Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**MOTI MAHAL COLLEGE OF HOTEL MANAGEMENT**
Name of the head of the Institution	**MOTI MAHAL COLLEGE OF HOTEL MANAGEMENT**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**08242428493**
Mobile no.	**7996481585**
Registered Email	**motimahalchm@rediffmail.com**
Alternate Email	**soorajrv11@gmail.com**
Address	**Moti Mahal Annexe, Falnir, Mangalore, D.K, Karnataka**
City/Town	**Falnir Road**
State/UT	**Karnataka**
Pincode	**575001**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Mrs. Shakila Hegde**
Phone no/Alternate Phone no.	**08242428493**
Mobile no.	**9916130178**
Registered Email	**motimahalchm@rediffmail.com**
Alternate Email	**shakilahegde79@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://mmchm.in/wp-content/uploads/2020/03/AQAR-2018-19.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://mmchm.in/wp-content/uploads/2020/03/ACDEMIC_CALENDER_2019-20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**C**	**1.68**	**2016**	**25-May-2016**	**24-May-2021**

6. Date of Establishment of IQAC	**19-Jan-2015**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
IQAC MEETING HELD	**05-Jul-2019**	**10**

	1	
IQAC MEETING HELD	06-Jan-2020 1	10
AQAR SUBMITTED ON TIME	03-Oct-2019 1	1
Orientation Programme Conducted for 1st year students	20-Jun-2019 4	60
International Yoga Day Celebrations	21-Jun-2019 1	75
Swach Bharath Abhiyan Programme by the NSS Unit	10-Jul-2019 1	110
Workshop on Chocolate Garnishes	13-Jul-2019 1	55
World Youth Skill Day Programme	15-Jul-2019 1	51
Seminar on Human Rights & Gender Sensitive Issues	16-Jul-2019 1	190
Roaster Training at Hotel Moti Mahal	01-Aug-2019 60	56
	View File	

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. ACADEMIC CALENDAR FOR SESSION 2019 2020 PREPARED AND SUCCESSFULLY EXECUTED. 2. SUBJECT WISE WORKSHOPS CONDUCTED. 3. NATIONAL CONFERENCE ON WOMEN ENTREPRENEURSHIP CONDUCTED. 4. RENOVATED ADVANCE TRAINING KITCHEN. 5. HACCP TRAINING PROGRAMME IS HELD AND THE CERTIFICATION IS IN PROCESS(AS RECOMMENDED BY NAAC PEER TEAM).

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Academic Calendar	The Academic Calendar for the session 20192020 prepared and successfully executed.
Swachh Bharath Abhiyan Programme by the NSS unit	Swachh Bharat Abhiyan was launched by the Government of India to solve the problems of sanitation and waste management in India by ensuring hygiene across the country. It is important for India to display high standards of hygiene and cleanliness to change the overall global perception people have about our country. We have organized swachh bharath abhiyan programme under the banner of National Service Scheme of the college to educate the importance of keeping the environment clean and safe. The students have participated actively in the programme cleaned Thanneer bhavi beach, Mangalore.
Student's Council Formation & Re-constitution of Student's Clubs	"A Student Council provides an opportunity for students to engage in a structured partnership with teachers, students and management in the operation of their college. New student's council is formed and student's clubs are re- constituted for the betterment of the college activities. Each event in the college was organized by the clubs under the supervision of faculty members. This helps the students to develop the leadership skills."
Roaster Training at Hotel Moti Mahal	Students were sent to Hotel Moti Mahal (3 star Hotel where our college is attached) to get trained in various departments on rotation basis. Log book is maintained by the students which in

	turn are verified by the faculty members.
Blood Donation Camp by Red-cross unit of the college	The purpose to organize a blood donation camp is to motivate people to donate blood and social works. College Red cross unit conducted a blood donation camp in association with AJ Hospital. The Blood Bank Officer delivered a speech about the importance of blood donation. Students and staff members have donated the blood.
Career Guidance Programme	"Career guidance develops an individual's competencies in self-knowledge, educational and occupational exploration, and career planning. We have organized a programme to make the students understand various opportunities awaiting for them."
"Parent Teacher's Association Meeting"	College organized a PTA meeting to re-constitute the existing PTA and to discuss the issues faced by the students. As per this, a new PTA has been re-constituted for the academic year 2019-2020. PTA meeting helped teachers to understand students from the parent's perspective and vice versa. It helped parents to know all about the functioning of the college, problems and so on. It works towards making the college better and the best place to get a quality education
"Seminar on Prevention of Ragging, Drug abuse, environmental protection, & sexual harassment"	Organized a seminar on Prevention of Ragging, Drug abuse, environmental protection, sexual harassment. Students and faculty members attended the seminar. The seminar helped the participants to understand the drug abuse, importance of being away from the ragging incidents, importance to protect the environment, and the precautions to be taken against sexual harassment in the workplace. The resource person delivered a speech about various laws pertaining to this.
"Industry-Institute Interaction Programme"	"Organized a session by the industry expert on this day. This helped the students to acquire the updated knowledge about the industry."
"National Conference (3rd National Conference on 'Women Entrepreneurship in Tourism & Hospitality Industry in India') followed by the Technical sessions, Panel discussions, and Paper presentations."	"Organized 3rd National Conference on 'Women Entrepreneurship in Tourism & Hospitality Industry in India'. Technical sessions, key note speech, and panel discussions were held. Many papers were presented during the conference. The conference proceedings 'Journeyer" was released on the same

	day. This helped the students, delegates and participants to share and acquire knowledge."
[View File](#)	

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Governing Council	**02-Dec-2020**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**

16. Whether institutional data submitted to AISHE:	**Yes**

Year of Submission	**2020**

Date of Submission	**13-Jan-2020**

17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**College has a lively website with necessary links and useful information. Website is updated regularly with all relevant information. The latest news, updates and information is provided to various stakeholders through the college website. Admissions online are encouraged. Online Grievance Redressal System is available in the college website which enables the students and other stakeholders to register their grievances. Biometric attendance system for staff is in use in the college and for students in the hostel. System is installed at the entrance of college where the staffs need to punch four times in a day. Attendance report is sent to management once in a week, every Saturday. The library activities of the Institute are automated by using Software called Easy Lib. It is a data source, residing on a server and serves as a Centre to our entire network, having the ability to build and manage our library. Easy Lib enables the library users to Perform extensive search from various terminals through our LAN perform various library related**

	activities such as procurement, classification, coding, issuing etc. Easylib functions as software for security and log on mechanisms. It connect our library to other digital information centers, on demand. Easylib offers bar coding compatibility of the entire library stack. Bar coding in our library is done. The multimedia and PCs with internet provided at the library, enables the use of Easy Lib. Easylib provides tools to analysis data quality and ability to correct the in bulk. Easylib offers screens to manage in/out management from the library. The students and faculty are given ID and password for the use of online journal portals. College subscribes digital database which enables the students and faculties to access the ejournals online with full text with Delnet. Meetings are done once in every month by the Director. Annual budget is prepared prior to the commencement of academic year and forwarded to the management for approval. Reports on academics, events etc are forwarded to the management on time. All expenses of the institute are budgeted and approved in the Governing Council meeting, every year. Principal forwards the proposals of procurement and conduct of programmes to the management, for approval. All bills are settled through payments by Cheque. Salary payments are made through Account Transfers. Student's fee is collected through DD, Account Transfer or Cash, or through online. All financial transactions are recorded with the help of software Tally ERP9. Yearly audit of all financial transactions also add to the transparency. Tally ERP9 is used to generate various reports in the office. Communication to students and parents regarding the daily attendance, events, exam notifications etc are done thorugh emails, SMS and through official WhatsApp groups. Free wifi is provided in the college. CCTV is installed in all prime locations of college which ensures the safety and security and the same can be accessed by the management through online.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

