



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	CAMP EDUCATION SOCIETY'S DR. ARVIND B. TELANG INSTITUTE OF HOTEL MANAGEMENT
Name of the head of the Institution	Dr. Ajaykumar Mithilesh Rai
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	020-27371635
Mobile no.	9730073648
Registered Email	principal.abtelangihm@gmail.com
Alternate Email	princiajayrai@gmail.com
Address	Plot No. G/P-159, G- Block, MIDC Chinchwad, Sambhajinagar
City/Town	Pune
State/UT	Maharashtra
Pincode	411019

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Prof. Deepak Tanaji More
Phone no/Alternate Phone no.	02027371037
Mobile no.	9561612744
Registered Email	bschs1@gmail.com
Alternate Email	deepakmore100@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.cesihm.com/AQAR%202018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://cesihm.com/calendar.html

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.40	2018	26-Sep-2018	25-Sep-2023

6. Date of Establishment of IQAC	05-Dec-2016
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7. Internal Quality Assurance System		
Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
International Seminar for	02-Aug-2019	43

Students Placement	01	
Soft skills Training for Staff	22-Nov-2019 01	7
IPR Activity for students & Staff	08-Feb-2020 01	58
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Food & Beverage Service	SPPU - QIP	S.P Pune University	2019 01	124372
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Conduct the workshop on Healthy Living

Conduct Staff Orientation visit at Hotel

Sports activities for all students

Blood Donation Activity

Demo Practical by Guest Chef from Hotel

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
Organise Food Festival - Annual event 2019-20	Guide students about Theme Based Food Festival & first-hand experience on Event Organising.
Conduct IPR Activity	Impart the basic knowledge for self start as well as legal formalities for the same.
Conduct demo practical by Guest Chef from Hotel	To expose latest culinary skills to Students
Conduct sports activity for all students	Interclass Sports Competition arranged for all students
Conduct the activity for World Tourism Day	World Tourism Day celebrate on 01/10/2019 with Theme "Tourism & Jobs: A Better Future for All"
Conduct the Orientation ceremony for freshers AY 2019 20	Orientation ceremony conducted on 12/07/2019 with students and parents to aware rules regulations of institute
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College Development Committee	21-Aug-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

10-Aug-2018

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

31-Dec-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules

Online registration by students during

currently operational (maximum 500 words)

admissions has helped us create an Accessible student database. The system also helps save time and the whole Process reduces paper usage. Management Information System through Circulars, Social Media, Electronic Announcement System. Display of Notices, by holding staff / Governing Body Meeting, holding staff /students /parents /alumni meeting. College Website, SMS service, use of whatsapp, Email to the students and staff are used as information system Feedback System : The Institute takes Online Feedback from the students. This feedback is digitally analysed and mailed to principal for review and for further action. Marketing Information System: The Institute has a website named www.cesihm.com updates all the information regarding the institute activities, progress in research, special achievements etc. This helps in keeping the stakeholders

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Camp Education Society's Dr. Arvind B.Telang Institute of Hotel Management has a well-organized system for curriculum delivery and documentation. Academic planning is done before the start of academic year and every department contributes to the preparation of the academic calendar. Distribution of workload and preparation of time table is done in advance by every department. Every teacher receives the individual time table along with exam schedules. All the departments are involved in scheduling academic, co curricular and extracurricular events to enrich the learning process. All departmental events are uploaded online to facilitate effective documentation. The special feature of our institution is that all teachers' record the daily activities and lectures conducted in their attendance booklet. Our institution believes in reaching out to students by adopting learner centric approaches. We have remedial teaching and bridge courses to keep them abreast with the syllabus and additional credit programme for the advanced learners. Though syllabus is prescribed by the university, teachers use innovative method for better delivery of curriculum transaction. Use of audio visual aids and ICT tools, student presentations, group discussions in classroom enrich the learning experience. The industry persons are invited in all the departments to give awareness of new technologies in the field. These interactions also helps to guide the students while selecting their projects in second year and talks about future scope of the respective discipline. Every department adopts various innovative method to facilitate the process of teaching and learning. Teachers use innovative methods to facilitate the process of teaching and learning. Teachers use Innovative teaching methods like presentations, assignments, workshops, seminars, industrial visits. The institution has a well

maintained library, with the latest books required for curriculum delivery. Teachers coordinate with the librarian by giving the requirements and ensuring that the list of books needed for their subjects are available for the students. Students are motivated to visit library and expand their knowledge which gives foot step ahead to fight with new technologies which is the need of the current market of hospitality industry. Our Principal sir & teachers are the part of the university, Principal sir is a BOS member and teachers are involved in syllabus revision committee who ensure the syllabus is updated as per the requirements of industry. Many teachers are paper setter too. Institution encourages all teachers to attend syllabus revision workshop and other FDP programmes to update themselves and ensure effective curriculum deliverance. Institution also has Internal Academic audit at the end of every academic year which helps to ascertain that adequate and effective quality assurance mechanism regarding curriculum planning and delivery are applied to ensure quality inputs and consequently quality outputs and suggest improvement measures wherever required. To intensify the knowledge of the students each department of the course arranged some programs like Sr. No. Name of the Department Program Arranged 01 Food Production Food Plating and Presentation 02 Food & Beverage Service Theme based Restaurant Table Set-up 03 House Keeping Operation Towel Art

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Food And Nutrition	NIL	19/08/2019	15	Entrepreneurship	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Hospitality Studies (Food Production - FP3)	19/08/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Event Management	01/01/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	10	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Personality Development (Interview Techniques)	17/11/2019	15
Soft Skills Course By Mrs. Preeti Soundankar	21/11/2019	45

