



Maharashtra Cosmopolitan Education Society's
M. A. Rangoonwala Institute of Hotel Management & Research

Azam Campus, Camp, Pune-411001 Tel No: 02026442261

E-mail: info@marhotelmanagement.com Website : www.marhotelmanagement.com

Date: 24/04/2024

Circular

The meeting of the Academic Monitoring Committee of the college is scheduled on 08/05/2024 at 12:00 noon in the Restaurant. All committee members are requested to be present on the given date and time.

Agenda:

1. To read and confirm the minutes of the last meeting.
2. To review action taken in the last meeting.
3. To implement the NEP 2020 syllabus of SPPU.
4. To discuss and analyse feedback received from stakeholders (Students, Alumni, Teachers and Employers).
5. Any other point with the permission of the chair.

Asst. Prof. Uzma Mulla
Secretary





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Minutes of the Academic Monitoring Committee meeting was held on 08/05/2024 at 12:00 noon in the Restaurant.

The following Members were present

Academic Monitoring Committee	
Name	Designation
Prof. Dr. Anita Frantz	Chairman
Assoc. Prof. Imran Sayyed	IQAC Coordinator
Asst. Prof. Uzma Mulla	Secretary
Asst. Prof. Chanda Supekar	Member

The following discussion was carried out as per the agenda of the meeting:

Item no: 1 - To read and confirm the minutes of the last meeting.

- The minutes of the last Academic Monitoring Committee meeting held on 04/05/2023 were read and confirmed.

Item no: 2 - To review action taken of the last meeting

Item no: 4 To discuss and analyze feedback received from stakeholders (Students, Alumni, Teachers and Employers).

Discussion: The Secretary discussed the feedback received from the stakeholders. The Chairman advised the Committee to conduct field visit to the hospitality industry for the academic year 2023-2024 based on the feedback analysed.

Field visits organized for the academic year 2023-2024 are as follows:

- Market visit to Chhatrapati Shivaji Market, Camp, on 29th August 2023.
- Field visit to Alister Equipments, Pisoli, on 14th October 2023.
- Hotel orientation at The Corinthians Resorts & Clubs on 11th March 2024.
- Hotel visit to the housekeeping department at Lemon Tree Premier, City Center, Pune on 15th March 2024.
- Field visit on cleaning routines of public areas at Lemon Tree Premier, City Center, Pune, on 15th March 2024.

<p>Item no: 5 To schedule Academic Monitoring Audit for Teaching and Non-Teaching Staff.</p> <p>Discussion: The first term Academic Monitoring Audit for Teaching and Non-Teaching Staff was conducted in November of the Academic Year 2022-2023. The Secretary discussed scheduling the Academic Monitoring Audit for the second term for the same academic year.</p>	<p>The Academic Monitoring Audit for Teaching and Non-Teaching Staff for the Academic Year 2022-2023 was conducted for Term I and Term II. The committee reviewed the documentation, provided feedback, and implemented follow-up actions to address areas for improvement.</p>
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Item no: 3 To implement the NEP 2020 syllabus of SPPU

- The Secretary discussed the NEP 2020 syllabus implementation for the academic year 2023-2024 as per the directives of SPPU.

Item no: 4 To discuss and analyze feedback received from stakeholders (Students, Alumni, Teachers and Employers)

- The Secretary discussed the feedback received from the stakeholders. The analysis of the feedback was as under:
 - **Students:** Students are satisfied with the teaching and learning experience.
 - **Alumni:** Alumni suggest conducting more interactive guest lectures with alumni involvement and strengthening the alumni association.
 - **Teachers:** Teachers recommend organizing Faculty Development Programs (FDPs) for both teaching and non-teaching staff.
 - **Employers:** Employers propose conducting skillful add-on courses for students, particularly related to interview skills.

Item No: 6 Any other point with the permission of the chair

- Since there were no points for discussion, the meeting ended with vote of thanks to the chair.

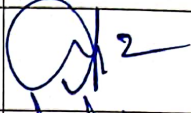
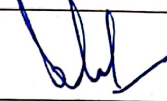



(Handwritten Signature)

Prof. Dr. Anita Frantz
Chairman

PRINCIPAL
M. A. Rangoonwala Institute of
Hotel Management & Research
Azam Campus, Camp, Pune - 1

Academic Monitoring Committee held on 8th May 2024

Sr. No.	Name of member	Designation	Signature
1	Prof. Dr. Anita Frantz	Chairman	
2	Assoc. Prof. Imran Sayyed	IQAC Coordinator	
3	Asst. Prof. Uzma Mulla	Secretary	
4	Asst. Prof. Chanda Supekar	Member	