Critical Equipments</b>		
<b>Sr.no</b>	<b>Items</b>	<b>Qty</b>	<b>Sr.no</b>	<b>Items</b>	<b>Qty</b>
1	Videocon TV	2	<b>Kitchens</b>		
2	Washing Machine	1	1	Grinding Mixer	1
3	Wet Linen Trolley	1	2	Vertical Fridge	3
4	Vacuum Cleaner	1	3	Baine Marie	1
			4	Electric Oven	3
			5	Deep Fat Fryer	1
<b>Bakery</b>			6	Exhaust System	1
<b>Sr no</b>	<b>Items</b>	<b>Qty</b>	7	GasRange 4Burner	9
1	Pastry Display Counter	1	8	Salamander	2
2	Vertical Refrigerator	1	9	Chapati Plate Puffer	1
3	4 Burner Gas Range	1	10	S.S. Grill	1
4	Refrigerator Domestic	1	11	Dough Maker	1
5	PlanetaryMixer	1	12	Water Cooler	2
6	Deck Oven	2	13	Pulvliser	1
7	Water Cooler	1	14	TiltingBraising Pan	1
8	Microwave Oven	1	15	Universal Oven	1
9	L.P. Gas Fire Oven	1	16	Fagaur Dish Washing Machine	1
<b>Library</b>			<b>Computers</b>		
<b>Sr no</b>	<b>Items</b>	<b>Qty</b>	1	Computers	54
	Scanner	1	<b>F&amp;BService</b>		
<b>Stores</b>			1	Display Refrigerator	1
1	DeepFreezer	1			
2	Vertical Fridge	1			
3	Electronic Scale	1			

AudioVisualAids–LCD, screens, Public addresssystem

**b) Extra-curricularactivities-Sports, out door and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.**

Academic subjects and extra-curricular activities complement each other and develop a well-versed, socially skilled and healthier student, and weatSinhgad institute of HMCT provide aspectrum of opportunitiesfor extra-curricularactivities.

**Sport, Outdoor and indoor games**

- Students take part in sports tournaments – both intra and inter institute. Apart from fitness and health, sports also instills in them – discipline, team work and a sportsman spirit.
- 57255 Sq.m. professional sports ground has been developed for cricket, basketball, tennis, football, volleyball, etc. The institute also possesses indoor area of about 340 Sq.m. for playing chess, table tennis, carom, etc.
- We also have coaching facility free of cost available for students who are more focused and interested in sports.

**Sports facilities available are as follows:**

Indoor SportsFacility		OutdoorSportsFacility			
1.	Table Tennis	1.	Cricket ground	6	Kabbadi ground
2.	Carom	2.	Football ground	7	Throw ball ground
3.	Chess	3.	Volley Ball Court	8	Athletics
4.		4.	Basket Ball Court	9	Hockey
		5	Lawn tennis court	10	Swimming pool

**Gymnasium:** A well-equipped gymnasium of area 340 Sq.m is available for boys and girls under expert supervision.

**Auditorium/ Amphitheatre:** An amphitheater with an area of 1900 Sq.m. is available on the campus for institute level cultural activities. Sinhgad Karandak institute level, campus level and inter institute level cultural completions are held at amphitheater.

**Cultural activities:** Festivals like Diwali celebration, Kojagiri, Ganesh Festival, Dahihandi, Durga puja -Dandiya, New Year celebration, Holi, and Saraswati puja are celebrated by students actively on various locations in the campus. Events like teacher’s day, freshers and farewell are conducted at institutes’ seminar hall.

**Public Speaking/ Guest lecturers / Workshops /Seminars/ Communication skills:** Theinstituteinvitesindustryexpertsandalumni toconductnumerousguestlectures,workshopsandseminars. Modern seminar hall and conference hall are used for conducting these events.

**Yoga, Health, Hygiene:**

- Fully furnished guest house of around 194 Sq.m. is maintained for guests or industry delegates.
- A yoga centre of area 196 Sq.m. is maintained exclusively for meditation programs such as Art of Living and Sahaj yoga courses.
- Medical health-care facility with area 2748 Sq.m. is available on the campus.
- Institute buildings are being maintained to ensure maximum levels of safety and hygiene. Separate housekeeping cell functions under the control of estate manager exclusively to clean, maintain and upkeep of all areas of campus.
- Swimming pool with area 312.5 Sq.m. is maintained on campus.

**4.1.3 How does the institution plan and ensures that the available infrastructure is inline with its academic growth and is optimally utilized? Give specific examples of the facilities developed /augmented and the amount spent during the last four years. (Enclose the Master Plan of the Institution/ campus and indicate the existing physical infrastructure and the future planned expansions if any).**

- **Infrastructure:** The institute has a well-designed plan which prescribes the development plan of the institute. It has sufficient number and type of equipments as per the norms of statutory bodies. The institute makes provisions in the budget for new purchases to match up with the trends. Lab time table is maintained throughout the semester.
- **Optimum Utilization:** The institute infrastructure and equipments are used for teaching learning and practical application as per the curriculum. The co-curricular and extra-curricular activities are conducted throughout the year at available facilities. Competitions such as Sinhgad Karandak cultural and Sinhgad Sports Karandak are organized annually in addition to the campus level competitions round the year. Seminars, Workshops, guest Lectures, Trade events, competitions are planned and executed at the facility for students and staff. Our infrastructure is also made available to university, Dept. of Higher education, Social welfare Dept., Bar Council for training activities. The cricket stadium is provided professional cricket teams for practice sessions.
- **Augmentation & budget spent:** A state of art multisport complex has been developed in recent years, sports academy has been established with free coaching facility to all students and staff. Following amount is spent on annually for infrastructure.

<b>Procurement of Equipments</b>					
<b>Sr. no</b>	<b>Particulars</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
1	Biometric finger printer	13125			
2	Metal box for Thumb machine	1050			
2	Mic stand	420			
3	Copy printer dx2430	90355			



4	SP 200 model printer (Ricoh)	4883			
5	CCTV camera (incl. one led, installation charges ,power supply cable charges)		44949		
6	Videocon led		23552		
7	Videocon d2h set top box			3930	
8	Camera dome iv vintage			7800	
9	Voltas refrigerator			29800	
10	Epson projector			32700	
11	hp laser jet printer			24800	
12	Tiffin box large			650	
13	Speaker tweeter			1660	
14	Cutlery crockery		12381		
<b>furniture and fixtures</b>					
<b>Sr.no</b>	<b>Work accomplished</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
1	Blowers, motor guard for exhaust system		17522		
<b>Computer</b>					
<b>Sr.no</b>	<b>Particulars</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	Computer Peripherals	13994	8829	18251	8471

**Master Plan:** The Parent society has master plan for integrated development of the entire campus for all educational institutes infrastructure including instructional buildings, sports complex, auditoriums, amenities space, hostels and mess, staff quarters and other utility areas.



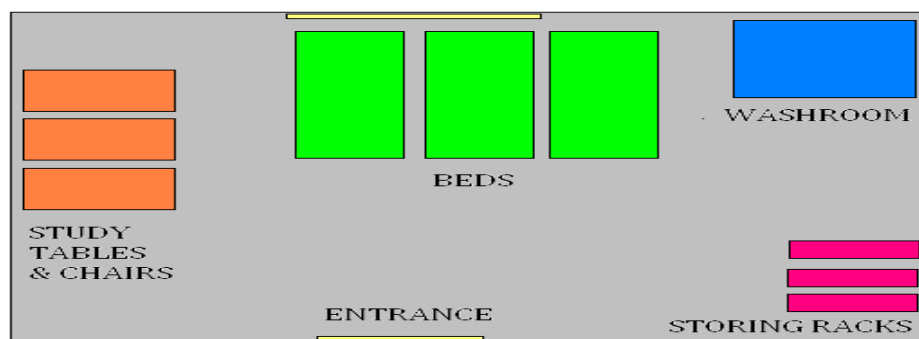
in class room; well light building and signage are in place. Our teaching staff is sensitive to the personalized care and attention that needs to be given to such students.

**4.1.5 Give details on the residential facility and various provisions available within them:**

**Hostel Facility**

- Being fully residential campus a unique opportunity in terms of availability of students for 24 hours exists in the campus.
- Separate hostel facilities have been provided for girls and boys with wardens. All the rooms in both the hostels are well furnished.
- Both the hostels are provided with common room, TV hall, recreation room equipped with indoor sports facility, Laundry facility and utility shops are available.
- Both the hostels are equipped with parking area, generator backup, free Wi-Fi facility, solar water heaters, canteen, and a water cooler with the purifier, etc.
- The well-equipped gymnasium is available for the boys ‘hostel.
- Round the clock vigilance is available on campus through trained security guards employed by the management.
- For financial weak students, dormitory facility is available with 40 % concession in hostel fees.

**Layout of hostel room**



The particulars of hostel facilities are shown in table 4.1.5

Sr no	Description	Boys Hostel	Girls Hostel	Dormitory facility
1	Total Area (in Sq. m)	5270.91	5759.29	1710.04
	Area (in Sq.m.) for HMCT	2745.26	785.31	570
2	No. of buildings	1	1	1
	Total No. of rooms	96	110	6 Halls
3	No. of rooms for HMCT	50	15	2 Halls
4	Students per room	4	4	20(per Hall)

5	Total capacity	384	440	120
6	Area of each room(in Sq.m)	55	52	--

**Available residential facility for the staff**

- The institute has also provided residential facility to its staff members considering huge residential campus.
- Total no. of buildings available in the campus is 26 with 326 flats of total 18822 Sq.m.
- For Principal, three BHK staff quarter is provided in the Campus.
- For teaching staff members, 1BHK, 2BHK staff quarters are provided.
- For non-teaching faculty, 1BHK and One Room-Kitchen (RK) staff quarters are provided.

**Library facility in the hostels**

Although there is no provision of library facility in the hostel, the students of our institute, residing in the hostel, are free to avail the library resources of SIT for 24 hours. For girl’s students reading hall is available near girl’s hostel Timing is 11:00 am to 11:00pm.

**4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?**

- The institute gives great importance to health care of our students and faculty. A hospital with full-time doctors, specialist doctors and 40-bed capacity is available for staff and students. These services are free including medicines for all on the campus.
- Free ambulance facility is available round the clock for 365 days.
- The institute has made provision for an insurance cover from United India Insurance Company for the students in order to safeguard against health risks.
- We also have sick leave facility amounting to ten leaves per year for the faculty and staff.
- The SPPU also insures all students.
- Medical Checkup camps for the students are conducted within the premise of the Institute.
- The institute also provides transportation facility to students who are in need to visit specialist doctors in the nearby area or in Pune.
- In addition to this, a multi-specialty hospital of the promoting society at Narhe, Pune caters to all the health-related support free of cost to all students and staff.

**4.1.7 Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.**

<b>Sr.no</b>	<b>Function</b>	<b>Allocatedspace</b>	<b>Area Sq. Mt.</b>
1.	IQAC	1	10
2.	Grievance Redressal Unit	1	30
3	Anti Ragging Committee		
4	Women's Grievance Committee		
5	Counseling and Career Guidance	1	10
6	Placement	02	53.5
7	Canteen	05 (In Campus)	1677
8	Mess	10 (In Campus)	18206
9	Safe drinking water (Water Purifier)	Institute & Hostels	08 Units
10	Auditorium	Seminar Hall	139.6
11	Health Care	RHTC	2748

#### **4.2 LIBRARY AS A LEARNING RESOURCE**

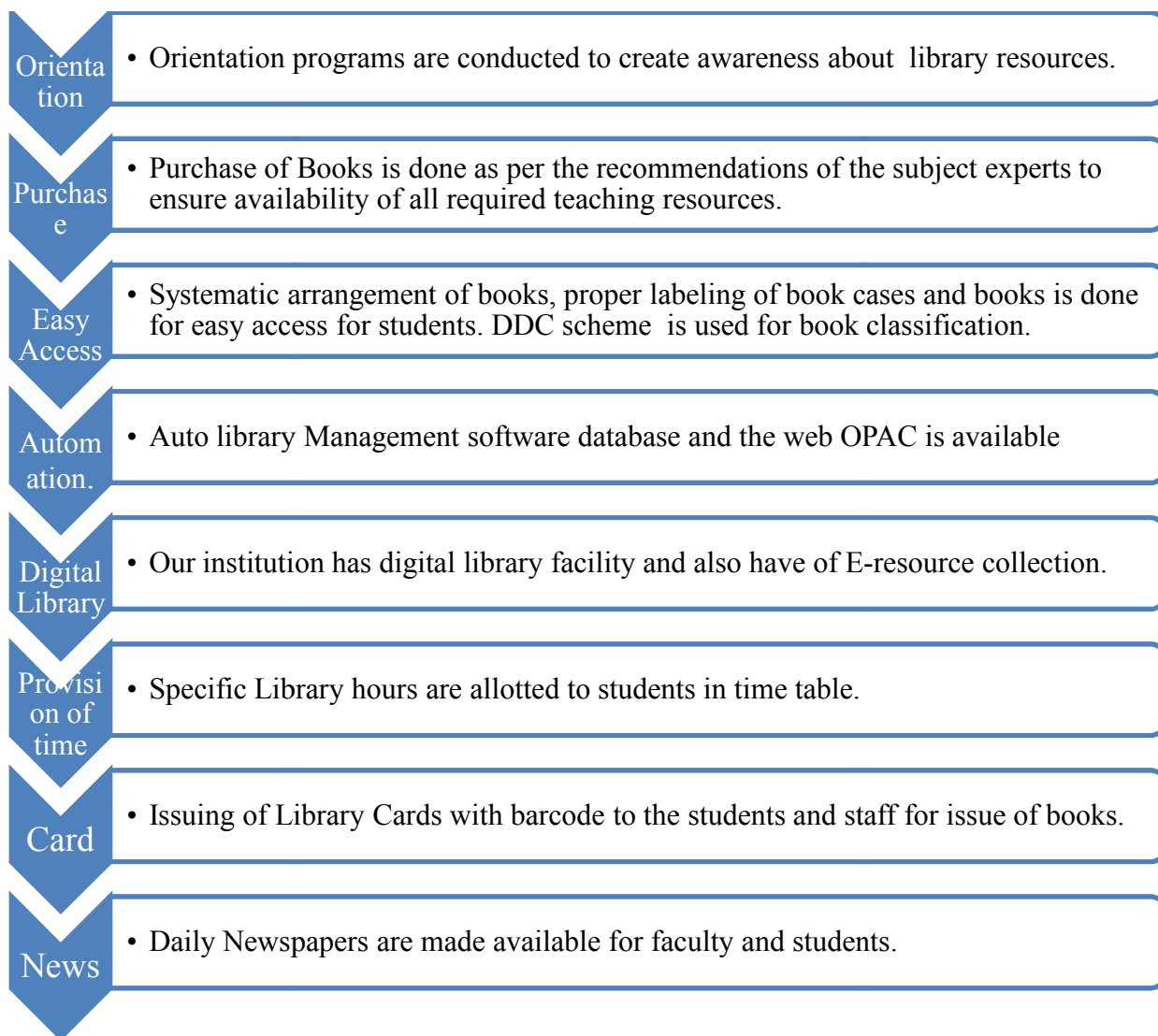
**4.2.1: Does the library have an Advisory Committee? Specify the Composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?**

Yes, the institute has a very efficient and active Advisory Committee and its composition is as under.

<b>Sr.no.</b>	<b>Name</b>	<b>Position</b>
01	Dr. Ayesha Siddiqui	Chair Person
02	Prof. Parth Nath	Library In charge
03	Prof. Shailendra Nigam	Member
04	Prof. Shilpa Branger	Member
05	Prof. Vishwanath Revankar	Member
06	Mrs. Veena Tiwari	Secretary

#### **Significant Initiatives:**

Following are the initiatives undertaken by the Committee to make library user friendly.

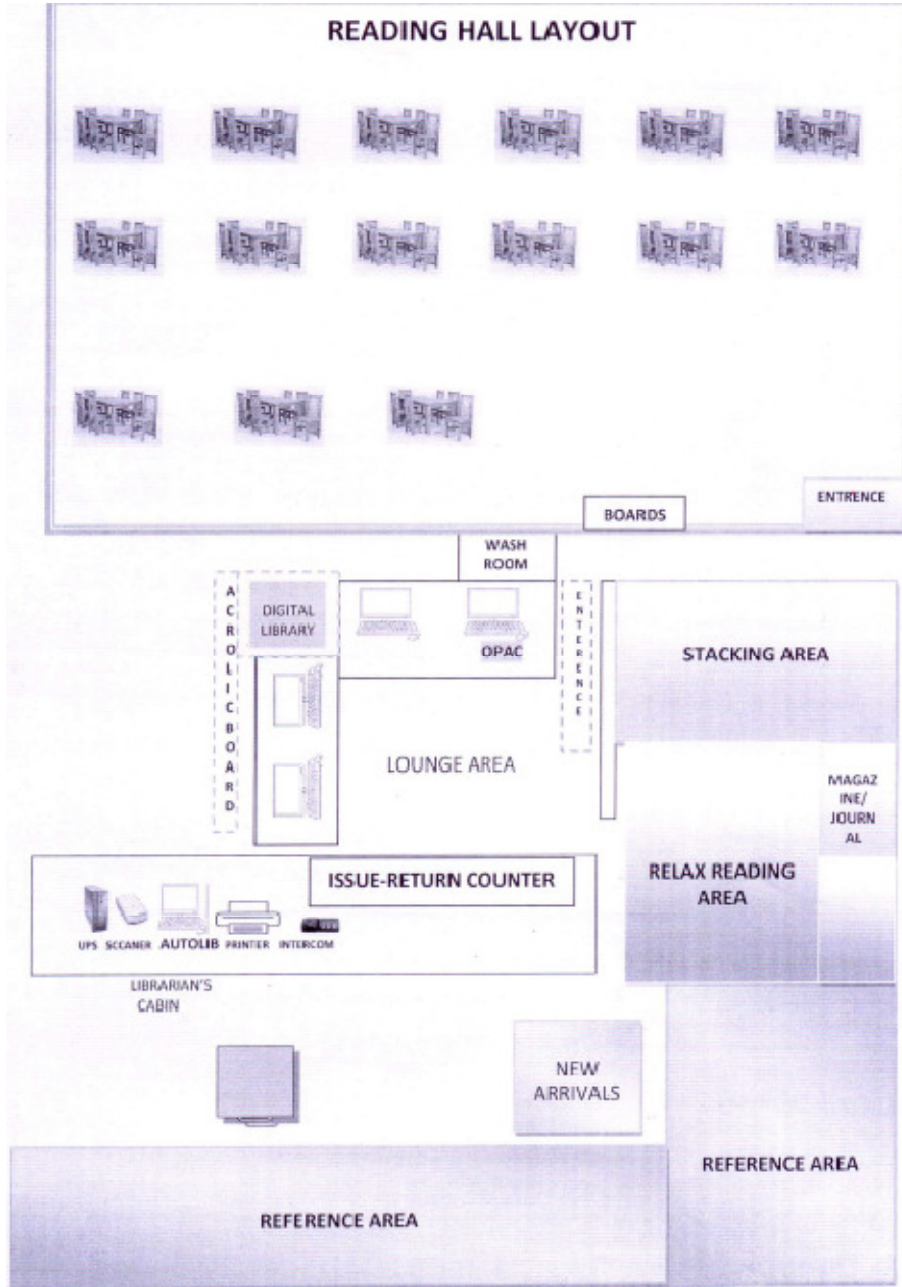


**4.2.2 Provide details of the following:**

Total area of the library (in Sq. Mts.)	204.8 Sq. Mts.
Total seating capacity	90 Students
Working hours (on working days, on holidays, before examination days, during examination days, during vacation)	8.15 a.m. to 8.15 p.m. on all working days 8:15 a.m. to 10:00 p.m. during examination

**Layout of the library (individual reading carrels, lounge are for browsing and relaxed reading, ITzonefor accessinge-resources)**





**LIBRARY LAYOUT (Total Area: - 204.8 Sq.m)**

**4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.**

The Institute has developed the following procedure for the purchase of books in the library:-

On the basis of changes in curriculum & recommendations from staff the librarian raises the requirement of book titles, Journals, etc. & proposes a budgetary requirement for the



procurement. Library committee takes a decision on the provision of allocation to the requirement. Actual procurement is carried out after the allocation of the budget.

- List of books are compiled by the librarian and library committee approves the same.
- Letters are made for approval from management and purchase order is issued to the supplier.

Library budget for the year 2016-2017 :-

Sr.No.	Course	Budget
1	BHMCT	50,000.00
2	BSc.HS	50,000.00
3	Newspaper and Periodicals	20,000.00
Total Budget		1,20,000.00

Procurement & progressive details of past 4 years

Library Holdings	2016-17	2015-16	2014-15	2013-14
	Amount Spent	Amount Spent	Amount Spent	Amount Spent
Text & Reference Books	10,445/-	00	00	00
Journal/Periodicals	10090/-	9299/-	12167/-	7000/-
E-Resources	3,400/-	00	00	205100/-

The institute monitors the usage of the library resources through the following records:

- Reading hall usage register
- Books issue register.
- Journal / Magazine usage register
- Computer usage register



Library holdings	Year-1 2016-17		Year-2 2015-16		Year-3 2014-15		Year-4 2013-14	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Text books & Reference Books	7240	2223951	6510	1547023.10	6010	1547023.10	5510	1547023.10
Journals/ Periodicals	10	10090	10	9299	7	12167	6	7000
e-resources	1, JOHAR	3400	0	Nil	0	Nil	1, EBSCO database	205100
Anyother (specify)	Jaykar Library, SPPU, NDL Membersh ip	6000						

**4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?**

ICT and other tools deployed to provide maximum access to library collection are as under:-

<b>OPAC</b>	Web OPAC (Online Public Access Catalogue) facility is made available through Auto Library Management Software to know the bibliographical details about the collection. Separate terminals are made available in the central library for OPAC facility. And as it is a Web OPAC, user from any location can search the library collection.
<b>NDL</b>	All faculty and most of the students have been enrolled on NDL
<b>Electronic Resource Management Package for e-journals</b>	The Library has subscribed JOHAR (Online).
<b>Federated searching tools to search articles in multiple databases</b>	Links to scholarly open access journals/database are made available for the users on library webpage.
<b>Library Website</b>	Library page is available through institute's website to provide information about library

	resources and services to the users.
<b>In-house / remote access to e-publications</b>	As the access facility to e journals is multi-user and IP address based, e-publications are available for users from anywhere in the campus.
<b>Library automation</b>	All the active book collection is updated in the Auto Library Management Software database and the Web OPAC is available for the users. The issue and return of books has been activated with the Auto Library Management Software.(AutoLib)
<b>Total number of computers for public access</b>	4 computers are made available in the library for e-books, e-journal and other e-resources access
<b>Total numbers of printers for public access</b>	01 Printer is made available for the students.
<b>Internet band width/ speed 2mbps 10 mbps 1 gb (GB)</b>	04 mbps
<b>Institutional Repository</b>	Yes, PPT bank, Notes, Published research paper/article of the faculty members
<b>Participation in Resource sharing networks / consortia (like INFLIBNET)</b>	Resource Sharing of Electronic resources are made available for users from sister institutions

**4.2.5 Provide details on the following items:**

<b>Average number of walk-ins</b>	40 Per Day
<b>Average number of books issued/returned</b>	30 Per Day
<b>Ratio of library books to students enrolled</b>	23 books per student
<b>Average number of books added during last three years</b>	500
<b>Average number of login toOPAC</b>	Provision for login data to OPAC in Library Software is not available
<b>Average number of e-resources downloaded/printed (Per month)</b>	150
<b>Number of information literacy trainings organized</b>	Once at the starting of Odd semester.
<b>Details of “weedingout”of books and other materials</b>	Stock verification of books is done every year in the library and record of missing books are maintained in the library

**4.2.6 Give details of the specialized services provided by the library**

Manuscripts	Nil
Reference	Yes, the reference section of library offers a personalized service.
Reprography	Available
ILL(InterLibraryLoanService)	Yes
Informationdeploymentandnotification	Information regarding arrival of new books, journals etc is displayed on the notice board for the benefit of faculty and students. In the beginning of every new academic year orientation about library resources and services are done to the students. Students' queries are addressed through emails. Librarian helps researchers in their research needs related to information requirement.
Download	Yes (Exclusive 4 Mbps internet bandwidth)
Printing	Yes (01 dedicated printer)
Readinglist/Bibliographycompilation	Yes, OPAC is available with list of books available in the library
In-house/remoteeaccesstoe-resources	Yes
UserOrientation and awareness	Yes
AssistanceinsearchingDatabases	Yes
INFLIBNET/IUCfacilities	Nil
Resource Sharing	MoU with sister institutes & Jaykar Library

**4.2.7 Enumerate on the support provided by theLibrary staff to the students and teachers of the institute.**

The library staff members extend their services to the students and teachers in following ways.

Personal guidance is offered in locating books pertaining to domain studies and about updating one's knowledge. The members spend more time with the students to refer to prescribed paper books or any other reference material needed for paper presentation, project submission etc.Full support is provided to the students during the digital library hours.

- Reprographic facility extended to the students on request.
- Keeping the books, Journals / Periodicals / Magazines and other resources ready for immediate use of students by meticulously monitoring the status of issuing and returning books.
- Assistance in downloading e-content.
- The library provides indexes to project reports of the students.
- Continuous supervision to reduce the lead time when student requires any help in the middle of study hour.

**4.2.8 What are the special facilities offered by the library to the visually /physically challenged persons? Give details.**

- Priority services are available.
- Special provision of issuing the books to helper/relative of such a person.

**4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)**

- Yes, Feedback is collected from the students every year through feedback forms and suggestion box. The library committee summarizes and suggests appropriate action plan for approval.
- Suggested action is implemented eg. As per Students' Feedback, demand to increase the reading room facility hours are extended before and during the examination period.
- Addition in the magazines, general knowledge books, newspapers, books for general reading, competitive examinations, etc are also done on similar lines.

**4.3 I.T. Infrastructure**

**4.3.1. Give details on the computing facility available (software) at the institution.**

Number of computers with configuration (provide actual number with exact configuration of each available system).

Sr.no	Computer Name	CPU Type	CPU	RAM	O/S	Hard Disk Capacity	QTY
1	DELL OPTIPLEX	CORE i3	3.30 GHz	2GB	WIN-XP	500 GB	46 No's
2	HP Compaq Server	PEN-4	3.00 GHz	1.24GB	WIN-Server 2003 R2	80 GB	01 No's
3	HP Compaq (Black)	PEN-4	3.00 GHz	1 GB	WIN-XP	80 GB	02 No's
4	IBM Think Centre	PEN-4	2.80 GHz	256 MB	WIN-XP	40 GB	01 No's
5	IBM Think Centre	PEN-4	2.80 GHz	1 GB	WIN-XP	80 GB	12 No's
6	HP Compaq (Black)	Dual Core	1.60 GHz	2 GB	WIN-XP	150 GB	07 No's
7	HP Compaq (Silver)	PEN-4	2.80 GHz	248 MB	WIN-XP	40 GB	10 No's
8	Acer Laptop	PEN-6200	2.13GHz	2GB	Win-7	500GB	01
<b>TOTAL</b>							<b>80</b>

Computer Student Ratio-1:4.35

LAN Facility-Yes

Wi-Fi Facility-Yes

System Software License

<b>Sr.no</b>	<b>Operating System</b>	<b>User</b>
1	Windows-XP Professional	79
2	Windows Server 2003 R2	01

Application Software License

<b>Sr.no.</b>	<b>License Name</b>	<b>No. of License</b>
1	Microsoft Office 2007	V1101818 Campus License
2	Adobe Reader 9.0	Open Source
3	Adobe 9 Professional	Open Source
4	Adobe Photoshop CS3+Crack.rar	Open Source
5	Adobe Photoshop CS6Extended.exe	Open Source
6	Quick Heal Endpoint Security 15.0	8FAW4-17550-45A49-103A6
7	IDS Genie 4.1(Hotel Management PMS)	PRO/16-17/02475
8	Apex Tally 9.0	
9	Zoom Software/Zenon Software	
10	Auto-Lib Software	
11	Gems Software	Campus license
12	Net protector	E-4B0470A81C

#### **4.3.2 Detail on the computer and internet facility made available to faculty & students on the campus and offcampus?**

Number of computers with internet facility-80 Computer with Internet Facility.

<b>Sr no</b>	<b>Location</b>	<b>No.ofComputers</b>
<b>1</b>	Computer Center(Laboratory)	<b>38</b>
<b>2</b>	Principal Office	<b>1</b>
<b>3</b>	Admin Office	<b>4</b>
<b>4</b>	Placement Office	<b>2</b>
<b>5</b>	Central store	<b>1</b>
<b>6</b>	Staff Room	<b>2</b>
<b>7</b>	Exam Room	<b>1</b>
<b>8</b>	Laptop	<b>1</b>
<b>9</b>	FO	<b>2</b>
	Library	<b>6</b>
	Others	<b>22</b>
<b>Total</b>		<b>80</b>

#### **4.3.3 What are the institutional plans and strategies for deploying and upgrading**

**the IT infrastructure associated facilities.**

- Faculty requirements, compliance requirements, students feedback is analyzed, necessary suggestions for up-gradation are made by in-charge faculty.
- The institute procures and installs the upgradations as and when required.

**4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, employment and maintenance of the computers and their accessories in the institution (year wise last four years record)**

Computer Peripherals Budget & Actual		
Year	Budget (INR)	Budget (INR)
2013-14	15000/-	13994/-
2014-15	10000/-	8829/-
2015-16	10000/-	18251/-
2016-17	10000/-	8471/-

In the year 2016-17, 20 computer have been transferred from SIBACA to SIHMCT on permanent basis hence our requirement is fulfilled.

