



YEARLY STATUS REPORT - 2023-2024

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

- Affiliated / Constitution Colleges **Affiliated**
- 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-2022-23.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-Calendar-2023-24.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.40	2018	26/09/2018	25/09/2023
Cycle 2	B+	2.64	2024	30/05/2024	29/05/2029

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 [View File](#)

9.No. of IQAC meetings held during the year **2**

- 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 [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

- To understand importance of Nutritional Millets.
- Guidance about Soft Skills Interview Techniques.
- Campaign about Voter Registration Awareness.
- Inauguration of Institute Green Club.
- Participation in National Inter Collegiate Hospitality Competition.

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	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.
Consumption of Millets	Students understand the Millets are a good source of nutrients such as copper, magnesium, phosphorus, and manganese. These are excellent for maintaining a healthy life.
Soft skill Training Programme like Interview Techniques for Students	4 Students selections for Oberoi Hotel - OCER Program 2023
Voter Registration Awareness	Voter awareness is crucial for a healthy democracy, as informed and engaged citizens are more likely to participate in elections
National Intercollegiate Hospitality Competition Atithya - 2024	1) Food Production Department 1st Prize in Budding Chef Competition 2) F&B Service Department 1st Prize in Dare to Flair Hustle Competition

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

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	05/04/2024

14. Whether institutional data submitted to AISHE

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Empty space for plan of action and outcome		

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Name	Date of meeting(s)
College Development Committee	05/04/2024
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2022-23	29/01/2024

15.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.

16.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.

17.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.

18.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.

19.Focus on Outcome based education (OBE):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.

20.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

1.Programme

1.1

01

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1

60

Number of students during the year

File Description	Documents
Data Template	View File

2.2

60

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File
2.3	40
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	06
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	09
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	04
Total number of Classrooms and Seminar halls	
4.2	7857587.23
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	10
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Response:

- The curricular courses offered by the college 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
Upload relevant supporting document	View File
Link for Additional information	Nil

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 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
Upload relevant supporting documents	View File
Link for Additional information	Nil

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.

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs

Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

01

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

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. Data requirement for year: (As per Data Template)

04

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

59

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs

during the year

59

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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. The Institute has also inaugurated 'CESIHM Green Club' depicting a responsible step towards green community & sustainable development.

- Human Values and Professional Ethics

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.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

07

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

221

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://cesihm.com/Feedback-Analysis-Report-2023-24.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

120

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

41

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

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
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
180	06

File Description	Documents
Any additional information	View File

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
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

- 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
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

06

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

06

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

01

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

71

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

- 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
Any additional information	View File
Link for additional information	Nil

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. Internal Marks will be announced before commencement of University Examination.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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
Upload any additional information	View File
Paste link for Additional information	Nil

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

40

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://cesihm.com/SSS-Report.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

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)

0.47 Lakh

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

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

0.50 Lakh

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

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

06

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications 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

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

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
Paste link for additional information	Nil
Upload any additional information	View File

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

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

03

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

07

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - 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

175

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

98

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

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

11

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

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
Upload any additional information	View File
Paste link for additional information	https://cesihm.com/infrastructure.html

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
Upload any additional information	View File
Paste link for additional information	https://cesihm.com/infrastructure-other-dept.html

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

02

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

02

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

1.26

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

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: 274.0 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
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.37128

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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)

4.2.4.1 - Number of teachers and students using library per day over last one year

44

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

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
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

10

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

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)

74.64

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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
Upload any additional information	View File
Paste link for additional information	https://cesihm.com/infrastructure.html

STUDENT SUPPORT AND PROGRESSION

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

40

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

08

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

15

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

15

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

43

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

02

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	View File
Details of student progression to higher education	View File

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

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.

02

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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 Description	Documents
Paste link for additional information	https://drive.google.com/file/d/19nuI4lh1MhUqOftuM3jslco_jnGz6zYh/view?usp=sharing
Upload any additional information	View File

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

05

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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 Asstt. 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.

1. 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.

