YEARLY STATUS REPORT - 2022-2023

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 its own campus?

     Yes

   - Phone no./Alternate phone no.

     02027371635

   - Mobile No:

     9730073648

   - Registered e-mail

     principal.abtelangihm@gmail.com

   - Alternate e-mail

     princiajayrai@gmail.com

   - Address

     Plot No. G/P-159, G- Block, MIDC Chinchwad, Sambhajinagar

   - City/Town

     Pune

   - State/UT

     Maharashtra

   - Pin Code

     411019

2. **Institutional status**

   - Type of Institution

     Co-education

   - Location

     Urban

   - Financial Status

     Self-financing

   - Name of the Affiliating University

     Savitribai Phule Pune University

   - Name of the IQAC Coordinator

     Prof. Deepak Tanaji More

   - Phone No.

     02027371037

   - Alternate phone No.

     02027371635

   - Mobile

     9561612744

   - IQAC e-mail address

     bschs1@gmail.com

   - Alternate e-mail address

     deepakmore100@gmail.com

3. **Website address (Web link of the AQAR (Previous Academic Year)**

https://cesihm.com/AQAR-2021-22.pdf

4. **Whether Academic Calendar prepared during the year?**

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

https://cesihm.com/Academic-Calender-2022-23.pdf

5. **Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.40	September 26, 2018	26/09/2018	25/09/2023

6. **Date of Establishment of IQAC**   05/12/2016

7. **Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	NIL	NIL

8. **Whether composition of IQAC as per latest NAAC guidelines**   **Yes**
   Upload latest notification of formation of IQAC   https://cesihm.com/IQAC-22-23.pdf

9. **No. of IQAC meetings held during the year**   **02**
   Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   **Yes**
   (If No, please upload the minutes of the meeting(s) and Action Taken Report.)

10. **Whether IQAC received funding from any of the funding agency to support its activities during the year?**   **NO**
    (If yes, mention the amount & Year)

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

- Orientation is a time for students to learn about the Institute policies and procedures, meet with advisors, and get acclimated to the campus. Guidance about exposure in Quantity Kitchen setup & operation.

- To make aware students & society about good work of NSS for society development. NSS Rally on Foundation Day to impart significance of language day for effective communication

- Students must aware with heavy equipment's used in Hotel industry.

- To understand the importance of blood donation to save others life.

- To ensure Women's safety and make independent.

- Students should motivate to perform and showcase the talent for annual event

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

Plan of Action 2022-23

Plan of Action	Achievements/Outcomes
FYBScHS Orientation activity	Orientation is a time for students to learn about the Institute policies and procedures, meet with advisors, and get acclimated to the campus.
To conduct NSS Activity	To make aware students & society about good work of NSS for society development.
The Equipment demonstration activity for Accommodation department	Students must aware with heavy equipment's used in Hotel industry.
Annual Blood Donation Activity	To understand the importance of blood donation to save others life.
A activity on Gender Equity	To ensure Women's safety and make independent.

13. Whether the AQAR was placed before statutory body?   Yes

Name of the statutory body

Name	Date of meeting(s)
College Development Committee	**14/10/2022 & 28/04/2023**

14. Whether institutional data submitted to AISHE   YES
Year: 2021   Date of   submission: 06/12/2022

1. Institutional Preparedness for NEP 2020

(Description in maximum 500 words)

1. Multidisciplinary / Interdisciplinary:

In order to develop the all-round capacities of the students – intellectual, aesthetic, social, physical, emotional and moral in an integrated manner, the institute is preparing to include multidisciplinary subjects as per the National Educational Policy 2020. Keeping in view the problems faced by the students, the Institute is planning to set up Value Added / Career Advancement short term courses. The aim is to make the students equipped, so that they don't need to rely on Government jobs but instead pave a way towards self-employment. As the Institute is preparing itself to have more of multi-disciplinary subjects it tries to identify the programme learning outcomes along with courses and unit learning outcomes that define the specific knowledge, skills, attitudes and values that are to be acquired by the learner and would ensure that the programme achieves its goal.

2. Academic Bank of Credits (ABC):

Regarding the implementation of Academic Bank of Credits, the Institute trying to tie up with Institute running similar courses under various universities. The pedagogical approach of the Institute is student's centric where the faculties' pedagogical approaches are constructivist, inquiry-based, reflective, collaborative and integrative. Summative and Formative assessments and assignments are used to evaluate the Students learning outcome.

3. Skill Development:

The vision of the Institute is promoting Value-Based Quality Education, hence the Institute takes efforts to inculcate positivity among the learners. The Institute also celebrates National Festivals like Independence Day and Republic Day. Observing various programmes like World Aids Day, Environment Day, observing the Death and Birth Anniversary of our National Leaders which help in imbibing the good qualities of the students. Mentoring students is also one of the practices of the Institute, to enable students to explore future employment pathways after graduation, and help them get the most of their studies.

4. Appropriate Integration of Indian Knowledge System (Teaching in Indian Language, culture, using online course)

Regarding the adoption of Indian languages, the Institute offers various Indian languages like Hindi, Marathi & French under foreign language in the courses. Preservation and promoting of languages is one of the targets of the Institute in future.

5. Focus on Outcome Based Education (OBE):

The Institute also makes an effort to understand that a pursuit of knowledge is a life-long activity and to acquire positive attitude and other qualities which will lead students to a successful life. To interpret, analyse, evaluate and develop responsibility and effective citizenship is one of the programme outcomes of the students.

6. Distance Education/Online Education:

The Institute is also preparing itself to offer Value Added / Career Advancement short term courses through ODL (Open Distance Learning) mode in due course of time. Keeping in view the convenience of the student, the various technological tools used by the faculties especially during the pandemic lockdown are Google Classroom, Zoom, Google, using videos as teaching and learning aids, Group collaboration and interaction and assignment and revision as well as the assessments have been conducted are some of the institutional efforts towards blended learning.

Extended Profile

Year 2022-23

1. Programme		
1.1 Number of courses offered by the Institution across all programs during the year	01	https://docs.google.com/spreadsheets/d/1eUrKRJX98LVi66bx4M7OjbcmzMqeKTkh/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true

2. Student		
2.1 Number of students during the year	180	https://docs.google.com/spreadsheets/d/1-PObDqS2xVNDVHyGmkadsiJlycVvx_PJ/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	139	https://docs.google.com/spreadsheets/d/1o2s9t9HtOwCcCXLlbHvmuW-Gj4QXzukL/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
2.3 Number of outgoing/ final year students during the year	40	https://docs.google.com/spreadsheets/d/17kVEprxFzaWsTAulkN9rbU6a8YilY9Ks/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true

3. Academic		
3.1 Number of full time teachers during the year	07	https://docs.google.com/spreadsheets/d/1uXat_YY66e_6FVJd7QW0z2gZcjptsZzf/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
3.2 Number of Sanctioned posts during the year	09	https://docs.google.com/spreadsheets/d/1LvY9x8Co4xZleqvO11UkP-Y19bB_-vui/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true

4. Institution		
4.1 Total number of Classrooms and Seminar halls	04	
4.2 Total expenditure excluding salary during the year (INR in lakhs)	95.36	
4.3 Total number of computers on campus for academic purposes	10	

Part B
Criterion 1 : CURRICULAR ASPECTS

1. Key Indicator – 1.1 Curricular Planning and Implementation

1.1.1	**The Institution ensures effective curriculum delivery through a well-planned and documented process**

- The curricular courses offered by the Institute are as per the Savitribai Phule Pune University (SPPU) and are implemented as per University guidelines which are followed in semester pattern.
- At the beginning of academic session the institute prepares the academic calendar which consists of curricular, co-curricular and extracurricular activities for effective implementation and delivery of curriculum.
- HODs allocate subjects for the semester to their team members and submit the same to the Academic coordinator & prepare final subject allocation of operational and allied subjects as per the expertise of the faculty members.
- The curriculum is delivered through participative, experiential and problem solving methods for the overall development of the students. Guest lectures by eminent personalities in the relevant area, workshop and industrial visits are the various modes of effective teaching methods to enrich the knowledge of the Students.
- The syllabus delivery is assessed through internal examination by the examination department. Individual assignments in the form of written work and presentations are encouraged to ensure better comprehension of the students
- At the end of each semester feedback is taken from students and faculties on the teaching learning process.

File Description	Documents
Data Template	https://docs.google.com/spreadsheets/d/1h5sNGu2KLEqcUPtevwo-n1YPgCyHI_VY/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	https://cesihm.com/T ime-Table-2022-23.pdf

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1.1.2	*The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)*

- As an affiliated institution of the S. P. Pune University, the evaluation norms of the University are strictly followed.
- The current session followed a Credit based evaluation system. In this respect the institute strictly follows the academic calendar including the conduct of continues internal evaluation through detail planning and documentation.
- The institute has its calendar drafted which includes number of working days, national and government holidays, date for internal examination, practical examination and final assessment examination.
- The timetable is prepared and sent to all students as displayed on the college notice board.
- As part of the continuous evaluation internal examinations are held every semester along with regular assignment and tests to gauge the progress and development of the students. Besides these formal assessments, revision work, class tests, assignments and student presentations, a continuous system of online evaluation was put in place.

