BHARATI VIDYAPEETH (DEEMED TO BE UNIVERSITY)
INSTITUTE OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY
KATRAJ – DHANKAWADI, PUNE – 411043.

Ref No. BVDU/ IQAC/ 332 /2023-24 Date: 19th/06/2024

To,

IQAC Members of BV(DU) IHMCT, Pune.

A meeting of the IQAC will be held on Saturday 21st June, 2024 at 2.00 pm in the NAAC room of BV(DU) IHMCT, Pune

You are requested to make it convenient to attend.

AGENDA FOR THE MEETING

- To welcome the members for the meeting.
- To discuss and finalise the various committees of the institute for academic year 2024-25.
- To formulate student council committee for the academic year 2024-25.
- To review the compliance of the Student Induction Programme for the first year students.
- To review the completion and collection of documentation proof for information submitted in AQAR 2023-24
- To discuss the Academic calendar activities of each department.
- To discuss the infrastructural changes on classroom and 2nd floor.
- To discuss the conduct of Examinations for the first term.
- Any other point with permission.

Dr. Jyoti Peshave
IQAC Coordinator

Dr.L.S.Chirmulay
IQAC Chairman

BHARATI VIDYAPEETH DEEMED UNIVERSITY
INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY

KATRAJ – DHANKAWADI, PUNE – 411043.

Minutes of the IQAC Meeting

Venue: NAAC ROOM

Date: 22 nd June,2024

Time : 2.00 pm

Academic Year: 2024-25

The meeting was attended by the following members:-

Sr.No	Name of Member	Designation	Signature
1	Dr.L.S.Chirmulay	IQAC Chairman and I/C Principal	
2	Dr.J.M.Peshave	IQAC Coordinator	
3	Ms.A.S.Hodlur	Asst.IQAC Coordinator	
4	Dr. S.A.Sangle	Member, Faculty Representative	
5	Mr.A.G.Shinde	Member, Faculty Representative	
6	Mr.R.C.Londhe	Member, Faculty Representative	
7	Dr.A.N.Kolapkar	Member, Faculty Representative	
8	Ms.Shatakshi Shirolkar	Member, Faculty Representative	
9	Ms.Vanita Saindane	Member, Non-Teaching Representative	

Dr. L.S Chirmulay welcomed all and urged everyone for the support towards the submission of AQAR 2023-24

Dr.Jyoti Peshave carried forward the meeting as per the agenda.

The responsibilities are as given below:

1)	Dr.L.S.Chirmulay	IQAC Chairman
2)	Dr.J.M.Peshave	IQAC Co-ordinator Co-ordinator Criterion IV
3)	Ms.A.S.Hodlur	Asst.IQAC Criterion I

4)	Mr.A.G.Shinde	Criterion VI
5)	Mr.R.C.Londhe	Criterion VII
6)	Mr. Amar Chavan	Criterion III
7)	Ms.A.N.Kolapkar	Criterion V
8)	Ms.Shatakshi Shirolkar	Criterion II

To discuss and finalise the various committees of the institute for 2024-25

It was decided to change few members in the institutes various functional committees. The re allocation of the staff members was made in consultation with Principal .and were finalised.

To discuss the scheduled activities of each department stated in academic calendar of the institute for the academic year 24-25

All members together reviewed the activities to be carried out during the first term. All departments were urge to carry out all their activities and implement them conscientiously.

To review the compliance of the Student Induction Programme for the first year students:

The student induction programme was successfully conducted to give an over view to all the first year students of BHMCT and BSc (H&HA) courses and to make them aware about the academics and the extra-curricular activities of the institute.

It was conducted in the offline mode. The students actively participated in the different activities that were conducted during the SIP. The students had a very optimistic feedback regarding the SIP.

To review the completion and collection of documentation proof for information submitted in AQAR 2023-24.