Soft Skills Course By Mrs. Preeti Soundankar	22/11/2019	50
Soft Skills Course By Mrs. Preeti Soundankar	09/12/2019	53
Soft Skills Course By Mrs. Preeti Soundankar	23/12/2019	49
Soft Skills Course By Mrs. Preeti Soundankar	30/12/2019	53
Soft Skills Course By Mrs. Preeti Soundankar	03/01/2020	50
Soft Skills Course By Mrs. Preeti Soundankar	14/01/2020	54
Soft Skills Course By Mrs. Preeti Soundankar	20/01/2020	55
Soft Skills Course By Mrs. Preeti Soundankar	27/01/2020	48
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Hospitality Studies (Project Works / Internships)	57
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>The feedback collected from Students, Parents, Teachers, Alumni Industry are analyzed statistically and data is compiled at departmental level. The feedback regarding the curriculum is taken from all year students which are analyzed at departmental level. On the basis of their suggestions, to enrich the curriculum delivery, various certificate and short term courses, seminars, workshops, guest lectures, internship and placement guidance programme are planned and executed to enrich their learning experience and perform to their maximum potential. Students want to more Field /Industrial visits to bridge the gap between academia and industry. Teacher's feedback regarding the curriculum taken and analyzed at Departmental level. It is compiled and communicated to the BOS members and syllabus revision committee members of the University during meetings Feedback from Parents Parent's feedback is collected at Parent Teacher Meet as well as online by the Institute. Parent's feedback covers the</p>

parameters like admission process, syllabus enrichment, teaching learning environment, system of monitoring student's progress, commitment of faculties, encouragement to students for participation in academic forums, quality of learning resources, support services, institutional sensitivity to changing educational, social and market demands, discipline practices and parent-teacher communication and cooperation. Alumni feedback collected facilitated industry interaction/ visits and guest lectures by industry experts. Alumni give suggestions on Certificate Courses to be run, considering career prospects, skill development and employability. The newly introduced syllabus has adopted adequate changes in the programs. Another suggestion from alumni was to increase student involvement in learning by having more students' presentations/ seminar. Both these areas are now part of all department activities. In the year 2019-20 organized a Soft Skills programme was arranged for FY BSCHS students to build confidence in their communication. Feedback from industry regarding curriculum is taken from the industries that visit our Institute for placement and suggestions given are deliberated. Thus feedback provides opportunity to students and other stakeholders to actively participate in the improvement of programs of study. It thereby improves the quality of students learning experiences and also gives the Institution a 360 degree view point to overall improve their curriculum planning and delivery as per the expectations of the stakeholders also Industry requires that student should have more live interaction with hotels to aware of new trends, for that institute always work to give more exposure to students about the new trends in hotels giving orientation programmes, ODC, arranging visits with hotels etc. Conclusion Majority of students and teachers have given satisfactory feedback about number of contact hours and volume of syllabus. The Institute organizes various workshops for the resolution of queries in this matter. Teachers have participated in these workshops and have communicated their grievances and suggestions to the authorities. Improvements which resulted from parent's feedback include better communication with parents, timely information to parents about their ward's progress, syllabus enrichment, ease in administration and improved student's participation in the institute.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Hospitality Studies	60	71	60

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	60	Nil	6	Nil	6

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
6	6	22	1	1	2
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Our Institute having Mentoring System to Mentor the students for the resolution of their various issues. • In the Institute there are Mentors who are in charge of students (year wise). • All three years has a Mentor who is in charge of the students of that Class. The Mentors are provided access to the profile of the students and also to their contact details. • Well-trained faculties who know the background of the students are made responsible. • Generally, the Mentors provide encouragement, motivation and counselling support. • Where the student requires additional help which is beyond the abilities of the Mentor, then faculty guides the students to the principal of the institute. • Mentors help greatly in identifying diversity in terms of learning challenges as well. • They provide first hand support to the students with difficulties and gives relevant inputs to subject faculties to help the subject faculties to be more effective in handling these students. • The Class Mentor's contact details are shared with the parents/guardians. Similarly, the Mentor has the contact details of the parents/guardian. • The Mentors also provide additional support in terms of providing career guidance. • When students graduate and seek higher studies, almost always the students approach the Mentors for providing them with references. • All Mentors encourage students to collaborate with them in projects or in academic writing, especially when students share their academic interests. This, although less common, greatly helps the students in giving them an edge over their competitors elsewhere. Such Mentors also guide these students during their projects and internships. • This is of immense benefit to the students involved. Mentors who are in charge of student generally work with students who share common curricular or extracurricular interests. • All Mentors have direct access to the Principal. Mentors are authorized to report any challenge immediately and seek resources required. Mentors also maintain record about student progression. • The Mentorship program at institute is where many faculty-student bonds for a lifetime get developed. • These mentors play the role of a caring adult and offer themselves as role models. Especially in the context of students who come from broken or conflicted families, the significance of the role played by these teachers, going way beyond what is their routine job as teachers, cannot be overstated.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
177	6	1:29

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
6	6	Nil	Nil	1

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	NIL	Assistant Professor	NIL
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during

the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	Hospitality Studies	Third Year	13/10/2020	21/11/2020
BSc	Hospitality Studies	Second Year	29/05/2020	13/08/2020
BSc	Hospitality Studies	First Year	11/03/2020	21/07/2020
BSc	Hospitality Studies	Third Year	23/10/2019	24/12/2019
BSc	Hospitality Studies	Second Year	23/10/2019	24/12/2019
BSc	Hospitality Studies	First Year	31/10/2019	25/01/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institute cares for Continuous evaluation. Continuous evaluation is carried out throughout the year through regular class tests, assignments, preliminary examination, projects etc. • Routine Internal Examination (Class Test Preliminary Exam) are taken are conducted and much appreciated by students as critical thinking and creativity come to the fore. Remedial instruction is given to slow learners and challenged students. • Preliminary Practical examinations are conducted by institute whereas practical examinations are carried by SPPU appointed subject expert external examiner therefore preliminary examination help to prepare the students for final University Examinations. • The faculty explain about as to how scoring by the students can be better in forthcoming examinations by expressing themselves more appropriately in response to questions. • Peer evaluation is also employed by teachers to empower and enable students to help each other particularly in areas where creative and original thinking will benefit them. • CIE helps students to understand Exam Pattern Assessment to perform their best in the University Examinations.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

• An Academic Calendar for institute is prepared and uploaded on website at the beginning of academic year which contains a list of all the interactive and innovative programmes to be conducted by the institute, both at the faculty and student level. • Institute academic calendar is designed considering all events in accordance with the University academic calendar. • Detailed schedules with dates are given for beginning End of academic session, details of festivals, Events, preliminary, practical university theory examination details. • Students prepare for these examinations accordingly. Each member of the staff and student community receive a copy of the college calendar to enable them to plan for activities. • An IQAC Calendar of activities is also prepared this enumerates academic programmes and activities for quality enhancement to be held in the college. When new programmes to enable quality enhancement are offered during the course of the year, these are availed of for the benefit of the staff and students.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://cesihm.com/students.html>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
TYBScHS	BSc	Hospitality Studies	39	35	89.74%