	• All examination is held in the prescribed format and requirements set by the university. Each paper is evaluated by the subject faculty and marks are awarded. • For the purpose of fair evaluation the papers are masked by the examination in charge taking out the chance of bias correction. The institute also provides an open platform to the students to perform and present their talent in practical.
File Description	**Documents**
Link for Additional information	https://drive.google.com/file/d/1SMM7KUcKeDpT3awyFkc0qTG9jiKYFR33/view?usp=sharing

1.1.3	**Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year**
	<table><tr><td>Year</td><td>2022-23</td></tr><tr><td>Number</td><td>05</td></tr></table> 1. Academic council/BoS of Affiliating University 2. Setting of question papers for UG/PG programs 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses 4. Assessment /evaluation process of the affiliating University **Options** 1. All of the above 2. **Any 3 of the above** 3. Any 2 of the above 4. Any 1 of the above 5. None of the above **Response: Any 3 of the above**
Data Template	https://docs.google.com/spreadsheets/d/1liC5KQV4-_4B-ZautgwBJBAMyIFLXy5-/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional information	https://drive.google.com/file/d/1eLTb0V_1GzlSqU4lnNN0LEKcntvIlcT-/view?usp=sharing

Key Indicator- 1.2 Academic Flexibility

1.2.1.	**Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**
	1.2.1.1. Number of Programmes in which CBCS/ Elective course system implemented <table><tr><td>Year</td><td>2022-23</td></tr><tr><td>Number</td><td>01</td></tr></table>
Data Template	https://docs.google.com/spreadsheets/d/19PZttC-tjk8EEiEdG_GTT-lRKffqA8Zl/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional information	https://drive.google.com/file/d/1yZB1XWaJHrGV9PwnHIp_Vk518C3qT3_O/view?usp=sharing

1.2.2	Number of Add on /Certificate programs offered during the year	
	1.2.2.1: How many Add on /Certificate programs are added during the year.	
	Year	2022-23
	Number	04
Data Template	https://docs.google.com/spreadsheets/d/1v9d82mjTFd0-_tmeyH6mrmFBuhhH39iC/edit?usp=sharing&ouid=10205742078879338425&rtpof=true&sd=true	
Link for Additional information	https://drive.google.com/file/d/12TZomAXzpm_gPX6WPmL22TCWENiqJanR/view?usp=sharing	

1.2.3	Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
	1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs during the year	
	Year	2022-23
	Number	174
Data Template	https://docs.google.com/spreadsheets/d/1v9d82mjTFd0-_tmeyH6mrmFBuhhH39iC/edit?usp=sharing&ouid=10205742078879338425&rtpof=true&sd=true	
Link for Additional information	-------------	

Key Indicator- 1.3 Curriculum Enrichment

1.3.1.	Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

	• Integrating issues of social concern into learning experiences through the curriculum is an effective strategy as crosscutting issues in the curriculum enhance knowledge.
	• **Professional Ethics**
	  Subjects like Personality Development, Hospitality Law, Financial Accounting, and Entrepreneurship development teach students to uphold professional ethics in their personal and business practices, values, and guiding principles in performing their roles and confidence building are imparted through the curriculum.
	• **Gender**
	  Courses in Room Division, F&B Services and Culinary Arts includes topic of gender sensitization wherein all employees are treated on par with respect & dignity. Students are encouraged to critically examine the issues from a cross-cultural perspective.
	• **Environment and Sustainability**
	  Every year, N.S.S. unit undertakes a host of activities in the nearby villages during the special camps which organizes various environment related programs including tree plantation, village cleanliness, cleaning of public areas, plastic free drive, awareness rally, etc.
	• **Human Values and Professional Ethics**

File Description	Documents
Data Template	----------------
Link for Additional Information	https://drive.google.com/file/d/1b_cUrTAhpyXn5bDVFRJ3TD5WfklM6fkk/view?usp=sharing

The first row above (spanning both columns) reads:

- To create effective approach and social awareness among the students, lectures & relevant activities are conducted. The institute takes efforts for integration of ethical and human values through extra-curricular activities also

1.3.2	**Number of courses that include experiential learning through project work/field work/internship during the year**
	1.3.2.1 Number of courses that include experiential learning through project work/field work/internship during the year <table><tr><td>Year</td><td>2022-23</td></tr><tr><td>Number</td><td>01</td></tr></table>
Data Template	https://docs.google.com/spreadsheets/d/1YMEqSjxkWy4gQjF07qzdluUxusajEZVZ/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional information	-------------

1.3.3	**Number of students undertaking project work/field work/ internships**
	1.3.3.1. Number of students undertaking project work/field work/ internships <table><tr><td>Year</td><td>2022-23</td></tr><tr><td>Number</td><td>60</td></tr></table>
Data Template	https://docs.google.com/spreadsheets/d/1wACzUe05o7a8CEgPkcK1rtS1qNp_AzmZ/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional information	-------------

Key Indicator- 1.4 Feedback System

1.4.1	*Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholder*
	1) Students 2)Teachers 3)Employers 4)Alumni **Options:** A. **All of the above**

	B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above **Response: A . All of the above**
Data Template	--------------
Link for Additional information	https://drive.google.com/file/d/1BmmYbdfG-rUcJWrxbzl9lBbp-JM6f-P8/view?usp=sharing

1.4.2	*Feedback process of the Institution may be classified as follows:*
	Options: A. Feedback collected, analyzed and action taken and feedback available on website B. Feedback collected, analyzed and action has been taken C. Feedback collected and analyzed D. Feedback collected E. Feedback not collected **Response:** **A. Feedback collected, analyzed and action taken and feedback available on website**
Data Template	--------------
Link for Additional information	https://cesihm.com/Feedback-Analysis-Report-2022-23.pdf

Criterion 2- Teaching- Learning and Evaluation

Key Indicator- 2.1 Student Enrolment and Profile

2.1.1	Enrolment Number	
	Number of students admitted during the year	

Year	2022-23
Number	81

2.1.1.1. Number of sanctioned seats during the year

Year	2022-23
Number	120

File Description	Documents
Data Template	https://docs.google.com/spreadsheets/d/1XGH419EMbOBh1dN5Xs8XaFoDOgiFMwFS/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/1fNoAM-o0TkHbLMwYlufPBiJA8tdloOHZ/view?usp=sharing

2.1.2	Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats
	Number of actual students admitted from the reserved categories during the year

Year	2022-23
Number	37

File Description	Documents
Data Template	https://docs.google.com/spreadsheets/d/1RZ9eJZZg0QJx2MNbChvfInO1DlAKcALQ/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/16vsCd2qJpQlTrPO9rOOUu6laM6TGnW2F/view?usp=sharing

Key Indicator- 2.2. Catering to Student Diversity

2.2.1	The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners
	- In the beginning of Semester during interaction and orientation sessions of regular class teacher and subject teachers, regular classes is the first step of assessment of the learning levels of students. - The internal assessment system helps teachers to identify Advanced and slow learner students. In a semester, the Class teachers conducts Class Test and examination department conducts Prelim exams before the final SPPU theory Examination. Through this system the Institute identifies various learning categories of students. - Our institute believes in continuous improvement of all our students. Classes are conducted for

	advanced learners which enable them to explore their additional abilities to grow in the Hospitality field.
	• Guest lectures and workshops help them to enhance their skills. Students get more attention from the subject teachers and mentors. We always try to make the slow learners improve their academic performance.
	• The Institute use monitoring and mentoring to keep track of slow learners' progress. Along with teachers, some advanced learners are encouraged to mentor weak students and help them with explanations and notes.

File Description	**Documents**
Data Template	----------------
Link for Additional Information	https://drive.google.com/file/d/11TKeC0r_W7bznLz_xK2sItO71u7cwIjl/view?usp=sharing

2.2.2	**Student- Full time teacher ratio (Data for the latest completed academic year**

Year	2022-23
Number of Students	180
Number of teachers	06

Formula: Students: teachers

Students	Teachers
30	1

File Description	**Documents**
Data Template	---------------------
Link for Additional Information	https://drive.google.com/file/d/1HerxbpvXBmlP8PTSp2R9DCCem0GP9-TC/view?usp=sharing

Key Indicator- 2.3. Teaching- Learning Process

2.3.1	**Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences**
	• CES's Dr.A.B.Telang Institute of Hotel Management, Pune provides an effective platform for students to develop latest skills, knowledge, attitude & values in accordance with industry requirements. BScHS Course under SPPU is provides a comprehensive understanding to the student right at the beginning of the course as to what should be the primary focus.
	• Experiential Learning: We have one of the best infrastructures. Our Practical area where the operational subjects like Food Production, F & B Service and Accommodation students get practical knowledge. Students are encouraged to engage in experiential learning to learn actual operations of the Industry. Experiential learning is also supplemented through workshops, ODC's, theme lunches, on-job training, field visits etc.
	• Participative Learning: Students willingly partake in various inter and intra institute competitions, quizzes. This enhances their ability to interaction and prepare students for the

Hospitality Industry with passion. Institute arranges various Industrial visits, workshops, theme lunches, food festivals which help them to enhance their participative skills. Our active SPPU NSS unit develops social awareness among the students through regular activity and NSS camp for participative learning in various social activities.

- Problem-solving methods: Departments encourage students to acquire and develop problem-solving skills. For this, Institute organizes expert lectures on various topics, motivate students, and participate in various inter-college and intra-college competitions

File Description	Documents
Data Template	---------------------
Link for Additional Information	https://drive.google.com/file/d/1AzKNPgaT8ahS3evRGlf6cXQifto9VPJK/view?usp=sharing

2.3.2	Teachers use ICT enabled tools for effective teaching-learning process.
	- Institute strives to keep updated with the latest ICT tools as and when required. Our institute has an Internet facility with free Wi-Fi for all students, State of the art Computer Lab. - Besides the chalk and talk method of teaching, the institute makes intensive use of ICT-enabled tools, including online resources for effective teaching and learning process. The faculties use online education resources, social networking sites and provide enhanced learning experience to the students. - The use of ICT by faculty apart from enabling students to keep pace with the contemporary digital and virtual world has helped institute to create a student centric learning approach. - You- Tube, E- mails, WhatsApp group and Zoom are used as platforms to communicate, provide study material and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, mentor and share information, Internet and Wi-Fi facility is made available at institute Campus. - Projector is installed in conference hall to incorporate new pedagogies in the teaching-learning process. Printing facility is available at reception desk, principal office and computer room.