1. 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
Paste link for additional information	https://cesihm.com/Alumni-Registration-Certificate.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year E. <1Lakhs
(INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

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
Paste link for additional information	https://cesihm.com/vision-mission-core.html
Upload any additional information	No File Uploaded

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
Paste link for additional information	https://cesihm.com/Statutory-committee.aspx
Upload any additional information	No File Uploaded

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
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://cesihm.com/6.2.1.pdf
Upload any additional information	No File Uploaded

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
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.cesihm.com/About-us.html#about-extra
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

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
Paste link for additional information	Nil
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

06

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

02

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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.

File Description	Documents
Paste link for additional information	https://www.cesihm.com/teaching.aspx
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

- 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

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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.

Practice I) Voter Registration Awareness for all students & staff from 20/11/2023 to 22/11/2023 in presence of PCMC officer

Practice Outcome: Students learn to participate in the democracy by enrolling themselves in the Electoral Rolls and voting at the time of Election.

Practice II) National Intercollegiate Hospitality Competition (Atithya 2024 at AISSMS Pune) from 07/02/2024 to 09/02/2024

Practice Outcome: Students learned about these competitions provide invaluable opportunities to showcase your skills, gain recognition, and network with industry leaders.

Remark: 1) Food Production Department 1st Prize in Budding Chef Competition

2) F&B Service Department 1st Prize in Dare to Flair Hustle

Competition

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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.

Example I) Nutrition Millet Week Food Production Practical by Final Year Students under NSS Conducted on 07/08/2023 & 08/08/2023

Practice Outcome: Students learned about millet-based diet helps themselves be more active, boost immunity, and, protecting them against seasonal illnesses. Example II) Soft skills (Interview Techniques) conducted for Final Year Students from 02/09/2023 to 09/09/2023 by Ms Monica Bansal

Practice Outcome: Students learned as Soft skills like Interview Techniques are important qualities can help to demonstrate your skills and establish a good rapport with the interviewer.

Remark: 4 Students selections for Oberoi Hotel - OCER Program 2023

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year "Equality for ALL, Excellence for Everyone" this is what we believe in our Institute.

- 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.

File Description	Documents
Annual gender sensitization action plan	https://cesihm.com/Annual-Gender-Sensitization-Action-Plan-2.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

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.
1. Solid waste management
 2. Biomedical waste management
 3. E-waste management

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

- 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**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - 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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment

D. Any 1 of the above

with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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 (within 200 words).

- Embracing the fact "Together, different petals create perfection." 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.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

7.1.9 - 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.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	View File

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. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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 important constitutional values and fundamental principles of the Indian 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.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

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. Title of the Practice

Student-Centered Approach

.

1. Objectives of the Practice

- Enhance Student learning environment that encourages active participation, motivation, and interest in academic pursuits.
- Increase student retention rates, academic achievement, and overall success through a supportive and inclusive learning environment

3. The Context

- A lot has been spoken about the gap between the hotel management curriculum and the requirements and expectations of the Hospitality industry.
- The Institute thus has to find alternatives to fill this gap.

4. The Practice

Parent's orientation:

- Institute has an open door policy where parents can come and meet the faculty and the Principal for any concerns.

Enhanced teaching learning process:

- Extra efforts are taken for students who are weak in studies through remedial classes.

Entrepreneurship development:

- Students are given an opportunity to exhibit and showcase their technical, financial and marketing skills through ED activities as they handle the events by themselves.

Motivation to students:

- The students are awarded with smileys every month for recognition of their 100% attendance, adherence to grooming standards.

1. Evidence of Success

- Every year Institute conducts several students' parents' orientations for BSCHS courses.
- Institute Alumni committee organized an interactive webinar for the students to have a one on one interaction with them for better future.

1. Problems Encountered and Resources Required

- The syllabus is governed by the university and affiliated Institutes have limited control over the same.
- It is seen that the syllabus's not always at par with the Industry Requirement.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

- To create a world class educational environment, that allows students to develop their professional abilities and foster a strong sense of responsibility and ethics.

- The priority in Vision of the Institute is to create a world class educational environment for students.
- To achieve this vision, Institute is equipped with state of the art technology like well-maintained computer labs, finest cooking and baking equipment's, modern well designed restaurants, and Auditorium hall and class rooms.
- We also conduct bridge courses related to University Also we have additional courses for Bartending, Food Production, Bakery and House Keeping.
- These courses help students to enhance their knowledge and innovative thinking abilities and also assist the students to develop their practical skills related to their area of interests.
- Diversified training is given to students as they are trained in all the operational departments of the hotel.
- Some of the students are placed even in the best fine dine restaurants, clubs and Hotels which help them get trained and be one with the current industry trends.
- Industry experts are invited for as a guest lecture to make students aware of industry happenings and also students learn from them many new industry trends, this helps the fresh students to choose their area of interest and commit themselves to their bright career path.