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://cesihm.com/SSS%20Final.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	0	0	0	0

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Workshop on Intellectual Property Rights By Dr. Bharti Dole (Ex. Director Hiraben Nanavti Institute of Management , Pune)	IPR	08/02/2020
Two Days Webinar on Patent, trademark, copyright and GI By Marathwada Mitra Mandal's College of Commerce in Association with Faculty of Commerce and Management SPPU,GMGC White Code	(IPR) Patent , Copyright, Trademark and GI	18/05/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
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1ST Rank in M-pulse 2k20 Mobile Tournament	Mr.Thapa Roshan Puran	MIT Arts, Commerce Science College Alandi (D) -Pune	24/01/2020	1ST Rank in M-pulse 2k20 Mobile Tournament
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Institute IPR Cell	CESSs Dr. Arvind B. Telang IHM	VHAAC Services, Chandigarh	Maldives Training Placement	Face to face interview with students for Internship at Maldives Nine student done internship from Robinson Club Noonu, Maldives	25/06/2019
Institute IPR Cell	CESSs Dr. Arvind B. Telang IHM	Kareer Krafters India Pvt. Ltd.	France Training Placement	Face to face interview with students for Internship at France One student done internship from L' Auberge de Maison Rouge France	02/07/2019
Institute IPR Cell	CESSs Dr. Arvind B. Telang IHM	Eduvator Overseas Pvt.Ltd.	Mauritius Training Placement	Face to face interview with students for Internship at Mauritius Four student done internship. One from The Westin Turtle Bay Resort Spa Mauritius, Two from Riu Hotels Resorts One	30/07/2019

from Salt
lake Resorts-
Outrigger
Mauritius

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Hospitality Studies	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Hospitality Studies	Nil	0
International	Hospitality Studies	Nil	0

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Hospitality Studies	Nil

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	2019	0	NIL	Nil

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2019	Nil	Nil	NIL

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Semi	Nil	Nil	2	Nil

nars/Workshops

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Haritwari Tree Plantation on occasion Haritwari @ Bhakti-Shakti , Dehuroad, Pune on 28/07/2019 (Sunday)	NSS SPPU	3	15
Live Telecast FIT India Movement for FY/SY/TY Students and Staff on 29/08/2019 (Tuesday)	NSS SPPU	10	115
Seminar on Organ Donation Awareness Program Mr. Arvind Agarwal (Guest Speaker) Rebirth Foundation Pune On 06/12/2019 (Friday)	NSS Rebirth Foundation Pune	2	62
Seminar on Indian Constitution by Dr.Balasaheb Sonawane (Guest speaker)on 20/12/2020 (Friday)	NSS SPPU	7	47
Annual Blood Donation Camp on 16/01/2020 (Thursday)	NSS Acharya Anandrishiji Pune Blood Bank	5	41

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
One Week NSS residential camp at Andeshe, Mulshi (MH) From:12/01/2019 To 18/01/2019	Appreciation Certificate From SPPU	Savitribai Phule Pune University	24

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
(Aids Awareness) HIV Awareness Seminar For FY/SY/TY BScHS Staff on 28/08/2019 (Wednesday) Conducted by Mrs.Rajani Bagul Sr. Technical Officer ,NARI, Pune	NSS SPPU	Seminar	7	94
Road Safety Awareness Program (NSS) On 30/08/2019 (Friday)	NSS SPPU	Rally	5	31
(Swachh Bharat) Bus Stop Cleaning at Sambhajinagar -Pune on 24/09/2019 (Tuesday)	NSS SPPU	Field Work	1	20
Swachh Bharat) Cleanliness Awareness Rally at Yamunanagar, Nigdi -Pune on 24/09/2019 (Tuesday)	NSS SPPU	Rally	1	20
Swachh Bharat) Orphanage Cleaning at Chikhali on 24/09/2019 (Tuesday)	NSS SPPU	Field Work	1	20
(Swachh Bharat) River Cleaning at Harris Bridge, Dapodi -Pune on 02/10/2019 (Wednesday)	NSS SPPU	Field Work	3	9

(Gender Issue)National Girl child day 24/01/2020 (Friday)	SPPU	Seminar	3	13
Save Constitution Rally on 15/02/2020 (Saturday)	NSS SPPU	Rally	3	19
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Industry	Internship	Crowne Plaza Pune City Centre	15/11/2019	28/02/2020	3
Industry	Internship	Radisson Blu, Pune, Hinjewadi	15/11/2019	28/02/2020	3
Industry	Internship	Double Tree by Hilton Hotel, Chinchwad Pune	11/11/2019	28/02/2020	3
Industry	Internship	Courtyard by Marriott Chakan, Pune	11/11/2019	28/02/2020	6
Industry	Internship	Vivanta Pune, Hinjewadi	11/11/2019	28/02/2020	10
Industry	Internship	Sayaji Hotel, Pune	11/11/2019	28/02/2020	4
Industry	Internship	Aamby Valley City	11/11/2019	28/02/2020	9
Industry	Internship	Robinson Club Noonu Maldives	06/12/2019	06/05/2020	9

Industry	Internship	Riu Hotels And Resorts Pointe Sud Ouest Le Morne, Mauritius	14/11/2019	17/03/2020	4
Industry	Internship	The Fern Residency Pune	11/11/2019	28/02/2020	2

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
AISSMS College of Hotel Management and Catering Technology Add.:- 55-56, Nyaymurti Ranade Path, near Chhatrapati Shivaji Maharaj Statue, Shivajinagar, Pune, Maharashtra - 411 005.	03/09/2019	1.Collaborative activities for Research 2.Faculty for Examination Panels 3.Faculty Exchange for Teaching and Learning Process 4.Participation in Seminars Conferences 5.Recourse Person and Guest Lectures as Subject Expertise	6