File Description	Documents
Data Template	---------------------
Link for Additional Information	https://drive.google.com/file/d/1a_SoovVxQaLZFziQMauOYM18JqAhyezq/view?usp=sharing

2.3.3	Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)
	Number of mentors Number of students assigned to each Mentor

Year	2022-23

	Number of mentors	**06**	

Formula: Mentor : Mentee
1:30

File Description	Documents
Data Template	---------------------
Link for Additional Information	https://drive.google.com/file/d/1_nCmh0aZi4Wv5k37pJ3LcGxPGzQy4D4o/view?usp=sharing

Key Indicator- 2.4 Teacher Profile and Quality

2.4 .1	Number of full time teachers against sanctioned posts during the year

Number of full time teachers against sanctioned posts during the year

Year	**2022-23**
Number	**06**

File Description	Documents
Data Template	https://docs.google.com/spreadsheets/d/1f938Xa3I6b4wrbW991DgJ_jT0yTEFO9c/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/1hzFQIdiew9X5W5IeG5XqhB-Ua1ptFpsD/view?usp=sharing

2.4 .2	Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Super speciality / D.Sc. / D.Litt. during the year(consider only highest degree for count) D.N.B

Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.C Super speciality / D.Sc. / D.Litt. during the year

Year	**2022-23**
Number	**01**

File Description	Documents
Data Template	https://docs.google.com/spreadsheets/d/1lNfXEZ8iemaQRtyJD3C5alsVYpwrIAKL/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/1idB-EiHEy6snOSnwKqdBKIEnUdlXjzY6/view?usp=sharing

2.4.3	Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

	2.4.3.1 : Total experience of full-time teachers	
	Year	**2022-23**
	Number	**06**
File Description	**Documents**	
Data Template	https://docs.google.com/spreadsheets/d/1f938Xa3I6b4wrbW991DgJ_jT0yTEFO9c/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true	
Link for Additional Information	https://drive.google.com/file/d/1ZrmeekxqvZd2unGOlStC0g2UDZJE2mjT/view?usp=sharing	

Key Indicator- 2.5. Evaluation Process and Reforms

2.5.1	Mechanism of internal assessment is transparent and robust in terms of frequency and mode
	• The institute follows the marking scheme prescribed in university syllabus. The examination cell issues guidelines to distribute the concurrent marks for internal assessment. This takes place in the form of internal tests, assignments and practical assessments. • The Exam Cell schedules and plans class tests and prelim examinations in each semester. The evaluation of tests, assignments and practical assessment is done by respective subject faculty. The data generated at the end of semester is entered in a continuous assessment sheet to derive the final internal marks scored by individual students. • The assessment sheet is maintained by each subject faculty. After displaying marks on notice board for the students it is then uploaded on the university internal marks submission portal. Transparency is maintained by displaying examination notices, showing the evaluated copies of answer sheets and by displaying consolidated internal marks statements. • The method of internal assessment helps the faculties to evaluate the students more appropriately. Due to internal assessment, the interest of the student towards learning and attending the classes has been also increased. It has created the interest among the students to take active participation in various co-curricular and extra-curricular activities for their overall personality development

File Description	**Documents**	
Data Template	------------	
Link for Additional Information	https://drive.google.com/file/d/1bNiNvwvKVsw5YACI41-eZnvCjpSEX8OZ/view?usp=sharing	

2.5.2	Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient
	• Internal Offline: Most of the time grievances arise in the form of discrepancies and calculation of marks. Such grievances are immediately resolved by the corresponding subject faculty. • The institute follows strictly the guidelines and rules issued by the SPPU while conducting internals and semester-end examinations. • The faculty distributes evaluated answer sheets of preliminary examination to students, and any clarifications or grievances are addressed by the faculty. If any discrepancy like mistakes in question paper, mark allocation, correction is noticed by the students, the concerned

	faculty will resolve the discrepancy, and the necessary corrections will be made.
	• If a student is not satisfied with the marks awarded even after resolved by the faculty, then he may represent the same to the HOD concerned. All such representations are taken positively and are reassessed by another faculty if necessary.
	• Students are counselled by the faculty, mentor and remedial classes are conducted for students who have failed in the examinations. Within a time bound the Internal Assessment marks are entered in the University web portal. Result will be announced before commencement of University Examination.

File Description	Documents
Data Template	------------
Link for Additional Information	https://drive.google.com/file/d/1ccVGXgb9p7FyE3i8YA58KyftbKaGp7um/view?usp=sharing

Key Indicator- 2.6 Student Performance and Learning Outcome

2.6.1	Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.
	• In our Institute, BScHS degree program is designed to prepare individuals for managerial positions in the hospitality industry around the globe, in the hospitality education sector and in continuing with the higher studies. This course will help the students to lead skills required for running and managing tourism and hospitality industry efficiently.
	• The graduate program outcomes have been displayed on the Institute website. The program outcomes for every course have been clearly stated.
	• Whenever the curriculum is revised and depending on the course content the course outcomes are revisited and revised after discussion with the members of the Board of studies and tabled in the Academic council and governing body meeting for their due approval.
	• During the induction program students are made aware about the POs, PSOs and COs which are described and available on the institute website. In addition, a hard copy of the same is available with every subject faculty to appraise the students about the expected outcome after completion of the course. The information on PSOs and COs helps students to make a choice on the course that he or she would like to pursue.

File Description	Documents
Data Template	------------
Link for Additional Information	https://drive.google.com/file/d/1a_52k8-7FelwqAX4XLKzQXal06he6PXT/view?usp=sharing

2.6.2	Attainment of Programme outcomes and course outcomes are evaluated by the institution.
	• The level of attainment of Program Outcomes, Program Specific Outcomes and Course Outcomes are measured using various indicators throughout the semester of the academic year.
	• The faculty records the performance of each student with the help of the specified course outcomes through a continuous evaluation process. The faculty provides home assignments to students, conducts internal tests, viva voce, surprise tests, open book tests, quiz, projects

	etc. in order to assess the Programme Outcomes and Programme Specific outcomes attained by each student.
	• Institute has developed an efficient mechanism to measure the attainment of the Programme outcomes, Programme specific outcomes and course outcomes and the same are communicated to the students in the formal way of the discussion in the classroom.
	• A well-defined Outcome Based Education Manual has been developed for both Faculties & Students, defining the parameters & procedures for evaluating the assessment on the basis of defined Learning Outcome. Attainment of program outcomes, program specific outcomes and course outcomes are evaluated on the basis of both Continuous Internal assessment and End Semester Examination.

File Description	Documents
Data Template	------------
Link for Additional Information	https://drive.google.com/file/d/1uhon_UBwUm2TfaQDHFqUNLZyQ9A_wPvH/view?usp=sharing

2.6.3	Pass percentage of Students during the year
	2.6.3.1. Total number of final year students who passed the university examination during the year 2.6.3.2. Total number of final year students who appeared for the university examination during the year

Previous completed academic year	
Number of students appeared	40
Number of students passed	31

File Description	Documents
Data Template	https://docs.google.com/spreadsheets/d/183x2Ps7E1h59tajFE88KHaMzmEf8BfWO/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/1OQ4_v-D2aCvl0bEPp2Jm6pGbFJSqk3QD/view?usp=sharing

Key Indicator- 2.7 Student Satisfaction Survey

2.7.1	Student Satisfaction Survey (SSS) on overall institutional performance

File Description	Documents
Data Template	------------
Link for Additional Information	https://cesihm.com/SSS-Report-2022-23.pdf

Criterion3- Research, Innovations and Extension

Key Indicator 3.1- Resource Mobilization for Research

3.1.1	*Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)*
	3.1.1.1: Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

Year	2022-2023
(INR in Lakhs):	Nil

File Description	Documents
Data Template	https://docs.google.com/spreadsheets/d/1iKMKwZ43f4uDgZfrz0DB1b8-X1-pVHFf/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	------------

3.1.2	*Number of departments having Research projects funded by government and non government agencies during the year*
	3.1.2.1: Number of departments having Research projects funded by government and non-government agencies during the year

Year	2022-2023
(INR inLakhs):	Nil

File Description	Documents
Data Template	https://docs.google.com/spreadsheets/d/1iKMKwZ43f4uDgZfrz0DB1b8-X1-pVHFf/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	------------

3.1.3	**Number of Seminars/conferences/workshops conducted by the institution during the year**
	3.1.3.1: Total number of Seminars/conferences/workshops conducted by the institution during the year

Year	2022-2023
Number of teachers	02

File Description	Documents
Data Template	https://docs.google.com/spreadsheets/d/1LB5IacSFzFHry7h9gimikP9Pow7gci_F/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true

Link for Additional Information	https://drive.google.com/file/d/1sAFCmnmOgRncx_PlqLvuwQG2bdBr8-7x/view?usp=sharing

Key Indicator 3.2- Research Publication and Awards

3.2.1	*Number of papers published per teacher in the Journals notified on UGC website during the year*
	3.2.1.1. Number of research papers in the Journals notified on UGC website during the year **Year** 2022-2023 **Number** 02

File Description	Documents
Data Template	https://docs.google.com/spreadsheets/d/1n1hnKawIPkqiVh3Nd8s_91-001XqAuoC/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/1jarSsyw1g9k2oKi4qyr5R8LMggcTDNHf/view?usp=sharing

3.2.2	*Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year*
	3.2.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year **Year** 2022-2023 **Number** Nil

File Description	Documents
Data Template	https://docs.google.com/spreadsheets/d/1sOMKIF5c5mfSfN_p97Z5-WYiGVU0ip0S/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	--------------------

Key Indicator 3.3- Extension Activities

3.3.1	**Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year** **NSS Residential Camp and Institutional Initiatives: A Step Towards Holistic Development** The NSS unit of our institute organized a transformative **residential camp** at **Dhamane-Mawal from 6th to 12th February 2023**. Volunteers engaged in diverse activities addressing critical social issues, including **cleanliness and water conservation awareness, road construction, Shramdan,** social interaction, and group discussions. **Campaigns like *Beti Bachao Beti Padhao*, environmental awareness drives, women empowerment initiatives, and eradication of**

superstitions made a significant impact. Additionally, efforts to promote **AIDS awareness** through home visits and family interactions fostered community bonds and education.

Throughout the year, the institute also commemorated key events such as **Independence Day, Republic Day, International Day of Yoga, International Women's Day, Teacher's Day, Gandhi Jayanti, and World Tourism Day**, emphasizing their importance and instilling a sense of patriotism and global citizenship among students.