We create an environment in which students will develop intellectually and personally. Our college follows the academic curriculum designed by Mangalore University to which the college is affiliated. Flexibility in making changes in curriculum is difficult as curriculum is designed by the University. The staff members holding position as members of Board of Studies and Board of Examination represent to the university and give suggestions regarding changes in the curriculum development and deployment during the BOS and BOE meetings. College planned the academic calendar as per Mangalore University academic calendar. Academic calendar is prepared at the beginning of the academic session by the Principal in consultation with IQAC and Governing Council of the college. All the activities are discussed in detail in the staff meeting. Staff members are assigned the duty of organizing each activity as per the academic schedule. Periodic review meetings are done which helped us in effective curriculum delivery. While planning the academic calendar, lectures/seminars/educational tour/events etc; relevant to our course were given importance. Academic calendar is uploaded in the college website and displayed in the student's notice board. Classes are managed by well experienced faculty members. Principal prepares & reviews the time-table, lesson plans and other academic inputs. Principal conducted regular meetings of staff members to review the curriculum implementation and students participation. Regular tests, internal/model examinations, power-point presentations and workshops are conducted. Teachers record the progress of each student in their mentoring diary. Students are encouraged to refer books to prepare & submit the assignments. Teaching notes are kept in the library for student's reference. Newly appointed faculties are given the refresher training at Hotel Moti Mahal. Remedial classes are conducted for students lagging in understanding concepts and to bring them on par with the rest of the class. Mentoring & Counseling of students on the personal as well as academic front is an on-going process. College organised Faculty Development Programme, industry-institution interaction programme, youth skill day programme, add-on course on Carving, HACCP, industry visit, National Conference, workshops on core subjects, Career guidance programmes etc. Campus recruitments are done and many students were placed. Entrepreneurship guidance is given to the interested students by our Entrepreneurship cell of our college. Research cell of the college guided the final year students to complete the project works successfully. E-learning facilities provided in the Library made the teaching/learning more effective. Students and faculties are given password to access the e-journals and other related resources. We have implemented a system called IASPS whereby student performance is closely monitored and necessary corrections are done whenever required. Delivery mechanisms are put into place through lecture demonstration, ICT enabled teaching and activities in class rooms for maximum effective implementation. Power point and multimedia presentation make the classes more interactive and interesting. College encourages faculties to attend FDP's, and various programmes organized by the other institutions/University at regular intervals which enabled them to understand the teaching-learning practices adding up to effective curriculum delivery. Feedback is collected, analyzed and used for effective curriculum planning/implementation.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development

No Data Entered/Not Applicable !!!		

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Workshop on chocolate garnish	13/07/2019	55
Wine Workshop	16/08/2019	110
Career Guidance	28/08/2019	51
Industrial Visit	17/09/2019	60
Seminar on Prevention of Ragging, Drug abuse, environmental protection, sexual harassment	13/11/2019	55
Industry -Institute Interaction programme	04/01/2020	51
Flower arrangement workshop	22/01/2020	60
Career Guidance Recruitment Drive to Japan	22/01/2020	51
HACCP Training Programme	28/01/2020	60
National Conference	01/02/2020	155
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BHM	On Job Training/Internship	54
BHM	Project/Research Work	52

	in area of Specialisation	
BHM	Roaster Training	56
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Feedback Mechanism:-The feedback is key tool which triggers in continuous improvement in the quality of education. Feedback is collected from students and other stakeholders which are then analyzed and necessary steps are taken. Feedback form/formats are designed for the stakeholders. This includes faculty feedback, alumini feedback, Parent's Feedback, student feedback, student's course exit feedback, Employer's feedback etc. The Institution encourages various stakeholders to give their feedback and communicate it to the concerned authorities through proper channel. Feedback is discussed in staff meetings. They are minutely scrutinized and analyzed for further improvement. 1. Feedback from Parents: Feedback from the parents is taken by interacting with them during Parent-Teacher Association Meeting. Discussions are held on academic performance of students and issues faced by them. We organize Parent-Teacher Association meeting once in every year. Data gathered in the process is documented and appropriate actions are taken. 2. Feedback from Students: Students' Feedback is collected online every year to know the performances of the teachers. The feedback is accessed directly by the management.The data collected from the students are analyzed by our management for taking appropriate decisions for improving the curriculum. Feedback is taken on the general facilities including classes, mess, hostel, general hygiene and cleanliness etc. The actions to problems of urgent /immediate nature are done immediately. The other problems which require management decisions are put up before the Director and also addressed accordingly. Feedback from the Student's Counsel and Final year students are given utmost importance. 3. Faculty Feedback: Feedback from faculties is taken which helped in improving the academic standards. The data collected are analysed and the essential corrective measures are taken. 4. Alumni feedback: Feedback is taken from alumni for suggestions to upgrade the standards of the college. The alumni of the college who have moved on to industry or for higher studies additionally give a feedback on how their years in the institution have helped them perform of their places of work/study. Alumni Association has organized a meeting on 15th February 2020. 5. Employer's Feedback: Feedback from Employer about the academics/curriculum infrastructure are collected, discussed in the Governing Council meeting and corrective measures are taken time to time. 6. Student's Course Exit Feedback: Feedback is collected from the Final Year students on completion of their course. This gives a detailed input about the entire curriculum which they experienced during their studies. 7. Library Feedback: Feedback is collected from students faculties through the feedback forms. The collected data is presented in front of library committee for review and discussion. 8. Suggestion Box: We have installed a suggestion box which is

accessible to all the stake holders so that they can give their feedback/ suggestions for improvements, if any.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BHM	Hotel Management	60	75	60

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	60	Nill	10	Nill	Nill

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
16	16	4	4	Nill	4

View File of ICT Tools and resources
View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Introduction: The Mentoring Cell of our college provides the resources and the personnel needed to conduct academic advising and counseling. In order to resolve day to day academic problems of the students, mentors are appointed for a batch of minimum 20 students, and they will monitor the respective students regularly, will take the necessary steps to solve their problems. This is a continuous process till the end of academic career of the student. Goal: To prepare the students academically and mentally fit to the hospitality industry. The Objectives: • To monitor the student's regularity discipline in the college. • To enable the parents to know about the performance regularity of their wards. • Improvement of teacher-student relationship. • Counseling students for solving their problems and provide confidence to improve their quality of life. • Guiding students to choose right career path for job, higher studies, Entrepreneurship, etc. The Practice: • The teacher takes student's attendance in every class during the first five minutes and the list of absentees is entered in the Absentees Register and absentee's information will be posted to head of the department as well as to the parents every day. • If a student is absent for more than 5 days continuously then the class co-ordinator calls the parents of a student, enquires the reason and advises them to take care of their ward. Even after informing student's parents, Class coordinator forwards the details of a student to the Principal for further action. • The Mentors prepare timely reports of every student for each section and send the information to parents of defaulters through proper channel. • The Mentors meet the students associated with them once in every month. A separate mentoring and counseling hour is maintained for each class as part of their time table and the respective faculty meets the students in the said hour. • The Parents/Guardians of 'poor attendee/performance students' are called to meet the mentors and corrective and preventive measures are implemented for further improvement. • Each mentor maintains the entire student Information. • Periodic meetings are conducted by the Principal with

mentors to review the punctuality and regularity of the students. • Every student participates in the events conducted in the college or other colleges with the prior permission of the concerned class coordinators. • Disciplinary Committee of the college promptly curbs the indiscipline in the campus. • Anti-Ragging Committee monitors the newly admitted students by frequently visiting the sensitive areas within the campus and outside the campus. • Additional duty is assigned to the faculty members to monitor the students from being affected by any sort of ragging in and around the campus. Outcomes of the system: • The attendance percentage of the students has increased to a greater extent. • The number of detainment of students has decreased consistently. • In course of direct communication between mentor and the student there was a good improvement in the teacher-student relationship. • The above effected in attaining a better academic results.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
240	10	1:24