**4.3.5 How the institution does facilitates extensive use of ICT resources including development and use of computers aided teaching learning materials by its staff.**

- The faculty is well versed with ICT resources and most of their teaching and learning resources are based on ICT.
- Ample numbers of classrooms are well equipped with LCD facilities and seminar hall with audio-visual system, presentations by the students to promote use of ICT.
- Institute subscribed required e-journal and has ample amount of e resources.
- All faculty members have enrolled on NDL and students are also encouraged for enrollment.
- The faculty prepares various Power Point Presentations for their respective subjects.
- Students are given assignments which involve surfing of information on internet, referring to online journals for their projects
- CCTV security and biometric attendance system for surveillance has been adapted.
- Gems ERP software for personnel management is already in use and planned for extended use in school management.
- Institute has efficiently used Skype enabled interviews for national & international placement.
- PPT bank and other resources are available for ready reference.
- Institute has setup for system of University and has adapted online receipt of question papers.
- Online student's feedback forms are in use for efficiency.
- RFID based students ID cards for access to all common facilities and issue of books,

journals etc.

**4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed by institution place the student at the centre of teaching learning process and render the role of a facilitator for the teacher.**

- The institute has e-journals, library books, camera, laptop, LCD, TV set, CD player, OHP, telephone, printers, softwares, applications which are used for referring to any subject matter or carrying out the given assignments, compiling project reports also contributes to their independent learning.
- Students are given individual and group assignments which help them in independent learning. The faculty guides the students and facilitates their learning by ensuring optimum use of the learning resources.
- Free Wi-Fi at the campus ensures availability of the resources round the clock and at any location.
- Free access to laboratories, equipments, stores, seminar halls, computer lab and learning resources for appearing in competitions and activities is encouraged by the institute.

**4.3.7 Do the institution avails of national knowledge network connectivity directly or through the affiliating university?**

The institute has active subscription to all resources of Jaykar library of SPPU and has enrolled for National Digital library with individual access to faculty. The students are also encouraged to use this facility efficiently.

**4.4 MAINTENANCE OF CAMPUS FACILITIES**

**4.4.1 How does the institution ensure optim allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)**

Annual budgets are made for all the courses and new purchases are done. Following is the allocated budget statement for last four years:

	<b>Building</b>	<b>Furniture</b>	<b>Equipments</b>	<b>Computers</b>	<b>Vehicles</b>	<b>Repair &amp; Maintenance</b>
<b>2013-14</b>						
<b>Budget</b>	56122	24561	39175	15000	0	103189
<b>Utilization</b>	56122	0	115239	13994	0	71786
<b>Utilization %</b>	100 %	0 %	294 %	93 %	0 %	70 %
<b>2014-15</b>						
<b>Budget</b>	0	17522	12000	10000	0	25088
<b>Utilization</b>	0	17522	88381	8829	0	49866

<b>Utilization %</b>	0 %	100 %	736 %	88 %	0 %	198 %
<b>2015-16</b>						
<b>Budget</b>	0	4000	140577	10000	0	62400
<b>Utilization</b>	0	9000	197790	18251	0	48750
<b>Utilization %</b>	0 %	225 %	140 %	182 %	0 %	78 %
<b>2016-17</b>						
<b>Budget</b>	0	0	0	10000	0	50000
<b>Utilization</b>	0	0	0	8471	0	29482
<b>Utilization %</b>	0 %	0 %	0 %	84 %	0 %	59 %

**4.4.2 What are the institutional mechanism for maintenance and upkeep of the infrastructure, facilities and equipment of the institute?**

- Infrastructure maintenance checklists are maintained by Maintenance Committee in each area of the institute.
- Every department maintains a stock register for the available equipment.
- Proper inspection and verification of stock take place at the end of every year.
- AMC are available for major equipment's like Fire extinguisher.
- Maintenance committee raises complaints to estate office and ensures for repair and replacements.
- The campus has centralized maintenance department under estate office that looks after any repair and maintenance work required for all areas.
- The campus also has a centralized civil department to take care of any civil requirements as per the AICTE/SPPU norms. The daily maintenance requirement is also fulfilled as a when required.
- The civil and electrical work is monitored and maintained by the estate office. Housekeeping services are regularly executed and monitored by estate department.
- Periodic reporting on requirements of repairs and maintenance are submitted by the in-charge to the administrative office. The requirements are collectively processed in every semester, so as to make the required facilities available at the start of the semester.
- Pest control of library, major labs is done every year.

**4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment /instruments?**

- Bi-annual Preventive maintenance and incidental repairs are carried out for critical equipments.
- The Fire extinguishers are regularly checked for expiry dates.
- Gas bank is located in a safe place and is checked on regular basis.
- Calibration of weighing scales and other equipments is done.



**4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuation, constant supply of water etc?)**

**Location**

- Sensitive equipment are located in safe place of the institute, a location map of sensitive equipments is displayed prominently for awareness.
- Equipment manual and maintenance chart are placed next to the equipment.
- Induction training is provided to potential users of the equipments.

**Upkeep & Maintenance:**

- routine checkup are followed for the sensitive equipment's, fire extinguishers are refilled and checked before the expiry dates, gas bank of the institute is located in safe zone and checked daily, AMC is followed for all critical equipment's.
- The institute has a diesel generator / backup system capacity of 500KVA for any electricity supply failure or voltage fluctuation
- The society has centralized maintenance department for the building. Any carpentry, plumbing, electrician work required is carried out by in house personnel from maintenance department, which is headed by a civil engineer.
- The campus also has a building committee which plans and takes decision on major infrastructure issues like painting, infrastructure changes to meet the requirement of AICTE SPPU etc.
- Safe storage water tanks are available to ensure no water shortage. In case any water shortage issues occur water tankers are called from the municipal corporation. Water treatment plant of softening capacity 3.5 million liters per day is available. Aqua guard water purifiers are attached to water coolers.

## **CRITERIA V: STUDENT SUPPORT AND PROGRESSION**

### **5.1 STUDENT MENTORING AND SUPPORT**

**Does the institute publish its prospectus/hand book annually? If yes, what is the information provided to students through these documents and how does the institution ensure its commitment and accountability.**

Yes, the institute has an overall prospectus of Sinhgad Technical Education Society, Lonavala, pamphlets as well as separate pamphlets and brochure of our institute which provides information about the institute not only to the existing students but also to the aspirants seeking admission in the college. Broadly the information comprises of the following:

- RHTC (Rural Health Training Centre)/ Medical Facility
- Infrastructural details (Bank/ATM/Mess/Canteens/Gym/Swimming pool/open air amphitheatre/green room)
- Sports complex indoor and outdoor facilities (Football ground/Cricket ground/Badminton/skatingground/jogging track/lawn tennis/volley ball/basket ball, etc)
- Event Details, Extra Curricular and Co-Curricular Activities
- University Rankers
- Examination Pattern
- Rules and Regulations
- Quality policy
- Courses Offered

The institute website has all the details about the admission, Faculty, Location, facilities, placements, contact details etc.

Institute adheres to directives given by different governing bodies like the AICTE, UGC, SPPU. It diligently follows the Quality policy that has been designed by eminent personnel from academics and industry, keeping in mind the vision and mission of the institute.

**5.1.2 Specify the type, number and amount of institutional scholarship, Freeship given to the students during the last four years and whether the financial aid was available and disbursed on time.**

Yes, the institute facilitates various scholarship schemes announced by government and is made available for students of reserved category i.e. SC, ST, NT, OBC, EBC and TFW. All scholarships are provided under the Government of Maharashtra scholarships schemes and the disbursement of scholarship is done through institute.

**BHMCT & B.Sc HS Scholarships/Free-ship 2013-14**

Sr. No.	Particulars of Scholarship	Type	Amount Granted	Received and disbursed amount	No. of students BHMCT	No. of students B.Sc. HS	Closing Balance
1	Free-ship	OBC	3,06,175	3,06,175	01	04	-
		SBC	2,39,305	2,39,305	01	02	-
		SC	8,21,629	8,21,629	05	05	-
		VJNT	5,36,610	4,66,610	02	05	70,000
		ST	-	-	-	-	-
2	Scholarship	OBC	14,15,150	14,15,150	04	20	-
		SBC	2,27,305	2,27,305	01	02	-
		SC	23,89,443	23,89,443	09	21	-
		VJNT	7,77,209	7,77,209	04	06	-
		ST	1,40,000	1,40,000	-	02	-
	<b>Grand Total</b>		<b>67,12,826</b>	<b>66,42,826</b>	<b>27</b>	<b>67</b>	<b>70,000</b>

**BHMCT & B.Sc HS Scholarships/Free-ship 2014-15 (Amount receivable, claims approved)**

Sr. No.	Particulars of Scholarship	Type	Amount Granted	Received and disbursed amount	No. of students BHMCT	No. of students B.Sc. HS	Closing Balance
1	Free-ship	OBC	83636	-	02	-	83636
		SBC	92000	-	01	-	92000
		SC	12,20,897	12,54,872	04	12	-
		VJNT	175636	-	02	-	175636
		ST	70,000	70,000	-	01	-
2	Scholarship	OBC	2,26,678	-	05	-	2,26,678
		SBC	2,50,908	-	03	-	2,50,908
		SC	24,61,238	23,69,238	09	22	92,000
		VJNT	2,50,908	-	03	-	2,50,908
		ST	70,000	70,000	-	01	-
	<b>Grand Total</b>		<b>49,35,876</b>	<b>37,64,110</b>	<b>29</b>	<b>36</b>	<b>11,71,766</b>

**BHMCT & B.Sc HS Scholarships/Free-ship 2015-16 (Amount receivable, claims approved)**

Sr. No.	Particulars of Scholarship	Type	Amount Granted	Received and disbursed amount	No. of students BHMCT	No. of students B.Sc. HS	Closing Balance
1	Free-ship	OBC	41,818	41,818	01	-	-
		SBC	-	-	-	-	-
		SC	4,21,196	4,21,196	01	06	-
		VJNT	1,73,963	83636	02	-	90327
		ST	1,34,136	1,34,136	01	01	-
2	Scholarship	OBC	3,92,278	2,09,090	09	-	1,83,188
		SBC	4,38,253	1,67,272	05	-	2,70,981
		SC	11,70,760	11,70,760	03	15	-
		VJNT	3,54,617	83,636	04	-	2,70,981
		ST	50,500	50,500	-	01	-
	<b>Grand Total</b>		<b>31,77,521</b>	<b>23,62,044</b>	<b>26</b>	<b>23</b>	<b>8,15,477</b>

**BHMCT & B. Sc. HS Scholarships/Free-ship 2016-17 (Applications in Process)**

Sr. No.	Particulars of Scholarship	Type	Amount Granted	Received and disbursed amount	No. of students BHMCT	No. of students B.Sc. HS	Closing Balance
1	Freeship	OBC	1,36,074		03		1,36,074
		SBC	-	-	-	-	-
		SC	3,99,569	1,97,569	02	04	2,02,000
		VJNT	3,62,472	1,80,654	04	-	1,81,818
		ST	1,40,827	-	01	01	1,40,827
2	Scholarship	OBC	6,80,079	-	15	-	6,80,079
		SBC	3,61,308	2,70,981	04	-	90,327
		SC	10,51,882	10,01,382	06	09	50,500
		VJNT	4,53,381	4,53,381	05	-	-
		ST	50,500	50,500	0	1	-
	<b>Grand Total</b>		<b>36,36,092</b>	<b>21,54,467</b>	<b>30</b>	<b>15</b>	<b>14,81,625</b>

**EBC SCHOLARSHIP FOR BHMCT STUDENTS**

Sr. No.	Year	Amount Granted through Scholarship	Amount received and disbursed	No. of students BHMCT	Closing Balance	Remark
1	2017-18	-	-	-	-	In process
2	2016-17	907788	907788	20	0	
3	2015-16	7,46,896	7,46,896	17	0	-
4	2014-15	5,25,502	5,25,502	12	0	-
	2013-14	4,98,746	4,98,746	12	0	-

**Minority Students Scholarship for BHMCT & B.Sc HS**

Sr. No.	Year	Amount Granted through Scholarship	Amount received and disbursed	No. of students BHMCT & BSCHS	Closing Balance	Remark
1	2017-18	NA	NA	NA	NA	NA
2	2016-17	NA	NA	NA	NA	NA
3	2015-16	NA	NA	NA	NA	NA
4	2014-15	NA	NA	NA	NA	NA
	2013-14	NA	NA	NA	NA	NA

**AICTE PMSSS for J & K Students**

Sr. No.	Name of Students	Year	Amount
1	Manzoor Ahmad Mir	2015-16	90,000
2	Manzoor Ahmad Mir	2016-17	In Process
3	Muddassar Ali	2017-18	In Process

**5.1.3 What percentage of Students received financial assistance from State Government, Central Government and Other National Agencies?**

The students are eligible for claiming scholarship from either State Govt., or Central Govt. or any other agency.

Sr. No	Year	Students admitted in BHMCT	Students received scholarship in BHMCT	%	Students admitted in B.Sc HS	Students received scholarship in B.Sc HS	%
1	2017-18						
2	2016-17	145	In Process			In Process	
3	2015-16	126	31	24.60	147	21	14.28
4	2014-15	103	29	28.15	137	36	26.27
5	2013-14	84	39	46.42	114	64	56.14

**Note: For Scholarship, Freeship, and EBC & Minority student data refer 5.1.2**

**5.1.4 What are the specific support services/facilities available for:-**

- Students from SC/ST, OBC and economically weaker sections

**The specific support services/facilities available for SC/ST, OBC**

- **Scholarships/ Freeship and admission quota-** The institute provides Scholarship and free ships to the SC/ST, OBC students and special Quota as per norms of Govt. of Maharashtra & Govt. of India.

➤ **The specific support services/facilities available for economically weaker sections**

- **Earn & Learn Scheme-** SPPU runs this special programme under which SPPU gives remuneration to those economically weak for which they have to work after institute hours.

Sr.No	Year	Name of the student	Amount Disbursed
1	2013-14	Sachin Takwale	10275
2		Priyanka Bhujbal	10125
3		Rohan Dhamange	10200
4		Akshay Chougule	10200
5	2014-15	Benaifer Contractor	8100
6		Artik Selvan	8010
7		Mahesh Mahajan	7920
8		Mohan Thaware	8010
		<b>TOTAL</b>	<b>72840</b>

- **Part-time jobs:** - The institute assists students to get part-time jobs to the financially weak student if required.

Sr. No.	Name of the student	Year	Hotel
1	Abhishek Mishra Front Office Associate	24 <sup>th</sup> Jan 2014-30 <sup>th</sup> Mar 2015	Dream Holidays
2	Ubeid Khan Guest Service Associate	24 <sup>th</sup> Jan 2014-30 <sup>th</sup> Mar 2015	Dream Holidays
3	Mohan Thaware F&B Service	Jan 2016-Apr 2017	Dream Holidays
4	Vijaykumar Kunche Front Office	1 <sup>st</sup> Jan 2016- 30 <sup>th</sup> Oct 2016	Dream Holidays

- **Special concessional** -The institute offers installment facility in payment of fees. Dormitories are also made available to encourage studies and being sensitive towards the economically weaker students

Sr.No	Class	Year	Name of the student	Instalment
1	Final Yr. BHMCT	2013-14	Deo Harshal	30000, 52000, 8000, 750 IV instalment
2	Third Yr. BHMCT	2013-14	Kunal Jadhav	1000, 5000, 861

**SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY, LONAVALA.**

				III instalment
3	Second Yr. BHMCT	2013-14	Takwale Sachin	25000, 25000, 2930 III instalment
4	Second Yr. BSCHS	2013-14	Amit Kamaji	35000, 13270, 21730 III instalments
5	Third Yr. BSCHS	2013-14	Shaikh Mohd.Osman	8000,5000,30000,10000 IV instalments
6	First Yr. BHMCT	2014-15	Tanmay Rathod	46565, 10000, 32000 III instalments
7	Third Yr. BHMCT	2014-15	Firdous Contractor	15000, 15000, 69360 III instalments
8	Third Yr. BHMCT	2014-15	Andhare Nitesh	25000, 35000, 39360 III instalments
9	Second Yr. BSCHS	2014-15	Chaudhari Shubham	35000,15000,15000,20000 IV instalments
10	Third Yr. BSCHS	2014-15	Gandhi Milka	30000,5000,35000 III instalments
11	Second Yr. BSCHS	2015-16	Artik Selvan R	10000,5000, 15000,10000,10500 V instalments
12	First Yr. BSCHS	2015-16	Aher Abhijeet	17000,15000, 8000,12000 IV instalments
13	Second Yr.BSCHS	2015-16	Bhosale Gunjan	24000, 19000, 1000, 3500, 3000 V instalments
14	Third Yr.BSCHS	2015-16	Deshmukh Shubham Yogesh	7000, 13000, 50000 III instalments
15	Third Yr.BSCHS	2015-16	Kate Piyush Anil	30000,30000,10000 III instalments
16	Second Yr. BHMCT	2016-17	Lad Yashraj	25000, 37000, 10000, 17000, 11850 V instalments
17	Final Yr. BHMCT	2016-17	Kenjale Nitish	8000, 29000, 5000, 18850 IV instalments
18	SY BSC HS	2016- 17	Meet Jatania	15000, 17000, 17000, 2990 instalments
19	TY BSCHS	2016-17	Akash Mane	13000, 22000,10000, 6990 IV instalments
20	SY BSCHS	2016-17	Gupta Kawran	20000, 6000, 25990 III instalments

Dormitory Details:

Sr. No.	Year	No. of students allotted dormitory
1	2013-14	23

2	2014-15	09
3	2015-16	15
4	2016-17	16
5	2017-18	20

➤ **Students with physical disabilities:-**

- The institute is sensitive towards differently abled students and has made ramp, lift, wide and easy access, special toilets, easy access to other amenities, large corridors for easy movement.
- As per guidelines of SPPU, students with Dyslexia, Dyscalculia and writing disability are provided writer service/ Pink Answer Sheets and ½ an hour extra is allowed to attempt the paper.

➤ **Overseas Students:-**

• **Overseas students**

The provision is made to help for documentation in case of Police Verification, consulate verification, and work related to passport and VISA.

➤ **Students to participate in various competitions National and International level:-**

- The institute encourages participation by wide publicity in institute, providing assistance in coaching and guidance, trials at laboratories, registration fee, transport and accommodation documentation.

Students Participation	<ul style="list-style-type: none"> <li>• Advitiya – KIMI Khandala</li> <li>• Sinhgad Karandak- Symphony-</li> <li>• AIHMR- Book review competition.</li> <li>• Sinhgad Karandak -Cultural</li> <li>• Atithya – AISSMS, Pune</li> <li>• Bartending- FMBA, Pune</li> <li>• AIHMR- Flower Decoration,</li> <li>• Khari Kamai – SIBACA, Lonavala.</li> <li>• Monin Eau De Vie Mixology Compétition, MSIHMCT, Pune.</li> <li>• Sinhgad Sports Karandak</li> </ul>
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- The institute provides a platform for various hospitality colleges in India by organizing competitions related to the core departments in the hospitality industry in the annual event- Sinhgad Karandak Symphony.....the rhythm of Hospitality.

➤ **Medical assistance to students: health centre, health insurance etc:-**

- A dispensary/RHTC (Rural Health training Center) is situated in the institute premises, which provides medical assistance to students and STES staff as well as local community.
- An annual medical camp is organized in the institute which provides free health checkups.
- Term insurance is provided to the students under which students are also insured.

➤ **Organizing coaching classes for competitive exams:-**

- The institute provides assistance to the students through the various foreign placement agencies to appear for various competitive exams like IELTS, TOEF, etc.



➤ **Skill Development (Spoken English, Computer Literacy etc.)**

- The students are motivated to read English Newspaper & refer the related book in the library
- The Institute takes efforts to improve the English grammatical sense of the students
- Communication skills and Computer Fundamentals are included in the syllabus and the institute provides required contact hours and infrastructure for skill development.  
Example: LCD projectors in each and every classroom, computer labs.

➤ **Support for “Slow Learners”**

- Special attention is provided by the subject teacher to students who are weak or who have not understood a particular topic.
- A provision of Tutorial/Remedial classes is made available to facilitate slow learners.
- We at the institute also ensure that the students solve previous year question papers and submit the assignments.

➤ **Exposures of students to other institution of higher learning/corporate/business house etc.**

- Students participate in various cultural platforms provided by the institute; viz intercollegiate competitions which are held at district, state or national level.
- The institute students participate in the Intercollegiate Cricket, Football, Basketball, Volleyball, Chess, Relay, Swimming, Kabbadi.
- The students also get industry exposure through the Domestic or International industrial training of 20 weeks which is a part of their syllabus.
- Students are exposed to corporate and business environment during Outdoor Catering (ODC) to observe and understand the latest trends and techniques in the industry.

➤ **Publication of Student Newsletter & Institute Annual Magazine**

- Our institute publishes an Institute Newsletter called “SIHMCT Chronicle” and Institute Annual Magazine which is a combined effort of all the student wherein articles are collected edited and published by them.

**5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills among the students and the impact of the efforts**

**Efforts taken by institute:**

- The institute organizes various activities towards entrepreneurship development like organizing and allotting responsibility for theme dinners/lunches and food festivals.
- Guest lectures are conducted by Entrepreneurs, targeted guidance and consultancy by faculty members.
- Participation in entrepreneurial competition Khari Kamayi at SIBACA, Lonavala.
- International Food Festival at Sinhgad Vadgaon Pune campus.

**Impact:** The institute has successfully produced entrepreneurs amongst students and many of them have established themselves in the field of hospitality.

<b>Sr. No.</b>	<b>Name of Student</b>	<b>Business</b>	<b>Place</b>
1.	Sagar Patil	Bon Vivanta Restaurant	Nashik
2.	Prasad Deshmukh	Delite Bakery	Lonavala
3.	Amruta Agale	Rama Veg Restaurant	Pune
4.	Swajit Phaphe	Sweet Shop	Alibag
5.	Purohit	Hotel Ashray Resort	Lonavala
6.	Nitesh Basagare	Deepson Bakery	Sangli
7.	Akshay Patel	Patel Baker Hut	Shegaon Buldana
8.	Rohan Kamte	Rohan Bakers	Katrej Pune
9.	Pranay Purohit	Hotel Purohit	Lonavala
10.	Debashish Mahapatra	Travel Agency	Pune
11.	Sudhir Ramani	Restaurant	Mumbai
12.	Hansel Lionel	Restaurant	Pune
13.	Akshay Dhage	Restaurant	
14.	Mruga Ghayal	Bakery	Pune
15.	Noel Sakhardande	Restaurant	
16.	Nilesh Godse	Restaurant	Sangli
17.	Netra Kumar	Bakery	Pune

**5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.**

**Policies & Strategies:**

- Counseling by Class coordinator and identifying the strengths and weakness of a particular student. The counselor then counsels each student individually and attempts to groom the student to benefit him/her for being a better professional/citizen.
- Facilitating platform of events at institute level, campus level & inter campus level sports & cultural events.

- Encouraging participation in trade related co curricular & extracurricular activities depending on individual interests
- Enrollment to sports academy. Institute has appointed skilled professional coaches and enormous sports facilities for the interested students in various Indoor & Outdoor sports like Cricket, Football, Badminton, Volley Ball, Basket Ball ,Table Tanis etc
- Compulsory participation of students in role plays, ex tempos, debate and discussions organized in the institute and at sister concerns.

**Co-curricular and extracurricular activities: -**

The students are always encouraged to organize and participate in various events which help them develop their knowledge and skills required in the hospitality profession. Institute conducts various activities & competitions for the students at campus & Intra College level as bellow:

- Sinhgad Karandak Symphony – “The Rhythm of hospitality”
- World Tourism day
- International Bread Day
- Fresher’s and Farewell party
- Alumni meet- Nostalgia
- Industrial Visits
- Blood Donation Camp
- Social Services

**Additional academic support and flexibility in examinations:**

Institute encourages students to participate in various co-curricular and extracurricular activities organized by other colleges and special training sessions are conducted to gear up students for these competitions, also students those who miss their internal exams due to certain participation in the activities, the institute has made provision for re-conduct his/her examination. A provision in the budget is made for Co-curricular and extracurricular activities, which takes care of coaching, registration and cost incurred towards the event.

**Special dietary requirements, Sports uniform and materials:**

- The Institute has mess committees which ensure healthy, hygienic diet to students.
- Our Institute/ Campus have Multi Sports academy that provides Sports uniform and equipment required for practice sessions and matches.

**5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive Exams, Give Details on students appeared and qualified in various competitive Exams such as UGC- CSIR-NET, ATE/ CAT/ GRE/ TOFEL/ GMAT/ etc.**

Yes, the institute provides assistance to the students through the various foreign placement agencies to appear for various competitive exams like IELTS, TOFEL, etc.

Also Institute gives appropriate information related to such comparative exams to the interested students

**5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho- social etc.)**

The class Counselor is counsel the studentson various parameters -

**Academic-** This counseling deals with admission, interest, attendance, medical leave and exam. The parents & student are communicated the academic progress and made aware of the consequences in case he / she does not comply the norms.

**Personal-** Personal issues of the student at home, institute or campus including financial issues, placement & training needs, additional training. Girl students are counseled for anti-harassment and sexual abuse.

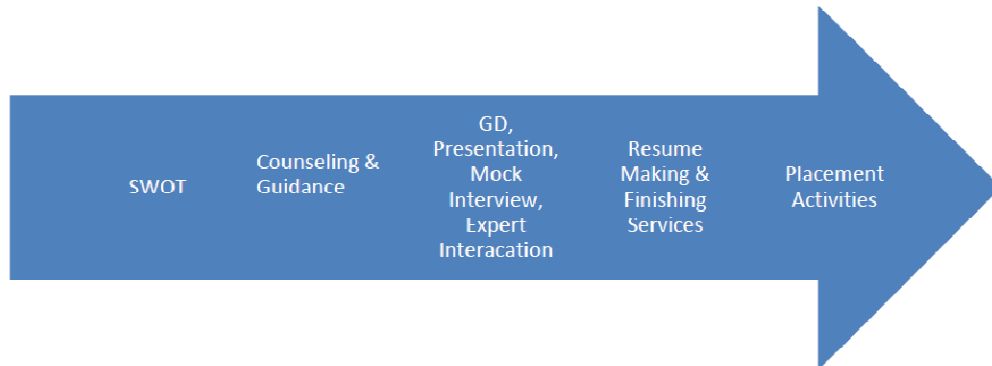
**Career-** Career options for students considering acumen and interests, required preparations. Interaction with Industry experts and educational service providers help the students to make best choice about their career.

**Psycho-social:** Improving social behavior, attitude and interaction with external world.

**Disciplinary:** Grooming standards, general behavior at institute and campus.

**5.1.9 Does the institute have a structured mechanism for career guidance and placement of its students? If 'Yes', detail on the services provided to help students job opportunities and prepare themselves for interview and the percentage of the students selected during campus interviews by different employers (list of employers and the programmes)**

Yes. The institute has a structured mechanism for career guidance and placement of our students, details as below:



Training & Placement cell provides following services to students.

- Career guidance and orientation about further progression in industry.
- Activities for improving communication and presentation skills viz. group discussion, presentation, mock interviews.
- Additional inputs in the area of interest through expert interaction and other replacement activities.
- Guidance on resume' writing and applying for various opportunities.

Students Selected during Campus Placement:

<b>YEAR</b>	<b>Employer</b>	<b>Program</b>	<b>Students Placed %</b>
<b>2016-2017</b>	➤ The Oberois	HOT	17
	➤ CCD	MT	08
	➤ Novotel	HOT	13
	➤ Four Points by Sheraton	HOT	21
	➤ Hyatt Regency	HOT	4
	➤ J W Marriott	HOT	8
	➤ Courtyard by Marriott	HOT	4
	➤ Premier Inn	HOT	13
	➤ Raddisson Blue	HOT	8
	➤ Courtyard by Marriott, Chakan	HOT	4
<b>2015-2016</b>	➤ The Oberois	HOT	12.5
	➤ The Orchid	MT	6.25
	➤ Hyatt Regency	HOT	25
	➤ J W Marriott	HOT	6.25
	➤ Courtyard by Marriott	HOT	12.5
	➤ Courtyard by Marriott, Chkn.	HOT	12.5
	➤ Gateway by Taj	HOT	12.5
	➤ Radisson Bule	HOT	12.5
<b>2014-2015</b>	➤ The Oberois	HOT	6.25
	➤ Four Points by Sheraton, MBI	MT	6.25
	➤ Four Points by Sheraton, Pune	HOT	12.5
	➤ Hyatt Regency	HOT	6.25
	➤ Westin	HOT	12.5
	➤ J W Marriott Mumbai	HOT	6.25
	➤ Premier Inn	HOT	25
	➤ Citrus	HOT	25

**List of Companies/Hotels for Placements from 2013 to 2017**

<b>Sr. No.</b>	<b>Company/Hotel Name</b>	<b>2017-18</b>	<b>2016-17</b>	<b>2015-16</b>	<b>2014-15</b>	<b>2013-14</b>
1	Trident Oberoi, Nariman Point, Mumbai		26/10/16	14/9/15	07/09/13	NA
2	Trident Oberoi, BKC, Mumbai	11/09/17	26/09/16	11/02/16	22/2/14	09/02/13
3	The Royal Orchid, Mumbai		NA	5/3/16	07/03/15	11/02/13
4	Westin, Pune		06/02/17	5/4/16	03/05/15	13/2/14
5	JW Marriott,		21/11/16	03/02/16 (Pune) 27/01/16	24/03/15 (Mumbai) 13/04/15 (Canada)	NA
4	Le Meridien, Pune		NA	29/3/16	NA	NA

5	Hyatt, Pune		19/01/17	08/10/15	NA	NA
6	Courtyard by Marriotts, Chakan	13/10/17	25/03/17	4/3/16 8/4/16	NA	NA
7	Four Points by Sheraton, Pune		17/02/17	8/2/16	05/03/14	NA
8	Novotel, Khopoli		28/02/17	03/03/16	NA	NA
9	The Gateway, Pune	28/9/17	NA	4/5/16	08/06/15	NA
10	Holiday Inn, Pune	7/9/17 11/9/17	NA	NA	NA	NA
11	Vivanta by Taj, Pune		NA	NA	NA	NA
12	Hyatt Regency, Pune	11/10/17	19/1/17	8/9/15	NA	NA
13	The Royal Orchid Golden Suite, Pune		NA	4/5/16	NA	NA
14	Café Coffee Day (Corporate)		24/01/17	NA	NA	NA
15	Kareer Krafter		08/03/17	NA	NA	NA
16	Taj, Mumbai		NA	NA	NA	13/2/13
17	ITC, Mumbai		NA	NA	NA	06/11/12
18	Oakwood Residency, Pune		NA	NA	05/02/16	NA
19	Four Points Sheraton, Vashi		NA	NA	16/3/15	05/03/14
20	Sterling Holiday, Lonavala		NA	NA	NA	15/03/14
21	Sun N Sand, Pune		NA	NA	NA	12/02/14
22	Aamby Valley, Lonavala		NA	NA	NA	27/11/13
23	Club Mahindra	4/10/17	NA	NA	NA	NA

**5.1.10 Does the institution has a student's grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last three years.**

Yes, the grievance redressal committee deals with all the students' complaints and grievances including sexual harassment and other issues. Regular Meetings are conducted with the students where they are counseled for safety measures, self defense through various online Applications as well. The female students are introduced to the women grievance cell members and provided with their contact details for further help if required. It comprise -

Internal complaint committee  
Anti-ragging Committee  
Women Grievance cell  
SC/ST Committee

**5.1.11 what are the institutional provisions for resolving issues pertaining to sexual harassment?**

The institute has a women's grievance cell. The committee comprises of a representative each of students, faculty (Male and Female), NGO and parents. This committee looks after all the issues pertaining to grievances faced by women in the institute including sexual harassment. Regular Meetings are conducted with the students where they are counseled for safety measures, self defense through various online Applications as well. The female students are introduced to the women grievance cell members and provided with their contact details for further help if required.