Beyond NSS, various departments actively contribute to shaping socially responsible citizens through impactful programs. These include **environmental awareness campaigns, green campus initiatives, water and electricity conservation, plastic-free campus drives, and the installation of solar electricity panels.** These efforts have cultivated leadership skills, self-reliance, and confidence among students while strengthening their community ties. **Such initiatives holistically nurture students' personalities, empowering them to become proactive and responsible contributors to society.**

File Description	Documents
Data Template	---------------------
Link for Additional Information	https://drive.google.com/file/d/19HN1gWB8r2NS91hmA1Rpu_3tWeNepXq3/view?usp=sharing

3.3.2	Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year.

Year	2022-2023
Number	Nil

File Description	Documents
Data Template	https://docs.google.com/spreadsheets/d/16-LKF36_Eqgz_9e3D7bx-S7YFNiaWmK5/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	---------------------

3.3.3	Number of extension and outreach programs conducted by the institution through NSS/NCC/Government and Government recognized bodies during the year

3.3.3.1. Total **Number of extension and outreach programs conducted by the institution through NSS/NCC/Government and Government recognized bodies during the year**

Year	2022-2023
Number	12

File	Documents

Description	
Data Template	https://docs.google.com/spreadsheets/d/1lifIJZfnSZIZQqrRDeiQOyE8C1G5hCmK/edit?usp=sharing&ouid=10205742078879338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/1O6Ddzl2LlsM5WQKdNaQBgmBM8tkVV47F/view?usp=sharing

3.3.4	**Number of students participating in extension activities at 3.3.3. above during the year**
	3.4.4.1. Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

Year	2022-2023
Number	430

File Description	**Documents**
Data Template	https://docs.google.com/spreadsheets/d/1lifIJZfnSZIZQqrRDeiQOyE8C1G5hCmK/edit?usp=sharing&ouid=10205742078879338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/1O6Ddzl2LlsM5WQKdNaQBgmBM8tkVV47F/view?usp=sharing

Key Indicators 3.4 – Collaboration

3.4.1	**The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

Year	2022-2023
Number	45

- Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research etc during the year

File Description	**Documents**
Data Template	https://docs.google.com/spreadsheets/d/1Mb0odNLpAiUW4h-TFx5AshmZey3lzfef/edit?usp=sharing&ouid=10205742078879338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/1e51I1o8gg2tHSCGoGQllAgtQqtNLMZPH/view?usp=sharing

3.4.2	Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Year	2022-2023
Number	11

File Description	Documents
Data Template	https://docs.google.com/spreadsheets/d/1Z0PdfdGxSx7wCk5XmvZd7hwSefh8KHL9/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	-----------------------

Criterion 4 - Infrastructure and Learning Resources

Key Indicator – 4.1 Physical Facilities

4.1.1	**The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.**
	Institute has adequate infrastructure and physical facilities which creates the environment for effective teaching-learning. The campus is under CCTV surveillance and has a sufficient fire suppression system. Generator facility is provided where-ever necessary for uninterrupted power supply. The Institute has provided spacious parking facility, Water purifier for both staff and students. Lift & Ramp for Differently Abled students. **Classrooms:** Classrooms and auditorium are provided with sufficient sitting capacity and are spacious, well-ventilated. One classroom & auditorium is ICT enabled having facilities like Internet Connection, LCD Screen. The classrooms are well illuminated with natural and electrical light system. The projector and Wi-Fi facilities are made available for the students and staff. Blackboard, Furniture and White Board are properly placed for usage. Seminar Hall with ICT facility for conducting Subject Matter Expert Lectures, Paper Presentation, Conferences and workshops. **Laboratories:** All laboratories are well equipped with latest equipment. Charts and models are also displayed for easy understanding of practical. **Computing Equipment:** Wi-Fi facility is provided with LAN connectivity. Students use the ICT facilities for their Project Presentations, Assignments and Preparing Study Notes. **Library**: Library is well stocked with sufficient number of text books, periodicals, reference books and e-resource. It has a partially automated OPAC software system integrated with ERP. Library has well-furnished Reading Room**.**

File Description	Documents
Data Template	-----------------
Link for Additional Information	https://drive.google.com/file/d/1So_2ng-KgpK1fPp_uiIycktXpiWRo9qE/view?usp=sharing

4.1.2	**The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.**
	Institute gives due consideration to health and physical development of student and faculty by providing adequate facilities for Cultural activities, sports and games. The institute has adequate facilities for indoor as well as outdoor games. For outdoor games, institute has provided a sports ground of 1 acre area where necessary supporting facilities required for football, cricket, basketball and volley ball are well-made & well-utilized. Facility for indoor games like Carom, Chess is available. Institute aim is to bring the harmonious development to the students and for this,

	institute facilitates Yoga and Meditation Training for students and staff on regular basis by calling expert. Institute also celebrates International Yoga Day every year and physical education training for the faculty and students by expert yoga trainers. Auditorium & open space is provided where staff and students can perform yoga.
	Institute organizes cultural activities on several occasions of the year. The Institute facilities like Auditorium, Training Restaurant with audio visual equipment's are used to celebrate these cultural activities like Ganesh Utsav, Navratri, Fresher's Day, Farewell Party, Teachers Day, World Tourism Day, Annual Food Festival etc. An Auditorium with a capacity of one hundred & fifty students is used for conducting different types of cultural programs.
File Description	**Documents**
Data Template	https://docs.google.com/spreadsheets/d/17Gz77n9hXhYsaFbwxKKJ5qfrv_3z9ATw/edit?usp=sharing&ouid=10205742078879338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/1WS3agmueRw1e0VpeZuWuKbk_yaN4-Gmw/view?usp=sharing

4.1.3	**Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**
	4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Year	2022-23
Number of Classrooms	02

File Description	**Documents**
Data Template	https://docs.google.com/spreadsheets/d/1gzjRY9rwvX80S5JVDwug7cfLq0WXr20n/edit?usp=sharing&ouid=10205742078879338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/1xyY-wHqMXmjuWhOgZEL548Vt5sp2tndJ/view?usp=sharing

4.1.4	**Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**
	Expenditure for infrastructure augmentation, excluding salary during the year (INR inlakhs)

Year	2022-23
(INR in Lakhs)	4.04

File Description	**Documents**
Data Template	--------------------
Link for Additional Information	https://drive.google.com/file/d/1hdIae3fjSkq8BOVDcuHUfSJ_eVb9_QaH/view?usp=sharing

Key Indicator – 4.2 Library as a learning Resource

4.2.1	Library is automated using Integrated Library Management System (ILMS)

Name of the ILMS software: **VRIDDHI Software**
Nature of automation: **Partially**
Version: **2.0 Build 266.4 Full Version**
Year of automation: **2016**

Library has a good collection of Books, Periodicals, Newspapers, Research and Training Reports, and Electronic Resources that meets the teaching and learning needs of Faculty members and students. Library has a Circulation section, Reference Section, Reprography section, Well-ventilated reading Room area with sufficient seating capacity.

Library Web Page: Institutes website has separate library web page which provides remote access to different electronic resources.

Vriddhi Software: Offers following services
Barcoding: Issue and Return of Book is managed with the help of software and Barcode Scanner.

Cataloguing: OPAC module allows patrons to search for material quickly without librarian's assistance. It is designed to be searched by title, author, subject or keyword.

Generation of Reports: This module of the Integrated Library Management System helps to generate various reports for administrative purposes, such as inventory reports, circulation statistics, acquisition reports, and financial reports. Automating the generation of these reports can save time and ensure accuracy.

Vriddhi Digital Library App: It allows in campus E-access for Books, Syllabus, Question papers, Periodicals, Teachers Note, Newspaper clippings etc.

File Description	Documents
Data Template	--------------------
Link for Additional Information	https://drive.google.com/file/d/1aIZDSXgNspXvO2tdVJj9D-qkwI_5bm0B/view?usp=sharing

4.2.2	The institution has subscription for the following e-resources

1. e-journals
2. e-Shodh Sindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Options:
A. Any 4 or more of the above
B. Any 3 of the above

	C. Any 2 of the above D. Any 1 of the above E. None of the above **Response** **A. Any 4 or more of the above**
File Description	**Documents**
Data Template	https://docs.google.com/spreadsheets/d/1e-oWsBVU-u17foTCG0FYe_om8P75YZdf/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/1BIbU8sS43OovFwI3ltVt65p8SF5-bpxj/view?usp=sharing

4.2.3	**Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**
	Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

Year	2022-23	INR in Lakhs
(INR in Lakhs)	19,348.00	0.19348

File Description	**Documents**
Data Template	https://docs.google.com/spreadsheets/d/1e-oWsBVU-u17foTCG0FYe_om8P75YZdf/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/11nToDq4mr8jQEEGTuden9BIbeJ6TCmQH/view?usp=sharing

4.2.4	**Number per day usage of library by teachers and students (foot falls and login data for online access)(Data for the latest completed academic year)**
	1Number of teachers and students using library per day over last one year **Average usage of the library by the Students and Faculty = 42** **It is calculated by using In-out register for Students and Faculty.**
File Description	**Documents**
Data Template	------------------
Link for Additional Information	https://drive.google.com/file/d/1jgpXSPDn96XjgYBupFQNu3o11_lfptgQ/view?usp=sharing

Key Indicator- 4.3 IT Infrastructure

4.3.1	**Institution frequently updates its IT facilities including Wi-Fi**
	Institute is regularly updating IT facilities for Teaching- Learning, Administration and student's support. There are around 10 computers with latest configuration, connected with LAN, Printer & Scanner. In the event of a rare power failure to safeguard the vital data of an institution, all the main machines have been backed up with Uninterrupted Power Supply (UPS). 3 Laser jet colour printers, 3 Black & White Printers, 1 Xerox machine and 2 scanners are provided across the campus for academic and administrative purposes. Anti-virus is regularly installed in computers. Institute has two Optical Fiber leased line of 200 MBPS & 100 MBPS speed from BSNL. All Departments like Offices, Computer Lab, Auditorium & Library is connected with LAN and the Campus is enabled with Wi-Fi. Institution has been provided with a High-Speed Wi-Fi facility for teaching staff, non-teaching staff and students on demand. CCTV cameras installed in all important places in the institute for safety and security. Tally and Vriddhi ERP are used for Accounts & Finance, Audit, Students Support Services. The Institute has developed a Vriddhi Portal for online admission. Institute has a Dynamic Website. The Institution has interactive LED displays in Classroom, Auditorium & Lobby. The Institute uses latest version of licensed software of MS Office 2021 in Library.