Students are provided with all the facilities in campus as well as off campus to develop themselves as a professional career oriented person

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Response:

- The curricular courses offered by the college 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
Upload relevant supporting document	View File
Link for Additional information	Nil

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 continuous 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 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
Upload relevant supporting documents	View File
Link for Additional information	Nil

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. Academic

A. All of the above

**council/BoS of Affiliating University
Setting of question papers for UG/PG
programs Design and Development of
Curriculum for Add on/ certificate/
Diploma Courses Assessment /evaluation
process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

01

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

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. Data requirement for year: (As per Data Template)

04

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

59

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

59

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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. The Institute has also inaugurated 'CESIHM Green Club' depicting a responsible step towards green community & sustainable development.

- Human Values and Professional Ethics

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.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

07

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

221

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

A. All of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://cesihm.com/Feedback-Analysis-Report-2023-24.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

120

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

41

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

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
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
180	06

File Description	Documents
Any additional information	View File

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
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

- 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
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

06

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

06

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality /

D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

01

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

71

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

- 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
Any additional information	View File
Link for additional information	Nil

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. Internal Marks will be announced before commencement of University Examination.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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
Upload any additional information	View File
Paste link for Additional information	Nil

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

40

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://cesihm.com/SSS-Report.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

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)

0.47 Lakh

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

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

0.50 Lakh

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

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

06

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications 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

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

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
Paste link for additional information	Nil
Upload any additional information	View File

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

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

03

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

07

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - 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

175

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

98

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

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

11

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

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
Upload any additional information	View File
Paste link for additional information	https://cesihm.com/infrastructure.html

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
Upload any additional information	View File
Paste link for additional information	https://cesihm.com/infrastructure-other-dept.html

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

02

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

02

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

1.26

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

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: 274.0 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.

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

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.37128

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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)

4.2.4.1 - Number of teachers and students using library per day over last one year

44

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

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 Vridhhi ERP are used for Accounts & Finance, Audit, Students Support Services. The Institute has developed a Vridhhi 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
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

10

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

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)

74.64

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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
Upload any additional information	View File
Paste link for additional information	https://cesihm.com/infrastructure.html

STUDENT SUPPORT AND PROGRESSION

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

40

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

08

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
---	----------------------------

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year
15

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year
15

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above
--	----------------------------

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

43

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

02

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	View File
Details of student progression to higher education	View File

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

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.

02

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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 Description	Documents
Paste link for additional information	https://drive.google.com/file/d/19nuI4lh1MhUqOftuM3jslco_jnGz6zYh/view?usp=sharing
Upload any additional information	View File

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

05

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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 Asstt. 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.

1. 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.

1. 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
Paste link for additional information	https://cesihm.com/Alumni-Registration-Certificate.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
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File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

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
Paste link for additional information	https://cesihm.com/vision-mission-core.html
Upload any additional information	No File Uploaded

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
Paste link for additional information	https://cesihm.com/Statutory-committee.aspx
Upload any additional information	No File Uploaded

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
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://cesihm.com/6.2.1.pdf
Upload any additional information	No File Uploaded

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
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.cesihm.com/About-us.html#about-extra
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

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
Paste link for additional information	Nil
Upload any additional information	View File

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

02

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

06

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

02

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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.

File Description	Documents
Paste link for additional information	https://www.cesihm.com/teaching.aspx
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

- 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

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

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File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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.

Practice I) Voter Registration Awareness for all students & staff from 20/11/2023 to 22/11/2023 in presence of PCMC officer

Practice Outcome: Students learn to participate in the democracy by enrolling themselves in the Electoral Rolls and voting at the time of Election.

Practice II) National Intercollegiate Hospitality Competition (Atithya 2024 at AISSMS Pune) from 07/02/2024 to 09/02/2024

Practice Outcome: Students learned about these competitions provide invaluable opportunities to showcase your skills, gain recognition, and network with industry leaders.