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
5117340	2859536

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added

Existing	23	1	11	1	1	1	1	20	0
Added	0	0	0	0	0	0	0	0	0
Total	23	1	11	1	1	1	1	20	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

20 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	http://cesihm.com/CoCurricularPhotoGallery.aspx

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2730100	2208913	2387240	650623

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The Institute ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by HOD Team specific assigned for the same using the grants received the Institute as per the requirements in the interest of students. Maintenance of Laboratories - All laboratories (Kitchen, Training Restaurant, Bakery Confectionery, Guest Room, Linen Laundry Room) repairing and maintenance are done by the technicians of related enterprises on AMC basis. Library - 1. The requirement and list of books is taken from the concerned departments are involved in the process. The finalized list of required books is duly approved and signed by the Principal. 2. To ensure return of books, 'no dues' from the library is mandatory for students before appearing in exam. 3. Schedule of issue/ return of books etc. are chalked out / resolved by the library committee. 4. DOAJ Open access journals facilities are available at our Computer Lab. Sports - Regarding the maintenance of sports equipment the Institute sports in charge is deputed. During the session 2019-20 college participated in Cricket, inter-collegiate championship. During 2019-20 sports week was organized by Institute. Computers - 1. Computer lab established to enrich the students towards online activities. 2. The institute has adequate number of the computers with internet connections and the software distributed in different locales like office, library, departments etc. 3. Vriddhi software is used for maintaining student's details. 4. Internet and WIFI Enabled Computer Lab. Classrooms - All year assigned with specific classroom their repair maintenance is taken care of by the particular class co-ordinator of particular year i.e. Painting, Electrical works, LED Projector other Computer related equipment. The Institute has maintenance department with designated personnel i.e office superintendent to oversee the maintenance of buildings, classrooms, laboratories and other campus facilities. • Office staff maintains a stock register for the available equipment. • Proper inspection and verification of stock takes place at the end of every year. • A team of skilled personnel carry out maintenance works related to civil,

plumbing, sanitation, water supply, electricity supply on regular basis. • In house housekeeping personnel to take care of upkeep of the Institute premises.

- Maintenance of the gardens lawn is done by the maintenance department.
- Periodic maintenance is available for major equipment like furniture and fixtures, water purification, gas range servicing, refrigeration, oven, pest control, portable fire extinguisher etc.
- The institute website is developed and regularly maintained under AMC by software professionals.
- IT related issues are maintained and rectified in-house and if it is related to hardware, sent those to the external agencies.
- The CCTV has been installed at all prominent location such as Parking, Entrance Gate, Corridor, Laboratories, Classrooms, Library, Canteen, and Office and more importantly at Examination Centre.
- The Institute also has electricity backup with Diesel Generators with 50 kVA capacity
- The Institute is equipped with PV Solar system with 10 KW.

<http://cesihm.com/infrastructure.html>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Society fee Concession to Economical backward Students	0	0
Financial Support from Other Sources			
a) National	Government Scholarship	27	1196539
b) International	NIL	Nil	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Soft Skill Development	22/11/2019	45	Mrs. Preeti Soundankar
Diet, Life style Meditation	05/09/2019	64	Noni Group Medicine Shri. Sanjay K. Thakur
Bridge Course	30/09/2019	29	CES'S Dr Arvind B. Telang IHM
Bridge Course	23/09/2019	29	CES'S Dr Arvind B. Telang IHM
Bridge Course	16/09/2019	29	CES'S Dr Arvind B. Telang IHM
Bridge Course	09/09/2019	28	CES'S Dr Arvind B. Telang IHM
Bridge Course	26/08/2019	29	CES'S Dr Arvind B. Telang IHM
International	21/06/2019	40	Yog Vidya Dham

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career counselling International Internship And Placements by VHACC Services	Nil	67	Nil	9
2019	Career counselling International Internship And Placements by Kareer Krafters	Nil	63	Nil	1
2019	Career counselling International Internship And Placements by Educator overseas Pvt. Ltd.	Nil	45	Nil	4
2019	Career counselling International Internship And Placements by Educator overseas Pvt. Ltd.	Nil	43	Nil	Nil
2019	Career counselling International Internship And Placements by Kareer Krafters	Nil	68	Nil	Nil
2019	Career counselling	Nil	54	Nil	Nil

	International Internship And Placements by VHACC Services				
2019	Career counselling International Internship And Placements by JOJO International Pvt. Ltd.	Nil	30	Nil	Nil
2019	Career counselling Seminar on Master program in Wine Business Management	Nil	20	Nil	Nil
2019	Career counselling Seminar by IBMR Institute of Management Wakad	Nil	20	Nil	Nil
2019	Career counselling Seminar by on Master's Program in France by IDRAC BUSINESS SCHOOL (PUNE)	Nil	15	Nil	Nil
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed

Ramada Powai Hotel Convention Centre	39	4	The Oberoi, Mumbai	27	3
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	Nil	0	0	0	0
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	Nil
SET	Nil
SLET	Nil
GATE	Nil
GMAT	Nil
CAT	Nil
GRE	Nil
TOFEL	Nil
Civil Services	Nil
Any Other	Nil
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Shiv Jayanti Nil	Institute Level	80
Ganesh Chaturthi Festival Nil	Institute Level	60
Street of India Food Festival Nil	Institute Level	110
World Tourism Day Nil	Institute Level	60
Fresher's Party Nil	Institute Level	162
Fit India Cyclathon / Walakathon Nil	Institute Level	35
Interclass Sport Competition Nil	Institute Level	70
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	1st Rank in Solo PUBG (TDM) -(Student)	National	1	Nil	349	Mr.Thapa Roshan Puran
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Institute has an active Student Council comprise of the following as member 1) Chairman 2) Faculty Incharge 3) General Secretary 4) University Representative 5) Cultural Secretary 6) Sports Secretary 7) Girls Representative There are various committees under Academic and Administrative sections having various students in those committees performing activities for the students as well as the institute's welfare. The purpose of the student council in CES'S Dr. Arvind B. Telang IHM is to give students an opportunity to develop leadership by organizing and carrying out various activities and representation on various administrative committees. Every department has an active student association consisting of student members. The association is monitored by senior faculty members who are responsible for the smooth conduct of the association meetings and events. The Committees are given below with their category. The committees that are under the Academic section are Student Development Committee (SDC), Welfare Guidance Placement Cell is a learning experience for students who are passing out. They interact with the industry as well. Information communication committee appointed for the academic updates which gives feedback on classroom teaching and learning, compliance done by the subject teacher and grievance if any. The committees that are under the Administrative section are student redressal Grievance cell (includes 01 students), IQAC Committee, College Development Committee (includes 02 student), Library Committee and Research Committee. Student Redressal Grievance Cell is a committee specifically appointed to address any sensitive issues with regards to any students in the Institute. IQAC committee ensures that the Internal Quality is taken care of and every work is carried according to the same criteria. College Development Committee also known as the CDC is a committee where students contribute their point of view in development of the college. National Service Scheme that organizes various social service activities such as Cleanliness Drives, Blood Donation Camps, Tree Plantation, Save Girl Child (Womens Day) Demonstration on No Drunk Driving Tree Plantation, Helmet Awareness Rally Traffic Awareness Rally, National Girl Child Day etc. Library Committee is organized to make the students aware of the various books available in the college and develop the awareness and importance of reading books. This committee organizes events and awareness drives related to books and reading in general. The representatives of the council promote and motivate students for participation in different events. All activities are funded by the management. Activities in collaboration with the institute for curriculum enrichment such as Fresher's Party, Teacher's Day etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Institute has registered Alumni Association the registration no is MAHA/1693/2017/Pune F 51646/Pune Institute has Alumni association of the following members 1) President 2) Secretary 3) Treasurer 4) Member 5) Member 6)

Member This Institute has become an icon by nurturing not only good students but also good citizens. It aims at enhancing employability and entrepreneurial skills amongst youth by collaborating with the institute for various events so as to bridge the gap between academic and corporate. The alumni members are invited for various academic, cultural and social events held in our Institute as judges as well as speakers to share their experiences and motivate young talents. The Alumni who had international experience of different section of the Hotel invited to the Institute to share their experience to the last year students. The Alumni is very active with the students and give back to the institute in the following ways, 1) Help in placement and industrial training 2) Guest lectures 3) Act as mentors to students travelling abroad 4) Resource person for workshops, industrial visit etc. 5) Recommending candidates for admissions. Our Alumni are present globally across different countries. The alumni members show keen interest in guiding their juniors for comprehensive grooming. Alumni association really work hard to give best, upgraded knowledge to the current students of the Institute. Alumni meet arranged Twice in a year to get more interaction among all the students. The meets are not only an occasion for the alumni to get nostalgic and relive their college memories but also they help us to maintain the strong connect with our alumni and gain from their knowledge and expertise of the industry. Most of the Alumni of our Institute working at respective positions in Different sectors of the Hospitality Industry and they have a good experience also to give best to our current students. This has to be considered by the Institute and arranged some sessions as well as practical's with the students which create more interest in our current students to become like our Alumni and that was feedback from one of our current student.

5.4.2 – No. of enrolled Alumni:

97

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

Fifth Alumni Meet Organized by the Institute on 10/01/2020 Special Bakery and Confectionery Practical conducted by our Alumni (Batch 2013) on dated 14/01/2020

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Decentralization ? The institute focuses keen on decentralization by intending equal opportunity (equal role to participate is the functioning of the Institute management comprises of Management Committee, College Development Committee (CDC) and each committee has been provided with specific functions cater to the needs of institution for the on-going progress and development of the Institute. ? Management committee takes care of infrastructure facilities which fulfil the quality and the required needs of the higher education bodies to reach the set goals or bench -marks of the Institute. It also extends all the amenities for the teaching and nonteaching faculty and students. ? College Development Committee takes care and the implementation of facilities for the institution with the cries to upgrade the standard of amenities which supports effectively the teaching learning and research aspects. ? It guides and articulates the available resources and provides freehand to the head of the Institute to carry out the activities in order to reach the expected maximum

standard in turn to motivate the teaching and non-teaching faculty to work according to the goal set. Institute Student Council is available in institute taking care of students from first year of student's admission. Participative ? The success of an institute is the result of the combined efforts of all who work towards attaining the vision of the institution. ? Right from the Chairman of the Society (Head Office) to the staff and students, all the stakeholders have a role to play in building of the institute. ? Their involvement and cooperation in devising and implementing decision making policies for academic and administrative affairs through various bodies and committees have contributed to the growth of the institute. ? Faculty members are given roles in various committees/cells nominated by the principal and the CDC IQAC and other committees. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. ? The institution promotes the culture of participative management at the strategic level and functional level • Strategic level-: The Principal, CDC, Teachers and the IQAC are involved in defining policies procedures, framing guidelines, rules regulations pertaining to admission, examination, code of conduct-discipline, grievance, support services, finance etc • Functional level: Faculty members share knowledge among themselves, students and staff members while working for a committee.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	? The Institute is affiliated to Savitribai Phule Pune University (SPPU) Pune, Maharashtra and follows the curriculum and syllabus prescribed by the University for this BScHS course. ? Affiliated Institute are not allowed to design their own curriculum. ? Rather, after every 3 years, University revise their syllabus and Senior faculty members from our institute have been a part of the curriculum development committee formulated by university and have contributed to curriculum development. ? For this BScHS course for syllabus setting there are different faculties from different college become Central authority, which gathers revised syllabus and suggestion for the subjects.
Teaching and Learning	? We follow holistic approach for growth and development of students, our teaching and learning methodology includes presentations, case studies etc. ? We provide adequate infrastructural facilities for teaching learning. ? We have well qualified and experienced faculty members. ? We provide Computer Laboratories with latest configuration hardware and

original licensed software. ? We believe that Education is a never-ending process, hence we motivate our faculty members to join Orientation Programme, Refreshers Courses, Workshops and FDPs to upgrade their skills and constantly be in process of learning so that they can percolate the benefits of their updated knowledge to students.

Examination and Evaluation

? As per Savitribai Phule Pune University (SPPU) guideline, there is preliminary examination to be conducted after syllabus completion of particular semester by the institute and thereafter practical and final theory examination is conducted by University, which is a centralized process managed by University. ? We follow a disciplined strategy for evaluating our students, which includes Continuous evaluation is done through class tests, assignments, viva and presentations. ? For comprehensive evaluation: Students are evaluated on all parameters like personality, communication, exam performance etc ? ICT is used for evaluation of results.