File Description	Documents
Data Template	------------------
Link for Additional Information	https://drive.google.com/file/d/19HSsXU2cN8rFB7EdrC66HtIByXb8tRbv/view?usp=sharing

4.3.2	**Student – Computer ratio**
	Number of students: Number of Computers Data **Response:** Year**: 2022-23** Total no. of students: **180** No. of computers in working condition: **10** Ratio: **18:1**

File Description	Documents
Data Template	------------------
Link for Additional Information	https://drive.google.com/file/d/1VKYVHfB2DkGhmH6U084kk0QshMQCrn8z/view?usp=sharing

4.3.3	Bandwidth of internet connection in the Institution

	Options:
	    A. ≥ 50MBPS
	    B. 30 - 50MBPS
	    C. 10 - 30MBPS
	    D. 10 - 5MBPS
	    E. < 5MBPS
	
	Response:
	
	≥ 50MBPS

File Description	Documents
Data Template	-----------------
Link for Additional Information	https://drive.google.com/file/d/1Pgb3ecQ7Iqh1cAFNY0yAUB6cFV4eW79p/view?usp=sharing

Key Indicator – 4.4 Maintenance of Campus Infrastructure

4.4.1	Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year(INR in Lakhs)
	4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

Year	2022-23
(INR in Lakhs)	92.72

File Description	Documents
Data Template	-----------------
Link for Additional Information	https://drive.google.com/file/d/1LHiyMqJF0CL8l7NZa4LvktPl1V3JiD4H/view?usp=sharing

4.4.2	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.
	The resources and infrastructure facilities of the institute are effectively used and maintained for optimum utilization. For safety and security CCTVs are installed at prime locations. **Laboratories:** All the laboratory equipment are checked regularly. Equipment are maintained by technical supporting staff. If need be, services are hired from outside agencies also. Stock register is well-maintained. New equipment are purchased on demand. The lab attendant and a sweeper maintain its proper cleanliness. Students are instructed to use equipment with care.

Library: Resources of the library are shared by students and faculties effectively. To preserve printed books proper care is taken regularly. All the registers are maintained properly. Meetings of library committee are held every year. Stock verification and Physical check-up of books done yearly.

Sports facilities: Sports ground is available for outdoor sports activities like basketball, volley ball, cricket etc. Indoor games facilities such as Carom, chess etc. are available which are maintained by the in-house sports in charge.

Computers: All computers and peripherals are checked and maintained by respective technical assistant for any problem. Software updates and ICT tool and internet related problems are resolved from the respective service providers.

Classrooms: All the classrooms are well ventilated and has desired infrastructure. Maintenance of furniture like benches, tables etc. is done regularly.

File Description	Documents
Data Template	------------------
Link for Additional Information	https://drive.google.com/file/d/1PCGjwQ8FDIITKnO80ByHqM017vYuKW-2/view?usp=sharing https://cesihm.com/infrastructure.html

Criterion 5- Student Support and Progression

Key Indicator- 5.1 Student Support

5.1.1	Number of students benefited by scholarships and free ships provided by the Government during the year
	5.1.1.1. Number of students benefited by scholarships and free ships provided by the Government during the year

	Year	2022-23
	Number	45

File Description	Documents
Data Template	https://docs.google.com/spreadsheets/d/1LSxC2mF6gH7DbyK86SRbjJ8PqMcFRYI-/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/1fADqtGSpCXU4CIb3pO9z47G-Ruwqj3wD/view?usp=sharing

5.1.2	Number of students benefitted by scholarships, freeships etc. provided by the institution / non- government bodies, industries, individuals, philanthropists during the year
	5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government bodies, industries, individuals, philanthropists during the year

	Year	2022-23
	Number	10

File Description	Documents
Data Template	https://docs.google.com/spreadsheets/d/1LSxC2mF6gH7DbyK86SRbjJ8PqMcFRYI-/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	-------------------------

5.1.3	Capacity building and skills enhancement initiatives taken by the institution include the following
	1. *Soft skills* **2.** *Language and communication skills* **3.** *Life skills (Yoga, physical fitness, health and hygiene)* **4.** *ICT/computing skills* **Options:** A. All of the above B. 3 of the above C. 2 of the above

	D. 1 of the above E. None of the above **Response: All of the above**
File Description	**Documents**
Data Template	https://drive.google.com/file/d/1GyBS3GFcpSUjY34IRQm71f-sn5kjh8eX/view?usp=sharing
Link for Additional Information	https://drive.google.com/file/d/1fADqtGSpCXU4CIb3pO9z47G-Ruwqj3wD/view?usp=sharing

5.1.4	**Number of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the year**
	5.1.4.1. Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

Year	2022-23
Number	129

File Description	**Documents**
Data Template	https://docs.google.com/spreadsheets/d/1R6XH2jkdzUPYl4qXJw2BdTocdhgT9y1l/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/1L8II-V2OVldl0IsQb9p0oGk9Sb5aWXTu/view?usp=sharing

5.1.5	**The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**
	1. Implementation of guidelines of statutory/regulatory bodies **2.** Organization wide awareness and undertakings on policies with zero tolerance **3.** Mechanisms for submission of online/offline students' grievances **4.** Timely redressal of the grievances through appropriate committees **Options:** A. All of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above *Response: All of the above*
File Description	**Documents**
Data Template	-----------------------------
Link for Additional Information	https://drive.google.com/file/d/1UyHwS5jyzwnMOZknelTFg-zfoyUa_pSV/view?usp=sharing

Key Indicator- 5.2 Student Progression

5.2.1	**Number of placement of outgoing students during the year**

Number of outgoing students placed during the year

Year	2022-23
Number	31

File Description	**Documents**
Data Template	https://docs.google.com/spreadsheets/d/1sIdKQtN_fufgGVYjo1-b0zLSTTLKlgze/edit?usp=sharing&ouid=10205742078887 9338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/1CvrG8QZeNkpcvAt9XRRP0qiy0Lz6j-sN/view?usp=sharing

5.2.2	**Number of students progressing to higher education during the year**

5.2.2.1. Number of outgoing student progression to higher education

Year	2022-23
Number	01

File Description	**Documents**
Data Template	https://docs.google.com/spreadsheets/d/1sBEqfEZNqrRcXf3lt_bBHYVD5cDU6PjE/edit?usp=sharing&ouid=10205742078887 9338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/1sDvFlE6Awd_ZE1IskgKR4WqeKOJbJ4oI/view?usp=sharing

5.2.3	**Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

5.2.3.1. Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

Year	2022-23
Number	Nil

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) during the year

	Year	2022-23	
	Number	Nil	
File Description	**Documents**		
Data Template	https://docs.google.com/spreadsheets/d/1OmJjNM_GBcrlBfrHw_cWFOXFx-CD8-p8/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true		
Link for Additional Information	--------------------		

Key Indicator- 5.3 Student Participation and Activities

5.3.1	**Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**		
	5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.		
	Year	2022-23	
	Number	01	
File Description	**Documents**		
Data Template	https://docs.google.com/spreadsheets/d/138TfQPIooGlZLERAcH4pOR4bK9nE5ntR/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true		
Link for Additional Information	https://drive.google.com/file/d/1btTeoCVNgtR3f8gesnm8LJEO8qOgPVS1/view?usp=sharing		

5.3.2	**Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)**
	Institute promotes representation of students on academic and administrative bodies. An active student council comprises of members to monitor academic, cultural, sports, Anti-Ragging gender sensitization programs and NSS activities.
	Institute Student Council members along with committee members take active role in conducting Institute Annual Social functions, and national festivals.
	The role of the Principal is of central importance in the establishment and operation of a Student Council. One senior teacher act as coordinator of the student council. The Institute Student Council plays a vital role in Departmental activities such as organizing seminars, conferences and workshop and other important co-curricular activities. The students involve themselves in events such as Independence Day, Teacher's day, Republic day etc. The student representatives actively participate in sports committee, cultural committee, etc. The Institute sports & Cultural activity also an important event and the student's council have the responsibility to co-ordinate the different sports activities and events. Thus, the student council contributes to a healthy interaction among students and teachers regarding academic, co-curricular and extra-curricular activities of the Institute. The Institute conducts Student Induction Program (SIP) for newly admitted students. Students of II and III year are appointed as stream leaders and lead students for different batches of induction program to manage the corresponding groups of students
File	**Documents**

Description	
Data Template	--------------------------------
Link for Additional Information	https://drive.google.com/file/d/1dCk1enjk-hBgD-LSAVYUx0Uu6TzNM5Zw/view?usp=sharing

5.3.3	**Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated during the year

Year	2022-23
Number	05

File Description	**Documents**
Data Template	https://docs.google.com/spreadsheets/d/1cUXLif9d7Id_QO-yccDlC630JKTmtOyM/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/1mwrVNRI6UEZpKiFRBYmQhTnbpYmItAta/view?usp=sharing

Key Indicator- 5.4 Alumni Engagement

5.4.1	**There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services.**

Alumni Culture via a registered Alumni Association. Alumni contribute to the progress and development of the Institute, details are given below.

Name of the Alumni Association – CES's DR ARVIND B. TELANG INSTITUTE OF HOTEL MANAGEMENT ALUMNI ASSOCIATION
Registration Number – 1693/2017/PUNE, Date of Registration 28-11-2017
Alumni Association is registered with Asst. Registrar of Society, Pune
Region, Pune.