All criterion heads were informed to collect the necessary supportive documents for their criteria's. It was urge to complete and upload the necessary documents on cleverground software.

Few criterion information was awaited to upload due to changes in the formats.It was suggested to criterion heads to update the information preferably once a week or at least twice in a month in the AQAR along with the necessary proofs.

To discuss the infrastructural changes taking place on the classroom and 2nd floor.

Departmental meetings were conducted to discuss the renovation plans. The progress of work was monitored periodically for any changes in the work carried out. Planning and layout of House keeping and Studio kitchen were discussed.

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To discuss the conduct of Examinations for the first term.

It was decided to conduct both the Unit test on offline mode. The schedule for the same was mid of October and first week of November respectively for first, second year, third year and final year students.

As per the University circular, the term end University examination timetable was to be prepared and submitted to the University. The same was carried out by the examination department.

The commencement of University examination was scheduled from 21st November, 2024.

As no other points came forward, the meeting was concluded.

BHARATI VIDYAPEETH (DEEMED TO BE UNIVERSITY)
INSTITUTE OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY
KATRAJ – DHANKAWADI, PUNE – 411043.

Ref No. BVDU/ IQAC/ /2024-25 Date: 04/10/2024

To,

IQAC Members of BV (DU) IHMCT, Pune.

A meeting of the IQAC will be held on Friday 8th October,24 at 2.00 pm in the Training Restaurant of BV(DU) IHMCT, Pune

You are requested to make it convenient to attend.

AGENDA FOR THE MEETING

1. To welcome the members for the meeting.
2. To review the compliance status of the academic activity calendar for Term I.
3. To review the compliance of the Theory and Practical syllabus for the Term I academic session 2024-25.
4. To collect reports and documentation proofs for all the activities carried out in the Term I academic session 24-25.
5. To discuss the progress of infrastructure development of classroom and House keeping department floor.
6. To discuss the NAAC readiness with regards to documents.
7. Any other point with permission.

Dr. Jyoti Peshave
IQAC Coordinator

Dr.L.S.Chirmulay
IQAC Chairman

BHARATI VIDYAPEETH DEEMED UNIVERSITY
INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY
KATRAJ – DHANKAWADI, PUNE – 411043.

Minutes of the IQAC Meeting

Venue: Training Restaurant

Date: 08/10/2024

Time :3.00 pm

Academic Year: 2024-25

The meeting was attended by the following members:-

Sr.No	Name of Member	Designation	Signature
1	Dr.L.S.Chirmulay	IQAC Chairman and I/C Principal	
2	Dr.J.M.Peshave	IQAC Coordinator	
3	Ms.A.S.Hodlur	Asst. IQAC Coordinator	
4	Dr. S.A.Sangle	Member, Faculty Representative	
5	Mr.A.G.Shinde	Member, Faculty Representative	
6	Mr.R.C.Londhe	Member, Faculty Representative	
7	Dr.A.N.Kolapkar	Member, Faculty Representative	
8	Ms.Shatakshi Shirolkar	Member, Faculty Representative	
9	Ms.Vanita Saindane	Member, Non-Teaching Representative	

Dr. L.S Chirmulay welcomed all the members. The principal presented an overview of the issues to be discussed in the meeting in the context of enhancing quality enhancement.

Ms.Jyoti Peshave carried forward the meeting as per the agenda.

AGENDA FOR THE MEETING:

1. To review the compliance status of the academic activity calendar for Term I.
2. To review the compliance of the Theory and Practical syllabus for the Term I academic session
3. To collect reports and documentation proofs for all the activities carried out in the Term I academic session 24-25.
4. To discuss infrastructure development of classroom and House keeping department floor.
5. To discuss the NAAC readiness with regards to documents

It was advised that all activities reports and the minutes of the meeting for various committees should be submitted to the IQAC before the commencement of university theory examinations. It was suggested that the criterion heads update the criteria regularly on a weekly or monthly basis. Importance of good documentation practices was highlighted. Need for regular follow up to ensure proper documentation and its submission was stressed.