**5.1.12 Is there an Anti ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?**

Yes, the institute has an Anti ragging committee and anti-ragging squad.

An Affidavit stating that ragging is strictly prohibited under The Supreme Court decision in writ petition (C) 656, 1998 and is a punishable offence is acknowledged by the parent/guardian and the student.

1. A rules and regulation document stating that ragging is a punishable offence, is signed by the parent/ guardian and the student.
  2. Anti-ragging rules are displayed.
  3. Frequent rounds are taken by anti-ragging squad.
  4. The students are made aware about anti-ragging cell and committee during the assembly.
- There have been no instances of ragging in the last four years.

**5.1.13 Enumerate the welfare schemes made available to students by the institution.**

The following are the welfare schemes made available for students by the institution:-

- **Scholarships:** - The Institute assists SC, ST, VJ/NT and OBC. EBC and Minority students to avail the facility of scholarships offered by the Govt. of Maharashtra.
- **Outdoor Catering:** - Institute also sends students in five star hotels for outdoor catering. The students get on hands experience in the hotels; they are paid for the no. of hours they have put in.
- **Dormitory accommodation:** Students from weaker sections are provided with dormitory accommodation at minimum charges.
- **Medical Assistance:** - The institute has the facility of first-aid provided by the in campus dispensary/RHTC. And 24 hours on call doctors and ambulance service.
- **Insurance:** SPPU has insured all students with minimum premium contribution.
- **Canteen & Mess:-**The Institute has separate boys and girls messes, and canteens which cater to all the students of our institute at subsidized rates.
- **Part-time jobs:** - The training and placement officer assist students to get part-time jobs if required
- **Earn And Learn Scheme:-**Savitribai Phule Pune University has provided Earn and Learn scheme for the economically weaker students

- **Sports Facility:** - The Institute has good set of indoor and outdoor sports equipments for the student's benefits

**5.1.14 Does the institution have a registered Alumni Association? If yes what are the activities and major contributions for institutional, academic and infrastructure development?**

Yes, the institute has a registered Alumni Association, formulated under the Charity Commissioner

- The Association conducts meeting to discuss various ways in which the alumni can give a helping hand towards the development of institute for academic and infrastructure development
- The alumni association is instrumental in conducting various events, guest lectures and workshops through which they share their knowledge and experiences about the latest in the industry
- The alumni students also help in recruitments and professional guidance about entrepreneurial opportunities in this field.

**5.2 STUDENT PROGRESSION**

**5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.**

Efforts taken by institute for imparting technical knowledge, personality development, skill enhancement, discipline and encouragement has helped student's progression.

**BHMCT & BSc HS**

Sr. No.	Student Progression	2017-18	2016-17	2015-16	2014-15	2013-14
		Batch Strength ( + = )	Batch Strength (13+38=51)	Batch Strength (14+36=50)	Batch Strength (17+30=47)	Batch Strength (31+37=68)
		%	%	%	%	%
1	UG To PG		(6) 11.76%	(7) 14%	(10) 21.27%	(4) 5.88%
2	PG to M.Phil	-	-	-	-	-
3	PG to Ph.D	-	-	-	-	-
4	Employed Campus Selection-		(28) 62.22%	(22) 51.16%	(30) 81.08%	(30) 46.88%
	Other than campus-	-	-	-	-	-

**Trends in Progression:**

- There is a growing trend of opting for overseas placement amongst students.
- Students are keen in taking higher studies in India and abroad.



- There is string placement in the operational areas of hotel industry.

**5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/ batch wise as stipulated by the university)? Furnish programme wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliated university within the city/ district.**

A detailed result analysis of the students class wise is prepared, which provides information on total students who have appeared, their class performance, subject wise performance and pass percentage.

**Completion Rate for BHMCT Course**

Sr. No.	Academic Year	Total Student Admitted	Total Student Passed	Pass %
1	2014-15 to 2017-18	52	In Process	
2	2013-14 to 2016-17	14	05	35%
3	2012-13 to 2015-16	26	12	46.15%
4	2011-12 to 2014-15	19	13	68.42%
5	2010-11 to 2013-14	40	22	55%

**BHMCT Semester wise/Class wise Result Analysis**

Sr. No.	Year	Total No. of Students appeared	Total No. of Students Passed	Pass Percentage %
1	<b>November 2013</b>			
	First Year	14	14	100%
	Second Year	23	22	95%
	Third Year	14	14	100%
	Final Year	27	27	100%
2	<b>April 2014</b>			
	First Year	12	12	100%
	Second Year	23	22	96%
	Third Year	15	15	100%
	Final Year	25	22	88%
3	<b>November 2014</b>			
	First Year	48	48	100%
	Second Year	12	12	100%
	Third Year	22	20	91%
	Final Year	18	18	100%
4	<b>April 2015</b>			
	First Year	47	43	91%
	Second Year	12	12	100%
	Third Year	21	21	100%
	Final Year	13	13	100%
5	<b>November 2015</b>			

	First Year	60	60	100%
	Second Year	40	38	95%
	Third Year	11	11	100%
	Final Year	14	14	100%
<b>6</b>	<b>April 2016</b>			
	First Year	59	52	88%
	Second Year	38	36	94%
	Third Year	12	10	83%
	Final Year	14	12	86%
<b>7</b>	<b>November 2016</b>			
	First Year	48	48	100%
	Second Year	48	46	96%
	Third Year	36	36	100%
	Final Year	13	3	23%
<b>8</b>	<b>April 2017</b>			
	First Year	48	48	100%
	Second Year	47	46	98%
	Third Year	35	27	77%
	Final Year	13	06	46%

#### Summary of Result Analysis for BHMCT

Sr. No.	Particulars	Nov 2013	April 2014	Nov 2014	April 2015	Nov 2015	April 2016	Nov 2016	April 2017
1	Total Students Appeared	78	75	100	93	123	123	145	155
2	Total Students Passed	67	71	98	89	123	110	133	134
3	Total Pass Percentage	86%	95%	98%	96%	100%	89%	92%	86%

#### Completion Rate for B.Sc. HS Course

Sr. No.	Academic Year	Total Students Admitted	Total Student Passed	Pass %
1	2015-16 to 2017-18	60	In process	
2	2014-15 to 2016-17	60	22	36%
3	2013-14 to 2015-16	50	17	34%
4	2012-13 to 2014-15	35	22	62.85%
5	2011-12 to 2013-14	53	25	47.16%

**B.Sc. HS Semester wise/Class wise Result Analysis**

Sr. No.	Year	Total No. of Students appeared	Total No. of Students Passed	Pass Percentage %
1	<b>November 2013</b>			
	First Year	51	51	100%
	Second Year	29	28	96%
	Third Year	35	34	97%
2	<b>April 2014</b>			
	First Year	45	45	100%
	Second Year	24	23	96%
	Third Year	34	25	73%
3	<b>November 2014</b>			
	First Year	60	60	100%
	Second Year	43	37	86%
	Third Year	28	24	86%
4	<b>April 2015</b>			
	First Year	58	47	81.03%
	Second Year	37	35	95%
	Third Year	32	22	68%
5	<b>November 2015</b>			
	First Year	59	59	100%
	Second Year	52	45	86%
	Third Year	35	35	100%
6	<b>April 2016</b>			
	First Year	49	43	88%
	Second Year	40	33	83%
	Third Year	34	17	50%
7	<b>November 2016</b>			
	First Year	Annual Pattern		
	Second Year	44	38	86.36%
	Third Year	40	35	88%
8	<b>April 2017</b>			
	First Year	60	58	97%
	Second Year	33	30	91%
	Third Year	39	23	59%

**Summary of Result Analysis for BSc HS**

Sr. No.	Particulars	Nov 2013	April 2014	Nov 2014	April 2015	Nov 2015	April 2016	Nov 2016	April 2017
1	Total Students Appeared	115	103	131	127	146	123	84	163
2	Total Students Passed	113	103	121	104	139	93	73	130
3	Total Pass Percentage	98%	100%	92%	82%	95%	76%	87%	80%

Note: Other institutes data is not available for further comparison.

**5.2.3 How does the institution facilitate student progression to higher level of education and / or towards employment?**

**Higher Education:** The Institute provides guidance on higher education and encourages students to take up post graduate courses of various national & international universities/ institutions through Guest lectures and presentations. It also guides students for application procedure of competitive exams.

**Employment:** The institute facilitates student's progression to higher level of education with the help of training and placement department who organizes various guests Lectures of placement agencies and educational agencies to facilitate the student's need of higher studies in foreign countries. For employment in India, institute facilitates placement as Management Trainee and Hotel Operation Trainee programmes of various five star hotels, Quick Service restaurants, etc. Association with HRAWI has provided an opportunity to interact with the hoteliers for student placement.

**List of various activities conducted under training and placement department to facilitate student's progression to higher level of education and employment:**

<b>Sr. No.</b>	<b>Date</b>	<b>Activity</b>	<b>Conducted by</b>
1	11.07.17	Thailand & Dubai Internship Seminar	Ms. Disha Gaikwad Pursue Asia
2	28.07.17	Training & Placement avenues @ France, USA, Dubai, Seychelles, Maldives, Singapore	Ms. Ayesha Rajwade New Eduvision, Pune
3	7.09.17	Campus Interviews by Holiday Inn	Purushottam Reddy- HR Manager Tanvi Sawant- Training Manager Vishal Kumar- F&B Manager Sameer- Front Office Manager
4	15.09.17	Info on job opportunities on cruise, containers & on J1 Visa	Mr. Omkar Vichare SR Marines, Belapur
5	23.09.17	Visit to Club Mahindra, Lonavala for property induction & pre-placement presentation	Prof. Vishwanath
6	25.09.17	Seminar on Foreign training & placement & higher studies	By Kareer Krafter, Mumbai
7	23 <sup>rd</sup> March 2017	Student Training Program for F&B Service	Mr. Upendra Kulkarni- Waari (Hospitality & Event Consultant)
8	2 <sup>nd</sup> Dec 2016 to 24 <sup>th</sup> Jan 2017	Additional Training for Students at Rann Utsav	Rann of Kutch, Gujrat
9	19 <sup>th</sup> July 2016	FY BSc HS Orientation Program	Mr. Somesh Kyal- MD- Cloud Nine Hills Hotels & Resorts

9	Dec 14 to Jan 15	Additional Training for students at Rann Utsav	At Gujrat, Kutch
10	01/08/14	Orientation Programme of BHMCT	Mr. Nasir Khan- Resident Manager- Fariyas Resort
11	Jul 2014	Orientation Programme of BSc HS	Mr. Nasir Khan- Resident Manager- Fariyas Resort
12	11 <sup>th</sup> Jul 2013	Guest Lecture on Foreign Education Placement, Pune	Foreign Education, Pune
13	26 <sup>th</sup> Sept 2013	Guest Lecture on Training & Placement	SIHMCT, Lonavala
14	26 <sup>th</sup> Feb 2014	Presentation on Overseas by Comprehensive Hospitality Solutions	SIHMCT, Lonavala
15	22 <sup>nd</sup> July 2015	FY BSc HS Orientation Program	Mr. Utkarsh Sharma- Director (Food & Beverage, Amby Valley)
10	23 <sup>rd</sup> August 2016	FY BHMCT Orientation Program	Mr. Melvyn Pryer- Veteran from France
11	10 <sup>th</sup> Sept 2015	Overseas Placement Presentation	Mr. Aliff- Overseas , Mumbai
12	Sept 2015	Overseas Placement Presentation	Mr. Vipul Mehta- Career Kafter, Mumbai
13	1 <sup>st</sup> Dec 2015 to 30 <sup>th</sup> Jan 2016	Additional Training for Students Rann Utsav	Gujarat
14	7 <sup>th</sup> August 2015	FY BHMCT Orientation Program	Mr. Bhagwan Balani- General Manager, Hilton resort & Spa

**5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?**

- Special attention is provided to weaker students.
- Additional books, notes, PPTs are provided on priority.
- Students are encouraged to participate in activities.
- Each subject teacher conducts additional classes for weak students.
- All subject teachers revise difficult chapters or topics during the tutorial classes.
- Special counseling is done by the Principal and class coordinators for the probable drop out students.
- Installment in fee and facilitation for bank loan or scholarship, additional opportunities to support the expenses is provided.

### 5.3 STUDENTS PARTICIPATION AND ACTIVITIES

#### 5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

Students participate in various co curricular and extracurricular activities. They participate in national level hospitality competitions, State level sports competitions.

The Institute also gives leverage in the attendance for those who represent institute at State and National Level for participation in extracurricular activities.

Sr. No.	Events	Organized By	Conducted On	Participants
<b><u>Academic Year 2017-18</u></b>				
1	Poster Making Competition- IEEEX	IEEEX, SIT by Student Branch	22 <sup>nd</sup> Sept 2017	01
<b><u>Academic Year 2016-17</u></b>				
1	Atithya- A National Level Hospitality Competition at AISSMS, Pune	AISSMS institute of Hotel Management, Pune	2 <sup>nd</sup> to 3 <sup>rd</sup> Jan 2017	05
2	State Level Competition on Flower Arrangement	M.A. Rangoonwala Institute of Hotel Management, Pune	Feb 2017	02
3	Monin Eau De Vie Mixology Compétition/Demo	MSIHMCT, Pune.	25th August 2016	02
4	Chef Connect Competition 2016 Prof. Rahul Shende	Sheila Raheja Institute of Hotel Management, Mumbai	22 <sup>nd</sup> Oct 2016	02
5	Sinhgad Karandak Sports (Inter Campus Competition) – Boys Cricket	STES, Lonavala Prof. Chandrakant Deshmukh Prof. Amol Wandre	7 <sup>th</sup> to 15 <sup>th</sup> Jan 2017	15
6	Sinhgad Karandak Sports (Inter Campus Competition) – Boys Football	STES, Lonavala	12 <sup>th</sup> to 15 <sup>th</sup> Jan 2017	11
7	Sinhgad Karandak Sports (Inter Campus Competition) – Boys Lawn Tennis	STES, Lonavala	7 <sup>th</sup> to 14 <sup>th</sup> Jan 2017	01
8	Sinhgad Karandak Sports (Inter Campus Competition) – Boys Swimming	STES, Lonavala	14 <sup>th</sup> Jan 2017	01

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9	Sinhgad Karandak Sports (Inter Campus Competition) – Boys Relay (400m)	STES, Lonavala	13 <sup>th</sup> Jan 2017	04
10	Sinhgad Karandak Sports (Inter Campus Competition) – Boys Running (100m)	STES, Lonavala	12 <sup>th</sup> Jan 2017	01
11	Sinhgad Karandak Sports (Inter Campus Competition) – Boys Volleyball	STES, Lonavala	11 <sup>th</sup> to 15 <sup>th</sup> Jan 2017	11
12	Sinhgad Karandak Sports (Inter Campus Competition) – Boys Table Tennis	STES, Lonavala	11 <sup>th</sup> to 14 <sup>th</sup> Jan 2017	01
13	Sinhgad Karandak Sports (Inter Campus Competition) – Boys Chess	STES, Lonavala	11 <sup>th</sup> to 14 <sup>th</sup> Jan 2017	01
14	Sinhgad Karandak Sports (Inter Campus Competition) – Girls Swimming	STES, Lonavala	15 <sup>th</sup> Jan 2017	01
15	Sinhgad Karandak Sports (Inter Campus Competition) – Girls Relay (400m)	STES, Lonavala	13 <sup>th</sup> Jan 2017	04
16	Sinhgad Karandak Sports (Inter Campus Competition) – Girls Running (100m)	STES, Lonavala	15 <sup>th</sup> Jan 2017	01
17	Sinhgad Karandak Sports (Inter Campus Competition) – Girls Lawn Tennis	STES, Lonavala	9 <sup>th</sup> to 14 <sup>th</sup> Jan 2017	01
18	Sinhgad Karandak Sports (Inter Campus Competition) – Girls Throw ball	STES, Lonavala	6 <sup>th</sup> to 9 <sup>th</sup> Jan 2017	07
<b><u>Academic Year 2015-16</u></b>				
1	Sinhgad Karandak Symphony (National Level Competition)	SIHMCT Prof. Abhijeet Jadhav)	28 <sup>th</sup> & 29 <sup>th</sup> Jan 2016	60

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2	Atithya- A National Level Competition at AISSMS, Pune	AISSMS institute of Hotel Management, Pune	3 <sup>rd</sup> to 5 <sup>th</sup> Feb 2016	05
3	Sinhgad Karandak Neon & Techtronic (Stalls)	STES, Vadgoan Pune	Jan 2016	25
4	Bartending Camp by FMBA	SIHMCT, Lonavala	Mar 2016	30
5	Khari Kamai by SIBACA – (MBA & MCA)	SIBACA, STES- Lonavala	Jan 2016	10
6	Sinhgad Karandak Inter Campus Sports Events- Football	STES, Lonavala	4 <sup>th</sup> Jan 2016	11
7	Sinhgad Karandak Inter Campus Sports Events- Volleyball	RMD-STIC Warje	4 <sup>th</sup> Jan 2016	07
8	Sinhgad Karandak Inter Campus Sports Events- Table Tennis- Boys	SIMCA- Narhe	6 <sup>th</sup> Jan 2016	01
9	Sinhgad Karandak Inter Campus Sports Events- Chess (Boys)	SCOAC- Narhe	6 <sup>th</sup> Jan 2016	01
10	Sinhgad Karandak Inter Campus Sports Events- Kabbadi (Boys)	STES, Lonavala	6 <sup>th</sup> Jan 2016	11
11	Sinhgad Karandak Inter Campus Sports Events- Running (100m) Boys	STES, Lonavala	6 <sup>th</sup> Jan 2016	01
12	Sinhgad Karandak Inter Campus Sports Events- Running (100m) Girls	STES, Lonavala	6 <sup>th</sup> Jan 2016	01
13	Sinhgad Karandak Inter Campus Sports Events- Table Tennis Girls	SIMCA- Narhe	7 <sup>th</sup> Jan 2016	01
14	Sinhgad Karandak Inter Campus Sports Events- Chess Girls	SCOAC- Narhe	7 <sup>th</sup> Jan 2016	01
15	Sinhgad Karandak	STES, Lonavala	7 <sup>th</sup> Jan 2016	04



	Inter Campus Sports Events- Relay (400m) Boys			
16	Sinhgad Karandak Inter Campus Sports Events- Relay (400m) Girls	STES, Lonavala	7 <sup>th</sup> Jan 2016	04
17	Sinhgad Karandak Inter Campus Sports Events- Relay (400m) Girls	STES, Lonavala	8 <sup>th</sup> Jan 2016	04
18	Sinhgad Karandak Inter Campus Sports Events- Relay (400m) Boys	STES, Lonavala	8 <sup>th</sup> Jan 2016	04
19	Sinhgad Karandak Inter Campus Sports Events- Swimming Boys	STES, Lonavala	8 <sup>th</sup> Jan 2016	01
20	Sinhgad Karandak Inter Campus Sports Events- Cricket	STES, Lonavala	20 <sup>th</sup> Jan 2016	15
<b><u>Academic Year 2014-15</u></b>				
1	Sinhgad Karandak Symphony (National Level Competition)	SIHMCT Prof. Abhijeet Jadhav) Prof. Shilpa, Prof. Hitesh, Prof. Shraddha, Prof. Poonam Jori	28 <sup>th</sup> & 29 <sup>th</sup> Jan 2015	<b>50</b>
2	Atithya- A National Level Competition at AISSMS, Pune	AISSMS institute of Hotel Management, Pune	3 <sup>rd</sup> to 5 <sup>th</sup> Feb 2015	<b>05</b>
3	Bartending camp	FMBA , Pune	Mar 2015	<b>30</b>
4	Khari Kamai – SIBACA, Lonavala.	SIBACA- MBA & MCA, Lonavala (STES)	Jan 2015	<b>10</b>
5	Sinhgad Karandak Inter Campus Sports Competitions Cricket	SIHMCT, STES- Lonavala Prof. Amol Wandre Prof. Abhijeet	22 <sup>nd</sup> Dec 2014	<b>15</b>

		Jadhav		
6	Sinhgad Karandak Inter Campus Sports Competitions Football	SIHMCT, STES-Lonavala	4 <sup>th</sup> Jan 2015	<b>11</b>
7	Sinhgad Karandak Inter Campus Sports Competitions Volleyball Boys	SIHMCT, STES-Lonavala	4 <sup>th</sup> Jan 2015	<b>07</b>
8	Sinhgad Karandak Inter Campus Sports Competitions Swimming (Boys & Girls)	SIHMCT, STES-Lonavala	6 <sup>th</sup> Jan 2015	<b>01</b>
9	Sinhgad Karandak Inter Campus Sports Competitions Throw Ball	SIHMCT, STES-Lonavala	9 <sup>th</sup> Jan 2015	<b>07</b>
10	Sinhgad Karandak Inter Campus Sports Competitions Running (100m) Boys & Girls	SIHMCT, STES-Lonavala	6 <sup>th</sup> Jan 2015	<b>01</b>
11	Sinhgad Karandak Inter Campus Sports Competitions Relay (400m) Boys & Girls	SIHMCT, STES-Lonavala	7 <sup>th</sup> Jan 2015	<b>04</b>
12	Sinhgad Karandak Inter Campus Sports Competitions Chess (Boys)	SIHMCT, STES-Lonavala	5 <sup>th</sup> Jan 2015	<b>01</b>
13	Sinhgad Karandak Inter Campus Sports Competitions Chess Girls	SIHMCT, STES-Lonavala	7 <sup>th</sup> Jan 2015	<b>01</b>

**Academic Year 2013-14**

1	Atithya- A National Level Competition at AISSMS, Pune	AISSMS institute of Hotel Management, Pune	5 <sup>th</sup> Feb to 7 <sup>th</sup> Feb 2014	06
2	Inter Collegiate Poster Making Competition under World Tourism Day	AISSMS institute of Hotel Management, Pune	26 <sup>th</sup> Sept 2013	02

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3	Advitiya-Inter Collegiate Competition	Kohinoor IMI, Khandala	10 <sup>th</sup> Jan 2014	05
	Sinhgad Karandak Spectrum “Top Chef Competition”	SIBACA- MBA & MCA, STES, Lonavala	4 <sup>th</sup> Feb 2014	03
4	Sinhgad Karandak (Cricket)	Lonavala Cricket Ground	6 <sup>th</sup> Jan 2014	15
5	Sinhgad Karandak Football	Lonavala Football Prof. Abhijeet Jadhav	13 <sup>th</sup> Jan 2014	11
6	Sinhgad Karandak Volleyball	Medical Volleyball Court Narhe	14 <sup>th</sup> Jan 2014	11
7	Sinhgad Karandak Throwball (Girls)	Springdale School, Vadgaon	14 <sup>th</sup> Jan 2014	07
8	Sinhgad Karandak Chess Comp (Boys)	Warje Campus	15 <sup>th</sup> Jan 2014	1
9	Sinhgad Karandak Chess Comp (Girls)	Warje Campus	17 <sup>th</sup> Jan 2014	01
10	Sinhgad Karandak Basket Ball (Boys)	Basketball Court Top, Narhe	14 <sup>th</sup> Jan 2014	07
11	Sinhgad Karandak Symphony.... The rhythm of hospitality (National Level Competition)	SIHMCT, Lonavala (Prof. Abhijeet Jadhav) Prof. Partho Nath, Prof. Poonam Jori, Prof. V. Revankar	24 <sup>th</sup> & 25 <sup>th</sup> Jan 2014	55
12	Bartending- FMBA, Pune	SIHMCT, Lonavala Prof. R. Gade	Mar 2014	30
13	Khari Kamai – SIBACA, Lonavala.	SIBACA, Lonavala	Jan 2014	10

**The program Calendar for Academic Year July 2017 to June 2018**

<b>Sr. No.</b>	<b>Events</b>	<b>Conducted By</b>	<b>Date of Events</b>
1	Bakery Workshop	Prof. Rahul Shende	
2	World Environmental Day	Prof. Abhijeet J.	5.6.2017
3	International Yoga Day	Prof. Sameer K.	21.6.2017
4	Induction FY BSc HS	Prof. Nath Prof. Hitesh	5.7.2017
5	IQAC Workshop	Prof. Abhijeet J	8.7.2017
6	Thailand & Dubai Internship Seminar	Ms. Disha Gaikwad Pursue Asia,	11.07.17
7	Sugar Free Dessert Competition	Prof. Ranjana D.	12.7.2017
8	Broucher Making	Prof. Shilpa B.	20.7.2017
9	SDO Workshop	Prof. Raghvendra G.	21.7.2017
10	NAAC Workshop	Prof. Ranjana D.	26.7.2017
11	Training & Placement avenues @ France, USA, Dubai, Seychelles, Maldives, Singapore	Ms. Ayesha Rajwade New Eduvision, Pune	28.07.17
12	Mixology Competition	Prof. Sameer K	4.08.2017
13	Collage Making	Prof. Poonam J	8.8.2017
14	Laundry Visit	Prof. Poonam Jori	8.8.2017
15	Oath Taking Ceremony	Prof. Sameer K	9.8.2017
16	FYBHMCT Induction	Prof. Amol W. Prof. Rahul S	10.8.2017
17	Theme Lunch	Prof. Sachin D Prof. Raghvendra G.	11.8.2017
18	Celebrations of 25 glorious years of STES on Foundation Day	Hon'ble Prof. M.N. Navale Mr. Kedar Jadhav- Indian Cricketer & Mr. Pravin Amre-Coach	12.08.17
19	Visit to Balgram	Prof. Abhijeet J Prof. Nigam	18.8.2017
20	Freshers Day	Prof. Hitesh M Prof. S. Nigam	22.08.2017
21	Visit to Nitco & Radison Spa Visit Tile Factory Visit	Prof. Shilpa B	28.8.2017

22	Campus Interviews by Holiday Inn	Purushottam Reddy- HR Manager Tanvi Sawant- Training Manager Vishal Kumar- F&B Manager Sameer- Front Office Manager	7.09.17
23	Larder Workshop by Chef Anand Joshi	Prof. Sachin Desai	12.09.17
24	NSS Activity- Don't Drink & Drive Campaign	Dr. Sameer Koranne/Prof. Godse	14.09.17
25	Parle Factory Visit	Prof. Godse	14.09.17
26	Info on job opportunities on cruise, containers & on J1 Visa	Mr. Omkar Vichare SR Marines, Belapur	15.09.17
27	Nursery Visit	Prof. Poonam Jori	16.09.2017
28	Workshop on Bartending	Dr. Sameer Koranne	11.09.17- 20.09.17
29	Workshop on Recycling of Newspaper	Prof. Poonam Jori Prof. Prerana Bhautik	22.09.2017
30	Poster Making Competition in Sinhgad Institute of Technology, Lonavala	Participant- Pranav Deorukhkar- SY BHMCT	22.09.17
31	Visit to Club Mahindra, Lonavala for property induction & pre-placement presentation	Prof. Vishwanath	23.09.17
32	NSS Day- Awareness of benefits of washing hands & Preventive measures campaign in Aundhe Village	Prof. Godse	24.09.17
33	Seminar on Foreign training & placement & higher studies	By Kareer Krafter, Mumbai	25.09.17
34	World Tourism Day Guest Lecture on Sustainable Tourism by Mr. Pinakin Karve- Director Trek Di, Pune	Prof. Poonam Jori	27.09.2017
35	SIHMCT participated in NSS- SwachhtaHi Seva in Lonavala, arranged by Municipal Corporation	Prof. Godse	27.09.17
36	Flower arrangement demo under accommodation club "Magic Wand"	Prof. Poonam Jori	
37	Icing Competition	Prof. Rahul Shende	14.10.17

**The program Calendar for Academic Year July 2016 to June 2017**

<b>Sr. No.</b>	<b>Events</b>	<b>Conducted By</b>	<b>Date of Events</b>
1	Guest Lecture on Stress Free Teaching	Ms. Manisha Shah- AoL	29 <sup>th</sup> September 2016
2	Guest Lecture on Health Care & Nutrition for Women on the Occasion of Women's Day	RHTC & Narhe Hospital, Pune	8 <sup>th</sup> March 2017
3	Student Training Program for F&B Service	Mr. Upendra Kulkarni- Waari (Hospitality & Event Consultant)	23 <sup>rd</sup> March 2017
4	Guest Lecture on Safety Measures / Tricks for Women/ Girls by Mrs Trupti Mali (Black Belt)	SIHMCT, Lonavala	20 <sup>th</sup> Jan 2017
5	Attended State Level Seminar on Effects of Demonetization on Hospitality & tourism Industry	Tilak Maharashtra Vidyapeeth, Pune Sepakers- Mr. Prasad Bhalerao, Ms. Radhika Dixit, Mr. Sameer Diwanji	28 <sup>th</sup> Feb 2017
6	Mixology Demo	Mr. Monin- FMBA Professional Bartenders Mr. Omkar Watave, MD of FMBA	25 <sup>th</sup> August 2016
7	Workshop on Flower arrangement	Mr. Sanjay More- Florist	13 <sup>th</sup> Oct 2016
8	Attended Workshop cum Training Program on Awareness on Sexual Harassment Act at St. Mira's Institute for Girls	SPPU & Maharashtra State Commission for Women	2 <sup>nd</sup> Feb 2017
9	Monin Eau De Vie Intercollegiate Mocktail Mixology Competition	Professional Bartenders, FMBA AT MSIHMCT, Pune	7 <sup>th</sup> Sept 2016
10	World Tourism Day – Collage Making Competition	SIHMCT	30 <sup>th</sup> September 2016
11	Chef Connect Competition 2016	Sheila Raheja Institute of Hotel Management, Mumbai	22 <sup>nd</sup> Oct 2016
12	Atithya- National Level Hospitality Competition	AISSMS IHMCT, Lonavala	1 <sup>st</sup> to 3 <sup>rd</sup> Feb 2017
13	Sinhgad Karandak Symphony Season	SIHMCT	15 <sup>th</sup> to 16 <sup>th</sup> Feb