1. Alumni Network- Since 2017, Institute has a good alumni network which contributes towards Industry Institute Interaction, Infrastructure/labs Development, Industrial Visits, Industry Projects, Internships and Placements.

2. Alumni Contribution-Trainings-Employment Skills, Consulting, Projects, Internships and Placements. Institute Alumni working in Food Production department, Food & Beverage Service departments, House Keeping department, Front Office department, Bar tenders, HR departments, Tourism Industry etc. areas and domains, highlight these challenges with required skills and bring

	awareness in our on campus students to make them employment ready.
	3. Alumni Community-Alumni guides and mentors the campus students via classrooms and participating in Practical Examination as an External Examiner. Mentorship and career counseling by alumni for professional progress and performance enlighten students about their future and various Industries specific assessments

File Description	Documents
Data Template	
Link for Additional Information	https://drive.google.com/file/d/17qQJghtvx2uTfDiE5aHIWbfLS3Z7JUr4/view?usp=sharing

5.4.2	*Alumni contribution during the year (INR in Lakhs)*
	Options: A. ≥ 5Lakhs B. 4 Lakhs - 5Lakhs C. 3 Lakhs - 4Lakhs D. 1 Lakhs - 3Lakhs E. <1Lakhs **Response:- Nil**

File Description	Documents
Data Template	-----------------------
Link for Additional Information	--------------------------

Criterion 6 - Governance, Leadership and Management

Key Indicator- 6.1 Institutional Vision and Leadership

6.1.1	The governance of the institution is reflective of and in tune with the vision and mission of the institution
	Vision: To mould students into physically fit, mentally robust and professionally competent individuals, who are capable of assuming their rightful place as global leaders in the Hospitality Industry and in the society of tomorrow." **Mission:** The Institute will strive to empower the students with sound technical knowledge, skills & humane approach to life to enable them to become professionals & good citizens to serve the hospitality industry with pride. **Nature of Governance:** Governance is incorporated in areas of administration, finance and accounts, student admission support and examination. Decisions related to academic, curriculum development, administration, finance, infrastructural development, extension, co-curricular and extra-curricular activities are conceived, planned and executed with adequate representations and involvement of Stakeholders. **Perspective plans:** The transparent nature in the dynamic processes of policy framing, knowledge sharing, feedback appraisals and action implementations enhances the governance of the Institute. **Participation of the teachers in the decision making Bodies:** The Principal enlists the talents of the staff in shouldering various administrative responsibilities and appoints them as officials that include IQAC Co-ordinator, Examination Incharge, Heads of various Departments, Office Superintendent, NSS Program officer, Scholarship In charge and Members of various cells.

File Description	Documents
Data Template	-----------------------
Link for Additional Information	https://drive.google.com/file/d/12Bkka0u6i-egwlLby620sP5D3Ax_q4gx/view?usp=sharing

6.1.2	The effective leadership is visible in various institutional practices such as decentralization and participative management.
	Decentralization: • All stakeholders help in infusing a positive attitude that leads to increased efficiency, improved communication, heightened morale, motivation and job satisfaction. • Institute has several committees (handling different aspects that need attention) to ensure the smooth running of the Institute. Faculties are rotated between the various committees to ensure that there is no stagnation. •Principal consultation with Head of the department oversees the Examination Question Papers, evaluation, and marks submission of preliminary examinations. • Head of the department decides on the nature, pattern and duration of special and remedial classes for the students. •Principal consultation with Head of the department takes the initiative to organize alumnae meeting of the institute every year in Second Half of Academic Year. **Participative Management:**

	• Under the leadership of Chairman of society and Managing Board Members is responsible for Policy Making and Strategic Plans. • The faculty often takes the lead in planning Seminars, workshops, Sports activity, Study Tour, Orientation visit, Yoga session etc. • College Development Committee (CDC) is responsible for the coordination of academic and administrative activities. It comprises of the Chairman, Principal, Teaching and Non-Teaching Staff Members. • All stakeholders help in infusing a positive attitude that leads to increased efficiency, improved communication, heightened morale, motivation and job satisfaction.
File Description	**Documents**
Data Template	-----------------------
Link for Additional Information	https://cesihm.com/Statutory-committee.aspx

Key Indicator- 6.2 Strategy Development and Deployment

6.2.1	**The institutional Strategic/ perspective plan is effectively deployed**
	Strategy: Over the past 19 years the institute has shown tremendous growth. To sustained, strategies must be formulated, communicated and implemented effectively. • The plans are projected after a discussion on the basis of analysis, assessment and estimates. • Activity successfully implemented based on strategic plan of making of student more employable: • Employment is the crucial factor for students before completion of academic year. Institute mould the students to make industry ready by arranging online soft skill sessions. • The institute taken initiative of One week soft skills (Interview Techniques) sessions for TYBScHS 2023 – 24 students. As most of the students were not aware with interview techniques. During the session students need to participate in co-curricular/ extracurricular activities, Interaction, Problem Solving etc. • **Outcome:** Our institution truly believes in fair values. Hence the institution has decentralized and participative management. • The outcome of this activity approach of the institute was realized after 4 students successfully selected in for Oberoi Hotel – OCER Program 2023 and other Leading Hotel Brands i.e. Marriot, Hilton, Taj etc. as well as Abroad Placements. Soft skills (Interview Techniques) are an essential part of improving student's ability to work with others and can have a positive influence on nurturing their career.
File Description	**Documents**
Data Template	-----------------------
Link for Additional Information	https://drive.google.com/file/d/1rbM1lxkwFDrgk8vV4Vj5f9M4T1GI27EP/view?usp=sharing

6.2.2	The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.
	• The overall planning and development of the institution is done by the College Development Committee (CDC) under Chairman of the Society. • The day-to-day administrative affairs of the institute are managed by the Principal and Non-Teaching Staff. • The Principal is also the academic head, ensuring the proper conduct of all the academic and extension activities. • CDC nominates other academicians and experts to strengthen the functioning of the institute. • The programmes, courses and activities are periodically evaluated by the institute. • There are Committees, Cells and Associations focussing on specific tasks and roles in the institute. • The executive leadership is shared with the Principal, Academic Coordinator, IQAC Co-ordinator and all the Heads of the Departments. • The Principal encourages the faculty to participate in various committees. This enhances the leadership qualities and skills. • The power delegation and decentralisation of authority enrich the effective and efficient functioning of the institution in all its spheres of planning, decision-making and implementation. • The Principal plays a crucial role in enriching the bottom-up approach in planning and execution of various academic activities.
File Description	**Documents**
Data Template	---------------------
Link for Additional Information	https://drive.google.com/file/d/1516vfHu04uvNmuLWcR7ABkL6ZW5g5NXK/view?usp=sharing

6.2.3	Implementation of e-governance in areas of operation
	1. Administration *2. Finance and Accounts* *3. Student Admission and Support* *4.Examination* *Options:* *A. All of the above* *B. Any 3 of the above* *C. Any 2 of the above* *D. Any 1 of the above* *E. one of the above* **Response: A. All of the above**
File Description	**Documents**
Data	

Template	https://docs.google.com/spreadsheets/d/1tiaGsJ4G2OHGWSP544l6O0em6kf8Ttov/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/1QsEK9zz5rulr4u8YrFWfeFZN0OH1Y7Dt/view?usp=sharing

Key Indicator- 6.3 Faculty Empowerment Strategies

6.3.1	The institution has effective welfare measures for teaching and non- teaching staff
	Employees Provident Fund as per PF rules: Keeping in view the future safety of employees, the institute contributes specific amount towards PF of an employee as per PF rules. **Full Paid Maternity Leave:** Under humanitarian grounds, Institute provides 180 days full paid maternity leaves to all eligible female employees. **Fee concession to wards of economically weak staff:** The provision is made for financial support to economically weaker staff of Institute in the form of fees concession to their wards. **Encashment of Earn leave at the end of service:** At the end of service of an employee, he/she can en-cash his/her earned leaves as per the rules of Institute. **Salary timely credited to bank account of employee:** In each month, the employee gets the salary on time through bank accounts only. The Institute credits the salary on time at first day of every month. **Festival or Medical Advance:** Teaching and Non-teaching staff can avail interest free Festival or Medical Advance. **Medical Leave:** Facility of medical leave to teaching and non- teaching staff during the academic year **Internet and Free Wi-Fi facilities are also available in campus for staff** - As Institution has a multicultural environment in the campus; the management ensures the celebration of all the festivals together.

File Description	Documents
Data Template	-------------------
Link for Additional Information	https://drive.google.com/file/d/16vGguh9844hHyQklvqJ9rf5JBKsceE5C/view?usp=sharing

6.3.2	Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year
	6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

		Year	2022-23
		Number	01

File Description	Documents
Data Template	https://docs.google.com/spreadsheets/d/1tsgUAECyzKjPGhbOeScnSFDVPUPJBCiI/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/1cm_Cw1qS6AmZJoJdAvRtqDuqUb0vLLUM/view?usp=sharing

6.3.3	Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year
	Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

		Year	2022-23
		Number	08

File Description	Documents
Data Template	https://docs.google.com/spreadsheets/d/1NsBj8-hoAiGtk1DEWubWP7P-LAGBdvtp/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/1pq2qSNDH2991xnGWjN2iqU25TrgBYYnt/view?usp=sharing

6.3.4	Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year
	6.3.4.1. Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

		Year	2022-23
		Number	03

File Description	Documents
Data Template	https://docs.google.com/spreadsheets/d/159lFtcz5dJc-

	cgxIlGgMpIBMcr2FgIZS/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	https://drive.google.com/file/d/1v3i4REWwaH9s6R-9R2z5ryoNS_ySUGes/view?usp=sharing

6.3.5	**Institutions Performance Appraisal System for teaching and non- teaching staff**
	• Institute strictly follows the UGC Regulations on Minimum Qualifications for Appointment of Faculty and other Academic Staff • The performance of each employee is assessed annually after completion of one year of service. • **Teaching Staff** • **a)** The performance of each faculty member is assessed according to the Annual Self-Assessment for the Performance Based Appraisal System (PBAS). • b) Promotions are based on the PBAS proforma. • c) The institute undertakes activities besides academics, for which faculty members are assigned additional duties and responsibilities, which are mostly voluntary. • d) The PBAS proforma filled online (Institute Website) by the Faculty Member is checked and verified by the HOD and Principal before referring to the Chairman of the Society for decision. • **Non-Teaching Staff** • All non-teaching staff are also assessed through annual confidential reports and annual performance appraisal. • The various parameters for staff members are assessed under different categories i.e. Personal information, Experience, Status of Appointment, Special Participation, Special duties & Responsibilities during academic year, Character and Habits, Discipline, Relations/Co-operation with superiors, subordinates, colleagues, students and public, Power of Drafting (where applicable), On satisfactory performance, all employees are granted promotions and increment.
Data Template	-------------------
Link for Additional Information	https://drive.google.com/file/d/1gUHKruqNrErI_YEUYDHG_mEJH-keTh43/view?usp=sharing

Key Indicator- 6.4 Financial Management and Resource Mobilization

6.4.1	**Institution conducts internal and external financial audits regularly**
	• At the beginning of the academic year the annual budgets are prepared, reviewed by the Accounts department for Society Approval. The Accounts department has fixed the limits of total recurring and non-recurring expenditures based on the income and resources of the institution. • The institutional accounts are audited regularly by both internal and statutory audits.