Research and Development

? The Institute library facilitates research-oriented books, Journals E Journals for research reference. ? Almost all faculty members are provided with personal computer which helps them carry out their research work. ? The institute has Wi-Fi enabled internet facilities for the fast access to online resources. ? The Institute encourages the research scholars by providing on-duty leave to focus on their research. ? The institute motivates the faculty members to attend research-oriented seminars/workshops/conferences, etc., by providing special duty leave. ? The Institute encourages faculty members to pursue Ph.D programmes in relevant subject from reputed universities.

Library, ICT and Physical Infrastructure / Instrumentation

? Library is having reprographic facility within campus. ? CD Collection with 25 purchased 82 free (E-Books) 47 Multimedia and 69 with Books of CD/DVD. ? Library has capacity of 50. We have 1,909 Volumes 1,574 Titles. ? Library have 10 regular Journals and also subscribe 6 online journals 1 ICT enabled classrooms ? Have land of 1510 sq. m. and Playground area 3998sq.m.

	Total area is 5508 sq. m... ? We Have 1 conference cum seminar hall with 100 seats
Human Resource Management	? The Institute organizes various orientation and enrichment programmes for both teaching and non-teaching staff. ? Salary, pay-scale and increments are given to staff members as per Government norms ? The management contributes an amount equal to employee share for EPF ? Institute grants Medical, CL On Duty, EL to teaching and Non Teaching staff ? Also provides Maternity Leave according to norms to female members. ? Institute also provide Special Leave for pursuing higher studies, attending seminars/conferences/workshops and exam duties. ? The faculty and staff are entitled to avail summer and winter vacations as per guidelines of SPPU
Industry Interaction / Collaboration	? Efforts are made to build and maintain excellent rapport with Top Management of various Organizations and Industries and forge collaborative Industry. ? This provides a unique opportunity to students to learn the theoretical concepts practically. ? Institute is in process of initiating Memorandum of Understanding (MoU) with major hotel industries, where the component of learning that focuses on the application of theory in an authentic industrial context. ? Some major industries where students faculties visited in the last academic session are: • Hotel Radisson Blu Hinjewadi, Pune • Hotel Courtyard by Marriott, Hinjewadi, Pune • Hotel Courtyard by Marriott, Chakan, Pune
Admission of Students	? The institute is affiliated to Savitribai Phule Pune University (SPPU). ? The institute admissions are done strictly as per Merit list. Mainly merit lists are display as per student's percentage in HSC and students of all streams. ? Most of the students come from Pune around they are sound in Marathi background. ? The rest of the students come from diverse backgrounds from surroundings districts of Maharashtra.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	? To use ICT in the process of

	<p>planning institute-events and activities, institute uses personal e-mails Important notices and reports are also circulated via e-mails. ? E-governance is the integration of Information and Communication Technology in all the working processes of the system. ? It aims to minimize the manual efforts and improve the communication, create transparent system, and to be cost and time effective. ? To facilitate the same institute is using Vriddhi software with Student, Examination, Finance Account, Employee, Library Modules. • Name of the Vendor - Vriddhi Software Solutions Pvt Ltd. • Contact details - Mr Amjad (07720039639)</p>
Administration	<p>? The institute campus is equipped with CCTV Cameras installed at various places of need. ? To surveillance on TV by Principal, and software is available for surveillance on computer for institute authorities. ? ICT has been introduced in the Administrative work. ? WhatsApp Group of all faculty members helps to provide the brief notices of any event or daily base work to be happened in institute. ? WhatsApp Groups are also used for awareness and of smooth functioning of the same.</p>
Finance and Accounts	<p>? The institute has a Accounts Officer who keeps track of expenses. ? The department is responsible for receiving student fees disbursements of funds as when required. ? The annual record of audit balance sheet is properly maintained.</p>
Student Admission and Support	<p>? The institute strictly does admissions as per Merit list based on HSC Marks. As the students come from diverse backgrounds they are eligible for scholarships as per government rules. ? The institute supports the students throughout the course duration through grooming them with aptitude / soft skills, supporting them with Fee payment instalments</p>
Examination	<p>? The examination scheme comes under the SPPU purview. ? Currently the SPPU offers choice-based credit-based grading system of examination, wherein the students have choice of department level institute level electives during second final year.</p>

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Prof. Ruchita Chaudhari	Tourism Hospitality Industry Adapting to Changing Attitudes Behaviour as consumer	Dr. D Y Patil IHMCT, Tathawade, Pune	200
2020	Prof. Shekhar Khairnar / Prof. Sourabh Jadhav	State level workshop on Advanced Research Methodology Scholarly Writing	JSPM'S IMR, College Wakad	600
2019	Prof. Ranajit Patil / Prof .Shekhar Khairnar	Run to Give 2019	Poona Hotelier Association (PHA) Marriott International Group	1200
2019	Prof. Ruchita Chaudhari / Prof Sourabh Jadhav	How to write Research Proposal	Sinhgad Institute of Management	1000

[View File](#)

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Workshop on Diet and Life Style	Workshop on Diet and Life Style	05/09/2019	05/09/2019	5	7
2019	FDP as Soft skill Development	FDP as Soft skill Development	22/11/2019	22/11/2019	6	2
2020	Blood Donation	Annual Blood Donation	16/01/2020	16/01/2020	3	2

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Programme - Hotel Courtyard by Marriott Chakan	7	05/12/2019	05/12/2019	1
FDP - Advanced Research Methodology and Scholarly writing	2	02/01/2020	03/01/2020	2
State Level Seminar - Tourism and Hospitality Adapting to changing attitude and behaviours of Consumers	1	05/02/2020	06/02/2020	2

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	6	2	8

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Provident Fund	Provident Fund	Institute Canteen, Play Ground, Lockers, Day Meal Wi- Fi

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

? The Institute has established a mechanism for conducting internal and external audits on financial transactions every year to ensure financial compliance. ? Internal audit is conducted half yearly by internal financial committee of the Society ? The committee thoroughly verifies the income and expenditure details and the compliance report of internal audit is submitted to management of institution through principal. ? Systems are in place for ensuring that purchases are in compliance with given norms and utilization of budget is optimal and effective ? External audit is conducted once in every year in month of march by external agency