	– A National Level Hospitality Competition		2017
14	Industrial Visit to Laundry	SIHMCT At Sheela Commercial Laundry, Lonavala	21 <sup>st</sup> Sept 2016
15	Industrial Visit to Fariyas Hotel, Khandala (FY BSc HS Students)	SIHMCT	30 <sup>th</sup> September 2016
16	Industrial Visit to Fariyas Hotel, Khandala (FY BHMCT students)	SIHMCT	30 <sup>th</sup> Jan 2017
17	Theme Lunch- Maharashtrian	Prof. Ranjana Diwate	30 <sup>th</sup> August 2016
18	Mughlai Theme Lunch	Prof. Ranjana	27 <sup>th</sup> Sept 2016
19	Mexican Theme Lunch	Prof. Sachin Desai	29 <sup>th</sup> Sept 2016
20	Nawabi Zaika Theme Lunch	Prof. S. Nigam	6 <sup>th</sup> Oct 2016
21	Indonesian Theme Lunch	SIHMCT , Lonavala	23 <sup>rd</sup> Mar 2017
22	Brunch	SIHMCT , Lonavala	22 <sup>nd</sup> Mar
23	Fresher’s Day for Fresher’s	SIHMCT	27 <sup>th</sup> August 2016
24	Teacher’s Day Celebration	SIHMCT	27 <sup>th</sup> Sept 2016
25	Additional Training for Students at Rann Utsav	Rann of Kutch, Gujrat	2 <sup>nd</sup> Dec 2016 to 24 <sup>th</sup> Jan 2017
26	Blood Donation Camp	SIHMCT with SKN Medical Institute	24 <sup>th</sup> Oct 2016
27	Mixology Flair Camp Season 2	Celebrations Club- Andheri, Mumbai	13 <sup>th</sup> Dec 2016
28	Social Service at Zila Parishad School, Kombiavli	SIHMCT	13 <sup>th</sup> Jan 2017
29	Swach Bharat Abhiyaan at Koraigarh	SIHMCT Students & Faculties	25 <sup>th</sup> Jan 2017
30	Road Safety Drive – Don’t drink and drive session	SIHMCT Students & Faculties	Jan 2017
31	Tree Plantation	SIHMCT Prof. Vijay Mankar	26 <sup>th</sup> Jan 2017
32	Study Tour to Jim Corbett, Nainital, New Delhi	SIHMCT	3 <sup>rd</sup> to 10 <sup>th</sup> Feb 2017
33	Alumni Meet- “Nostalgia”	SIHMCT	24 <sup>th</sup> March 2017
34	Additional Training Rann Utsav	Gujrat, Kutch	2 <sup>nd</sup> Dec 2016- 24 <sup>th</sup> Jan 2017
35	World Bread Day	SIHMCT, Lonavala	Oct 2017
36	FY BSc HS Orientation Program	Mr. Somesh Kyal- MD- Cloud Nine Hills Hotels & Resorts	19 <sup>th</sup> July 2016
37	FY BHMCT Orientation Program	Mr. Melvyn Pryer- Veteran from France	23 <sup>rd</sup> August 2016

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38	Library Orientation	Librarian- SIHMCT	29 <sup>th</sup> Nov 2016
39	ODC-	Aamby Valley, Lonavala	22 <sup>nd</sup> to 23 <sup>rd</sup> July 2016
40	ODC-	Aamby Valley, Lonavala	7 <sup>th</sup> to 8 <sup>th</sup> Sept 2016
41	ODC-	Aamby Valley, Lonavala	15 <sup>th</sup> to 20 <sup>th</sup> Sept 2016
42	ODC-	Della Resorts, Lonavala	15 <sup>th</sup> to 16 <sup>th</sup> Nov 2016
43	ODC	Hotel Kailash Parvat, Lonavala	24 <sup>th</sup> to 25 <sup>th</sup> Dec 2016
44	ODC-	Della Resorts, Lonavala	8 <sup>th</sup> Dec 2016
45	ODC-	Lodha Resorts	31 <sup>st</sup> Dec 2016
46	ODC-	Aamby Valley, Lonavala	30 <sup>th</sup> Dec 2016 to 1 <sup>st</sup> Jan 2017
47	ODC- 20 students	Novotel Imagica, Khopoli	22 <sup>nd</sup> to 25 <sup>th</sup> Mar 2017
48	ODC-15 students	Aamby Valley, Lonavala	1 <sup>st</sup> Jan 2017
49	ODC- 5 students	Picaddle, Lonavala	25 <sup>th</sup> Feb 2017

**The program Calendar for Academic Year July 2015 to June 2016**

<b>Sr. No.</b>	<b>Events</b>	<b>Conducted By</b>	<b>Date of Events</b>
1	Guest Lecture on Stress Management by Manashakti Center, Lonavala	Dr. Sanjeev Kumar Patil	21 <sup>st</sup> August 2015
2	Guest Lecture on Personal Hygiene & Food Safety	Chef Divyesh Dnyaneshwar	1 <sup>st</sup> August 2015
3	Overseas Placement Presentation	Mr. Aliff- Overseas , Mumbai	10 <sup>th</sup> Sept 2015
4	Overseas Placement Presentation	Mr. Vipul Mehta- Career Kafter, Mumbai	Sept 2015
5	State Level Seminar on Research Methodology & Quantitative Techniques under QIP in association	SIHMCT, Lonavala Speakers- Dr. Bang, Dr. Kasande, Dr. Vechalekar,	25 <sup>th</sup> Feb to 26 <sup>th</sup> Feb 2016



	with SPPU	Dr. Markale, Dr. Marathe, Dr. Anil Jadhav, Mr. Jagar Thakur	
6	Seminar on Raising Awareness about Vegan Food & Lifestyle	Mrs. Dashana Muzumdar- Active Member of FIAPO (Federation of Indian Animal Protection Organisations)	11 <sup>th</sup> Sept 2015
7	Flower Arrangement Workshop	SIHMCT	24 <sup>th</sup> Sept 2015
8	Workshop on Mixology & Bartending	Mr. Omkar Watave – Flair Mania, Pune	16 <sup>th</sup> Oct 2015
9	Demo on Indian specialty sweets	Chef. Ram Bahadur Gupta , Sanjay Sweets Lonavala	16 <sup>th</sup> March 2016
10	Demo cum workshop on plate Presentation	Prof. Naik	18 <sup>th</sup> March 2016
11	Participation at AISSMS Atithya (National Level Competition)	AISSMS, Pune	3 <sup>rd</sup> Feb to 5 <sup>th</sup> Feb 2016
12	SIHMCT Quiz Competition	SIHMCT	5 <sup>th</sup> March 2016
13	Modak Making Competition	SIHMCT	23 <sup>rd</sup> Sept 2015
14	Industrial Canteen Visit	Prof. Rahul Shende	
15	Industrial Visit to Fariyas Resort, Khandala	SIHMCT	12 <sup>th</sup> March 2016
16	Food Festival at Sinhgad Karandak Neon & Techtronic Food Stalls	SIHMCT in association with Student Council at STES Vadgaon	10 <sup>th</sup> Jan to 15 <sup>th</sup> Jan 2016
17	Food Carnival	SIHMCT Team	28 <sup>th</sup> Jan to 29 <sup>th</sup> Jan 2016
18	Navratri Food Fiesta-Theme Dinner	SIHMCT	18 <sup>th</sup> Oct 2015
19	Fresher's Day	SIHMCT	August 2015
20	World Bread Day	SIHMCT	8 <sup>th</sup> , 9 <sup>th</sup> , 10 <sup>th</sup> Oct 2015
21	Teacher's Day Celebration	SIHMCT	5 <sup>th</sup> Sept 2015
22	Farewell Day	SIHMCT	22 <sup>nd</sup> March 2016
23	Sinhgad Karandak Symphony <b>Season 3</b> National Level Event	Prof. Abhijeet Jadhav	28 <sup>th</sup> Jan to 29 <sup>th</sup> Jan 2016
24	Alumni Meet- Nostalgia 2016	SIHMCT	19 <sup>th</sup> March 2016

25	Monthly Social Theme “Health & Nutrition” Recipe Competition, Blood Donation Camp, Guest Lecture	Dr. M. Gaikwad	9 <sup>th</sup> Sept 2015
26	Voluntary Blood Donation	SKN Hospital, Narhe	9 <sup>th</sup> Sept 2015
27	Additional Training for Students Rann Utsav	Gujarat	1 <sup>st</sup> Dec 2015 to 30 <sup>th</sup> Jan 2016
28	Swach Bharat Abhiyaan	Lion’s Point , Lonavala	20 <sup>th</sup> Jan 2016
29	FY BSc HS Orientation Program	Mr. Utkarsh Sharma- Director (Food & Beverage, Amby Valley)	22 <sup>nd</sup> July 2015
30	FY BHMCT Orientation Program	Mr. Bhagwan Balani- General Manager, Hilton resort & Spa	7 <sup>th</sup> August 2015
31	ODC-10 students	Aamby Valley, Lonavala	27 <sup>th</sup> to 30 <sup>th</sup> Jan 2016
32	ODC	Aamby Valley, Lonavala	13 <sup>th</sup> to 17 <sup>th</sup> Feb 2016
33	ODC	Aamby Valley, Lonavala	19 <sup>th</sup> to 22 <sup>nd</sup> Feb 2016
34	ODC	Aamby Valley, Lonavala	27 <sup>th</sup> to 29 <sup>th</sup> Feb 2016
35	ODC	Aamby Valley, Lonavala	3 <sup>rd</sup> to 5 <sup>th</sup> Mar 2016
36	ODC	Aamby Valley, Lonavala	18 <sup>th</sup> Mar 2016
37	ODC	Aamby Valley, Lonavala	15 <sup>th</sup> to 16 <sup>th</sup> Apl 2016
38	ODC	Aamby Valley, Lonavala	18 <sup>th</sup> Apl 2016
39	ODC- 15 & 46 students	Aamby Valley, Lonavala	30 <sup>th</sup> & 31 <sup>st</sup> Dec 2016
40	ODC- 10 students	Orchid, Mumbai	31 <sup>st</sup> Dec 2016
41	ODC- 20 students	Della Adventure Resorts, Lonavala	16 <sup>th</sup> Nov 2016
42	ODC- 25 students	Aamby Valley, Lonavala	22 <sup>nd</sup> & 23 <sup>rd</sup> Jul 2016
43	ODC-30 students	MCA- Maharashtra Cricket Association, stadium Pune Marriott’s, Chakan	18 <sup>th</sup> & 19 <sup>th</sup> Mar 2016

**The program Calendar for Academic Year July 2014 to June 2015**

<b>Sr. No.</b>	<b>Events</b>	<b>Conducted By/Speaker</b>	<b>Date of Events</b>
1	Guest Lecture on Overseas Placement (Job)	Mr. Ali, Global Link Services, Mumbai	9/2/2015
2	Seminar on Luxury Hospitality in Mumbai		08/09/14
3	QIP-State Level Seminar on F&B under Pune University	Mr. Vishrut Gupta, Mr. Carmo Baretto , Mr. Rohit Pandey, Mr. Jagar Thakur, Mr. Samadhan, Mr. Sujit Singh, Mr. Purohit, Ms. Sujata Patil	17,18/10/2014
4	Workshop on Adulteration		22/8/2014
5	Workshop on Personal Grooming by VLCC organized	M.A.Rangoonwala, IHMCT, Pune	13/09/14
6	Modak Making Competition	Prof. Joshi, HOD, SIT, Lonavala	6/9/2014
7	World Tourism Day (Adventure Sports Tourism competition)	Mr. Prem Pathak, GM, Panoramic Group of Hotels, Lonavala	25/09/14
8	Sports Day (Internal) – Chess & Carom		26/09/14
9	Invitation Making Competition	SIHMCT, Lonavala	7/8/2014
10	Flower arrangement Competition	SIHMCT, Lonavala	28/8/2014
11	Visit to Sula Vineyards	SIHMCT, Lonavala	20/9/2014
12	Nursery Visit	SIHMCT, Lonavala	30/09/14
13	Orientation Visit “Fariyas”	SIHMCT, Lonavala	3/3/2015
14	Study tour to Katraj Milk Factory	SIHMCT, Lonavala	
15	Visit to Blind Home (Social)	SIHMCT	27 <sup>th</sup> Sept 2014
16			
17	Food Festival “ZAIKA”... the culinary journey of India	Chief Guest-Mr. Sanzgiri	30/01/2015
18	Kids Carnival- Theme 1Dinner		27/09/14
19	Theme Dinner-DJ Nights		28/09/14

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20	Theme Lunch-Taste of India		18/09/14
21	Half Day excursion to MTDC- Water Park		17/7/2014
22	Fresher's Day		23/8/2014
23	Teacher's Day		05/09/14
24	World Bread Day		9,10,11/10/14
25	Sinhgad Karandak Annual Gathering "JOSH"		2/01/2015
26	New Year Celebration for campus hosted by SIHMCT		2/01/2015
27	Farewell to Final Years		19/03/2015
28	Cultural Week		Feb 2015
29	Additional Training for students at Rann Utsav	At Gujrat, Kutch	Dec 14 to Jan 15
30	Orientation Programme of BHMCT	Mr. Nasir Khan- Resident Manager- Fariyas Resort	01/08/14
31	Orientation Programme of BSc HS		Jul 2014
32			
33	Study Tour to Chandigrah-Shimla-Manali	Punekar Travels	5 <sup>th</sup> to 13 <sup>th</sup> Oct 2014
34	Sinhgad Karandak Symphony....the rhythm of hospitality	Prof. Shraddha S Prof. Nath Prof. Abhijeet jadhav	29,30/1/2015
35	ODC- 10 students Hero India Super Football League	J.W. Marriott, Chakan	25 <sup>th</sup> Oct to 30 <sup>th</sup> Oct 2014
36	ODC- 10 students Hero India Super Football League	J.W. Marriott, Chakan	2 <sup>nd</sup> Nov to 11 Nov 2014
37	ODC- 20 students Hero India Super Football League	J.W. Marriott, Chakan	2 <sup>nd</sup> Dec to 6 <sup>th</sup> Dec 2014

**Activity Calendar for the Academic Year July 2013 to June 2014**

<b>Sr. No.</b>	<b>Events</b>	<b>Conducted By/Speaker</b>	<b>Date of Events</b>
1	Guest Lecture on Foreign Education Placement, Pune	Foreign Education, Pune	11 <sup>th</sup> Jul 2013
2	Guest Lecture on Scope of Food & Beverage Services	SIHMCT, Lonavala	1 <sup>st</sup> Aug 2013
3	Guest Lecture on Training & Placement	SIHMCT, Lonavala	26 <sup>th</sup> Sept 2013
4	Presentation on Overseas by Comprehensive Hospitality Solutions	SIHMCT, Lonavala	26 <sup>th</sup> Feb 2014
5	Seminar on Luxury Hospitality in Mumbai		08/09/14
6	QIP-State Level Seminar on F&B under Pune University	Mr. Vishrut Gupta, Mr. Carmo Baretto , Mr. Rohit Pandey, Mr. Jagar Thakur, Mr. Samadhan, Mr. Sujit Singh, Mr. Purohit, Ms. Sujata Patil	17,18/10/2014
7	Demonstration cum Guest Lecture on Food Production by Chef Abdesh	Chef Abdesh	18 <sup>th</sup> Jul 2013
8	Workshop on Adulteration		22/8/2014
9	Workshop on Personal Grooming by VLCC	M.A. Rangoonwala Institute of Hotel Management , Pune	13/09/14
10	Modak Making Competition	Prof. Joshi, HOD, SIT, Lonavala	11 <sup>th</sup> Sept 2013
11	Brochure Making Competition	SIHMCT	7 <sup>th</sup> Sept 2013
12	Intercollegiate Poster Making Competition	AISSMS, IHMCT, Pune	26 <sup>th</sup> Sept 2013
13	Sinhgad Bartending Competition	SIHMCT	3 <sup>th</sup> Oct 2013
14	Advitiya – Intercollegiate Competition	KIMI, Khandala	10 <sup>th</sup> Jan 2014
15	Atithya- National Level Hospitality Competition	AISSMS, IHMCT, Pune	5 <sup>th</sup> to 7 <sup>th</sup> Feb 2014
16	Icing the Cake Competition	SIHMCT	13 <sup>th</sup> Mar 2014
17	Sinhgad Karandak Sports Activity- Swimming	SIHMCT, Lonavala	Jan to Feb 2014
18	Sinhgad Karandak Symphony... the rhythm of	SIHMCT, Lonavala	23 <sup>rd</sup> & 24 <sup>th</sup> Feb 2014

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	hospitality National Level Competition		
19	Visit to Bal Ashram (Charity Dinner) at NGO SAMPARC	SIHMCT, Lonavala	24 <sup>th</sup> Sept 2013
20	Industrial Visit to Mohan Rocky Brewery & Parle- G Factory & Zenith Waterfall, Khopoli	SIHMCT, Lonavala	31 <sup>st</sup> Aug 2013
21	Laundry Visit to Westin, Pune	SIHMCT, Lonavala	10 <sup>th</sup> Oct 2013
22	Visit to Sula Vineyards	SIHMCT	20/9/2014
23	Nursery Visit	SIHMCT	30/09/14
24	Study tour to Katraj Milk Factory	SIHMCT	
25	Theme Dinner on Fusion Fiesta	SIHMCT, Lonavala	17 <sup>th</sup> Jul 2013
26	Theme Dinner- Sinhgad Rasoi	SIHMCT	1 <sup>st</sup> Sept 2013
27	Theme Lunch- Naivedhyam	SIHMCT	12 <sup>th</sup> Sept 2013
28	Theme Dinner – Couples Treat	SIHMCT	22 <sup>nd</sup> Feb 2014
29	Half Day Excursion to Pawana Dam	SIHMCT, Lonavala	13 <sup>th</sup> July 2013
30	Fresher's Day	SIHMCT	23/8/2014
31	Teacher's Day	SIHMCT	05/09/14
32	World Bread Day	SIHMCT	17 <sup>th</sup> & 18 <sup>th</sup> Oct 2013
33	World Tourism Day	Dr. Boragve	26 <sup>th</sup> Sept 2013
34	New Year Celebration	SIHMCT	13 <sup>th</sup> Jan 2013
35	Blood Donation Camp	SIHMCT, Lonavala	16 <sup>th</sup> Feb 2014
36	Hospitality Provided by SIHMCT Students for Alumni meet of MBA & MCA – SIBACA	SIBACA, Lonavala	Mar 2014
37	Hospitality Provided by SIHMCT Students for Women's Day	STES, Lonavala	8 <sup>th</sup> Mar 2014
38	Hospitality Provided by SIHMCT Students during Conference for Bank of Manaharashtra	Bank of Maharashtra	Mar 2014
39	Study Tour Jaipur, Agra	Punekar Travels	8 <sup>th</sup> to 14 <sup>th</sup> Oct 2013
40	Blood Donation	SIHMCT	16 <sup>th</sup> Feb 2014

41	Study Tour to Mahabaleshwar- Mapro	SIHMCT, Lonavala	18 <sup>th</sup> Feb 2014
42	Orientation Programme of BHMCT	Ms. Salma Khatun – Training Manager Fariyas Resort	22 <sup>nd</sup> & 23 <sup>rd</sup> Jul 2013
43	Orientation Programme of BSc HS		Jul 13
44	ODC- 25 students	Della Adventure Resort, Lonavala	22 <sup>nd</sup> & 23 <sup>rd</sup> Feb 2014
45	ODC- 10 students	Westin Pune	18 <sup>th</sup> Nov to 25 <sup>th</sup> Nov 2013
46	ODC- 11 students	J.W. Marriott, Pune	29 <sup>th</sup> Nov to 1 <sup>st</sup> Nov 2013
47	ODC- 10 students	Westin Pune	24 <sup>th</sup> Nov 2013
48	ODC- 10 students	Fariyas,, Resort, Lonavala	5 <sup>th</sup> Oct 2013

**5.3.2 Furnish the details of major student achievements in co curricular, extracurricular and cultural activities at different levels: University/ State/ Zonal/ national/ International, etc. for the previous years.**

No	Events	Organized By	Date	No.	Status	Achievement
<b>Academic Year 2013-14</b>						
1	Atithya- A National Level Competition at AISSMS, Pune	AISSMS institute of Hotel Management, Pune	5 <sup>th</sup> Feb to 7 <sup>th</sup> Feb 2014	06	National Level	Runner up
2	Inter Collegiate Poster Making Competition under World Tourism Day	AISSMS institute of Hotel Management, Pune	26 <sup>th</sup> Sept 2013	02	National Level	Participation
3	Advitiya-Inter Collegiate Competition	Kohinoor IMI, Khandala Prof.Shilpa Branger	10 <sup>th</sup> Jan 2014	04	State Level	Participation
4	Sinhgad Karandak (Cricket)	SIHMCT, Lonavala Cricket Ground Prof. Abhijeet Jadhav	6 <sup>th</sup> Jan 2014	15	College/Campus Level	Participation

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5	Sinhgad Karandak Football	Lonavala Football	13 <sup>th</sup> Jan 2014	11	College/Campus Level	Participation
6	Sinhgad Karandak Volleyball	Medical Volleyball Court Narhe	14 <sup>th</sup> Jan 2014	07	College/Campus Level	Participation
7	Sinhgad Karandak Throwball (Girls)	Springdale School, Vadgaon	14 <sup>th</sup> Jan 2014	07	College/Campus Level	Participation
8	Sinhgad Karandak Chess Comp (Boys)	Warje Campus	15 <sup>th</sup> Jan 2014	01	College/Campus Level	Participation
9	Sinhgad Karandak Chess Comp (Girls)	Warje Campus	17 <sup>th</sup> Jan 2014	01	College/Campus Level	Participation
10	Sinhgad Karandak Basket Ball (Boys)	Basketball Court Top, Narhe	14 <sup>th</sup> Jan 2014	07	College/Campus Level	Participation
11	Sinhgad Karandak Symphony.... The rhythm of hospitality (National Level Competition)	SIHMCT, Lonavala (Prof. Abhijeet Jadhav) Prof. Partho Nath, Prof. Poonam Jori, Prof. V. Revankar	24 <sup>th</sup> & 25 <sup>th</sup> Jan 2014	55	National Level	Participation
<b>Academic Year 2014-15</b>						
1	Sinhgad Karandak Symphony (National Level Competition)	SIHMCT Prof. Abhijeet Jadhav) Prof. Shilpa, Prof. Hitesh, Prof. Shraddha, Prof. Poonam Jori	28 <sup>th</sup> & 29 <sup>th</sup> Jan 2015	60	National Level	
2	Atithya- A National Level Competition at AISSMS, Pune	AISSMS institute of Hotel Management, Pune	3 <sup>rd</sup> to 5 <sup>th</sup> Feb 2015	05	National Level	Vikas Mate - Runner up
7	Sinhgad	Prof. Amol	4 <sup>th</sup> Jan	11	College	Participation



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	Karandak Inter Campus Sports Competitions Football	Wandre Prof. Abhijeet Jadhav	2015		/Campus Level	
8	Sinhgad Karandak Inter Campus Sports Competitions Volleyball Boys	SIHMCT, STES-Lonavala	4 <sup>th</sup> Jan 2015	09	College /Campus Level	Participation
9	Sinhgad Karandak Inter Campus Sports Competitions Swimming (Boys & Girls)	SIHMCT, STES-Lonavala	6 <sup>th</sup> Jan 2015	01	College /Campus Level	Participation
10	Sinhgad Karandak Inter Campus Sports Competitions Throw Ball	SIHMCT, STES-Lonavala	9 <sup>th</sup> Jan 2015	07	College /Campus Level	Participation
11	Sinhgad Karandak Inter Campus Sports Competitions Running (100m) Boys & Girls	SIHMCT, STES-Lonavala	6 <sup>th</sup> Jan 2015	01	College /Campus Level	Participation
12	Sinhgad Karandak Inter Campus Sports Competitions Relay (400m) Boys & Girls	SIHMCT, STES-Lonavala	7 <sup>th</sup> Jan 2015	04	College /Campus Level	Participation

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13	Sinhgad Karandak Inter Campus Sports Competitions Chess (Boys)	SIHMCT, STES-Lonavala	5 <sup>th</sup> Jan 2015	01	College /Campus Level	Participation
14	Sinhgad Karandak Inter Campus Sports Competitions Chess Girls	SIHMCT, STES-Lonavala	7 <sup>th</sup> Jan 2015	01	College /Campus Level	Participation
6	Sinhgad Karandak Inter Campus Sports Competitions Cricket	SIHMCT, STES-Lonavala	22 <sup>nd</sup> Dec 2014	15	College /Campus Level	Participation
<b>Academic Year 2015-16</b>						
1	Sinhgad Karandak Symphony (National Level Competition)	SIHMCT Prof. Abhijeet Jadhav) Prof. Shilpa, Prof. Hitesh,		55	National Level	
2	Atithya- A National Level Competition at AISSMS, Pune	AISSMS institute of Hotel Management, Pune		05	National Level	Participation
3	Advitiya – A State Level Hospitality Competition	KIMI- HM Institute , Khandala		05	State Level	Winner- Akshay Rane Hardik Mahadik
6	Sinhgad Karandak Inter Campus Sports Events- Football	STES, Lonavala Prof. Amol Wandre	4 <sup>th</sup> Jan 2016	11	College /Campus Level	Participation
7	Sinhgad Karandak Inter Campus Sports	RMD-STIC Warje	4 <sup>th</sup> Jan 2016	07	College /Campus Level	Participation

**SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY, LONAVALA.**

	Events- Volleyball					
8	Sinhgad Karandak Inter Campus Sports Events- Table Tennis- Boys	SIMCA- Narhe	6 <sup>th</sup> Jan 2016	01	College /Campus Level	Participation
9	Sinhgad Karandak Inter Campus Sports Events- Chess (Boys)	SCOAC- Narhe	6 <sup>th</sup> Jan 2016	01	College /Campus Level	Participation
10	Sinhgad Karandak Inter Campus Sports Events- Kabbadi (Boys)	STES, Lonavala	6 <sup>th</sup> Jan 2016	09	College /Campus Level	Participation
11	Sinhgad Karandak Inter Campus Sports Events- Running (100m) Boys	STES, Lonavala	6 <sup>th</sup> Jan 2016	01	College /Campus Level	Participation
12	Sinhgad Karandak Inter Campus Sports Events- Running (100m) Girls	STES, Lonavala	6 <sup>th</sup> Jan 2016	01	College /Campus Level	Participation
13	Sinhgad Karandak Inter Campus Sports Events- Table Tennis Girls	SIMCA- Narhe	7 <sup>th</sup> Jan 2016	01	College /Campus Level	Participation
14	Sinhgad Karandak Inter Campus Sports Events- Chess Girls	SCOAC- Narhe	7 <sup>th</sup> Jan 2016	01	College /Campus Level	Participation
15	Sinhgad Karandak Inter Campus Sports Events- Relay (400m) Boys	STES, Lonavala	7 <sup>th</sup> Jan 2016	04	College /Campus Level	Participation
16	Sinhgad	STES,	7 <sup>th</sup> Jan	04	College	Participation

**SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY, LONAVALA.**

	Karandak Inter Campus Sports Events- Relay (400m) Girls	Lonavala	2016		/Campus Level	
17	Sinhgad Karandak Inter Campus Sports Events- Relay (400m) Girls	STES, Lonavala	8 <sup>th</sup> Jan 2016	04	College /Campus Level	Participation
18	Sinhgad Karandak Inter Campus Sports Events- Relay (400m) Boys	STES, Lonavala	8 <sup>th</sup> Jan 2016	04	College /Campus Level	Participation
19	Sinhgad Karandak Inter Campus Sports Events- Swimming Boys	STES, Lonavala	8 <sup>th</sup> Jan 2016	01	College /Campus Level	Participation
20	Sinhgad Karandak Inter Campus Sports Events- Cricket	STES, Lonavala	20 <sup>th</sup> Jan 2016	15	College /Campus Level	Participation
<b>Academic Year 2016-17</b>						
1	Sinhgad Karandak Symphony Season 4 (National Level Competition)	SIHMCT Prof. Abhijeet Jadhav) Prof. Amol Wandre	15 & 16 <sup>th</sup> Feb 2017	05	National Level	Replica-Akshay Rane (Winner) Sweet Mart-Akshay Rane (Winner) Beverathon-Dhananjay Kuwar (Runner up)
2	Atithya- A National Level Competition at AISSMS, Pune	AISSMS institute of Hotel Management, Pune		05	National Level	Participation
3	Intercollegiate Competition on Flower arrangement	M.A. Rangoonwala Institute of Hotel Management,	24 <sup>th</sup> Feb 2017	02	State Level	Participation

**SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY, LONAVALA.**

		Pune				
4	Monin Eau De Vie Intercollegiate Mocktail Mixology Competition	Professional Bartenders, FMBA AT MSIHMCT, Pune	7 <sup>th</sup> Sept 2016	02	State Level	Participation
5	Chef Connect Competition	Sheila Raheja Institute of Hotel Management, Mumbai	22 <sup>nd</sup> Oct 2016	02	State Level	Participation
5	Sinhgad Karandak Sports (Inter Campus Competition) – Boys Cricket	STES, Lonavala Prof. Chandrakant Deshmukh Prof. Amol Wandre	7 <sup>th</sup> to 15 <sup>th</sup> Jan 2017	15	College /Campus Level	Participation
6	Sinhgad Karandak Sports (Inter Campus Competition) – Boys Football	STES, Lonavala	12 <sup>th</sup> to 15 <sup>th</sup> Jan 2017	11	College /Campus Level	Participation
7	Sinhgad Karandak Sports (Inter Campus Competition) – Boys Lawn Tennis	STES, Lonavala	7 <sup>th</sup> to 14 <sup>th</sup> Jan 2017	01	College /Campus Level	Participation
8	Sinhgad Karandak Sports (Inter Campus Competition) – Boys Swimming	STES, Lonavala	14 <sup>th</sup> Jan 2017	01	College /Campus Level	Participation
9	Sinhgad Karandak Sports (Inter Campus Competition) – Boys Relay	STES, Lonavala	13 <sup>th</sup> Jan 2017	04	College /Campus Level	Participation

**SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY, LONAVALA.**

	(400m)					
10	Sinhgad Karandak Sports (Inter Campus Competition) – Boys Running (100m)	STES, Lonavala	12 <sup>th</sup> Jan 2017	01	College /Campus Level	Participation
11	Sinhgad Karandak Sports (Inter Campus Competition) – Boys Volleyball	STES, Lonavala	11 <sup>th</sup> to 15 <sup>th</sup> Jan 2017	9	College /Campus Level	Participation
12	Sinhgad Karandak Sports (Inter Campus Competition) – Boys Table Tennis	STES, Lonavala	11 <sup>th</sup> to 14 <sup>th</sup> Jan 2017	01	College /Campus Level	Participation
13	Sinhgad Karandak Sports (Inter Campus Competition) – Boys Chess	STES, Lonavala	11 <sup>th</sup> to 14 <sup>th</sup> Jan 2017	01	College /Campus Level	Participation
14	Sinhgad Karandak Sports (Inter Campus Competition) – Girls Swimming	STES, Lonavala	15 <sup>th</sup> Jan 2017	01	College /Campus Level	Participation
15	Sinhgad Karandak Sports (Inter Campus Competition) – Girls Relay (400m)	STES, Lonavala	13 <sup>th</sup> Jan 2017	04	College /Campus Level	Participation
16	Sinhgad Karandak Sports (Inter	STES, Lonavala	15 <sup>th</sup> Jan 2017	01	College /Campus Level	Participation

	Campus Competition) – Girls Running (100m)					
17	Sinhgad Karandak Sports (Inter Campus Competition) – Girls Lawn Tennis	STES, Lonavala	9 <sup>th</sup> to 14 <sup>th</sup> Jan 2017	01	College /Campus Level	Participation
18	Sinhgad Karandak Sports (Inter Campus Competition) – Girls Throw ball	STES, Lonavala	6 <sup>th</sup> to 9 <sup>th</sup> Jan 2017	07	College /Campus Level	Participation
<b>Academic Year – 2017-18</b>						
19	Volley Ball Match under SPPU	NBNCOC/ SPPU	1 <sup>st</sup> Sept 2017	15	University	Participation

**5.3.3 How does the institute seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?**

Stakeholder	Feed Back	Use& Action
<b>Graduates/ Alumni</b>	Trends in industry Manpower requirement Latest Infrastructure Modern equipments Required soft skills	Curriculum Design Planning Modifications at institutes Procurement of equipments Special attention for soft skills
<b>Employers</b>	Student quality Communication Skills Grooming Subject Knowledge Expertise in Operations Students Performance	Implementation of curriculum Special efforts for improvement Discipline and observance of standards Extra inputs, content beyond syllabus Exposure, hands on training Improved teaching methodology

**5.3.4 How does the institute involve and encourage students to publish materials like catalogues, wall magazines, institute magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.**

- Institute motivates the current students and Alumni to publish their articles and their progression through newsletters called as “SIHMCT Chronicle”, Annual Magazine and Wall Magazine where students contribute through articles, poems, recipes, reviews of hotels and restaurants and interviews of hoteliers.
- Institute also prints and publishes pamphlets, brochures which has information related to events and achievements

**List of articles published by students and faculties in the Institute news letter**

Sr. No.	Article	Name of the Student/Faculty
<b>INSTITUTE MAGAZINE ‘EUPHORIA’ 2016-17</b>		
12 STUDENTS		
<b>“SIHMCT Chronicle” 2016-17</b>		
1	A checklist for Successful Hotelier	Mr. Vijay Mankar
2	ENDP	Mr. Vijay Mankar
3	Article on Training experience	Aditya Paunikar
4	Poem	Paresh Gawade
5	Art/Sketches	Saurabh Tiwari
6	Article/short stories	Hrushikesh Cheulkar
7	Travelogue	Tanmay Rathod
8	Floral Art	Ms. Poonam Jori
9	Training Expectations	Mr. Rohit Pandey- Director HR(Westin)
10	New Trends in Bartending	Mr. Chandrakant Deshmukh
11	Hindi movies & life	Dr. Sameer Koranne
12	Eno Tourism (Wine)	Dr. Sameer Koranne
<b>“SIHMCT Chronicle” 2015-16</b>		
1	A poem” The Road Within”	Asmita Bhuva
2	Human Resource Management	Mr. Amol Wandre
3	Unique restaurants in the world	Mr. Hitesh Muzumdar
4	Sketch and a quote	Abhishek Kumbhakarna
5	7 C’s of Communication	Ms. Poonam Jori
6	Food Statistics	Ms. Ranjana Diwate
7	Article/short stories	Hrushikesh Cheulkar
8	Travelogue	Tanmay Rathod
9	Slow Tourism	Mr. Sameer Koranne
10	Unique Restaurants in India	Ajay Sharma
11	Art & Culture	Sayali More
<b>“SIHMCT Chronicle” 2014-15</b>		



1	Think Globally & Eat Locally	Mr. Sachin Desai
2	Origami- Art	Mr. Hitesh Muzumdar
3	Revenue generating Techniques	Shashank Pujari
4	Spa Benefits in Hotel Industry	Benaifer Contractor
5	Fabrics and its filling	Abhishek Mishra
6	Customer Service Satisfaction	Ubeid Khan
7	Flaring Techniques	Prasad Naik
8	Art of Training	Mr. Sanjay Aratla- Training Manager (Westin, Pune)

**5.3.5 Does the institute have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.**

The student council for the year 2017-18 comprises of the following members:

Principal/Director- Chairman – Dr. Ayesha Siddiqui  
 One Faculty nominated by the Principal-Teacher in charge of  
 NCC- NA  
 NSS Officer – Prof. Godse& Prof. S. Nigam  
 SDO- Prof. Raghavendra Gade

**Rankers from each Class-**

Director of Sports and Physical Education – Vaishali Jadhav (Appointed by SPPU)  
 One student from each of the following activities, nominated by the Principal

General Secretary-	Vivek Badgujar
Cultural Secretary-	Simran Kaur Ahluwalia
Sports Secretary-	Mayur Gote
NSS Secretary-	Tanmay Rathod
Girls Representative –	Manuja Naik Chinmayee Kothari

**Activities & Funding:**

- The Student Council is responsible for monitoring day to day grooming of the student.
- Each head plans and monitors their respective departments as Sports secretary organizes all the sports activities.
- Appreciation certificates are awarded to the students to value their efforts in discipline, academics, attendance and performance
- The same is monitored by the cultural secretary.
- Girls Representative discusses any girl’s related issues with the concerned authorities.
- The cultural secretary also organizes cultural events for the students.

- These activities are funded by institute.

### **5.3.6 Give details of various academic and administrative bodies that have student representatives on them.**

Students representation play an important role on the various committees as their issues are put forward by them and their opinion and suggestions play an important part in the decision making.

The various committees are as follows:

- Academic Monitoring Committee
- Admission Committee
- Internal Complaint Committee
- Woman Grievance Committee
- Anti Ragging Committee
- National Service Scheme (In Process)
- Cyber Crime Cell (Since we do not have any Cyber Crime Cell although our Institute in the Campus has a Centralized IT Department who controls all the cyber activities/online)
- IQAC
- SC/ST Committee as per AICTE norms.

### **5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.**

**Alumni:** The institute has registered alumni committee who create the database of the alumni. The alumni extend help to the institute for placements, guest lecturers and events and qualitative changes. The institute has published an Alumni Meet Newsletter “Pratisandhi”

**Former Faculty:** Former faculty members are invited for various event in the institute and campus. They are also called for practical examination as external examiner and invited as resource person for taking guest lectures. Suggestions are also invited for new recruitments in the institute.

**Any other relevant information regarding Student Support and Progression which the institute would like to include.**

**President Visit/Dignitaries/Hoteliers for various activities**

The Sinhgad Institute was responsible for the hospitality provided during the various events carried out at the STES campus. The students assisted the faculty for the tasks viz. Green room setup, Service of refreshments in VIP Lounge, Stage setup, Felicitation of the dignitaries, Itinerary preparation, Event brochures/ pamphlets

**VIPs visited our institute and campus in recent years**

Dr.Vasudev Gade	VC-SPPU, Pune
Dr.V.B.Gaikwad	Former Chairman BCUD, SPPU, Pune
Mr.Haribhau Bagade	Hon. Speaker Maharashtra Assembly
Mr.Sanath Jaysurya	Former Shrilankan Cricket Captain
Mr.Dilip Vengasarkar	Former Indian Cricket Captain
Mr.Niel Nitin Mukesh	Bollywood star
Mr.Riteish Deshmukh	Bollywood star
Ms.Daisy Shah	Bollywood star

**The students assisted in the following professional hospitality events conducted at our institute.**

Sr. No.	Date	Event/Program	No. of Guests	No. of Students Involved	Remarks
<b>Academic Year 2017</b>					
1					
2	29 <sup>th</sup> & 30 <sup>th</sup> Sept 2017	NAAC visit for SKNSIT	06	12	Set up, Welcoming and Comparing, Stage decoration, Felicitation, Prize distribution, Restaurant set up, Food preparation for Breakfast and Lunch. Entire hospitality
3	10/10/17	Visit of Renowned actors at the Institute – Yusuf Hussain, Jezebel, Sampage, Mr. Nazrul Siddiqui	04	06	SIHMCT
<b>Academic Year 2016</b>					
1	29 <sup>th</sup> to 30 <sup>th</sup> Jan 2016	SIHMCT- Sinhgad Karandak Symphony (National Level Hospitality Competitions) Inauguration and Prize		15	Conference Hall set up, Welcoming and Comparing, Stage decoration, Felicitation, Prize

		distribution ceremony)			distribution, Restaurant set up, Food preparation for Breakfast and Lunch.
2	19 <sup>th</sup> March 2016	SIHMCT Alumni Meet	50 Alumni	50	Conference Hall set up, Restaurant set up, Food Preparation and Buffet Service.
<b>Academic Year 2015</b>					
1	2 <sup>nd</sup> May 2015	SPPU Workshop for all Directors & Principals	175	25	Guest rooms set up, Conference hall set up, Food and service arrangements.
2	April (6 days) 15	Police Nirikshak, Pune District	30	10	Set up for Rooms, Conference Hall, Restaurant
3	2 <sup>nd</sup> Sept to 4 <sup>th</sup> Sept 15	Samartha Softech Solution Pvt Ltd, Annual Meet	200	25	Guest rooms set up, Conference hall set up, Food and service arrangements.
4	7 <sup>th</sup> August 15	Induction Program of SIHMCT (FY)	70	15	Conference Hall set up, Restaurant set up, Breakfast Preparation and Buffet Service.
<b>Academic Year 2014</b>					
1	24 <sup>th</sup> Jan to 25 <sup>th</sup> Jan 2014	SIHMCT, Sinhgad Karandak Symphony (National Level Competitions)	50	15	Guest rooms set up, Conference hall set up, Food and service arrangements.
2	5 <sup>th</sup> March 2014	SIHMCT Placement Interview Program	50	10	Conference Hall set up, Restaurant set up, Breakfast & Lunch Preparation and Table Service.
3	24 <sup>th</sup> April 2014	Vice President's (Hon. Rachana Navale) visit with VIP Guest's for Meeting	7	5	Meeting Hall set up, Restaurant set up, Breakfast & Lunch

					Preparation and Table Service.
4	3 <sup>rd</sup> June to 12 <sup>th</sup> June 2014	HDFC Standard Life Insurance, Mumbai Conference	54	15	Guest rooms set up, Conference hall set up, Food and service arrangements.
5	26 <sup>th</sup> Sept to 27 <sup>th</sup> Sept 2014	HDFC Bank Standard Life Insurance Training Conference	62	15	Guest rooms set up, Conference hall set up, Food and service arrangements.
6	4 <sup>th</sup> Oct to 5 <sup>th</sup> Oct 2014	Interactive Workshop of Institution Heads under Pune University	40	12	Guest rooms set up, Conference hall set up, Food and service arrangements.
7	17 <sup>th</sup> Oct to 18 <sup>th</sup> Oct 2014	QIP- State Level Seminar on Food & Beverage Innovative Practices under Pune University at SIHMCT	100	25	Conference Hall set up, Welcoming and Comparing, Stage set up, Felicitation, Restaurant set up, Food preparation for Breakfast and Lunch.
8	24 <sup>th</sup> Sept to 25 <sup>th</sup> Sept 2014	SIHMCT- World Tourism Day- Inter Collegiate Competition	70	20	Conference Hall set up, Welcoming and Comparing, Stage decoration, Felicitation, Prize distribution, Restaurant set up, Food preparation for Breakfast and Lunch.
<b>Academic Year 2013</b>					
1	15 <sup>th</sup> July 2013	SIHMCT- Induction Program for FY B.Sc. HS.	35	10	Conference Hall set up, Restaurant set up, Breakfast Preparation and Buffet Service.

2	22 <sup>nd</sup> July 2013	SIHMCT- Induction Program for FY BHMCT	15	5	Conference Hall set up, Restaurant set up, Breakfast Preparation and Buffet Service.
3	12 <sup>th</sup> August 2013	20 <sup>th</sup> Foundation Day of Sinhgad Technical Education Society Chief Guest- Shri Mangesh Tendulkar	100	10	Conference Hall set up and Tea & Coffee Service.
4	26 <sup>th</sup> August 2013	Guest Lecture by A US delegate for Hotel Management Students arranged by Dr.Kalkar	5 delegates	5	Conference Hall set up and Tea & Coffee Service.
5	26 <sup>th</sup> Sept to 29 <sup>th</sup> Sept 2013	Meditation Workshop by Shri Khare Sir group referred by Hon. President (Prof. Navale Sir)	100	25	Conference Hall set up, Restaurant set up, Breakfast & Lunch Preparation and Buffet Service.

**Academic Achievements:**

**UNIVERSITY TOPPERS LIST BHMCT**

<b>Sr. No.</b>	<b>Name of the Student</b>	<b>Rank</b>	<b>Year</b>
1	Nikhil Pimpale	1 <sup>st</sup>	2008
2	Payal Shah	2 <sup>nd</sup>	2009
3	Neha Mirlekar	3 <sup>rd</sup>	2010
4	Kapil Hiwarde	1 <sup>st</sup>	2011
5	Bhagyashree Dabi	4 <sup>th</sup>	2011
6	Pramod Hawaldar	2 <sup>nd</sup>	2012
7	Ashwin Moundekar	1 <sup>st</sup>	2013
8	Rohit Sakpal	5 <sup>th</sup>	2013

**UNIVERSITY TOPPERS LIST BSc HS**

<b>Sr. No.</b>	<b>Name of the Student</b>	<b>Rank</b>	<b>Year</b>
1	Naina Thakur	1 <sup>st</sup>	2007
2	Nikhil Bhapkar	4 <sup>th</sup>	2007
3	Wasim Pathan	3 <sup>rd</sup>	2009
4	Rutvij Chitnis	1 <sup>st</sup>	2009
5	Devashree Redij	2 <sup>nd</sup>	2009

## **CRITERIA VI: GOVERNANCE, LEADERSHIP & MANAGEMENT**

### **6.1 INSTITUTIONAL VISION & LEADERSHIP.**

**6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?**

#### **VISION:**

To emerge as the most preferred hospitality education institute with global recognition and developing competent and socially sensitive professionals committed to excellence

#### **MISSION:**

To make incessant enterprise in translating vision into a reality and achieve the following objectives

- 1) To create state of art facilities for advance level of teaching and hands-on training& encouraging entrepreneurship
- 2) To continuously grow through consistent performance in academics and healthy industry interface
- 3) To develop students as global citizens with conscience commitment and dedication

The vision and mission statement has been devised to incorporate the overall development of a student into a hard-core professional. Students are encouraged to experience global exposure through training and placement.

The institute is a part of an excellent campus that facilitates the student grow physically, mentally, socially & culturally

The selection of all the staff members is as per the guidelines from the apex academic government bodies. The staff also continuously upgrades themselves in terms of education and industry orientation

To ensure institutes progress towards the laid down vision & mission, the institute has a vibrant Quality policy, long-term & short-term goals in accordance to the norms of AICTE/DTE/Savitribai Phule Pune University (SPPU)

**6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?**

#### **Top Management:**

- Sets goals and objectives with the quality policies and provides guidelines through Governing Body, Local Management Committee.
- Recruits the appropriate number of staff and faculty, inculcate the vision & mission for effective teaching learning.
- Provides conducive environment for growth and development of the institute and faculty.

- Make suitable provisions for infrastructure, equipments, resources and its expansion and upgradation.

**Principal:**

- Dissipate the vision of the management and communicates the decisions through meetings, notices, emails and sessions.
- Encourages faculty and supervise the institute activities for realization of vision and mission.
- Helps in identifying institutes needs in terms of resources and hires qualified faculty, ensures competency by providing opportunities for growth professionally.
- Drafts policies, set rules and regulations for day to day governance and administration of the institute through effective participation of all members.
- Initiates formation of committee setups for functioning at the institute and effective implementation of academic planning.

**Faculty:**

- Actively involved in decision making process through the “Committees structure”. Committees are given responsibility to take all the necessary steps for successful implementation of the academic/activity plan and submit the report.
- Participate in day to day administration of the Institute, have relative autonomy in administering their academic activities in accordance with the University norms.
- The in-charges of each committees report to the Principal on a regular basis. The principal convenes monthly meetings of all the staff members to discuss quality-related matters.

**6.1.3 What is the involvement of the leadership in ensuring:-**

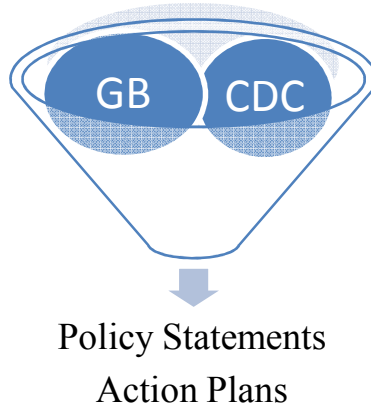
**The policy statements and action plans for fulfillment of the stated mission**

Institute is governed by Sinhgad Technical Education Society. Even if the head office is in Pune, meticulous guidance & support is provided by Hon’ble Founder President during his personal visit to the campus.

The leadership (top management and Principal) in collaboration with local management committee make sure that the policy statement and the action plans are aligned with the stated mission of the institute. The leadership is also involved in communicating and reviewing the policies/action plans from time to time.

Students are facilitated with the best infrastructure that helps hands-on continuous training. The management encourages participating & displaying the trade skills in all possible ways- like organizing events, themes or showcasing trade-related abilities in its mega annual event of Sinhgad Karandak.





**Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**

All Processes and standards are well defined and followed carefully.

- Academic calendar is planned in parallel to University Calendar. All important schedules and events are incorporated in the Calendar.
- Annual Budget is prepared on the basis of considering the departmental budgets and approval is taken from the management.
- Establishing the inspection & maintenances schedule of building & equipments
- Vendor management & purchase systems.

**Interaction with stakeholders (Parents, Students, Employer)**

**Students and parents:**

- Students & parents can meet the Principal to discuss any problems and complaints if they have.
- The Institute takes feedback from its students twice a semester and then an action plan is prepared by the Principal, to minimize the dissatisfaction of the stakeholders.
- Class co-coordinators are appointed that helps in active communication with the students & parents besides faculties interaction with the students
- Principal communicates with the students during the monthly Assembly.
- Parents are invited for participation in Institute events regularly.

**Employer**

- A regular interaction of the Principal & the Training and Placement department with the hospitality industry professionals for development of students as per industry requirement.
- The Principal and Training and Placement Officer visit the prospective employers to discuss Institute - Industry Initiative.

**Reinforcing the culture of excellence & Champion organizational change**

- Retaining quality staff as per the requirements of AICTE/SPPU with immediate implementation of revisions in remunerations by the state government
- Staff are given salary increment upon completion of PhD

- Encouraging Faculty in enhancing their skills, knowledge and education qualifications.
- Staff & students are motivated to participate in seminars/conferences/workshops
- Emphasis on Quality education through continual improvement of processes and audits for quality checks.

The leadership plays a critical role in formulation and implementation of policy/ action plan as per the current trends and requirements. The principal compiles the suggestions from the stakeholders in formal or informal ways for formulation of policies and action plan. After finalization of the action plan, the changes in the policies are communicated to the stakeholders for implementation. A conscious effort by the leadership and all the stakeholders generates the positive forward momentum needed to bring about change and maintain the brand reputation of the Institute.

**6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?**

Documented procedures are developed. Policies and procedures are in place. They are monitored and evaluated for their effectiveness by the concerned departments/committees/co-ordinators.

- 
- Meetings of CDC/LMC and GB are held periodically and discussion on approvals for requirements is done, the recommendations are considered for further decision making.
- Principal ensures effective implementation of the decisions at institute and adheres to the stated policies.
- Evaluation is done through the documents and departmental reports. Non conformity and observations are conveyed to the department Head.
- These reports are discussed with the Principal and corrective actions are suggested for implementation.
- Internal & external audits reveal any deviation and corrective actions are taken accordingly.

**6.1.5 Give details of the academic leadership provided to the faculty by the top management?**

The top management has given freedom to the Principal and the faculty to develop the academic leadership. The faculty is given a free hand to work as coordinators of the organizing committees of various academic events organized by the Institute. The Heads of departments are given freedom to administer their respective departments, plan and execute academic programs. Class-wise Counsellors are appointed to facilitate smooth conduct of academic activities throughout the year and monitor the overall progress of the students.

There are “Committees structure” to take all the necessary steps for successful implementation of the academic plan and provide the feedback. The faculty members participate in and contribute to the discussions.

Also faculties are motivated in the following ways-

- Encouragement for the faculties to upgrade their Qualifications.
- Sanction of Leave for their participation in the development activity- like appearing for upgrading exams.
- Making resources available in the library e.g. books journals, periodicals, e-library
- Staff are given salary increment upon completion of PhD
- Freedom to utilize the infrastructure to deliver real-time practical situations
- Authority to visit mess & hostels to ensure quality.
- Departments have enough autonomy regarding budget and policy.
- Also staff who have proved their determination in certain fields are allowed autonomy for activities within a sphere- like the bread day, symphony, etc

#### **6.1.6 How does the Institute groom leadership at various levels?**

The committees and departmental structure gives ample opportunity for each member to perform and display leadership qualities in different occasions.

All faculties are involved in the administrative activities and decentralization of leadership role ensures smooth functioning of the institute.

- Faculty positions at AMC give scope for leadership development in the academics.
- Committee in charges handles the activity independently and given freedom in the operations.
- Course coordinators and class counselors take up the responsibility for individual class and group of students.
- Administrative staff is given independent responsibility for liaison with authorities.
- Librarian takes up the entire leadership in the library; computer center in-charge is also instrumental for upkeep and maintenance.
- Students are encouraged to participate in leadership role through various events and activities.

#### **6.1.7 How does the Institute delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?**

- To bring effectiveness in the operation work is delegated at various levels. Total autonomy is given to the department/ Units of the Institution and complete supervision is ensured.
- Various committees consisting of Principal, Departmental Heads and Faculty members are formed to decentralize responsibilities and ensure active participation of all in various decision making policies.
- Departments are being headed by the in-charge.

- There are In-charges and Coordinators that work for the respective activities under various committees.
- Under the respective Committee students representatives also work
- Each committee and activity in-charge ensure that objectivity is being met and students involvement is satisfactory.

Functional Responsibilities of Operational Dept is assigned to:

- Dr.Sameer Koranne, Professor- IN-CHARGE F&B Service
- Prof. Poonam Jori, Asst Professor - IN-CHARGE Accommodations
- Prof.Rahul Shende, Asst Professor- IN-CHARGE Food Production

**Committees / Cells for Academic Year 2017-18**

<b>Sr no.</b>	<b>Committee</b>	<b>Team Members</b>
1	IQAC AMC	Prof.Ranjana Diwate, Prof.Sachin Desai, Prof.Abhijeet Jadhav, Prof.Rahul Shende, Dr.Sameer, Prof.Shilpa
2	ICC	Prof.Shilpa Branger, Prof.Poonam Jori, Ms.Archana Pawar, Mr.Sudhir Patil
3	Grievance Redressal Cell	Prof Sachin Desai, Prof.Shilpa Branger, Prof.S A Godase
4	Anti Ragging Committee	Prof.Nigam, Prof.Gade, Prof.Nath, Prof.SHilpa, Mr.Sudhir et al
5	Women's' Grievance Cell	Prof. Diwate, Prof. Desai, Prof.Nigam, Ms.Veena Tiwary, Mrs.Angadi et al.
6	SC/ST Committee	Prof.Abhijeet Jadhav, Prof.Rahul Shende, Prof.Raghvendra Gade
7	Training & Placement	Prof. Amol Wandre & Prof Vishwanath N Revankar
8	Examination	Prof Sachin Desai Prof. Deshmukh & Prof. R Gade
9	Research Committee	Dr. Sameer Koranne, Prof.PP Nath, Prof. ND Deshpande, Prof. S.A.Godse Prof. Ranjana
10	Website Up-dation	Prof. Navneet Deshpande & Prof. Hitesh Muzumdar, Prof.Poonam Jori
11	Library	Mrs. Veena Tiwari, Prof.Partho Nath, Prof.Shailedra Nigam, Prof.Vishwanath Revankar, Prof. Shilpa
12	Admin Committee	Dr.Sameer, Ms.Archana, Mr.Sudhir, Mr.Fule, Mr.Santosh
13	Cultural	Prof. Muzumdar & Prof. Nigam
14	Sports	Prof. Amol Wandre & Prof. C D Deshmukh
15	Admission Promotion	Dr.Sameer, Prof.Hitesh, Prof.Amol
16	Purchase	Dr.Sameer, Prof.Revankar, Prof.Poonam, Mr.Khojare
17	Maintenance	Prof. Partho Nath, Prof.Gade, Prof.Shende; Mr.

		Pravin Khojre
18	Sponsorship	Prof. Rahul Shende; Prof Vishwanath N Revankar; Mr.Khojare
19	Mess Monitoring	Prof. Deshpande & Prof. Partho Nath
20	Hostel Committee	Prof.Nigam, Prof.Nath, Prof.Deshpande, Prof.Deshmukh, Ms. Veena Tiwary
21	ISR Committee	Prof.Godase, Prof.Nigam, Prof.Jori
22	Discipline Committee	Prof.Shilpa, Prof.Godase
23	Magazine Committee	Prof.Abhijeet, Prof.Wandre, Prof.Gade

**6.1.8 Does the Institute promote a culture of participative management? If ‘yes’, indicate the levels of participative management.**

- The Institute promotes the culture of participative management. Faculties and students are also involved in the process.
- Faculties concern and issues are represented by Faculty Representative.
- Students concerns are represented by the students Representative. Students also are a part of course monitoring committee, which monitors the teaching learning process.
- Department In-charges regularly conduct departmental meetings with the staff in their department.
- Regular meetings are conducted between Principal, Heads, and Teaching & Non-Teaching Staff on different agendas. Issues and concern are recorded and efforts are made to solve them.
- Serious issues are presented before the management and discussed.
- Participation management culture is also observed at the campus level for the admissions strategy, sports meetings, cultural activities, etc.

**6.2 STRATEGY DEVELOPMENT & DEPLOYMENT**

**6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?**

Institute is having well defined Quality Policy and the policy is displayed at prominent locations inside the premises. It is followed diligently. It was developed with a view and objective of grooming globally competitive, high quality professionals through transparency, excellent environment & quality staff. The dissemination & implementation is practiced at different levels of academics & administration.

Approach of the Policy is upgraded from time to time as per the changing scenario/norms but the spirit of policy is kept unchanged, as the basis of the policy is well defined and maintains focus intact.

**6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.**

Yes. The Institute has a perspective plan of development

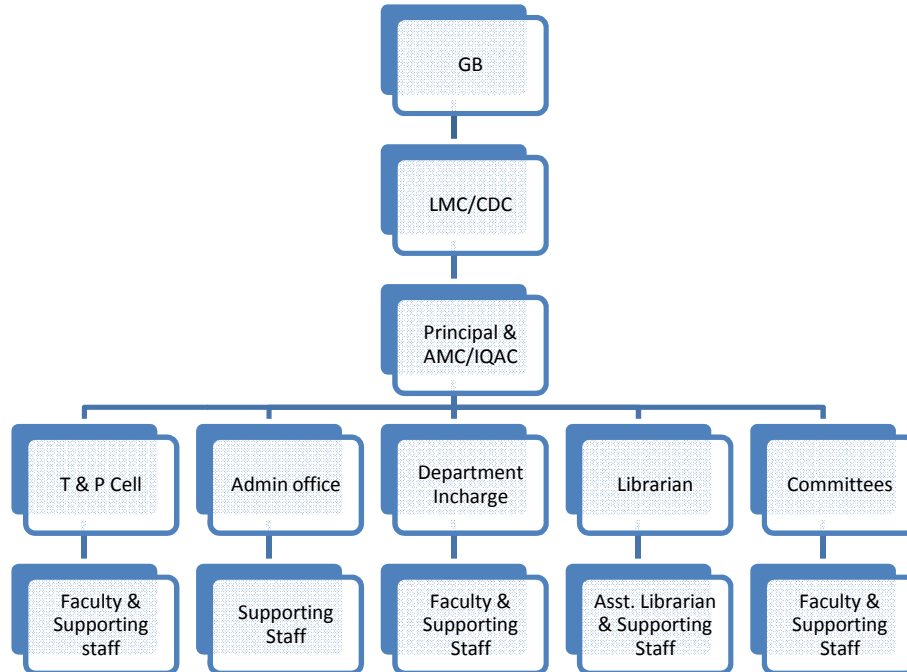
- Achieving yardstick -The Institute aspires to be the most preferred Institute of the Hotel Management in the country. It plans in getting recognition and

acknowledgement by way of grading and quality evaluations done by reputed agencies.

