

# **Criteria 6.5.1**

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

**6.5.1 C Minutes of the 3<sup>rd</sup> Meeting of IQAC in 23-24 on 16<sup>th</sup> January 24**

**Supporting Document – Minutes of the Meeting held on 16<sup>th</sup> January 2024**



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

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## Notice /Invitation for IQAC Meeting

Date- 22/12/2023.

There is IQAC meeting on 16<sup>th</sup> Jan 2024, at 11:00 am, the venue is Board Room on the 3<sup>rd</sup> floor or 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 member dignitaries.
2. To read the minutes of meeting held on 15/8/2023 and finalizing with discussion , suggestions .
3. Review of half yearly (1<sup>ST</sup> TERM) report of IQAC of 2023-24.
4. Review of the suggestions / compliances of NAAC peer team.
5. Second term (semester) milestone to achieve.
6. Any relevant matter for college development with prior permission of 'Chair' of IQAC.

Let's be responsible for quality culture in the college by dint of IQAC.

  
Yogesh Utekar

Member Secretary

  
Kirti Suripaga  
IQAC Coordinator

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



Meeting held on – 16<sup>st</sup> January 2024

Timing- 11:00 am onwards

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

Member 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. Chitralekha 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

*Signature*





## Minutes of IQAC meeting

### 1. salutation and reception of member dignitaries

The meeting started at 9:30 am. As republic day every member dignitary was present in campus since 8:00 am . Therefore the meeting was started in time with almost all of the member dignitaries. The welcome, salutation and warm reception of members were done by IQAC coordinator being secretary of IQAC with prior permission of the chair principal.

### 2. To read the minutes of meeting held on 15/8/2023 and finalizing with discussion , suggestion-

The minutes of meeting of IQAC which was held on 15<sup>th</sup> August 2023 was read by the IQAC coordinator with minor suggestions, corrections, the minutes were accepted unanimously.

### 3. Review of half yearly (1<sup>st</sup> term) report of IQAC of 2023-24

IQAC presented the report for first half of 2023-24. It is learnt that IQAC is putting better efforts to enhance the quality as well as quantity. It is noted that IQAC with team of staff during quality work for curriculum aspect especially curriculum delivery, curriculum flexibility and curriculum enrichment, major number of students asked for internships , project work, in teaching learning the intake of students is worried matter, however. The social justification is given proper to the reservation students .feedback not asked for students. in research work there is worried situation .no one is happy with this aspect . evaluation and extension is satisfactory. In infrastructure there is positive improvement in the ICT FACILITIES AND ICT CLASSROOMS. The audited statements shows proper, transparent mobilization and utilization of funds . in student support , staff member always there to help support students for scholarships , free ships, pass percentage , career counselling and placement . governance management is actively working along with IQAC momentum . institute focus on institutional values and best practices to serve best to students.

### 4. Review of the suggestions / compliances if NAAC peer team –

Discussion was opened about suggestions given by NAAC peer team. The compliances is a continuous process. It does not complete in one or two months time. It is slow-steady process. Members suggested to pay continuous attention and follow up on every suggestions of NAAC peer team as step forward to quality betterment. The compliances which are related to the human resources in many limitations of skills of job aspirant and limitations of monetary funds available with the governance.

### 5. Second half term semester milestones to achieve.

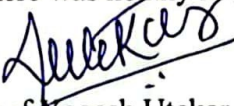
The committee member, shown satisfaction on process of annual quality enhancement they suggested to accelerate it . the points like research , grants, publication are very least , that to compensate in second half of the year.



6. Any relevant matter for college development with prior permission of chair of the IQAC – there was not any such matter, therefore the meeting was concluded with the national anthem and vote of thanks.

Any relevant matter for college development with prior permission of chairperson of the IQAC-

There was no any matter for discussion meeting ends with vote of thanks and national anthem.

  
Chef Yogesh Utkar

Principal I/C

Bunts Sangha's

Ramanath Payyade College of Hospitality Studies

Stamp