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Dr. N.S. Dharmadhikari	Yes	CA D.M. Khune
Administrative	Yes	Dr. N.S. Dharmadhikari	Yes	CA D.M. Khune

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

<p>1) Counselling guiding for internship placement abroad for bright students (02/08/2019) 2) Meeting with Parents on students' performance (19/09/2019) 3) Guiding for health care major outdoor sports activities (26/12/2019 - 28/12/2019)</p>

6.5.3 – Development programmes for support staff (at least three)

<p>1) Workshop on diet lifestyle (05/09/2019) 2) Soft Skill Development (22/11/2019) 3) Annual Blood Donation (16/01/2020) 4) Celebration of National Girls Child Day (24/01/2020) 5) Celebration of National Voters Day (25/01/2020)</p>

6.5.4 – Post Accreditation initiative(s) (mention at least three)

<p>Institute aim on following post accreditation for the benefit of students staff 1) Gearing up for Permanent Affiliation from S.P Pune University 2) More and more Students Oriented Programs execution 3) More and more FDP staff welfare programs</p>

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	Yes
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Seminar on International Internship by VHAAC Services	25/06/2019	25/06/2019	25/06/2019	42
2019	Workshop on Healthy Living	05/09/2019	05/09/2019	05/09/2019	64

2019	Session on Towel Art	24/09/2019	24/09/2019	24/09/2019	35
2019	Soft Skill Training for Staff	22/11/2019	22/11/2019	22/11/2019	8
2019	Staff Orientation for Staff	05/12/2019	05/12/2019	05/12/2019	5
2020	Demo Practical by Guest Chef of Hotel	15/01/2020	15/01/2020	15/01/2020	36
2020	IPR Activity	08/02/2020	08/02/2020	08/02/2020	58
2020	Annual Food Festival	25/02/2020	25/02/2020	25/02/2020	110
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Womens Day	09/03/2020	09/03/2020	16	55
Workshop on IPR (Legal implications of IPR & its applicability to Hospitality Industry)	08/02/2020	08/02/2020	11	37
Celebration of National Girl Child Day	24/01/2020	24/01/2020	13	Nil
Workshop on Diet & Lifestyle	05/09/2019	05/09/2019	7	45

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
In the Year, 2018, the Institute installed Roof Top Solar PV Plant of Capacity 10 kWp. Due to the installation of Solar PV Plant the Energy Consumption of the Institute has become zero. Hence the Institute is 100 Percentage Self Sufficient as far as the Demand of Electrical Energy is concerned.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
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Physical facilities	Yes	3
Provision for lift	Yes	240
Ramp/Rails	No	Nil
Braille Software/facilities	Yes	Nil
Rest Rooms	Yes	240
Scribes for examination	Yes	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	1	1	18/01/2020	4	Fit India Cyclathon/ Walkathon	Dream for a healthy Nation	25
2020	1	1	16/01/2020	6	Blood Donation Camp	Blood donation awareness	46
2019	1	3	30/08/2019	4	Road Safety	Road safety awareness Programme	31
2019	1	1	29/08/2019	1	Fit India Movement	Influence to Interact with Fitness	124
2019	1	1	26/08/2019	2	HIV Awareness	Essential to Fight HIV	104
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Handbook of Professional Ethics	31/03/2019	Published Handbook of ethics was circulated among the new faculty and

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Constitution Day	15/02/2020	15/02/2020	25
National Voters Day	25/01/2020	25/01/2020	49
National Youth Day	13/01/2020	13/01/2020	59
Constitution Day	20/12/2019	20/12/2019	47
Constitution Day	26/11/2019	26/11/2019	56
World Tourism Day	01/10/2019	01/10/2019	75
International Yoga Day	21/06/2019	21/06/2019	47

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The institute contributes towards environmental awareness through its multifarious activities with a view to develop environmental consciousness. This year the following activities were organized:- ? Institute took initiative to organize Fit India Cyclathon / Walakathon on 18th January 2020 (Saturday)- The event is aimed at promoting healthy lifestyle, reduction in vehicular pollution, short-distance cycling, and work towards achieving Sustainable Development Goals ? Promotion to Paper less work (through E - Notes, NO Xerox, Digital Communication etc.) ? Preparing students for the competitive world (Students or well Mentored by expert lectures on Green Practices - Water Conservation recycle, Sound Pollution, Alternative source of energy, Paper Recycle Garbage Disposal, Carbon Footprint relating to our hospitality industry to face the future challenge with this regards). ? Academic and professional development of teachers and staff towards Sustainable Development Goals ? The college provides a perfect platform to students to develop their innovative skills by promoting a research based teaching and learning process on environmental issues. Teachers always encourage students to understand topics through research minded approach, which ensures better understanding and provides strong foundation for their future academics. ? Plastic carry bags free campus (Declaration of Polythene Free zone in the Institute ? The campus has a lush green field with football ground (through water sprinklers, rain harvesting low consummation of water). ? Proper dispose of hazardous materials like Electronic Materials (Periodic review is taken on status of equipment Computers, Printers and other accessories. Those in not working condition are scraped properly to e-waste management team).

