



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

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SRIHM/IQAC/2021-22/03

27th October 2021

NOTICE

SUB: Internal Quality Assurance Cell (IQAC) Meeting

The third meeting of the Internal Quality Assurance Cell (IQAC) of the college for the Academic Year 2021-22 will be held Online on Tuesday 16th November 2021 at 4:30 pm to conduct the following business.

AGENDA

1. To read and confirm minutes of the last College Internal Quality Assurance Cell (IQAC) meeting held Online on 23rd September 2021.
2. To apprise the Members regarding the Online Examinations of the Odd Semester.
3. To apprise the Members about the proposal to procure two Salva Ovens for the College.
4. To apprise the about an outstanding counselling done by Teaching staff.
5. 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 third meeting of the Internal Quality Assurance Cell (IQAC) of the college for the Academic Year 2021-22 was held online on Tuesday 16th November 2021 at 4:30 pm to conduct the following business.

The following Members were present: -

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. Mr. Delroy Fernandes
13. Ms. Divya Bhatia
14. Ms. Aakarsha Samuel

The quorum for the meeting was present.

The meeting commenced with Chairperson Conrad D'souza welcoming the members and requesting IQAC Coordinator 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 Online on 23rd September 2021.

The IQAC Coordinator read the minutes of the last IQAC meeting held online on 23rd September 2021. The members found them in accordance with the last minutes of the meeting. The minutes of the last IQAC meeting were confirmed and approved.

Resolution No. 1 : "Be it and it is hereby RESOLVED that the minutes of the IQAC meeting held online on 23rd September 2021 are confirmed and approved unanimously by all members." The Chairperson and IQAC coordinator signed the minutes.





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Agenda Point No. 2

To apprise the Members regarding the Online Examinations of the Odd Semester.

The IQAC Coordinator apprised the Members that the Internal and the Semester-end Online Examinations of the odd semester have been successfully conducted and the examination department has been asked to complete the result analysis.

The Members made a note of the same.

Agenda Point No. 3

To apprise the Members about the need to procure two Salva Ovens for the College.

The Chairperson Mr. Conrad D'Souza, apprised the members that the college requires two ovens for the bakery and confectionery to replace the existing ovens as they have not been functioning smoothly and also consuming too much power hence need to be replaced. He further apprised that initial meetings have taken place with M/s Mittal International.

After discussions & deliberations Members recommended that a proposal to procure two Salva Ovens for the College be discussed in the College Development Committee Meeting.

Agenda Point No. 4

To apprise the about an outstanding counselling done by Teaching staff.

The Chairperson Mr. Conrad D'Souza, apprised about an incident which happened on 12th October a student from SYBACA Mr. Shubhankit Chauhan posted on Instagram his intentions to put a end to his life. A student who saw his post immediately relayed this information to two professors Ms. Princy Annie and Ms. Crystal Rocha who took timely action reached Mr. Chauhan shared accommodation and rushed him to the doctor.

The Chairperson also informed the members the management took a call to appreciate both the teachers with a letter of appreciation and a Titan Watch each as a memento.

Members highly appreciated the efforts of the Teachers and praised the Management.

Agenda Point No. 5

Any other matter with permission of the Chair.

The Chairperson apprised the members about the following events: -





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Masterclass was conducted by Chef Savio Fernandes, Cluster Ex Pastry Chef of Ritz Carlton & Marriott Cairo on Artisanal Breads and Contemporary Chocolates for T.Y.B.Sc. (Hospitality Studies)-Bakery Specialisation Batch on 27th October 2021.


A Masterclass on Lebanese cuisine was conducted by Chef Jihad Chami Chef De Cuisine of Mabruk –The Mediterranean, Hotel Sahara Star, Mumbai for Third Year students on 29th October 2021.

The members praised the efforts of staffs and students.

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


Mr. Conrad D'souza
Chairperson




Ms. Suchismita Roy
IQAC Coordinator