

NOTICE

Date: 6 Oct, 2021

An IQAC meeting is scheduled for 13 October 2021 online meet. Request all members to kindly attend.

Members:

1. Mr. Joseph Furtado
2. Ms Varsha Boricha
3. Ms Anjana Sen
4. Mr Mohit Kakkad
5. Ms Dimpal Parmar
6. Mr Ranjan
7. Mr. Kaustubh

The agenda is as follows:

- Setting of question papers
- Training for TY students to increase employability skills
- Appointing co-ordinators for Training and Placement
- Organizing guest lectures and workshops
- Organizing a session on online education
- Conducting interdisciplinary lectures



Vice Principal

Minutes of the Meeting

Date: 19 October, 2021

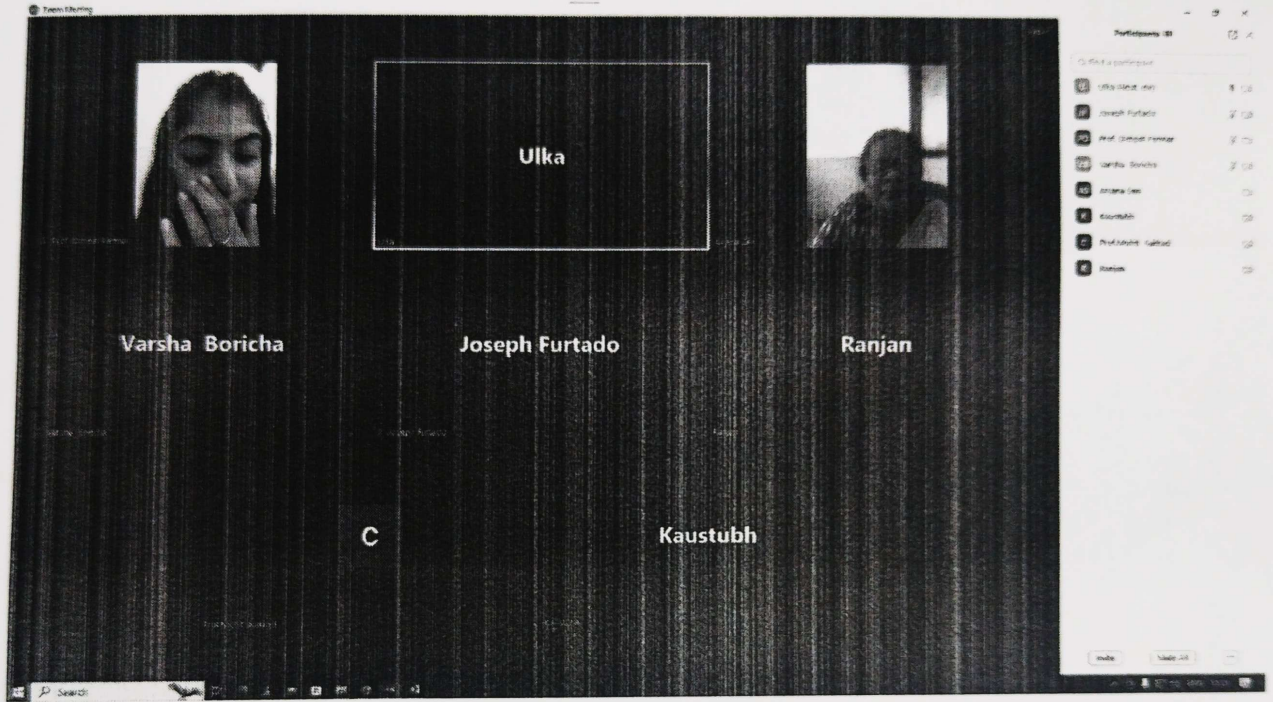
Given below are the Minutes of the Meeting held on 13 October 2021 at 2 pm at Phase III, 5th floor, Conference Room

- The meeting began with a welcome address by the Vice Principal and approval of the minutes of the previous meeting.
- Discussions took place on conduct of the upcoming exams. The Exam committee members suggested changes in seating arrangements and announced the last date for submission of question papers by faculties.
- It was discussed that sessions on soft skill training need to be introduced batch wise well in advance. Interactions with HR heads for placements are ongoing
- It was discussed that concerned committee members are to organize Guest lectures and workshops to enable students to gain deep industry insights
- Students to attend online courses to further hone their skills. The concerned faculties to ensure that the same is completed at the earliest
- Interdisciplinary courses to be introduced soon.



