 BCIHMCT	QUALITY MANUAL	Doc. No. BCIHMCT/MM/001
	MINUTES OF THE MEETING	Issue No.01 Date 26.08.22
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Agenda- Upcoming Academic Session

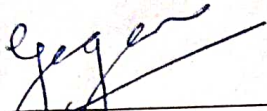
A meeting was held on 26/08/2022 and was attended by all the IQAC members and Following Points were discussed & deliberated.

1. IQAC in charge assigned task to the IQAC members, related to filling of AQAR 2021-2022, as the deadline of filling AQAR is extended till December 2022.
2. IQAC in coordination with other Committees and Clubs of BCIHMCT, is working towards organizing workshops for students-
 - a. An "E-Safai" campaign is planned, for BCIHMCT students to deal with the challenges of safe e-waste recycling.
 - b. IT Club of BCIHMCT in collaboration with Learning links foundation is organizing a training program "Women in Data" from 29/08/22 – 08-09-22, to encourage female students to build interest in EXCEL and DATA ANALYSIS.
3. IQAC instructed the Attendance Coordinators to schedule the following Wellness activities and sessions in the "Orientation Program" of 21 days for the First-year students-
 - a. Celebration of International First Aid Day on 14th Sept 22.
 - b. "Get set ready, plant a tree." Activity.
 - c. "Junior-Senior interaction" program.
 - d. Session on Mental Health
 - e. Yoga Session/ Physical Health Session.
 - f. Session with Industry Experts and Alumni.

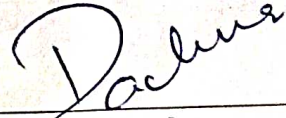
To boost confidence of Final year students, IQAC team will involve seniors in the Orientation program sessions.

4. Taking a next step towards the **digitization of library**, Library In charge has discussed the same with the HOI for the implementation required, with the quotations.
5. To support the upcoming event i.e., Chandiwala Hospitality Ensemble, BCIHMCT has once again signed a Memorandum of Understanding (MOU) with KCCI for better utilization of resources and for implementing experiential and culinary research-based learning of students.
6. Also, IQAC advised faculty members to use new teaching methodologies i.e. involving students in case studies, Role Plays, presentations and discussions for their overall development. And to prepare trainer notes, Trainee notes, faculty report, Lesson Plan and modules in the given format only and submit the same to Program coordinator before 05/08/22.
7. IQAC suggested that faculty members must attend Faculty development programs affiliated by UGC and ATAL. Good quality research articles must be published in UGC and Scopus indexed Journals only. A workshop for faculty members, to upgrade their research skills will be planned soon.

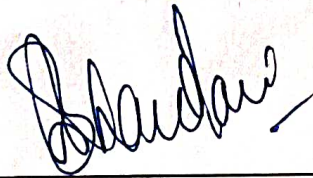
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Gagandeep Soni
(IQAC Coordinator)



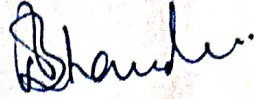

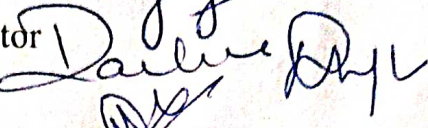
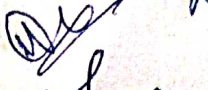
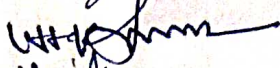

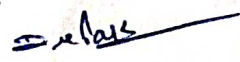
Rachna Chandan
(IQAC Co-coordinator)




Prof. R.K. Bhandari
(IQAC Chairperson)

Members attended the meeting

Members from Academics:

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

Members from Administration:

- 1) Mr. Vijay Narain (Treasurer-BCSSTC)
- 2) Mr. Ashish Ranga (Coordinator, Administration) 
- 3) Mr. Mohinder Pal Singh (Librarian)

Members from the Industry:

- 1) Mr. RishabhTandon (Director of Human Resources-IHG).
- 2) Ms. Sharda Sharma (Executive Housekeeper- Radisson Blu Plaza Delhi)

Member from Alumni.

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) Ms. Chahat Soni (2nd year).

Action Taken Report (in lieu of 26.08.22 meeting)

1. The 21st Chandiwala Hospitality Ensemble took place on October 19 to October 21, 2022 at BCIHMCT. This very successful event provided an excellent opportunity for chefs and hospitality students to showcase their culinary knowledge and skills in the areas of innovation, fusion, and new techniques in the culinary department.
2. IQAC team has started filling AQAR for the year 2021-22.
3. IQAC in coordination with other Committees and Clubs of BCIHMCT, have successfully organized workshops for students-
 - a. An “E-Safai” seminar and campaign for BCIHMCT students was organized on 19th Sept 2022.
 - b. IT Club of BCIHMCT conducted a two-week long online workshop on “Data and Analytics” under the “Women in Data” Program, a collaborative effort of Learning Links Foundation & Dell Technologies. It was organized from 29/08/22 – 08-09-22, to encourage female students to build interest in EXCEL and DATA ANALYSIS.
4. BCIHMCT is strictly adhering to promote its premises a “NO PLASTIC ZONE”. Regular notices and awareness drives are conducted in the Institute to emphasize on the same.
5. IQAC in coordination with the Attendance Coordinators of Batch 2022-26 performed the following Wellness activities and sessions in the “Orientation Program” of 21 days for the First year students:
 - a. “Get set ready, plant a tree.” activity.
 - b. “Junior-Senior interaction” program.
 - c. Session on Grooming.
 - d. Brain Twister Activities.
 - e. Session with Industry Experts and Alumni.
To boost confidence of Final year students, IQAC team involved seniors in the Orientation program sessions.
6. Taking a next step towards the **digitization of library**, Library In charge has discussed the same with the HOI for the implementation required.