 BCIHMCT	Quality Manual	Doc. No. BCIHMCT/MM/001
		Issue No.01 Date
	Minutes of the Meeting	Rev.No.00 Date: 13/03/2023
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Agenda: IQAC

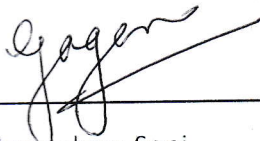
The following points were discussed:

1. A meeting was held on 13/03/23, including the Chairperson and the core members of IQAC.
2. IQAC team recommended the standardization of the process of all activities being conducted by the institute, to be formed and implemented. For this, a standard format has been prescribed that has to be adhered to strictly by all departments for all activities organized by the concerned department for the student and faculty members.
3. A monthly meeting will be held with the IQAC Chairperson to provide a regular update regarding the institutional initiatives and their implementations to strengthen the teaching-learning outcomes.

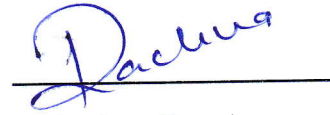
Following members will be present in the meeting.

- IQAC core committee members.
 - Academic coordinator.
 - Programme coordinator.
 - HOD-Bakery and Pastry
 - HOD-F&B Service
 - Training and Placement Coordinator.
 - Exam Department Coordinator
 - Liaison Officer-University Affairs
4. All activities and events (National/International/departmental) organized by the Institute must highlight the event objectives in reference to the academic development and benefit to the students and the Institute. Event Coordinators are recommended to discuss the objectivity and plan of action in the monthly meetings.
 5. Activities/events/college calendars will also be finalized in the meeting.
 6. IQAC recommendations on SOP's and process implementation need to be meticulously implemented by the concerned departments.


7. IQAC recommend all the HODs to monthly submit the departmental activity and event reports (in prescribed format-Annexure-I& II) with the compiled excel sheet (in prescribed format) to Ms. Sonia.
8. Prior approval will be a must for attending conferences, seminars, and workshops. According to the HR manual, Academic leave for conferences, seminars, and workshops will be granted only after the submission of appropriate documents to the Academic and Research and Consultancy Coordinator Dr. Arvind K. Saraswati (as per the format attached in Annexure I & Annexure II).



Gagandeep Soni
(IQAC Coordinator)



Rachna Chandan
(IQAC Co-coordinator)



R.K. Bhandari
(IQAC Chairperson)

Members attended the meeting

Members from Academics:

- 1) Prof. R. K. Bhandari-IQAC-Chairperson and Principal, BCIHMCT
- 2) Dr. Gagandeep Soni- IQAC Coordinator
- 3) Dr. Rachna Chandan-IQAC Co-coordinator
- 4) Ms. Divya Thakur- IQAC Team Member
- 5) Mr. Mohan Jain- IQAC Team Member
- 6) Dr. Manish Malhotra- IQAC Team Member
- 7) Mr. Uttam Kr. Singh- IQAC Team Member
- 8) Mr. Deepak Chhikara- IQAC Team Member

Bhandari

Gagandeep

Rachna

Divya

Mohan

Manish

Uttam

Deepak

Members from Administration:

- 1) Sri Ashok Kumar Gupta ji (Treasurer-BCSSTC)
- 2) Mr. Ashish Ranga (Coordinator, Administration)
- 3) Mr. Mohinder Pal Singh (Librarian)

Ashish Ranga

Mohinder

Members from the Industry:

- 1) Mr. Rishabh Tandon (Director of Human Resources-IHG)
- 2) Ms. Sharda Sharma (Director Operations-The Suryaa)

Member from Alumni:

- 1) Ms. Neha Sahni

Student team members:

- 1) Mr. Aditya Mittal (4th year)
- 2) Mr. Rishabh Chauhan (4th year)
- 3) Ms. Pratishtha Joshi (3rd year)
- 4) Mr. Manan Paulistya (3rd year)
- 5) Mr. Nikhil Khushwaha (2nd year)
- 6) Mr. Nishant Garg (1st year)