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
10	1	1	1	Nill

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	Nill	Nill	Nill
	View File		

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BHM	MMCHM	2019-20	30/09/2020	21/11/2020
	View File			

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The evaluation of the students on the basis of examinations is an integral part of the teaching-learning process. College follows guidelines of Mangalore University, Mangalore, for internal evaluation and assessment procedure. As our college is the examination center for Mangalore University, semester examinations for our students are conducted in our college itself. The college displays all circulars/notifications on notice boards from time to time. The faculty informs and elaborates the syllabus, its objectives and paper patterns to students at the beginning. We conduct two internal examinations or one internal examination and one model examination along with subject wise assignments. Internal marks for each subject are awarded on the basis of marks scored in the internal/model examinations and assignments. Internal marks are awarded out of 20 marks for theory and 15 marks for practical. The average marks of both examinations are considered as final internal marks. The question papers are prepared by the subject faculties which are then sent to the

examination coordinator to take necessary copies and distribute the same on the day of examination. The internal marks are sent to University as per the notification. End semester examination is for 80 marks which are conducted by the university. After completion of the internal examination, the faculty evaluates the answer scripts and permits the students for doubt clarifications or re-correction. The marks are displayed on the notice board. Then the principal conducts a meeting with faculties to discuss the students performance and necessary action plan for further improvement. The students who score less mark in the internal examinations are given the remedial classes. Students are advised to solve the previous year question papers. We have implemented a system named IASPS by which we monitor and analyze each student and necessary guidance is given. Student's performance is analyzed on the basis of their attitude, attendance, discipline, ability to work in team, performance in organizing the events, communication skills etc Students are assigned topics for PPT and presented during the class sessions. Faculty conducts class-test, assignments, remedial classes, etc Students are encouraged to refer maximum number of books/e-books, e-journals, digital database etc in the library by the way of giving assignments and power-point presentations. Industrial visit, hotel visit etc are arranged for the students submit the visit report which is also evaluated. University conducts examinations every semester, values the answer scripts, declares the results and issues the mark cards on time. Performance of students is intimated to the parents. Students are assigned topics related to current issues for group discussion. It helps to motivate the students and enhance knowledge by sharing thoughts among themselves. The On-Job-Training helps the students to mould themselves to fit to the hotel industry. Project in area of specialization for the students of 8th semester are guided by the research cell of our college. University conducts the Project-examination as per schedule. Mentoring Counseling cell is in place. Feedback system is followed which ensures the timely feedback on various aspects by stakeholders helped college to get better results.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar is prepared by Principal in consultation with IQAC and senior faculty members. This is prepared after publication of the affiliating university's (Mangalore University) academic calendar including holiday list. Academic calendar is usually drawn in summer vacation after announcement of university calendar. It provides plan for the academic year to students, teachers and parents. This calendar incorporates various important events and activities planned during the academic year. Tentative schedule is done for various examinations, workshops, college annual day, welcoming of the new batch students, teacher's day, student council election, industry interaction, NSS/Red-cross activities, Food Festival, Annual Sports, guest lectures, seminars, National conference etc. Examinations are conducted as per schedule as outlined in the academic calendar. In the beginning of the academic session the students are appraised about the academic calendar. Unless any coincidence occurred the given date of event is followed accordingly. The calendar is uploaded in the college website and also displayed in the staff room as well as student notice board. Assignments are submitted by students as per the schedule. Before the commencement of every semester faculties prepare a detailed teaching plan teaching notes and a copy of same is kept in the library for student's reference. Class Time Table is prepared by Principal which will be available in the college Website. Staff meeting is conducted once in every month. Principal makes sure that all teachers follows academic calendar. The schedule of all examinations is given in the academic calendar. Examination dates were decided by the University and intimated to the colleges, which was incorporated in the academic calendar as and when provided. The dates for internal examinations are decided well in advance and displayed on the notice

board. This method was followed for both the semesters. After every examination, papers are valued and marks are displayed in the notice board. Parents are informed about the performance of their ward through SMS, recorded in the mentoring register and discussed in detail during the PTA meeting. Two internal examinations or one internal examination and one model examination are conducted every semester. Assignments are given by each faculty member. We have developed a system called IASPS by which we record the performance of each student. The students who need extra attention are provided remedial classes. Internal marks are awarded on the basis of their performance in internal examinations/model examinations and assignments/PPTs. Internal marks are displayed in the notice board before sending to the University. Students are permitted to approach the Principal in case of any clarifications required. Time Table of internal examinations and model examinations are displayed in the college notice board well in advance as per the academic calendar. University examination time table was displayed in the notice board and in the college website. The internal examinations are conducted as per the academic calendar as below: Internal examinations/Model examinations conducted on 21-08-2019 to 24-08-2019, 17-09-2019 to 30-09-2019, 10-02-2020 to 13-02-2020, University examinations on 20-09-2019 to 18-10-2019, 16-09-2020 to 23-10-2020 respectively. The marks were displayed in the notice board.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://mmchm.in/wp-content/uploads/2020/03/Quality-initiative-by-IQAC-Outcome-Acheived.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
MMCHM	BHM	Hotel Management	45	41	91

View File

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://mmchm.in/wp-content/uploads/2020/03/STUDENTS-SATISFACTION-SURVEY-2019-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				

View File

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Seminar on Intellectual Property Rights	Hotel Management	26/08/2019
Seminar on Opportunities Challenges in the Hotel Industry	Hotel Management	29/07/2019
Seminar-Industry Institute Interaction	Hotel Management	04/01/2020
Workshop-Industry Institute Interaction	Hotel Management	03/02/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				

View File

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					

View File

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			

View File

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Hotel Management-National Conerence Proceedings with ISBN 9788194034506	50

View File

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in	Number of citations excluding self

Nill	Nill	Nill	2020	Nill	Nill	Nill
			View File			

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nill	Nill	Nill	2020	Nill	Nill	Nill
			View File			

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nill	5	Nill	Nill
Presented papers	Nill	5	Nill	Nill
Resource persons	Nill	Nill	Nill	1
		View File		

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharath Programme	NSS	10	110
Blood Donation Camp	Youth Red-cross	5	62
Plantation Drive	NSS	10	44
Yoga Day Celebrations	NSS	5	75
World Youth Skill Day Programme	NSS	10	51
Mathru Bhasha Diwas	NSS	12	150
Industry-Institute Interaction Programme	NSS	12	51
Seminar on Human Rights Gender Sensitive Issues	Youth Red-cross	10	190
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange	LMCHM	Management	6
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	On-the-Job -Training	Country Inns Suites by Radisson Manipal Rajathadri Road, Vidyaratna Nagar, Manipal, Karnataka 576104•0820 270 1600	01/12/2019	21/03/2020	Student
Internship	On-The-Job- Training	Paul Resorts, Vir ajpet- Byndoor Rd, Madikeri, Karnataka 571201, 082722 98666	01/12/2019	21/03/2020	Student
Internship	On-Job- Training	Hyderabad Marriott Hotel Convention Centre, Tank	01/12/2019	21/03/2020	Student

