



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](http://www.srihm.edu.in) E-mail: [principal@srihm.edu.in](mailto:principal@srihm.edu.in)

SRIHM/IQAC /2021-22/04

20th January 2022

**NOTICE**

**SUB: Internal Quality Assurance Cell (IQAC) MEETING**

The fourth meeting of the Internal Quality Assurance Cell (IQAC) of the college for the Academic Year 2021-22 will be held on Friday 4th February 2022 at 4:30 pm in the 5<sup>th</sup> Floor 'Gulmohar Training Restaurant' – Sheila Raheja Institute of Hotel Management– Raheja Education Complex Bandra East to conduct the following business 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 Tuesday 16<sup>th</sup> November 2021.
2. To apprise the members about the Proposed Procurement of Uniforms for Staff and attendants.
3. To apprise the members about the Proposed Infrastructure upgradation.
4. To apprise the members about the Proposed Procurement of Plagiarism Software and other Library Procurements.
5. To discuss the feedback of the T.Y.B.Sc (Hospitality Studies)Event - Global Odyssey.
6. To apprise the Members about the Examination Results of Semester I, III and V.
7. To apprise the members about the necessary compliances for the Academic Year 2021-22.
8. 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 fourth meeting of the Internal Quality Assurance Cell (IQAC) of the college for the Academic Year 2021-22 was held on Friday 4th February 2022 at 4:30 pm in the 5th Floor 'Gulmohar Training Restaurant' – Sheila Raheja Institute of Hotel Management– Raheja Education Complex Bandra East to conduct the following business 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 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 Tuesday 16<sup>th</sup> November 2021.**

The IQAC Coordinator read the minutes of the last IQAC meeting held online on Tuesday 16<sup>th</sup> November 2021 and apprised the members about the action taken as recommended. After discussion the members passed the following resolution.

**Resolution No. 1 :** "Be it and it is hereby RESOLVED THAT the minutes of IQAC meeting held online on Tuesday 16th November 2021 are confirmed and approved unanimously by all members." The Chairperson and IQAC coordinator signed the minutes.

**Agenda Point no.2**

**To apprise the members about the proposed procurement of Uniforms for Staff and attendants.**





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The Chairperson Mr. Conrad D'Souza, apprised the Members about the Proposed Procurement of Uniforms for Staff and attendants. The Uniform purchased earlier was returned to the vendor as the Uniform were not of quality standard. Hence new Uniform had to be procured for staffs and attendants.

After discussions & deliberations Members recommended that the proposed procurement of uniforms for staffs and attendants be discussed in the College Development Committee Meeting.

### **Agenda Point No.3**

#### **To apprise the members about the proposed Infrastructure upgradation.**

The Chairperson Mr. Conrad D'Souza, apprised the Members about the Infrastructure upgradation as follows:

A new Faculty room is to be constructed on the 6<sup>th</sup> Floor for 12 faculty members as the number of faculty has increased over the years.

A NAAC Room is to be constructed on the 5<sup>th</sup> Floor.

The Hall of Fame is to be constructed on the wall outside the library 5<sup>th</sup> Floor.

After discussions & deliberations Members recommended that the proposed Infrastructure upgradation be discussed in the College Development Committee Meeting.

### **Agenda Point No.4**

#### **To apprise the members about the proposed procurement of Plagiarism Software and other Library Procurements.**

The Chairperson Mr. Conrad D'Souza apprised the Members about the procurement of Plagiarism Software and other Library Procurements.

The Chairperson Mr. Conrad D'Souza, apprised the Members about the proposed procurement of Plagiarism Software CheckForPlag software which has subscribed for 2 years from April – 2022 to March 2024. This software would help the students and staff to do research and check their plagiarism percentage.

After discussions & deliberations Members recommended the proposed procurement of Plagiarism Software and other Library Procurements be discussed in the College Development Committee Meeting.

### **Agenda Point No.5**

#### **To discuss the feedback of the T.Y.B.Sc. (Hospitality Studies) Event - Global Odyssey.**

The IQAC Coordinator apprised the Members about the feedback of the T.Y.B.Sc.(Hospitality Studies) Event - Global Odyssey.