Action Taken Report (in lieu of 13.03.23 meeting)

1. The IQAC initiated and NAAC sponsored 13th India International Hotel, Travel & Tourism Research Conference on the theme "Green Investment, Inclusive Growth & Digital Futures" was successfully held from April 04 to April 06, 2023.
2. The IQAC team has standardized the process of all activities being conducted by the institute. A standard format has been prescribed for all the activities organized by the departments for the student and faculty members.
3. The Institute's club activities are in full swing.

The Interior Decoration club has organized the theme decoration during the 13th IIHTTRC, 2023.

The bakery and culinary club have also organized activities for the students to participate and showcase their skills while enhancing their learning capabilities.

Face of Chandiwala Club of BCIHMCT, has successfully organized workshop for students-

- a. A situation handling Workshop for first year student of BCIHMCT was organized on 15th May 2023 by fourth year students, Sarthak Tandon and Yashank.
 - b. A workshop of Online Demo of HMS- Hotel Management Software was conducted on 5th May 2023.
4. The IQAC department has been ensuring that all Committees perform and organise **Wellness activities and sessions** for our students.
 - A. The eco club of BCIHMCT deputed two students from the Institute to participate in the 'Jan Jagrukta Abhiyan' on Yamuna Cleaning Event held on on 17.05.2023 at 08.00 AM chaired by Hon'ble Environment, Forest and wild life Minister, Delhi at Chhat Ghat, Yamuna River, ITO.
 - B. "Rangoli Competition" was organised on May 1, 2023 to commemorate 'Azadi Ka Amrit Mahotsav'.
 - C. Awareness Session on Career Prospects in Hotel Management" session was conducted On April 25, 2023.
 - D. Banarsidas Premier League 2.0, an intra-college cricket premier league was organised on April 24, 2023.
 - E. On April 21, 2023, Club Old Fashioned (F&B Club) organized a guest lecture on "Growing Trends of Heritage Alcohol and Upcoming Alcohol Trends and its Future" at the Banquet Hall of BCIHMCT, New Delhi. The lecture was conducted by Mr. Prem Prakash Singh, an experienced F&B consultant.

F. "BCIHMCT students participated in the ABHYUDAYA- 17th National Hospitality Talent Hunt 2023 at the Amrapali Group of Institutes on 13th April.

G. BCIHMCT students Mr. Harsh Budhiraja and Ms. AnjlikaKullu from batch (2020 2024) won the prestigious award of Most Well-Presented Dish at Amity Culinary Challenge, 2023. on 31st March 23.

H. On March 27, 2023, BCIHMCT organized a Quiz Competition to create awareness about the historical background, objectives, salient features and provisions of the G-20 summit.

I. On March 23, 2023, the Cultural Corps of Korean Buddhism in close collaboration with Korean Cultural Centre, India hosted a special lecture on the topic of "Korean Buddhism Temple Food" at BCIHMCT. The lecture was conducted by the esteemed Korean Buddhist Monk and Michelin Star Chef, Ven. Jeong Kwan

J. Our students participated in AAHAR, 2023 (The International Food & Hospitality Show), event held between March 14, 2023 to March 18, 2023 where our budding chefs won many medals during the event.

K.

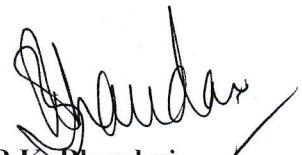
L. Field Trip to AAHAR, 2023 wasorganised on 14th March 23, The International Food & Hospitality Fair, PragatiMaidan; New Delhi

M. BCIHMCT Invited M.Voc-Tourism & Hospitality Students on March 17, 2023 to gain practical knowledge and insights into the hospitality industry.



Dr. GagandeepSoni

IQAC Coordinator



R.K. Bhandari

Principal