		Bund Rd, opposite Hussain Sagar Lake, Bhagyalaxmi Nagar, Kavadiguda, Hyderabad, Andhra Pradesh 500080 Phone: 040 6652 2999			
Internship	On-Job-Training	Kochi Marriott Hotel, 34, Lulu International Shopping Mall, 1111, Old NH 47, Edappally, Kochi, Kerala 682024 Phone: 0484 717 7777	01/12/2019	21/03/2020	Student
Intrnship	On-Job-Training	The Chancery Pavilion, #135, Residency Rd, Shanthala Nagar, Ashok Nagar, Bengaluru, Karnataka 560025 Phone: 080 4141 4141	01/12/2019	21/03/2020	Student
Internship	On-the-Job-Training	WELCOMHOTEL COIMBATORE, 1266/14, W Club Rd, Race Course, Gopalapuram, Coimbatore, Tamil Nadu 641018 Phone: 0422 222 6555	01/12/2019	21/03/2020	Student
Internship	On-Job-Training	Sheraton Grand Chennai	01/12/2019	21/03/2020	Student

		Resort Spa, 280, East Coast Rd, Vedanamelli, Chennai, Tamil Nadu 603104 Phone: 044 7100 6000			
Intership	On-Job-Training	Radisson Blu MBD Hotel Noida, L-2, Pocket J, Sector 18, Noida, Uttar Pradesh 201301 Phone: 0120 430 0000	01/12/2019	21/03/2020	Student
Internship	On-Job-Training	Radisson Blu Hotel Ranchi, Kadru Main Rd, Diversion, Ranchi, Jharkhand 834001 Phone: 0651 660 2222	01/12/2019	21/03/2020	Student
Project	Research	Hotel Moti Mahal	01/01/2020	17/03/2020	Student

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Laxmi Memorial College of Hotel Management	01/07/2019	Faculty Exchange	3
Hotel Moti Mahal, Mangalore, Karnataka	01/07/2019	Roaster Training, Refresher Training for newly appointed faculties, Students project work, and Placement	56
WelcomHeritage Sirsi Haveli, Jaipur	01/06/2019	On Job Training and placements	Nill

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1550000	1289988

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Newly Added
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
[View File](#)	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
EASYLIB	Partially	DESKTOP 4.3.3	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	6875	4201511	469	193597	7344	4395108
Reference Books	690	984017	461	50000	1151	1034017
e-Books	Nill	Nill	1	19470	1	19470
Journals	8	17700	3	7300	11	25000
e-Journals	Nill	Nill	1	19470	1	19470
CD & Video	176	Nill	2	Nill	178	Nill
Library Automation	1	21140	Nill	Nill	1	21140
Others(specify)	17	32756	3	4800	20	37556
[View File](#)						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under

Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	57	42	57	1	1	3	2	10	10
Added	0	0	0	0	0	0	0	20	0
Total	57	42	57	1	1	3	2	30	10

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

30 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
e-content	https://mmchm.in/infrastructure/#econtent

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
1428500	1290000	1305800	2022840

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college has a separate budget for maintenance and upkeep of different facilities. The faculty concerned are responsible to maintain cleanliness of their department. A Checklist is developed to maintain the cleanliness of the institution. The faculties/staff members concerned will update the status of cleaning through the checklist on daily basis. The regular maintenance work is reported to the maintenance department for plumbing, electricity, air conditioning and other important maintenance jobs. The maintenance job order is presented to the management for approval and release of fund assigned for the maintenance work. Separate stock register are maintained for each department of the college. Stock taking and verification is done once in every six months. The equipments to be replaced / repaired are reported to the Principal along with the stock reports. Technicians are called to inspect the fire safety equipments, gas pipe lines, kitchen equipments and water purifiers time to time. In the library, books and journals are kept in the steel racks and

cupboards. Stock is taken once in every six months. Each year we purchase number of books as per the norms. The books purchased are stacked as per the regular procedures. Bar coding done for each book. Every semester faculties need to submit the requirement list of books which will be presented in the library committee meeting. The requirement of library books is reviewed in the library committee meeting and forwarded to the Management for the approval for purchase of books for the next academic session. A separate record is maintained to monitor the 'Issue and return of books. Students need to collect 'no dues' from the library before appearing in examination. The budget is allocated and utilized for maintenance and minor repair of furniture and other electrical equipments. Cleanliness of class rooms and laboratories is maintained by the staff concerned. They are provided with modern tools of cleaning such as mops, gloves cleaning agents etc. The Projector and screen in each classroom is well maintained. Bio-metric system is kept at the entrance of the college which is monitored by the IT department. NSS, Red-Cross, other cells are well maintained by the staff members concerned. There are technicians, masons, plumbers, carpenters deputed by management who ensure the maintenance of classrooms and related infrastructure. Computer Lab is well maintained by the staff concerned. Timely maintenance is done by the technician deputed by the management. CCTV is installed in various locations well maintained by the service provider. Sports facilities are well maintained under the supervision of Physical Director appointed by the management. Separate budget is allocated for the sports activities every year. Separate rest rooms are provided for boys and girls. Painting of the class rooms and labs are done as and when required. Rest rooms are well maintained daily. The cleanliness of the college is monitored by the faculties of Housekeeping department of our college. The cleaning staff members are trained by the housekeeping faculties time to time.

https://mmchm.in/infrastructure

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Scholarship for female students	9	90000
Financial Support from Other Sources			
a) National	PMSSS, Other Backward Community, E-PASS, SC/ST Quota	21	166010
b)International	Nil	Nill	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Workshop on Wine Tasting for the 3rd year and 4th year students in association with Karnataka Wine	16/08/2019	110	Karnataka Wine Board

Board.			
Roaster Training	01/08/2019	56	Hotel Moti Mahal
HACCP Training	18/02/2020	60	College
Soft Skill Training	02/03/2020	51	College
Mentoring Sessions	14/09/2020	210	College
Remedial Coaching	10/03/2020	25	College
Remedial Coaching	07/09/2019	20	College
International Yoga Day Celebrations	21/06/2019	75	College

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2020	Nil	Nill	Nill	Nill	Nill

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Hotel Moti Mahal ,Jakson (Pune),Four Seasons (Bangalore),Rosetta by Ferns (Hasson),Paul Resorts (Coorg),Hotel one Only Royal Mirage (Dubai)	40	26	Karma Group of Hotels,Destinn Hospitality Pvt Ltd,	14	6

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	Nill	-	-	-	-

View File

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Essay Writing Competition	College Library	18
Food Festival along with the Traditional Dance programme 'Cater's Act 2020'	College	1200
Inter-Collegiate Competition 'Yuvaana Fest-2020' under the banner of 'Ek-Bharath Shresht Bharath'	College Level(Inter-Collegiate Competition)	240
Onam Celebrations (The traditional festival of Kerala)	College	210
Teacher's Day celebrations	College	210
Sports-Track Field event.	College	48
Tug of War	College	28
Carroms-Single	College	16
Chess	College	16

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	Nill	Nill	Nill	Nill	Nill	Nill

