



Maharashtra Cosmopolitan Education Society's

M. A. Rangoonwala Institute of Hotel Management & Research, Pune.

Affiliated To Savitribai Phule Pune University / Institute code No. : 1042

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Dr. P. A. Inamdar
President, M.C.E. Society

Prof. Dr. Anita Frantz
Principal

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Criteria 6

Key Indicator 6.5.2: Quality assurance initiatives of the institution include:

Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed.

6.5.2 Meetings of IQAC

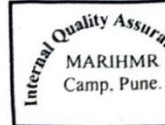
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Agenda



M.C.E. Society's
M. A. Rangoonwala Institute of Hotel Management & Research

Internal Quality Assurance Cell



Date: 21/03/2022

Circular

Meeting of the Internal Quality Assurance Cell is scheduled on Tuesday 12th April 2022 at 11:30 am in the Salt Training Restaurant.

Agenda

1. To read and confirm minutes of the last meeting held on 27th October 2021.
2. To review the action taken report in respect of the decisions taken in the last meeting.
3. To discuss the Academic Calendar for the Second term of the Academic year 2021-2022.
4. To discuss the Provisional Accreditation for Colleges (PAC) initiative of NAAC and assign responsibilities to the steering committee to prepare the PAC document to apply for Assessment and Accreditation.
5. To discuss and decide the schedule of Academic & Administrative Monitoring.
6. To review the update of NAAC documents.
7. To discuss the feedback obtained on academic teaching and learning from students in the First term of Academic year 2021-2022.
8. Any other matter with the permission of the Chair.

Asso. Prof. Imran Sayyed
Secretary



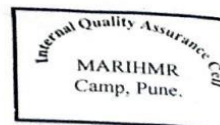
IQAC COORDINATOR
M. A. Rangoonwala Institute
of Hotel Management & Research
Azam Campus, Camp, Pune-1.

Minutes of Meeting



M.C.E. Society's
M. A. Rangoonwala Institute of Hotel Management & Research

Internal Quality Assurance Cell



Minutes of the Meeting

Date: 12/04/2022

Minutes of the Meeting of Internal Quality Assurance Cell of M.A. Rangoonwala Institute of Hotel Management & Research held on 12th April 2022 in Salt Training Restaurant.

The meeting started by welcoming all the IQAC committee members by Asso. Prof. Imran Sayyed. Felicitation of Mr. Amit Sharma, Industry Representative was done by Prof. Irfan Shaikh, Secretary M.C.E society and Management Representative. Prof. Dr. Anita Frantz, Principal of the college Felicitated Prof. Irfan Shaikh Secretary M.C.E society

The following business was transacted.

1. To read and confirm the minutes of the last meeting held on 27th October 2021.
 - The IQAC coordinator read and confirmed the minutes of the meeting held on 27th October 2021.
2. To review the action taken report in respect of the decisions taken in the last meeting.
 - The IQAC coordinator presented the report in respect of the decisions taken in the last meeting
 - The same was noted.
3. To discuss the Academic Calendar for the Second term of the Academic year 2021-2022.
 - The IQAC Coordinator presented the Academic Calendar for the Academic year 2021-2022 from April 2022 to June 2022. Asst. Prof. Neeraj Joshi presented all the activities for the past events.
 - **Suggestion:** Mr. Amit Sharma, Industry Representative suggested to include more extracurricular activities in the Academic Calendar.
 - The same was noted.
4. To discuss the Provisional Accreditation for Colleges (PAC) initiative of NAAC and assign responsibilities to the steering committee to prepare the PAC document to apply for Assessment and Accreditation.
 - The IQAC Coordinator discussed the Provisional Accreditation for Colleges (PAC) initiative of NAAC. IQAC presented the responsibility given to each faculty member and assigned responsibilities to the steering committee to prepare the PAC document to apply for Assessment and Accreditation.
 - The same was noted.
5. To discuss and decide the schedule of Academic & Administrative Monitoring.
 - The IQAC Coordinator discussed the Academic & Administrative Monitoring and presented the schedule for the presentations from all staff members.
 - The same was noted.

Minutes of Meeting

6. To review the update of NAAC documents.

- The IQAC Coordinator updated and reviewed the documents of NAAC.
- The same was noted.