Vice Principal

Attendance at IQAC Meet




Vice Principal

Date: 1 Nov, 2021

Action Taken Report

Given below is the Action Taken Report of the meeting held on 13 October 2021

- Exam related work with respect to allocation of class rooms, seating arrangements, question paper submission by faculties were completed well within the prescribed dates.
- Interactions with HR heads for placements are on-going.
- Soft skill training sessions were taken on Personality development, Confidence building
- Guest lectures were organised and workshops held on a range of topics
- Students have been attending online courses to further enhance their skills



Vice Principal

NOTICE

Date: 10 Aug 2021

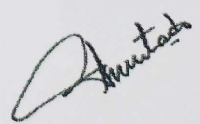
An IQAC meeting is scheduled for 10 Aug 2021 through online meet. Request all members to kindly attend.

Members

1. Joseph Furtado
2. Ms Anjana Sen
3. Ms Varsha Boricha
4. Mr Mohit Kakkad
5. Ms Dimpal Parmar
6. Mr.Kaustubh

The agenda is as follows:

- Approving Minutes of the previous meeting
- Discussing Website updation
- Discussing future plan of action with regard to Student development
- Discussing Criteria 1 – mapping of COs with POs and PSOs
- Discussing innovative practices
- Discussing Library requirements
- Any other matter with the permission of the chair



Vice Principal

Date: 13 Aug, 2021

Minutes

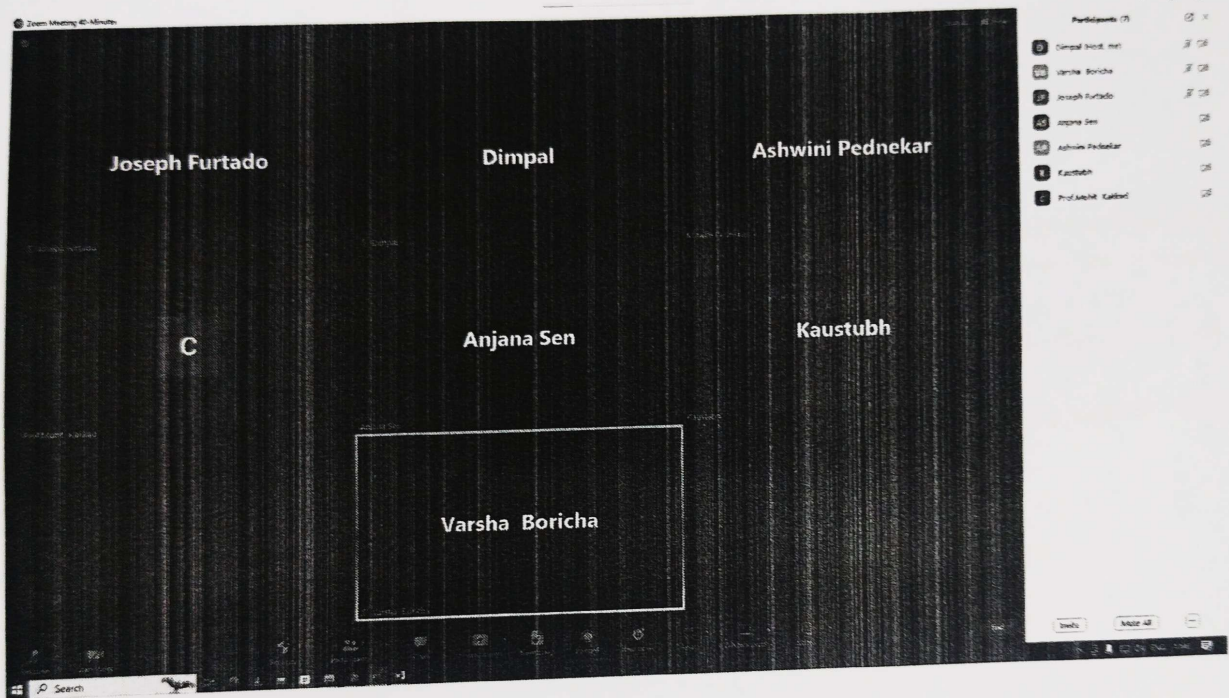
Given below are the Minutes of the Meeting held on 10 Aug, 2021

