

Minutes of Meeting

A meeting of IQAC was conducted on 26th August 2023 at 3:00 PM in the Principal's cabin.

Following members were present for the meeting

Sr.No	NAME OF THE MEMBER	DESIGNATION.
1.	Dr. Sumita Sanjayrao Shirke	Chairperson.
2.	Mr. Vijay. V. Dali	Member
3.	Mr. Mandar. M. Awale	Member
4.	Mr. Nyamatullah Mullaaji	IQAC Co-ordinator
5.	Mrs. Vineeta Joshi	Member
6.	Ms. Poonam. C. Gujar	Member
7.	Mr. Ajinkya. S. Shinde	Member
8.	Mrs. Pooja. R. Sawant	Member, Admin.
9.	Mr. Aairaj Khade	Student Representative

Following items have been discussed in detail in the meeting.

Item No: 01 Composition of IQAC Members.
Detailed discussion on New formulated

IQAC members as per the NAAC Guidelines.

Item No 02:- Discussion on SSR structure.

Detailed discussion on NAAC SSR structure was carried away by understanding the overview of structure. Discussion like what is SSR? What is the structure of SSR? was highlighted during the session.

Item No:-03 Discussion for conducting Workshop on SSR.

After overview of SSR. Discussion on conducting the Workshop was held. Accordingly work can be distributed and the procedure to be followed as per the guidelines of NAAC.

Item No:04. To Prepare perspective plan for the academic year 2023-24.

After discussion, it was decided to include following aspects in the perspective plan along with suggestions made by various committees and departments:

a) To introduce innovative teaching methods:

b) To undertake faculty training programme for teaching and non-teaching staff.

c) To encourage staff to undertake major and research projects.

Item No: 05 Any other matter with the permission of the Chair.

No discussion on this item.

The meeting was concluded with the vote of thanks by.



[Signature]

Principal

Regal College of Hotel Management & Tourism
At Kondhe, Tal. Chiplun 415628

[Signature]

LQAC Co-ordinator

Minutes of Meeting.

Second IQAC meeting was conducted on 13th December, 2023. at 3:00PM in the Principal's cabin.

Following members were present for the meeting

SR. NO.	NAME OF THE MEMBER	DESIGNATION.
1.	Dr. Sunita Sanjayrao Shinde	Chairperson.
2.	Mr. Viraj. V. Doli	Member.
3.	Mr. Mandar. M. Awale	Member.
4.	Mr. Nyamalullah Mullaji.	IQAC Co-ordinator
5.	Mrs. Vineeta Joshi.	Member
6.	Ms. Poonam. C. Gurav.	Member
7.	Mr. Ajinkya. S. Shinde	Member
8.	Mrs. Pooja. R. Sawant	Member, Admin.
9.	Mr. Sairaj Khade.	Student Representative

Following items have been discussed in detail in the meeting.

Item No 01:- Confirmation of Minutes of Previous meeting of IQAC.

read the minutes of the Previous meeting held on

suggested to study the structure to the core for NAAC Implementation. This valuable suggestion was accepted by all the members and assured that this will be put into practice hereafter.

The minutes of the meeting were confirmed with this important suggestion.

Item No 02:- Preparation of SSR Report.

Based on the SSR Workshop conducted in the institute preparation of SSR Report for the NAAC Cycle-I to be carried away by filling up the Information thoroughly based on NAAC Guidelines / Manuals.

Item No-03:- filling up of IQC Report.

Before SSR, form fillation of IQC Report to be executed for NAAC Cycle-I Process. Detail discussion on IQC Filling Process were held. All the members thoroughly agreed upon the same.

Item No:04:- To Organize proper plan for NAAC Cycle-I.

Discussion on organizing NAAC Cycle-I

layout with it's Procedure mentioned and assign the task individually based on Criterion to run the process smoothly.

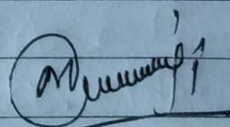
Item No: 05:- Any other matter with the Permission of Chair.

No discussion on this item.

The meeting was concluded with the Vote of thanks by




Principal
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IQAC Co-ordinator