



B.S.A.C.E.S's
Sheila Raheja Institute of Hotel Management

Raheja Education Complex, Opp. Colgate Ground,

Kher Nagar, Bandra (East), Mumbai-400 051

Tel: Board Line: +91 - 22 - 6196 6666

Direct Lines: +91 -22- 6196 6650/51/52

Website: www.srihm.edu.in E-mail: principal@srihm.edu.in

SRIHM/IQAC/2021-22/01

30th June 2021


NOTICE

SUB : Internal Quality Assurance Cell (IQAC) Meeting

The first meeting of the Internal Quality Assurance Cell (IQAC) of the college for the Academic Year 2021-22 will be held Online on Thursday 15th July 2021 at 4:30pm to conduct the following business.

AGENDA

1. To read and confirm minutes of the last College Internal Quality Assurance Cell (IQAC) meeting held on Online Thursday 21st January 2021.
2. To apprise the Members regarding updates in Covid-19 guidelines for colleges.
3. To apprise the members about the IQAC initiatives of the Academic Year 2020-21.
4. To apprise the Members regarding the online admissions and its due process.
5. To apprise the members regarding the online classes.
6. To apprise the Members about the summer and winter internships for the second year Bachelor of Science Hospitality studies students.
7. To apprise the Members about the free vaccination drive conducted for the staff, their families and students of the college.
8. To apprise the Members regarding the free counselling sessions arranged for the staff and students of the college.
9. Any other matter with permission of the chair.


Mr. Conrad D'souza
Chairperson





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**MINUTES OF THE MEETING OF THE INTERNAL QUALITY ASSURANCE CELL
(IQAC)**

The first meeting of the Internal Quality Assurance Cell (IQAC) of the college for the Academic Year 2021-22 was held Online on Thursday 15th July 2021 at 4:30 pm to conduct the following business.

The following Members were present online: -

1. Mr. Arvind Tiwari
2. Mr. Mandar Parab
3. Mr. Conrad D'souza
4. Ms. Suchismita Roy
5. Mr. Yogesh Utekar
6. Mr. Selvyn Rodrigues
7. Ms. Madhuri Deshbratar
8. Ms. Reshma Nagarkar
9. Mr. Aniket Dalvi
10. Mr. Sameer Sud
11. Chef Paul Naronha
12. Ms. Aakarsha Samuel

The quorum for the meeting was present. The Chairperson informed the Members agreed to sign the attendance sheet on meeting in person and when allowed by the Government.

The meeting commenced with Chairperson Conrad D'souza welcoming the members and requesting Ms. Suchismita Roy to proceed with the meeting.

Agenda Point no.1

To read and confirm minutes of the last College Internal Quality Assurance Cell (IQAC) meeting held on Online Thursday 21st January 2021.

The IQAC Coordinator read the minutes of the last IQAC meeting held online on Thursday 21st January 2021 and apprised members about the action taken as recommended.

After discussion members passed the following resolution: -

Resolution No. 1: "Be it and it is hereby RESOLVED THAT the minutes of the IQAC meeting held online on Thursday 21st January 2021 are confirmed and approved unanimously by all members."





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Agenda Point No.2

To apprise the Members regarding updates in Covid-19 guidelines for colleges.

The Chairperson Mr. Conrad Dsouza apprised the Members that the State Government had not yet permitted physical classes to begin in colleges and hence, all Lectures and practical classes were continuing online.

The Members made a note of the same.

Agenda Point No.3

To apprise the members about the IQAC initiatives of the Academic Year 2020-21.

The Chairperson Mr. Conrad Dsouza apprised the members about the following IQAC initiatives of the Academic Year 2020-21.

The following were the IQAC initiatives that were implemented are as follows: -

- Covid Awareness quiz was conducted by IQAC for all the faculty.
- Faculty Development Workshop on Effective Blended Learning through Google Classroom and G-meet extensions for Teaching Staff.
- Faculty Development Workshop on Effective Blended Learning through Google Classroom and G-meet extensions for newly joined teaching staff.
- Formation of Alumni Association

The Members appreciated the efforts of Teaching Staff.