- The meeting began with a welcome address by the Vice Principal, Mr. Furtado and approval of the minutes of the previous meeting.
- The Vice Principal enquired about the status of preparation of course creatives - brochures, pamphlets and also discussed about updating the website, adding content and making it more user-friendly.
- POs and Cos were discussed.
- Discussing library requirements – Discussions took place on library book issue process making it easily accessible to students. A face to face interaction with all those who visit the library, to record their feedback and bring in desired improvement
- It was decided that more group discussions and bringing in a blended learning approach with enhance learning.
- Discussion about the fees payment status was held.
- Members were informed about the new education policy 2020.
- The meeting ended with a vote of thanks to the chair and other faculty members present therein.



Vice Principal

Attendance at IQAC Meet



Signature



Signature

Vice Principal

Date: 24 Aug, 2021

Action Taken Report

Given below is the Action Taken Report:

- Work on preparation of the prospectus, brochures, pamphlets was completed within the prescribed time limit
- Tasks related to Website updating was done. More content, features were added to enable ease of user navigation.
- PO and Cos related work done. All Internal exams, practical's related work completed
- In-class Group discussions organized and field visits done in the current month with the objective of enhancing learning
- Fresh set of library cards issued, process of book issuing streamlined. Feedback of library visitors taken into account




Vice Principal

28 May, 2021

NOTICE

An IQAC meeting is scheduled for 2 June, 2021 online meet. Request all members to kindly attend.

Members

1. Mr Joseph Furtado
2. Ms Anjana Sen
3. Ms Varsha Boricha
4. Mr Ranjan
5. Ms Dimpal Parmar
6. Mr Mohit Kakkad

The agenda is as follows:

- Approving minutes of the previous meeting
- Preparing list of stationery requirements for the upcoming academic year.
- Preparation of Academic Calendar
- Organizing Student induction program
- Discussing Admissions, Prospectus, brochures and creative
- Adding members to various cells as required
- Discussing software use for admission process simplification
- Any other matter with permission of the chair