	Qualified internal auditors have been appointed by Society's Auditing Agency which verify all vouchers of the transactions.
	• The internal auditor verify that the fees are collected from all the students and if there is any concession, the same is granted by a person who is authorized.
	• So far there has been no major objection in financial auditing, minor errors or omissions when pointed out by the audit team are immediately corrected / rectified and precautionary steps are taken to avoid recurrence of such errors in future.
	• The auditor verifies the income and expenditure details of the institute as per the balance sheet and provisions stipulated by law.
	• The external auditing is done by a Chartered Accountant, specially designated for this purpose by the Society. External audit is also carried out on an elaborate way on quarterly basis.
Data Template	-------------------
Link for Additional Information	https://drive.google.com/file/d/1H4QWlnWui1YZmeuxYK8q6vO-uxEb5elD/view?usp=sharing

6.4.2	**Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**
	Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

Year	2022-23
INR in Lakhs	NIL

Data Template	https://docs.google.com/spreadsheets/d/1ZjVNb3MI3qqhQn0bxPl9dCmy2gPF5Cwc/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	

6.4.3	**Institutional strategies for mobilization of funds and the optimal utilization of resources**
	• The institute always monitors the effective and efficient use of available financial resources for the infrastructure development to support teaching learning process.
	• Institute is a self-financed private institution; tuition fee is the main source of income.
	• All the administrative and academic heads along with coordinators of different cells (viz., library committee (for the purchase of books), software and internet charges, printing and stationary, equipment and consumables, furniture and fixtures), will submit the budget requirements for the coming academic year.
	• The Accounts department prepares an annual budget estimate duly considering the proposals received and also the recommendations of the principal and management.
	• Institute adheres to utilization of budget approved for academic expenses and administrative

	expenses by management.
	• After final approval of budget the purchasing process is initiated by purchase team. Which includes quotations and purchase orders are placed after final negotiations.
	• All transactions have transparency through bills and vouchers. The bill payments are passed after verification of items.
	• Faculty concerned ensures that whether suitable equipment/machinery with correct specification is purchased.
	• The entire process of the procurement of the material is monitored by the Principal and the Chairman of the Society.
	• Financial audit is conducted by chartered accountant for every financial year to verify the Income & expenditure of the Institute.
Data Template	-------------
Link for Additional Information	https://drive.google.com/file/d/10fv4_NQiQ7X_Nf7URqep9lfKCenjPgbo/view?usp=sharing

Key Indicator- 6.5 Internal Quality Assurance System

6.5.1	**Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes**
	IQAC assures strategies and processes in policy making and implementing unit in our institute. It strives hard for upgrading the institute infrastructure and all support facilities to meet the standards of higher education and growing need of students. It assesses and suggests the parameters of quality education. I) National Service Scheme (NSS) Rally conducted 24/09/2022 for NSS Foundation day NSS was formally launched on 24th September, 1969, the birth centenary year of the Father of the Nation. Therefore, 24 September is celebrated every year as NSS Day with appropriate programmes and activities. II) Annual Culinary Delight Show conducted by FY & TY Students (**Ahara Shuddhav Sattva Shuddhih**) अहारा शुद्धाओ सत्त्व शुद्धी **on 14/03/2023.** This is an Annual event of the institute whereas different theme set by FY & TY students in the presence of Members of Management, SPPU Officers, Various institute Principals, Sponsors, Media & Faculty. Food Festival help students learn about food, culture, and healthy eating habits. They can also help students develop a healthy relationship with food.
Data Template	-------------
Link for Additional Information	https://drive.google.com/file/d/1WsSyUGKshPPd7olcTQVItSZnq6KbkWUf/view?usp=sharing

6.5.2	**The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities**

	After establishing the IQAC in the institute, started working towards quality education and inculcating quality culture among the students and staff. The IQAC has also contributed towards institutionalizing the quality assurance strategies and developed various processes as follows:
	1) Promote industrial involvement in academic practices by organizing industrial training, industrial visits, workshops, and guest lecturers from industry experts, MOUs, etc.
	2) Establishment of various processes to take feedback/surveys from various stakeholders.
	3) To implement and enhance the use of ICT tools to strengthen the teaching-learning process.
	4) Establishment of the Mentor-Mentee process and its effective implementation.
	5) To submit the Annual Quality Assurance Report (AQAR) annually to the NAAC.
	I) Workshop on Demonstration of Heavy Equipment conducted on 08/10/2022
	Guest Speaker: Mr. Pawan G. Lokhande (Marketing Executive, Klinox Solution Pvt Ltd) Students learn about the using of heavy equipment in Housekeeping is important for safety, efficiency, and reducing the risk of accidents also reduces exposure to dusts and vapors
	II) Wine tour visit conducted for FY & TY Students to Frateli Wines Pvt Ltd, Solapur (MH) on 28/02/2023 The main purpose of conducting this wine tasting educational tour, was to make to students familiar with viticulture, vinification process of Indian wine as wine is a very important & interesting topic for any hotel management student who wants to make their career in beverage industry.
Data Template	-------------
Link for Additional Information	https://drive.google.com/file/d/1DxRTZ2mAk-gL7U9Qhfx1Dq8FgSC2iZsj/view?usp=sharing

6.5.3	**Quality assurance initiatives of the institution include:**
	1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements 2. *Collaborative quality initiatives with other institution(s)* 3. Participation in NIRF 4. *any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)* **Options:** A. All of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above
Data	

Template	https://docs.google.com/spreadsheets/d/10YR_oSSUAY-qs9xtkUtGnMzWdKMOMt8N/edit?usp=sharing&ouid=102057420788879338425&rtpof=true&sd=true
Link for Additional Information	1.https://drive.google.com/file/d/1BnYSgqw5BBXjEffO32h6iFFGM8TB_1zO/view?usp=sharing 2. https://cesihm.com/NAAC-Certificate.jpg

Criterion 7 – Institutional Values and Best Practices

Key Indicator - 7.1 Institutional Values and Social Responsibilities

7.1.1	**Gender Equity**
	Measures initiated by the Institution for the promotion of gender equity during the year. • The Institute actively promotes gender equity and sensitivity programs to raise awareness about gender equality. • The Institute has constituted various committees such as Internal Complaints Committee, Anti-Ragging Committee, and Student Grievance Redressal Cell which play an important role in generating awareness and addressing gender-related issues on the premises. **Curricular Activities:** • Topics on women's law, sexual harassment of women in the workplace, women's law on eve teasing, etc. are touched upon by almost all faculties during their classes. • A session on "DO's and DON'T's during the Industrial Training /Internship in the Hotel", is conducted by the Principal and Training and Placement coordinator for the students just before they leave for an internship to caution and guide them to handle problems and situations they may encounter in the hotel during their industry training /internship. **Induction Program:** • The Institute organizes an Induction program for newly admitted students and their parents. • Parents and students are briefed about 'UGC regulations on curbing the menace of ragging in Higher Educational Institutions, 2009' and sexual harassment. **Facilities Provided To Women:-** • Safety and Security • Counseling • Mentoring • Common room for Girls and Boys. • Availability of sanitary napkins on campus • Rules of the State Government are followed regarding maternity/miscarriage leave, childcare facilities, etc.
Data Template	-------------
Link for Additional Information	https://drive.google.com/file/d/1elcjZM9Dxo0G0gormuz7-VNzbV1Xb5V0/view?usp=sharing

7.1.2	**Environmental Consciousness and Sustainability**
	The Institution has facilities for alternate sources of energy and energy conservation measures 1. Solar energy 2. Biogas plant 3. Wheeling to the Grid 4. Sensor-based energy conservation 5. Use of LED bulbs/ power efficient equipment **Options:** A. 4 or All of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above **Response:** **A- Any 2 of the above** • Solar energy • Use of LED bulbs/ power efficient equipment **Solar Power Plant Details:-** • Type: 10 KWp Grid – Connected Solar Roof Top System • Installed at Institute Terrace (Roof Top) • Month and year of Installation: May 2018 • Total Cost: Rs. 6, 54,900.00/- (Rupees Six Lakhs Fifty Four Thousand and Nine Hundred only)
Data Template	-------------
Link for Additional Information	https://drive.google.com/file/d/1utefyXxV4_ve_ibXx3a3XtSPEAa7LUIY/view?usp=sharing

7.1.3	**Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste**

	Solid Waste Management:
	• Dustbins are placed at prominent to collect the garbage.
	• Color coded dustbin are used for dry and wet garbage segregation.
	• Institute has solid waste management practice in place where waste segregation is done at source.
	• The manure generated in the process is used for gardening purpose.
	• Incineration machine is placed in the girls' toilets for disposal of sanitary pads.
	• The dry garbage is collected by the SWACH organization on behalf of Pimpri Chinchwad Municipal Corporation every day.
	• Recyclable waste generated in the stores like oil tins, plastic containers etc. are sold to the vendor.
	