Agenda Point no. 4

To apprise the Members regarding the online admissions and its due process.

The Chairperson Mr. Conrad Dsouza apprised the members that the Online Admission Process has commenced. The staff in administration and the faculty involved in admissions have been briefed about the process of informing students and parents about the steps of taking admission to both the programs. Staff was informed about the importance of adhering to every call as the admission targets were to be achieved.

The process of admissions consisted of Online Webinars, briefing the new joiners about the industry and their career prospects and scope. An online aptitude test was conducted, subsequent to which an online Personal Interview via WhatsApp video call was scheduled and conducted.

The Members made a note of the same.





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Agenda Point No. 5

To apprise the members regarding the online classes.

The Chairperson Mr. Conrad Dsouza apprised the Members regarding the online classes for the students. The second year and third year classes started on 14th June 2021 on Google Meet.

The Members made a note of the same.

Agenda Point No.6

To apprise the members about the summer and winter internships for the second year Bachelor of Hospitality studies students.

The IQAC Coordinator apprised the Members that due to Covid restrictions the second year Bachelor of Science Hospitality studies students would be given research projects instead of the industrial training.

The members made a note of the same.

Agenda Point No. 7

To apprise the Members about the free vaccination drive conducted for the staff, their families and students of the college.

The Chairperson Mr. Conrad Dsouza apprised the members that our trustees Mr. Sandeep Raheja & Mrs. Durga Raheja took a fabulous initiative to organize a free vaccination drive for the Staff, their immediate family and students of college at Holy Family Hospital from 3rd June 2021 to 7th June 2021. 51 staff and their family members and 212 students benefited from the drive at a time when it was very difficult to get access to vaccination.

The Members praised this fabulous initiative of our benevolent trustees

Agenda Point No.8

To apprise the Members regarding the free counselling sessions arranged for the staff and students of the college.

The Chairperson Mr. Conrad Dsouza apprised the Members that our trustee Mrs. Durga Raheja took another fantastic initiative to provide free counselling to students and staff at a very difficult time during the pandemic by providing the college with the services of a Life Coach & Counsellor Mrs. Neha Vora for anyone needing to take such counselling. 7 students and 4 teaching staff of the college availed of her services between 15th May 2021 to 23rd June 2021. The Members praised this wonderful initiative by our trustee.





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Agenda Point No. 9

Any other matter with permission of the Chair.

The IQAC Coordinator apprised the Members about the following: -

The Food & Beverage department arranged for a Masterclass on ONO TEA'S by Mr. Manish Gupta on 4th February 2021.

“Marathi Bhasha Divas” was celebrated on 27th February 2021 in honor of the birth anniversary of a very well renowned Marathi Literature Mr. Kusumagraj.

A webinar on the awareness of Drug Abuse was conducted on 28th February 2021 by Mr. Ramnik Bansal from Art of Living institute.

Nixon D'mello for the faculty of Sheila Raheja Institute of Hotel Management in the month of February 2021

Masterclass in February 2021 with Chef Prateek Sandhu Executive Chef and Co-Owner of Masque enlightened the students on the challenges and opportunities one may come across in the industry.

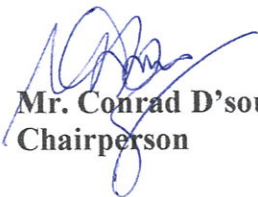
Masterclass in March 2021 with Chef Thomas Zacharias enlightened the students on Modern Indian cuisine and Indigenous ingredients of our country.

Masterclass in March 2021 with Mr. Ajinkya Chaugule on Molecular Mixology enlightened the students on Modern bartending and mixology techniques.


The Virtual Degree Distribution ceremony was organized in March 2021 for the graduating batch 2017-20.

Online Masterclass was conducted on “Ethnic Indian Regional Cuisine “by Executive Chef Kamlesh Salve of Hotel Mirador, Mumbai for Second year students on 14th July 2021.

There being no other matter to be discussed and business to be conducted, the meeting ended by thanking the Members for their presence.


Mr. Conrad D'souza
Chairperson




Ms. Suchismita Roy
IQAC Coordinator