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As a component of the third-year curriculum of semester VI for the course Event Planning, Marketing and Management for the program B.SC. in Hospitality Studies where the students are guided throughout the semester to plan an event by taking in to consideration the planning, marketing and management aspects. The students were guided to plan the concept and theme for an event, the concept and theme were finalized by students presenting various themes for the teachers, A concept of international street food was finalized with a unanimous agreement of students and teachers. A voting system was adopted to form the hierarchy headed by General Manager, Assistant General Manager, Media and Marketing, Accounts and Finance, Food Production, Bakery and Confectionery, Food and Beverage, Logistics Front office, Housekeeping (Décor, Security and Safety) and Cultural. A-team was created with all the mentioned headings to plan and execute the event. The planning stage reached to a level of naming the concept and theme as GLOBAL ODYSSEY (A Street Food Rendezvous) a street food court based on various international cuisines was planned including India various marketing activities were designed to attract the sponsors to come forward to sponsor for the event The menu, beverages, décor, front of the house activities, logistics and cultural entertainment were planned as per the theme Each department estimated the budget for the event by taking in to consideration various parameters. The first step of work execution began with a wonderful invite and invite hamper for each guest. The event was executed on the 20 March 2022 from 03.00 p.m. – 08.00 p.m. with a foot fall of 250 guests, the invitees were parents, hoteliers, principles of various catering colleges and teachers. Our trustees Mr. Sandeep Raheja and Ms. Durga Raheja visited the event and were impressed with overall food and beverage spread and the ambience too. The event was promoted with a you tube blogger Ms. Garima and the write-up was covered in the Hotelier & Caterer magazine The event ended by thanking all the invited guest with an exotic gift hamper as a takeaway. The objective and the learning outcome were achieved by the students.

The Members praised the efforts of the team for organising such a wonderful event.

#### Agenda Point No.6

#### To apprise the Members about the Examination Results of Semester I, III and V

The Chairperson Mr. Conrad D'Souza, apprised the Members about the Examination Results of Sem-I, III, V

THIRD YEAR B.A.CULINARY ART SEMESTER V RESULT STATISTIC OCTOBER 2021	
TOTAL STUDENTS APPEARED = 57	
GRADE	COUNT
O	2
A+	40





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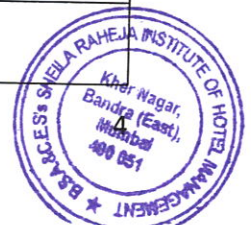
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A	10		
B+	0		
B	0		
C	0		
ATKT/ FAIL	5		
<b>TOTAL STUDENTS</b>	<b>57</b>		
<b>RANKER</b>	<b>NAME OF THE CANDIATE</b>	<b>GRADE</b>	<b>MARKS</b>
1	TIYA KANITKAR	O	968/1000
2	COURTNEY BARRETTO	O	959/1000
3	KAIZAD FAROODI	O	949/1000

<b>THIRD YEAR B.SC. HOSPITALITY STUDIES SEMESTER V RESULT STATISTIC OCTOBER 2021</b>	
<b>TOTAL STUDENT APPEARED = 114</b>	
<b>GRADE</b>	<b>COUNT</b>
O	34
A+	62
A	13
B+	5
B	0
C	0
ATKT/ FAIL	0
<b>TOTAL STUDENT</b>	<b>114</b>





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RANKER	NAME OF THE CANDIATE	GRADE	MARKS
1	NAIR ANJALI K.	O	969/1000
2	VALDEIRO NIGEL NOEL	O	964/1000
3	SINGH RICHITA RAJESH	O	952/1000

**SECOND YEAR SEMESTER III TRAINING BATCH RESULT STATISTIC  
OCTOBER 2021**

**TOTAL STUDENT APPEARED = 61**

GRADE	COUNT
O	30
A+	9
A	8
B+	6
B	2
C	2
ATKT/ FAIL	4
Total	61

RANKER	NAME OF THE CANDIATE	GRADE	MARKS
1	TORASKAR PURVA RAJARAM	O	949/1000
2	PANDYA VIRAJ HITESH	O	942/1000
3	CHAVES CHANTEL OLIVIA	O	938/1000
3	SANYUKTA TAKWALE	O	938/1000

**SECOND YEAR SEMESTER III THEORY BATCH RESULT STATISTIC  
OCTOBER 2021**





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TOTAL STUDENT APPEARED = 61			
GRADE	COUNT		
O	6		
A+	29		
A	17		
B+	4		
B	1		
C	0		
ATKT/ FAIL	4		
<b>Total</b>	<b>61</b>		
RANKER	NAME OF THE CANDIATE	GRADE	MARKS
1	MALSHE SANIKA VIJAY	O	787/850
2	SHARMA KOMAL JAI SHANKER	O	782/1000
3	ANAND TANISHA VIKAS	O	776/1000