- Value Addition Activity- Apart from regular curriculum, we intend to conduct additional classes of Personality Development with a view to enhance communication skills and grooming of our students.
- Centralized Library with e-library facility- A separate building exclusively for library with a wide range of books, journals, magazines & periodicals of all the trade on the campus is under consideration. It shall have excellent reading facilities with e-books facility encouraging self study development & promoting research activities.
- Short-term courses- A few short term courses were conducted in the past. It will be continued to include weaker sections of the society, working professionals, women & young children.
- NSS- The application for enrollment is in process.
- International Association-Efforts are underway for exchange of knowledge between students and faculties at international level.
- Training & Placement-More hospitality sectors will be explored for Training & Placement like aviation, cruise, railways, facility management, and retail management. Hotels/ Fast Food Chains with better offers will be approached. Regular Industry – Institution interaction is being maintained. The Institute will work for more support from the Industry.
- Support staff Training- Training of the support staff is planned in terms of accounts software training, legal matters, correspondence skills, computerized based office work and public relations
- Research & Development- Motivate more faculties to undertake research based works and to contribute more through research papers, attending seminars, conferences & workshops.

### **6.2.3 Describe the internal organizational structure and decision making processes.**

The decisions are taken at three levels as Top management level, Principal level and Head of the department based on the degree of the decision which further percolates to the faculty and staff working in different committees and cells.



The institute follows the hierarchy system: The institute also follows an open door policy wherein any staff member can approach the Principal directly.

**6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following:**

**Teaching & Learning:**

- Teaching plans/session plans are made at the beginning of each semester. The lesson plans are supervised by department in-charge's & course coordinators and then approved by the Principal.
- Course monitoring is done by in-charge's & course coordinators.
- Simulation technique is used to help learning process akin to industry environment.
- As per the University rules, the evaluation model are divided into two parts: internal evaluation and the external evaluation. The internal evaluation is done based on the idea of 'Continuous Evaluation'.
- Additional classes are conducted.
- Learning through various events is endorsed- Annual event of Sinhgad Symphony, Bread day, Tourism day, Theme lunches & dinners, Industry visits, exhibitions visits to Expo, study Tours, Food stalls at other campuses, etc
- Guest lecturers & workshops by eminent people, FDP for faculty.
- Wi-fi facility for students.
- Promoting vacation training apart from the regular training- Rann Utsav & other hotels; ODC's
- Students feedback about Faculty is taken twice a year and action plan is devised

**Research & Development:**

- Institute conducts state level seminars & workshop
- Two faculties have been awarded Doctorate; five are enrolled for Ph.D.
- 5 research papers and articles have been published by faculty in year 2016-17.
- Faculties are being encouraged to write Research Papers.
- Faculty Members are encouraged for upgrading their Qualifications and work for Literature Review, Paper writing and Research.

**Community Engagement:**

- NSS unit at institute.
- Tree plantation within the campus.
- Conducting lectures for women residing at local village on hygiene and sanitation, health care, environment conservation etc.
- Conducting blood donation camp,
- Providing meals to Bal Ashram kids
- Providing mid-day meals and knowledge about “healthy Food “to the ZP school students
- Swacch Bharat Abhiyan at the Koraigad, Lions Point.
- Don’t drink & drive campaign at Lonavala city.

**Human Resource Management**

Low turnover of staff and faculty confirms that HRM Practices are best in the field.

Institute follows UGC, AICTE and SPPU University guidelines for faculty and staff recruitment and promotion.

The Institute follows the service conditions as per the statute framed under The Poona University Act 1994 for the staff members. The Institute also follows the pay scale rules and regulations as per “Revision of pay Scales of teachers and equivalent cadres in higher Education as per UGC Scheme (6th Pay commission)” for Universities, Affiliated Institutes, Government Institutes/Institutes of Science etc., by Government of Maharashtra, Higher & Technical Education Department, Resolution No. NGC 009/(243/09)-UNI-1, Mantralaya Annex, Mumbai – 400 032. Dt. 12th August 2009.

**Industry Interaction:**

- Regular Industry – Institution interaction is being maintained through regular visits and communication over telephone and other media.
- The Training and Placement officers are in constant touch with the industry for better job placements and training of students.
- The faculty members also undergo training in hotels to upgrade their technical knowledge
- On-Site visit to industries to understand the process followed in the industry.
- The Institute invites professionals from the hotel industry on various occasions to judge the interclass and intercollegiate competitions.
- The Institute organizes frequent Industry visits to various types of organizations in order to enable the students to get an operational insight of its working.
- Guest lecturers/ special courses for students with the help of Industry experts.



**6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?**

Hon'ble Founder President personally visits the campus frequently for updating the progress.

Formally, the principal keeps the management informed through the annual report. Also half-yearly report is presented in-person to the management through PPT. This includes details of admissions, Academics (Academic Calendar, Academic Performance, and Placements), policy decisions & implementation, staff selection, increments, budgets, events, staff and student progression & achievements, etc. It also includes periodic meeting with Faculty, Students and communication with parents. Feedback system for collecting feedback of stakeholders is in place, data collected is reviewed by the AMC/Principal and effective action is taken for improvement/ correction.

Information about the Institute is also available on the Website of the Institute and is updated regularly for the stakeholders.

**6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?**

As the institute has deployed committee structure, staff involvement and contribution is a routine process. Staff is made member of a particular committee based on his/her interest, skill, experience & qualification. He/she is not restricted from giving suggestions/advice to other committees.

The staff is entrusted the responsibility for different tasks such as Institute admissions, purchase, stores, examinations, document verifications, form collection for scholarships, handling the university/government correspondence. They work in close liaison with the Principal and ensure that processes are operating systematically and smoothly.

**6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.**

The last LMC was held on 9<sup>th</sup> May 2017 and the following subjects and resolutions were made and implemented:

Sr No.	Resolution	Status
1	To procure more books	Books list finalized; order will be placed soon
2	To expedite the interview process for 2016-17	Conducted

**6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?**

The management is broadly in favor of autonomy. Although SPPU provides, the institution has no immediate plans for obtaining autonomy.

**6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?**

- Suggestions box is set at the respective place.
- Institute is having various committees to address the problems of the stakeholders- IGC, Anti-ragging, Woman's Grievance Cell and Grievance Redressal Committees are formed. These committees are headed by the Principal and Senior faculty members.
- Students Class Representatives are also being selected to represent their classes and raise concern to the class coordinators
- Regular feedback and student's concern with the academics is discussed with the faculties & course coordinator and corrective action is taken.
- Parents can directly discuss any grievance with the Principal
- Meetings are planned regularly to address the issues of concern of faculties & non-teaching staff and take remedial and preventive measures.
- Also the Hon'ble Founder President has an open door policy for any grievances. Serious problems are dealt by his office directly.

**6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?**

Yes. There has been a court case by the Institute [in association with other BSc(HS) Institutes Pune] against The University Grants Commission,, New Delhi through its Secretary and others. The Savitribai Phule Pune University, Pune wanted the Institutes to obtain AICTE approval for the B.Sc. (HS) course and accordingly change the nomenclature & duration of the course as per the AICTE directives.

However, Savitribai Phule Pune University never communicated the AICTE directives to the Institutes and the admissions for academic year year 2015-16 were already done as per previous norms.

The Hon'ble High court of Bombay directed Savitribai Phule, Pune University, to approve provisional eligibility of the students admitted by the Institutes for B.Sc. (HS) Semester-I for academic year 2015-16.

**6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?**

At the end of the every semester detail feedback is taken from the students that include faculty and infrastructure feedback.

Feed backs are analyzed and actions taken are taken accordingly to minimize any dissatisfaction.

A few issues that were addressed after receiving feedback were as follows:

<b>Sr No.</b>	<b>Feedback</b>	<b>Action Plan</b>
1	Few minor students observation for improvement	Discussed by Principal with the concerned staff & improvement monitored
2	Students constantly requested for Saturday off in order to utilize the same for other skill enhancement activities	Implemented 5 days a week working
3	Complaints regarding food in the mess	Implemented Mess monitoring committee that checks the quality of food in terms of health & nutrition; Taste. Advices the mess to undertake activities for improvement.
4	Request for a speedy Wi-Fi	Router installed at building; connectivity is better

### **6.3 FACULTY EMPOWERMENT STRATEGIES**

#### **6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?**

Faculty members are encouraged to do higher studies, Undergo Orientation programmes; Staff training conducted by the university, Industry-Exposure Training, participate in Seminar, Work Shops, present papers in Workshops/Seminars/Conferences, Conducted state level Workshops/Seminars/ Conference

Attend exhibitions and expos

- Faculties invited as resource person Workshops/Seminars/ Conference are appreciated,
- The Institute conducts FDP's and state level Workshops/Seminars/ Conferences
- Increments are given on completion of PhD
- Training for non-teaching staff is regularly conducted
- Non- teaching staff is encouraged to catch up with advances in new software and stress management, conflict management.

#### **6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?**

- Faculty members are encouraged to undergo Orientation & refresher programmes, Industry-Exposure Training, attend exhibitions and expos.
- Encourage pursuing higher studies, Participate in FDP/ Workshops.
- Internal training is organized by senior faculties for junior staff including the non teaching staff

- Seasoned faculties/staff of STES from different streams are invited for training and for sharing ideas & experience
- The Principal appreciates good performances of staff members by giving them appreciation letters recognizing their effort
- Additional Increments are given on completion of PhD
- Faculties are supported by granting leaves to staff for appearing in qualification upgrading exams

**6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.**

A well thought-out Performance Appraisal System is being followed. It facilitates mention of the entire activities and contribution by the faculty for the academic year.

The Appraisal System covers following parameters:-

- Qualification acquired during reporting period
- FDP/Continuing education programme/Industrial exposure training attended
- Participation in seminar/workshop/conference
- seminar/workshop/conference/courses conducted as co-ordinator
- Consultancy work/ externally funded research projects
- Research publications/Books published
- Membership of professional bodies
- Industry liaison, patents obtained
- Subjects taught, results; weakness in teaching
- Guest lecturers given outside as an expert
- Participation in departmental activities, institutional activities, co-curricular activities, community service
- Assessment by Principal on general & academic criteria & final review by the accepting authority

**6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?**

The Institute practices discussion by the Principal on one-to-one basis with the individual staff member. Corrective measures are advised for any deviation and Appreciations for good work is endow with. Records are maintained for reference. Deserving persons are recommended for increment and promotions. The same is conveyed accordingly.

As a result of last review of the performance appraisal reports all staff members were given annual increments

**6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?**

- Provision of leaves as per norms apart from the gazette leaves and Saturdays. These include Earned leaves for non teaching staff, Casual Leaves, Medical leaves; Maternity leaves for female staff, Sabbatical leave, Vacation for teaching staff.
  - PF and Gratuity benefits are also given
  - Provision of family residence with 24-hour water & electricity supply and security.
  - Pick-up & drop facility for faculties staying at Mumbai and Pune.
  - Free medical facilities, Wi-fi connectivity, leisure facilities- gym, swimming pool, sports facilities, etc on campus
  - GIC; EMBF insurance cover for all the staff members
  - Family can avail heavily subsidized accommodation facility in guest house and hostel.
  - Uniforms to support staff and security staff.
  - Once a week bus facility till Lonavala market for residential staff
- All the staff members have availed the benefits relevant to them.

### **6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?**

The tradition of excellence and its brand image are a major source for attracting prospective faculty members.

The vacancies are advertised in Institute website and in leading local newspapers. The Institute has a well-defined recruitment policy within the framework of the AICTE/UGC and State Government norms.

Retaining the faculty members has never been a hindrance owing to its generous approach in trade practices bestowed by the top management. Also all the faculty members are given academic autonomy. The ambience, vibrant campus, work culture, freedom, the opportunity to explore, good infrastructure are some of the distinctive characteristics of the Institute. The Institute recognizes individual achievements or contributions and provides all the support and motivation needed for them to develop further.

- Turnover of faculty is minimal. Average experience of all faculties is over 7 years.
- All the guidelines prescribed by the AICTE/ University regarding Pay Scale are followed diligently. Vacation, Earned leaves, Casual Leaves, Medical leaves, Maternity leaves for female staff, Sabbatical leave are also allowed to the staff. Also the institute works 5-day a week. Regular Increments, P.F. and Gratuity provision is also kept.
- Provision of family residence is also been facilitated for the staff with 24-hour water & electricity supply and vigilant security measures.
- Also, pick-up & drop facility is available for faculties staying at Mumbai and Pune.
- Free medical facilities, Wi-Fi connectivity, leisure facilities available on campus.

## **6.4 FINANCIAL MANAGEMENT AND RESOURCE MOBILIZATION**

### **6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?**

The Institute has a well formulated financial policy, which ensures that every year the budget is prepared well in advance after taking into consideration the requirements of every department. Every department is expected to provide a list of requirements such as equipment & consumables required for the next academic session. Budget is reviewed by Trustees and a team of finance experts from STES who approve the same after necessary changes. The Principal is in charge of managing the financial resources effectively.

Funds are allocated on priority basis for various purposes. The finance committee ensures the optimum use of the available financial resources. The Local Management Committee and finance committee studies the annual expenditure, scrutinizes the budget and provides feedback for efficient use of financial resources.

An appropriate internal & external audit system is followed on a regular basis.

### **6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.**

The external audit is done by the chartered accountant. The last audit was done for the year 2016-17. Audit report is prepared once the financial audit is completed. A few minor objections for the year 2016-17 audit and their compliance is shown below-





**M/S K.S.MALI & CO.**  
Chartered Accountants

**AUDITOR'S REPORT**

To  
The Board of Trustees,  
Sinhgad Technical Education Society,  
Erandawane,  
Pune.

1. We have audited the attached Balance Sheet of **SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY, LONAVALA** (the segment of Sinhgad Technical Education Society, Pune hereinafter referred as 'the institution') as on **31<sup>st</sup> March 2017** and Income & Expenditure Account of this Institution for the year ended on that date annexed thereto.
2. These financial statements are the responsibility of the Management. Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in India. These standards require that we plan and perform the audit to obtain the reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the management, as well as evaluating the overall financial statements presentation. We believe that our audit provides a reasonable basis for our opinion.
3. These Financial Statements have been prepared incorporating various charges levied by the Society on **SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY, LONAVALA** as per the estimates / judgments made by the Management. Although these are based upon management's best knowledge of current events and actions, uncertainties about these assumptions and estimates could result in the outcomes requiring a material adjustment to the carrying amounts of assets and liabilities in future period.
4. Subject to Notes forming part of the accounts, we report that:-
  - a) In our opinion, **SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY, LONAVALA** has kept proper books of account as required by law so far as it appears from our examination of these books.

Rohan Complex. M.Phule Chowk, A/p & Tal Sangola, Dist Solapur. Pin. 413307.  
Tel. No.02187-222670/222360 Fax: 02187-220158. E-mail: ksmali\_ca@yahoo.co.in



M/S K.S.MALI & CO.  
Chartered Accountants

- b) The Institution has maintained its books of account on mercantile system of accounting and is following the same method of accounting consistently.
- c) We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purposes of our audit and for determination of fees by the Fees Regulating Authority constituted as per the provisions of the Maharashtra Unaided Private Professional Educational Institutions (Regulation of Admissions and Fees) Act, 2015 and minutes of the meetings of the authority.
- d) The accounts of the Institution have been prepared by following Accounting Standard - 17 : 'Segment Reporting' as per practice followed by the Society as specified in Note No. 1(iii) of Schedule No. 11.
- e) Regarding various loan facilities availed from Shri Anand Co-op. Bank Ltd., Chinchwad, terms & conditions of the loans sanctioned including securities, repayment schedules, guarantees offered etc. have not been produced for our verification.
- f) The Balance Sheet and Income & Expenditure Account dealt with by this report are in agreement with the books of account.
- g) In our opinion the Balance Sheet and Income & Expenditure Account comply with relevant Accounting Standards.
- h) In our opinion and to the best of our information and according to the explanation given to us, these financial statements together with the schedules attached thereto and read with the accounting policies and Notes forming part of the accounts give a true and fair view in conformity with the accounting principles generally accepted in India :-
- i) in case of Balance Sheet, of the state of affairs of the Institution as at 31.03.2017 and
- ii) in case of Income & Expenditure Account, of the Deficit for the year ended on that date.

Place: Pune  
Date: 14.09.2017

For M/s K.S.Mali & Co  
Chartered Accountants  
FRN- 105909W

CA. K.S. Mali  
Proprietor (M.No.042718)



Rohan Complex. M.Phule Chowk, A/p & Tal Sangola, Dist Solapur. Pin. 413307.  
Tel. No.02187-222670/222360 Fax: 02187-220158. E-mail: ksmali\_ca@yahoo.co.in



**6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.**

The major source of institutional receipts is from the fees of the students. The deficit if any is managed by taking advance from the Central Office of STES. Audited income & expenditure statements are available with the office and the summary of the same is given in the following-

<b>Details</b>	<b>2016-17</b>	<b>2015-16</b>	<b>2014-15</b>	<b>2013-14</b>
Income	2,24,49,470	2,02,18,801	2,03,99,539	82,19,216
Expenses-Academic & Administrative	2,70,89,338	3,46,45,481	2,97,40,960	2,46,37,456

**6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).**

The institute explores various avenues to secure additional revenue. A few of the details are as given below-

- Conducting events like Theme lunches , Dinners
- Organizing events like Bread Day, Sinhgad Symphony
- Short term courses
- Sponsorship from the sponsors is arranged for various events

**6.5 INTERNAL QUALITY ASSURANCE SYSTEM (IQAS)**

**6.5.1 Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**

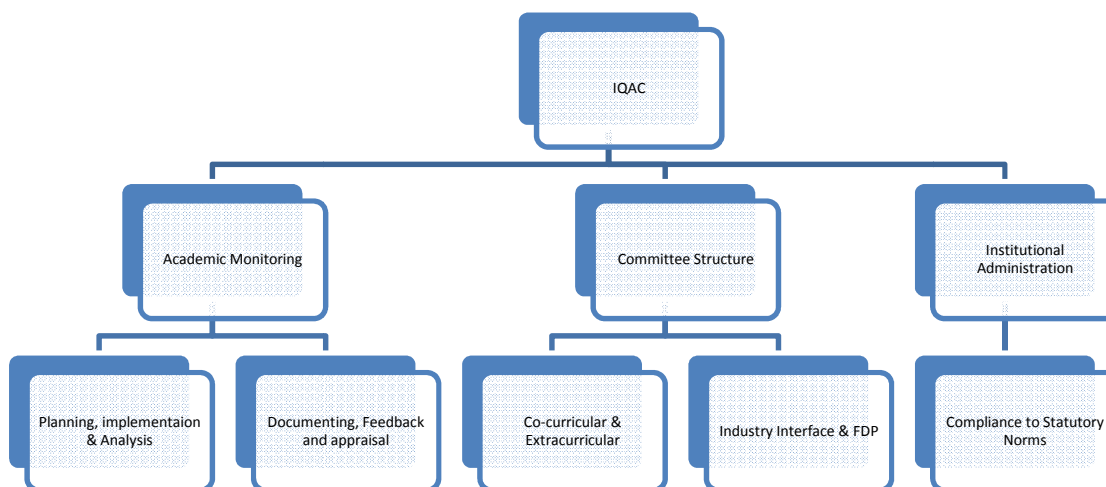
Yes, The IQAC has laid down certain policies to ensure quality assurance and it contributed in institutionalizing the quality assurance process as mentioned below-

- To development and application of quality parameters for various academic and administrative activities. Like Formulation of Course Monitoring Committee, Compliance of Academic Calendar, Conducting academic audit.
- Achievement of institutional objectives, adhering to quality policy keeping in minds the vision and mission.
- Transparency in Administrative process, Accomplishing tasks through formulation of various committees, Faculty Evaluation by student feedback and annual appraisal system.
- Recruitment, appraisal and faculty development by organizing seminars, conferences at institute and participation in other events.
- To compliment teaching learning by organizing competitions, workshops, lecture series, events, study tours, industrial visits, part-time job, vacation training.
- Procurement of equipments, teaching aids, books and development and maintenance of infrastructure in compliance of statutory norms.

- Documenting the events, analyzing and taking corrective actions for improving quality.
- Compliance to requirements of statutory bodies' viz. SPPU, DTE, AICTE, SSS, PNS, AISHE.

**6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.**

Yes, following steps have been taken for quality assurance.



**6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.**

- Induction is provided to the new recruits to make them aware of the system.
- Training sessions
- Discussions of conformities and non-conformities with proposed corrective action.
- To organization of workshops, seminars and faculty development programme to staff for quality assurance procedure.

**6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?**

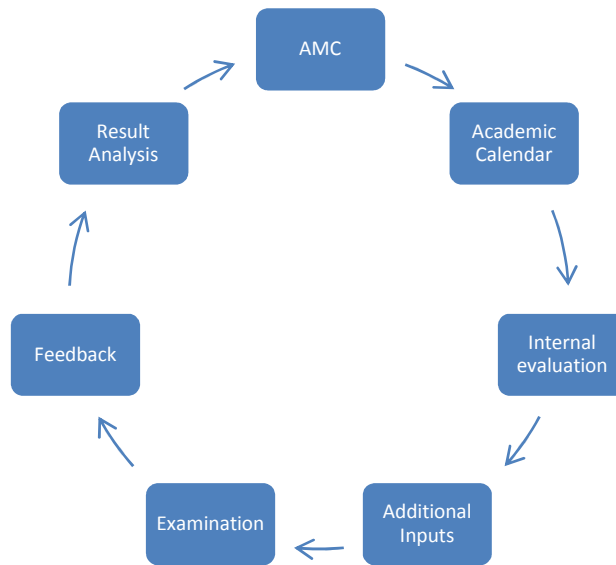
Internal Quality checks are regularly carried out by the AMC and reported to the Principal. The course completion record and the requirement of any additional classes/practical are monitored.

The academic calendar is followed strictly and compliance ensured. All other mechanisms like the feedback system, adherence to norms, etc. are diligently followed to ensure quality conformity.

**6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?**

Internal quality checks are done by the course coordinators and the Principal. The practice of an External quality assurance is duly understood and an external audit committee was formed. To immediately begin with the practice, a body was formed and in place for external audit which includes the STES campus director, an industry expert, faculty of other Hotel management institute.

**6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?**



**6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?**

The institute believes in open communication with all stakeholders and communicates the quality assurance policies, mechanisms and outcomes to through its website, information brochure, and display boards at the prominent places in institute. The objectives are also communicated to students and parents in the induction program, parent meetings, phone calls, SMS& through social media

## CRITERIA VII: INNOVATIONS AND BEST PRACTICES

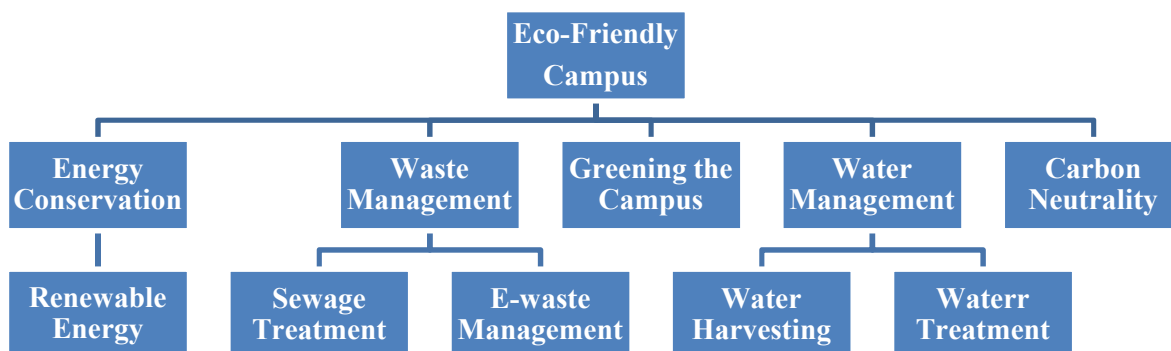
### 7.1 Environment Consciousness

#### 7.1.1 Does the Institute conduct a Green Audit of its campus and Facilities?

Yes, the location of institute inspires inhabitants to be eco-friendly. Devoid of the congested city environment, the staff and students enjoy the nature intimately on this campus. Besides having infrastructure as per the necessity for an educational campus, the institute puts in conscious efforts to enhance and nurture the eco-friendly environment on the campus. The institute has formed green audit team and has been carrying out green audit.

The institute has initiated Green practices with the objective of protecting the environment within the campus under common institutes we do the plantation every year on 15<sup>th</sup> August, 26<sup>th</sup> January and on environment day. As awareness for environment practices we segregate wet and dry garbage and the waste treated water is used for gardening. We also maintain Herbs garden in the campus.

#### 7.1.2 What are the initiatives taken by the college to make the campus Eco-friendly?



- **Energy Conservation:** The institute infrastructure allows optimum usage of the natural lights and ensures free flow of air. The infrastructure of the institute ensures the uses of natural resources/ energy. All the hostels are well equipped with solar system. Through solar system the institute helps to reduce the dependency & cost of electricity. Replacement of CRT monitors with LED/LCD has been initiated to save energy and use of LED lights is encouraged throughout the campus. Regular maintenance and repairs of gas burners, ovens ensure energy conservation. Most of the events and cultural activities are carried out in natural lights of grounds, open spaces and at Amphi Theater
- **Waste Management:** Maximum efforts are taken to minimize waste generation. Waste generated is segregated into dry & wet and disposed-off properly by contracting it out to vendor. E waste generated in the institute is centrally disposed by the vendor M/s Shalimar Scrap Centre Pune. The paper, Plastic, etc. waste is collected and handed to scrap vendors frequently. Waste water is collected and

treated at sewage treatment plant; the recycled water is used for plantations and landscapes.

- **Greening the Campus:** Awareness drives and campaigns are carried out for greening efforts and energy conservation at the institute. Induction program, Personal interaction, Display boards, World Tourism day and staff meetings. Efforts are taken to minimize the use of plastic, generation of solid waste and smoke. Tree plantation drive and professional gardening services in the campus ensures increase of green cover.
- **Water Management:** The campus has its own water purification plant which helps the students and faculty/ staff members to have purified water throughout the year. Abundance of natural rain water has prompted to initiate water harvesting and the institute has incorporated it in the future plans.
- **Carbon Neutrality:** The institute also encourages students and faculty to use public transport and also minimize the use of vehicular emissions in the campus. To- and – fro bus service is provided to faculties coming from Mumbai and Pune. The institute has recently adopted five days’ a week schedule to avoid additional usage of all resources. High quality diesel generators with catalytic convertors are used in the campus and efforts are taken to use it to minimum. Maximum administrative and academic communication is done paperless and through e-messaging. The governance is carried out with the help of GEMS, ZOOM,ZENON, Tally Apex, Autolib and other software packages. Old one sided print paper is reused as and when required.

## **7.2 Innovations**

### **7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.**

The various innovative practices followed in college:

#### **Academics:**

- Implementation of scientific teaching methodologies like preparing lesson plans, use of modern teaching aids like LCD, Video, OHP, use of power-point presentations etc and gradually moving towards ICT.
- Exploring global hospitality through improved exposure to international practices by placements and newer learning resources.
- Emphasis on maximum exposure to operational aspects with optimum usage of resources and engagement through guest lectures, seminars, workshops.
- Regular feedback is obtained from the students, parents and alumni to assess the quality of teaching, infrastructure, and the organization as a whole.
- Sharing the information and knowledge in e-formats viz. PPT bank, emails to students.

#### **Administrations:**

- Inculcating Green Practices in day to day activities to improve the concern and make continuous efforts to conserve the environment.
- Open door policy, increased participation of teaching staff in administrative work and autonomy in execution.

- Adopting the paperless work culture in all day to day administration including notices, circulars, leave management, on duty worksheets, appraisal.
- The entire campus is provided with free Wi-Fi service to encourage studies round the clock.

**Faculty & Student development:**

- Sustained efforts for talent retention through overall satisfaction and augmented sense of belonging.
- The faculties attend FDP, seminars, workshop / other trainings in order to enhance their operation skills and encourage taking up consultancy and funded projects.
- To retain the talent, the institute promotes cordial relationship with all employees, offers employment opportunities to the family members, provide quality accommodation with modern amenities and services, timely increments and allowances as per govt. norms, secure and safe environment in the campus, encourage the further studies, free medical services to the family, preferential admission to employees' wards in campus schools and institutes.
- Additional facilities to faculty such as free usage of Gymnasium, Swimming pool, sports complex and professional coaching in sports academy.

**Student centric approach:**

Skills Developed	Details
Interactive Learning	The students learn through Group Discussions, Extempore, and Presentations as a part of their curriculum in practical subjects like Personality Development & Business Communication, Guest lectures are conducted by the industry experts, also through participation in various hospitality & other competitions. The assignments given to the students are presented by them contributing to interactive learning.
Collaborative Learning	Duty Rota for restaurant service are assigned to Students. Various workshops, Theme Lunches are organized to encourage students to work as a team
Independent Learning	The college has e-journals, library books which are used for referring to any Subject matter or carrying out the given assignments. The students as a part of their curriculum choose a topic and conduct research under the guidance of faculty which contributes to their independent learning. Students are given individual assignments which help them in independent learning.

**Co-Curricular Activities:**

In order to fulfill the commitment of provision of quality education, the institute creates an opportunity for the students to enhance their technical skills and knowledge, over and above the prescribed curriculum. This is achieved through the following measures:

- Arranging Guest Lectures, Workshops, field visits and study tours to link the theoretical knowledge with the practical aspect.

- Theme Lunches/ Dinner, International Bread day, International Food Festivals, ODC are organized to bring out the inherent talents and skills of the Students in the operational areas of their choice.
- Assignments & Projects are given based on theoretical topics to develop research, analytical and presentation skills of the students.

### **7.3 Best Practices**



The institute has various best practices to enhance and enrich teaching-learning process as listed below.