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Our college has constituted 'Student-Council' with academically strong students. We encourage participation of student representatives in various decisions making, academic and administrative committees, this enable them in acquiring better academic environment. Student opinions and suggestions are considered while taking decisions. Student-Council is responsible to organize programs/activities which serve the co-curricular, cultural, social, recreational and educational interest of students at the college. The student members of the association are either elected through democratic process of election in which students cast their vote to candidates of their choice or selected by Principal. The association is monitored by faculty members of college. The council is also responsible to address the issues of the students and to promote and co-ordinate the extra-curricular activities. The Student's Council comprises of: • President • Vice President • General Secretary • Treasurer. • University Representative • Secretaries for each clubs • Sports Secretary. • NSS Secretary • Red-Cross Secretary • Class representatives The elected/selected members of Students' Council shall co-operate fully with the Principal and staff of the college in promoting academic and cultural activities among students. The Council President may make representations to Principal only on matters pertaining to the general interest of the students. The Council shall not interfere directly or indirectly in matters involving discipline and action taken by Principal. The Budget for each programme and plan of action is submitted to the Principal through the concerned faculty in-charge for approval. Council President submits the report immediately after each programme. The members of the Council shall discuss the programme of activities at least once in 03 months. The proceedings of all the meetings of the Council are recorded. Students have active representation on academic and administrative bodies and committees of the Institute. Internal Quality Assurance Cell (IQAC): Student representatives are nominated for this cell, who participate in the decisions regarding the quality initiatives of the institute.(Website Link) Women Anti-Harassment Committee: The girl students are part of the committee to address issues on women harassments if any. Hostel Committee: They play major role regarding food quality, hygiene and other general facilities in the hostel. They voluntarily monitor day to day activities and bring to the notice of the warden Principal immediately. Clubs: Student-Clubs organize various programmes under the guidance of faculty members (website link). Cells: Student Members are part of the committees/cells like Anti-ragging cell, Internal Complaint Committee, SC/ST cell, Human Rights cell, etc(Website) Class Representatives: Each class has a representative to address the issues of their class. NSS: enables the student to participate in service activities like organizing swach bharath, plantation drive etc (Website) Youth Red-cross: The students organize blood-donation-camp every year under the banner of Youth-Red-Cross (Website). Our students actively participate in cultural activities by promoting our customs and traditions. They take initiative in organizing events as Food Festival, Inter-collegiate competition, Traditional day Teacher's Day, Fresher's Day/Farewell functions and also takes the responsibility of maintaining discipline on the Campus. Student Volunteers disseminate information from College administration and other committees to all students.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

51

5.4.3 – Alumni contribution during the year (in Rupees) :

51000

5.4.4 – Meetings/activities organized by Alumni Association :

01

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Our institution believes in the practices of decentralization and participative management. This plays a key role in the decision making, planning and administration. The Governing Council of the college delegates all the academic and operational decisions in their policy. Our college formed many cells, committees for the smooth functioning of curricular and extra -curricular activities. 1. Management: The Institution promotes a culture of decentralization and participative management by involving all stakeholders in the process of decision making. The management hierarchy includes the President, Vice-President, Board of Directors, Governing Council, and Principal who ensures the successful implementation of policies. The Top management gives generous freedom and flexibility to the Principal together with the academic council to lead all the academic activities of the college. They regularly meet and take necessary steps to formulate and implement the academic plan of the institution. 2. Principal level: Principal is the head of the institution and responsible for conducting the academic and non-academic/administrative affairs of the institution in a befitting manner. Coordinates with the management and the university to impart regular updates regarding the academics and also guides the faculties to uphold the institutional vision and mission. 3. IQAC: All activities are monitored by the Internal Quality Assurance Cell. Academic Calendar is meticulously planned and prepared in advance by the Principal in coordination with IQAC and ensures the proper implementation of the activities as per the schedule. 4. Teaching and Non-Teaching Staff Members: Staff members maintain the healthy relationship with students community. They execute the policies and programs accurately and constructively. The faculty regularly updates oneself with the standards followed in industry and imparts the same to the students. They are also part of various committees and engage certain events/workshops for the students in order to impart better knowledge about the subject. In the beginning of academic year, meeting is conducted and discusses the academic plan. Various committees are constituted and responsibilities are assigned to them. 5. Admission committee: Councils prospective candidates for admission and involves members of the staff with an intention of filling all the seats within the stipulated time. 6. Participative management: The College involves all the staff and students in various activities and has various committees for the wellbeing of the students and up-gradation of college standards. Our college has formed many committees and cells with active involvement of all the stakeholders(Management, Staff Members, Students, Alumni, Parents, Industry-experts) with a vision to conduct all the activities as per the academic calendar prepared and for the smooth functioning of the college. The Institution has the following bodies/cells/committees 1. Board of Directors. 2. Governing Council 3. Academic Advisory Committee 4. Admission Cell. 5. Internal Quality Assurance Cell 6. Examination Cell 7. Research Committee 8. Red-Cross Society. 9. National Service scheme. 10. Women Anti-Harassment Committee 11. Anti- Ragging Committee. 12. Human Rights Committee 13. Parents Teachers Association. 14. Student's Council and Student's Clubs. 15. Training and Placement Cell. 16. Grievance Redressal Cell. 17. Mentoring/Counseling Cell 18. Internal Complaint Cell

6.1.2 – Does the institution have a Management Information System (MIS)?
Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The Admission Cell maintains a systematic approach towards prospective students. The process of applying to the course is facilitated in an organized manner by our admission team who will attend the queries. Students can take admissions directly through the college admission cell. College Website gives ample information regarding the college. Admission cell is managed by Admission coordinator. Online application can be submitted through the form available in the college website. The admission coordinator will explain about the course, facilities, rules/regulations, placements, etc to the students and parents. Students must have passed Class XII or 102 with minimum percentage of 45.
Human Resource Management	The institution recruits the staff members as per the norms of AICTE/University. Institute organizes induction program for the newly recruited staff members. Salary is paid on time as per the norms. The management contributes an amount equal to employee share for EPF. All staff members are covered under a group insurance scheme. Yearly increment, SL CL, on- duty-leave, EL etc are provided to staff members. Biometric/CCTV is in place. Training programs are conducted. Staff appraisal evaluation is done. Good performance is duly recognized. Management support is extended to faculties to attend the conferences, present papers, and to do research.
Research and Development	The institute has a research cell to encourage the students and faculties to take up research projects. The College conducts research classes for the final year students for their project work and also encourages students and faculty to do research works on various topics. The college conducts National conference which provides a platform to many research scholars and students to present their papers. We have allotted

	separate amount in the annual budget for the research activities. The faculty members are encouraged to publish their research papers and presented their papers in the national conference organized by nearby university. The institute motivates the faculty members and librarian to attend the research oriented seminar and conferences by providing special duty leave and registration fee. The institute has Wi-Fi enabled internet facility for the fast access to online resources. The digital facilities in the library help the faculty to access to the e-books, e-journals and other research related books for reference.
Teaching and Learning	Faculty prepares the study material according to curriculum prescribed by university and ICT enabled teaching is carried out. Wide access to internet facility helps the teachers to make the teaching effective. E-learning facilities are provided to the students. E-books, E-journals etc are available in our library. Various activities organized in the college such as orientation programme, industry-visit, workshops, cultural events, conference, food festival, add-on courses, guest lectures, industry interaction program etc. contributed to enhancement of Teaching-Learning. PPT Presentations, Project Work, Book-Exhibition, On-Job-Training etc are designed in the academic calendar. Remedial classes are conducted. Mentoring/Counseling cell of our college provides individual attention to the students. Students are permitted to do the research work, ODC, and roaster training at Hotel Moti Mahal which provides the hands-on training in various departments.
Curriculum Development	Moti Mahal college of hotel management is affiliated to Mangalore university, Karnataka and follows the curriculum prescribed by the university. Our faculty members participate at various bodies of university such as board of studies (BOS), Board of examination (BOE) to contribute in updating the syllabus and conducting the examinations time to time. The feedback policy of our college provides a framework for obtaining, analyzing and documenting