Vice Principal

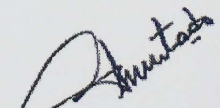
Date: 4 June, 2021

Minutes

The following are the Minutes of the meeting held on 2 June, 2021

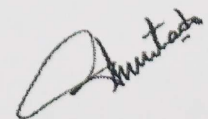
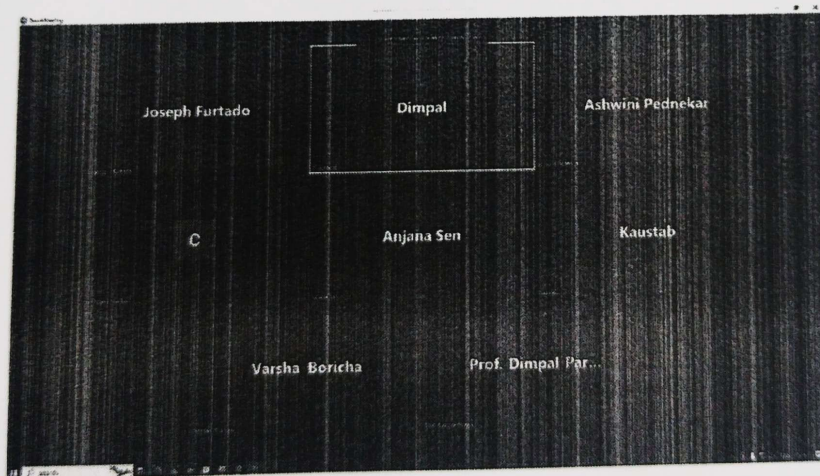
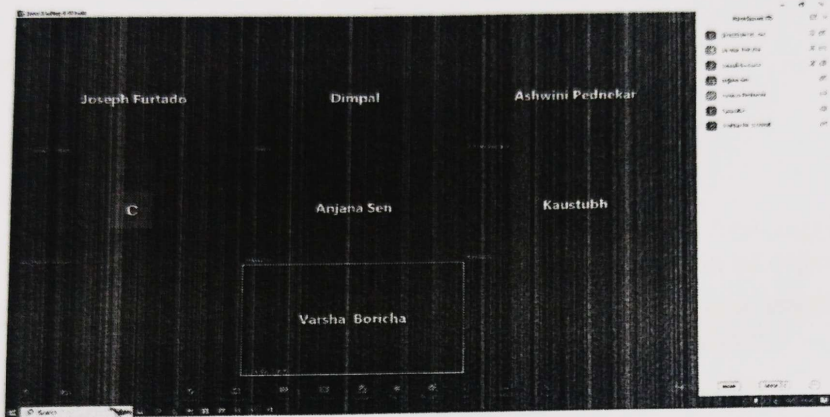
- The Vice Principal approved the previous minutes and began the meeting by discussing about easing the admission process, automating it and making it more transparent.
- Ms. Varsha Boricha, the IQAC Co-ordinator gave a presentation on the goals of IQAC and discussions followed on quality improvement measures.
- The Academic calendar was prepared and uploaded on the website
- Members discussed about emphasis required on ICT and TLP to enhance quality of students.
- A question was raised about the feedback system of students and methods of incorporating the same
- There are Admission softwares that enable easy management of admissions. Discussions on one such software took place among members and a demo was arranged. The demonstration ended with a question answer session
- Discussions were held on making a list of stationery requirements for the current academic year
- The IQAC co-ordinator read out names of faculties who'll be a part of various cells - Anti-ragging committee, Green cell, Women's Development cell etc
- Discussions were held on curriculum enrichment with more focus on practicals and industry orientation for skill enhancement.
- Qualitative and Quantitative parameters for NAAC purpose were studied and related information is sought from the team

The meeting ended with a vote of thanks to the chair and other members present therein.



Vice Principal

Attendance at IQAC Meet

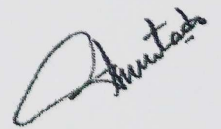
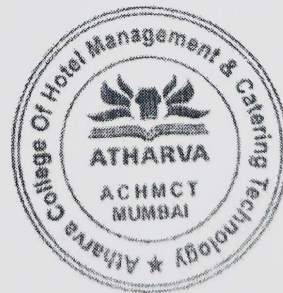
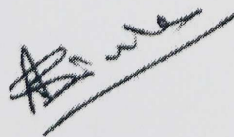


Vice Principal

Date: 10 June, 2021

The Action Taken Report is as follows:

- The PPT presentation was appreciated by all team members
- Work related to addition of content, website updating has been done
- List of stationery requirements for the current year has been prepared
- Implementation of changes in TLP done successfully
- Ms Manisha, Ms Ulka Shah to be added to the Women's Development cell, Anti-ragging committee, Green cell respectively. Activities related to the same were discussed and will soon be organised.
- Calls made to a few companies to ascertain requirement of skill sets and competencies. It was decided that a few workshops are to be organised to familiarise students with ground realities.
- Members were explained in detail about Qualitative and Quantitative parameters
- It was decided that as per feedback of students more revision lectures to be scheduled and written practice to be initiated