To review the compliance of the Theory and Practical syllabus for the Term I academic session

Principal Madam reviewed the compliance status of the Theory and Practical syllabus for the Term I academic session 2024-25. Also it was decided that all the teachers of the first year must conduct remedial classes for the first year since they had started a late session.

To collect reports and documentation proofs for all the activities carried out in the Term I academic session 24-25.

It was advised that all activities reports and all the minutes of the meetings of various committees should be submitted to the IQAC in the given format before the commencement of university examinations.

To discuss infrastructure development of classroom and House keeping department floor.

A round of all areas on classroom floor and House keeping department floor was taken and observations were noted for the leakages in the classrooms.

To discuss the NAAC readiness with regards to documents.

IQAC coordinator Dr. Jyoti Peshave requested all criterion heads to keep the documents ready for the PTV visit to be held in the last week of October.

As no other points came forward, the meeting was concluded.

BHARATI VIDYAPEETH (DEEMED TO BE UNIVERSITY)
INSTITUTE OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY
KATRAJ – DHANKAWADI, PUNE – 411043.

Ref No. BVDU/ IQAC/216/2024-25 Date: 24/12/2024

To,

IQAC Members of BV (DU) IHMCT, Pune.

A meeting of the IQAC will be held on Monday 30th December,24 at 2.00 pm in the NAAC office of BV(DU) IHMCT, Pune

You are requested to make it convenient to attend.

AGENDA FOR THE MEETING

1. To welcome the members for the meeting.
2. To discuss the progress of infrastructure development and planning of spaces for the second academic session for the year 2024-25.
3. To discuss allocation of subject for Term II session 2024-25.
4. To discuss and review the activity plan for second session of academic year 2024-25.
5. Any other point with permission.

Dr. Jyoti Peshave
IQAC Coordinator

Dr.L.S.Chirmulay
IQAC Chairman

PRINCIPAL
Bharati Vidyapeeth
(Deemed to be University)
IHMCT Pune-410 043.

BHARATI VIDYAPEETH DEEMED UNIVERSITY
INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY
KATRAJ – DHANKAWADI, PUNE – 411043.

Minutes of the IQAC Meeting

Venue: Training Restaurant

Time :3.00 pm

Date: 30/12/2024

Academic Year: 2024-25

The meeting was attended by the following members:-

Sr.No	Name of Member	Designation	Signature
1	Dr.L.S.Chirmulay	IQAC Chairman and I/C Principal	
2	Dr.J.M.Peshave	IQAC Coordinator	
3	Ms.A.S.Hodlur	Asst.IQAC Coordinator	
4	Dr. S.A.Sangle	Member, Faculty Representative	
5	Mr.A.G.Shinde	Member, Faculty Representative	
6	Mr.R.C.Londhe	Member, Faculty Representative	
7	Dr.A.N.Kolapkar	Member, Faculty Representative	
8	Ms.Shatakshi Shirolkar	Member, Faculty Representative	
9	Ms.Vanita Saindane	Member, Non-Teaching Representative	

Dr. L.S Chirmulay welcomed all the members. The principal presented an overview of the issues to be discussed in the meeting in the context of enhancing quality enhancement.

Ms.Jyoti Peshave carried forward the meeting as per the agenda.

1. **To discuss the progress of infrastructure development and planning of spaces for the second academic session for the year 2024-25.**
   A review on the progress in the lower ground floor was taken. Planning for the handover of the administrative floor was discussed. The required changes in the ground floor plans were suggested for the stores and butchery area.

2. **To discuss allocation of subject for Term II session 2024-25.**
   Allocation of subjects for semester II of academic year was allotted to Dr. Sangle.

3. **To discuss and review the activity plan for second session of academic year 2024-25.**
   All head of the departments were urged to discuss the activities to be conducted for the second term with their respective staff to finalize the activity calendar.