- The annual Sinhgad Karandak Symphony is a best platform made available to the students to showcase their talent at national level.
- Annual Food festival to encourage entrepreneurial interests amongst budding professional.
- Improving transparency in the administrative and educational decision making and encouraging participative management.
- Women empowerment, sensitivity towards gender equality and empowerment of support staff helping them manage the work-life balance.
- Capitalizing on ERP packages and facilities and nurturing paperless governance for convenience and transparency.
- Practice ‘Paralleling with industry’ with inclusive approach to excel in the dynamic hospitality industry.

**7.3.1 Elaborate on any two best practices in the given format at page no. 98, which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.**

#### **D).1.Title of the Practice: Paralleling with Industry**

**Aim:** The institute has planned the practice ‘Paralling with industry’ with an aim to excel in the field of hospitality education by molding and enhancing the skill to meet the challenges of the dynamic business environment.

#### **2. Goal:**

- To work parallel with Industry to provide real time learning of the students.
- To create a platform for the students and faculty to get industry exposure.
- To Bridge the gap between academics and industry.
- To be the most preferred hospitality education institute among the aspirants

**3. The context:** The institute recognizes the need to expose the students to industry work culture through continuous interaction and hand on training during the course. The exposure to real time situations and environment gives them the sense of being a professional. Practice, use of equipments and adaptability of newer technology is possible through industrial exposure. Being a global industry, it is necessary to make students ready for international career and adapt to multicultural work environment. While researching on the educational gap challenge, it was realized that the biggest gap lies in the fact that the curriculum has limitations in instilling the confidence amongst the students. It is also imperative to go hand in hand with industry; faculty members are also encouraged to improve understanding of latest trends, techniques and procedure. This is inculcated in the institute activities. Interaction with industry also helps the institute in enriching and complimenting the curriculum.

#### **4. Practice:**

**Professional Training Program:** Students are sent for Industrial training and are also encouraged to take up training in vacation period at best brands of hospitality industry. They are trained various operational departments at different working levels.

**Diversifying Training:** Students are encouraged to take training in hotels, restaurants, professional catering in India and abroad.

**Hands on Training:** Efforts are taken to give maximum exposure through hands on training at evening and on weekends in Lonavala hotels for various catering events. Students have been sent to Saudi Arabia also for Royal Catering and are sent to Rann of Kutch festival for ODC.

**Food Festival:** Institutes organizes food festival / carnival for professional exposure to students, inculcating leadership, team work, sales skills, interpersonal skills, sharpening the technical skills.

**Membership of professional body:** The institute is member of HRAWI which is helpful in improving interaction and exchange of idea. Faculty is also member of various professional bodies.

**Seminar/ Workshops:** Institute has successfully organized seminar/workshops, invited industry experts for guest lecturers; students and faculty have attended seminars at other locations as well.

**FDP/Industrial training for Faculty:** Faculty members have attended FDP and industrial training in recent years.

**Empanelling industry in academics:** The institute has empanelled industry experts and appreciates their contribution of industry experts in academic planning and academic auditing

**5. Evidence of Success:** Students have successfully acquainted with global practices in hospitality industry. They have adopted the professional work culture with improved technical and interpersonal skills. They have become confident and more adaptive to latest hospitality practices and shown ease of working in different situations. The placements in best hotel brands in India and abroad is witnessed in recent years.



Workshops and seminar have helped in improving the curriculum & knowledge base. This has positive effect on the enrollment in our institute.

### **6. Problems Encountered and Resources Required**

However, the challenges faced by the institute to create real life industry situations / ambience are as follows:

**Budget constraints:** The institute has to make optimal use of budgeted resources for events organized every year. It is a challenge to work with in the budget with fluctuation due to inflation.

**Time management:** It is challenging to take time out for the preparation of events in the midst of academics. Faculty and the students have to work beyond the academic time to prepare for the event.

**Resource person:** Hospitality industry being a very demanding industry, it is challenging to get industry experts to the institute. Quiet often, confirmations for participating in institute activities are cancelled due to professional commitments and the institute has to look for a suitable replacement at the last minute.

**Infrastructure:** With limited manpower, maintenance of infrastructure to the desired level is a challenge during the hectic schedule of the event. Additional manpower is required to increase the frequency of cleanliness which is not always available.

### **II) 1. Title of the Practice: Paperless governance on ERP package**

**Aim:** To promote the green practices and reduce use of paper, for ease of communication and record keeping, institute has adopted ERP package- GEMS, Zoom, Zenon for administration and governance.

#### **2. Goal:**

- Reduction of waste and saving paper.
- Ease of access, communication and record keeping
- Transparency in governance.
- Standardization of the academic processes of Institute.

**3. The Context:** Adapting to modern techniques and technology in administration of an institute is need of hour. It is also necessary to reduce the paper work in governance and bring transparency in all aspects. Easy access and effective communication through technology is possible with the help of a standard ERP package. The ERP is made available which provides ease of creating and maintaining records round the clock from any location.

**4. The Practice:** Faculty and staff have an individual login ID on GEMS. The processes like faculty leave management, faculty appraisal, student feedback, academic planning & implementation and placement activities are brought on this platform. Attendance is recorded on biometric system with Zenon package. Zoom-edusmart is used for student database and generation of other records.

- Leave Management: Application for leaves of all types is available only through GEMS. It is checked and forwarded by Leave Admin, approved by Principal and forwarded for final approval by Management.
- Faculty appraisal: Faculty is required to fill in self appraisal on GEMS, verified by Principal and forwarded to management for further process.

- Student feedbacks: Faculty feedback is taken from students with help of Feedback software package; it maintains the privacy and prepares reports on academic performance of faculty.
- Staff attendance: Staff members are enrolled on Biometric system for daily attendance along with timings. It is required to punch in and out daily for recording attendance. This helps in easy and real time report generation.
- Academics: Academic admin uploads academic calendar, subject allocation, time table on etc and faculty members upload teaching plan of the subject, notes, schedules of examinations, attendance, etc.

**5. Evidence of success:** All relevant and real time data of administration and academic is available online. Report generation has become easy and accurate. There is improved transparency in governance and ease of record keeping. It has significantly reduced the use of paper for internal communication. There is improved standardization of the processes, the students' data is maintained easily and receipts are recorded accurately.

**6. A Problem encountered and resources required:** All ERP packages and systems run on a computer hardware and network using a database as an information repository. Installing the system with necessary application and integration of resources is difficult on various configurations of PCs. It is also cumbersome and critical to convert the existing system into software system, also witnessed resistance from different section of staff. The institute has implemented the system step by step and all at one time  
The institutional resources required for implementation of ERP are listed as under-  
Budgetary and time requirement for training of employees.  
Upgradation of software and PCs with the latest configuration.  
Availability of internet bandwidth.

<b>Name of the Principal:</b> Prof. Ayesha Siddiqui
<b>Name of the Institution:</b> Sinhgad Technical Education Society's Sinhgad Institute of Hotel Management & Catering Technology.
<b>City:</b> Lonavala, Pune.
<b>Pin Code:</b> 401410.
<b>Accredited Status:</b> Cycle 1
<b>Work Phone:</b> 02114 304313/ 14/15
<b>Website:</b> www.sinhgad.edu
<b>Mobile:</b> 8411887334.

**C: EVALUATIVE REPORT OF THE DEPARTMENT  
HOTEL MANAGEMENT & CATERING TECHNOLOGY**

1. Name of the Department	:	Hotel Management & Catering Technology	
2. Year of Establishment	:	2004	
3. Names of Programs/ Courses offered	:	BHMCT, BScHS	
4. Names of the interdisciplinary courses and the departments/ units involved	:	<p>Hotel Management program is listed as single department. Two Course namely BHMCT &amp; BScHS are interdisciplinary programs. - All three departments are compulsory for both the courses except final year BHMCT</p> <p>a) Inter-disciplinary activities : Vegan food workshop and competition Food festivals &amp; Theme Dinners, Table Etiquettes.</p> <p>b) Inter department activities at the institute : Excellent Coordination with F &amp; B Service , Accommodation department for institutional activities like Service for VIPs at institutes, Fresher’s Party, farewell Party, Alumni Meet, International Bread Day, Seminars and workshops, theme lunch / dinner, food festival, World Tourism day, Campus level hospitality services</p>	
5. Annual/ semester/choice based credit system (program-wise)	:	<p>BHMCT : Semester Pattern BHMCT - Semester Pattern (SPPU Choice based Credit system 2016) B.Sc.HS – Semester Pattern FY B.Sc HS- Annual Pattern 2016</p>	
6. Participation of the department in the courses offered by other departments.	:	NA	
7. Courses in collaboration with other universities, industries, foreign institutions, etc.	:	NA	
8. Details of courses/programmes discontinued (if any) with reasons.	:	NA	
9. Number of Teaching posts	:	<p>Principal: 1 Professor: 1 Asso. Professor: 04 Asst. Professor: 18</p>	
10. Faculty profile with name, qualification & designation:			
<b>Name</b>	<b>Design.</b>	<b>Qualification</b>	<b>Exp. Yrs</b>
1.Dr.Ayesha Siddiqui	Principal	DHMCT,B.A.M.Sc.HTM, PhD	20

2.Dr.Sameer Koranne	Professor	BHMCT, MTM, MScHTM, PhD	16
3.Prof.Shailendra Nigam	Asso. Professor	DHMCT, BSc.HTM, M.Sc.HTM	19
4.Prof.Shilpa Hate Branger	Asso. Professor	DHMCT, BSc.HTM, M.Sc.HTM	17
5.Prof.Sachin Desai	Asso. Professor	DHMCT, BSc.HTM, M.Sc.HTM	17
6. Pro. Vijay Mankar	Asso. Professor	DHMCT, BSc.HTM, M.Sc.HTM	19
7.Prof.Partho P Nath	Asst. Professor	DHMCT, BSc.HTM, MScTHM	21
8.Prof.S.A.Godase	Asst. Professor	BSc., MBA	19
9.Prof.N.D.Deshpande	Asst. Professor	BHM, MSc(HTM), MPhil (HM)	18
10.Prof.V.N.Revankar	Asst. Professor	BHMCT, MBA	15
11.Prof.Hitesh Muzumdar	Asst. Professor	DHMCT, BHMCO	13
12. Prof.Ranjana Diwate	Asst. Professor	BHMCT, MHMCT	13
13.Prof.Raghavendra Gade	Asst. Professor	BHMCT, MScHTM	11
14.Prof.Abhijeet Jadhav	Asst. Professor	BHMCT.PGDBM, MBS	11
15.Prof.Amol Wandre	Asst. Professor	BHMCT.PGDBM, MBS	10
16.Prof.Rahul Shende	Asst. Professor	DHMCT	10
17.Prof.Poonam Jori	Asst. Professor	DHMCT, MTM	10
18.Prof.C.D.Deshmukh	Asst. Professor	BHMCT, MBA	05
19.Prof.Nikhil Pimpale	Asst. Professor	BHMCT, MBA	06
20. Prof.Amruta Agale Ranawade	Asst. Professor	BHMCT	02
21. Prof. Debashish Mahapatra	Asst. Professor	BHMCT	05
22. Prof. Narhari Argade	Asst. Professor	BHMCT	06
23.Prof. Benaifer Contarctor	Asst. Professor	B.Sc. HS	02
24. Prerana Bhautik	Asst. Professor	BHMCT, MBA, NET	06

11. List of Senior Visiting faculty	:	01
12. Percentage of lectures delivered and practical classes taken by temporary faculty	:	0.017%
13. Student -Teacher Ratio	:	1:13.76
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled	:	27
<b>15. Qualifications of teaching faculty: Note: Refer information in question no. 10.</b>		
16. Number of faculty with ongoing projects from a) National b) International funding agencies.	:	NIL
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	:	NIL
18. Research Centre /facility recognized by the University	:	No research Center since only UG courses are offered, however, institute has Tie Up with the Research Center of sister concerns.

**19. Publishing**

No	Faculty Name	Book or Journal Or Magazine or Conference proceedings	Title of the Article/ Review	Journal/ Book/ Magazine Title	ISSN/ ISBN
<b>1</b>	Dr.Ayesha Siddiqui	Proceeding	Advent of hotel industry and service quality concepts.	Emerging trends in Commerce & social sciences.	2249-7463
		Proceeding	Customer Relationship Management in Hotels: A case study of five star hotel in Lonavala	Emerging Issues in Corporate strategies	ISSN: 2347-4173
		Proceeding	Effective Environmental practices in hospitality industry for sustainable development	Nov 2015	2277-2170
		Proceeding	Training & Retention of staff in Hospitality Industry.	Placitum 2015, Innovative strategies in dynamic Economy	ISBN 978-93-84916-64-0
		Proceeding	CSR: Emerging Trends	CSR:	

			in Hospitality Industry	Relation between business & society.	
			FDI with respect to tourism & hospitality: A review	Impact of FDI in Indian Economy	ISSN-978-81-923324-1-3
		Journal	Organizational Climate & Organizational Culture in Hospitality Industry: A review	Online International Referred Interdisciplinary research journal, (Bi-Monthly)	ISSN-2249-9598
<b>2</b>	Dr. Sameer Koranne	Proceeding	Conceptual study of relationship between service quality Customer satisfaction	International Research Journal of Social Sciences	2319–3565, Vol. 3(2)
		Journal	Conceptual framework of service quality management.	Paripex Indian Journal of Research	ISSN: 978-81-929101-0-9, 32-39
		Journal	Service Quality Management in Hotel Industry,	International Journal of Commerce & Business Management	ISSN 0974-2646 Vol 6, Issue 1
		Journal	Conceptual Framework of Service Quality Trade Offs	Paripex Indian Journal of Research	ISSN - 2250-1991, 50-52
		Proceeding	Conceptual Study of Relationship between Service Quality and Corporate Social Responsibility with reference to Hotel Industry	National Level Seminar on Corporate Social Responsibility: Relations between	ISSN: 978-93-83414-49-9, 38-42.

				Business and Society	
		Journal	Theories of Service Quality Management: A Review	Excel International Journal of Multidisciplinary Management Studies	ISSN 2249-8834 EIJMMS, Vol.4 (3),
		Journal	Study of Service Quality Management	Pacific Asia Business Review	ISSN: 0974-438X, 21-25
		Proceeding	Advent of Hotel Industry and Service Quality Concepts	International Conference on Emerging Trends in Commerce and Social Sciences	ISSN: 2249-7463
		Journal	Synchronization of Emerging Trends in Hospitality Industry and Service Quality,	Zenith International Journal of Business Economics & Management Research	ISSN 2249-8826
		Journal	Critical Measures of Service Quality in Star Hotels	Asian Journal of Research in Business Economics and Management	ISSN: 2249-7307 (Online) 2250-1673 (Print)
		Journal	Study of Service Quality Management	Pacific Asia Business Review	ISSN:0974-438X Vol 21 Iss.25
		Journal	Study On Trends In Quick Service Restaurants.	Athitya-Journal of hospitality	2394-6644
3	Prof.Diwate Ranjana	Journal	E –marketing: tourism marketing practices in Maharashtra.	Paripex Indian journal of research	2250-1991

		Journal	Eco- Tourism : A tool for preservation of natural resources	Global Research analysis	2277-8160
		Proceeding	Latest trends in hospitality and tourism industry	MGV,Nasik	978-93-5104-384-3
4	Prof.N. D. Deshpande	Proceeding	A study of supply chain management in hotel operations	SIOM	
		Proceeding	A study on supply chain management in hotel organizations in Pune.	Journal of IIM – Ahmedabad	
		Proceeding	A study of supply chain management in hotel operations	Journal of IIM – Bangalore	
		Proceeding	Influence of economic downturn on tourism and hotel industry.	NBNCOC	
		Proceeding	Safeguarding the services of hotel professionals by ensuring security checks on its employee’s workplace and guest.	M.Phil (HM) The Global Open University, Nagaland	ISBN:978-81-910118-0-7
5	Prof.P. P. Nath	Journal	A Study On Work Life Balance Of Women Faculty In Educational Institutes With Reference To Lonavala City	International Journal Of Yadavrao Tasgaonkar Institute Of Management.	2277-4726
		Journal	How To Retain Competent Employees In The Organization	International Journal Of Yadavrao Tasgaonkar	2277-4726



				Institute Of Management	
6	Prof.S. A. Godase	Journal	A comparative analysis; study of Franklin (I) smaller companies (G) and DSP BR Micro Cap RP (G) Equity based Mutual Funds.	IOSR Journal : International Organisation of Scientific research	2278-487X 2319-7668
		Proceeding	Long Term Performance of Equity Based Mutual Funds	AIMS Intl. Conf on Management	ISBN 978-81-924713-7-2
7	Prof.V. N. Revankar	Proceeding	“Applying project based learning in catering institutes”	SKN College of Education.	ISBN 2435-6178
8	Prof.A.v. Jadhav	Journal	Employee turnover in hospitality industry	Surya :The Energy Suryadatta Institute Of HMCT,Pune	ISSN 2454-9169
9	Prof.Amol Wandre	Journal	Training in Hospitality	Suryadatta Institute Of HMCT,Pune	ISSN 2454-9169

**20.Areas of Consultancy and income generated:**

<b>Sr. No.</b>	<b>Name of the Property</b>	<b>Place</b>	<b>Consultation offered by</b>	<b>Area of Consultancy</b>
1.	Bon Vivant Restaurant	Nashik	Partho Nath	Menu planning, Design
2.	Delite Bakery	Lonavala	Mankar	Menu planning, Design
3.	Rama Veg Restaurant	Pune	Ayesha Siddiqui	Interiors and furnishing
4.	Sweet Shop	Alibag	Navaneet D Deshpande	Menu planning, Design
5.	Hotel Ashray Resort	Lonavala	Sameer Koranne	Menu planning, Design
6.	Deepson Bakery	Sangli	Rahul Shende	Operations

7.	Patel Baker Hut	Shegaon Buldana	Rahul Shende	Menu planning, Design
8.	Rohan Bakers	Katraj Pune	Rahul Shende	Menu planning, Design
9.	Hotel Purohit	Lonavala	Partho Nath	Menu planning, Design
10.	Celebrations Restaurants	Alandi, Pune	Sameer Koranne	Menu planning, Design
11.	Shantanu Finacials	Khopoli	S A Godase	Mutual Funds

**21. Faculty as Members in :**

Name	Appointments
1.Dr.Ayesha Siddiqui	Member – Curriculum planning and revision SPPU (BHMCT) Chief Conductor for SPPU Examination
2.Dr.Sameer Koranne	F & B Service Head Coordinator, – Curriculum planning SPPU (BHMCT,MHMCT), (BHM) AJDYPU Paper setter – Paper setting and CAP, SPPU, MSBTE, BU Exams. External Practical Examiner, SPPU, Exams. Internal &External Senior supervisor for SPPU Examination Life Member- ITHC
3.Prof.Shilpa Hate Branger	Member – Curriculum planning and revision SPPU (BHMCT,MHMCT), Chairman, Paper setter, External Practical Examiner, SPPU, Internal &External Senior supervisors/CEO for SPPU Examination
4.Prof.Shailendra Nigam	Chairman, Paper setter, External Practical Examiner, SPPU, Cap, Internal &External Senior supervisor for SPPU Examination
5.Prof.Sachin Desai	Member – Curriculum planning and revision SPPU (BHMCT,MHMCT), Chairman, Paper setter, External Practical Examiner, SPPU, Internal &External Senior supervisors/CEO for SPPU Examination
6. Prof.Navneet Deshpane	Paper setter – Paper setting and CAP, SPPU Exams. External Practical Examiner, SPPU, Exams. Internal &External Senior supervisors for SPPU Examination Life Member-ISTE
7.Prof.Partho P Nath	Member – Chairman, Paper setter – Paper setting and CAP, SPPU Exams. External Practical Examiner, SPPU Exams.

	External Senior supervisors for SPPU Examination
8.Prof.Amol Wandre	Paper setter – Paper setting and CAP, SPPU Exams. External Practical Examiner, SPPU, Exams. Internal &External Senior supervisors for SPPU Examination Member-Shivalay Pratisthan, Rashtra Seva Samuh
9.Prof.Raghavendra Gade	External Practical Examiner, SPPU, Exams. Paper setter for DHMCT Internal supervisors for SPPU Examination.
10.Prof.Chandrakant Deshmukh	Internal Practical Examiner, SPPU, Exams. Paper setter for DHMCT
11.Prof.Poonam Jori	Member – Curriculum planning and revision SPPU(BScHS) and Member – Curriculum planning and revision ADYPU, Paper setter – Paper setting and CAP, SPPU Exams. External Practical Examiner, SPPU Exams. External Senior supervisors for SPPU Examination
12.Prof.Hitesh Muzumdar	Member – Curriculum planning and revision SPPU (BHMCT) Paper setter – Paper setting and CAP, SPPU Exams. External Practical Examiner, SPPU, Exams. Internal &External Senior supervisors for SPPU Examination
13.Prof.Vishwanath Revankar	Member – Curriculum planning and revision SPPU (BHMCT) Paper setter – Paper setting and CAP, SPPU Exams. External Practical Examiner, SPPU, Exams. Internal &External Senior supervisors for SPPU Examination
14. Prof.Ranjana Diwate	Chairman, Paper setter – Paper setting and CAP, SPPU Exams. External Practical Examiner, SPPU, Exams. Internal &External Senior supervisors for SPPU Examination
15.Prof.Abhijeet Jadhav	Chairman, Paper setter – Paper setting and CAP, SPPU Exams. External Practical Examiner, SPPU, Exams. Internal &External Senior supervisors for SPPU Examination
16.Prof.Rahul Shende	Member – Curriculum planning and revision SPPU (BHMCT) External Practical Examiner, SPPU, Exams. Asst.Sr.Supervisor, Internal &External supervisors for SPPU Examination
17.Prof.S.A.Godase	Member – Chairman, Paper setter – Paper setting and CAP, SPPU Internal &External supervisors for SPPU

	Examination Life Member-ISTE	
22. Student projects Percentage of students who have done in-house including inter departmental/program or placed for projects in organizations outside the institution	:	100%, students undertook projects in various subjects at labs and industry as well.
23. Awards / Recognitions received by faculty and students Faculty Recognition Faculty Achievement		
<b>Faculty</b>	<b>Recognition</b>	
Prof.Navneet Deshpande	Global Award for the Best Professor, World Education Congress.	
All faculty	Appreciation Certificate from campus director for hospitality services provided to NAAC peer committee	
All faculty	Appreciation Certificate from Neon, Pune	
All faculty	Appreciation Certificate from SIT for hospitality services provided to Conference	
All faculty	Appreciation Certificate from SPS for hospitality services provided on Annual day	
All faculty	Appreciation Certificate from SIBACA for hospitality services provided to Conference	
All faculty	Appreciation Certificate from SIPS for hospitality services provided to Conference	
All faculty	Appreciation Certificate from NBN COS for hospitality services provided to Conference	
All faculty	Appreciation Certificate from SKNSITS for hospitality services provided to Conference	
Prof.Vijay Mankar	Letter of Appreciation from Brooklyn Bakes	
Dr.Sameer Koranne	Letter of Appreciation from Dream Holidays, Lonavala Letter of appreciation from Fariyas Resort, Lonavala	
Prof. V N Revankar	Letter of Appreciation from Hotel Manas , Lonavala Letter of appreciation from Fariyas Resort, Lonavala	
Poonam Jori	Letter of Appreciation from Neat Space, Lonavala	
Prof.Partho Nath	Letter of Appreciation from Brooklyn Bakes	
Prof.S.A.Godase	Letter of Appreciation from Cloud 9 Resort, Lonavala	
Students Achievement		
Students name	Recognition	
1.Akshay Rane	Adwitiya 2015-16, Winner, Symphony 2017	
2.Dhananjay Kuwar	Symphony 2016	
3.Vikas Mate	Category Runner up, Atithya, AISSMS, Pune	
4.Nishikant Dandwate	Symphony 2016	
5.Hardik Mahadik	Symphony 2016	
University Topper's List: Since year 2008 have successively topped the SPPU list.		

<b>24. List of eminent academicians / visitors to the department</b>	
<b>Name</b>	<b>Designation &amp; Organization</b>
1. Chef Divyesh Dyaneshwar	Sous Chef Rich Gravvis.
2. Chef Abdesh	Pastry Sous Chef –Fariyas Resort, Lonavala.
3. Mrs. Darshana Muzumdar	Member of FIAPO
4. Chef Ram Bahadur Gupta	Sanjay Sweets, Lonavala.
5. Chef. Sandeep Naik	DYPATIL IHMCT,PUNE
6.Chef Abhay Singh	Executive Chef – Fariyas Resort, Lonavala.
7.Chef Azaruddin	Freelance Culinary Consultant
8. Chef Jemmy Mooken	Executive Chef, Della Adventures Resort, Lonavala.
9.Chef Shivkumar	Executive Chef, Sahara Aambey valley
10.Chef Kamal Singh	Sous Chef, Piccadele, Lonavala.
11.Chef Pusegaonkar Ashok	Bakers’ Basket, Pune
12.Chef Pralhad Botre	DYPATIL IHMCT,PUNE
13.Chef Abhijeet Shalu	Café Cool, Pune
14.Chef Neha Mirlekar	Tarla Dalal Food Styling, Mumbai
15.Chef Anand Joshi	Star Cruise, USA
16.Chef Santosh Mali	Carnival Cruise, USA
17.Chef Prashant Admane	Executive Chef – Fariyas Resort, Lonavala.
18. Chef Hemraj Patil	Bakery Chef, AISSMS CHMCT, Pune
19.Chef Imran	International Cuisine Chef, M A R CHTMR, Pune
20.Chef Kiran Shende	Bakery Chef, AISSMS CHMCT, Pune
21. Chef Selvaraj	Pastry Chef, Renaissance Powai Mumbai
22.Chef Harsha Bhagwat	Pastry Chef, Rich Gravvis
23.Chef Jeevan Lakhwal	R & D Head, Master Line Bunge Pvt. Ltd., Bangalore
24.Mr.Rakesh Awchat	MD, Mango Tree Hotel.
25.Mr.E.Donowan	Swiss Hospitality Institute
26.Mr.Omkar Watave	Partner, Flair Mania Bartending Academy, Pune
27.Mr.Rishi Sharma	F & B Manager, Sahara Ammbey Valley, Lonavala.
28.Mr.Utkarsh Sharma	F & B Manager, Westin Pune
29.Mr.Rohit Pandey	Training Manager, Westin Pune
30.Mr.Ajit Fernandes	F & B Manager, Fariyas Resort, Lonavala
31.Mr.Deepika Chheniyar	Training Manager, Four Points by Sheraton, Pune
32.Mr.Chamine Narula	Training Manager, Piccadele, Pune
33.Mr.Rockey Kanoj	Rocky the Jockey Flair Mania Bartending Academy, Pune
34.Prof.Ahswini Talaulikar	Asso.Prof.DY Patil Institute of HMCT, Pune
35.Prof.Vikas Swarup	Asst. Prof. MSIHMCT, Pune
36.Mrs. Sujata Patil	Wine Connoisseur, Pune
37.Prof.Gokul Sonawane	Asst. Prof.AJMVPS CHMCT, Ahemadnagar
38.Mr.Vishrut Gupta	Director F & B, Westin, Pune
39Mr.Bhagwan Balani	GM, Hiltom, Shillim, Lonavala
40.Mr.Atul Wasvani	Training Manager, Hiltom, Shillim, Lonavala
41.Mr.Sujeet Singh	GM, Royal Orchid, Pune
42.Mr.Priyabrat Purohit	F&B Manager, Park Estique, Pune

43. Mr. Karmo Baretto	GM, Laguna Resort, Lonavala
44. Mr. Samadhan	Partner, Flair Mania Bartending Academy, Pune
45. Mr. Nasir Khan	RM, Fariyas Resort
46. Ms Salma Khatun	Head HR From Fariyas Resort
47. Mr. Prem Pathak	GM-Panoramic Group of Hotels
48. Mr. Ali Jaffer	Global link services
49. Dr. Sanjeev Kumar	Manashakti Centre, Lonavala
50. Mr. E. Donowan	Swiss hospitality institute.
51. Dr. Chitale	Ex-Dean, SPPU, Pune
52. Dr. Seema Zagade	chairman Board of studies, SPPU
53. Dr. Bang	Delta M Management Consultant, Pune
54. Dr Nachiket Vechalekar	Dean, IndSearch, Pune
55. Dr. Amod Markale	Yashaswi Education Trust, Pune
56. Dr Anil Jadhav	SIBACA, Lonavala
57. Mr Jagar Thakur	GM Fariyas Hotel, Lonavala
<b>25. Seminars/ Conferences/Workshops organized &amp; the source of funding</b>	
<b>Title</b>	<b>Funding</b>
1. State Level Workshop on Trends in Culinary Art	SPPU, Pune
2. Workshop on Food Plating	Self
3. Workshop on Indian Halwai	Self
4. Seminar on Vegan food	FIAPO, India
5. Lecture on Personal Hygiene And Food Safety	Gravvis, Pune
6. Workshop On Food Adulteration	Self
7. Workshop on Pastry & Confectionary	Self
8. State Level Workshop on Innovative Techniques in F&B S	SPPU, Pune
9. Workshop on Flair bartending	Monin India
10. Workshop on Mixology	FMBA & Self
11. Workshop on wine appreciation	Sula Wines
12. Lecture on F&B Operations in Hotel Industry	Self
13. Lecture on Introduction to Hospitality Industry	Self
14. Lecture on Illustrative Career in Hospitality Industry	Self
15. Workshop on Flower Arrangement	Self
16. Seminar on Hospitality Industry by Mr Nasir Khan	Self
17. Seminar on Hospitality Industry by Ms Salma Khatun	Self
18. Seminar on Accommodation Career by Mr Ali Jaffer	Self
19. Workshop on Stress Management	Manashakti , Lonavala
20. Seminar on Accommodation Career by Mr. E. Donowan	Self
21. State Level seminar on RMQT	SPPU, Pune

