



Ref. No.: HM/SVSU/2023/3949a

Quality Enhancement Working Committee meeting was held on 18/12/2023 to discuss the following points as per the agenda items.

Minutes of Meeting

Agenda 1:- To consider and approve the Action Taken Report of the previous QEWC Meeting.

Resolution- Members of QEWC discussed Action Taken Report (ATR) of the previous QEWC Meeting and approved the same. ATR is attached (Annexure-1).

Agenda 2:- To prepare Stakeholders' Feedback Analysis Report for the session 2022-23.

Resolution- Members of the committee thoroughly checked the online Feedback on Curriculum given by the Stakeholders for the session 2022-23. The Analysis of the feedback received, was done by the feedback committee. Action Plan based on feedback was discussed and unanimously agreed by the QEWC members. (Annexure-2).

Agenda 3:- To conduct Academic & Administrative Audit for the session 2022-23.

Resolution- All the members unanimously decided to conduct the Academic & Administrative Audit for the session 2022-23.

Agenda 4:- To prepare Academic Calendar for the academic year 2022-23.

Resolution- All the members of QEWC discussed the inclusion of cultural, sports and academic activities in Academic Calendar for the academic year 2022-23. Members suggested that specific dates to be mentioned for Mentor-Mentee and Parent-Teacher meetings. Chairman, QEWC pointed that Academic Calendar must be followed strictly. (Annexure-3).

Agenda 5:- To finalize the allotment of Time-Table Coordinator for the session 2022-23.

Resolution- All the members of QEWC verified the Time-Table of Odd semester 2022-23. Dr. Dhananjay Srivastav has been appointed as a Time-Table Coordinator who will look after the smooth conduction of theory and practical classes.

Agenda 6:- To strengthen the Mentor-Mentee system.

Resolution- All the members of QEWC discussed the agenda point at length and decided that Mentor Mentee meeting must be conducted at least twice a month or as and when required. Mentor booklets should be filled properly and updated on regular basis. Parents must be informed about the attendance, fee & performance of his/her ward by the mentor on regular basis. Parents Teacher meeting may be conducted once or twice a semester.

Agenda 7:- To organize more Value Added Courses for the session 2022-23.

Resolution- All the members emphasized that Value Added Courses should be conducted at least twice or thrice per academic year for the knowledge and skill enhancement of students. Experts may be called from Tie-up Universities/Colleges.

Agenda 8:- To organize Start-up related events at college level.

Resolution- Chairman, QEWC suggested to organize a Start-up event at college level first in which students and faculty members of Subharti College of Hotel Management will participate in the form of team and come up with innovative business ideas which will be showcased in the event. Judges may be called from within the University/outside University. We may further convert the best ideas into a profitable business. All the members unanimously agreed upon the same and decided to conduct the event in the month of September, 2023.



BHIKAJI CAMA SUBHARTI COLLEGE OF HOTEL MANAGEMENT

Website: hotelmagement.subharti.org, e-mail: hotelmanagement@subharti.org, Ph.: 0121-2439043 / 52 (Extn: 3188), Telefax: 0121-3058030, 2439067

A constituent college of

SWAMI VIVEKANAND SUBHARTI UNIVERSITY

(Established under U.P. Govt. Act no. 29 of 2008 and approved under section 2(f) of UGC Act 1956)



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Agenda 9:- To conduct Skill Enhancement Activities for the holistic development of Students.

Resolution- All the members unanimously agreed to conduct more Skill Enhancement activities like Yoga Sessions, Language classes, Workshops, Guest Lectures, Industrial Visits, Career Counseling sessions, Hospitality Completions etc. for personality development, analytical skill development, wellness, values and communication skill development.

Agenda 10:- To encourage more students to participate in National/International level Hospitality Competitions.

Resolution- All the members unanimously agreed to encourage more students to participate in National/International level Hospitality Competitions organized by various Universities. Hospitality competitions may be organized in Collaboration with Tie-up Colleges/Universities.

Agenda 11:- To encourage students and teachers to opt SWAYAM & MOOC Courses.

Resolution- All the members collectively decided that at least one SWAYAM/MOOC course will be opted by the students in an academic year and at least one course will be developed by each faculty members on SWAYAM/MOOC platform per academic year.

Agenda 12:- To emphasize on more no. of Research Paper publication and Patents.

Resolution- Chairman, QEWC, emphasized that no. of Research Paper publication must be increased for this session as well as for the upcoming sessions. All the members unanimously agreed upon the same and decided to publish at least two research papers per session.

Head of the Institution
Bhikaji Cama Subharti Institute of Hotel Management
S.V.S.U., MEERUT

Dr. Shiv Mohan Verma
Chairman, QEWC

By circulation to all members of QEWC



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Date: 18/12/2023

QEW C Meeting
held on
18/12/2023
Attendance Sheet

S.N.	Name	Designation	Signature
1	Prof. Shiv Mohan Verma	Chairman, QEW C	
2	Mr. D.S. Negi,	Assistant Professor, MJP Rohilkhand University, Bareilly, Academician, External Member	
3	Dr. Vinay Rana	Dean, IMS Unison University, Dehradun, Academician, External Member	
4	Mr. Durgesh Mishra	MD, Hilton Travels & Gray Graph, Industry Expert (Stakeholder)	
5	Mr. Indraneel Bose	Vice-Chairman, QEW C	
6	Dr. Dhananjay Kr. Srivastav	Member	
7	Mr. Yajvendra Singh	Member	
8	Mr. Ankit Srivastava	Member	
9	Ms. Garima Jain	Member	
10	Mr. Saurabh Tripathi	Member	
12	Mr. Shobhit Singh	Member	
14	Mr. Akul Das	Alumni, BHMCT (2016-20)	
13	Mr. Mayank Singh	Student Representative, BHMCT	

Head of the Institution
Bhikaji Cama Subharti Institute of Hotel Management
SVSU, Meerut