	information from all the stakeholders, which in turn helps the college to enrich the curriculum. The recommendation from the stakeholders is communicated to the BOS for curriculum revision. It is recommended to the university to revise the syllabus immediately.
Examination and Evaluation	University examinations are conducted as per university guidelines and results are announced. College conducted Internal examinations, model examinations as per the academic calendar. The results are displayed in the college notice board for the student's reference. Internal marks for each subject are calculated based on the marks obtained in the internal examinations and model examinations. We have implemented a system called IASPS whereby the performance of each student is recorded. The remedial classes are conducted for the weaker students. The overall performance of students is communicated to the parents during PTA meeting and through the SMS.
Library, ICT and Physical Infrastructure / Instrumentation	The college has well equipped library which contains a wide range of books required for the academics and references. Our digital library provides access to e-books, e-journals etc. We have provided 10 computers in the library (8 for students and 2 for faculties). Library is fully automated with Easy-Lib software. Subject-wise CDs are available. ICT is practiced in classroom using Wi-Fi and LCD projector. The advanced Training Kitchen and Training Restaurant are renovated. Purchased equipments to Training-Kitchen and Housekeeping Lab. Class Rooms, Computer Lab, F B Service and Production Lab, Bakery, Front Office Lab, Housekeeping Lab etc are well maintained.
Industry Interaction / Collaboration	We have signed MOU with 5 hotels. We are in touch with many of the national and international hotel groups whereby we place all the students for on-the job training and for the job. Hotel visit and industrial visits are conducted. We invite the experts from the industry to conduct the workshop, seminars and conference. Our Alumni's working in the leading hotels help us to place the students in the reputed hotels. Roaster training is provided to

	students on rotation basis at Hotel Moti Mahal to which our college is attached.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Administration	The college is managed by Laxmi Memorial Education Trust (™), Mangalore, Karnataka. Tally ERP-9 software is used for various administrative activities. CCTV is installed and is monitored by the IT department of the head office. Bio-metric attendance system is installed for the employees in the college and for the students in the hostel. Communication to parents regarding attendance and important notices is done through SMS.
Finance and Accounts	We have installed Tally ERP9 to manage Accounts Finance. The College manages to incur expenditures for various development and administrative purposes and conducts regular internal and external audits, bank reconciliation, and various accounting activities with the support of Tally ERP9 accounting software.
Student Admission and Support	Our college strictly follows the guidelines of Mangalore University and AICTE for admitting the students. Admissions can be done through online. Online Application form is available in the college website and the payment can be made online. All information relevant to the course and college are detailed in the college website. Admission process is managed by our admission cell. The application form, copies of qualifying certificates, TC, Migration certificate etc are uploaded in the University Web Portal.
Examination	Since the college is affiliated to Mangalore University, the examinations are conducted by the University as per the schedule. Our college is the University examination center for 03 colleges. Our College conducts internal examinations, model examinations as per the academic calendar prepared. Internal marks are uploaded in the University web portal on time. Hall tickets are downloaded from the University website. Tally ERP-9 is in place. Marks for the University Practical examinations are uploaded in

	the Examination Portal of the University. All information regarding the examination are published in the college website.
Planning and Development	The college has developed an academic calendar which enlists all the curricular and extra-curricular activities of 2019-2020.We have developed an effective feedback system whereby feedback is collected by all stakeholders which help us to enrich the curriculum. Digital library is in place. Advanced training kitchen has been upgraded. easy lib software is used in the library,barcoding is done for all the books. Tally ERP 9 is in place. Language lab is in place.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Mr Vijesh TM	One day deliberation on "Draft education policy 2019-concerns and challenges of higher education.	Mangalore University	500
2019	Mr. Shravan Krishnaraj	National level conference on developing Indian tourism	Srinivas University, Mangalore	1000
2019	Mrs.Shakila Hegde	National level conference on developing Indian tourism	Srinivas University ,Mangalore	1000
2019	Prof.Sooraj RV	National level conference on developing Indian tourism	Srinivas University ,Mangalore	1000
2019	Mr.Jonal R D'Souza	National level conference on developing Indian tourism	Srinivas University ,Mangalore	1000

2019	Prof.nikhilesh nair	National level conference on developing Indian tourism	Srinivas University ,Mangalore	1000
2019	Mr.Vijesh TM	National level conference on developing Indian tourism	Srinivas University ,Mangalore	1000
2019	Mr Vijesh TM	Seminar on NA AC-Perspective on new Methodology	Sri Rama First Grade College Kalladka	500
2019	Mr Sibin G Nair	National conference on development of sustainable tourism practices	Srinivas University ,Mangalore	1000
2019	Mr. Deepu Gopal	National conference on development of sustainable tourism practices	Srinivas University ,Mangalore	1000
[View File](#)				

 6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	NAAC/NBA -Accrediti on	Professi onal etiquette	14/11/2019	14/11/2019	16	10
2020	National Conference on women e nterpreneu rship	National Conference on women e nterpreneu rship	01/02/2020	01/02/2020	16	10
2020	HACCP Training Programme	HACCP	18/02/2020	19/02/2020	4	Nill
[View File](#)						

 6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional	Number of teachers who attended	From Date	To date	Duration

development programme				
Workshop on Wine Tasting for the 3rd year and 4th year students in association with Karnataka Wine Board.	8	16/08/2019	20/08/2019	3
One day Faculty Development Programme on NAAC.	16	14/11/2019	14/11/2019	1
4th National Conference on Management of Modern Libraries(NACML)	16	10/01/2020	11/01/2020	2
HACCP Training Programme	4	18/02/2020	19/02/2020	2
Faculty Orientation Programme	1	09/12/2019	11/12/2019	3
[View File](#)				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
10	10	9	9

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Granting permission for attending Conferences, Seminars, Workshops, Faculty Development Programme. • Other benefits like : Medical facility, Provident fund, ESI, On duty leave for University work	Benefits like : Medical facility, Provident fund, ESI, On duty leave for University work	State/Central Government Scholarship facilities • Support for getting Educational Bank Loan / Financial Assistance from Private Trust. - "

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institute has a mechanism for internal and external audit. We have our own internal audit mechanism where internal audit is an ongoing continuous process in addition to the external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute every year. Qualified Internal Auditors from external resources have been permanently appointed and a team of staff under them do a thorough check and verification

of all vouchers of the transactions that are carried out in each financial year. Likewise an external audit is also carried out on an elaborate way on yearly basis. The institutional accounts are audited regularly by both Internal and statutory audits. So far there have been no major findings / objections. Minor errors pointed out by the audit team are immediately corrected / rectified and precautionary steps are taken to avoid recurrence of such errors in future. The institute regularly follows Internal external financial audit system

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	LOCAL INSPECTION COMMITEE UNDER MANGALORE UNIVERSITY	Yes	IQAC
Administrative	Yes	LOCAL INSPECTION COMMITEE UNDER MANGALORE Yes IQAC UNIVERSITy	Yes	IQAC

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Parents/Teachers Association is in place. PTA conducts meeting once in every year and discussions are held on various topics relating to academics issues faced by the students. The information regarding the academic and co-curricular activities are communicated through bulk SMS system where the details regarding attendances and class performance have been sent to parents regularly and also, parents are being informed of any student issues and programs conducted in the college. Parents feedback on various topics are received, reviewed and implemented.