<b>26. Student profile programme/course wise (2017-2018)</b>					
Program/Course	Applications Received	Selected	Enrolled		Pass%
			Male	Female	
BHMCT	77	59	50	9	130%
B.Sc.HS	100	60	55	5	167%
Note: The Pass Percentage is for First Year					
<b>27. Diversity of Students (2017-2018)</b>					
Program/Course	% of students from same state	% of students from other state	% of students from other countries		
BHMCT (2017)	58	1	00		
B.Sc.HS (2017)	57	03	00		
28. How many students have cleared national and state competitive examinations?		:	Not Applicable		
29. Student progression : Refer SSR 5.2.1					
<b>30. Details of Infrastructural facilities</b>					
Sr. No.	Details	Infrastructure			
1	Laboratories	Well equipped BTK, ATK, QTK, Bakery, Training Restaurants and Bar, Guest Rooms, Suite, Housekeeping Lab, Front Office, Computer Center, Laundry, Linen Room.			
2	Library	Resourceful library with required titles and volumes of books and subscription to learning resources like e-journal JOHAR, membership of Jayakar library- SPPU, membership of DLI			
3	Classrooms	Classrooms with Audio Visual facilities, ICT facilities			
4	Computational facilities	Sufficient number of PCs and internet bandwidth			
5	Others	Well maintained dry storage, cold storage, seminar hall Sufficient infrastructure for administration and other amenities. <i>Further details listed in SSR 4.1.2</i>			
31. Number of students receiving financial assistance from college, university, government or other agencies		:	Details as listed in SSR 5.1.2		
32. Details on student enrichment program (special lectures / workshops / seminar) with					

external experts			
Sr.No.	Event	No. of events	Expert/ Guest
1	Lectures/ Seminars	10	18
2	Workshops	10	22

33. Teaching methods adopted to improve student learning department subjects follows the learner centric approach.

Theory Hours	Practical Hours
Blackboard- chalk	Standard Operating procedures
LCD/ OHP/ICT	Lab Manuals
Internet	Indent & Plan of work
E-sources, PPT Bank, e-books	Hotel Software- IDS institutional
Library resources	Special Menu, theme Lunch/Dinner
Assignments	Industrial Visit
Projects	Contests & Competitions
Educational Videos	Standard recipes and Journals

34. Participation in Institutional Social Responsibility (ISR) and Extension activities.

Sr.No	Details
1	Blood Donation Camp at institute
2	Swaccha Bharat Abhiyan
3	Help to Orphanage
4	Visit to Jilha Parishad School
5	Help to poor and needy
6	Don't Drink and Drive Awareness
7	Workshop on health & nutrition for ladies
8	Swacch Bharat Abhiyaan on venues of tourist interest

35. SWOC analysis of the department and Future plans

Strength	Weakness
<ul style="list-style-type: none"> <li>• Situated in the lap of nature and at tourist place helping quality learning.</li> <li>• Fully residential campus with multi-cultural atmosphere.</li> <li>• Modern infrastructure with fully operational laboratories, library and other facilities like the sports complex, auditorium &amp; gym.</li> <li>• Competent faculty and excellent retention ratio.</li> <li>• Transparent, collaborative and conducive work culture.</li> <li>• Availability of research center on campus to encourage research in hospitality.</li> <li>• Use of advanced aids in teaching-learning</li> </ul>	<ul style="list-style-type: none"> <li>• Connectivity of campus with major cities causes a little dis-comfort.</li> <li>• Limited research in the field of hospitality and lesser publication.</li> <li>• Restricted avenues for faculty to pursue Ph. D, take up research work.</li> <li>• Meager scope of funding for research.</li> <li>• Communication skills in foreign languages of students need improvement.</li> </ul>



<p>using LCD, videos and software.</p> <ul style="list-style-type: none"> <li>• Faculty development for the enhancement of the teaching quality.</li> <li>• Students' academic enhancement through varied co curricular and extracurricular activities.</li> <li>• Consistent ranking of students in the University toppers list.</li> <li>• Strong Industry and institute Linkages and excellent placement record giving due promotion to entrepreneur encouragement &amp; guidance.</li> <li>• Qualitative internship in leading group of hotels and exposure to foreign training.</li> </ul>	
<p style="text-align: center;"><b>Opportunities</b></p> <ul style="list-style-type: none"> <li>• Collaboration with International faculty and student exchange program.</li> <li>• Scope for collaborative and inter-disciplinary research.</li> <li>• Short courses / certificate courses in Hospitality and Tourism.</li> <li>• Promote entrepreneurial avenues.</li> </ul>	<p style="text-align: center;"><b>Challenges</b></p> <ul style="list-style-type: none"> <li>• Students from other states have limited access owing to less awareness about mandatory CET</li> <li>• Attracting and enrolling meritorious students.</li> <li>• Screening of students is not possible due to CAP process for BHMCT</li> <li>• Institute fee is decided by Fee Fixation Committee of State Government and it has effect on finances of institute.</li> </ul>
<p><b>Future Plans:</b></p> <ul style="list-style-type: none"> <li>• Strengthening the industry participation and inculcating the future demands of industry in curriculum planning and implementation.</li> <li>• Encourage talent development through increased exposure to research publication, research projects, consultancy, and enrollment to Ph.D.</li> <li>• Promote specialized education by introducing new course and post graduate course at the institute.</li> <li>• Creating new avenues for revenues generation and effective utilization of the increased revenue in quality enhancement and entrepreneurial endeavors.</li> </ul>	

**D: DECLARATION BY HEAD OF INSTITUTE**

SINHGAD TECHNICAL EDUCATION SOCIETY'S  
**SINHGAD INSTITUTE OF HOTEL MANAGEMENT  
& CATERING TECHNOLOGY**



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

Gat No. 309/310, Kusgaon (Bk), Off Mumbai-Pune Express Way, Lonavala, Dist. Pune - 410 401

Phone: 02114 - 304313 / 14 Fax: 02114 - 270260 Email: principal.sihmct@sinhgad.edu Web: www.sinhgad.edu

*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**

*Mrs. Ayesha Siddiqui*

B.A. (English), Dip. HMCT, M.Sc. (HTM)

**PRINCIPAL**

**DECLARATION BY THE HEAD OF THE INSTITUTION**

I certify that the data included in the Self Study Report are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the peer team will validate the information provided in the SSR during the peer team visit.


Date: 29<sup>th</sup> March 2017.

Place: Lonavala, Pune.

Prof. AYESHA SIDDIQUI  
Officiating Principal  
Sinhgad Institute of Hotel Management &  
Catering Technology, Kusgaon Bk.,  
Lonavala - 410 401

**E: CERTIFICATE OF COMPLIANCE**

**SINHGAD TECHNICAL EDUCATION SOCIETY'S**  
**SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY**

  
Sinhgad Institutes

(Approved by AICTE, New Delhi, Recognized by Government of Maharashtra & Affiliated to Savitribai Phule Pune University)  
Gat No. 309/310, Kusgaon (Bk), Off Mumbai-Pune Express Way, Lonavala, Dist. Pune - 410 401  
Phone: 02114 - 304313 / 14 Fax: 02114 - 270260 Email: principal.sihmct@sinhgad.edu Web: www.sinhgad.edu

<i>Prof. M. N. Navale</i> M.E. (Elect.), MIE, MBA <b>FOUNDER PRESIDENT</b>	<i>Dr. (Mrs.) Sumanda M. Navale</i> B.A, M.P.M., Ph.D. <b>FOUNDER SECRETARY</b>	<i>Mrs. Ayesha Siddiqui</i> B.A. (English), Dip. HMCT, M.Sc. (HTM) <b>PRINCIPAL</b>
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**CERTIFICATE OF COMPLIANCE**

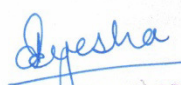
This is to certify that Sinhgad Technical Education Society's Sinhgad Institute of Hotel Management & Catering Technology Kusgaon (BK), Lonavala, Pune fulfill all norms.

1. Stipulated by the affiliating University and/or.
2. Regulator Council /Body (Such as UGC,NCTE,AICTE,MCI,DCI,BCI etc.) and
3. The affiliation and recognition is valid as on date.

It is noted that NAAC accreditation if granted, shall stand cancelled automatically once the institution loses its University Affiliation or Recognition by the regulatory Council, as the case may be.

In case the Undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NACC will be displayed on the college website.

Date: 29<sup>th</sup> March 2017.  
Place: Lonavala, Pune.

  
**Prof. AYESHA SIDDIQUI**  
Officiating Principal  
Sinhgad Institute of Hotel Management &  
Catering Technology, Kusgaon Bk.,  
Lonavala - 410 401

**LIST OF ABBREVIATION**

AICTE-	All India Council for Technical Education
AMC-	Academic Monitoring Committee
ATK -	Advanced training kitchen,
AUTOLIB –	Automated Library Management Software
BCUD–	Board of College and University Development
BHMCT –	Bachelor of Hotel Management and Catering Technology
BOS-	Board of Studies
B.Sc.HS –	Bachelor of Science in Hospitality Studies
BScHTM-	Bachelor of Science Hotel & Tourism Management
BTK -	Basic Training kitchen
CAP-	Centralized Admission Process
CCTV –	Close circuit television
CEO -	Chief Examination Officer
CET -	Common Entrance Test
DELNET –	Developing Library Network
DTE-	Directorate of Technical Education
EDP-	Entrepreneur Development Program
ERP –	Enterprise Resource Planning
F & B-	Food & Beverage
FDP –	Faculty Development Program
GB –	Governing Body
HK –	Housekeeping
HMCT –	Hotel Management & Catering Technology
HOT-	Hotel Operations Trainee
HSC -	Higher Secondary Certificate
ICT –	Information & Communication Technology
IDS -	Intellectual Data System
IQAC -	Internal Quality Assurance Cell
ISBN-	International standard book Number
ISR-	Institute Social Responsibility
ISSN-	International standard serial Number
JOHAR –	Journal of Hospitality and Research
KVA –	Kilovolt ampere
LAN –	Local Area Network
LCD –	Liquid Crystal Display
LED -	Light Emitting Diode
LIC-	Local Inquiry Committee
LMC -	Local Managing Committee
MBA-	Master of Business Administration
MoU-	Memorandum of Understanding
MScHTM-	Master of Science Hotel & Tourism Management
MT-	Management Trainee
NAAC –	National Assessment and Accreditation Council
NGO -	Non Government Organization

NT –	Nomadic Tribes
OBC –	Other backward classes
OCER-	Oberoi Central Employment Register
ODC –	Outdoor Catering
OER –	Open Educational Resources
OPAC –	On-line Public Access Catalog
PMS –	Property Management System
POS –	Point of sale
PPT –	Power point Presentation
QIP-	Quality Improvement Program
QSR –	Quick Service Restaurants
QTK -	Quantity training kitchen
R&D -	Research & Development
SC -	Scheduled Castes
SE-	Skill Enhancement
SIBACA –	Sinhgad Institute of Business Administration and Computer Application
SIT-	Sinhgad Institute of Technology
SOP –	Standard Operating Procedures
SPPU -	SavitribaiPhule Pune University
SSR –	Self Study Report
ST -	Scheduled Tribes
STES –	Sinhgad Technical Education Society
STP –	Sewage Treatment Plant
STTP –	Short Term Training Program
T & P-	Training & Placement
TFWS-	Tuition fees waiver Scheme
TOFEL -	Test of English as a Foreign Language
TV –	Television
UG –	Under-Graduate
UGC -	University Grants Commission of India
UPS –	Un interruptible power source
VCR –	Video Cassette Recorder
WTO –	World Tourism Organization



ANNEXURE 1: CERTIFICATE OF RECOGNITION BY AICTE AND SPPU



**All India Council for Technical Education**

(A Statutory body under Ministry of HRD, Govt. of India)

Nelson Mandela Marg Vasant Kunj, New Delhi-110067

PHONE: 23724151/52/53/54/55/56/57 FAX: 011-23724183 [www.aicte-india.org](http://www.aicte-india.org)

F.No. Western/1-3322219476/2017/EOA

Date: 30-Mar-2017

To,

The Secretary,  
Tech. & Higher Education Deptt  
Govt. of Maharashtra, Mantralaya,  
Annexe Building, Mumbai-400032

Sub: Extension of approval for the academic year 2017-18

Ref: Application of the Institution for Extension of approval for the academic year 2017-18

Sir/Madam,

In terms of the provisions under the All India Council for Technical Education (Grant of Approvals for Technical Institutions) Regulations 2016 notified by the Council vide notification number F.No.AB/AICTE/REG/2016 dated 30/11/2016 and norms standards, procedures and conditions prescribed by the Council from time to time, I am directed to convey the approval to

Permanent Id	1-6240581	Application Id	1-3322219476
Name of the Institute	SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY	Institute Address	GAT NO 309, 310 & 314 KUSGAON (BK), OFF MUMBAI-PUNE EXPRESSWAY, TALUKA MAVAL, LONAVALA, DIST PUNE 410401, LONAVALA, PUNE, Maharashtra, 410401
Name of the Society/Trust	SINHGAD TECHNICAL EDUCATION SOCIETY	Society/Trust Address	44/1, VADGAON (BK), OFF SINHGAD ROAD, PUNE, PUNE, PUNE, Maharashtra, 411041
Institute Type	Unaided - Private	Region	Western

Opted for change from Women to Co-ed and Vice versa	No	Opted for change of name	No	Opted for change of site	No
Change from Women to Co-ed approved and Vice versa	Not Applicable	Change of name Approved	Not Applicable	Change of site Approved	Not Applicable
Opted for Conversion from degree to diploma	No	Opted for Conversion from diploma to degree	No	Conversion (degree to diploma or vice versa) Approved	Not Applicable

To conduct following courses with the intake indicated below for the academic year 2017-18

Application Id: 1-3322219476			Course	Affiliating Body	Intake Approved for 2016-17	Intake Approved for 2017-18	NRI Approval status	PO/JFN/Gulf quota Approval status	Foreign Collaborator/Program Approval status
Program	Shift	Level	Full/Part Time						
HOTEL MANAGEMENT AND CATERING	1st Shift	UNDERGRADUATE	HOTEL MANAGEMENT AND CATERING TECHNOLOGY	University of Pune, Pune	60	60	NA	NA	NA

Application Number: 1-3322219476

Note: This is a Computer generated Report.No signature is required.

Page 1 of 3  
Letter Printed On:13 April 2017

Printed By : AF4651R71





## All India Council for Technical Education

(A Statutory body under Ministry of HRD, Govt. of India)

Nelson Mandela Marg Vasant Kunj, New Delhi-110067

PHONE: 23724151/52/53/54/55/56/57 FAX: 011-23724183 [www.aicte-India.org](http://www.aicte-India.org)

The above mentioned approval is subject to the condition that  
SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY  
shall follow and adhere to the Regulations, guidelines and directions issued by AICTE from time to time and the undertaking /  
affidavit given by the institution along with the application submitted by the institution on portal.

In case of any differences in content in this Computer generated Extension of Approval Letter, the content/information as approved  
by the Executive Council / General Council as available on the record of AICTE shall be final and binding.

Strict compliance of Anti-Ragging Regulation:- Approval is subject to strict compliance of provisions made in AICTE Regulation  
notified vide F. No. 37-3/Legal/AICTE/2009 dated July 1, 2009 for Prevention and Prohibition of Ragging in Technical Institutions. In  
case Institution fails to take adequate steps to Prevent Ragging or fails to act in accordance with AICTE Regulation or fails to punish  
perpetrators or incidents of Ragging, it will be liable to take any action as defined under clause 9(4) of the said Regulation.

Note: Validity of the course details may be verified at [www.aicte-india.org](http://www.aicte-india.org)

**Prof. A.P Mittal**  
Member Secretary, AICTE

Copy to:

1. The Regional Officer,  
All India Council for Technical Education  
Industrial Assurance Building  
2nd Floor, Nariman Road  
Mumbai - 400 020, Maharashtra
2. The Director Of Technical Education\*\*,  
Maharashtra
3. The Registrar\*\*,  
University of Pune, Pune
4. The Principal / Director,  
SINHGAD INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY  
GAT NO 309, 310 & 314 KUSGAON (BK.), OFF MUMBAI-PUNE EXPRESSWAY, TALUKA MAVAL, LONAVALA,  
DIST PUNE 410401,  
LONAVALA,PUNE,  
Maharashtra,410401
5. The Secretary / Chairman,  
SINHGAD TECHNICAL EDUCATION SOCIETY  
44/1, VADGAON (BK), OFF SINHGAD ROAD, PUNE.,  
PUNE,PUNE,  
Maharashtra,411041
6. Guard File(AICTE)

Note: \*\* - Approval letter copy will not be communicated through post/email. However, provision is made in the portal for  
downloading Approval letter through Authorized login credentials allotted to concerned DTE/Registrar.

Application Number: 1-3322219476

Note: This is a Computer generated Report.No signature is required.

Printed By : AE4651871

Page 2 of 3  
Letter Printed On:13 April 2017

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

Telephone Nos. :

020-25691233  
25601257  
25601258  
25601259



ACADEMIC SECTION  
Ganeshkhind, PUNE-411007, INDIA

Telegraph : 'UNIPUNE'

Fax : 020-25691233

Webside : [www.unipune.ac.in](http://www.unipune.ac.in)

e-mail : [dyracademic@unipune.ac.in](mailto:dyracademic@unipune.ac.in)

Date : 24/03/2017


Ref No. : CA/254

TO WHOM IT MAY CONCERN

This is to certify that Sinhgad Technical Education Society's Sinhgad Institute of Hotel Management & Catering Technology, Gat No. 309/310, Kusgaon (Bk), Lonavala, Dist. Pune 410401 Institute of is Recognized Institute of the Savitribai Phule Pune University since 2004 and the following courses are taught in the said Institute as per the approval stated below ;

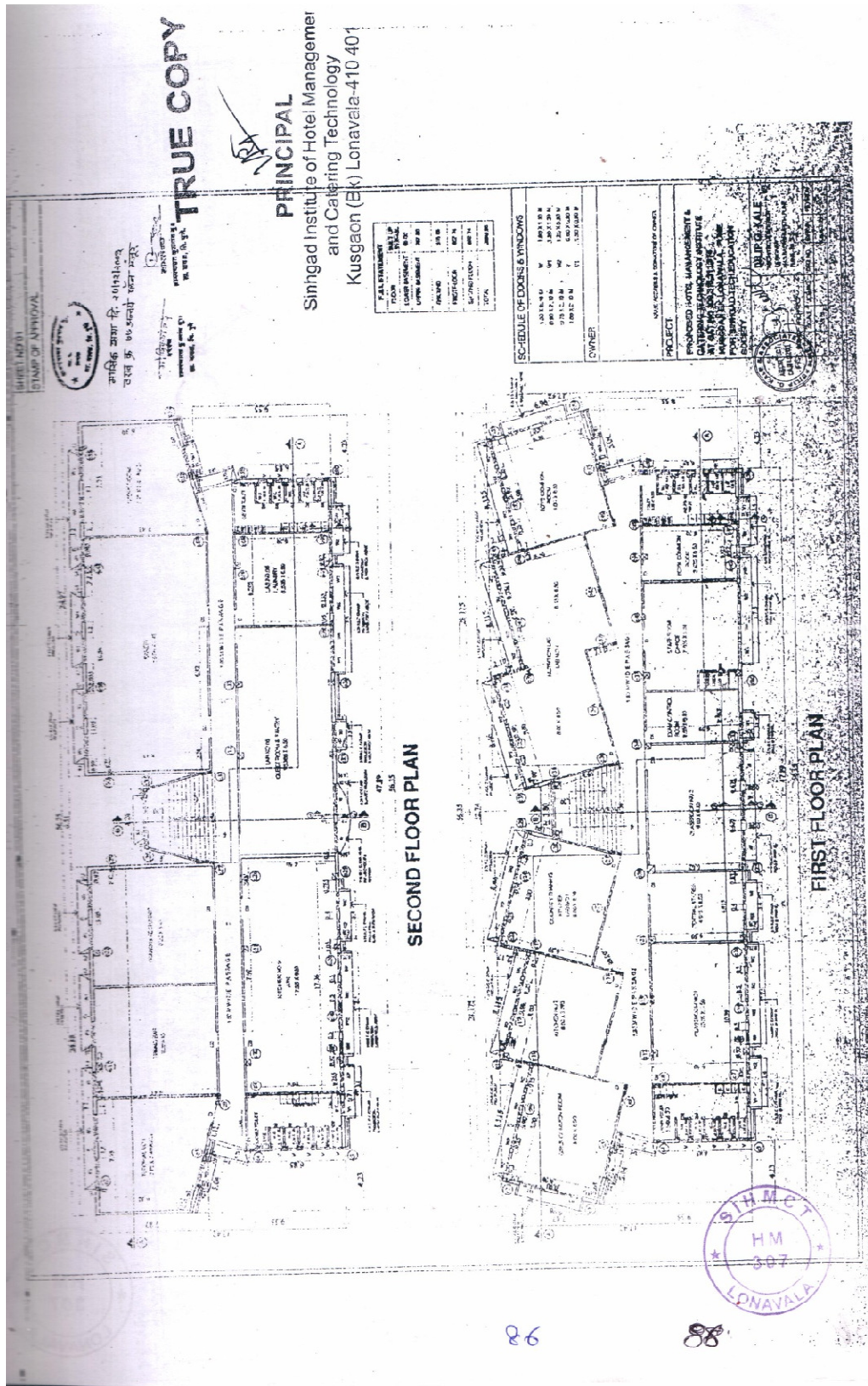
Sr. No.	Courses	Duration	Affiliation	Validity period
			Permanent/Temporary	
1.	Bachelor of Hotel Management & Catering Technology (BHMCT)	4 Years	Temporary	Up to 2016-2017
2.	Bachelor of Science – Hospitality Studies (B. Sc. H. S.)	3 Years	Temporary	Up to 2016-2017

The said certificate is issued as per the application received from the Director of the Institute Ref. No. SIHMCT/SPPU/2016-17/1843 dated 23/03/2017 so as to submit to the National Assessment and Accreditation Council (NAAC), Bangalore.

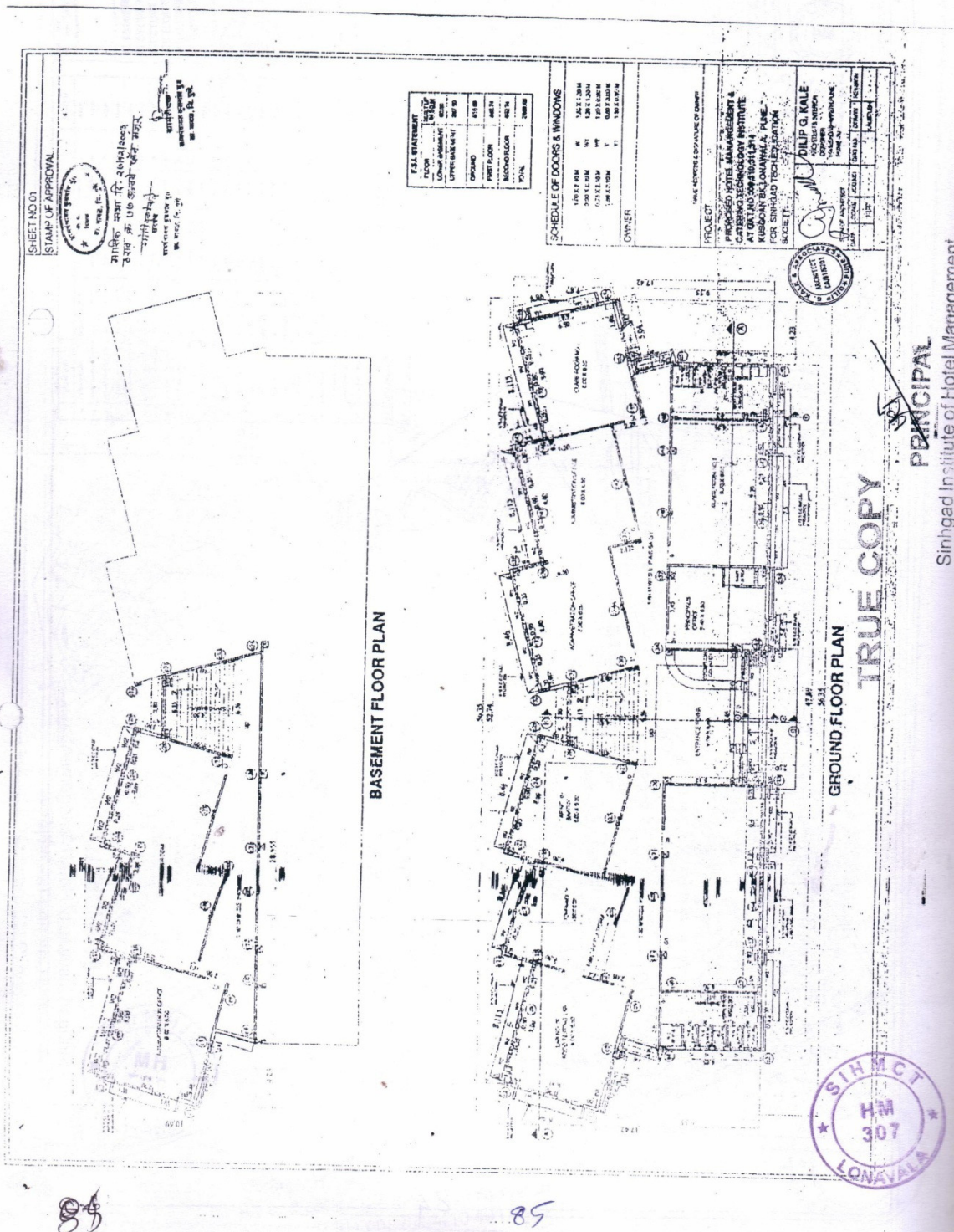
  
Deputy Registrar  
(Academic Section)











FLOOR FINISHES	
FLOOR	1. POLISH
WALL	2. WHITE WASH
CEILING	3. WHITE WASH
DOOR	4. WOOD
WINDOW	5. WOOD
ROOF	6. WOOD
PAINT	7. WOOD
ROOF FLOOR	8. WOOD
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ROOF FLOOR	51. WOOD
ROOF FLOOR	52. WOOD
ROOF FLOOR	53. WOOD
ROOF FLOOR	54. WOOD
ROOF FLOOR	55. WOOD
ROOF FLOOR	56. WOOD
ROOF FLOOR	57. WOOD
ROOF FLOOR	58. WOOD
ROOF FLOOR	59. WOOD
ROOF FLOOR	60. WOOD
ROOF FLOOR	61. WOOD
ROOF FLOOR	62. WOOD
ROOF FLOOR	63. WOOD
ROOF FLOOR	64. WOOD
ROOF FLOOR	65. WOOD
ROOF FLOOR	66. WOOD
ROOF FLOOR	67. WOOD
ROOF FLOOR	68. WOOD
ROOF FLOOR	69. WOOD
ROOF FLOOR	70. WOOD
ROOF FLOOR	71. WOOD
ROOF FLOOR	72. WOOD
ROOF FLOOR	73. WOOD
ROOF FLOOR	74. WOOD
ROOF FLOOR	75. WOOD
ROOF FLOOR	76. WOOD
ROOF FLOOR	77. WOOD
ROOF FLOOR	78. WOOD
ROOF FLOOR	79. WOOD
ROOF FLOOR	80. WOOD
ROOF FLOOR	81. WOOD
ROOF FLOOR	82. WOOD
ROOF FLOOR	83. WOOD
ROOF FLOOR	84. WOOD
ROOF FLOOR	85. WOOD
ROOF FLOOR	86. WOOD
ROOF FLOOR	87. WOOD
ROOF FLOOR	88. WOOD
ROOF FLOOR	89. WOOD
ROOF FLOOR	90. WOOD
ROOF FLOOR	91. WOOD
ROOF FLOOR	92. WOOD
ROOF FLOOR	93. WOOD
ROOF FLOOR	94. WOOD
ROOF FLOOR	95. WOOD
ROOF FLOOR	96. WOOD
ROOF FLOOR	97. WOOD
ROOF FLOOR	98. WOOD
ROOF FLOOR	99. WOOD
ROOF FLOOR	100. WOOD

SCHEDULE OF DOORS & WINDOWS	
NO.	DESCRIPTION
1	WOOD
2	WOOD
3	WOOD
4	WOOD
5	WOOD
6	WOOD
7	WOOD
8	WOOD
9	WOOD
10	WOOD
11	WOOD
12	WOOD
13	WOOD
14	WOOD
15	WOOD
16	WOOD
17	WOOD
18	WOOD
19	WOOD
20	WOOD
21	WOOD
22	WOOD
23	WOOD
24	WOOD
25	WOOD
26	WOOD
27	WOOD
28	WOOD
29	WOOD
30	WOOD
31	WOOD
32	WOOD
33	WOOD
34	WOOD
35	WOOD
36	WOOD
37	WOOD
38	WOOD
39	WOOD
40	WOOD
41	WOOD
42	WOOD
43	WOOD
44	WOOD
45	WOOD
46	WOOD
47	WOOD
48	WOOD
49	WOOD
50	WOOD
51	WOOD
52	WOOD
53	WOOD
54	WOOD
55	WOOD
56	WOOD
57	WOOD
58	WOOD
59	WOOD
60	WOOD
61	WOOD
62	WOOD
63	WOOD
64	WOOD
65	WOOD
66	WOOD
67	WOOD
68	WOOD
69	WOOD
70	WOOD
71	WOOD
72	WOOD
73	WOOD
74	WOOD
75	WOOD
76	WOOD
77	WOOD
78	WOOD
79	WOOD
80	WOOD
81	WOOD
82	WOOD
83	WOOD
84	WOOD
85	WOOD
86	WOOD
87	WOOD
88	WOOD
89	WOOD
90	WOOD
91	WOOD
92	WOOD
93	WOOD
94	WOOD
95	WOOD
96	WOOD
97	WOOD
98	WOOD
99	WOOD
100	WOOD



TRUE COPY  
 PRINCIPAL  
 Singhad Institute of Hotel Management















PHOTO GALLERY

SEMINAR and WORKSHOP



**INSTITUTIONAL SOCIAL RESPONSIBILITY**





COMPETITIONS





## CULTURAL & SPORTS





EVENTS & FESTS





**VISITS & STUDY TOURS**





**SINHGAD INSTITUTE OF HOTEL MANAGEMENT  
& CATERING TECHNOLOGY,  
Gat No..309,310 KUSGAON (Bk),  
LONAVALA 410401,MAHARASTRA**