

# **Criteria 6.5.2**

## **Internal Quality Assurance System (IQAC)**

**6.5.2 A Minutes of the 1<sup>st</sup> Meeting of IQAC in 23-24 on 1<sup>st</sup> June 23**

**Supporting Document of MOM – 1<sup>st</sup> June 23**



*Julekar*  
Principal (I/C)  
Bunts Sangha's Ramanath Payyade College  
of Hospitality Management Studies  
Kurla (East), Mumbai - 400 070

Shashi Manmohan Shetty  
Higher Education Complex  
Buntara Bhavan Marg  
Kurla (East), Mumbai-400 070  
Email : principal.rpchm@gmail.com  
Web : rph.bunts.edu.in

### Notice /Invitation for IQAC Meeting

Date- 19/5/2023.

There is IQAC meeting on 1<sup>st</sup> June 2023, at 11:00 am, the venue is Board Room on the 3<sup>rd</sup> floor of Bunts Sangha's Ramanath Payyade College of Hospitality Management Studies. You are requested to attend the meeting for ensuring enhancement and coordinator among curriculum, co-curriculum and extra curriculum of college.

### The Agenda of meeting

1. Salutation and reception of members and dignitaries
2. To congratulate to management, staff and stakeholders for successful assessment and accreditation by NAAC.
3. Discuss assessment and accreditation of college.
4. Discussion on suggestions given by NAAC peer team.
5. Discussion on compliances of NAAC suggestions.
6. Discussion on perspective plan for AQAR (annual quality assurance report) of 2023-24.
7. Discussion on new procedure of AA of NAAC.
8. Discussion on implementation of national education policy-20, implementation from 2024-25.
9. Any relevant matter for college, development with prior permission of chair of the IQAC.

Requesting all to be present to enhance the quality of education in our college.

  
Yogesh Utkar


Member Secretary

Principal (I/C)  
Bunts Sangha's Ramanath Payyade College  
of Hospitality Management Studies  
Kurla (East), Mumbai - 400 070

  
Kirti Suripaga

IQAC Coordinator



  
Principal (I/C)  
Bunts Sangha's Ramanath Payyade College  
of Hospitality Management Studies  
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Meeting held on – 1<sup>st</sup> June 2023

Timing- 11:00 am onwards

Venue- Board Room on the 3<sup>rd</sup> floor

Members present for meeting

Sr. No.	Name of the Committee Member	Position in the IQAC	Qualification / Eligibility
1	Mr. Yogesh Utekar	Principal	Head Of Institution
2	Mr. Ajay Kadam	Chief Co-ordinator	Teacher Representative
3	Mr. Gladvin Rego	Senior Teaching Faculty	Teaching Faculty
4	Mrs. Chitralkha Sawant	Student Council	Teaching Faculty
5	Mr. Zaid Shaikh	Cultural Committee Chairperson	Teaching Faculty
6	Mr. Adarsh B. Shetty	Chairman	Management Representative
7	Mrs. Vinaya Gade	Office Superintendent	Administrative Staff
8	Ms. Vrushali Patil	Clerk	Administrative Staff
9	Mr. Pravin Shetty	Discipline	Local Society Representative
10	Ms. Rugveda Sawant	Asst. General Secretary, Student Council	Student Representative
11	Mr. Amit Shetty	Alumnus	Alumni Representative
12	Mr. Vishal Desai		Employer Representative
13	Mr. Ranjit Shetty	Industrialist	Industrialist Representative
14	Mr. Sanjay Jadhav	Student's Parent	Parent Representative
15	Mrs. Kirti A. Suripaga	Coordinator	Senior Teaching Faculty
16	CA. Vishwanath Shetty	Vice Chairman, Managing Committee	Special Invitees
17	CA. Pradeep Shetty	Vice Chairman, Managing Committee	Special Invitees
18	Mr. Sagar D. Shetty	Secretary Managing Committee	Special Invitees
19	CA Rohit Shetty	Treasurer, Managing Committee	Special Invitees
20	Mr. Prakash More	Chief Administrative Officer, HEI	Special Invitees



*Shrikar*



## Minutes of IQAC meeting-

1. Salutation and reception of members dignitaries- The meeting set on 11: 00 am, Almost every member was present before time/ in time. The welcome, salutation and warm reception was done by IQAC coordinator being secretary of IQAC.

2. To congratulate management , staff and stakeholders for successful assessment and accreditation by NAAC-

College gone through the process of assessment and Accreditation by NAAC. The major outcome is 'B' grade awarded by NAAC in Assessment and accreditation. The chairperson congratulate to each dignified member of IQAC management for support and courage-physical, mental and financial , staff of college teaching and nonteaching for devotion , dedication and hard work contribution for entire process of assessment and accreditation.

3. Discussion on assessment and accreditation of college-

Members of IQAC concern about quality education in college. The means for quality education is the assessment and accreditation by apex body that is NAAC. The process started and successfully completed with, B GRADE the members keen on contribution of process. It is decided to improve in quality education in college through second cycle of NAAC, Members of IQAC discussed about annual quality assessment and its report to prepare regularly. Meeting conclude that there is benefits of accreditation which include, improved staff morale; recognition of achievements and innovations, promotion of interactions between institution. Recognition of degrees and mobility of graduates and professionals .IQAC discussed and conclude that to ensure that the IQAC is functional, to submit AQAR, annually in time regularly to submitting IQA during the last six months of the validity period of accreditation of first cycle and to continuously derive an understanding of the quality status of the institution.