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. To create a in house practice of Simulation of the industry to provide real time learning of the students. Title of the Practice: The institute has planned the practice 'Simulation with industry' with an aim to excel in the field of hospitality education by moulding and enhancing the skill to meet the challenges of the dynamic business environment. Objectives: • To work parallel with Industry to provide real time learning of the students • To create a platform for the students and faculty to get industry exposure. • To Bridge the gap between academics and industry. • To be the most preferred hospitality education institute among the aspirants. The context: The institute recognizes

the need to expose the students to industry work culture through continuous interaction and hand on training during the course. Practice: Food Festival and Theme Lunch: Institutes organizes food festival exposure to students, inculcating leadership, team work, sales skills, interpersonal skills, sharpening the technical skills. Evidence of Success: Students have successfully acquainted with global practices in hospitality industry. They have adopted the professional work culture with improved technical and interpersonal skills. Problems Encountered and Resources Required Budget constraints: The institute has to make optimal use of budgeted resources for events organized every year. It is a challenge to work with in the budget with fluctuation due to inflation. Time management: It is challenging to take time out for the preparation of events in the midst of academics. Faculty and the students have to work beyond the academic time to prepare for the event. Resource person: Hospitality industry being a very demanding industry, it is challenging to get industry experts to the institute. 2. To bring changes amongst students by counselling mentoring Objective of the Practices. Title of the Practice: Counselling aims to identify personal issues like low self-esteem, interpersonal relationship problems and cultural differences. Objectives: • To provide a platform to exhibit and nurture knowledge, skills, talents of the students. • To enable the students to develop a sense of culture, morality and social responsibility. • To develop gender sensitization and self-discipline • To nurture critical thinking, creativity and overall awareness. • To develop entrepreneurship attitude and skills. • All round personality development of the students. The Context: The mentor assigned to every batch of 15 to 20 students strives to understand students' academic and personal problems and also identifies those in need of extra academic coaching or personal counselling. The Practice: Students who take admissions majority are from rural area with education in vernacular medium. Institutes take the opportunity to groom them according to the requirement of the hospitality industry. Evidence of Success: Students coming from semi-rural and rural backgrounds are groomed successfully to face on campus interviews of leading companies and industries. The academic and non-academic skills, imparted throughout the year, ensure a holistic development of the students. Problems Encountered and Resources Required: The limited window for one on one personal interaction with students outside the classroom limits the effectiveness of all counselling and mentoring activities.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://cesihm.com/About-us.html>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Student's Empowerment Our institute strongly believes that empowering students, the most important stakeholders of the institution, is the key to elevate Camp Education Society's Dr. Arvind B. Telang Institute of Hotel Management as a Centre of Excellence in the field of Higher Education. Hence, the institute devotes its various resources to empower students in different domains as most of the students from the rural background. To achieve the vision of the institution, a perpetual interaction with industries and inculcating holistic concern for values, environment and society are fulfilled through student's empowerment. Empowerment through Teaching and Learning Attaining academic excellence is a continuous process which requires time, patience and practice to reach the desired level of intellectual. Teaching, Research and Development are the key components of academia. The individual student must make conscious and constant efforts to attain academic brilliance. To make student centric

learning, teaching methodology has been improvised to a great extent by introducing Digital enabled classes with conservative teaching approaches. This encourages students to learn innovative skills. Teaching techniques like brainstorming, discussion leading, group discussion, role play and case study analysis are adapted to make learning fun filled and mutual. Empowerment through Training and Placement Cell Orientation, grooming and life skill trainings for first year students have brought down their learning inhibition and made them flexible. Subsequently, the II year students have got into communication skills, essay writing and internship. For final year students, trainings on interview skills, group discussion and mock interviews empower them to be confident enough to appear both on and off campus drives. As a result of the above mentioned rigorous training methods, our 9 students have done their internship in Robinson Club Noonus Maldives. 4 students in Riu Le Morne Mauritius, 1 student in L' Auberge de Maison Rouge France and 1 student in Outrigger Mauritius Beach Resort have successfully completed their internship in abroad. Big achievement of our some students for their outstanding performance received appreciation letter from respective department head (Ms. Apurva Ashish Bhumkar- AY 2019-20 received WOW Card "Great teamwork in getting 130 rooms ready" in Housekeeping Department at Courtyard By Marriott Chakan, Pune Ms. Vaishnavi Sachin Lendghar - AY 2019-20 received WOW Card "Work excellent in a busy schedule" Momo Cafe in Food Beverage Department at Courtyard By Marriott Chakan, Pune) Empowerment through ethical values and Integrity Our institute's 15 years of legacy in higher education reflects in its ethical practices and integrity being followed and inculcated to the students since its inception without any flaw. The beauty of our institute lies in its diversity. Students from multi-lingual background decorate our institute and symbolizing the national integration. Students' ethnicity is given priority. NSS Cell organizes awareness programmes and takes part in various rallies against Road Safety Awareness, Save Constitution. Students are given awareness and thus it results the students to make the public to realize the significance of the Harit Wari - Tree Plantation, River Cleaning and Blood Donation.

Provide the weblink of the institution

<http://cesihm.com/About-us.html>

8.Future Plans of Actions for Next Academic Year

Institute has been initiating and implementing various activities to assure and improve quality in the different aspects of academics, curricular and extracurricular activities, and faculty development. Another aspect, institute is focusing is social exposure to students and faculty by conducting extension activities. In view of the vision, mission and core values, institute has planned for following initiatives. • Organize more community service activities to contribute to the wellness of the society Institute is planning to organize more community service activities to contribute to the wellness of the society along with Institute NSS unit. • Firm up collaborations to bridge the gap between Academia and Industry. Industry is the major stake holder of technical institution. Continuous interaction between technical institution and industry is an essential requirement to enhance employability. Institute has been in association with various industries and providing very good industrial exposure to the students. In order to sustain and enhance the interaction with the industries, Institute has planned to focus on interaction with industry with the involvement of every faculty and students as well. More focus through interaction with industry will be to motivate students for industry sponsored projects, for industrial internships. • To enhance the functioning of library, institute has planned to digitalize the library. • Intensive training for preparing students for competitive examinations. This will work for providing support to students willing to prepare for various competitive examinations (NET / SET, PET for Ph.D,

TOFEL, GATE, GMAT, CAT) and for creating conducive environment for students for the same. • To promote entrepreneurship and innovation through skill development. Institute will develop "Entrepreneurship and Skill Development Cell" and planning for enhanced activities in this area. Skill development will be the focused area for enhancing employability of students. • Digital Notice Board for interactive / real-time publication of emergency notices / information to the students. • Installation of ramp for differently able students. • To organize Special skill development programme for differently abled students. • To continue with Awareness programmes based on the intellectual property rights. • To organise skill training programme for nonteaching staff. • A well-equipped Language Lab to be prepared. • Motivate the students to register for online courses. • To continue with Value added programmes. • To continue with guest lectures. • To promote Environmental Management Practices in the Hotel Industry their up-gradation as per new technology by inviting Expert Lectures. • To promote online practical also to complete virtual completion of the course to max.