6.5.3 – Development programmes for support staff (at least three)

Training program is conducted for support staff. Principal conducted workshop on Personality Development. Workshop conducted on housekeeping practices and introduced cleaning cheek list.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

HACCP

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal

	Yes
b)Participation in NIRF	**No**
c)ISO certification	**No**
d)NBA or any other quality audit	**No**

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	**Nill**	**Nill**	**Nill**	**Nill**	**Nill**

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Seminar on Human Rights and Gender sensitivity issues	**16/07/2019**	**16/07/2019**	**17**	**173**
Seminar on Prevention on ragging, drug abuse, environmental protection and sexual harassment	**13/11/2019**	**13/11/2019**	**4**	**51**
National Conference on "women entrepre neurship"	**01/02/2020**	**01/02/2020**	**155**	**200**

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
We conducted plantation drive as part of green initiative and planted 50 plants. We have planted the vegetables near to our food production lab, which are taken care by our students. Swacha Bharath Abhiyan programme is conducted by the NSS unit of our college. We have taken all the efforts to minimize the use of paper. LED Screens are used instead of flex materials banners for our college events. We have obtained FSSAI certification from the authority concerned. HACCP training is conducted to students and staff members and the HACCP Certification for the college is in process. Hazardous waste are identified and disposed appropriately. Campus is a plastic free zone. Plastic bags are banned in the college campus. Further, the following initiatives are taken 1. Turn off the computers when not in use. 2. Minimal use of water consumption. 3. The existing tube lights in the campus are replaced by LED lights as and when they fail. 4. We maintain a cleaning check-list by which we assure the thorough cleaning of all the premises of the college. 5. Periodical

training is provided to the cleaning staff by our house keeping department. 6. Conscious efforts are made to switch off lights when not in use, to save energy. 7. The dust bins are installed at various places and cleanliness is maintained. We had decided to adopt a village during April- may 2020 but due to spread of Covid19 we could not proceed.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
No Data Entered/Not Applicable !!!		

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	21/06/2019	1	International Yoga Day celebration	Betterment of health	75
2019	1	1	17/07/2019	1	Swachh Bharath Abhiyan Programme	awareness for public about cleanness	115
2019	1	1	06/08/2019	1	Blood donation Camp	Blood donation	62
2020	1	1	30/08/2019	1	Plantation drive	Tree plantation	44
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Service book (Code of Conduct) for Teaching Non Teaching Staff	03/06/2019	Responsibility and Accountability 1. Teachers should handle the subjects assigned by the Principal. 2. Teachers should complete the syllabus in time. Teachers shall produce good results in the subjects handled by them and are accountable for the same. 3. One Internal examination should be conducted for 40 marks in each semester. 4. Teachers should carry out

other academic, cocurricular and organizational activities that may be assigned to them from time to time. Punctuality and Attendance 1. Teachers must report in time to duty as per the working hours prescribed and should be available in the campus unless and otherwise they are assigned duties elsewhere. 2. Prior written permission should be obtained for reporting late in the morning or leaving early in the evening without detriment to their duties. 3. Teachers should sign the attendance register as well as register their attendance biometrically while reporting for duty 5. Teachers are expected to be present in the college campus at least 10 minutes before the College time. 6. Teachers should remain in the campus till the end of the College hours. Leave 1. Prior written permission is required from the Principal at least a day in advance. Publication of Research Papers, Books and Participation in Research Projects, Seminars, Conferences etc. 1. Staff members are encouraged to write text books, publish articles in reputed Journals and present papers in Seminars and Conferences 2. Staff members should also attend Faculty Development Programmes, Quality Improvement Programmes etc to update their knowledge. NonTeaching 1. NonTeaching staff working in the College should

		remain on Duty during College hours. 2. NonTeaching staff should wear the Uniform provided by the Management. 3. NonTeaching staff must always wear their identity badge during working hours. 4. NonTeaching Staff assigned to Laboratories should keep the Labs clean.
Hand Book/Rule Book for Students and Parens	03/06/2019	Rule Book explains all the rules and regulations of the college along with the details of course. Students and Parents need to read the details furnished in the rule book.
Academic Calendar	03/06/2019	Academic Calendar explains the academic activities of the particular academic year which gives an idea about the upcoming activities to the students, teaching and non-teaching staff, parents and other stakeholders.
Mentoring and Counselling Diary	03/06/2019	Mentoring and counseling diary is maintained in the college for each student. Mentors update the diary once in every 3 months.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Onam – Traditional festival of Kerala	06/09/2019	06/09/2019	230
Seminar on Prevention on ragging, drug abuse, environmental protection and sexual harassment	13/11/2019	13/11/2019	55
International Yoga Day celebration	21/06/2019	21/06/2019	75
Swacch Bharath Programme	10/07/2019	10/07/2019	110

world youth skill day	15/07/2019	15/07/2019	51
Seminar on Human Rights and gender sensitivity issues	16/07/2019	16/07/2019	190
Blood donation Camp	06/08/2019	06/08/2019	62
Career Guidance Program	28/08/2019	28/08/2019	51
Plantation drive	30/08/2019	30/08/2019	44
Teachers day celebration	05/09/2019	05/09/2019	230

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1) we conducted plantation drive and planted 50 plants. 2) The lights are changed to LED lights. 3) Plastic is banned in the campus. 4) Cleaning check list is place. 5) Flex banner is changed to LED screens during function. 6) Dustbins are placed inside the classroom and at different point of campus 7) A few vegetables are planted near to our lab 8) waste management is done effectively. 9) Instructions are given to all students and staff members to switch off the electrical appliance and water taps after use. 10) E- waste (unused / damaged old computer, UPS, CPU, Monitors and calculators) are disposed off efficiently with the help of external agencies. 11) Necessary steps are being taken to reduce the use of paper in the college. 12) As the college is attached to hotel Moti Mahal, all the flower pots and plants in our premises is well maintained by the house keeping department of the hotel. 13) As a part of green initiative we present the sapling / plants to our guest/ resource persons/ invitees instead of flower bouquet. 14) we encourage students and staff to use public transport.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices -2019-2020 Best Practice-1 Title of the Practice: 1. HACCP-Training Programme and Certification. 2. Objectives of the Practice: HACCP certification is an international standard defining the requirements for effective control of food safety. It is built around seven principles. The main objectives are as follows • To educate the students and staff about HACCP. • To certify the College Food Production Lab FB Service Lab. • To ensure the food safety standards in the college. 3. The Context: HACCP refers to Hazard Analysis Critical Control Point. It is a management system addressing food safety through chemical, biological and physical hazard analysis and control, from raw material production, manufacturing and distribution to finished product consumption. HACCP training is important for a wide range of roles in a number of industries. From those working directly in the production of food, to those who sell it at retail, it's essential that workers understand how to safely work with food intended for human consumption. HACCP can be really important because food- borne illnesses and allergic reactions can be severe health issues, and they very often result from poor hygiene in food preparation areas and processes. HACCP training provides a better platform for the students who look for a job in Food Production outlets. HACCP training will increase the credibility as a professional in the food industry and foster further career growth and progression through multiple opportunities in other organisations and industries requiring expertise and experience in HACCP. 4. The Practice