As no other points came forward, the meeting was concluded.

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INSTITUTE OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY
KATRAJ – DHANKAWADI, PUNE – 411043.

Ref No. BVDU/ IQAC/216 /2024-25 Date: 17/04/2025

To,

IQAC Members of BV (DU) IHMCT, Pune.

A meeting of the IQAC will be held on Wednesday 24th April,25 at 3.00 pm in the NAAC office of BV(DU) IHMCT, Pune

You are requested to make it convenient to attend.

AGENDA FOR THE MEETING

1. To welcome the members for the meeting.
2. To discuss and review the activity plan for second session of academic year 2024-25.
3. To take a review of completion and uploading of NAAC documents on clever ground software for academic year 2024-25.
4. To plan ahead for admissions 2025-26 activities to be undertaken to promote admissions
5. To discuss the progress of infrastructure development and planning of spaces for the second academic session for the year 2024-25.
6. Any other point with permission.

Dr. Jyoti Peshave
IQAC Coordinator

Dr.L.S.Chirmulay
IQAC Chairman

PRINCIPAL
Bharati Vidyapeeth
(Deemed to be University)
IHMCT Pune-410 043.

BHARATI VIDYAPEETH DEEMED UNIVERSITY
INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY
KATRAJ – DHANKAWADI, PUNE – 411043.

Minutes of the IQAC Meeting

Venue: Training Restaurant Date: 30/04/2025

Time :3.00 pm Academic Year: 2025-26

The meeting was attended by the following members:-

Sr.No	Name of Member	Designation	Signature
1	Dr.L.S.Chirmulay	IQAC Chairman and I/C Principal	
2	Dr.J.M.Peshave	IQAC Coordinator	
3	Ms.A.S.Hodlur	Asst.IQAC Coordinator	
4			
5	Dr. S.A.Sangle	Member, Faculty Representative	
6	Mr.A.G.Shinde	Member, Faculty Representative	
7	Mr.R.C.Londhe	Member, Faculty Representative	
8	Dr.A.N.Kolapkar	Member, Faculty Representative	
9	Ms.Shatakshi Shirolkar	Member, Faculty Representative	
	Ms.Vanita Saindane	Member, Non-Teaching Representative	

Dr. L.S Chirmulay welcomed all the members. The principal presented an overview of the issues to be discussed in the meeting in the context of enhancing quality enhancement.

Ms.Jyoti Peshave carried forward the meeting as per the agenda.

- **To welcome the members for the meeting.**

Principal, Dr.L.S.Chirmulay opened the meeting with welcome note. IQAC Coordinator, Dr. Jyoti Peshave briefed members with the initiatives proposed by IQAC and coordinated discussion on various topics as per agenda of the meeting.

- **To take review of the academic activities held in second semester.**

  Principal madam took review of compliance of all the activities that were planned for the second semester of the academic year 24-25.

  All staff involved in the organisation of " Jalsa"-an annual cultural program, Convocation VIP catering services and Annual Seminar were also appreciated.

- **To discuss the readiness of NAAC documents.**

  All criterion heads were requested to update on the progress about the documentation work with respective to each criterion.

- **To plan ahead for admissions 2025-26 activities to be undertaken to promote admissions.**

  Admission committee members discussed the possibilities and ways to promote for admissions to the Bsc(H & HA) program run at the institute for academic year 25-26. Committee headed by Mr. Anil Shinde was asked to brief the staff about the same.

- **To discuss the progress of infrastructure development and planning of spaces for the second academic session for the year 2025-26**

  It was decided to get the Restaurant and House Keeping material shifted from Guest house to the institute for setting up the labs post examinations. Also a review of basement floor was taken to understand the plans and the work flow.

- **Any other point with the permission of the chair.**

Principal Mam, stressed on the promotional activities required to be undertaken to increase the admissions for the academic year 25-26.