Remark: 1) Food Production Department 1st Prize in Budding Chef Competition

2) F&B Service Department 1st Prize in Dare to Flair Hustle Competition

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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.

Example I) Nutrition Millet Week Food Production Practical by Final Year Students under NSS Conducted on 07/08/2023 & 08/08/2023

Practice Outcome: Students learned about millet-based diet helps themselves be more active, boost immunity, and, protecting them against seasonal illnesses. Example II) Soft skills (Interview Techniques) conducted for Final Year Students from 02/09/2023 to 09/09/2023 by Ms Monica Bansal

Practice Outcome: Students learned as Soft skills like Interview Techniques are important qualities can help to demonstrate your skills and establish a good rapport with the

interviewer.

Remark: 4 Students selections for Oberoi Hotel - OCER Program 2023

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

"Equality for ALL, Excellence for Everyone" this is what we believe in our Institute.

- 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.

File Description	Documents
Annual gender sensitization action plan	https://cesihm.com/Annual-Gender-Sensitization-Action-Plan-2.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

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.
1. Solid waste management
 2. Biomedical waste management
 3. E-waste management

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - 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**

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - 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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (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</p>	<p>D. Any 1 of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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 (within 200 words).

- **Embracing the fact "Together, different petals create perfection." 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.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

7.1.9 - 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.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	View File

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. The Code of Conduct is displayed on the website There is a committee to

C. Any 2 of the above

monitor adherence to the Code of Conduct
Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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 important constitutional values and fundamental principles of the Indian 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.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

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. Title of the Practice

Student-Centered Approach

.

1. Objectives of the Practice

- Enhance Student learning environment that encourages active participation, motivation, and interest in academic pursuits.
- Increase student retention rates, academic achievement, and overall success through a supportive and inclusive learning environment

3. The Context

- A lot has been spoken about the gap between the hotel management curriculum and the requirements and expectations of the Hospitality industry.
- The Institute thus has to find alternatives to fill this gap.

4. The Practice

Parent's orientation:

- Institute has an open door policy where parents can come and meet the faculty and the Principal for any concerns.

Enhanced teaching learning process:

- Extra efforts are taken for students who are weak in studies through remedial classes.

Entrepreneurship development:

- Students are given an opportunity to exhibit and showcase their technical, financial and marketing skills through ED activities as they handle the events by themselves.

Motivation to students:

- The students are awarded with smileys every month for recognition of their 100% attendance, adherence to grooming standards.

1. Evidence of Success

- Every year Institute conducts several students' parents' orientations for BSCHS courses.
- Institute Alumni committee organized an interactive webinar for the students to have a one on one interaction with them for better future.

1. Problems Encountered and Resources Required

- The syllabus is governed by the university and affiliated Institutes have limited control over the same.
- It is seen that the syllabus's not always at par with the Industry Requirement.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

- To create a world class educational environment, that allows students to develop their professional abilities and foster a strong sense of responsibility and ethics.
- The priority in Vision of the Institute is to create a world class educational environment for students.
- To achieve this vision, Institute is equipped with state of the art technology like well-maintained computer labs, finest cooking and baking equipment's, modern well designed restaurants, and Auditorium hall and class rooms.
- We also conduct bridge courses related to University Also we have additional courses for Bartending, Food Production, Bakery and House Keeping.
- These courses help students to enhance their knowledge and innovative thinking abilities and also assist the students to develop their practical skills related to their area of interests.
- Diversified training is given to students as they are trained in all the operational departments of the hotel.
- Some of the students are placed even in the best fine dine restaurants, clubs and Hotels which help them get trained and be one with the current industry trends.
- Industry experts are invited for as a guest lecture to make students aware of industry happenings and also students learn from them many new industry trends, this helps the fresh students to choose their area of interest and commit themselves to their bright career path.

Students are provided with all the facilities in campus as well as off campus to develop themselves as a professional career oriented person

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

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 Programmed to be undertaken
- More Signing of MOUs with different Institutions and Agencies to ensure quality education and activities.
- Involve maximum participation from alumni for institute Development.
- Strengthen the Entrepreneurship Development Cell.

Prof. Deepak T. More Prin. (Dr.) Ajaykumar M. Rai

(IQAC Co-ordinator) (IQAC Chairman)