	  E waste Management:
	  The e waste generated in the institute like computers, Laptops, printers, LCD projectors, UPS

	etc. generated is handled as follows:-
	• Centralized procedure is adopted for the collection and disposal of E waste. The departments deposit their E waste in the Library as and when it is generated.
	Waste Recycle System :
	• Waste such as newspaper and old magazine are recycled in paper bags.
	• Discarded linen is used as wiping cloth or cover sheets.
	• Cartons, Tins and bottles are reused for storage.
	• Solid waste management
	• Liquid waste management
	• Biomedical waste management
	• E-waste management
	• Waste recycling system
	• Hazardous chemicals and radioactive waste management
Data Template	-------------
Link for Additional Information	https://drive.google.com/file/d/179Cqc06XPGf3RjCfXhfibWKep4khUjML/view?usp=sharing

7.1.4	**Water conservation facilities available in the Institution:**
	1. Rain water harvesting
	2. Bore well /Open well recharge
	3. Construction of tanks and bunds
	4. Waste water recycling
	5. Maintenance of water bodies and distribution system in the campus
	Options:
	A. Any 4 or all of the above
	B. Any 3 of the above
	C. Any 2 of the above
	D. Any 1of the above
	E. None of the above
	Response:
	A. Any 2 of the above
Data Template	-------------
Link for Additional Information	https://drive.google.com/file/d/1JR2Q29K2iNgenI91kcp74hR0M2zqy5J9/view?usp=sharing

7.1.5	**Green campus initiatives include**
	The institutional initiatives for greening the campus are as follows:
	1. Restricted entry of automobiles
	2. Use of Bicycles/ Battery powered vehicles

3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

Options:
A. Any 4 or All of the above
B. Any 3 of the above
C. Any 2 of the above
D. Any 1 of the above
E. None of the above

Response:
A. Any 4 or All of the above

Data Template	-------------
Link for Additional Information	https://drive.google.com/file/d/1mzOSlOcm_xeDuGy1RDXLD9tBhTlgIPoY/view?usp=sharing

7.1.6	**Quality audits on environment and energy are regularly undertaken by the institution**
	The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities **Options:** A. Any 4 or all of the above B. Any 3 of the above C. Any 2 of the above D. Any 1of the above E. None of the above **Response:** **A. Any 4 or all of the above**
Data Template	-------------
Link for Additional Information	https://drive.google.com/file/d/1cny3CyjSO1kYeosYgrFwpM2fVigSoWaN/view?usp=sharing

7.1.7	**The Institution has Divyangjan-friendly, barrier free environment**
	1. Built environment with ramps/lifts for easy access to classrooms. 2. *Divyangjan* -friendly washrooms 3. Signage including tactile path, lights, display boards and signposts 4. Assistive technology and facilities for persons with *Divyangjan* accessible website, screen-

	reading software, mechanized equipment
	5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading
	Options:
	A. Any 4 or all of the above
	B. Any 3 of the above
	C. Any 2 of the above
	D. Any 1 of the above
	E. None of the above
	Response:
	Any 1 of the above

Data Template	-------------
Link for Additional Information	https://drive.google.com/file/d/1j6mFOLtqRZduYrJXb3gGagqnEHckYK9j/view?usp=sharing

7.1.8	*Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities*
	• The Institute is actively engaged in adopting an inclusive environment that promotes tolerance and harmony among students and teachers from diverse cultural, regional, linguistic, communal, socioeconomic, and other backgrounds.
	• To achieve this, the Institute undertakes various initiatives, with the help of student council, such as organizing events to celebrate the lives of eminent personalities, national festivals, and engaging in activities like NSS (National Service Scheme).
	Cultural and Regional Programs-
	• Regional activities like Ganesh Festival, Diwali, Dasara, Navratri etc. are celebrated to express respect, value for one another and bring joy and smile among all.
	Linguistic-
	• To highlight the significance of the regional language Marathi, the Institute organizes various programs and events Like "Marathi bhasha diwas"
	• Library organizes activities like Library Day, Reading Inspiration Day.
	Days of National Importance-
	• Days of national importance like Republic Day, Independence Day, and Maharashtra Day are celebrated at the institute with zeal & enthusiasm.
	• The celebrations are marked by inspiring speeches delivered by chief guests, adding an extra layer of inspiration and patriotism to the events.
	Communal and Socioeconomic Activities-
	• These initiatives encompass various activities, such as celebrating the lives of eminent personalities, celebrating national festivals, International yoga day, and International women's days.
Data	

Template	-------------
Link for Additional Information	https://drive.google.com/file/d/1GFQptjnTUuHLvSXk-H6w0wnu9cf7IaZr/view?usp=sharing

7.1.9	**Human Values and Professional Ethics**
	Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens
	- The students and employees are sensitized about the constitutional obligations: values, rights, duties and responsibilities of citizens. - The Institute has organized lectures on to understand the importance of the Indian constitution, fundamental rights to all citizens, their duties and responsibilities towards nation-building. - Institute also organized many functions like International Yoga Day, International Women Day, to inculcate the human values among the students & staff and their duties and responsibility to the society. - Various faculties have always been in the practice of organizing activities that not only initiate but also motivate the students to adopt various practices that promote the "Unity in Diversity" of our motherland - Institute organizes every year Voters registration and pledge program to create awareness about power of vote and democratic rights. - During National holidays, the Institute raises the National Flag, and Chief guest are invited to motivate the students and staff by discussing the traits of freedom warriors and emphasizing the obligations of citizens. - The Institute makes decisions based on its guiding principles. Everyone must abide by the conduct standards in the code of conduct that has been prepared for both students and staff. - The Institute curriculum is framed with mandatory courses like Professional ethics and human values, as a small step to inculcate constitutional obligations among the students.

Data Template	-------------
Link for Additional Information	https://drive.google.com/file/d/1lway5ED5EcX1ZJQGp3owOtOK4NMSY9I5/view?usp=sharing

7.1.10	**The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**
	1. The Code of Conduct is displayed on the website 2. There is a committee to monitor adherence to the Code of Conduct 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized **Options:** A. All of the above

	B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above **Response:** **A. Any 2 of the above**
Data Template	-------------
Link for Additional Information	https://drive.google.com/file/d/1B0ARmbUdCDoKBZ3DSJYNZwEh3knK43Vy/view?usp=sharing

7.1.11	**Institution celebrates / organizes national and international commemorative days, events and festivals**
	Human Ethics commemorative Events: • National constitution day is celebrated to educate the students of the constitution. • Marathi bhasha diwas, Maharashtra day, are celebrated to inculcate human values and ethics in students and faculty members. **Events and Festivals:** • The Institution organizes National Festivals of all religions with enthusiasm. Festivals like, Dasara, Diwali,Ganpati, Navaratri are celebrated to express glorious heritage, culture and tradition. **International days, events and festivals:** • International women's day, Yoga Day, Women's days are celebrated to create awareness of its importance. • National and International and Theme Lunches are conducted at the institute to create awareness about culture, tradition & lifestyle. • Showcasing its accountability to sustainability, Institute celebrates World Tourism Day, under theme of Green Investment. • Students take part in the day's programs, which are designed to help them understand the importance of a good clean environment.
Data Template	-------------
Link for Additional Information	https://drive.google.com/file/d/1GHNfVu9kub0elSueFN-KVirRrUk2bybV/view?usp=sharing

Key Indicator - 7.2 Best Practices

7.2.1	**Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.**
	1- To create an 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. Institute 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.
Data Template	-------------
Link for Additional Information	https://drive.google.com/file/d/1M1TDcKWszd7CcWOfckR5lJRaVKRU-V74/view?usp=sharing

Key Indicator - 7.3 Institutional Distinctiveness

7.3.1	*Portray the performance of the Institution in one area distinctive to its priority and thrust*
	Human Ethics commemorative Events: • National constitution day is celebrated to educate the students of the constitution. • Marathi bhasha diwas, Maharashtra day, are celebrated to inculcate human values and ethics in students and faculty members. **Events and Festivals:** • The Institution organizes National Festivals of all religions with enthusiasm. Festivals like, Dasara, Diwali,Ganpati, Navaratri are celebrated to express glorious heritage, culture and tradition. **International days, events and festivals:** • International women's day, Yoga Day, Women's days are celebrated to create awareness of its importance. • National and International and Theme Lunches are conducted at the institute to create

	awareness about culture, tradition & lifestyle.
	• Showcasing its accountability to sustainability, Institute celebrates World Tourism Day, under theme of Green Investment.
	• Students take part in the day's programs, which are designed to help them understand the importance of a good clean environment.
Data Template	-------------
Link for Additional Information	**https://www.cesihm.com/Academia-Industry-Connect.pdf**

	Future Plans
	## **Future Plans of action for next academic year (200 words)**
▪ To facilitate a Research Environment in the Institute, this encourages Faculty and Students to undertake Research
▪ To emphasize on publication by Faculty members in national and international level Journals as well as books.
▪ Encourage Faculty members to apply for research projects.
▪ Continue to provide quality education.
▪ Encouraging all departments to undertake Career counseling programs.
▪ NSS activities to be accentuated.
▪ Student exchange and Faculty Exchange Programme to be undertaken
▪ Signing of MOUs with different Institutions to ensure quality education.
▪ Initiatives for an eco-friendly learning space. Conducting programmes to encourage and support students to become entrepreneurs.
▪ To set two new Best Practices for the Institute academic sustainability in competitive environment for next five years.
▪ To set a goal for Institutional Distinctiveness as Institute USP (Unique Sale Prospective).
Link for Additional Information	https://drive.google.com/file/d/1RXrKNCb3gd5sUQx1Tfv1eYs7g0CiRAAo/view?usp=sharing

https://www.cesihm.com/Academia-Industry-Connect.pdf |