HACCP training is done in a mixed format—theoretical and practical. The theoretical part of training is delivered through lectures by a highly experienced professional from the certified agency. The theory classes have been conducted as per the schedule. The practical aspect is undertaken through role-plays and mock production chain audits to relate to the training content. Two-way participation is encouraged through group activities and assignments. Certificates are provided to the students and staff on successful completion of training followed by a written examination. 5. Evidence of Success Hazard Analysis and Critical Control Point (HACCP) is an internationally recognized system for reducing the risk of safety hazards in food. Any organisation involved in the manufacturing, processing or handling of food products can use HACCP to minimize or eliminate food safety hazards in their product. By undertaking this HACCP Food Safety Training Certification Course, students staff are benefited with in-depth knowledge and understanding of HACCP programs, a sense of satisfaction to contribute to consumer health and safety, and become confident in getting a better platform to work. The training will benefit the students in getting a job in the Food Industry. 6. Problems Encountered: Due to the lockdown in connection with the Covid-19 pandemic, the certification process got delayed. 7. Notes HACCP certification was recommended by NAAC peer team in 2016. The training programme for staff and students are already done whereas the certification is still in process. Best Practice-2 Title of the Practice: Conduct of Youth Festival (Yuvaana Fest-Inter-Collegiate Competition, Food Festival Traditional day Programmes) under the banner of EBSB. Objectives of Practice: ? To impress upon people at large about the increasing inter-connectedness between the constituents of various cultures and traditions, this is so vital for the spirit of nation building. ? To develop the leadership skills among the students by organizing the events. ? To provide a platform for students of various colleges to showcase their skills. ? To identify and promote cultural talent among the students. ? To provide a space for the public to experience various food items prepared by the students of our college. The Context: Culture provides the overall framework wherein people learn to organize their thoughts, emotions, and behaviors in relation to their environment. Many of the students have instinctive talent in various cultural fields. The purpose in organizing the cultural events is to engage students and prepare them for the real world, and encourage students to participate and showcase their talents. Students put in their best efforts to make the event entertaining and exciting. These multiple cultural events, management games, dance performances, food-festival, competitions, etc make them confident and also play a significant role in shaping the career of students. Cultural activities not only help students to identify themselves, but also assist students to develop themselves in a desired field and also improve skills such as organizational, presentation, leadership and interpersonal communication. The two-day event allowed the students to participate and express their talents in various cultural activities. All events of the function are widely publicized and entire programme was communicated to students of selected colleges in Kerala and Karnataka. The victorious students are honoured by the college on closing day of function. The Practice: The event is organized by the Student's Council with the support of College Management and staff members. The two-days programme consisted of various competitions, Management games, Food Festival, Alumni Meet, Traditional dance performances etc A committee of one teacher along with the members of student's clubs is framed for registering the participants of each activity. Students are allowed to perform rehearsal in the presence of teachers. Judges were appointed to evaluate the performance of participating students. After the completion of competitive event, the result of the event was communicated by the judge. On second day, closing event is organized in presence of chief guest. The victorious students of each event are presented mementos, cash prize and certificates by the chief guest. Overall championship trophy was presented to the college on the basis of maximum points

scored. Evidence of Success: Mass involvement of students from Karnataka and Kerala participated in the event. Students were able to experience the culture of Kerala and Karnataka. As the event was organized by the students, this has helped the students to develop their leadership skills helped in promoting social interaction among the students. Watching the glowing faces of students with certificates/mementos/cash prize/trophies in their hands were too pleasing moments. Entire sequence of events which took place during organization of cultural event and the prize distribution ceremony has been snapped by the photographer. Problems Encountered: Management of time becomes crucial especially when a few participants arrived late for a few competitions. No other problems were encountered in organizing the event. Notes: All the students who participated or witnessed the event were offered lunch refreshments by the college. It is decided to organize such type of events every year by ensuring maximum number of participants from other States. The entire event was organized by the students. The fund was raised by the students through the sponsorships, ticket sale and financial support provided by the management.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://mmchm.in/wp-content/uploads/2020/03/INSTITUTIONAL-BEST-PRACTICES-2019-20.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

An Educational Institution of Excellence, Moti Mahal College of Hotel Management established in 1992 by Dr. A. J. Shetty with a mission of BETTER EDUCATION FOR FUTURE PROFESSIONALS' under Laxmi Memorial Education Trust®, Mangalore, Karnataka. The following initiatives are taken 1. Tie-up with Hotel Moti Mahal: Since the college is attached to Hotel Moti Mahal, a three star hotel under our management, we are permitted to use the facilities of the hotel to train our students and to conduct events including National Conference, Food Festival(The conference hall, banquet hall, heavy equipments), FDPs, etc. Guest lecturers are conducted by the senior staff of the hotel. The chefs in the hotel extend their support while organizing the events. Bakery classes are handled by the Pastry Chef of Hotel Moti Mahal. Roaster Training is held on daily-wise which enable the students to acquire the practical knowledge. Students are maintaining a log book where the daily work and important points are noted, signed by the hotel HODs and submit to the college which is then verified by the faculties concerned. The roaster training and the training in banquets help the students to perform better in On-Campus and Off-Campus interviews. Roaster training starts at 5.00 pm every day after the regular classes. Students are permitted to attend the out-door catering events organized by our hotel. Students get hand-on-training in the specialty restaurant, coffee shop, front office, housekeeping department, various cuisines of food production department, banquets, etc 2. Youth Festival: Yuvaana Fest The event is organized by the Student's Council with the support of College Management and staff members with an idea of fostering inter-institutional competitions for instilling professional confidence. The two-days programme consisted of various competitions, Management games, Food Festival, Alumni Meet, Traditional dance performances etc A team of 'members of student's clubs under the supervision of one faculty' is framed for registering the participants of each activity. Students from various colleges of Kerala Karnataka participated in the event. Students are allowed to perform rehearsal in the presence of teachers. Judges were appointed to evaluate the performance of participating students. After the completion of competitive event, the

result of the event was communicated by the judge. On second day, closing event is organized in presence of chief guest. The victorious students of each event are presented mementos, cash prize and certificates by the chief guest. Overall championship trophy was presented on the basis of maximum points scored from various competitions. 3. Student's Council/Student's Clubs The Institute organized a large number of activities through different Clubs. These varied activities provided hands on experience to the students and taught them how to plan, organize, coordinate, supervise, control, communicate, work in a team, motivate, develop sense of responsibility, and so on. Accordingly, the Institute planned and implemented activities through a structured academic activity plan. They are properly coordinated and supervised through Clubs under the supervision of faculties. 4. Food Festival 'Cater's Act' is another distinctiveness of our college where the entire event is organized by the students.

Provide the weblink of the institution
https://mmchm.in/wp-content/uploads/2020/03/Institutional-Distinctiveness-2019-20.pdf

8.Future Plans of Actions for Next Academic Year

1. Submission of SSR to NAAC: The institution has decided to go for NAAC second cycle accreditation as we are completing five years after the first cycle. The IIQA and SSR will be submitted on time. 2. Collaboration with National International Institutions.: Institution has planned to sign the MoU with National/International Institutions of the same level. 3. Improving Collaboration/linkage with industries. 4. Renovate the Quantity Training Kitchen 5. Purchase of equipments. 6. To conduct more extension programmes 7. To recruit new staff members 8. To conduct more subject wise workshops 9. To conduct Add-on course in Bar-tending. 10. To start selling the bakery products through the Hotel outlet.