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Date:-01/03/2024

### **Minutes of Meeting of Board of Studies held on 01/03/2024**

Board of Studies meeting was held on **1<sup>st</sup> Mar, 2024 at 12:00 noon** in HOI's Office, BCSCCHM.

The meeting was attended by the following members of Board of Studies:

1. Dr. Shiv Mohan Verma, Chairman, Board of Studies
2. Dr. Dhananjay Srivastav, Assistant Professor, BCSCCHM, Member
3. Dr. Indraneel Bose, Assistant Professor, BCSCCHM, Member
4. Mrs. Garima Jain Goel, Assistant Professor, BCSCCHM, Member
5. Mr. Yajvendra Singh, Assistant Professor, BCSCCHM, Member
6. Mr. Ankit Srivastava, Assistant Professor, BCSCCHM, Member
7. Mr. Vikas Sharma, Assistant Professor, BCSCCHM, Member
8. Mr. Saurabh Tripathi, Assistant Professor, BCSCCHM, Member

Following members were not present during the meeting:

1. Mr. D.S. Negi, Assistant Professor, MJP Rohilkhand University, Bareilly, Subject Expert, External
2. Mr. Durgesh Mishra, MD, Hilton Travels & Gray Graph, External member from Industry
3. Mr. Shobhit Singh, Assistant Professor, BCSCCHM, Member
4. Mr. Arbaaj, Alumni, MHMCT- Member



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The Chairman of BOS welcomed all the members. The following agenda points were discussed during the meeting:

**Agenda 1: To discuss the Action Taken Report of BOS Meeting held on 06/07/2023.**

**Discussion:** Action Taken Report of the previous Board of Studies Meeting held on 6<sup>th</sup> July, 2023 was discussed in detail.

**Resolution:** Noted and approved by all the members of BOS. (Annexure-1)

**Agenda 2: To discuss the Adoption of NEP 2020 for Hotel Management programmes.**

**Discussion:** NEP 2020 guidelines and National Credit Framework were discussed in length by the BOS members. Credit distribution and course allocation according to the NCrF was discussed on the basis of report submitted by NEP 2020 College Committee.

**Resolution:** Implementation Committee for NEP-2020 at college level was assigned to prepare a detailed ordinance & syllabus of Hotel Management programmes as per the NEP-2020 guidelines which will be approved by the members of BOS in the next meeting. The Chairman of the House directed that this committee is responsible to go through the minute details and applicability of NEP 2020 as per NCrF and submit a detailed report within next three months, so that NEP can be implemented from the session 2024-25.

<b>Action to be taken by</b>	Implementation Committee for NEP
<b>Timeline to complete the assigned task</b>	30 <sup>th</sup> June, 2024

**Agenda 3: Stakeholders' Feedback Analysis and Action Plan 2023-24.**

**Discussion:** Collection of Annual Stakeholders' Feedback 2023-24 (online) to be started May, 2024 onwards and after collecting all the feedback, it shall be analyzed by Feedback Analysis Committee & QEWC.

**Resolution:** All the BOS members unanimously approved the same.

<b>Action to be taken by</b>	Feedback Analysis Committee & QEWC
<b>Timeline to complete the assigned task</b>	Feedback Analysis and Action Plan to be submitted by the end of May, 2024

**Agenda 4: SWOC Analysis for the session 2023-24.**

**Discussion:** As per the university instruction, departmental level SWOC (Strength, Weakness, Opportunities and Challenges) committee to collect the Feedback of Institution from various stakeholders like, students, parents, alumni, teaching and non-teaching staff in the prescribed format.



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**Resolution:** SWOC Committee has been directed to identify the Strengths, Weaknesses, Opportunities, and Challenges of the institution by collecting stakeholders' feedback. The Chairman of the House recommended that this practice should be followed in a planned manner in every session and final course of action to be prepared on time.


<b>Action to be taken by</b>	SWOC Committee
<b>Timeline to complete the assigned task</b>	1 <sup>st</sup> week of June,2024

**Agenda Item No. 3:- To emphasize on more no. of Research Paper publication and Patents.**

**Discussion:** The report on no. of research paper and patents published was discussed by the members of BOS and it was found that the number is less.

**Resolution:** The Chairman, BOS, 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 semester and atleast two patents per session.

<b>Action to be taken by</b>	Departmental Research Committee
<b>Timeline to complete the assigned task</b>	The committee will submit the progress report on last day of every month.

  
Head of the Institution  
Bhikaji Cama Subharti College of Hotel Management  
S.V.S.U., MEERUT  
Dr. Shiv Mohan Verma  
Chairman, Board of Studies

By circulation to all members of B.O.S.



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