Vice Principal



ATHARVA EDUCATIONAL TRUST'S
ATHARVA COLLEGE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY
 (Recognized by Government of Maharashtra & Affiliated to University of Mumbai)
 (Estd. 2007-2008)
 ISO 9001:2015 ISO 22000:2018

NOTICE

Date: 5 Feb, 2021

An IQAC meeting is scheduled for 8 Feb, 2021 at 2 pm online meet. Request all members to kindly attend.

- Review of minutes of IQAC Meeting and subsequent action taken.
- Review of Academic Result and Action plan for improvement.
- Review of resources available and Infrastructure requirement for the upcoming semester
- Career guidance session for students
- Proposal of introducing new course in Data Science
- Any other point with permission of the chair.

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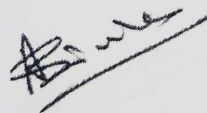
Vice Principal

Minutes of the Meeting

Date: 12 Feb, 2021

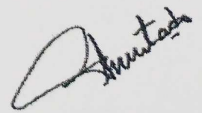
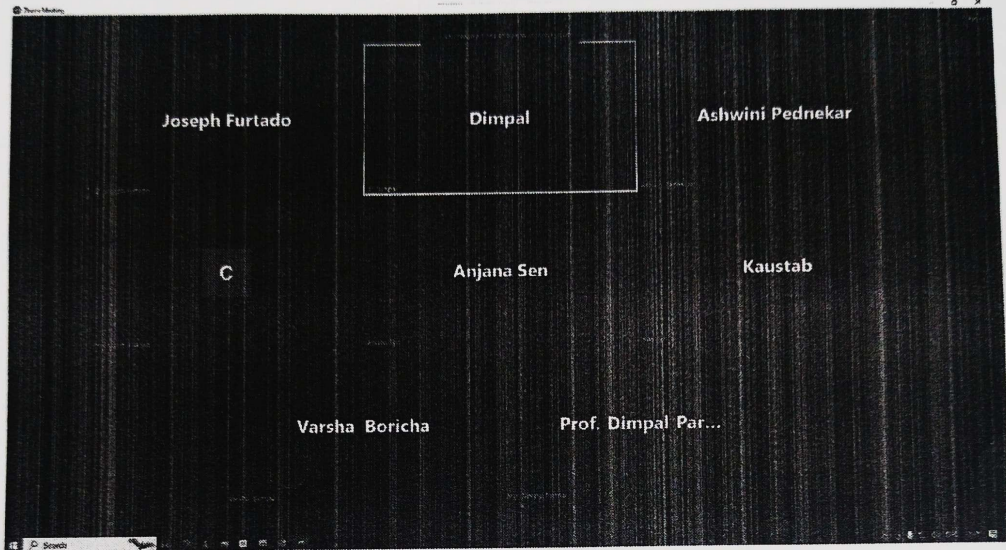
Given below are the Minutes of the Meeting held on 8 Feb, 2021 at 2pm on Google Meet.

- Review of minutes of IQAC meeting was carried out
- Academic Results were discussed. The team deliberated upon enhancing the quality of academics by using effective and innovative teaching strategies
- Student data Compilation work with regard to interest areas, goals and future career options were discussed by faculties
- Discussions were held on the resources available in terms of computers and related infrastructure and the need to increase the same
- Since the Data Science field holds a lot of promise it was discussed that a degree course in data science would add further value



Vice Principal

Attendance at IQAC Meet



Vice Principal

Action Taken Report

Given below is the Action Taken Report of the meeting held on 8 Feb, 2021

- The IQAC minutes was passed by the Chair
- Innovative teaching strategies have been initiated. Hands-on learning, learning by doing, experiential learning among others
- Enhancement of infrastructure has been carried out



Vice Principal