7. To discuss the feedback obtained on academic teaching and learning from students in the First term of Academic year 2021-2022.

- The IQAC Coordinator discussed the feedback obtained on Academic Teaching and Learning from students in the first term of Academic Year 2021-2022.
- The same was noted.

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

The following points were discussed:

1. Signing of MoU's:

- IQAC Coordinator informed the committee that college has signed the MoU's with Phoenix Marketing Kolhapur and with Poona Institute of Management Sciences and Entrepreneurship (PIMSE) Pune.

2. Involvement of PHA:

- There was PHA (Poona Hotelier Association) cricket tournament from 4th April 2022 to 7th April 2022, at V.M Gani Ground, Azam Campus, Pune our students and staff members actively participated in the tournament. Mr. Amit Sharma, Vice President of PHA committee thanked college for the support. M A Rangoonwala Institute of Hotel Management was the venue partner for the PHA Premier League.

3. Result of SWAYAM-NPTL:


- IQAC Coordinator informed that our students enrolled in the Speaking Effectively Swayam Course, three of our students ranked amongst the Elite Group and were merit rankers in the exams.

4. Result of Oberoi Hotels & Resorts Interview:

- IQAC Coordinator Congratulated Uzma Mulla and Saud Chaudhary T.Y.B.Sc. (HS) students for getting selected at the Oberoi Hotels & Resorts Interview.

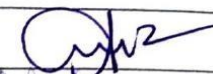





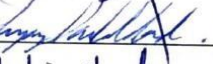
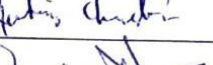

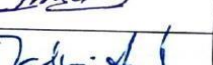

General Suggestion: Mr. Amit Sharma, Industry Representative suggested to increase the number of followers and the number of likes on the college Facebook page.

- As there were no other points to be discussed, the meeting ended with a vote of thanks to the chair.


Prof. Dr. Anita Frantz
Chairman

Attendance

IQAC Committee Meeting Held on 2nd June 2018

Sr. No.	Name of Member	Designation	Signature
1	Prof. Anita Frantz	Chairman	
2	Asst. Prof. Imran Sayyed	Secretary	
3	Asst. Prof. Atul R. Deshpande	Member	
4	Asst. Prof. Vincent Kedari	Member	
5	Asst. Prof. Puneet Basson	Member	
6	Prof. Irfan Shaikh	Management Representative	
7	Mr. Riyaz Daulatabad	Hotelier	
8	Ms. Rukaiya Chaglani	Alumni	
9	Mr. Sajay Naidu	Member of NGO	
10	Mr. Imran Pathan	Administration Staff Representative	
11	Anand Jadhav T.Y.B.Sc.(HS)	Student Member	

Action taken Report



M.C.E. Society's
M. A. Rangoonwala Institute of Hotel Management & Research

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Website: www.marhotelmanagement.com

Academic Year – 2018 -2019

Internal Quality Assurance Cell

Internal Quality Assurance Cell
 MARIHMR Camp
 Pune

Action Taken Report IQAC meeting held on 2nd June 2018

Agenda 2: To delegate the responsibilities to Internal Steering Committee members as per the guidelines provided by NAAC for assessment and accreditation.

Decision/Suggestion: Each faculty was given the responsibility as Team Leader for the Criteria as Steering Committee member.

Action Taken: The Faculty members were allocated various criteria's in which they had to plan upon the requirements of the various documents.

Sr. No.	Criteria	Name of the Faculty
1	Criteria I: Curricular Aspects	Asst. Prof. Atul Deshpande
2	Criteria II: Teaching-Learning and Evaluation	Asst. Prof. Vincent Kedari
3	Criteria III: Research, Consultancy and Extension	Asst. Prof. Puneet Basson
4	Criteria IV: Infrastructure and Learning Resources	Asst. Prof. Chanda Supekar
5	Criteria V: Student Support and Progression	Asst. Prof. Priyanka Shetty
6	Criteria VI: Governance, Leadership and Management	Asst. Prof. Arun Deokar
7	Criteria VII: Innovations and Best Practices	Asst. Prof. Neeraj Joshi

Agenda 5: To discuss and recommend organization of inter and intra college workshops and seminars on quality themes.

Decision/Suggestion: To report the various workshops and seminars that were organized at college.