SECOND YEAR B.A CULINARY ART SEMESTER III RESULT STATISTIC OCTOBER 2021	
TOTAL STUDENT APPEARED = 59	
GRADE	COUNT
O	7
A+	33
A	15





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B+	2		
B	0		
C	0		
ATKT/ FAIL	2		
TOTAL STUDENTS	59		
RANKER	NAME OF THE CANDIATE	GRADE	MARKS
1	KHACHANE ANUSHA VIJAY	O	965/1000
2	MERCHANT MD UBAID IMTIAZ	O	948/1000
3	CHANDORKAR MRUDULA VIVEK	O	931/1000

**FIRST YEAR CULINARY ART SEMESTER I RESULT STATISTIC OCTOBER 2021**

**TOTAL STUDENT APPEARED = 65**

GRADE	COUNT
O	4
A+	41
A	12
B+	4
B	1
C	0
ATKT/ FAIL	3
<b>TOTAL STUDENTS</b>	<b>65</b>







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RANKER	NAME OF THE CANDIATE	GRADE	MARKS
1	PETIGARA RISHABH SHAILEN	O	928/ 1000
2	SADARANGANI ANJALI JEETENDRA	O	914/1000
3	AHIRE RIDDHI SHASHIKANT	O	906/1000

**FIRST YEAR B.Sc. HOSPITALITY STUDIES SEMESTER I RESULT STATISTIC  
OCTOBER 2021**

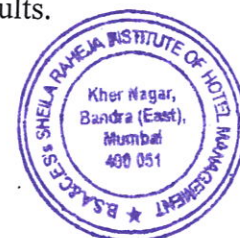
**TOTAL STUDENT APPEARED = 132**

GRADE	COUNT
O	23
A+	53
A	31
B+	11
B+	4
C	0
ATKT/ FAIL	10
	132

RANKER	NAME OF THE CANDIATE	GRADE	MARKS
1	EZAKADEN TRISHA DAVID	O	864/900
2	AHUJA DEV SUNIL	O	860/900
3	SHIVANGI ARORA	O	850/900

The Members discussed the results. The IQAC Coordinator suggested remedial classes for the students who have got ATKT and for the improvement of the overall results.





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**Agenda Point No.7**

**To apprise the members about the necessary compliances for the Academic Year 2021-22.**

The IQAC Coordinator Ms. Suchismita Roy presented the progress of the documentation work done by each Criteria Member and the work related to NAAC is under progress.

All Teaching Staff are maintaining Lesson Log, Lesson Plan and Course Files.

All Teaching Staff are instructed to conduct remedial classes for the improvement of results and maintain the Remedial Coaching files which includes Remedial Timetable, attendance record, class test, question paper, marks & feedback of the students,

All the members made a note of the same.

**Agenda Point No.8**

**Any other matter with permission of the Chair.**

The Chairperson Mr. Conrad D'Souza apprised the Members about the following: -

Diwali outreach 2021 was organized by DLLE on 4<sup>th</sup> November 2021 along with NGO Abhiyaan. Sweet distribution to lesser privileged children in society.

Masterclass was conducted by Chef Vikas Rane, Chef de cuisine at Oja Japanese-sa on Japanese Cuisine for T.Y.B.Sc. (H.S) Culinary Specialization and T.Y.B.A.C.A Batch on 16<sup>th</sup> November 2021

Amul Culinary Challenged 2021 was organized for various Hospitality colleges in Mumbai on 19<sup>th</sup> November 2021.

The Traditional Fruit Mixing ceremony was organized by TYBA Culinary Art students on 25<sup>th</sup> November 2021.

A two day 'Extravagant Christmas Workshop' on Christmas goodies was conducted by Pastry Chef Bimba Nayak on 20<sup>th</sup> and 21<sup>st</sup> November 2021- at the college. The participants learnt to prepare an array of Christmas goodies.

The School for European Pastry- headed by Chef Vikas Bagul and Chef Anil Rohira, held a workshop on 4th December 2021 for students of T.Y.BACA, T.Y.BSC and S.Y.BACA to demonstrate the techniques of making Bonbons.

The European Commission and the European Research Executive Agency (REA) organized a cooking competition by using olive as the main ingredient. The winner got an opportunity to

Participate in a cook along contest with Chef Ajay Chopra. This was a live telecast on 7th December 2021. 14 students from SYBACA from our institute took part in the competition. One student was selected for the final round to cook along with Chef Ajay Chopra.





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The Members praised the efforts of students and staff.

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