4. Discussion on Suggestions given by NAAC peer team-

The IQAC coordinator read the suggestions given by the expert NAAC peer team for quality assurance of college academics, administration.

1. Qualified faculty appointment.
2. PG and related courses to start.
3. MOUs with research institutes and industries.
4. NCC unit to start.
5. Library should have more books on research, journals and more automation with increased seating capacity.
6. Motivation of financial resources.
7. ICT based teaching.
8. Add on courses to introduce along with MOUs
9. Active placement cell and entre.
10. Establishment of active Alumni Association.



*Seelakur*

In the meeting every member shown concern about same and admit to comply every year and in the next five years. IQAC meeting decided to take follow up of NAAC peer team suggestion to prepare plan of action to fulfill and overcome the suggestive measures in peer team visit. IQAC meeting also conclude that there is limitation in compliances of suggestive measure because college is self-finance , there is limitation of income resources which has to consider while submissiveness the assent.

5. Discussion on compliances of NAAC suggestions-

IQAC members noted that these are about 10 suggestive major given by NAAC peer team while first cycle criterion wise suggestions were read and discussed for compliances

Criterion I- Suggestions- Value added courses 5 facilities.

Criterion- II -Suggestions- - The institute having minority status \_\_\_\_ more transparent and robust.

3 faculty member is permanent and approved by University on Mumbai. LCD projectors. Although the OBE is being followed, but the .....resources.

Criterion III- suggestions- The institute has only 3 full time recognized by University on Mumbai, separate building is required. The physical infrastructure required for undertaking research, reputed research journals. Structures mechanism of association with and entrepreneurship skill.

Criterion IV- The college does not have outdoor sports facilities or ground. The Institute is providing scholarships to around 3% of students but not taking benefits of central and state governments scholarships.

A health (First Aid) center for the students/staff need to be provided within the campus and doctor on call/ a qualified nurse should be available.

There is no other initiative making campus green and ecofriendly.

Criterion V- The college needs to take initiative for providing more still and career oriented value based courses. Dedicated career counselling \_\_\_\_ overall development of the students.

The college needs to establish a registered Alumni Association and need to involve them for institution for development and progress. The college should promote alumni association for academic activities and also involved in more activities.

Formal placement \_\_\_\_\_ incubation center

Criterion VI- More academic and add on program need to be initiated to attract the quality students. The college needs to improve research culture and promote faculty development and industry interaction. The perspective plan needs to prepare by keeping NEP-2020 in consideration in terms of objectives and outcomes.



*Jeetika*



Criterion VII- The college has to carry out external quality audits such as – green audit, energy audit, ISO audit, green campus initiatives , water conservation measures., bio-degradable waste management .. these specific suggestions given by the NAAC report. The members of IQAC in meeting had detailed discussion on same and came down positively with compliances in every suggestions in due course of time because ‘ Rome is not built in one night’.

6. Discussion on perspective plan for AQAR (Annual quality assurance report) of 2023-24- IQAC members discussed about perspective plan of college for year 2023-24, it should be as blueprint of efforts made by the college , especially IQAC to impart quality education and achieve the vision , mission , goals and objectives. The discussion leads to overcome the suggestions in general and in specific (criterion wise)by the NAAC peer team visit during 1<sup>st</sup> cycle of assessment and accreditation .The members of IQAC decided to ensure the quality education through the 7 criterion of the NAAC for annual academic year as 2023-24. It has been decided to prepare academic calendar as per the means to work out for ensuring the quality educational duties.
7. Discussion on new procedure of AA by NAAC –  
IQAC members were about confusion in 2<sup>nd</sup> cycle and AQAR- because NAAC is implementing new process for assessment and accreditation. To avoid the confusion ,The IQAC coordinator made aware about to many systems in NAAC accreditation .It means that college will be either accredited or not accredited , instead of getting the grades. This is to encourage all the institutions , to join the NAAC accreditation process and to create a culture of quality and excellence in higher education, within the 2 years the college which accredited by NAAC has to go for MBCA it is maturity based graded accreditation . This framework will classify institutions (colleges) into levels from 1 to 4. The goal at MBCA is to encourage colleges to improve their quality and become the best in the country. The discussion also rip the information that this binary accreditation and MBCA is for enhancing the quality and credibility at colleges and to contribute to the country’s socioeconomic leadership.
8. Discussion on implementation of national education policy -20, implementation from 2024-25  
IQAC being core team for ensuring quality education, it took lead to understand the NEP-20 its vision, mission, details of content and means to implement in college from 24-25. IQAC members discussed about NEP -20 has fundamental principles, such as-1. Fostering the unique capabilities of each student.  
2. Priority to achieving fundamental literacy and numeracy.  
3. Flexibility (4), multidisciplinary , conceptual understanding.  
4. Creativity, critical thinking , constitutional values.  
5. Multilingualism, life skills, extensive use of technology.



*Signature*

6. Respect local context, full equity and inclusion.

7. Light but tight regulatory framework outstanding research and continuous view.

IQAC discussion made aware the NEP-20, so as to get direction to execute the same as per guidelines of university of Mumbai.

9. Any relevant matter for college development with prior permission of 'CHAIR' of the IQAC MEETING – there was not any relevant matter raised in the meeting . it was concluded by vote of thanks and proud moment to present national anthem .



Chef Yogesh Utekar

Principal I/C

Bunts Sangha's

Ramanath Payyade College of Hospitality Studies

Principal (I/C)

**Stamp**  
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