Action Taken: The following Workshops and seminars were organized:

Sr.No.	Title of the Event	Date	Class
1	Seminar on Human Trafficking at Westin Pune	27/07/2018	T.Y.B.Sc. (HS)
2	Demonstration of Cocktails and Mocktails	29/08/2018	S.Y.B.Sc (HS)
3	Demonstration on Chocolate making	31/08/2018	T.Y.B.Sc. (HS)
4	Flower arrangement Demonstration	04/09/2018	S.Y.B.Sc (HS)

Action taken Report

enda 9: To discuss certificate programs/add on courses to be offered to students in the academic year 2018-2019.

cision/Suggestion: To report the certificate programs/add on courses that were offered to dents.

tion Taken: The following courses were conducted:

No.	Course Name	Class
1	Development of transferrable and life skills- I	F.Y.B.Sc. (HS)
2	Development of transferrable and life skills- II	T.Y.B.Sc. (HS)



st. Prof. Imran Sayyed
ecretary



Prof. Anita Frantz
Chairman

IQAC COORDINATOR

M A. Rangoorwala Institute
of Hotel Management & Research
Azam Campus, Camp, Pune-1.



Maharashtra Cosmopolitan Education Society's

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Dr. P. A. Inamdar
President, M.C.E. Society

Prof. Dr. Anita Frantz
Principal

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Criteria 6


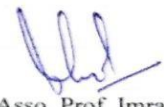
Key Indicator 6.5.2: Quality assurance initiatives of the institution include:

Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed.


6.5.2 Meetings of IQAC

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Agenda


	<p>M.C.E. Society's M. A. Rangoonwala Institute of Hotel Management & Research Internal Quality Assurance Cell</p>	<div><div>Internal Quality Assurance Cell</div><div>MARIHMR Camp, Pune.</div></div>
<p style="text-align: right;">Date: 21/03/2022</p>		
<p style="text-align: center;"><u>Circular</u></p>		
<p>Meeting of the Internal Quality Assurance Cell is scheduled on Tuesday 4th October 2022 at 11:00 am in the Pepper Restaurant.</p>		
<p style="text-align: center;"><u>Agenda</u></p>		
<ol style="list-style-type: none">1. To read and confirm minutes of the last meeting held on 12th April 2022.2. To review the action taken report in respect of the decisions taken in the last meeting.3. To discuss the Academic Calendar for the First term of the Academic year 2022-2023.4. To discuss and decide the schedule of Academic & Administrative Monitoring.5. To discuss the revised NAAC guidelines dated 01-06-2022 for IQAC (soft copy already Circulated among members on 15 July, 2022).6. To review the Academic Result and Action plan for improvement of Second term of Academic year 2021-2022.7. Review of Industry Institute Interaction and Student's Placement.8. Any other matter with the permission of the Chair.		
<div style="text-align: right;"> Asso. Prof. Imran Sayyed Secretary</div>		
<div style="text-align: right;">IQAC COORDINATOR M A. Rangoonwala Institute of Hotel Management & Research Campus, Camp. Pune-1.</div>		

Minutes of Meeting



C.E. Society's
M. A. Rangoonwala Institute of Hotel Management & Research

Internal Quality Assurance Cell



Minutes of the Meeting

Date: 04/10/2022

Minutes of the Meeting of Internal Quality Assurance Cell of M.A.Rangoonwala Institute of Hotel Management & Research held on 04th October 2022 in Salt Training Restaurant.

The meeting started by welcoming all the IQAC committee members by Asso. Prof. Imran Sayyed.

The following business was transacted.

1. To read and confirm the minutes of the last meeting held on 12th April 2022.
 - The IQAC coordinator read and confirmed the minutes of the meeting held on 12th April 2022.
2. To review the action taken report in respect of the decisions taken in the last meeting.
 - The IQAC coordinator presented the action taken report in respect of the decisions taken in the last meeting
 - The same was noted.
3. To introduce and welcome new members to the committee.
 - IQAC Coordinator introduced and welcomed new nominated members to the IQAC Committee.

1.	Mr. Girish Kate	Assistant Professor	Member
2.	Ms. Kauser Shaikh	President, Student Council	Student Member
3.	Mrs. Darshan Kotain	Secretary, Student Council Member	Student Member

 - The same was noted
4. To discuss the Academic Calendar for the First term of the Academic year 2022-2023.
 - The IQAC Coordinator presented the Academic Calendar for the first term of the Academic year 2022-2023 from June 2022 to November 2022.
 - The IQAC Coordinator delegated responsibilities to the students council committee members as under

Student's Council committee

Kauser Shaikh (T. Y. B.Sc. HS)	Student	President
Darshan Kotain (S.Y.B.Sc HS)	Student	Secretary

Minutes of Meeting

Mr. Gulzar Shaikh	Director of Sports	Member
Asso. Prof. Imran Sayyed	IQAC Coordinator	Member
Sidra Shaikh (T.Y.B.Sc HS)	Student	Member
Hamdaan Shaikh (T.Y. B.Sc. HS)	Student	Member
Shlok Kadu (S.Y.B.Sc HS)	Student	Member
Affan Merchant (S.Y.B.Sc HS)	Student	Member (Sports)
Andrea Selvam (S.Y. BSc. HS)	Student	Member (Lady Student)
Salim Korba (T.Y. BSc HS)	Student	Member (NSS)
Devdatta Waghmare (T.Y.B.Sc HS)	Student	Member (SC)
Kalpana Burman (T.Y. BSc HS)	Student	Member (Cultural)

- The same was noted.

5. To discuss and plan for scheduling the Academic & Administrative Monitoring.

- The IQAC Coordinator discussed the Academic & Administrative Monitoring initiative of NAAC. The IQAC presented the presentation the schedule for NAAC criteria presentation by the Steering Committee given to each faculty member.
- The same was noted.

6. To discuss the revised guidelines of NAAC dated 01-06-2022

- The IQAC Coordinator discussed the revised NAAC guidelines and also send a video for the understanding of the new manual.
- The same was noted.

7. To review the Academic Result and Action plan for improvement in the performance of the students in the Semester end SPPU examination.

- The IQAC Coordinator updated and reviewed about Academic Results of second term of Academic Year 2021-2022
- SUGGESTION:**
- The committee suggested to conduct remedial classes for the students .
- The same was noted.

8. To Review Industry Institute Interaction and Student's Placement.

- The Training and Placement Coordinator informed about placement drive undertaken for campus interview.
- SUGGESTION:**
- The committee suggested to conduct training sessions for students to enhance their technical and soft skill to face the interview for placement and internship.


Minutes of Meeting

- The same was noted.

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

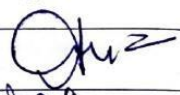

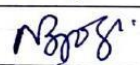

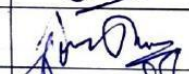


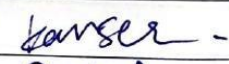
The following points were discussed:

1. Academic and Administrative Audit :
 - The IQAC Coordinator updated and reviewed about the completion of the Academic and Administrative Audit for the second term of the Academic year 2021-2022 and the summary of the audit report was submitted to the Principal.
 2. Online certification courses:
 - The IQAC Coordinator updated on the list of certificate /short term /Value Added Courses offered.
 - **SUGGESTION:**
The committee suggested that students must be encouraged to take more online certification courses. Preference to be given for SWAYAM courses
 3. Meeting of Student Council:
 - The IQAC Coordinator updated that the Student council meeting is held once in each semester to discuss on the activities to be carried out in that semester.
- As there were no other points to be discussed, the meeting ended with a vote of thanks to the chair by the IQAC Coordinator.


Prof. Dr. Anita Frantz
Chairman

Attendance

IQAC Committee meeting held on 4th October 2022

Sr.No	Name of Member	Designation	Signature
1	Prof. Dr. Anita Frantz	Chairman	
2	Asso.Prof Imran Sayyed	Secretary	
3	Mr. Amit Sharma	Industry Representative	ABSENT
4	Prof. Irfan Shaikh	Management Representative	ABSENT
5	Mr. Riyaz Shaikh	NGO Member	ABSENT
6	Asst.Prof. Neeraj Joshi	Member	
7	Asst.Prof. Girish Kate	Member	
8	Asst.Prof. Aruna Tompe	Training & Placement Coordinator	
9	Mr. Aqeel Ahmed	Alumni Member	
10	Mr. Imran Pathan	Administrative Member	
11	Ms. Kauser Shaikh	Student Member	
12	Mrs. Darshan Kotain	Student Member	